

Winnetka Village Council
REGULAR MEETING
Village Hall
510 Green Bay Road
Tuesday, July 17, 2012
7:30 p.m.

Emails regarding any agenda item are welcomed. Please email contactcouncil@winnetka.org, and your email will be relayed to the Council. Emails for the Tuesday Council meeting must be received by Monday at 4 p.m. Any email may be subject to disclosure under the Freedom of Information Act.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance to the Flag
- 3) Quorum
 - a) August 7, 2012, Regular Meeting
 - b) August 14, 2012 Study Session **Cancelled**
 - c) August 21, 2012, Regular Meeting
- 4) Approval of Agenda
- 5) Consent Agenda
 - a) Village Council Minutes: None.
 - b) Warrant Lists Nos. 1757 and 17583
 - c) Equipment Purchase: Snow Blower Replacement.....6
 - d) Bid # 12-008: State of Illinois Emergency Repair Program Funds: 2012 Street Rehab - Hibbard Rd. / Winnetka Ave.9
 - e) Ordinance MC-4-2012: Updating Building and Fire Codes – Adoption.....11
- 6) Stormwater Update
 - a) One Year After the July 2011 Flood.....83
 - b) Sanitary Sewer Report – Draft Evaluation Survey89
- 7) Ordinances and Resolutions
 - a) Ordinance M-15-2012: 260 Fairview Zoning Variation – Introduction.....174
 - b) Ordinance MC-5-2012: Revision to Lead Service Replacement Policy – Introduction.....225
- 8) Public Comment
- 9) Old Business: None.

10) New Business	
a) Fire Department Ambulance.....	231
b) New Website Development	261
11) Reports	
12) Adjournment	

NOTICE

All agenda materials are available at villageofwinnetka.org (*Council > Current Agenda*), the Reference Desk at the Winnetka Library, or in the Manager’s Office at Village Hall (2nd floor).

Videos of the Village Council meetings are televised on Channel 10 every night at 7 PM and on Channel 18 M-F-Su at 7AM or 7 PM. Videos of the meeting may also be viewed on the Internet via a link on the Village’s web site: villageofwinnetka.org

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator – Kathie Scanlan, at 510 Green Bay Road, Winnetka, Illinois 60093, 847.716.3540; T.D.D. 847.501.6041.

AGENDA REPORT

TO: Village Council
FROM: Robert M. Bahan, Village Manager
DATE: July 5, 2012
SUBJECT: **Warrant Lists Nos. 1757 and 1758**

Warrants Lists Nos. 1757 and 1758 are enclosed in each Council member's packet.

Recommendation: Consider approving Warrants Lists Nos. 1757 and 1758.

Agenda Report

Subject: Equipment Purchase - Snow Blower Replacement

Prepared By: Steven M. Saunders, Director of Public Works/Village Engineer

Date: July 12, 2012

One of the mainstays of the Village's snow removal fleet is a 1979 Sno-Go multi-stage blower that mounts on our John Deere front-end loader. This equipment is used for removal of large accumulations and drifts of snow, such as what was experienced during the 2011 blizzard, and is also used regularly to load and haul snow out of the Village's commercial district. The equipment has reached the end of its useful life and is in need of replacement. Village staff solicited bids on an identical replacement unit manufactured by Sno-Go, and received a single bid from Lindco Equipment Sales Incorporated of Merrillville Indiana. This supplier is the Midwest Vendor for Sno-Go, and thus the only bidder on this equipment. This bid is broken down as follows:

Base Price w/delivery	\$ 82,183.00
Option 1 - Gauge Panel, Headlights and HD Batteries	\$ 1,339.00
Option 2 – Wireless Controls including deduct	\$ 4,603.00
Option 3 – Quick Coupler System including base credit	\$ 2,828.00
Less Trade In	\$ (7,000.00)
Net Bid	\$ 83,953.00

Staff has evaluated the pricing in this bid by contacting other regional dealers for Sno-Go to verify that all municipal and government discounts have been applied. Staff has also compared this bid with a recent bid solicited by the City of Lake Forest, which received identical pricing. Based on this information, the bid submitted appears reasonable for this specialized piece of equipment.

The Village has budgeted \$90,000 in the FY 2012-13 Budget for this purchase.

Recommendation:

Consider awarding a purchase order to Lindco Equipment Sales Incorporated of Merrillville Indiana in the amount of \$83953.00 for purchase of a Sno-Go model WK800 including options as specified and pursuant to their bid pricing.

SNOGO®



- Performance from 1,200—2,800 tons/hour
- Truck loading or casting up to 150 feet
- Two-stage, 3-auger design
- Mechanical drive
- Turntable and telescopic loading chute

Standard equipment includes:

- Block heater
- Air cleaner with air restriction indicator
- Cab mounted control box
- Low-oil pressure/high engine temperature shutdown



KEEPING AHEAD OF THE CUTTING EDGE™

SNOGO LOADER MOUNTED SNOW BLOWERS



MODEL WK-800

- Capacity of 1200-1500 TPH minimum
- Two-stage design, triple augers feeding an impeller
- Three, 12" horizontal augers, 42" cutting height
- 38" impeller with replaceable blades
- Telescopic chute for truck loading or spot casting snow
- Rotating impeller housing for free casting snow
- 102" cutting width
- Shear pin protected augers and impeller
- Operating weight approximately 6,100 lbs.
- Sized for 1-1/2 - 2 cubic yard loaders

MODEL MP-30

- Capacity of 1500-1800 TPH minimum
- Two-stage design, triple augers feeding an impeller
- Three, 14" horizontal augers, 48" cutting height
- 38" impeller with replaceable blades
- Telescopic chute for truck loading or spot casting snow
- Rotating impeller housing for free casting snow
- Cutting widths of 100", 103" or 114" available
- Shear pin protected augers and impeller
- Operating weight approximately 7,800 lbs.
- Sized for 3 - 3-1/2 cubic yard

MODEL MP-318

- Capacity of 2500 TPH minimum
- Two-stage design, triple augers feeding an impeller
- Three, 18" horizontal augers, 60" cutting height
- 41" impeller with replaceable blades
- Telescopic chute for truck loading or spot casting snow
- Rotating impeller housing for free casting snow
- Cutting widths of 100 & 120 inches available
- Shear pin protected augers and impeller
- Operating weight approximately 10,500 lbs.
- Sized for 4 cubic yard loaders

SNOGO TU-3 CHASSIS-MOUNTED SNOW BLOWERS



MODEL TU-3

- Cutting width: 101-5/8" - Cutting Height: 60"
- Height to top of cutter bar: 87"
- Depth of rotary head (front to back): 50-1/2"
- Dimensions w/ Opt. Turret Loading & Casting Chute:
- Height: ground to top of tip section, chute up - tip up-145"
- Height: ground to bottom edge of tip section chute up - tip up: 130-3/4"
- Height: ground to bottom edge of tip section chute up - tip down: 120 3/4"
- Height base section to top of tip section chute retracted: 76"
- Height: ground to top - chute retracted:-125"
- Snow removal capacity: 2000-2400 TPH
(Minimum - dependent on snow density)
- Snow casting distance: 175'
(Dependent on snow density)
- Weight of complete unit less chassis & turret-loader: 5,000 Lbs. (approx. dependent on components)
- Complete two-stage design
- Mountable on approved four-wheel drive chassis
- Augers:
- Three (3) 18" diameter augers
- Center & bottom auger: full height-5/16"/flight-4.50"O.D.
- Top auger: tapered flight 5/16" flight: 4.50" O.D. tapered flight to reduce boil over of snow
- All augers mounted on self-aligning bearings
- Auger Drive:
- Shear bolt protected: two (2) bolts required
- 1.750" diameter alloy shaft
- Impeller And Associated Parts:
- Heavy-duty steel impeller weldment: 41" diameter
- Impeller shear bolt protected: three (3) bolts required
- Six (6) alloy steel replaceable fan blades
- Heavy steel fan housing: 3/16" steel plate
- Fan housing throat size: 16" diameter
- Fan housing rotates thru arc of 130° controlled from cab
- Snow stream direction/elevation can be instantly changed without stopping or interrupting operation.

Wausau Equipment Company, Inc.
1905 South Moorland Road
New Berlin, WI 53151-2321
U.S.A.

800-788-6066 – 262-784-6066
262-784-6720 - fax
www.wausau-everest.com
ISO 9001:2000 Certified

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www.wausau-everest.com

AGENDA REPORT

Subject: **Bid Number 12-008 – State of Illinois Emergency Repair Program Funds
2012 Street Rehabilitation (Hibbard Road and Winnetka Avenue)
Section 12-00104-00-RS**

Prepared By: Steven M. Saunders, Dir. of Public Works/Village Engineer

Date: **July 12, 2012**

On July 12, 2012, sealed bids were opened and read aloud for the State of Illinois Emergency Repair Funds - 2012 Street Rehabilitation Program, which consists of the rehabilitation, milling and resurfacing of the following streets and all related collateral work:

*Hibbard Road from Tower Road to Pine Street;
Winnetka Avenue from Church to High Street and from Wilson Street to Sheridan Road*

Four (4) bidders responded. The following table indicates all bids that were received and read by the Village of Winnetka.

Bidder	Bid Amount - As Read	Adjusted Bid - As Calculated
Curran Contracting Company 286 Memorial Court Crystal Lake, IL 60014	\$646,995.70	No Change
Peter Baker & Sons Company 1349 Rockland Road, P.E. Box 187 Lake Bluff, IL 60044-0187	\$654,936.65	No Change
Chicagoland Paving Contractors, Inc. 225 Telser Road Lake Zurich, IL 60047	\$699,900.00	No Change
A Lamp Concrete Contractors, Inc. 800 W. Irving Park Road Schaumburg, IL 60193	\$835,625.40	No Change

All bids were reviewed for completeness and accuracy, and the bid tabulation is attached. Three of the bids were below the Engineer's Estimate of \$740,991.25, and the low bid of \$646,995.70 was submitted by Curran Contracting Company of Crystal Lake, IL. Curran Contracting has worked within the Village of Winnetka on numerous occasions to the Village's satisfaction, and staff recommends awarding the State of Illinois Emergency Repair Program Funds - 2012 Street Rehabilitation Program to Curran Contracting Company in the amount of \$646,995.70.

Budget Information

In 2009, the Village of Winnetka was allocated funding in the amount of \$730,000.00 that was issued by the State of Illinois through the Emergency Repair Program.

Recommendation:

Consider awarding a contract to Curran Contracting Company of Crystal Lake, IL, for the State of Illinois Emergency Repair Funds 2012 Street Rehabilitation (Hibbard Road and Winnetka Avenue), in the amount of \$646,995.70.

July 12, 2012
 TABULATION OF BIDS
 2012 EMERGENCY REPAIR PROGRAM

PAY ITEM	UNIT	QUANTITY	ENGINEER'S EST. OF COST OF COST		CURRAN CONTRACTING COMPANY		PETER BAKER & SONS COMPANY		CHICAGOLAND PAVING CONTRACTORS		A LAMP CONCRETE CONTRACTORS	
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
BITUMINOUS MATERIALS PRIME COAT	GAL	3160	\$ 1.25	\$ 3,950.00	\$ 0.01	\$ 31.60	\$ 2.25	\$ 7,110.00	\$ 0.01	\$ 31.60	\$ 1.50	\$ 4,740.00
AGGREGATE MATERIAL PRIME COAT	TON	42	\$ 25.00	\$ 1,050.00	\$ 1.00	\$ 42.00	\$ 1.00	\$ 42.00	\$ 0.01	\$ 0.42	\$ 1.00	\$ 42.00
HMA BC IL-19 N70	TON	2955	\$ 80.00	\$ 236,400.00	\$ 63.25	\$ 186,903.75	\$ 63.00	\$ 186,165.00	\$ 80.00	\$ 236,400.00	\$ 83.50	\$ 246,742.50
HMA SC "D" N70	TON	1820	\$ 85.00	\$ 154,700.00	\$ 77.05	\$ 140,231.00	\$ 83.00	\$ 151,060.00	\$ 90.00	\$ 163,800.00	\$ 90.00	\$ 163,800.00
PCC DRIVEWAY PAVEMENT 6	SY	51	\$ 35.00	\$ 1,785.00	\$ 50.00	\$ 2,550.00	\$ 50.00	\$ 2,550.00	\$ 55.00	\$ 2,805.00	\$ 65.00	\$ 3,315.00
PC CONC SIDEWALK 5	SF	3565	\$ 5.00	\$ 17,825.00	\$ 4.50	\$ 16,042.50	\$ 4.50	\$ 16,042.50	\$ 5.00	\$ 17,825.00	\$ 5.00	\$ 17,825.00
DETECTABLE WARNINGS	SF	292	\$ 35.00	\$ 10,220.00	\$ 35.00	\$ 10,220.00	\$ 35.00	\$ 10,220.00	\$ 38.00	\$ 11,096.00	\$ 35.00	\$ 10,220.00
DRIVEWAY PAVEMENT REMOVAL	SY	154.5	\$ 10.00	\$ 1,545.00	\$ 23.00	\$ 3,553.50	\$ 11.30	\$ 1,745.85	\$ 10.00	\$ 1,545.00	\$ 15.00	\$ 2,317.50
COMB CG REMOVAL	FT	1827	\$ 2.00	\$ 3,654.00	\$ 3.00	\$ 5,481.00	\$ 3.00	\$ 5,481.00	\$ 3.50	\$ 6,394.50	\$ 4.00	\$ 7,308.00
SIDEWALK REMOVAL	SF	3092	\$ 1.00	\$ 3,092.00	\$ 1.00	\$ 3,092.00	\$ 1.00	\$ 3,092.00	\$ 1.00	\$ 3,092.00	\$ 1.50	\$ 4,638.00
CL D PATCH T2 6	SY	11.5	\$ 60.00	\$ 690.00	\$ 75.00	\$ 862.50	\$ 90.00	\$ 1,035.00	\$ 55.00	\$ 632.50	\$ 65.00	\$ 747.50
CL D PATCH T4 6	SY	707.6	\$ 60.00	\$ 42,456.00	\$ 54.00	\$ 38,210.40	\$ 56.00	\$ 39,625.60	\$ 30.00	\$ 21,228.00	\$ 45.00	\$ 31,842.00
CB ADJUST	EA	22	\$ 750.00	\$ 16,500.00	\$ 300.00	\$ 6,600.00	\$ 350.00	\$ 7,700.00	\$ 385.00	\$ 8,470.00	\$ 350.00	\$ 7,700.00
FR & LIDS ADJUST	EA	8	\$ 400.00	\$ 3,200.00	\$ 325.00	\$ 2,600.00	\$ 400.00	\$ 3,200.00	\$ 450.00	\$ 3,600.00	\$ 350.00	\$ 2,800.00
MOBILIZATION	LSUM	1	\$ 28,000.00	\$ 28,000.00	\$ 27,000.00	\$ 27,000.00	\$ 16,785.00	\$ 16,785.00	\$ 2,500.00	\$ 2,500.00	\$ 55,000.00	\$ 55,000.00
TR CONT&PROT 701501	LSUM	1	\$ 9,000.00	\$ 9,000.00	\$ 2,200.00	\$ 2,200.00	\$ 4,040.00	\$ 4,040.00	\$ 17,833.68	\$ 17,833.68	\$ 7,500.00	\$ 7,500.00
TR CONT&PROT 701701	LSUM	1	\$ 9,000.00	\$ 9,000.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
THPL PVT MK LTR&SY	SF	57	\$ 5.00	\$ 285.00	\$ 3.00	\$ 171.00	\$ 3.00	\$ 171.00	\$ 3.35	\$ 190.95	\$ 10.00	\$ 570.00
THPL PVT MK LINE 4	FT	7094	\$ 1.00	\$ 7,094.00	\$ 0.60	\$ 4,256.40	\$ 0.60	\$ 4,256.40	\$ 0.70	\$ 4,965.80	\$ 0.85	\$ 6,029.90
THPL PVT MK LINE 6	FT	1184	\$ 1.50	\$ 1,776.00	\$ 0.90	\$ 1,065.60	\$ 0.90	\$ 1,065.60	\$ 1.00	\$ 1,184.00	\$ 1.50	\$ 1,776.00
THPL PVT MK LINE 12	FT	195	\$ 3.00	\$ 585.00	\$ 1.20	\$ 234.00	\$ 1.20	\$ 234.00	\$ 1.35	\$ 263.25	\$ 5.00	\$ 975.00
THPL PVT MK LINE 24	FT	867	\$ 6.00	\$ 5,202.00	\$ 3.10	\$ 2,687.70	\$ 3.10	\$ 2,687.70	\$ 3.90	\$ 3,381.30	\$ 8.00	\$ 6,936.00
HMA SRF REM VAR DP	SY	21075	\$ 3.50	\$ 73,762.50	\$ 3.65	\$ 76,923.75	\$ 3.80	\$ 80,085.00	\$ 4.00	\$ 84,300.00	\$ 4.00	\$ 84,300.00
FR&LIDS ADJUST SPEC	EA	91	\$ 500.00	\$ 45,500.00	\$ 575.00	\$ 52,325.00	\$ 525.00	\$ 47,775.00	\$ 565.00	\$ 51,415.00	\$ 550.00	\$ 50,050.00
TRAF CONT&PROT SPL	LSUM	1	\$ 9,000.00	\$ 9,000.00	\$ 2,200.00	\$ 2,200.00	\$ 100.00	\$ 100.00	\$ 1.00	\$ 1.00	\$ 50,000.00	\$ 50,000.00
COMB CC&G	FT	1913	\$ 16.00	\$ 30,608.00	\$ 17.00	\$ 32,521.00	\$ 17.00	\$ 32,521.00	\$ 18.00	\$ 34,434.00	\$ 25.00	\$ 47,825.00
HMA DRIVE PAVT 2	SY	49	\$ 25.75	\$ 1,261.75	\$ 49.00	\$ 2,401.00	\$ 25.00	\$ 1,225.00	\$ 25.00	\$ 1,225.00	\$ 35.00	\$ 1,715.00
CB REMOVE & REPL	EA	1	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,250.00	\$ 3,250.00	\$ 2,000.00	\$ 2,000.00
FR & LIDS OR GRATES	EA	15	\$ 385.00	\$ 5,775.00	\$ 400.00	\$ 6,000.00	\$ 400.00	\$ 6,000.00	\$ 425.00	\$ 6,375.00	\$ 350.00	\$ 5,250.00
PAVT CONTRACTION JOINTS	FT	5830	\$ 2.50	\$ 14,575.00	\$ 3.00	\$ 17,490.00	\$ 3.40	\$ 19,822.00	\$ 2.00	\$ 11,660.00	\$ 2.00	\$ 11,660.00
TOTAL BID (AS CALCULATED)				\$ 740,991.25		\$ 646,995.70		\$ 654,936.65		\$ 699,900.00		\$ 835,625.40
TOTAL BID (AS READ)						\$ 646,995.70		\$ 654,936.65		\$ 699,900.00		\$ 835,625.40

AGENDA REPORT

TO: Village Council
SUBJECT: Ordinance MC-4-2012 – Updating Building and Fire Codes
PREPARED BY: Katherine S. Janega, Village Attorney
DATE: July 13, 2012
REF: July 10, 2012 Special Council Meeting Agenda, pp. 86-180
June 19, 2012 Regular Council Agenda, pp. 10-86

Ordinance MC-4-2012 updates the Village’s building and fire codes by updating the editions and amending the model codes that are adopted and incorporated into the Village Code by reference.

The Ordinance was first considered at the June 19, 2012, Village Council meeting. At that time, the Council introduced the ordinance, but also requested further information regarding several issues, including the applicability of the model building codes, how they apply to existing buildings and how they are administered. At the July 10, 2012, special meeting, Staff presented a detailed analysis of the issues raised by the Council, along with an annotated revised draft of Ordinance MC-4-2012.

The distributed agenda materials were supplemented by further revisions to Ordinance MC-4-2012 that the Village Attorney circulated at the special meeting. Those further revisions, in Sections 10 and 21 of MC-5-2012, refined the provisions pertaining to outdoor fires, outdoor fireplaces and fire pits, and moved the outdoor fire provision in Section 10 so that it would accurately appear in the Village Code as an amendment to the International Fire Code, rather than as an addition. In the course of the Council’s discussions, the provision on elevator size was modified by limiting the requirement for larger elevators to a single elevator and by excluding one-and two-family dwellings from the requirement.

At the end of its discussion, the Council unanimously approved a motion amending Ordinance MC-4-2012 as presented in the agenda materials and as modified by the supplementary materials and the Council’s discussion described above.

Attached to this Agenda Report is the final draft of Ordinance MC-4-2012, incorporating all of the changes approved at the July 10th meeting. The changes to Sections 10 and 21 are tracked, respectively, at pages 5-6 and 30-32 in the attached draft. In addition, all drafter’s notes have been removed and the text has been reviewed and edited to assure spelling and formatting are correct. Although those technical changes are included in the red-lining, they do not require a vote. Therefore, Ordinance MC-4-2012 is presented for final Council consideration.

Attachments:

1. Red-lined print of the complete, final draft of Ordinance MC-4-2012, tracking all changes to the Village Code, including the revisions approved at the July 10, 2012 special meeting.
2. Clean print of the final draft of Ordinance MC-4-2012.

Recommendation:

Consider adopting Ordinance MC-4-2012, as presented in the agenda materials.

**AN ORDINANCE
ADOPTING UPDATED MODEL BUILDING, FIRE AND LIFE SAFETY CODES
FOR INCORPORATION INTO THE WINNETKA VILLAGE CODE**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village of Winnetka has the authority to adopt ordinances and to promulgate rules and regulations protecting the health, safety and welfare of its citizens; and

WHEREAS, the Council of the Village of Winnetka (“Village Council”) have reviewed amendments proposed by the Village staff to various provisions of Title 8 of the Winnetka Village Code, Health and Safety, and of Title 15 of the Winnetka Village Code, Building and Construction, to adopt and incorporate by reference updated model codes; and

WHEREAS, the proposed updating of Titles 8 and 15 includes the adoption by reference of the 2009 editions of the International Building Code, the International Fire Code, the International Residential Code for One- and Two-Family Dwellings, the International Mechanical Code and the International Fuel Gas Code, the updating and adoption by reference of fire and life safety codes, the continued adoption by reference of the 2004 edition of the State of Illinois Plumbing Code the adoption by reference of the 2008 edition of the National Electrical Code, and the adoption by reference of the latest edition of the International Energy Conservation Code, all of which are sometimes hereinafter referred to collectively as the “Model Codes;” and

WHEREAS, copies of each of the foregoing Model Codes have been maintained on file in the office of the Village Clerk for at least 30 days prior to the effective date of this ordinance; and

WHEREAS, the Village Council have determined that the comprehensive amendments proposed by the Village staff will benefit the public health, safety and welfare by assuring that all construction activity in the Village of Winnetka is performed pursuant to the most recent nationally recognized standards; and

WHEREAS, the Village Council have further determined that the comprehensive amendments will facilitate the administration of regulations pertaining to construction activity in

the Village of Winnetka due to the reorganization and consolidation of all administrative procedures pertaining to the regulation of construction activity; and

WHEREAS, this Ordinance is adopted by the Council of the Village of Winnetka in the exercise of its home rule powers under Article VII, Section 6 of the Illinois Constitution of 1970.

NOW, THEREFORE, the Council of the Village of Winnetka do ordain:

SECTION 1: The foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: Subsection A of Section 15.04.050, “Definitions,” of Chapter 15.04, “General Provisions,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is hereby amended to provide as follows:

A. Terms Defined in Other Ordinances and Codes. Terms used in this title Building Code, but not otherwise defined, shall have the meanings ascribed to them in the Zoning Ordinance, this code or the codes adopted by reference in Sections 15.08.010, 15.16.010 and 8.04.010 of this code.~~15.12.010 and 15.20.010.~~

SECTION 3: Section 8.04.010, “General requirements for automatic alarm and fire detection systems and smoke detectors,” of Chapter 8.04, “Security and Fire ~~detection~~Detection Systems, of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

Section 8.04.010 General requirements for automatic alarm and fire detection systems, and smoke detectors.

A. Automatic alarm and fire detection systems. All automatic alarm and fire detection systems shall be subject to the provisions of this Chapter 8.04. In addition, except as provided in Section 15.16.050(B) of this code, all automatic alarm and fire detection systems shall be installed in accordance with the standard set forth in NFPA Publication 72, National Fire Alarm Code, 1996-2010 Edition, in any building used for an occupancy described in subsections (A)(2)(a) through (B)(1) through (B)(7) of Section 15.16.050 of this code.

B. Smoke detectors. Residential smoke detectors shall be supplied and installed in accordance with the “Illinois Smoke Detector Act,” 425 ILCS 60/1, et seq., except that an approved smoke detector shall also be installed in each sleeping room. As used in the Illinois Smoke Detector Act, the term “substantially remodelled” means the installation of new electrical wiring throughout the dwelling unit regardless of the cost of such wiring, and any work to repair, restore, renovate, remodel or increase the size of a dwelling unit if the cost of such work exceeds fifty (50) percent of the value of the existing dwelling unit. Notwithstanding any exceptions stated in the Illinois Smoke

Detector Act to the contrary, the smoke detectors required for any newly constructed addition to a dwelling unit shall be permanently wired into the addition's AC power line, and if more than one detector is required to be installed in the addition, the detectors shall be wired so that the actuation of one detector will actuate all the detectors in the addition.

C. Exception to fire detection system requirement. No automatic fire detection system shall be required in any room or portion of a building which is equipped with an approved installation of an automatic fire extinguishing system except where it is determined by the Fire Chief that early warning is necessary for life safety.

(Ord. MC-228-99 § 7 (part), 1999: prior code § 24.01)

D. Emergency key access requirement. The owner of any building or structure that is not a single-family or two-family dwelling and that is protected by an automatic sprinkler system and/or an automatic fire detection system shall purchase, install and maintain an emergency key access system consisting of a locked box of a type and in a location prescribed by the ~~fire chief~~Fire Chief. The key box shall contain:

1. Keys to locked points of ingress whether on the interior or exterior of such building or structure;
2. Keys to locked mechanical equipment rooms;
3. Keys to locked electrical equipment rooms;
4. Keys to elevator controls; ~~and~~
5. Keys to the fire alarm equipment; and
6. Keys to other areas as directed by the ~~fire chief~~Fire Chief.

(Ord. MC-2-2011, 2/15/11; Ord. MC-1-2005 § 2, 2/15/05)

SECTION 4: Subsection D of Section 8.04.020, “Definitions,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

D. Direct connection system. “Direct connection alarm” means an alarm system that ~~is connected~~ uses an approved Village radio receiver to connect directly, ~~via a leased telephone line or an approved Village radio receiver,~~ to an alarm receiving panel located in the Village's Public Safety Building at 410 - 428 Green Bay Road. No digital dialer alarm shall be considered a direct connection alarm.

SECTION 5: Section 8.04.050, “Impermissible alarm devices,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

Section 8.04.050 Impermissible alarm devices.

A. No person shall install or allow to exist on any alarm system:

1. Any device that produces a sound or visual display similar to sirens or lights of emergency public safety vehicles of the Village or emergency warning system (civil defense) sirens; or

2. Any device (except a fire alarm) not equipped with an automatic shutoff that will deactivate sound or visual display within ten (10) minutes of the commencement of any alarm.

B. No person shall install any device that automatically contacts the Police or Fire Department and that also uses or reproduces any recorded message to summon Police or Fire Department response, except that an elevator auto-dialer emergency communication system that is required by ANSI 17.1 or 17.3 Standards shall be permitted.

(Ord. MC-228-99 § 7 (part), 1999; prior code §§ 4.10, 24.05)

C. No person shall install any type of digital dialer alarm that dials into the Police Department alarm system receiver.

(Ord. MC-2-2011, 2/15/2011; Ord. MC-06-2004 § 3, 05/04/2004)

SECTION 6: Subsection B of Section 8.04.060, “Inspections, responses and false alarms,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

B. Inspections required. All fire, smoke and carbon monoxide alarms shall be subject to inspections inspected by the Fire Department. All other alarms shall be inspected by the Police Department.

SECTION 7: Subsection A of Section 8.04.080, “False alarm fee procedures,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

A. Notice of False Alarm Fee. The Chief of Police, ~~or~~ the Fire Chief, or the designee of either Chief, upon determining that a false alarm has occurred, shall give written notice to the alarm system user that a false alarm has occurred at the premises, and, shall bill the alarm system user pursuant to the schedule of false alarm fees provided in Section 8.04.070, ~~shall bill the alarm system user accordingly.~~

SECTION 8: Subsection A of Section 8.08.010, “Storage of flammable or combustible liquids,” of Chapter 8.08, “Fire Safety Code,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

A. No more than five gallons of gasoline or other Class I or II flammable or combustible liquids may be stored on private premises for personal or private use. Such liquids shall be stored in an approved container of safety type, removed from flame or

open fire, in a room or space with good ventilation. Such liquids shall, if possible, be stored in a garage or out-building, and shall not be stored in any cellar, stairwell, basement or pit. No Class I or II flammable or combustible liquids may be stored in a motor vehicle that has not been approved for transporting such products, except in the vehicle's own manufactured fuel tank.

SECTION 9: Section 8.08.020, "Storage of liquified petroleum gas," of Chapter 8.08, "Fire Safety Code," of Title 8 of the Winnetka Village Code, "Health and Safety," is hereby amended to provide as follows:

Section 8.08.020 Storage of liquified petroleum gas.

A. Storage of liquified petroleum gas is prohibited within the fire limits as established in Section ~~15.32.140~~ 15.44.090 of this code.

B. Storage of liquified petroleum gas outside of the fire limits shall be prohibited on any premises except those used for residential occupancies.

C. The maximum capacity of a container for storage of liquified petroleum gas on any premises in the Village shall be two thousand (2,000) gallons, water capacity.

D. No container for liquified petroleum gas shall be installed with any part of it below the ground surface.

E. The outside storage of liquified petroleum gas containers pending their use, sale or resale, including containers stored outside as part of a cylinder exchange program, shall not exceed a combined total of 120 gallons (twenty-four 25-pound cylinders), water capacity.

(Prior code § 26.03)

SECTION 10: Section 8.08.030, "Outdoor fires," of Chapter 8.08, "Fire Safety Code," of Title 8 of the Winnetka Village Code, "Health and Safety," is hereby amended to provide as follows:

Section 8.08.030 Outdoor fires; outdoor fireplaces, grills and barbecue pits.

~~The use of permanent outdoor fireplaces, grills or barbecue pits is permitted; provided that, the same are under continuous competent supervision and such fireplace, grill or barbecue pit is at least fifteen (15) feet from any building or fence.~~

A. Outdoor fires in general. All outdoor fires, recreational or otherwise, shall comply with the provisions of the International Fire Code, 2009 Edition, as adopted pursuant to Section 15.08.010(G) of this code and as amended by Section 15.16.020 of this code. In addition, all outdoor fires shall comply with the following requirements:

1. All outdoor fires shall be under continuous competent supervision.

2. No outdoor fire, including but not limited to, fires in outdoor fireplaces, grills, fire pits and similar devices, shall be used in such a manner or location that it causes any building fire alarm to activate or that it otherwise creates a hazardous or objectionable condition.

B. Outdoor fireplaces, grills and fire pits. All portable outdoor fireplaces, grills, fire pits and similar devices, and all such devices that are permanently installed, shall be located and operated at least fifteen (15) feet from any building, fence or property line. Notwithstanding the foregoing, the operation of any permanent outdoor fireplace, grill, fire pit or similar device that was lawfully installed before July 17, 2012, shall be permitted, provided that such operation complies with subsection A of this section.

C. Authority to extinguish. The code official is authorized to order the extinguishment of any outdoor fire that is not in compliance with this code or that otherwise creates a hazardous or objectionable condition.

(Prior code § 26.11)

SECTION 11: Section 8.08.170, “Posting capacity of places of assembly,” of Chapter 8.08, “Fire Safety Code,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

Section 8.08.170 Posting capacity of places of assembly.

Each place of assembly having a capacity of ~~two hundred (200) fifty (50)~~ or more persons shall have a sign posted in a conspicuous place specifying the maximum number of persons that may be permitted within the room at any one time. The sign shall be not less than ten (10) inches by six (6) inches with one-inch red letters on a white background and shall be maintained in a legible condition. ~~If the place of assembly is also used for the service of food, arrange so that food may be served in such place of assembly,~~ the notice shall specify both the number permitted for meeting purposes without tables and for dining room purposes with tables. The allowable capacities shall be determined by the Fire Chief in accordance with the rules and regulations for fire prevention and safety of the ~~state State.~~ ~~The sign shall be not less than ten (10) inches by six inches with one-inch red letters on a white background and shall be maintained in a legible condition.~~

(Prior code § 26.28)

SECTION 12: Section 15.08.010, “Adoption of Model Codes by ~~reference,~~” Reference,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is hereby amended in its entirety, to provide as follows:

Section 15.08.010 Adoption of Model Codes by Reference.

The model codes described in the following subsections A through ~~G-I~~ are each adopted by reference pursuant to the home rule authority of the Village of Winnetka under Article

VII, Section 6 of the State of Illinois Constitution of 1970, and further pursuant to applicable provisions of the Illinois Municipal Code and the Municipal Adoption of Codes and Records Act, 50 ILCS 220/1 through 220/7, except as modified by the exclusions, amendments and additional provisions set forth in this chapter.

A. International Building Code, ~~2003-2009~~ Edition.

B. International Residential Code for One- and Two-Family Dwellings, ~~2003-2009~~ Edition.

C. International Mechanical Code, ~~2003-2009~~ Edition.

D. International Fuel Gas Code, ~~2003-2009~~ Edition.

E. State of Illinois Plumbing Code, 2004 Edition, as promulgated by the Illinois Department of Public Health and published in Title 77 of the Illinois Administrative Code, Chapter I, Subchapter R, Part 890~~5~~.

F. National Electrical Code, ~~2002-2008~~ Edition.

G. International Fire Code, ~~2003-2009~~ Edition. (See Chapter 15.16)

H. International Property Maintenance Code, 2009 Edition.

I. International Energy Conservation Code, 2012 Edition.

(MC-7-2011, Amended, 12/6/2011; MC-3-2005, Amended, 06/21/2005; MC-13-2004, Amended, 12/07/2004)

SECTION 13: Section 15.08.020, “Amendments to the International Building Code of 2003,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.020 Amendments to the International Building Code, ~~2003-2009~~ Edition.

A. **Exclusions.** The following provisions of the International Building Code, ~~2003-2009~~ Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. ~~101.4.4 101.4.5~~ **Property maintenance.** (See WVC Section 15.08.080 for commercial and mixed use property maintenance provisions.)

2. **105.1.1 Annual permit.**

3. **105.1.2 Annual permit records.**

4. ~~105.2.1 Building. One-story detached accessory structures used as tool and storage shed.~~

~~5. 105.2.2 Building. Fences not over 6.5 feet high.~~

~~6. 105.2.4 Building. Retaining walls that are not over 4 feet in height as measured from the bottom of the footing to the top of the wall.~~

~~7. **Building.** Sidewalks and driveways not more than 30 inches above adjacent grade.~~

~~8. **105.5 Expiration.** (Superseded by Section 15.32.190 of the Village Code.)~~

~~9. **5.105.7 Placement of permit.** (Superseded by Section 15.32.180 of the Village Code.)~~

~~6. **105.8 Surety Bond Requirement.** (Superseded by Section 15.32.060 of the Village Code.)~~

~~7. **106.2 Site plan.** (Superseded by section 15.32.050 of the Village Code.)~~

~~10. **107.2 Construction documents.** (Superseded by Section 15.32.050 of the Village Code.)~~

~~11. **8.106.3.1-107.3.1 Approval of construction documents.** (Superseded by Sections 15.32.090 and 15.32.100 of the Village Code.)~~

~~12. **9.108.2-109.2 Schedule of permit fees.** (Superseded by Section 15.32.020 of the Village Code.)~~

~~13. **10.108.4-109.4 Work commencing before permit issuance.** (Superseded by Section 15.32.010 of the Village Code.)~~

~~14. **11.108.6-109.6 Refunds.** (Superseded by Section 15.32.030 of the Village Code.)~~

~~12. **109.3.10 Final inspection.** (Superseded by Section 15.32.160 of the Village Code.)~~

~~13. **110.3 Temporary occupancy.** (Superseded by Section 15.36.010 of the Village Code.)~~

~~15. **14.907.2.1 through 907.2.9 Use groups.**~~

~~16. **1807.1.4 Permanent wood foundation systems.**~~

~~17. **15.1805.4.5-1809.12 Timber footings.**~~

~~16. **1805.4.6 Wood foundations.**~~

~~18. **Chapter 27 Electrical.** (Superseded by adoption of National Electrical Code; see Village Code Sections 15.08.010(F) and 15.08.070.)~~

~~19. **Chapter 29 Plumbing.** (Superseded by adoption of State of Illinois Plumbing Code, 2004 Edition; see Village Code Sections 15.08.010(E) and 15.08.070.)~~

B. Amendments. The following provisions of the International Building Code, 2003-2009 Edition, are amended for adoption by the Village:

1. **101.1 Title.** These regulations shall be part of the Building Code of the Village of Winnetka. As used in the International Building Code, 2003-2009 Edition, as adopted and amended by the Village, “this code” shall mean the Building Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Building Code the Village of Winnetka shall be called the “Building Code.”

~~2. **101.4.1 Electrical:** The provisions of the National Electrical Code, 2002 Edition, as adopted by reference as provided in this chapter Section 15.08, shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.~~

~~3. **101.4.4 Plumbing.** The provisions of the State of Illinois Plumbing Code, 2004 Edition, as adopted by reference as provided in this chapter Section Chapter 15.08, shall apply to the installation, alteration, repair and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the State of Illinois Plumbing Code, 2004 Edition, as adopted by reference as provided in this chapter Section Chapter 15.08, shall apply to private sewage disposal systems.~~

3. **101.4.4 Property Maintenance.** The provisions of the International Property Maintenance Code, 2009 Edition, as adopted by reference and amended in this Chapter 15.08, shall apply to certain existing structures and premises, and shall regulate the equipment, light, ventilation, space heating, sanitation, life and fire safety hazards of such structures and premises; and shall define the responsibilities of owners, operators and occupants and occupancy of such existing premises and structures, as provided in Section 15.080 of this Chapter.

4. **102.6 Existing structures.** The legal occupancy of any structure existing on the date of adoption of this building code shall be permitted to continue without change, except as is specifically provided in this code, including this building code and the International Fire Code as adopted by the Village, and except as is deemed necessary by the building official for the general safety and welfare of the occupants and the public.

5. **103.1 Creation of enforcement agency.** The Department of Community Development ~~is~~ created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this building code, and the Director of Community Development shall be known as the building official.

6. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

7. **103.3 Deputies.** Subject to the approval of the Village Manager, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official.

8. **104.10 Modifications.** Wherever there are practical difficulties involved in carrying out the provisions of this building code, the building official shall have the authority to grant modifications for individual cases, upon application of the owner or ~~owner's~~ owner's representative, provided the building official shall first find that special individual reasons makes the strict letter of this building code impractical and that the modification is in compliance with the intent and purpose of this building code and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of actions granting modifications shall be recorded and entered in the files of the Department of Community Development.

9. **105.2 Work exempt from permit.** Permits shall not be required for the following work. ~~Exemptions from the permit requirements of this Building Code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the Village Code or any other laws or ordinances of the Village.~~

a. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.

b. Construction or installation of temporary motion picture, television and theater stage sets and scenery. Notwithstanding the foregoing, a film production permit shall be required as provided in Chapter 5.20 of the Village Code.

c. Prefabricated swimming pools that are accessory to a detached one- ~~and or~~ two-family dwelling, residential dwellings, as applicable in Section 101.2, ~~which and that~~ are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18,925 L) ~~(18,925 L)~~ and are installed entirely above ground.

d. Swings and other playground equipment accessory to detached one- and two-family dwellings.

Exemptions from the permit requirements of this Building Code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the Village Code or any other laws or ordinances of the Village.

10. ~~107.2.2~~ **106.1.1.1 Fire protection system shop drawings.** Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with this building code, all other applicable provisions of the Village Code and the construction documents, and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9 of the International Building Code, 2003-2009 Edition.

~~11. 106.3.2 Previous approvals. This code shall not require changes in the construction documents, the construction or the designated occupancy of a structure for which a lawful permit has heretofore been issued or otherwise lawfully authorized, and for which construction has been pursued in good faith within six months after the effective date of this code and has not been abandoned.~~

~~12. 107.3 Temporary power supply. The building official is authorized to give permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the National Electrical Code 2002 Edition, and in Section 13.08,210 and Section 15.32.140(D)(3) of the Village Code.~~

~~11. 13. 113.21~~ **112.1 General.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

~~12. 14. 115.2.1 114.2.1~~ **Stop work order policy.** The issuance of stop work orders shall be subject to the ~~enforcements~~ enforcement provisions set forth in Chapter 15.04 of the Village Code.)

~~13. 15. 406.1.4.4 406.1.4~~ **Separation.** The sills of all door openings between private garages and adjacent interior spaces shall be raised not less than six (6) inches above the garage floor.

~~14. 903.3.5~~ **Water supplies.** Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. of the International Building Code, 2009 Edition. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the State of Illinois Plumbing Code, 2004 Edition. Hydrant water flow data used for the design of any sprinkler system shall be witnessed by the Fire Department and shall be no more than six (6) months old.

~~15. 16. 903.4.2~~ **Alarms.** Approved audible devices shall be connected to every automatic sprinkler system. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system. An outside audio/visual device shall be provided and shall be located above the fire department connection.

~~16. 17. 903.4.2.1~~ **Alarm-indicating devices.** All sprinklered buildings shall be provided with audio/visual alarm-indicating devices. The alarm-indicating devices shall be of a sufficient number and power to be seen and heard in all areas of ~~every~~ the building.

~~17. 18. 903.4.2.2~~ **Test Valves.** Fire sprinkler system inspector test valves shall be accessible at all times and shall be located no more than 6 feet above the finished floor. On multiple riser systems, each test valve shall be marked to identify which riser and area it tests.

~~18. 19. 903.4.3~~ **Floor control valves.** Approved supervised indicating control valves shall be provided at the point of connection to the riser on each floor in high-rise buildings. In multiple story buildings, floor control valves with water flow and tamper switches shall be provided for each floor.

~~19. 20. 903.6~~ **Safety Factor.** Provide a minimum 10% safety factor in the fire protection system hydraulic calculation. The system demand shall be 10% minimum below the seasonal low water flow test supply.

~~20. 21. 903.7~~ **Hydraulic nameplate.** By each hydraulically calculated area, on each drawing, provide a copy of the hydraulic nameplate.

~~21. 22. 903.8~~ **NFPA standards.** The ~~appendixes~~ appendices of all NFPA standards are to be considered as part of each standard and are considered a “shall” requirement and not “should” information.

~~22. 23. 903.9~~ **Fire alarm systems.** All fire alarm systems shall be of the addressable type and shall be installed per NFPA 72, ~~1999~~ 2010 Edition.

~~23. 24.~~ **903.10 Quick response sprinklers.** All offices, assembly, and residential buildings and areas, except for one- and two- family residential buildings, shall be provided with residential and/or quick response sprinklers.

~~24. 25.~~ **905.3.1 Building height.** Class III standpipe systems shall be installed throughout buildings where the floor level of the highest story is located more than 30 feet (9144 mm) above the lowest level of fire department vehicle access, or where the floor level of the lowest story is located more than 30 feet (9144 mm) below the highest level of fire department vehicle access. Notwithstanding the foregoing, standpipes shall be required in all buildings that are more than two (2) stories high and/or more than two (2) stories below grade.

~~26. 903.3.5 Water supplies.~~ ~~Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the State of Illinois Plumbing Code, 2004 Edition. Hydrant water flow data used for the design of any sprinkler system shall be witnessed by the Fire Department and shall be no more than six (6) months old.~~

~~25. 27.~~ **907.2 Where required.** An approved ~~manual~~ fire alarm system shall be provided in all use groups, except as specified in Section 907.2.6 of this code, and except for single family detached dwellings. All fire alarm control panels and annunciators shall be installed in locations approved by the Fire Department. All fire alarm panels and ~~annunciator~~ annunciators shall be keyed or under a protective plastic locked cover to prevent tampering.

~~26. 907.2.11.1.4 Group R-1.~~ Smoke detectors shall be installed at the top of every stairwell used for exiting.

~~27. 907.2.11.2.4 Groups R-2, R-3, R-4 and I-1.~~ In the R-Use Groups, smoke detectors shall be installed at the top of every stairwell used for exiting.

28. 1101.2 Design. Buildings and facilities shall be designed and constructed to be accessible in accordance with this building code, the State of Illinois Accessibility Code, 1997 Edition, and ICC A117.1.

29. 2302.1.2.1 Fire Protection. Where prefabricated wood I-joists are used for floor and ceiling assemblies in finished or unfinished spaces or areas in one- or two-family dwellings, these assemblies shall be separated from adjacent spaces or areas by fire-resistant material capable to resist a fire exposure equivalent to one-hour or more in accordance with fire test procedures as set forth in ASTM E119, as well as in accordance with Underwriters Laboratories (UL) or Factory Mutual (FM) classification standards. Such separation shall not be required for structures that are fully equipped with an automatic sprinkler system designed and installed in accordance with NFPA 13, 2010 Edition.

30. 2603.2.1 Third Party Approval. No foam plastic insulation shall be used unless it has been approved by a nationally recognized independent testing agency, such as Underwriters Laboratories or Factory Mutual.

31. 3306.9.1 Barriers. Prior to commencing any work under a permit that includes the authorization of demolition, excavation, construction of a new structure

and/or construction of an addition to an existing structure, the applicant shall erect a fence to enclose the site in a location and manner approved by the building official. The fence shall be no less than six (6) feet in height and shall be located at least 18 inches ~~off~~ from any public sidewalk. The fence shall be permanently secured in the ground, and shall remain in place until the building official approves its removal. When there are no construction personnel at the site, any gate or opening in the fence shall be closed and secured with a lock.

(MC-7-2011, Amended, 12/6/2011; MC-5-2009, Amended, 05/05/2009; MC-03-2005, Added, 06/21/2005)

SECTION 14: Section 15.08.030, “Amendments to the International Residential Code for One- and Two-Family Dwellings, 2003 Edition,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.030 Amendments to the International Residential Code for One- and Two-Family Dwellings, ~~2009~~ 2003 Edition

A. **Exclusions.** The following provisions of the International Residential Code for One- and Two-Family Dwellings, ~~2009~~ 2003 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **105.5 Expiration.** (Superseded by Section 15.32.190 of this code.)
2. **105.7 Placement of permit.** (Superseded by Section 15.32.180 of the Village Code.)
3. **106.2 Site plan.** (Superseded by section 15.32.050 of the Village Code.)
4. **106.3.1 Approval of construction documents.** (Superseded by Sections 15.32.090 and 15.32.100 of the Village Code.)
5. **108.2 Schedule of permit fees.** (Superseded by Section 15.32.020 of the Village Code.)
- ~~6. **108.6 Surety Bond Requirement.** (Superseded by Section 15.32.060 of the Village Code.)~~
- ~~6. **108.6 Refunds.** (Superseded by Section 15.32.030 of the Village Code.)~~
7. ~~**108.6 108.4 Work commencing before permit issuance.**~~ (Superseded by Section 15.32.010 of the Village Code.)
- ~~8. **108.6 Refunds.** (Superseded by Section 15.32.030 of the Village Code.)~~
- ~~8. **9. 109.1.6 109.3.10 Final inspection.** (Superseded by Section 15.32.160 of the Village Code.)~~
9. ~~**10. 110.4 Temporary occupancy.**~~ (Superseded by Section 15.36.010 of the Village Code.)

~~10. 11. 310.4 Bars, grills, covers and screens.~~

~~11. 313.2 One- and two-family dwellings automatic fire system.~~

12. 402.1 Wood foundations.

13. 404.2 Wood foundation walls.

~~14. 1003.12 Mantel and trim. Woodwork or other combustible materials shall not be placed within 6 inches on either side of a fireplace opening or 12 inches above a fireplace opening. No combustible mantel shall be installed less than 21 inches from the top of the fireplace opening.~~

~~14. 1001.11 Fireplace clearance.~~

15. Part VII — Plumbing. Chapters 26 through 32

16. Part VIII — Electrical. Chapters 33 through 42.

B. **Amendments.** The following provisions of the International Residential Code for One- and Two- Family Dwellings, ~~2009 2003~~-Edition, are amended for adoption by the Village:

1. **101.1 Title.** These provisions shall be known as the Residential Code for One- and Two-Family Dwellings of the Village of Winnetka. As used in the International Residential Code for One- and Two- Family Dwellings, ~~2009 2003~~-Edition, as adopted and amended by the Village, “this code” shall mean the Residential Code for One- and Two-Family Dwellings of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Residential Code for One- and Two-Family Dwellings of the Village of Winnetka shall be called the “Dwelling Code.”

2. **101.2 Scope.** The provisions of this Dwelling Code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one- and two-family dwellings, ~~and of~~ attached single-family dwellings (townhouses) that are not more than three stories in height and that have a separate means of egress, ~~and of~~ their accessory structures.

3. **102.7 Existing structures.** The legal occupancy of any structure existing on the date of adoption of this Dwelling Code shall be permitted to continue without change, except as is specifically provided in this code, including this Dwelling Code and the International Fire Code, ~~2009 Edition,~~ as adopted by the Village, and except as is deemed necessary by the building official for the general safety and welfare of the occupants and the public.

4. **103.1 Creation of enforcement agency.** The Department of Community Development ~~is~~ created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this code and the Director of Community Development shall be known as the building official.

5. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

6. **103.3 Deputies.** Subject to the approval of the Village Manager, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official.

7. **105.2 Work exempt from permit.** Permits shall not be required for the following work. Exemptions from the permit requirements of this Dwelling Code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of the Village.

a. Buildings:

i) Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.

ii) Construction or installation of temporary motion picture, television and theater stage sets and scenery. Notwithstanding the foregoing, a film production permit shall be required as provided in Chapter 5.20 of the Village Code.

iii) Prefabricated swimming pools that are accessory to a detached one-~~and or~~ two-family dwelling, residential dwellings, as applicable in Section 101.2, which and that are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18,925 L) (~~18,925 L~~) and are installed entirely above ground.

b. Electrical:

i) Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

~~c. Gas:~~

~~i) Portable heating, cooking or clothes drying appliances.~~

~~ii) Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.~~

~~iii) Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.~~

c. Mechanical:

i) Portable heating appliances, appliance.

ii) Portable ventilation appliances.

iii) Portable cooling units, unit.

iv) Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

v) Portable evaporative coolers, cooler.

vi) Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.

vi) Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

d. Plumbing:

i) The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.

ii) The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

8. **112.1 General.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

9. **114.1 Notice to owner; stop work orders.** The issuance of stop work orders shall be subject to the ~~enforcements~~ enforcement provisions set forth in Chapter 15.04 of the Village Code.)

10. **115.1 Prefabricated ~~C~~onstruction.** A certificate of approval by an approved agency shall be furnished with every prefabricated assembly, except where all elements of the assembly are readily accessible to inspection at the site. No element of any prefabricated assembly shall be concealed prior to inspection and approval by the building official. All elements of any prefabricated assembly shall be readily accessible for inspection at the permit site. Prefabricated assemblies shall be inspected at the building site by the building official as required by this code.

~~11. 309.5 Separation required. The garage shall be separated from the residence and its attic area by not less than 1/2-inch (12.7 mm) gypsum board applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than 5/8-inch (15.9 mm) Type X gypsum board or equivalent. Where the separation is a floor-ceiling assembly, the structure supporting the separation shall also be protected by not less than 1/2-inch (12.7 mm) gypsum board or equivalent. The sills of all door openings between private garages and adjacent interior spaces shall be raised not less than six (6) inches above the garage floor.~~

~~12. 11. 310.4.1 Bars, grills, covers and screens on window wells.~~ All window wells, whether to be used as emergency escape or rescue openings or not, shall be fitted with bars, grills, covers, screens, railings or similar devices. All shall be operable from the side of the egress without the use of a key, tool or special knowledge.

~~12. 309.2 Separation required. The garage shall be separated from the residence and its attic area by not less than 1/2 inch (12.7 mm) gypsum board applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than 5/8 inch (15.9 mm) Type X gypsum board or equivalent. Where the separation is a floor ceiling assembly, the structure supporting the separation shall also be protected by not less than 1/2 inch (12.7 mm) gypsum board or equivalent. The sills of~~

~~all door openings between private garages and adjacent interior spaces shall be raised not less than six (6) inches above the garage floor.~~

13. ~~316.6~~ **314.3 Specific approval.** ~~Plastic foam~~ Foam plastic insulation not meeting the requirements of Sections ~~R316.3 through R316.5~~ R314.1 and R314.2 may be specifically approved on the basis of one of the following approved tests: ~~ASTM E 84, FM 4880, UL 1040, NFPA 286, ASTM E 152, or UL 1715, NFPA 286 with the acceptance criteria of Section R320.9.4, FM4880, UL 723, UL 1040 or UL 1715,~~ or fire tests related to actual end-use configurations. ~~The specific approval may be based on the end use, quantity, location and similar considerations where such tests would not be applicable or practical.~~ Any foam plastic insulation must be approved by an independent testing agency, either Underwriters Laboratories or Factory Mutual. The specific approval shall be based on the actual end use configuration and shall be performed on the finished foam plastic assembly in the maximum thickness intended for use. Assemblies tested shall include seams, joints, and other typical details used in the installation of the assembly and shall be tested in the manner intended for use.

~~14. 403.1 General.~~ All exterior walls shall be supported on continuous solid or fully grouted masonry or concrete footings, wood foundations, or other approved structural systems which shall be of sufficient design to accommodate all loads according to Section R301 and to transmit the resulting loads to the soil within the limitations as determined from the character of the soil. Footings shall be supported on undisturbed natural soils or engineered fill. All footings shall have a minimum of two (2) Number Five (5) reinforcement bars that shall be placed at the perimeter of all concrete monolithic slabs with integral footings

~~14. 15.~~ **404.1.1.1 Masonry foundation walls.** Concrete masonry and clay masonry foundation walls shall be constructed as set forth in Tables R404.1.1(1), R404.1.1(2), R404.1.1(3) and R404.1.1(4) and shall also comply with ~~the provisions of this section and~~ the applicable provisions of Sections R606, R607 and R608. In buildings assigned to Seismic Design Categories D0, D1 and D2, concreted masonry and clay masonry foundation walls shall also comply with Section ~~R404.1.1, R404.1.4,~~ but with not less than two (2) Number Five (5) reinforcement bars placed at the top and bottom of any concrete trench, belle, grade beam or formed foundation wall. Rubble stone masonry foundation walls shall be constructed in accordance with Sections R404.1.8 and R606.2.2. Rubble stone masonry walls shall not be used in Seismic Design Categories D0, D1 and D2.

~~15. N1101.2 Compliance.~~ Compliance shall be demonstrated by ~~either~~ meeting the requirements of the most recent edition of the International Energy Conservation Code ~~or meeting the requirements of this chapter.~~ Climate zones from ~~Figure N1101.2 or Table 1101.2~~ Figure R301.1 or Table R301.1 of the most recent edition of the International Energy Conservation Code shall be used in determining the applicable requirements from this chapter.

16. **2501.2 Application.** In addition to the general administration requirements of Chapter 1 of the Dwelling Code, the administrative provisions of this ~~chapter~~ Chapter 2501 of the Dwelling Code shall also apply to the plumbing requirements of the State of Illinois Plumbing Code, 2004 Edition.

17. **2501.3 Authority.** These rules are promulgated pursuant to authority granted by Section 35 of the Illinois Plumbing License Act (225 ILCS 320/35).

18. **2501.4 Applicability.** These rules govern the design and installation of new plumbing or plumbing systems and the alteration of existing plumbing systems. They apply to all new construction and any remodeling or renovation that alters, renovates or replaces existing plumbing or plumbing systems. These rules do not apply to existing buildings unless the plumbing or plumbing system is being altered, the building use is being changed or the existing plumbing creates a health or safety hazard.

a. If an existing building is changed from one use to another or from one classification to another, as provided in Appendix A, Table ~~B, of the~~ Illinois State Plumbing Code, 2004 Edition, it shall be treated as a new building and shall comply with the requirements of this Part for its new use or occupancy.

b. Regardless of the age of the building, where a health or safety hazard exists because of an existing plumbing installation or lack thereof, the owner or his agent shall install additional plumbing or make such corrections as may be necessary to abate the hazard or violation of this part.

19. **Part VIII — Electrical.** The provisions of the National Electrical Code, ~~2008 2002~~ Edition, as adopted by reference ~~and amended as provided~~ in this ~~chapter Section-Chapter~~ 15.08, shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

(MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 15: Section 15.08.040, “Amendments to the International Mechanical Code, 2003 Edition,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.040 Amendments to the International Mechanical Code, ~~2009 2003~~ Edition.

A. **Exclusions.** The following provisions of the ~~2009 2003~~ International Mechanical Code are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **104.4 Inspections.** (Superseded by Section 15.32.160 of the Village Code.)
2. **106.4.3 Expiration.** (Superseded by Section 15.32.190 of the Village Code.)
3. **106.5.1 Work commencing before permit issuance.** (Superseded by Section 15.32.010 of the Village Code.)
4. **106.5.2 Fee schedule.** (Superseded by Section 15.32.020 of the Village Code.)
5. **106.5.3 Fee refunds.** (Superseded by Section 15.32.030 of the Village Code.)

B. **Amendments.** The following provisions of the ~~2009 2003~~-International Mechanical Code are amended for adoption by the Village:

1. **101.1 Title.** These provisions shall be known as the Mechanical Code of the Village of Winnetka. As used in the International Mechanical Code, ~~2009 2003~~-Edition, as adopted and amended by the Village, “this code” shall mean the Mechanical Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Mechanical Code of the Village of Winnetka shall be called the “Mechanical Code.”

2. **103.1 General.** The Department of Community Development ~~is~~-created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this code, and the Director of Community Development shall be known as the building official.

3. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

4. **108.5 Stop work orders.** The issuance of stop work orders shall be subject to the ~~enforcements-enforcement~~ provisions set forth in Chapter 15.04 of the Village Code.)

5. **109.2 Membership of board.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

6. **301.8 Plumbing connections.** Potable water supply and building drainage system connections to equipment and appliances regulated by this code shall be in accordance with the State of Illinois Plumbing Code, 2004 Edition.

7. **Chapter 15 Referenced Standards.**

a. SIPC-2004, State of Illinois Plumbing Code 2004 Edition.

b. ~~NEC-2008, NEC-2002~~, National Electrical Code ~~2008 2002~~-Edition, 2009

(MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 16: Section 15.08.050, “Amendments to the International Fuel Gas Code” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.050 Amendments to the International Fuel Gas Code, 2009 Edition.

A. **Exclusions.** The following provisions of the International Fuel Gas Code, ~~2009 2003~~-Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **106.4.3 Expiration.** (Superseded by Section 15.32.190 of the Village Code.)

2. **106.5.2 Fee schedule.** (Superseded by Section 15.32.020 of the Village Code.)
3. **106.5.3 Fee refunds.** (Superseded by Section 15.32.030 of the Village Code.)
4. **403.6 Plastic pipe, tubing and fittings.**
5. **403.11 Plastic pipe, joints and fittings.**

B. Amendments. The following provisions of the International Fuel Gas Code, ~~2009 2003~~ Edition, are amended for adoption by the Village:

1. **101.1 Title.** These provisions shall be known as the Fuel Gas Code of the Village of Winnetka. As used in the International Fuel Gas Code, ~~2009 2003~~ Edition, as adopted and amended by the Village, “this code” shall mean the Fuel Gas Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Fuel Gas Code of the Village of Winnetka shall be called the “Fuel Gas Code.”

2. **103.1 General.** The Department of Community Development ~~is~~ created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this code, and the Director of Community Development shall be known as the building official.

3. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

4. **103.3 Deputies.** Subject to the approval of the Village Manager, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official.

5. **108.5 Stop work orders.** The issuance of stop work orders shall be subject to the enforcements provisions set forth in Chapter 15.04 of the Village Code.)

6. **109.2 Membership of board.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code

7. **624.1.1 Installation requirements.** The requirements for water heaters relative to sizing, relief valves, drain pans and scald protection shall be in accordance with the State of Illinois Plumbing Code, ~~2004~~ Edition.

8. **Chapter 7 Referenced Standards.**

a. SIPC-2004, State of Illinois Plumbing Code 2004 Edition – Section 624.1.1

b. ~~NEC-2008, NEC-2002~~, National Electrical Code ~~2008 2002~~ Edition (MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 17: Section 15.08.060, “Amendments to the State of Illinois Plumbing Code, 2004 Edition” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.060 Amendments to the State of Illinois Plumbing Code, 2004 Edition

A. **Exclusions.** The following provisions of the State of Illinois Plumbing Code, 2004 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **Table A, “Approved Materials for Building Sewers”** is amended by deleting the following ~~items: Items 2, 5, 8 and 9:~~

~~a. 2) Asbestos Cement Pipe.~~

~~b. 5) Concrete Pipe~~

~~c. 8) Vitrified Clay Pipe~~

~~d. 9) Solder~~

2. **Table A, “Approved Materials for Water Service Pipe”** is amended by deleting the following ~~items: Items 1 and 4:~~

~~a. 1) ABS Pipe~~

~~b. 4) CPVC Pipe~~

3. **Table A, “Approved Materials for Water Distribution Pipe”** is amended by deleting the following Items 2, 7 and 8:

~~a. 2) CPVC Pipe~~

~~b. 7) Poly Butylene Pipe~~

~~c. 8) PVC Pipe~~

B. **Amendments.** The following provisions of the State of Illinois Plumbing Code, 2004 Edition, are amended for adoption by the Village:

1. **Section 890.110, General Regulations** is amended by adding the following subsection (c):

 890.110 (c) General Regulations. Plumbing and drainage systems in all buildings, public and private, shall be installed in accordance with the provisions of this ordinance by a licensed plumber in accordance with the provisions of the State of Illinois Plumbing License Law. If a plumbing contractor is found to be using unlicensed plumbers, the contractor’s plumbing permit will be revoked

2. **Section 890.120 Definitions** is amended by adding the following definition :

 “Plumbing Code.” The Illinois State Plumbing Code, 2004 Edition, as adopted and amended by the Village, shall be known as the Plumbing Code of the Village of Winnetka. As used in the Illinois State Plumbing Code, 2004 Edition, as adopted and amended by the Village, the terms “Part” or “this code” shall mean the Plumbing Code of the Village of Winnetka. As used in the ordinances and codes published by the Village,

the term “this code” shall mean the Winnetka Village Code, and the Plumbing Code of the Village of Winnetka shall be called the “Plumbing Code.”

C. **Additions.** The State of Illinois Plumbing Code, 2004 Edition, is further amended for adoption by the Village by adding the following provisions:

1. **Potable Water.** Type L copper piping shall be used for potable water.
2. **Couplings.** Heavy duty 4 band couplings must be used with no hub soil pipe.
3. **Plumbing Walls.** Plumbing walls where stacks are located must be built ~~of~~ with not less than 2 x 6 framing ~~at a minimum.~~
4. **Primer.** Purple primer must be used on all PVC piping.
5. **Testing.** Gas tests are required if any existing gas lines have been moved.
6. **Water Service.** For all new construction, including additions and substantial remodeling a minimum 1 inch copper water service is required.
7. **Existing Conditions.** All nonconforming plumbing installations or materials discovered or revealed during remodeling, renovation, or other alteration projects, shall be corrected in accordance with this code.

8. **Inspections.** Inspections shall be subject to the provisions of Section 15.20.050 of this chapter.

~~9. Below grade construction. Construction with basements, or with floors, rooms or occupancy areas below grade, shall comply with the provisions of section 15.20.060 of this chapter.~~

9. ~~10.~~ **Inspections.**

a. **Inspections Required.** All plumbing work shall be done by licensed plumbers or sewer contractors and shall be subject to the inspection and approval of the Director of Community Development, or the plumbing inspector under the supervision of the Director of Community Development. ~~The~~ The plumbing contractor shall be on site when the rough plumbing inspection is conducted.

b. **Testing by Plumbing Inspector.** All plumbing work shall be tested by the plumbing inspector, in accordance with this code, while all pipes are uncovered in every part. A water test shall be applied to the drainage system in its entirety, or in sections, as completed. A water pressure test for plumbing work shall be applied by closing the lower end of the vertical pipes and filling the pipes to the highest opening above the roof with water. Special provision shall be made to include all joints and connections to the finished line or face of floors or side walls, so that all vents or revents, including lead work, may be tested with the main stacks. The house drain inside any building shall be tested by closing up the drain at the point where it leaves the building, using the clean out wye provided for, and filling the pipes inside the building with water to a height of a least two feet above the highest point of the drainage system.

c. **Water Supply for Testing.** Licensed plumbers will be allowed to leave the water turned into pipes for forty-eight (48) hours after completing any work for the purpose of testing the same, at the end of which time they shall immediately cut off the

supply, unless otherwise instructed by the Director of the Water and Electric Department. Plumbers are prohibited from turning water on from any service pipe for any other purpose, except on the order of or permission from the Water and Electric Department.

d. Additional Inspections. All plumbing work shall be subject to such further inspections and tests as shall be required by the rules and regulations of the Water and Electric Department of the Village.

(Prior code § 23.49)

~~10. 11.~~ Overhead sewers and other protective measures below ground level. All buildings constructed after December 31, 1970 with basements, floors, rooms or occupancy areas below grade and served by a public or private sewer system shall have overhead plumbing with ejector pumps.

(Prior code § 23.50)

(MC-3-2005, Added, 06/21/2005)

SECTION 18: Section 15.08.070, “Amendments to the National Electric Code, ~~2008~~ 2002 Edition” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.070 Amendments to the National Electric Code, ~~2008~~ 2002 Edition

A. **Exclusions.** The following provisions of the National Electric Code, ~~2008~~ 2002 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

- ~~1. **80.2 Definitions.** The definition of Chief Electrical Inspector is deleted.~~
- ~~2. **80.15 Electrical Board.** Delete subsections (A) (B) (C) (D) (E) (F) and (H).~~
- ~~3. **80.19(D) Annual Permits.**~~
- ~~4. **80.19(F)(3) Inspections.**~~
- ~~5. **80.19(F)(4) Approvals.**~~
- ~~6. **230. II Overhead Service-drop conductors.**~~
- ~~7. **320 Armored Cable: Type AC.** Delete entire Article.~~
 - ~~1. **8. Article 322 Flat Cable Assemblies: Type FC.** Delete entire Article.~~
 - ~~2. **9. Article 324 Flat Conductor Cable: Type FCC.** Delete entire Article.~~
 - ~~3. **10. Article 334 Nonmetallic-sheathed Cable: Types NM, NMC and NMS.** Delete entire Article.~~
 - ~~4. **11. Article 338 Service-Entrance Cable: Types SE and USE.** Delete entire Article.~~
 - ~~5. **12. Article 340 Underground Feeder and Branch-Circuit Cable: Type UF.** Delete entire Article.~~

~~13. **360 Flexible Metallic Tubing: Type FMT.** Delete entire Article.~~

~~6. 14. Article 362 Electrical Nonmetallic Tubing: Type ENT. Delete entire Article.~~

~~7. 15. Article 394 Concealed Knob and Tube Wiring. Delete entire Article.~~

~~8. 16. Article 396 Messenger Supported Wiring. Delete entire Article.~~

~~9. 17. Article 547 Agricultural Buildings. Delete entire Article.~~

10. Article 550 Mobile Homes, Manufactured Homes, and Mobile Home Parks.

~~11. 18. Article 551 Recreational Vehicles and Recreational Vehicle Parks. Delete entire Article.~~

~~19. **552 Park Trailers.** Delete entire Article.~~

~~12. 20. Article 553 Floating Buildings. Delete entire Article.~~

13. Annex H Administration and Enforcement is amended by deleting the following sections:

a. **80.2 Definitions.** Chief Electrical Inspector.

b. **80.15 Electrical Board.** Delete subsections (A) (B) (C) (D) (E) (F) and (H).

c. **80.19(D) Annual Permits.**

d. **80.19(F)(3) Inspections.**

e. **80.19(F)(4) Approvals.**

f. **230. II Overhead Service-drop conductors.**

g. **320 Armored Cable: Type AC.** Delete entire Article.

B. Amendments. The following provisions of the National Electric Code, 2008 2002 Edition, are amended for adoption by the Village:

1. **90.0 80.0 Title.** These provisions shall be known as the Electric Code of the Village of Winnetka. As used in the National Electric Code, 2008-2002 Edition, as adopted and amended by the Village, “this code” shall mean the Electric Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Electric Code of the Village of Winnetka shall be called the “Electric Code.”

~~2. **80.15 Electrical Board, subsection (G) Appeals,** is amended to provide:~~

~~(G) — Appeals — Review of Decisions. Any person, firm, or corporation may register an appeal with the Building and Zoning Board of Appeals for a review of any decision of the Electrical Inspector, provided that such appeal is made in writing within fifteen (15) days after such person, firm, or corporation shall have been notified. Upon receipt of such appeal, the Building and Zoning Board of Appeals shall, if requested by the person making the appeal, hold a public hearing and proceed to determine whether the action of the Electrical Inspector complies with this law and, within fifteen (15) days after receipt~~

~~of the appeal or after holding the hearing, shall make a decision in accordance with its findings.~~

~~2. **80.27(B)(3) Experience.** Be well versed in the National Electric Code 2002 Edition and the amendments hereto.~~

~~3. **80.27(D) Revocation and Suspension.** The Director of Community Development or the Village Manager shall have the authority to revoke or suspend an inspector's authority to conduct inspections.~~

~~4. **110.14 (A) Terminals.** Connection of conductors to terminal parts shall insure a thoroughly good connection without damaging the conductors and shall be made by means of pressure connectors (including set screw type), solder lugs, or splices to flexible leads. Connection by means of wirebinding screws or studs and nuts that have upturned lugs or the equivalent shall be permitted for 10 AWG or smaller conductors.~~

~~Terminals for more than one conductor, and terminals used to connect aluminum, shall be so identified.~~

~~No more than one (1) conductor shall be connected and/or installed to a single screw terminal on an electrical device.~~

~~2. **5. 200.11 200.10 Use and Identification of Grounded Conductors, Outlets, Switches and Receptacles.** All garage outlets shall be located not less than forty-two (42) inches above the finished floor.~~

~~Switches and receptacles in bathrooms shall be located in a minimum of thirty (30) inches from the inside edge of a tub or shower measured horizontally at the floor line. Lighting fixtures above, or within two feet of the inside of the tub edge, must have GFCI protection.~~

~~Grounded conductors shall be at least the same size as the ungrounded conductors of the same circuit.~~

~~3. **210.52 (E)(3)(a) Balconies, Decks, and Porches.** Receptacle outlet is required at all balconies, decks, and porches that are accessible from inside of a dwelling, regardless of the size of the balcony, deck, or porch.~~

~~6. **210.8 Ground-Fault Circuit Interrupter Protection of Personnel — Pumps.** Sump pumps and ejector pumps shall be on a dedicated 20 amp circuit with a single head receptacle (not GFCI protected).~~

~~4. **7. Section 210.52(G) 210.50(G) Basements and Garages.** For a one-family dwelling, at least one receptacle outlet, in addition to any provided for laundry equipment, shall be installed in each basement and in each attached garage, and in each detached garage with electric power. See 210.8 (A) and (A) (5). Where a portion of the basement is finished into one or more habitable rooms, each separate unfinished portion shall have a receptacle outlet installed in accordance with the section.~~

~~A minimum of one (1) switched lighting fixture shall be installed in the immediate area of the top stair tread of all staircases leading to basement areas. A minimum of one (1) switched lighting fixture shall be installed in the area of the lower most stair tread of all staircases that lead to the basement areas.~~

~~5. 8. 220.2(B)(11) Branch-Circuit, Feeder and Service Calculations, Computations.~~ **210.52(I) Other Outlets.** Other outlets not covered in 220.3(B) (1) through (10) shall be computed based on 180 volt-amperes.

~~_____~~ In dwelling occupancies dishwashers and disposals shall have separate disconnecting means under the sink cabinet.

~~_____~~ A separate circuit shall be provided for all heating and air conditioning units.

~~_____~~ Receptacle outlets adjacent to kitchen sinks may be located a maximum of three feet from the edge of the sink bowl.

~~6. 9. 230.1~~ **(A) Services, Scope – Overhead or Exposed Wiring.** No overhead or exposed wiring on the exterior of buildings shall be installed except for main service conduits and wiring runs of four feet or less to freestanding cooling units and connections to underground wiring. In all such cases, rigid metal conduit shall be used, except that, where flexible connections are required, liquid tight or flexible metal conduit with a green equipment ground wire may be used.

~~7. 10. 230.~~ **VI Service Equipment – Disconnecting Means.** All new single family detached ~~swellings-dwellings~~ shall have a minimum 200 amp single phase service with the main disconnect located at the meter.

~~8. 11. 230.70~~ **(A) Location.** The service disconnecting means shall be installed in accordance with 230.70 (A) (1), (2) and (3). The location of outside meters for single family dwellings must be determined prior to installation by the Water and Electric Department.

~~_____~~ Meter pedestals must be installed so that the center of the meter is located ~~between 48 inches to 66 inches as measured~~ from the adjacent finished grade.

~~9. 12. 300.1(D)~~ **Underground Wiring.** All underground wiring in buildings, including wiring in sub-grade floors, shall be installed in rigid metal conduit. Rigid nonmetallic conduit may be used underground outside of buildings.

~~_____~~ All interior wiring not required to be flexible and all basement wiring shall be installed in intermediate metal or rigid metal conduit or electrical metallic tubing.

~~10. 13. 310.14~~ **Aluminum Conductor Material.** No aluminum or copper-clad aluminum wire shall be used, except as approved for service to an electrical meter.

~~11. 14. 408.31~~ **Busbars.** Copper bus shall be used in switchboard, panel boards and meter socket enclosures containing more than four sockets.

~~12. 15. 410.16(C)(6) 410.8(D)(5)~~ **Luminaries (Fixtures) in Clothes Closets.** In dwelling units, all closets that are at least twenty-three (23) inches deep and all utility rooms and pantries, shall be illuminated.

~~13. 16. 680.3~~ **Swimming Pools, Fountains and Similar Installations, Other Articles.** Except as modified by this article, wiring and equipment in or adjacent to pools and fountains shall comply with other applicable provisions of this Code, including those provisions identified in Table 680.3. All controls, pumps or lights for a swimming pool, sauna, hot tub or hydro massage bathtubs shall not be used without GFCI protection. All underwater lights shall be twelve (12) volts.

14. Annex H Administration and Enforcement, Section 80.15 Electrical Board, Subsection (G) Appeals, is amended to provide:

(G) Appeals - Review of Decisions. Any person, firm, or corporation may register an appeal with the Building and Zoning Board of Appeals for a review of any decision of the Electrical Inspector, provided that such appeal is made in writing within fifteen (15) days after such person, firm, or corporation shall have been notified. Upon receipt of such appeal, the Building and Zoning Board of Appeals shall, if requested by the person making the appeal, hold a public hearing and proceed to determine whether the action of the Electrical Inspector complies with this law and, within fifteen (15) days after receipt of the appeal or after holding the hearing, shall make a decision in accordance with its findings.

15. Annex H, Administration and Enforcement, Section 80.27, Inspector's Qualifications, Subsection B(3) and (D) are amended to provide:

80.27(B)(3) Experience. Be well versed in the National Electric Code 2008 Edition and the amendments hereto.

80.27(D) Revocation and Suspension. The Director of Community Development or the Village Manager shall have the authority to revoke or suspend an inspector's authority to conduct inspections.

C. **Additions.** The National Electric Code, ~~2008~~ ~~2002~~-Edition, is further amended for adoption by the Village by adding the following provisions:

1. **Nonconforming Installations.** All nonconforming electrical installations or ~~matters~~ ~~matters~~ discovered or revealed during remodeling, renovation, or other alteration projects, shall be corrected in accordance with this code.

2. **Removal of Abandoned Materials.** All abandoned wiring, conductors, conduit systems, raceways, junction boxes, electrical devices, electrical materials, ~~and/or~~ equipment, ~~ete,~~ ~~and the like,~~ shall be completely removed prior to a final electrical inspection.

3. **Circuit Wiring.** Circuits wired with AWG #14 wire, shall be limited to eight (8) outlets or receptacles for general lighting connected to a single circuit. Circuits wired with AWG #12 wire, shall be limited to ten (10) outlets or receptacles for general lighting connected to a single circuit.

4. **Wire Size.** Minimum wire size requirements for any installation other than residential shall be AWG #12. Devices and receptacles shall be twenty (20) amp rated.

5. **Conductor Installation.** Conductors shall not be installed in any raceway, until wall finishes are applied or mechanical work has been completed with the consent of the electrical inspector.

6. **Minimum Box Size.** Minimum sizes for boxes for general lighting outlets shall be 1½ ~~1-1/2~~ inches deep and 3¾ ~~3-3/4~~ inches in diameter. Minimum size boxes for switch and receptacles shall be 1½ ~~1-1/2~~ inches deep and 4 inches square.

7. **Box Installations.** Back to back box installations shall not be permitted in any case.

8. **Light Switches.** Stairways, hallways, passageways, corridors, garages, rooms or other areas with more than one (1) entry shall have a sighting outlet switched from all exits and entries.

9. **Materials and Equipment.** New materials and/or equipment must be used on all installations.

10. **Final Inspections.** For final inspection purposes, all light fixtures shall have at least one (1) bulb or lamp in each fixture.

11. **Remodeling.** Existing buildings or structures that either are scheduled for remodeling and/or additions; or have been vacated and made available to new tenants; shall, prior to occupancy, be required to remove existing electrical equipment and materials that will not be used; or that are determined not to conform to the currently adopted code requirements of the Village of Winnetka. Existing wiring, materials and equipment shall be in good condition, without actual or potential hazards or in an unsafe condition. Hazardous or unsafe conditions include, but are not limited to the following: open boxes, unstable raceways, frayed wiring, dried out/flaking insulation on conductors, improper connections, burned or defective contacts, overloaded circuits, insufficient number of circuit breakers/fuses, defective main breaker/bus bar, non-listed or labeled fixtures or devices or other similar unsafe conditions, and shall be replaced, removed or repaired as provided for by the provisions of the code. Unusable electrical systems and devices in good condition, which will provide safe electric service, may remain in place.

~~12. Low Voltage Wiring — Residential. Low voltage wiring for control, signaling, or communication systems shall be encased in a raceway throughout.~~

~~12.13. Smoke Detectors.~~ In addition to other Village ~~village~~ requirements pertaining to smoke detectors, the following is required:

a. A dedicated circuit shall be provided, which ~~are to~~ shall be permanently wired into a dwelling unit's ~~units~~ electric service;

b. A “lockout” shall be installed on the system's ~~systems~~ circuit protection device to maintain power to the equipment;

c. A separate raceway shall be provided for the system's ~~system's~~ circuit and detector's ~~detector's~~ control wiring, thereby eliminating the interference of circuit conductors and raceways, which may be installed for other equipment or outlets.

d. Attics and/or closets that, ~~which~~ contain mechanical equipment, i.e. heating, ventilating, or cooling equipment, shall contain an approved smoke detector.

e. An automatic fan shutdown device shall be installed in ceiling house fans and attic fans. This shall interconnect the smoke detector system and de-energize the power to the fan thereby discontinuing the induced air-flow from one room to another.

~~13.14. Installation of Electric Services.~~ The Water and Electric Department shall install underground services for all new and modified electrical services. The cost of these services will be determined by ~~the~~ that department and must be paid prior to installation. No overhead electrical services shall be installed. Meter pedestals must be installed so that the center of the meter measures is forty-eight (48) inches high, inched as measured from the adjacent finished grade. Electrical services shall be installed to the

most proximate point of the primary structure. All other electrical work shall be performed by a licensed electrician.

14.15-Inspections. All electrical work shall be subject to the inspection and approval of the Director of Community Development, or the electrical inspector under the supervision of the Director.

(MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 19: Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is hereby amended by adding a new Section 15.08.090, which shall be titled “Amendments to the International Energy Conservation Code, 2012 Edition,” and shall provide follows:

Section 15.08.090 Amendments to International Energy Conservation Code, 2012 Edition.

A. Exclusions. The following provisions of the International Energy Conservation Code, 2012 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. 104.3 Final inspection. (Superseded by Section 15.32.160 of the Village Code.)

2. 107.1 Fees. (Superseded by Section 15.32.020 of the Village Code.)

3. 107.3 Work commencing before permit issuance. (Superseded by Section 15.32.010 of the Village Code.)

4. 107.5 Refunds. (Superseded by Section 15.32.030 of the Village Code.)

B. Amendments. The following provisions of the International Energy Conservation Code, 2012 Edition, are amended for adoption by the Village.

1. 101.1 Title. These regulations shall be part of the Building Code of the Village of Winnetka and shall be known as the Energy Conservation Code of the Village of Winnetka. As used in the International Energy Conservation Code, 2012 Edition, as adopted and amended by the Village, “this code” shall mean the Energy Conservation Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Energy Conservation Code of the Village of Winnetka shall be called the “Energy Conservation Code.”

2. 108.2 Stop Work Order – Issuance. The issuance of stop work orders shall be subject to the enforcement provisions set forth in Chapter 15.04 of the Village Code.

3. 109.1 Board of Appeals – General. The Building and Zoning Board of Appeals created by Section 3.44 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the

application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

SECTION 20: Section 15.16.010, “Adoption of Codes by Reference” of Chapter 15.16, “Fire Prevention and Life Safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.010 Adoption of codes by reference.

A. **Adoption of codes by reference.** The model codes described in the following subsections ~~A through D-1 through 5~~ are each adopted by reference pursuant to the home rule authority of the Village of Winnetka under Article VII, Section 6 of the State of Illinois Constitution of 1970, and further pursuant to applicable provisions of the Illinois Municipal Code and the Municipal Adoption of Codes and Records Act, 50 ILCS 220/1 through 220/7, except as modified by the exclusions, amendments and additional provisions set forth in this chapter.

1. International Fire Code, ~~2009 2003~~-Edition.
2. National Fire Protection Association (NFPA) 101 Life Safety Code, ~~2009 2000~~-Edition, ~~specifically including all appendices and the standards referred to in the code.~~
3. Standards for the Installation of Automatic Sprinkler Systems, National Fire Protection Association (NFPA) Publication 13, ~~2010 1999~~-Edition.
4. Standards for the Installation of Standpipe and Hose Systems, National Fire Protection Association (NFPA) Publication 14, ~~2010 2000~~-Edition.
5. National Fire Alarm Code, National Fire Protection Association (NFPA) Publication 72, 2012 Edition.

B. **Rules of construction.** In the event any provision of the codes adopted by reference in this chapter conflict with state law, with any other ordinance of the Village, or with any other provision of this code, the provision requiring the highest standard for protection of life or property, as determined by the Fire Chief, shall prevail.

(MC-6-2010, § 2, Amended 10/5/2010; MC-3-2005, Amended, 06/21/2005)

SECTION 21: Section 15.16.020, “Fire Code” of Chapter 15.16, “Fire Prevention and Life Safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.020 Amendments to the International Fire Code, 2009 Edition.

A. **Exclusions.** ~~Exclusions from International Fire Code, 2003 Edition.~~—The following provisions of the International Fire Code, ~~2009 2003~~-Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **108.1 Board of appeals established.**
2. **3404.2.13.1.4 Tanks abandoned in place.**

B. **Amendments.** ~~Amendments to International Fire Code.~~—The following provisions of the International Fire Code, ~~2009~~ 2003 Edition are amended for adoption by the Village:

1. **101.1 Title.** These ~~provisions~~ regulations shall be known as the Fire Code of the Village of Winnetka. As used in the International Fire Code, ~~2009~~ 2003 Edition, as adopted and amended by the Village, “this code” shall mean the Fire Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Fire Code of the Village of Winnetka shall be called the “Fire Code.”

2. **105.3.1 Expiration.**

a. An operational permit shall remain in effect until reissued, renewed, or revoked, or for such a period of time as specified in the permit.

b. The length of time during which any construction permit issued for work under the Fire Code remains in effect shall be determined pursuant to Sections 15.32.190 and 15.32.200 of the Village Code.

3. 307.4.3 Outdoor fires; outdoor fireplaces, grills and fire pits. Portable outdoor fireplaces.

a. Outdoor fires in general. All outdoor fires, recreational or otherwise, shall be subject to the following requirements:

i) All outdoor fires shall be under continuous competent supervision.

ii) No outdoor fire, including but not limited to, fires in outdoor fireplaces, grills, fire pits and similar devices, shall be used in such a manner or location that it causes any building fire alarm to activate or that it otherwise creates a hazardous or objectionable condition.

b. Outdoor fireplaces, grills and fire pits. All portable outdoor fireplaces, grills, fire pits and similar devices, and all such devices that are permanently installed, shall be located and operated at least fifteen (15) feet from any building, fence or property line. Notwithstanding the foregoing, the operation of a permanent outdoor fireplace, grill, fire pit or similar device that was lawfully installed before July 17, 2012, shall be permitted, provided that such operation complies with the above Section 307.4.3.a.

c. Authority to extinguish. The code official is authorized to order the extinguishment of any outdoor fire that is not in compliance with this code or that otherwise creates a hazardous or objectionable condition.

(Prior code § 26.11; §8.08.030)

(MC-3-2005, Amended, 06/21/2005)

C. Additions. The International Fire Code, 2009 Edition, is further amended by adding the following new provisions:

2. 505.3 Premise identification – rear and side access. In addition to the premises identification in Section 505.1, all buildings except for one- and two-family dwellings shall have their address posted on any rear and/or side door. The signage shall include the address, the name of the street and business name or building name. The sign shall be installed at a height of approximately five feet (5') above the standing surface. The sign shall be installed immediately to the side of the door so it is visible with the door in the open or closed position. All other installation locations shall be approved by the Fire Chief or his designee.

3. 607.5 Elevator size. Elevator installations in any building other than a one- or two-family dwelling shall include at least one elevator that is designed to accommodate an ambulance stretcher in a horizontal position, plus two (2) attendants.

SECTION 22: Section 15.16.030, “Life Safety Code” of Chapter 15.16, “Fire Prevention and Life safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.030 Amendments to the NFPA 101 Life Safety Code, 2009 Edition.

A. Amendments. The following provisions of the NFPA 101 Life Safety Code, 2009 Edition are amended for adoption by the Village.

1. 1.1.1 Title. ~~Title.~~ The NFPA 101 Life Safety Code, ~~2009~~ 2000 Edition, shall be known as the Life Safety Code of the Village of Winnetka.

2. 1.3 Application. ~~B. Applicability of Life Safety Code.~~

1.3.1 1. Building alterations or construction. All additions and alterations to existing buildings, and all construction of new buildings, shall comply with the provisions of the Life Safety Code.

1.3.5 2. Restoration of damaged buildings. Whenever any existing building is damaged by fire or other cause to the extent that the cost of restoration to its condition immediately prior to the occurrence shall exceed fifty (50) percent of the cost of the restoration of the entire building new –or whenever alterations or additions are made to any existing building which are equivalent to more than fifty (50) percent of the value of such building, the construction or alteration shall include all changes necessary to bring the building into conformity with the Life Safety Code. Costs determined under this paragraph shall be determined in the same manner such costs are determined for nonconforming buildings under chapter 17.64 of this code.

~~C. Elevators. Any elevator installation shall be designed to accommodate an ambulance litter, in horizontal position, plus two attendants.~~

3. 7.2.1.4.2.1 E. Exit Doors. Exit doors shall be installed to swing with exit travel, ~~irrespective on regardless of~~ the number of persons served, in any building used for an occupancy described in subsection A of Section 15.16.080 of this chapter, except where the Fire Chief has determined that compliance is unreasonably difficult to accomplish and that non-compliance does not pose a life safety hazard. (Prior code § 26.05)

(Prior code § 26.05)

(MC-6-2010, § 3, Amended 10/5/2010; MC-3-2005, Amended, 06/21/2005)

SECTION 23: Section 15.16.040, “Standpipe and Hose Systems” of Chapter 15.16, “Fire Prevention and Life safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.040 ~~Amendments to the Standards for Installation of Standpipe and Hose Systems, National Fire Protection Association (NFPA) Publication 14, 2010 Edition.~~ ~~Standpipe and hose systems.~~

A. **Amendments.** ~~The following provisions of the Standard for Installation of Standpipe and Hose Systems, National Fire Protection Association (NFPA) Publication 14, 2010 Edition are amended for adoption by the Village.~~

~~1. Title.~~ The ~~Standards~~ Standard for the Installation of Standpipe and Hose Systems, ~~2010~~ 2000-Edition, also known NFPA Publication 14, shall be known as Standpipe and Hose System Regulations of the Village of Winnetka.

~~2. B. Applicability of Standpipe and Hose System Regulations.~~ A standpipe and hose system, installed in accordance with the standards set forth in Standard for the Installation of Standpipe and Hose Systems, NFPA Publication 14, ~~2010~~ 2000-Edition, shall be installed in all buildings, other than one- and two-family dwellings, that are more than two stories in height, regardless of the height of any such buildings measured in linear terms, such as feet or meters.

SECTION 24: Section 15.16.050, “Automatic fire extinguishing systems” of Chapter 15.16, “Fire Prevention and Life safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.050 ~~Amendments to the Standards for Installation of Automatic Fire Extinguishing Systems, National Fire Protection Association (NFPA) Publication 13, 2010 Edition.~~ ~~Automatic fire extinguishing systems.~~

A. **Amendments.** ~~The following provisions of the Standards for Installation of Automatic Fire Extinguishing Systems, National Fire Protection Association (NFPA) Publication 13, 2010 Edition are amended for adoption by the Village.~~

~~1. Title.~~ The Standards for the Installation of Sprinkler Systems, ~~2010~~ 1999 Edition, also known NFPA Publication 13, shall be known as Automatic Sprinkler Regulations of the Village of Winnetka.

~~2. Applicability. B. Automatic fire extinguishing systems required.~~ Except as provided in ~~subsection D-paragraph 3~~ of this ~~subsection A~~, automatic fire extinguishing systems, installed in accordance with the standards set forth in NFPA Publication 13,

Standard for the Installation of Sprinkler Systems, ~~2010~~ ~~1999~~ Edition, or alternate similar fire suppression systems as approved by the Fire Chief, shall be installed in all buildings used for the following occupancies:

~~a. 1.~~—Assembly occupancy used for gathering together six or more persons;

~~b. 2.~~—Any occupancy where there is an activity involving the use of flammable liquids or gases or where flammable or combustible finishes are applied;

~~c. 3.~~—Mercantile occupancy;

~~d. 4.~~—Institutional occupancy;

~~e. 5.~~—Multifamily residential occupancy;

~~f. 6.~~—Educational occupancy;

~~g. 7.~~—Business occupancy; or

~~h. 8.~~—Storage occupancy.

~~3. C.~~ **Exceptions.** The requirements of ~~the foregoing paragraph 2 subsection B of this section~~ shall not apply where the use or occupancy: (1) is the same as it was prior to the amendment of this section effective on February 15, 1977; (2) has continued without change or, if there has been a change, the change does not increase the hazard to life or property; and (3) does not constitute a distinct hazard to life or property as determined by the Fire Chief. (Prior code § 26.17)

~~4. D.~~ **Terms.** The terms used in this section shall have the same meanings as those terms have in the Fire Prevention Code and the Life Safety Code adopted by this chapter.

SECTION 25: Subsection D of Section 15.32.050, “Application ~~s~~ for permit” of Chapter 15.32, “Construction Permits,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

D. Application for Permits for Plumbing Work. All plumbing work shall be performed by, and all applications for permits for plumbing work shall be made by, an Illinois licensed plumber, using forms provided by the Director. A copy of the plumber's license and permit bond shall be placed on file with the Director before any such permit application shall be accepted by the Village. In addition, for each plumbing permit a “Letter of Intent” stating which licensed plumber will be performing the plumbing work must be filed with the Department.

SECTION 26: Subsection F of Section 15.32.050, “Construction Documents,” of Chapter 15.32, “Construction Permits,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

F. Construction Documents.

1. General requirements. All applications for a permit shall be accompanied by no less than ~~six (6) two~~ sets of construction documents, two (2) of which shall be signed by the design professional. The construction documents shall include the site plan described in the following subsection G, as well as a proposed construction schedule, the estimated total cost of the work proposed in the format required, and such other technical data or information as may be required by the Director or other building officer.

2. Signature and seal required. No permit application shall be accepted for approval consideration unless the construction documents bear the signature and seal of the appropriate design professional, registered in the state.

3. One- and two-family dwellings. Construction documents for one- and two-family dwellings shall be prepared by an Illinois registered design professional, except that the Director may waive such requirement if the Director determines that the proposed work is either for a minor accessory structure or for minor alterations not involving structural changes, and that the construction documents are sufficiently detailed to establish code compliance and meet all other requirements of this section.

SECTION 27: Section 15.32.170, “Foundation inspections – Spot survey,” of Chapter 15.32, “Construction Permits,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.32.170 Foundation inspections; surveys. ~~Spot survey.~~

A. Spot survey. A spot survey certified by an Illinois registered land surveyor to show the exact location on the lot and full dimensions of a structure's foundation shall be required for all new primary structures upon completion of the structure's foundation. In addition, the Director may require the owner to submit such a survey, upon the completion of a foundation if the Director determines that such survey is necessary for an accurate inspection of the foundation and its size and location. When a spot survey is required by the Director or this section, no further work shall be done, other than installing drain tile and waterproofing the foundation, until the foundation has been inspected and the spot survey has been approved by the Village. (Prior code § 23.25)

B. Floor elevation survey. A floor elevation survey prepared and certified by an Illinois registered land surveyor to show the exact elevations of all building floor and roof peaks shall be required for all new primary structures upon completion of framing of the structure. When a floor elevation survey is required by the Director or this section, no further work shall be done until the survey has been reviewed and approved by the Village.

SECTION 28: Section 15.44.010, “Numbering of buildings,” of Chapter 15.44, “Supplementary Standards and Requirements,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.44.010 Numbering buildings.

A. Base Lines.

1. All lots or buildings located on north and south streets in the Village or on streets running in a northerly and southerly direction shall be numbered northerly from a line running east and west one thousand (1,000) feet south of and parallel with the south section line extended of Sections 21 and 22, Township 42 north, Range 13 east, of the third P.M., Cook County, Illinois as a base line, beginning with the number one and increasing towards the north or northerly.

2. All lots or buildings located on east and west streets in the Village or on streets running in an easterly and westerly direction shall be numbered westerly from a line running north and south two thousand (2,000) feet east of and parallel with the east section line extended of Sections 21 and 22, Township 42 north, Range 13 east, of the third P.M., Cook County, Illinois as a base line, beginning with the number one, and increasing toward the west or westerly.

B. Assignment of Numbers.

1. Numbers shall be assigned to lots and buildings as set forth in ~~a-the~~ Street Numbering Atlas on file in the office of the Director of Public Works. Such atlas is referred to and adopted and made a part of this section as fully as if set forth in full herein. in this section. The even numbers shall be assigned to the southerly and westerly sides of streets, and odd numbers to the northerly and easterly sides of streets.

2. The Director of ~~Public Works-Community Development~~ shall assign to each lot or building its proper number and shall notify the owner or occupant.

C. Display of Numbers. Numbers assigned shall be displayed on the street side of each building by the owner or occupancy within thirty (30) days after notice from the Director of ~~Public Works-Community Development~~. The figures of building numbers shall be not less than ~~three-four~~ (4) inches in height, ~~and shall be~~ of such character as to be distinctly and easily read and shall be placed in a conspicuous place on the street side of the premises to which they are assigned. (Prior code § 7.14)

SECTION 29: Copies of all Model Codes adopted by reference in this Ordinance shall continue to be maintained on file in the office of the Village Manager in the manner provided by law.

[Remainder of this page intentionally left blank.]

SECTION 30: This Ordinance is passed by the Council of the Village of Winnetka in the exercise of its home rule powers pursuant to Section 6 of Article VII of the Illinois Constitution of 1970.

SECTION 31: This Ordinance shall take effect immediately upon its passage, approval and posting as provided by law, or 30 days after it is submitted to the Division of Building Codes and Regulations of the Illinois Capital Development Board, whichever is later.

PASSED this ___ day of _____, 2012, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ___ day of _____, 2012.

Signed:

Village President

Countersigned:

Village Clerk

Introduced: June 19, 2012

Posted: June 20, 2012

Passed and Approved:

Posted:

Submitted to State of Illinois for posting:

**AN ORDINANCE
ADOPTING UPDATED MODEL BUILDING, FIRE AND LIFE SAFETY CODES
FOR INCORPORATION INTO THE WINNETKA VILLAGE CODE**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village of Winnetka has the authority to adopt ordinances and to promulgate rules and regulations protecting the health, safety and welfare of its citizens; and

WHEREAS, the Council of the Village of Winnetka (“Village Council”) have reviewed amendments proposed by the Village staff to various provisions of Title 8 of the Winnetka Village Code, Health and Safety, and of Title 15 of the Winnetka Village Code, Building and Construction, to adopt and incorporate by reference updated model codes; and

WHEREAS, the proposed updating of Titles 8 and 15 includes the adoption by reference of the 2009 editions of the International Building Code, the International Fire Code, the International Residential Code for One- and Two-Family Dwellings, the International Mechanical Code and the International Fuel Gas Code, the updating and adoption by reference of fire and life safety codes, the continued adoption by reference of the 2004 edition of the State of Illinois Plumbing Code the adoption by reference of the 2008 edition of the National Electrical Code, and the adoption by reference of the latest edition of the International Energy Conservation Code, all of which are sometimes hereinafter referred to collectively as the “Model Codes;” and

WHEREAS, copies of each of the foregoing Model Codes have been maintained on file in the office of the Village Clerk for at least 30 days prior to the effective date of this ordinance; and

WHEREAS, the Village Council have determined that the comprehensive amendments proposed by the Village staff will benefit the public health, safety and welfare by assuring that all construction activity in the Village of Winnetka is performed pursuant to the most recent nationally recognized standards; and

WHEREAS, the Village Council have further determined that the comprehensive amendments will facilitate the administration of regulations pertaining to construction activity in

the Village of Winnetka due to the reorganization and consolidation of all administrative procedures pertaining to the regulation of construction activity; and

WHEREAS, this Ordinance is adopted by the Council of the Village of Winnetka in the exercise of its home rule powers under Article VII, Section 6 of the Illinois Constitution of 1970.

NOW, THEREFORE, the Council of the Village of Winnetka do ordain:

SECTION 1: The foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: Subsection A of Section 15.04.050, “Definitions,” of Chapter 15.04, “General Provisions,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is hereby amended to provide as follows:

A. Terms Defined in Other Ordinances and Codes. Terms used in this title Building Code, but not otherwise defined, shall have the meanings ascribed to them in the Zoning Ordinance, this code or the codes adopted by reference in Sections 15.08.010, 15.16.010 and 8.04.010 of this code.

SECTION 3: Section 8.04.010, “General requirements for automatic alarm and fire detection systems and smoke detectors,” of Chapter 8.04, “Security and Fire Detection Systems, of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

Section 8.04.010 General requirements for automatic alarm and fire detection systems, and smoke detectors.

A. Automatic alarm and fire detection systems. All automatic alarm and fire detection systems shall be subject to the provisions of this Chapter 8.04. In addition, except as provided in Section 15.16.050(B) of this code, all automatic alarm and fire detection systems shall be installed in accordance with the standard set forth in NFPA Publication 72, National Fire Alarm Code, 2010 Edition, in any building used for an occupancy described in subsections (A)(2)(a) through of Section 15.16.050 of this code.

B. Smoke detectors. Residential smoke detectors shall be supplied and installed in accordance with the “Illinois Smoke Detector Act,” 425 ILCS 60/1, et seq., except that an approved smoke detector shall also be installed in each sleeping room. As used in the Illinois Smoke Detector Act, the term “substantially remodelled” means the installation of new electrical wiring throughout the dwelling unit regardless of the cost of such wiring, and any work to repair, restore, renovate, remodel or increase the size of a dwelling unit if the cost of such work exceeds fifty (50) percent of the value of the existing dwelling unit. Notwithstanding any exceptions stated in the Illinois Smoke Detector Act to the contrary, the smoke detectors required for any newly constructed

addition to a dwelling unit shall be permanently wired into the addition's AC power line, and if more than one detector is required to be installed in the addition, the detectors shall be wired so that the actuation of one detector will actuate all the detectors in the addition.

C. Exception to fire detection system requirement. No automatic fire detection system shall be required in any room or portion of a building which is equipped with an approved installation of an automatic fire extinguishing system except where it is determined by the Fire Chief that early warning is necessary for life safety.

(Ord. MC-228-99 § 7 (part), 1999; prior code § 24.01)

D. Emergency key access requirement. The owner of any building or structure that is not a single-family or two-family dwelling and that is protected by an automatic sprinkler system and/or an automatic fire detection system shall purchase, install and maintain an emergency key access system consisting of a locked box of a type and in a location prescribed by the Fire Chief. The key box shall contain:

1. Keys to locked points of ingress whether on the interior or exterior of such building or structure;
2. Keys to locked mechanical equipment rooms;
3. Keys to locked electrical equipment rooms;
4. Keys to elevator controls;
5. Keys to the fire alarm equipment; and
6. Keys to other areas as directed by the Fire Chief.

(Ord. MC-2-2011, 2/15/11; Ord. MC-1-2005 § 2, 2/15/05)

SECTION 4: Subsection D of Section 8.04.020, “Definitions,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

D. Direct connection system. “Direct connection alarm” means an alarm system that uses an approved Village radio receiver to connect directly to an alarm receiving panel located in the Village's Public Safety Building at 410 - 428 Green Bay Road. No digital dialer alarm shall be considered a direct connection alarm.

SECTION 5: Section 8.04.050, “Impermissible alarm devices,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

Section 8.04.050 Impermissible alarm devices.

- A. No person shall install or allow to exist on any alarm system:

1. Any device that produces a sound or visual display similar to sirens or lights of emergency public safety vehicles of the Village or emergency warning system (civil defense) sirens; or

2. Any device (except a fire alarm) not equipped with an automatic shutoff that will deactivate sound or visual display within ten (10) minutes of the commencement of any alarm.

B. No person shall install any device that automatically contacts the Police or Fire Department and that also uses or reproduces any recorded message to summon Police or Fire Department response, except that an elevator auto-dialer emergency communication system that is required by ANSI 17.1 or 17.3 Standards shall be permitted.

(Ord. MC-228-99 § 7 (part), 1999; prior code §§ 4.10, 24.05)

C. No person shall install any type of digital dialer alarm that dials into the Police Department alarm system receiver.

(Ord. MC-2-2011, 2/15/2011; Ord. MC-06-2004 § 3, 05/04/2004)

SECTION 6: Subsection B of Section 8.04.060, “Inspections, responses and false alarms,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

B. Inspections required. All fire, smoke and carbon monoxide alarms shall be subject to inspections by the Fire Department. All other alarms shall be inspected by the Police Department.

SECTION 7: Subsection A of Section 8.04.080, “False alarm fee procedures,” of Chapter 8.04, “Security and Fire Detection Systems,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

A. Notice of False Alarm Fee. The Chief of Police, the Fire Chief, or the designee of either Chief, upon determining that a false alarm has occurred, shall give written notice to the alarm system user that a false alarm has occurred at the premises, and shall bill the alarm system user pursuant to the schedule of false alarm fees provided in Section 8.04.070.

SECTION 8: Subsection A of Section 8.08.010, “Storage of flammable or combustible liquids,” of Chapter 8.08, “Fire Safety Code,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

A. No more than five gallons of gasoline or other Class I or II flammable or combustible liquids may be stored on private premises for personal or private use. Such liquids shall be stored in an approved container of safety type, removed from flame or

open fire, in a room or space with good ventilation. Such liquids shall, if possible, be stored in a garage or out-building, and shall not be stored in any cellar, stairwell, basement or pit. No Class I or II flammable or combustible liquids may be stored in a motor vehicle that has not been approved for transporting such products, except in the vehicle's own manufactured fuel tank.

SECTION 9: Section 8.08.020, "Storage of liquified petroleum gas," of Chapter 8.08, "Fire Safety Code," of Title 8 of the Winnetka Village Code, "Health and Safety," is hereby amended to provide as follows:

Section 8.08.020 Storage of liquified petroleum gas.

A. Storage of liquified petroleum gas is prohibited within the fire limits as established in Section 15.44.090 of this code.

B. Storage of liquified petroleum gas outside of the fire limits shall be prohibited on any premises except those used for residential occupancies.

C. The maximum capacity of a container for storage of liquified petroleum gas on any premises in the Village shall be two thousand (2,000) gallons, water capacity.

D. No container for liquified petroleum gas shall be installed with any part of it below the ground surface.

E. The outside storage of liquified petroleum gas containers pending their use, sale or resale, including containers stored outside as part of a cylinder exchange program, shall not exceed a combined total of 120 gallons (twenty-four 25-pound cylinders), water capacity.

(Prior code § 26.03)

SECTION 10: Section 8.08.030, "Outdoor fires," of Chapter 8.08, "Fire Safety Code," of Title 8 of the Winnetka Village Code, "Health and Safety," is hereby amended to provide as follows:

Section 8.08.030 Outdoor fires; outdoor fireplaces, grills and barbecue pits.

A. Outdoor fires in general. All outdoor fires, recreational or otherwise, shall comply with the provisions of the International Fire Code, 2009 Edition, as adopted pursuant to Section 15.08.010(G) of this code and as amended by Section 15.16.020 of this code. In addition, all outdoor fires shall comply with the following requirements:

1. All outdoor fires shall be under continuous competent supervision.
2. No outdoor fire, including but not limited to, fires in outdoor fireplaces, grills, fire pits and similar devices, shall be used in such a manner or location that it causes any building fire alarm to activate or that it otherwise creates a hazardous or objectionable condition.

B. Outdoor fireplaces, grills and fire pits. All portable outdoor fireplaces, grills, fire pits and similar devices, and all such devices that are permanently installed, shall be located and operated at least fifteen (15) feet from any building, fence or property line. Notwithstanding the foregoing, the operation of any permanent outdoor fireplace, grill, fire pit or similar device that was lawfully installed before July 17, 2012, shall be permitted, provided that such operation complies with subsection A of this section.

C. Authority to extinguish. The code official is authorized to order the extinguishment of any outdoor fire that is not in compliance with this code or that otherwise creates a hazardous or objectionable condition.

(Prior code § 26.11)

SECTION 11: Section 8.08.170, “Posting capacity of places of assembly,” of Chapter 8.08, “Fire Safety Code,” of Title 8 of the Winnetka Village Code, “Health and Safety,” is hereby amended to provide as follows:

Section 8.08.170 Posting capacity of places of assembly.

Each place of assembly having a capacity of fifty (50) or more persons shall have a sign posted in a conspicuous place specifying the maximum number of persons that may be permitted within the room at any one time. The sign shall be not less than ten (10) inches by six (6) inches with one-inch red letters on a white background and shall be maintained in a legible condition. If the place of assembly is also used for the service of food, the notice shall specify both the number permitted for meeting purposes without tables and for dining room purposes with tables. The allowable capacities shall be determined by the Fire Chief in accordance with the rules and regulations for fire prevention and safety of the State.

(Prior code § 26.28)

SECTION 12: Section 15.08.010, “Adoption of Model Codes by Reference,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is hereby amended in its entirety, to provide as follows:

Section 15.08.010 Adoption of Model Codes by Reference.

The model codes described in the following subsections A through I are each adopted by reference pursuant to the home rule authority of the Village of Winnetka under Article VII, Section 6 of the State of Illinois Constitution of 1970, and further pursuant to applicable provisions of the Illinois Municipal Code and the Municipal Adoption of Codes and Records Act, 50 ILCS 220/1 through 220/7, except as modified by the exclusions, amendments and additional provisions set forth in this chapter.

A. International Building Code, 2009 Edition.

B. International Residential Code for One- and Two-Family Dwellings, 2009 Edition.

- C. International Mechanical Code, 2009 Edition.
 - D. International Fuel Gas Code, 2009 Edition.
 - E. State of Illinois Plumbing Code, 2004 Edition, as promulgated by the Illinois Department of Public Health and published in Title 77 of the Illinois Administrative Code, Chapter I, Subchapter R, Part 890.
 - F. National Electrical Code, 2008 Edition.
 - G. International Fire Code, 2009 Edition. (See Chapter 15.16)
 - H. International Property Maintenance Code, 2009 Edition.
 - I. International Energy Conservation Code, 2012 Edition.
- (MC-7-2011, Amended, 12/6/2011; MC-3-2005, Amended, 06/21/2005; MC-13-2004, Amended, 12/07/2004)

SECTION 13: Section 15.08.020, “Amendments to the International Building Code of 2003,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.020 Amendments to the International Building Code, 2009 Edition.

A. **Exclusions.** The following provisions of the International Building Code, 2009 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **101.4.4 Property maintenance.** (See WVC Section 15.08.080 for commercial and mixed use property maintenance provisions.)
2. **105.1.1 Annual permit.**
3. **105.1.2 Annual permit records.**
4. **105.2.1 Building.** One-story detached accessory structures used as tool and storage shed.
5. **105.2.2 Building.** Fences not over 6.5 feet high.
6. **105.2.4 Building.** Retaining walls that are not over 4 feet in height as measured from the bottom of the footing to the top of the wall.
7. **Building.** Sidewalks and driveways not more than 30 inches above adjacent grade.
8. **105.5 Expiration.** (Superseded by Section 15.32.190 of the Village Code.)
9. **105.7 Placement of permit.** (Superseded by Section 15.32.180 of the Village Code.)
10. **107.2 Construction documents.** (Superseded by Section 15.32.050 of the Village Code.)

11. **107.3.1 Approval of construction documents.** (Superseded by Sections 15.32.090 and 15.32.100 of the Village Code.)

12. **109.2 Schedule of permit fees.** (Superseded by Section 15.32.020 of the Village Code.)

13. **109.4 Work commencing before permit issuance.** (Superseded by Section 15.32.010 of the Village Code.)

14. **109.6 Refunds.** (Superseded by Section 15.32.030 of the Village Code.)

15. **907.2.1 through 907.2.9 Use groups.**

16. **1807.1.4 Permanent wood foundation systems.**

17. **1809.12 Timber footings.**

18. **Chapter 27 Electrical.** (Superseded by adoption of National Electrical Code; see Village Code Sections 15.08.010(F) and 15.08.070.)

19. **Chapter 29 Plumbing.** (Superseded by adoption of State of Illinois Plumbing Code, 2004 Edition; see Village Code Sections 15.08.010(E) and 15.08.070.)

B. Amendments. The following provisions of the International Building Code, 2009 Edition, are amended for adoption by the Village:

1. **101.1 Title.** These regulations shall be part of the Building Code of the Village of Winnetka. As used in the International Building Code, 2009 Edition, as adopted and amended by the Village, “this code” shall mean the Building Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Building Code the Village of Winnetka shall be called the “Building Code.”

2. **101.4.4 Plumbing.** The provisions of the State of Illinois Plumbing Code, 2004 Edition, as adopted by reference as provided in this Chapter 15.08, shall apply to the installation, alteration, repair and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the State of Illinois Plumbing Code, 2004 Edition, as adopted by reference as provided in this Chapter 15.08, shall apply to private sewage disposal systems.

3. **101.4.4 Property Maintenance.** The provisions of the International Property Maintenance Code, 2009 Edition, as adopted by reference and amended in this Chapter 15.08, shall apply to certain existing structures and premises, and shall regulate the equipment, light, ventilation, space heating, sanitation, life and fire safety hazards of such structures and premises; and shall define the responsibilities of owners, operators and occupants and occupancy of such existing premises and structures, as provided in Section 15.080 of this Chapter.

4. **102.6 Existing structures.** The legal occupancy of any structure existing on the date of adoption of this building code shall be permitted to continue without change, except as is specifically provided in this code, including this building code and the International Fire Code as adopted by the Village, and except as is deemed necessary by the building official for the general safety and welfare of the occupants and the public.

5. **103.1 Creation of enforcement agency.** The Department of Community Development created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this building code, and the Director of Community Development shall be known as the building official.

6. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

7. **103.3 Deputies.** Subject to the approval of the Village Manager, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official.

8. **104.10 Modifications.** Wherever there are practical difficulties involved in carrying out the provisions of this building code, the building official shall have the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the building official shall first find that special individual reasons makes the strict letter of this building code impractical and that the modification is in compliance with the intent and purpose of this building code and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of actions granting modifications shall be recorded and entered in the files of the Department of Community Development.

9. **105.2 Work exempt from permit.** Permits shall not be required for the following work.

a. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.

b. Construction or installation of temporary motion picture, television and theater stage sets and scenery. Notwithstanding the foregoing, a film production permit shall be required as provided in Chapter 5.20 of the Village Code.

c. Prefabricated swimming pools that are accessory to a detached one- or two-family dwelling, as applicable in Section 101.2, and that are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18,925 L) and are installed entirely above ground.

d. Swings and other playground equipment accessory to detached one- and two-family dwellings.

Exemptions from the permit requirements of this Building Code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the Village Code or any other laws or ordinances of the Village.

10. **107.2.2 Fire protection system shop drawings.** Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with this building code, all other applicable provisions of the Village Code and the construction documents, and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9 of the International Building Code, 2009 Edition.

11. **113.21 General.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

12. **115.2.1 Stop work order policy.** The issuance of stop work orders shall be subject to the enforcement provisions set forth in Chapter 15.04 of the Village Code.

13. **406.1.4.4 Separation.** The sills of all door openings between private garages and adjacent interior spaces shall be raised not less than six (6) inches above the garage floor.

14. **903.3.5 Water supplies.** Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. of the International Building Code, 2009 Edition. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the State of Illinois Plumbing Code, 2004 Edition. Hydrant water flow data used for the design of any sprinkler system shall be witnessed by the Fire Department and shall be no more than six (6) months old.

15. **903.4.2 Alarms.** Approved audible devices shall be connected to every automatic sprinkler system. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Alarm devices shall be provided on the exterior of the building in an approved location. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system. An outside audio/visual device shall be provided and shall be located above the fire department connection.

16. **903.4.2.1 Alarm-indicating devices.** All sprinklered buildings shall be provided with audio/visual alarm-indicating devices. The alarm-indicating devices shall be of a sufficient number and power to be seen and heard in all areas of the building.

17. **903.4.2.2 Test Valves.** Fire sprinkler system inspector test valves shall be accessible at all times and shall be located no more than 6 feet above the finished floor. On multiple riser systems, each test valve shall be marked to identify which riser and area it tests.

18. **903.4.3 Floor control valves.** Approved supervised indicating control valves shall be provided at the point of connection to the riser on each floor in high-rise buildings. In multiple story buildings, floor control valves with water flow and tamper switches shall be provided for each floor.

19. **903.6 Safety Factor.** Provide a minimum 10% safety factor in the fire protection system hydraulic calculation. The system demand shall be 10% minimum below the seasonal low water flow test supply.

20. **903.7 Hydraulic nameplate.** By each hydraulically calculated area, on each drawing, provide a copy of the hydraulic nameplate.

21. **903.8 NFPA standards.** The appendices of all NFPA standards are to be considered as part of each standard and are considered a “shall” requirement and not “should” information.

22. **903.9 Fire alarm systems.** All fire alarm systems shall be of the addressable type and shall be installed per NFPA 72, 2010 Edition.

23. **903.10 Quick response sprinklers.** All offices, assembly, and residential buildings and areas, except for one- and two- family residential buildings, shall be provided with residential and/or quick response sprinklers.

24. **905.3.1 Building height.** Class III standpipe systems shall be installed throughout buildings where the floor level of the highest story is located more than 30 feet (9144 mm) above the lowest level of fire department vehicle access, or where the floor level of the lowest story is located more than 30 feet (9144 mm) below the highest level of fire department vehicle access. Notwithstanding the foregoing, standpipes shall be required in all buildings that are more than two (2) stories high and/or more than two (2) stories below grade.

25. **907.2 Where required.** An approved fire alarm system shall be provided in all use groups, except as specified in Section 907.2.6 of this code, and except for single family detached dwellings. All fire alarm control panels and annunciators shall be installed in locations approved by the Fire Department. All fire alarm panels and annunciators shall be keyed or under a protective plastic locked cover to prevent tampering.

26. **907.2.11.1.4 Group R-1.** Smoke detectors shall be installed at the top of every stairwell used for exiting.

27. **907.2.11.2.4 Groups R-2, R-3, R-4 and I-1.** In the R-Use Groups, smoke detectors shall be installed at the top of every stairwell used for exiting.

28. **1101.2 Design.** Buildings and facilities shall be designed and constructed to be accessible in accordance with this building code, the State of Illinois Accessibility Code, 1997 Edition, and ICC A117.1.

29. **2302.1.2.1 Fire Protection.** Where prefabricated wood I-joists are used for floor and ceiling assemblies in finished or unfinished spaces or areas in one- or two-family dwellings, these assemblies shall be separated from adjacent spaces or areas by fire-resistant material capable to resist a fire exposure equivalent to one-hour or more in accordance with fire test procedures as set forth in ASTM E119, as well as in accordance with Underwriters Laboratories (UL) or Factory Mutual (FM) classification standards. Such separation shall not be required for structures that are fully equipped with an automatic sprinkler system designed and installed in accordance with NFPA 13, 2010 Edition.

30. **2603.2.1 Third Party Approval.** No foam plastic insulation shall be used unless it has been approved by a nationally recognized independent testing agency, such as Underwriters Laboratories or Factory Mutual.

31. **3306.9.1 Barriers.** Prior to commencing any work under a permit that includes the authorization of demolition, excavation, construction of a new structure

and/or construction of an addition to an existing structure, the applicant shall erect a fence to enclose the site in a location and manner approved by the building official. The fence shall be no less than six (6) feet in height and shall be located at least 18 inches from any public sidewalk. The fence shall be permanently secured in the ground, and shall remain in place until the building official approves its removal. When there are no construction personnel at the site, any gate or opening in the fence shall be closed and secured with a lock.

(MC-7-2011, Amended, 12/6/2011; MC-5-2009, Amended, 05/05/2009; MC-03-2005, Added, 06/21/2005)

SECTION 14: Section 15.08.030, “Amendments to the International Residential Code for One- and Two-Family Dwellings, 2003 Edition,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.030 Amendments to the International Residential Code for One- and Two-Family Dwellings, 2009 Edition

A. **Exclusions.** The following provisions of the International Residential Code for One- and Two-Family Dwellings, 2009 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **105.5 Expiration.** (Superseded by Section 15.32.190 of this code.)
2. **105.7 Placement of permit.** (Superseded by Section 15.32.180 of the Village Code.)
3. **106.2 Site plan.** (Superseded by section 15.32.050 of the Village Code.)
4. **106.3.1 Approval of construction documents.** (Superseded by Sections 15.32.090 and 15.32.100 of the Village Code.)
5. **108.2 Schedule of permit fees.** (Superseded by Section 15.32.020 of the Village Code.)
6. **108.6 Refunds.** (Superseded by Section 15.32.030 of the Village Code.)
7. **108.6 Work commencing before permit issuance.** (Superseded by Section 15.32.010 of the Village Code.)
8. **109.1.6 Final inspection.** (Superseded by Section 15.32.160 of the Village Code.)
9. **110.4 Temporary occupancy.** (Superseded by Section 15.36.010 of the Village Code.)
10. **310.4 Bars, grills, covers and screens.**
11. **313.2 One- and two-family dwellings automatic fire system.**
12. **402.1 Wood foundations.**

13. **404.2 Wood foundation walls.**
14. **1001.11 Fireplace clearance.**
15. **Part VII — Plumbing.** Chapters 26 through 32
16. **Part VIII — Electrical.** Chapters 33 through 42.

B. **Amendments.** The following provisions of the International Residential Code for One- and Two- Family Dwellings, 2009 Edition, are amended for adoption by the Village:

1. **101.1 Title.** These provisions shall be known as the Residential Code for One- and Two-Family Dwellings of the Village of Winnetka. As used in the International Residential Code for One- and Two- Family Dwellings, 2009 Edition, as adopted and amended by the Village, “this code” shall mean the Residential Code for One- and Two-Family Dwellings of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Residential Code for One- and Two-Family Dwellings of the Village of Winnetka shall be called the “Dwelling Code.”

2. **101.2 Scope.** The provisions of this Dwelling Code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one- and two-family dwellings, of attached single-family dwellings (townhouses) that are not more than three stories in height and that have a separate means of egress, and of their accessory structures.

3. **102.7 Existing structures.** The legal occupancy of any structure existing on the date of adoption of this Dwelling Code shall be permitted to continue without change, except as is specifically provided in this code, including this Dwelling Code and the International Fire Code, 2009 Edition, as adopted by the Village, and except as is deemed necessary by the building official for the general safety and welfare of the occupants and the public.

4. **103.1 Creation of enforcement agency.** The Department of Community Development created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this code and the Director of Community Development shall be known as the building official.

5. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

6. **103.3 Deputies.** Subject to the approval of the Village Manager, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official.

7. **105.2 Work exempt from permit.** Permits shall not be required for the following work. Exemptions from the permit requirements of this Dwelling Code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of the Village.

- a. Buildings:
 - i) Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
 - ii) Construction or installation of temporary motion picture, television and theater stage sets and scenery. Notwithstanding the foregoing, a film production permit shall be required as provided in Chapter 5.20 of the Village Code.
 - iii) Prefabricated swimming pools that are accessory to a detached one- or two-family dwelling, as applicable in Section 101.2, and that are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18,925 L) and are installed entirely above ground.
- b. Electrical:
 - i) Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
- c. Mechanical:
 - i) Portable heating appliances.
 - ii) Portable ventilation appliances.
 - iii) Portable cooling units.
 - iv) Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
 - v) Portable evaporative coolers.
 - vi) Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.
 - vi) Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.
- d. Plumbing:
 - i) The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
 - ii) The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

8. **112.1 General.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

9. **114.1 Notice to owner; stop work orders.** The issuance of stop work orders shall be subject to the enforcement provisions set forth in Chapter 15.04 of the Village Code.

10. **115.1 Prefabricated construction.** A certificate of approval by an approved agency shall be furnished with every prefabricated assembly, except where all elements of the assembly are readily accessible to inspection at the site. No element of any prefabricated assembly shall be concealed prior to inspection and approval by the building official. All elements of any prefabricated assembly shall be readily accessible for inspection at the permit site. Prefabricated assemblies shall be inspected at the building site by the building official as required by this code.

11. **309.5 Separation required.** The garage shall be separated from the residence and its attic area by not less than ½-inch (12.7 mm) gypsum board applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than 5/8-inch (15.9 mm) Type X gypsum board or equivalent. Where the separation is a floor-ceiling assembly, the structure supporting the separation shall also be protected by not less than ½-inch (12.7 mm) gypsum board or equivalent. The sills of all door openings between private garages and adjacent interior spaces shall be raised not less than six (6) inches above the garage floor.

12. **310.4.1 Bars, grills, covers and screens on window wells.** All window wells, whether to be used as emergency escape or rescue openings or not, shall be fitted with bars, grills, covers, screens, railings or similar devices. All shall be operable from the side of the egress without the use of a key, tool or special knowledge.

13. **316.6 Specific approval.** Foam plastic insulation not meeting the requirements of Sections R316.3 through R316.5 may be specifically approved on the basis of one of the following approved tests: NFPA 286 with the acceptance criteria of Section R320.9.4, FM4880, UL 723, UL 1040 or UL 1715, or fire tests related to actual end-use configurations. Any foam plastic insulation must be approved by an independent testing agency, either Underwriters Laboratories or Factory Mutual. The specific approval shall be based on the actual end use configuration and shall be performed on the finished foam plastic assembly in the maximum thickness intended for use. Assemblies tested shall include seams, joints, and other typical details used in the installation of the assembly and shall be tested in the manner intended for use.

14. **404.1.1.1 Masonry foundation walls.** Concrete masonry and clay masonry foundation walls shall be constructed as set forth in Tables R404.1.1(1), R404.1.1(2), R404.1.1(3) and R404.1.1(4) and shall also comply with the applicable provisions of Sections R606, R607 and R608. In buildings assigned to Seismic Design Categories D0, D1 and D2, concreted masonry and clay masonry foundation walls shall also comply with Section R404.1.1, but with not less than two (2) Number Five (5) reinforcement bars placed at the top and bottom of any concrete trench, belle, grade beam or formed foundation wall. Rubble stone masonry foundation walls shall be constructed in accordance with Sections R404.1.8 and R606.2.2. Rubble stone masonry walls shall not be used in Seismic Design Categories D0, D1 and D2.

15. **N1101.2 Compliance.** Compliance shall be demonstrated by meeting the requirements of the most recent edition of the *International Energy Conservation Code*.

Climate zones from Figure R301.1 or Table R301.1 of the most recent edition of the *International Energy Conservation Code* shall be used in determining the applicable requirements from this chapter.

16. 2501.2 Application. In addition to the general administration requirements of Chapter 1 of the Dwelling Code, the administrative provisions of this Chapter 2501 of the Dwelling Code shall also apply to the plumbing requirements of the State of Illinois Plumbing Code, 2004 Edition.

17. 2501.3 Authority. These rules are promulgated pursuant to authority granted by Section 35 of the Illinois Plumbing License Act (225 ILCS 320/35).

18. 2501.4 Applicability. These rules govern the design and installation of new plumbing or plumbing systems and the alteration of existing plumbing systems. They apply to all new construction and any remodeling or renovation that alters, renovates or replaces existing plumbing or plumbing systems. These rules do not apply to existing buildings unless the plumbing or plumbing system is being altered, the building use is being changed or the existing plumbing creates a health or safety hazard.

a. If an existing building is changed from one use to another or from one classification to another, as provided in Appendix A, Table B of the Illinois State Plumbing Code, 2004 Edition, it shall be treated as a new building and shall comply with the requirements of this Part for its new use or occupancy.

b. Regardless of the age of the building, where a health or safety hazard exists because of an existing plumbing installation or lack thereof, the owner or his agent shall install additional plumbing or make such corrections as may be necessary to abate the hazard or violation of this part.

19. Part VIII — Electrical. The provisions of the National Electrical Code, 2008 Edition, as adopted by reference and amended in this Chapter 15.08, shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

(MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 15: Section 15.08.040, “Amendments to the International Mechanical Code, 2003 Edition,” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.040 Amendments to the International Mechanical Code, 2009 Edition.

A. Exclusions. The following provisions of the 2009 International Mechanical Code are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

- 1. 104.4 Inspections.** (Superseded by Section 15.32.160 of the Village Code.)
- 2. 106.4.3 Expiration.** (Superseded by Section 15.32.190 of the Village Code.)

3. **106.5.1 Work commencing before permit issuance.** (Superseded by Section 15.32.010 of the Village Code.)

4. **106.5.2 Fee schedule.** (Superseded by Section 15.32.020 of the Village Code.)

5. **106.5.3 Fee refunds.** (Superseded by Section 15.32.030 of the Village Code.)

B. Amendments. The following provisions of the 2009 International Mechanical Code are amended for adoption by the Village:

1. **101.1 Title.** These provisions shall be known as the Mechanical Code of the Village of Winnetka. As used in the International Mechanical Code, 2009 Edition, as adopted and amended by the Village, “this code” shall mean the Mechanical Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Mechanical Code of the Village of Winnetka shall be called the “Mechanical Code.”

2. **103.1 General.** The Department of Community Development created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this code, and the Director of Community Development shall be known as the building official.

3. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

4. **108.5 Stop work orders.** The issuance of stop work orders shall be subject to the enforcement provisions set forth in Chapter 15.04 of the Village Code.

5. **109.2 Membership of board.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

6. **301.8 Plumbing connections.** Potable water supply and building drainage system connections to equipment and appliances regulated by this code shall be in accordance with the State of Illinois Plumbing Code, 2004 Edition.

7. **Chapter 15 Referenced Standards.**

a. SIPC-2004, State of Illinois Plumbing Code 2004 Edition.

b. NEC-2008, National Electrical Code 2008 Edition.

(MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 16: Section 15.08.050, “Amendments to the International Fuel Gas Code” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.050 Amendments to the International Fuel Gas Code, 2009 Edition.

A. **Exclusions.** The following provisions of the International Fuel Gas Code, 2009 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **106.4.3 Expiration.** (Superseded by Section 15.32.190 of the Village Code.)
2. **106.5.2 Fee schedule.** (Superseded by Section 15.32.020 of the Village Code.)
3. **106.5.3 Fee refunds.** (Superseded by Section 15.32.030 of the Village Code.)
4. **403.6 Plastic pipe, tubing and fittings.**
5. **403.11 Plastic pipe, joints and fittings.**

B. **Amendments.** The following provisions of the International Fuel Gas Code, 2009 Edition, are amended for adoption by the Village:

1. **101.1 Title.** These provisions shall be known as the Fuel Gas Code of the Village of Winnetka. As used in the International Fuel Gas Code, 2009 Edition, as adopted and amended by the Village, “this code” shall mean the Fuel Gas Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Fuel Gas Code of the Village of Winnetka shall be called the “Fuel Gas Code.”

2. **103.1 General.** The Department of Community Development created pursuant to Chapter 2.44 of the Village Code is hereby established as the enforcement agency for this code, and the Director of Community Development shall be known as the building official.

3. **103.2 Appointment.** The building official shall be appointed by the Village Manager.

4. **103.3 Deputies.** Subject to the approval of the Village Manager, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official.

5. **108.5 Stop work orders.** The issuance of stop work orders shall be subject to the enforcements provisions set forth in Chapter 15.04 of the Village Code.

6. **109.2 Membership of board.** The Building and Zoning Board of Appeals created by Section 3.44.010 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code

7. **624.1.1 Installation requirements.** The requirements for water heaters relative to sizing, relief valves, drain pans and scald protection shall be in accordance with the State of Illinois Plumbing Code, 2004 Edition.

8. **Chapter 7 Referenced Standards.**

a. SIPC-2004, State of Illinois Plumbing Code 2004 Edition – Section 624.1.1

b. NEC-2008, National Electrical Code 2008 Edition

(MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 17: Section 15.08.060, “Amendments to the State of Illinois Plumbing Code, 2004 Edition” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.060 Amendments to the State of Illinois Plumbing Code, 2004 Edition

A. **Exclusions.** The following provisions of the State of Illinois Plumbing Code, 2004 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **Table A, “Approved Materials for Building Sewers”** is amended by deleting the following items:

- a. 2) Asbestos Cement Pipe.
- b. 5) Concrete Pipe
- c. 8) Vitrified Clay Pipe
- d. 9) Solder

2. **Table A, “Approved Materials for Water Service Pipe”** is amended by deleting the following items:

- a. 1) ABS Pipe
- b. 4) CPVC Pipe

3. **Table A, “Approved Materials for Water Distribution Pipe”** is amended by deleting the following Items 2, 7 and 8:

- a. 2) CPVC Pipe
- b. 7) Poly Butylene Pipe
- c. 8) PVC Pipe

B. **Amendments.** The following provisions of the State of Illinois Plumbing Code, 2004 Edition, are amended for adoption by the Village:

1. **Section 890.110, General Regulations** is amended by adding the following subsection (c):

890.110 (c) General Regulations. Plumbing and drainage systems in all buildings, public and private, shall be installed in accordance with the provisions of this ordinance by a licensed plumber in accordance with the provisions of the State of Illinois Plumbing License Law. If a plumbing contractor is found to be using unlicensed plumbers, the contractor’s plumbing permit will be revoked

2. **Section 890.120 Definitions** is amended by adding the following definition :

“Plumbing Code.” The Illinois State Plumbing Code, 2004 Edition, as adopted and amended by the Village, shall be known as the Plumbing Code of the Village of Winnetka. As used in the Illinois State Plumbing Code, 2004 Edition, as adopted and amended by the Village, the terms “Part” or “this code” shall mean the Plumbing Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Plumbing Code of the Village of Winnetka shall be called the “Plumbing Code.”

C. **Additions.** The State of Illinois Plumbing Code, 2004 Edition, is further amended for adoption by the Village by adding the following provisions:

1. **Potable Water.** Type L copper piping shall be used for potable water.
2. **Couplings.** Heavy duty 4 band couplings must be used with no hub soil pipe.
3. **Plumbing Walls.** Plumbing walls where stacks are located must be built with not less than 2 x 6 framing.
4. **Primer.** Purple primer must be used on all PVC piping.
5. **Testing.** Gas tests are required if any existing gas lines have been moved.
6. **Water Service.** For all new construction, including additions and substantial remodeling a minimum 1 inch copper water service is required.
7. **Existing Conditions.** All nonconforming plumbing installations or materials discovered or revealed during remodeling, renovation, or other alteration projects, shall be corrected in accordance with this code.
8. **Inspections.** Inspections shall be subject to the provisions of Section 15.20.050 of this chapter.

9. **Inspections.**

a. **Inspections Required.** All plumbing work shall be done by licensed plumbers or sewer contractors and shall be subject to the inspection and approval of the Director of Community Development, or the plumbing inspector under the supervision of the Director of Community Development. The plumbing contractor shall be on site when the rough plumbing inspection is conducted.

b. **Testing by Plumbing Inspector.** All plumbing work shall be tested by the plumbing inspector, in accordance with this code, while all pipes are uncovered in every part. A water test shall be applied to the drainage system in its entirety, or in sections, as completed. A water pressure test for plumbing work shall be applied by closing the lower end of the vertical pipes and filling the pipes to the highest opening above the roof with water. Special provision shall be made to include all joints and connections to the finished line or face of floors or side walls, so that all vents or revents, including lead work, may be tested with the main stacks. The house drain inside any building shall be tested by closing up the drain at the point where it leaves the building, using the clean out wye provided for, and filling the pipes inside the building with water to a height of a least two feet above the highest point of the drainage system.

c. Water Supply for Testing. Licensed plumbers will be allowed to leave the water turned into pipes for forty-eight (48) hours after completing any work for the purpose of testing the same, at the end of which time they shall immediately cut off the supply, unless otherwise instructed by the Director of the Water and Electric Department. Plumbers are prohibited from turning water on from any service pipe for any other purpose, except on the order of or permission from the Water and Electric Department.

d. Additional Inspections. All plumbing work shall be subject to such further inspections and tests as shall be required by the rules and regulations of the Water and Electric Department of the Village.

(Prior code § 23.49)

10. Overhead sewers and other protective measures below ground level. All buildings constructed after December 31, 1970 with basements, floors, rooms or occupancy areas below grade and served by a public or private sewer system shall have overhead plumbing with ejector pumps.

(Prior code § 23.50)

(MC-3-2005, Added, 06/21/2005)

SECTION 18: Section 15.08.070, “Amendments to the National Electric Code, 2008 Edition” of Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.08.070 Amendments to the National Electric Code, 2008 Edition

A. **Exclusions.** The following provisions of the National Electric Code, 2008 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **Article 322 Flat Cable Assemblies: Type FC.**
2. **Article 324 Flat Conductor Cable: Type FCC.**
3. **Article 334 Nonmetallic-sheathed Cable: Types NM, NMC and NMS.**
4. **Article 338 Service-Entrance Cable: Types SE and USE.**
5. **Article 340 Underground Feeder and Branch-Circuit Cable: Type UF.**
6. **Article 362 Electrical Nonmetallic Tubing: Type ENT.**
7. **Article 394 Concealed Knob and Tube Wiring.**
8. **Article 396 Messenger Supported Wiring.**
9. **Article 547 Agricultural Buildings.**
10. **Article 550 Mobile Homes, Manufactured Homes, and Mobile Home Parks.**
11. **Article 551 Recreational Vehicles and Recreational Vehicle Parks.**
12. **Article 553 Floating Buildings.**

13. **Annex H Administration and Enforcement** is amended by deleting the following sections:

- a. **80.2 Definitions.** Chief Electrical Inspector.
- b. **80.15 Electrical Board.** Delete subsections (A) (B) (C) (D) (E) (F) and (H).
- c. **80.19(D) Annual Permits.**
- d. **80.19(F)(3) Inspections.**
- e. **80.19(F)(4) Approvals.**
- f. **230. II Overhead Service-drop conductors.**
- g. **320 Armored Cable: Type AC.** Delete entire Article.

B. **Amendments.** The following provisions of the National Electric Code, 2008 Edition, are amended for adoption by the Village:

1. **90.0 Title.** These provisions shall be known as the Electric Code of the Village of Winnetka. As used in the National Electric Code, 2008 Edition, as adopted and amended by the Village, “this code” shall mean the Electric Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Electric Code of the Village of Winnetka shall be called the “Electric Code.”

2. **200.11 Use and Identification of Grounded Conductors, Outlets, Switches and Receptacles.** All garage outlets shall be located not less than forty-two (42) inches above the finished floor.

Switches and receptacles in bathrooms shall be located in a minimum of thirty (30) inches from the inside edge of a tub or shower measured horizontally at the floor line. Lighting fixtures above, or within two feet of the inside of the tub edge, must have GFCI protection.

Grounded conductors shall be at least the same size as the ungrounded conductors of the same circuit.

3. **210.52 (E)(3)(a) Balconies, Decks, and Porches.** Receptacle outlet is required at all balconies, decks, and porches that are accessible from inside of a dwelling, regardless of the size of the balcony, deck, or porch.

4. **Section 210.52(G) Basements and Garages.** For a one-family dwelling, at least one receptacle outlet, in addition to any provided for laundry equipment, shall be installed in each basement and in each attached garage, and in each detached garage with electric power. See 210.8 (A) and (A) (5). Where a portion of the basement is finished into one or more habitable rooms, each separate unfinished portion shall have a receptacle outlet installed in accordance with the section.

A minimum of one (1) switched lighting fixture shall be installed in the immediate area of the top stair tread of all staircases leading to basement areas. A minimum of one (1) switched lighting fixture shall be installed in the area of the lower most stair tread of all staircases that lead to the basement areas.

5. **210.52(I) Other Outlets.** Other outlets not covered in 220.3(B) (1) through (10) shall be computed based on 180 volt-amperes.

In dwelling occupancies dishwashers and disposals shall have separate disconnecting means under the sink cabinet.

A separate circuit shall be provided for all heating and air conditioning units.

Receptacle outlets adjacent to kitchen sinks may be located a maximum of three feet from the edge of the sink bowl.

6. **230.1 (A) Services, Scope – Overhead or Exposed Wiring.** No overhead or exposed wiring on the exterior of buildings shall be installed except for main service conduits and wiring runs of four feet or less to freestanding cooling units and connections to underground wiring. In all such cases, rigid metal conduit shall be used, except that, where flexible connections are required, liquid tight or flexible metal conduit with a green equipment ground wire may be used.

7. **230. VI Service Equipment – Disconnecting Means.** All new single family detached dwellings shall have a minimum 200 amp single phase service with the main disconnect located at the meter.

8. **230.70 (A) Location.** The service disconnecting means shall be installed in accordance with 230.70 (A) (1), (2) and (3). The location of outside meters for single family dwellings must be determined prior to installation by the Water and Electric Department.

Meter pedestals must be installed so that the center of the meter is located 48 inches from the adjacent finished grade.

9. **300.1(D) Underground Wiring.** All underground wiring in buildings, including wiring in sub-grade floors, shall be installed in rigid metal conduit. Rigid nonmetallic conduit may be used underground outside of buildings.

All interior wiring not required to be flexible and all basement wiring shall be installed in intermediate metal or rigid metal conduit or electrical metallic tubing.

10. **310.14 Aluminum Conductor Material.** No aluminum or copper-clad aluminum wire shall be used, except as approved for service to an electrical meter.

11. **408.31 Busbars.** Copper bus shall be used in switchboard, panel boards and meter socket enclosures containing more than four sockets.

12. **410.16(C)(6) Luminaries (Fixtures) in Clothes Closets.** In dwelling units, all closets that are at least twenty-three (23) inches deep and all utility rooms and pantries, shall be illuminated.

13. **680.3 Swimming Pools, Fountains and Similar Installations, Other Articles.** Except as modified by this article, wiring and equipment in or adjacent to pools and fountains shall comply with other applicable provisions of this Code, including those provisions identified in Table 680.3. All controls, pumps or lights for a swimming pool, sauna, hot tub or hydro massage bathtub shall not be used without GFCI protection. All underwater lights shall be twelve (12) volts.

14. Annex H Administration and Enforcement, Section 80.15 Electrical Board, Subsection (G) Appeals, is amended to provide:

(G) Appeals - Review of Decisions. Any person, firm, or corporation may register an appeal with the Building and Zoning Board of Appeals for a review of any decision of the Electrical Inspector, provided that such appeal is made in writing within fifteen (15) days after such person, firm, or corporation shall have been notified. Upon receipt of such appeal, the Building and Zoning Board of Appeals shall, if requested by the person making the appeal, hold a public hearing and proceed to determine whether the action of the Electrical Inspector complies with this law and, within fifteen (15) days after receipt of the appeal or after holding the hearing, shall make a decision in accordance with its findings.

15. Annex H, Administration and Enforcement, Section 80.27, Inspector's Qualifications, Subsection B(3) and (D) are amended to provide:

80.27(B)(3) Experience. Be well versed in the National Electric Code 2008 Edition and the amendments hereto.

80.27(D) Revocation and Suspension. The Director of Community Development or the Village Manager shall have the authority to revoke or suspend an inspector's authority to conduct inspections.

C. **Additions.** The National Electric Code, 2008 Edition, is further amended for adoption by the Village by adding the following provisions:

1. **Nonconforming Installations.** All nonconforming electrical installations or matters discovered or revealed during remodeling, renovation, or other alteration projects, shall be corrected in accordance with this code.

2. **Removal of Abandoned Materials.** All abandoned wiring, conductors, conduit systems, raceways, junction boxes, electrical devices, electrical materials, equipment, and the like, shall be completely removed prior to a final electrical inspection.

3. **Circuit Wiring.** Circuits wired with AWG #14 wire, shall be limited to eight (8) outlets or receptacles for general lighting connected to a single circuit. Circuits wired with AWG #12 wire, shall be limited to ten (10) outlets or receptacles for general lighting connected to a single circuit.

4. **Wire Size.** Minimum wire size requirements for any installation other than residential shall be AWG #12. Devices and receptacles shall be twenty (20) amp rated.

5. **Conductor Installation.** Conductors shall not be installed in any raceway, until wall finishes are applied or mechanical work has been completed with the consent of the electrical inspector.

6. **Minimum Box Size.** Minimum sizes for boxes for general lighting outlets shall be 1½ inches deep and 3¾ inches in diameter. Minimum size boxes for switch and receptacles shall be 1½ inches deep and 4 inches square.

7. **Box Installations.** Back to back box installations shall not be permitted in any case.

8. **Light Switches.** Stairways, hallways, passageways, corridors, garages, rooms or other areas with more than one (1) entry shall have a sighting outlet switched from all exits and entries.

9. **Materials and Equipment.** New materials and/or equipment must be used on all installations.

10. **Final Inspections.** For final inspection purposes, all light fixtures shall have at least one (1) bulb or lamp in each fixture.

11. **Remodeling.** Existing buildings or structures that either are scheduled for remodeling and/or additions or have been vacated and made available to new tenants shall, prior to occupancy, be required to remove existing electrical equipment and materials that will not be used or that are determined not to conform to the currently adopted code requirements of the Village of Winnetka. Existing wiring, materials and equipment shall be in good condition, without actual or potential hazards or in an unsafe condition. Hazardous or unsafe conditions include, but are not limited to the following: open boxes, unstable raceways, frayed wiring, dried out/flaking insulation on conductors, improper connections, burned or defective contacts, overloaded circuits, insufficient number of circuit breakers/fuses, defective main breaker/bus bar, non-listed or labeled fixtures or devices or other similar unsafe conditions, and shall be replaced, removed or repaired as provided for by the provisions of the code. Unusable electrical systems and devices in good condition, which will provide safe electric service, may remain in place.

12. **Smoke Detectors.** In addition to other Village requirements pertaining to smoke detectors, the following is required:

a. A dedicated circuit shall be provided, which shall be permanently wired into a dwelling unit's electric service;

b. A "lockout" shall be installed on the system's circuit protection device to maintain power to the equipment;

c. A separate raceway shall be provided for the system's circuit and detector's control wiring, thereby eliminating the interference of circuit conductors and raceways, which may be installed for other equipment or outlets.

d. Attics and/or closets that contain mechanical equipment, i.e. heating, ventilating, or cooling equipment, shall contain an approved smoke detector.

e. An automatic fan shutdown device shall be installed in ceiling house fans and attic fans. This shall interconnect the smoke detector system and de-energize the power to the fan thereby discontinuing the induced air-flow from one room to another.

13. **Installation of Electric Services.** The Water and Electric Department shall install underground services for all new and modified electrical services. The cost of these services will be determined by that department and must be paid prior to installation. No overhead electrical services shall be installed. Meter pedestals must be installed so that the center of the meter is forty-eight (48) inches high, as measured from the adjacent finished grade. Electrical services shall be installed to the most proximate point of the primary structure. All other electrical work shall be performed by a licensed electrician.

14. **Inspections.** All electrical work shall be subject to the inspection and approval of the Director of Community Development, or the electrical inspector under the supervision of the Director.

(MC-5-2009, Amended, 05/05/2009; MC-3-2005, Added, 06/21/2005)

SECTION 19: Chapter 15.08, “Model Codes Adopted by Reference,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is hereby amended by adding a new Section 15.08.090, which shall be titled “Amendments to the International Energy Conservation Code, 2012 Edition,” and shall provide follows:

Section 15.08.090 Amendments to International Energy Conservation Code, 2012 Edition.

A. **Exclusions.** The following provisions of the International Energy Conservation Code, 2012 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **104.3 Final inspection.** (Superseded by Section 15.32.160 of the Village Code.)
2. **107.1 Fees.** (Superseded by Section 15.32.020 of the Village Code.)
3. **107.3 Work commencing before permit issuance.** (Superseded by Section 15.32.010 of the Village Code.)
4. **107.5 Refunds.** (Superseded by Section 15.32.030 of the Village Code.)

B. **Amendments.** The following provisions of the International Energy Conservation Code, 2012 Edition, are amended for adoption by the Village.

1. **101.1 Title.** These regulations shall be part of the Building Code of the Village of Winnetka and shall be known as the Energy Conservation Code of the Village of Winnetka. As used in the International Energy Conservation Code, 2012 Edition, as adopted and amended by the Village, “this code” shall mean the Energy Conservation Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Energy Conservation Code of the Village of Winnetka shall be called the “Energy Conservation Code.”

2. **108.2 Stop Work Order – Issuance.** The issuance of stop work orders shall be subject to the enforcement provisions set forth in Chapter 15.04 of the Village Code.

3. **109.1 Board of Appeals – General.** The Building and Zoning Board of Appeals created by Section 3.44 of the Village Code shall hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this building code. Appeals shall be subject to the provisions of Chapter 15.72 of the Village Code.

SECTION 20: Section 15.16.010, “Adoption of Codes by Reference” of Chapter 15.16, “Fire Prevention and Life Safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.010 Adoption of codes by reference.

A. Adoption of codes by reference. The model codes described in the following subsections 1 through 5 are each adopted by reference pursuant to the home rule authority of the Village of Winnetka under Article VII, Section 6 of the State of Illinois Constitution of 1970, and further pursuant to applicable provisions of the Illinois Municipal Code and the Municipal Adoption of Codes and Records Act, 50 ILCS 220/1 through 220/7, except as modified by the exclusions, amendments and additional provisions set forth in this chapter.

1. International Fire Code, 2009 Edition.
2. National Fire Protection Association (NFPA) 101 Life Safety Code, 2009 Edition.
3. Standards for the Installation of Automatic Sprinkler Systems, National Fire Protection Association (NFPA) Publication 13, 2010 Edition.
4. Standards for the Installation of Standpipe and Hose Systems, National Fire Protection Association (NFPA) Publication 14, 2010 Edition.
5. National Fire Alarm Code, National Fire Protection Association (NFPA) Publication 72, 2012 Edition.

B. Rules of construction. In the event any provision of the codes adopted by reference in this chapter conflict with state law, with any other ordinance of the Village, or with any other provision of this code, the provision requiring the highest standard for protection of life or property, as determined by the Fire Chief, shall prevail.

(MC-6-2010, § 2, Amended 10/5/2010; MC-3-2005, Amended, 06/21/2005)

SECTION 21: Section 15.16.020, “Fire Code” of Chapter 15.16, “Fire Prevention and Life Safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.020 Amendments to the International Fire Code, 2009 Edition.

A. Exclusions. The following provisions of the International Fire Code, 2009 Edition, are excluded from adoption by the Village. Where a range of sections is listed, the exclusion includes all sections and subsections within the specified range.

1. **108.1 Board of appeals established.**
2. **3404.2.13.1.4 Tanks abandoned in place.**

B. Amendments. The following provisions of the International Fire Code, 2009 Edition are amended for adoption by the Village:

1. **101.1 Title.** These regulations shall be known as the Fire Code of the Village of Winnetka. As used in the International Fire Code, 2009 Edition, as adopted and amended by the Village, “this code” shall mean the Fire Code of the Village of Winnetka. As used in the ordinances and codes published by the Village, the term “this code” shall mean the Winnetka Village Code, and the Fire Code of the Village of Winnetka shall be called the “Fire Code.”

2. **105.3.1 Expiration.**

a. An operational permit shall remain in effect until reissued, renewed or revoked, or for such a period of time as specified in the permit.

b. The length of time during which any construction permit issued for work under the Fire Code remains in effect shall be determined pursuant to Sections 15.32.190 and 15.32.200 of the Village Code.

3. **307.4.3 Outdoor fires; outdoor fireplaces, grills and fire pits.**

a. Outdoor fires in general. All outdoor fires, recreational or otherwise, shall be subject to the following requirements:

i) All outdoor fires shall be under continuous competent supervision.

ii) No outdoor fire, including but not limited to, fires in outdoor fireplaces, grills, fire pits and similar devices, shall be used in such a manner or location that it causes any building fire alarm to activate or that it otherwise creates a hazardous or objectionable condition.

b. Outdoor fireplaces, grills and fire pits. All portable outdoor fireplaces, grills, fire pits and similar devices, and all such devices that are permanently installed, shall be located and operated at least fifteen (15) feet from any building, fence or property line. Notwithstanding the foregoing, the operation of a permanent outdoor fireplace, grill, fire pit or similar device that was lawfully installed before July 17, 2012, shall be permitted, provided that such operation complies with the above Section 307.4.3.a.

c. Authority to extinguish. The code official is authorized to order the extinguishment of any outdoor fire that is not in compliance with this code or that otherwise creates a hazardous or objectionable condition.

(Prior code § 26.11; §8.08.030)

(MC-3-2005, Amended, 06/21/2005)

C. **Additions.** The International Fire Code, 2009 Edition, is further amended by adding the following new provisions:

2. **505.3 Premise identification – rear and side access.** In addition to the premises identification in Section 505.1, all buildings except for one- and two-family dwellings shall have their address posted on any rear and/or side door. The signage shall include the address, the name of the street and business name or building name. The sign shall be installed at a height of approximately five feet (5') above the standing surface. The sign shall be installed immediately to the side of the door so it is visible with the

door in the open or closed position. All other installation locations shall be approved by the Fire Chief or his designee.

3. **607.5 Elevator size.** Elevator installations in any building other than a one- or two-family dwelling shall include at least one elevator that is designed to accommodate an ambulance stretcher in a horizontal position, plus two (2) attendants.

SECTION 22: Section 15.16.030, “Life Safety Code” of Chapter 15.16, “Fire Prevention and Life safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.030 Amendments to the NFPA 101 Life Safety Code, 2009 Edition.

A. **Amendments.** The following provisions of the NFPA 101 Life Safety Code, 2009 Edition are amended for adoption by the Village.

1. **1.1.1 Title.** The NFPA 101 Life Safety Code, 2009 Edition, shall be known as the Life Safety Code of the Village of Winnetka.

2. **1.3 Application.**

1.3.1 Building alterations or construction. All additions and alterations to existing buildings, and all construction of new buildings, shall comply with the provisions of the Life Safety Code.

1.3.5 Restoration of damaged buildings. Whenever any existing building is damaged by fire or other cause to the extent that the cost of restoration to its condition immediately prior to the occurrence shall exceed fifty (50) percent of the cost of the restoration of the entire building new or whenever alterations or additions are made to any existing building which are equivalent to more than fifty (50) percent of the value of such building, the construction or alteration shall include all changes necessary to bring the building into conformity with the Life Safety Code. Costs determined under this paragraph shall be determined in the same manner such costs are determined for nonconforming buildings under chapter 17.64 of this code.

3. **7.2.1.4.2.1** Exit Doors. Exit doors shall be installed to swing with exit travel, regardless of the number of persons served, in any building used for an occupancy described in subsection A of Section 15.16.080 of this chapter, except where the Fire Chief has determined that compliance is unreasonably difficult to accomplish and that non-compliance does not pose a life safety hazard.. (Prior code § 26.05)

(Prior code § 26.05)

(MC-6-2010, § 3, Amended 10/5/2010; MC-3-2005, Amended, 06/21/2005)

SECTION 23: Section 15.16.040, “Standpipe and Hose Systems” of Chapter 15.16, “Fire Prevention and Life safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.040 Amendments to the Standards for Installation of Standpipe and Hose Systems, National Fire Protection Association (NFPA) Publication 14, 2010 Edition.

A. **Amendments.** The following provisions of the Standard for Installation of Standpipe and Hose Systems, National Fire Protection Association (NFPA) Publication 14, 2010 Edition are amended for adoption by the Village.

1. **Title.** The Standard for the Installation of Standpipe and Hose Systems, 2010 Edition, also known NFPA Publication 14, shall be known as Standpipe and Hose System Regulations of the Village of Winnetka.

2. **Applicability of Standpipe and Hose System Regulations.** A standpipe and hose system, installed in accordance with the standards set forth in Standard for the Installation of Standpipe and Hose Systems, NFPA Publication 14, 2010 Edition, shall be installed in all buildings, other than one- and two-family dwellings, that are more than two stories in height, regardless of the height of any such buildings measured in linear terms, such as feet or meters.

SECTION 24: Section 15.16.050, “Automatic fire extinguishing systems” of Chapter 15.16, “Fire Prevention and Life safety Codes,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.16.050 Amendments to the Standards for Installation of Automatic Fire Extinguishing Systems, National Fire Protection Association (NFPA) Publication 13, 2010 Edition.

A. **Amendments.** The following provisions of the Standards for Installation of Automatic Fire Extinguishing Systems, National Fire Protection Association (NFPA) Publication 13, 2010 Edition are amended for adoption by the Village.

1. **Title.** The Standards for the Installation of Sprinkler Systems, 2010 Edition, also known NFPA Publication 13, shall be known as Automatic Sprinkler Regulations of the Village of Winnetka.

2. **Applicability.** Except as provided in paragraph 3 of this subsection A, automatic fire extinguishing systems, installed in accordance with the standards set forth in NFPA Publication 13, Standard for the Installation of Sprinkler Systems, 2010 Edition, or alternate similar fire suppression systems as approved by the Fire Chief, shall be installed in all buildings used for the following occupancies:

- a. Assembly occupancy used for gathering together six or more persons;
- b. Any occupancy where there is an activity involving the use of flammable liquids or gases or where flammable or combustible finishes are applied;
- c. Mercantile occupancy;
- d. Institutional occupancy;
- e. Multifamily residential occupancy;

- f. Educational occupancy;
- g. Business occupancy; or
- h. Storage occupancy.

3. **Exceptions.** The requirements of the foregoing paragraph 2 shall not apply where the use or occupancy: (1) is the same as it was prior to the amendment of this section effective on February 15, 1977; (2) has continued without change or, if there has been a change, the change does not increase the hazard to life or property; and (3) does not constitute a distinct hazard to life or property as determined by the Fire Chief. (Prior code § 26.17)

4. **Terms.** The terms used in this section shall have the same meanings as those terms have in the Fire Prevention Code and the Life Safety Code adopted by this chapter.

SECTION 25: Subsection D of Section 15.32.050, “Application for permit” of Chapter 15.32, “Construction Permits,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

D. Application for Permits for Plumbing Work. All plumbing work shall be performed by, and all applications for permits for plumbing work shall be made by, an Illinois licensed plumber, using forms provided by the Director. A copy of the plumber's license and permit bond shall be placed on file with the Director before any such permit application shall be accepted by the Village. In addition, for each plumbing permit a “Letter of Intent” stating which licensed plumber will be performing the plumbing work must be filed with the Department.

SECTION 26: Subsection F of Section 15.32.050, “Construction Documents,” of Chapter 15.32, “Construction Permits,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

F. Construction Documents.

1. General requirements. All applications for a permit shall be accompanied by no less than six (6) sets of construction documents, two (2) of which shall be signed by the design professional. The construction documents shall include the site plan described in the following subsection G, as well as a proposed construction schedule, the estimated total cost of the work proposed in the format required, and such other technical data or information as may be required by the Director or other building officer.

2. Signature and seal required. No permit application shall be accepted for approval consideration unless the construction documents bear the signature and seal of the appropriate design professional, registered in the state.

3. One- and two-family dwellings. Construction documents for one- and two-family dwellings shall be prepared by an Illinois registered design professional, except that the Director may waive such requirement if the Director determines that the

proposed work is either for a minor accessory structure or for minor alterations not involving structural changes, and that the construction documents are sufficiently detailed to establish code compliance and meet all other requirements of this section.

SECTION 27: Section 15.32.170, “Foundation inspections – Spot survey,” of Chapter 15.32, “Construction Permits,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.32.170 Foundation inspections; surveys.

A. Spot survey. A spot survey certified by an Illinois registered land surveyor to show the exact location on the lot and full dimensions of a structure's foundation shall be required for all new primary structures upon completion of the structure's foundation. In addition, the Director may require the owner to submit such a survey, upon the completion of a foundation if the Director determines that such survey is necessary for an accurate inspection of the foundation and its size and location. When a spot survey is required by the Director or this section, no further work shall be done, other than installing drain tile and waterproofing the foundation, until the foundation has been inspected and the spot survey has been approved by the Village. (Prior code § 23.25)

B. Floor elevation survey. A floor elevation survey prepared and certified by an Illinois registered land surveyor to show the exact elevations of all building floor and roof peaks shall be required for all new primary structures upon completion of framing of the structure. When a floor elevation survey is required by the Director or this section, no further work shall be done until the survey has been reviewed and approved by the Village.

SECTION 28: Section 15.44.010, “Numbering of buildings,” of Chapter 15.44, “Supplementary Standards and Requirements,” of Title 15 of the Winnetka Village Code, “Buildings and Construction,” is amended to provide as follows:

Section 15.44.010 Numbering buildings.

A. Base Lines.

1. All lots or buildings located on north and south streets in the Village or on streets running in a northerly and southerly direction shall be numbered northerly from a line running east and west one thousand (1,000) feet south of and parallel with the south section line extended of Sections 21 and 22, Township 42 north, Range 13 east, of the third P.M., Cook County, Illinois as a base line, beginning with the number one and increasing towards the north or northerly.

2. All lots or buildings located on east and west streets in the Village or on streets running in an easterly and westerly direction shall be numbered westerly from a line running north and south two thousand (2,000) feet east of and parallel with the east section line extended of Sections 21 and 22, Township 42 north, Range 13 east, of the

third P.M., Cook County, Illinois as a base line, beginning with the number one, and increasing toward the west or westerly.

B. Assignment of Numbers.

1. Numbers shall be assigned to lots and buildings as set forth in the Street Numbering Atlas on file in the office of the Director of Public Works. Such atlas is referred to and adopted and made a part of this section as fully as if set forth in full herein. The even numbers shall be assigned to the southerly and westerly sides of streets, and odd numbers to the northerly and easterly sides of streets.

2. The Director of Community Development shall assign to each lot or building its proper number and shall notify the owner or occupant.

C. Display of Numbers. Numbers assigned shall be displayed on the street side of each building by the owner or occupancy within thirty (30) days after notice from the Director of Community Development. The figures of building numbers shall be not less than four (4) inches in height, shall be of such character as to be distinctly and easily read and shall be placed in a conspicuous place on the street side of the premises to which they are assigned. (Prior code § 7.14)

SECTION 29: Copies of all Model Codes adopted by reference in this Ordinance shall continue to be maintained on file in the office of the Village Manager in the manner provided by law.

SECTION 30: This Ordinance is passed by the Council of the Village of Winnetka in the exercise of its home rule powers pursuant to Section 6 of Article VII of the Illinois Constitution of 1970.

[Remainder of this page intentionally left blank.]

SECTION 31: This Ordinance shall take effect immediately upon its passage, approval and posting as provided by law, or 30 days after it is submitted to the Division of Building Codes and Regulations of the Illinois Capital Development Board, whichever is later.

PASSED this ___ day of _____, 2012, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ___ day of _____, 2012.

Signed:

Village President

Countersigned:

Village Clerk

Introduced: June 19, 2012

Posted: June 20, 2012

Passed and Approved:

Posted:

Submitted to State of Illinois for posting:

Agenda Report

Subject: Stormwater Update – One Year After the July 2011 Flood

Prepared By: Steven M. Saunders, Director of Public Works/Village Engineer

Date: July 12, 2012

On July 22 and 23, 2011, the Village of Winnetka was struck by a severe rainstorm which deluged the Village with approximately 6.5 inches of rainfall in about 3 hours. As a result of this extreme rainfall, there was severe flooding throughout the Village, leading to widespread property damage and basement flooding. At the time of the July 22-23, 2011 flood, stormwater management was already an elevated concern for the Village. This was primarily the result of severe flooding events in 2007 and 2008. The Village had engaged the services of Christopher B. Burke Engineering, Ltd (CBBEL) after the 2008 flood event to evaluate areas of southwestern Winnetka that suffered significant flood damage, and to develop flood risk reduction improvements to provide protection against a 10-year flood event. After receipt and discussion of that report, the Village Council extended CBBEL's engagement to evaluate and develop improvements for six additional areas throughout Winnetka. This second study was completed and presented to the Village Council at the July 12, 2011 Study Session – 10 days before the devastating July flood.

In the ensuing year, stormwater and flood relief has been elevated to the single highest priority for the Village Council, residents, and staff. The following is a summary of the Village's stormwater and flood risk reduction accomplishments since the July 2011 flood:

Stormwater Improvement Studies and Projects

Additional Stormwater Studies. In the aftermath of the July flooding event, the Village directed CBBEL to evaluate the proposed 10-year flood reduction improvements against the actual rainfall received July 22-23. Predictably, this analysis indicated that the proposed improvements would have provided little benefit in the face of such a large event. The Council then directed CBBEL to extend and expand their analysis of these 8 drainage areas to provide flood risk reduction against a much larger set of storms with 25-year, 50-year, and 100-year return periods. This analysis was completed and presented to the Village Council in October, 2011, less than 90 days after the flood. CBBEL's recommendations included significantly increasing proposed storm sewer and detention facility sizes, which raised the project cost from roughly \$15 million for 10-year improvements to roughly \$47 million for 100-year improvements.

Willow Road Tunnel Project. CBBEL's recommendations also identified a new project, consisting of a new storm sewer beneath Willow Road that would convey water from a roughly 900-acre drainage area on the west side of the Village eastward towards Lake Michigan. This project, known as the Willow Road Tunnel project, would combine

improvements for 5 of CBBEL's 8 study areas into a single project with a cost estimate of \$32.5 million (\$57 million if tunneling through rock). While a number of potential challenges and impediments are identified with this project, it has the advantage of being less costly than constructing all of the previously identified western improvements. It is also a simpler project from the perspective that there are no pumping facilities required, and the project would not require land acquisition from the many agencies that own available open space for detention. As a result, the Council directed staff to further delve into the feasibility of the proposed Tunnel project, to determine if the project can realistically be constructed for the associated cost estimate. The following steps have been completed or are nearing completion:

- Soil Borings. Soil borings were completed in December, 2011, and indicated that there were no rock outcroppings or unsuitable soils within the tunneling portion of the project.
- Political Stakeholder Meetings. Meetings were arranged in November, 2011 with key political stakeholders including U.S. Representative Dold, State Representatives Biss and Gabel, and State Senator Schoenberg, to provide background context and detail on the project and to establish working relationships to assist in navigating any potential challenges or impediments, as well as seeking possible alternative funding sources.
- Regulatory Agency Meetings. Staff arranged meetings with various regulatory agencies with jurisdiction over Lake Michigan to identify regulatory requirements and any impediments that might render the project infeasible. These meetings with the US Army Corps, Illinois Department of Natural Resources, Illinois EPA, and MWRD, took place in November and December of 2011, and again in May of 2012, at which time no significant regulatory impediments were identified, although there will certainly be permitting challenges associated with the project.
- Coastal engineering for outlet structure. A key engineering challenge associated with the project is determining the type of discharge structure required to transition an 8-foot diameter pipe to Lake Michigan. The Village has engaged Baird Associates, an international coastal engineering firm, to provide preliminary designs and cost estimates for several discharge structure options. Baird has completed their study and the results will be presented to the Council as part of the final feasibility study.
- Independent Cost Evaluation. A key factor in project feasibility is the ultimate cost of the project. Staff and CBBEL have met with representatives from Kenny Construction – a national tunneling contractor – to review the project cost estimates based on the level of detail that is known at this stage. These discussions were very productive and staff and CBBEL are working with Kenney Construction to refine routing and add detail so that Kenny Construction can provide the best cost estimates possible at this time.
- Final Feasibility Report. A final feasibility report on the tunnel option, containing all of this information, is anticipated to be presented to the Council in late August or early September.

Spruce Outlet Area – Tower Road Relief Storm Sewer and Lloyd Outlet Storm Sewer.

One of the less capital-intensive projects recommended by CBBEL consists of splitting a single large watershed (east of Green Bay Road between Tower Road and Spruce Street) into two smaller watersheds by constructing a new outlet to Lake Michigan at Lloyd Park, diverting stormwater from the northern part of the watershed to the Lake in order to relieve flooding at the southern portion of the watershed. In addition, the far northern portion of the watershed would be diverted to the existing Lake Michigan discharge along Sheridan Road at the “Ravines”. These two projects are estimated to cost \$1.9 million. The Village Council has awarded a contract for engineering and permitting for these two projects to CBBEL, so that construction can be accomplished in 2013. Engineering is approximately 60% complete on these projects, with a Council discussion and public meeting on the projects tentatively scheduled for the August 21, 2012 Council meeting.

Northwest Winnetka Drainage Improvements. CBBEL identified improvements for a large watershed draining the northwestern portion of the Village, portions of which are subject to repetitive flooding. The proposed improvements contemplate using excess capacity that is available in the existing large stormwater basin on Forest Preserve property at the western end of Tower Road. The proposed improvements consist of increased conveyance capacity from various portions of the watershed to the storage facility, at an estimated cost of \$2.9 million. During discussion of these improvements, an area in the Forest Glen neighborhood, towards the upstream end of the watershed, was identified to have a cluster of properties that experienced overland flood damage from the July 23 storm. CBBEL was engaged to re-evaluate these improvements in light of this cluster and to develop proposed improvements for this area. This analysis is nearly complete and will be presented to the Village Council shortly. The Village has budgeted for detailed engineering of these proposed improvements in 2012, with construction anticipated in 2013.

Stormwater Master Planning. A key initiative for this year is the development of a Stormwater Master Plan. The Village has engaged the services of Baxter & Woodman to develop the stormwater master plan over the next 12 months. The overall objective of this project is to develop a clear, comprehensive, and forward-looking framework that encompasses the Village’s existing stormwater management program, presents a detailed investigation into key components of stormwater as it is related to the Village, establishes stormwater management goals for the future, presents tools to meet or exceed established goals and provides a foundation for future policy decisions. The final product will be a document which helps the Village guide the stormwater program for the next five to 10 years and beyond

Sanitary Sewer Studies and Improvements

Following the July 23 flood, the Village surveyed residents to identify sources and types of flooding that occurred. A significant number of homes reported that flooding occurred as a result of sanitary sewer backups. In response, the Village in February 2012 engaged the services of Strand Associates to complete a detailed flow monitoring analysis of the

Village's sanitary sewer system to identify areas that are subject to inflow or infiltration of stormwater or groundwater into the sewer system, which can contribute to basement backups. Strand Associates has completed their 8-week flow monitoring analysis and has developed a draft report, which will be discussed by the Village Council on July 17, 2012. The output from this project will be used to develop a prioritized plan for detailed identification and elimination of inflow and infiltration into the sanitary sewer system, to reduce the risk of basement flooding.

Resident Communications & Assistance

In the aftermath of the July 2011 flood, the Village has undertaken a number of steps aimed at either providing direct assistance to or improved communication and interaction with residents. Among these actions are:

- Website information. The Village has devoted space on its website to a complete chronology of staff and council materials related to stormwater so that the community can keep abreast of discussions and developments relating to stormwater management.
- Flood survey. The Village distributed a flooding questionnaire in September of 2011 to identify the various types and locations of flooding that occurred throughout the Village in July 2011. Over 1,000 responses were received, and the results have been and will continue to be used to fine-tune stormwater and sanitary sewer recommendations and improvements.
- Fast-track repair permit program. In the immediate aftermath of the flood, the Village Council authorized a streamlined permitting process to allow residents affected by the flood to make repairs quickly and safely. The Council also authorized waiving permit fees associated with these repairs.
- E-Mail "Stormwater comments". The Village has established the "Stormwater Comments" e-mail address as a means of soliciting information, feedback, and dialogue with residents on stormwater and flooding issues.
- Council Meetings & Updates. The Village Council has added as a regular agenda item stormwater updates to facilitate communication of ongoing stormwater planning and improvements.
- Sanitary Sewer Anti-Backup Program Enhancements. With the realization of large-scale sanitary sewer flooding, the Village Council increased Village reimbursement levels associated with the Anti-Backup Device Cost Sharing Program in September 2011. Under this program, the Village financially contributes towards the installation of overhead sewer or anti-backup devices in pre-1970 structures with gravity sewer connections, which are susceptible to basement backups. The Council increased participation limits from \$2,500 or 50% of the cost, whichever is less, to \$3,500 or 50% of the cost, whichever is less, towards the cost of installing an approved anti-backup device (\$5,000 for an overhead sewer conversion). Since the storm, approximately 24 property owners have participated in this program to protect their homes from future basement backups.
- Resident Flooding Seminar. At the Council's direction, staff is preparing for an education event aimed at informing property owners how they can take steps to

protect their property from flooding. This event, patterned after a similar event recently held in Northfield, is tentatively scheduled for Wednesday, September 19, 2012.

- Property visits and assistance. In the 12 months since the flood, field and engineering staff have met with many property owners to review drainage conditions on their property to counsel and assist them in addressing drainage or flooding issues on their properties. Many of these property owners have gone on to take advantage of the Sanitary Sewer Anti-Backup Program.

Floodplain Management

The Village is situated such that portions of western and southwestern Winnetka are located within the floodplain of the Skokie River. The Village has over 700 parcels located in the regulatory floodplain. As a means of managing development and protecting property in the floodplain, the Village participates in the National Flood Insurance Program. Under this program, administered by FEMA, the Village has adopted and enforces development regulations for properties located within the floodplain, and FEMA makes available flood insurance for properties located within the floodplain. In April of 2012, the Village formally applied for FEMA's Community Rating System (CRS). The CRS recognizes community efforts beyond FEMA's minimum floodplain standards by reducing flood insurance premiums for the community's property owners. The CRS is similar to – but separate from – the private insurance industry's programs that grade communities on the effectiveness of their fire suppression and building code enforcement. CRS discounts on flood insurance premiums range from 5% up to 45%. Those discounts provide an incentive for new flood protection activities that can help save lives and property in the event of a flood. FEMA has already completed their field audit of the Village's program and the Village is working with FEMA to demonstrate compliance with activities that increase rating points. It typically takes 12 to 24 months for a community to complete the CRS process and be formally accepted.

Operations and Maintenance

In addition to large capital programs, the Village has undertaken numerous ongoing maintenance activities and small improvements designed to maintain the systems that convey floodwater and sanitary sewage. Among these actions:

- Elder Lane Outfall Cleanup. There has been quite a bit of publicity over the past few years concerning bacteria-related beach closures in Winnetka, particularly at the Elder Lane Beach. The Winnetka Park District has consulted over the past few years with the Illinois Department of Public Health and researchers from the University of Illinois-Chicago to attempt to identify the source of the bacteria that requires these closures. Village staff has participated in this work. These investigations have identified that a significant source, but probably not the only source, of bacteria at Elder Lane Beach is likely the storm sewer discharge located directly adjacent to the swimming beach. As a result of these investigations, Public Works staff has been aggressively investigating the storm sewer system tributary to Elder Lane beach over the past two years for possible cross-

connections. To date, over 15 such cross-connections have been identified and corrected. The significant majority of these cross-connections have been found to be leaking private service pipes serving single-family homes. When private cross-connections are identified, contact is made with the property owner, who is required to repair the defect. Depending on the circumstances, repair of these defects can be many thousands of dollars and consequently a significant amount of staff time and assistance is often required. Two instances of leaking Village pipes were identified and repaired. The Winnetka Park District takes daily water samples at Elder Lane Beach, which are tested for bacteria to determine if the beach is open or closed for swimming. For the past several years, Elder Lane Beach has been one of the most frequently closed beaches on Lake Michigan. Park District staff has informed me that their sampling results have necessitated **zero bacteria-related beach closures at Elder Lane for the 2012 swim season to date**, so it appears that the Village's efforts over the past couple of years have been effective in this regard.

- **Sanitary Sewer Lining Program.** The Village has an ongoing program for lining sanitary sewers to provide additional structural life and to reduce infiltration of groundwater. The 2011 lining program included large sections of sanitary sewer along the "tree streets", which experienced such significant flooding in July 2011. This work was completed as part of a joint project with several other municipalities in fall 2011.
- **Miscellaneous Cleaning and Repairs.** Staff continues to clean and televise storm and sanitary sewers as part of routine and ongoing maintenance. Our systems are in good operating condition but occasional repairs, such as replacing a broken flapgate on the Tower Road outlet and regular clearing and cutting of root obstructions are ongoing items.

This report is provided as a resource so that Village citizens and policy makers can see the scope of activities large and small undertaken in the year since the devastating flood. While there is much work to do, the Village has embarked on a course of action that will result in improved stormwater drainage and a reduced risk of flooding in the future.

Recommendation:
Informational Report

Agenda Report

Subject: **Draft Report – Sanitary Sewer Evaluation Survey**

Prepared By: Steven M. Saunders, Director of Public Works/Village Engineer

Date: July 12, 2012

On February 21, 2012, the Village Council awarded a contract to Strand Associates to complete a flow monitoring analysis of the Village's sanitary sewer system to identify areas of the Village subject to inflow and infiltration (I/I). I/I is stormwater or groundwater that enters the Village's separate sanitary sewer system, which is designed and intended to handle solely wastewater. Excessive I/I in the sanitary sewer system can lead to basement backups.

Flow Monitoring

30 flow meters were installed in the Village's sanitary sewer system, allowing flow information to be developed for the majority of the Village's system. Some portions of the system were not metered, either because the sub-basins to be metered were so small that the meters would not be capable of accurately measuring dry-weather flow volumes, or because the configuration of the Village's system did not present a suitable meter insertion location. A schematic of the Village's sanitary sewer system and the 30 meter locations is shown in figure 2.02-1 of the draft report. The shaded basins show the extent of the area monitored under this program.

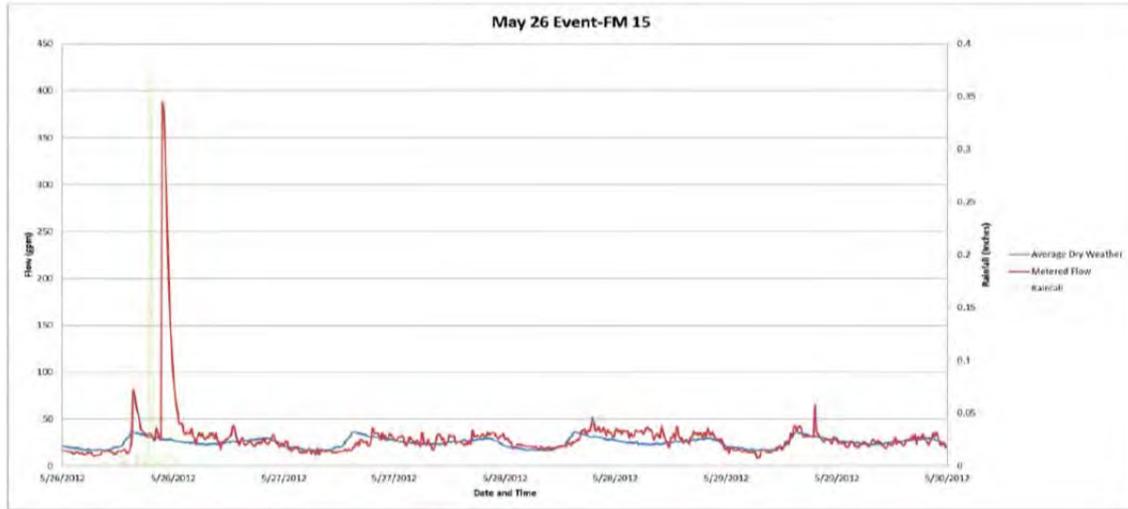
Flow monitoring took place for the period April 9 to June 8, 2012. While the summer has been exceptionally dry, we did experience 8 rainfall events during the metering period. Three of these events were of sufficient magnitude to cause the system to respond, and for I/I to be recorded by the flow meters. These three rainfall events occurred on April 15, May 26, and May 31, and are summarized on page 3-1 of the report.

Data Analysis

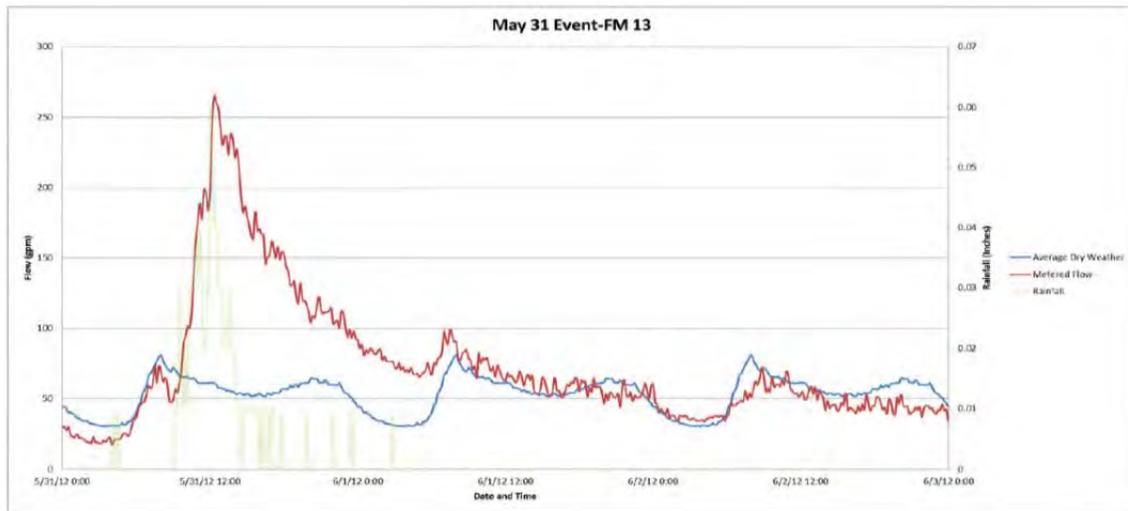
Following completion of the flow monitoring work, Strand Associates compiled and analyzed the data, and drafted Sections 1 through 3 of their report, attached. These sections of the report detail the project scope and methodology, analysis of the data, and some preliminary recommendations on prioritizing basins for detailed study and analysis. Recall that the purpose of this flow monitoring study was to develop empirical data about the location and magnitude of I/I in the Village's sanitary sewer system. This information is intended to be used to help the Village identify which sanitary sewer basins should be the highest priority for detailed investigations into particular and specific sources of I/I such as poor manhole seals, leaking pipes (public and private) illegal downspout and drain connections, and other sources.

Strand's data analysis, simply put, consists of identifying average dry-weather flow as a baseline, and calculating the observed increases between wet-weather flow and dry-

weather flow during and immediately after a measured rain event. Inflow is characterized in metering data by a rapid and sizable “spike” in flow that is closely timed to the occurrence of rainfall. This can be observed in the plot below, showing data from meter #15 for the May 26 storm.



Infiltration, which is groundwater entering the system through open joints and cracks in pipes, is a longer, slower, less intense occurrence. Infiltration is characterized in metering data by a long, sloping return of flow from a wet-weather peak back to the dry-weather flow regime. This can be seen in the plot below, showing data from meter #13 for the May 31 event.



Inflow and infiltration data were evaluated, quantified and tabulated for each of the 30 metering basins. A discussion of the methods used to quantify and compare data is contained in Section 3 of the draft report.

In summary, inflow was characterized by two methods. In the first method, a ratio of wet-weather flow to dry-weather flow, known as “peaking factor”, was calculated for each metering location. The higher the peaking factor, the more susceptible the metering basin is to inflow. In the second method, inflow for the entire system was calculated, and each basin was ranked based on the percentage of inflow it contributed to the entire system.

Infiltration for each basin was calculated using the flow volume beginning 30 minutes after the conclusion of a each rainfall event and ending when the flow volume returned to the baseline dry weather flow. Infiltration was “normalized” across basins by factoring in the length of sewer in each basin to equalize large and small basins.

Preliminary Basin Ranking

Strand provided some preliminary recommendations on how to rank basins for prioritizing future actions, based on a data-driven, empirical evaluation of the system. These recommendations are summarized in Table 3.06-4 on page 3-20 of the report. Figure 3.07-1 shows Strand’s preliminary empirical recommendations for the highest priority basins to be addressed first (shown in green), and the remaining basins to be evaluated (shown in blue). These basins are overlaid with the responses that indicated sanitary sewer backups from the September 2011 flood survey. It is readily apparent that some areas that exhibited clusters of basement flooding, notably in metering basins 23, 24, and 25 in the southeast portion of the Village, occur in basins that did not exhibit signs of excessive I/I. Why would this be the case?

Recall that the flood survey data relates to a particular storm of historic proportions, July 22-23 2011. During this event, there were conditions that occurred which were not duplicated during the flow monitoring period, such as interceptor surcharging and widespread overland flooding. While the flow monitoring data is of good quality, and confirms the presence of I/I to varying degrees throughout the system, the data is not ideal, in the sense that the observed rainstorms were sufficient to cause the system to respond, but not sufficient to cause flooding, or backups from the MWRD’s interceptor systems.

Such conditions likely contributed to significant surcharging of the Village’s sanitary sewers that would not be observable except in cases of extreme flooding. For example, many streets and intersections were inundated beneath two to three feet or more of standing water at the height of the flooding. In many of these locations, sanitary manholes were located in flooded areas, and anything but the most perfectly sealed or elevated manhole would allow significant amounts of floodwater to enter the system under such conditions. In addition, it can be seen that many of the clusters of reported sanitary sewer backups are within a block or two of a connection to the MWRD’s intercepting sewers. It is highly likely that surcharging of these interceptors contributed to basement flooding in these areas.

Data Reconciliation

There are a couple of ways to reconcile the flow metering data with the observed flooding data from July 2011 so that the resultant detailed investigation program

recognizes both realities. One way would simply be to add the metering basins with significant flooding clusters to the high priority list for detailed I/I investigations. This would be relatively fast and would not carry any significant upfront cost, however it would add to the cost of the higher-priority investigations, with no empirical indication that significant I/I sources or reductions would be identified.

A second way to reconcile these two realities would be to engage Strand Associates to reinstall meters in select locations in the hope (??) of experiencing a larger storm that may induce interceptor backups or other conditions that more closely approximate the July 2011 flood. This would entail an additional up-front metering expenditure, but may be an effective way to ascertain to a greater degree an appropriate priority ranking for these metering basins that reconciles empirical data with the flood survey data.

Strand Associates will be present at the Village Council meeting on July 17 to present and discuss the draft report with the Council. This will be an opportunity for the Council to discuss and provide comments and policy direction on the draft report. The most important point for discussion is identifying the right methodology – for Winnetka – to evaluate the empirical flow monitoring data and rank the metering basins in context with the reported flooding data from the July 23, 2011 storm.

Actions to Complete Project

After Council input is received on the ranking methodology, Strand Associates will complete Sections 4 and 5 of the report, consisting of detailed recommendations for future investigations, and a timeline and budget for these investigations, and present a final recommendation for consideration by the Council, likely at the August 21 Council meeting.

Recommendation:

1. Review draft report.
2. Discuss and develop consensus on methodology to be used to rank sewer basins for further detailed I/I analysis.

Attachments:

Sanitary Sewer Evaluation Survey – Draft Report

Sanitary Sewer Evaluation Survey – Draft Report Appendices

Professional

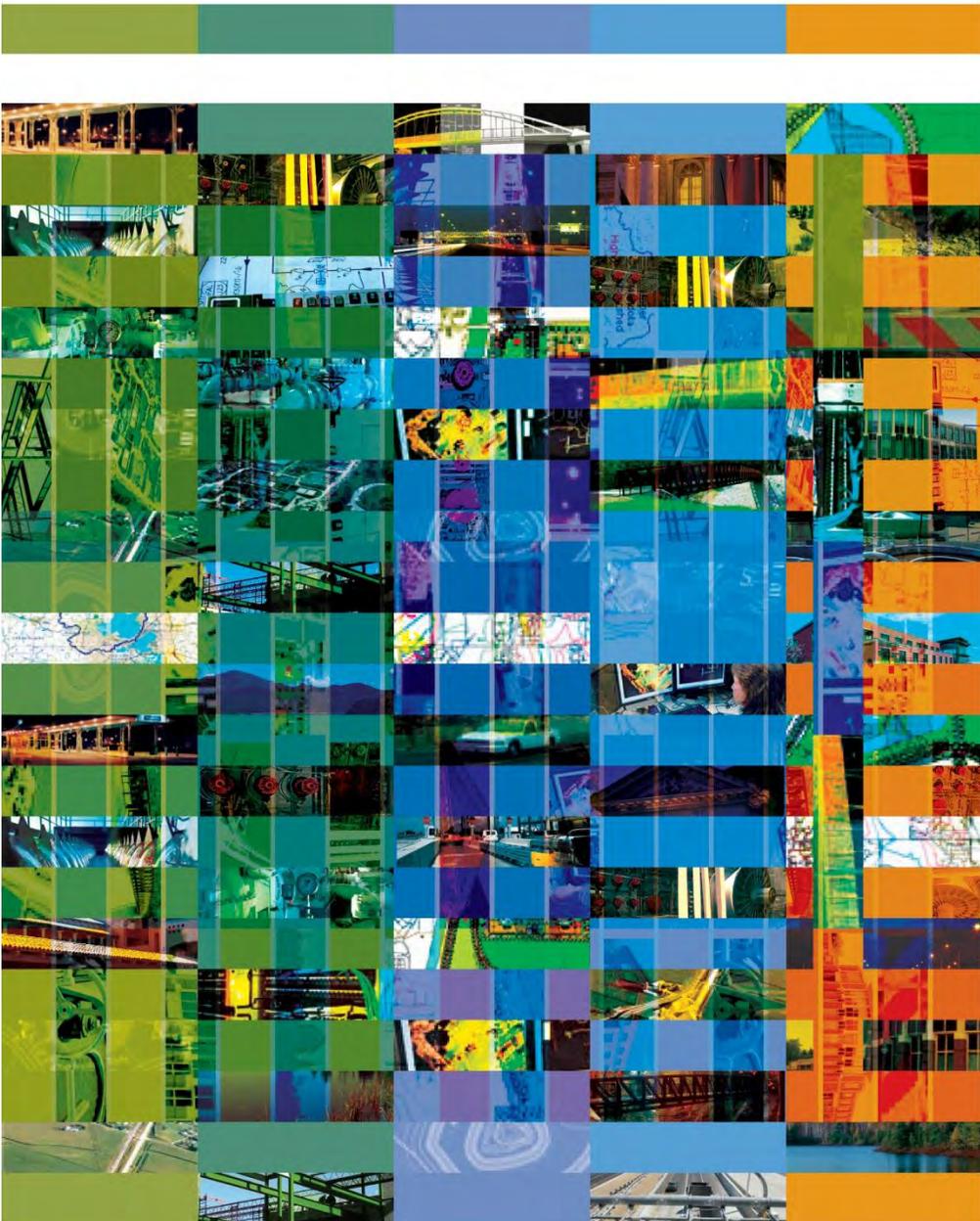
Engineering

Services

Sanitary Sewer Evaluation Survey

Report

Village of
Winnetka, IL
July 2012



Report for Village of Winnetka, IL

Sanitary Sewer Evaluation Survey

Prepared by:

STRAND ASSOCIATES, INC.®
IDFPR No. 184-001273
1170 South Houbolt Road
Joliet, IL 60431
www.strand.com
July 2012



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**SECTION 1
INTRODUCTION**

1.01 PURPOSE

The Village of Winnetka, Illinois (Village) owns and maintains its own sanitary sewer system. Sewerage from the Village's local sanitary sewer system flows into the interceptor sewer system owned and maintained by the Metropolitan Water Reclamation District of Great Chicago (MWRDGC) and transported to the North Side Wastewater Treatment Plant (WWTP).

Over the years the Village has experienced a number of large rainfall events resulting in significant surface flooding and backup of the sanitary sewer system into basements. One particular event occurred on July 23, 2011, when over 6 inches of rain fell in less than three hours. In response to the July 23 event the Village performed a survey of all residents to determine the extent of flooding and basement backups. Of the responses received, 276 residents indicated they experienced a basement backup. While the July 23 event was an extreme event, the results of the survey suggest the presence of sanitary sewer infiltration and inflow (I/I) prompting development of a sanitary sewer evaluation survey (SSES).

The purpose of a SSES study is to identify locations of I/I into the sanitary sewer system and determine means for reducing I/I. Infiltration is groundwater that enters the sanitary sewer system because of high ground or surface waters. Infiltration is groundwater that enters the sanitary sewer system through defective sewer joints, cracked or broken sewers, or manhole walls. Inflow is surface water directly entering the sanitary sewer system because of rainfall or surface runoff through roof drains, yard or area drains, foundation drains, manhole covers, and cross connections with storm sewers. Excessive I/I into the sewer system can exceed the sewer's capacity and result in system backups.

The purpose of this flow monitoring study was to analyze the dry and wet weather flow characteristics of the Village's sanitary sewer system, isolate the areas within the system where I/I is most prolific, and provide the Village with recommendations on moving forward with future investigations to pinpoint and reduce the sources of I/I.

1.02 SCOPE

The scope of the SSES includes the following:

1. Division of the Village into 30 flow metering basins and installation of flow meters for a period of seven weeks from April 16 to June 8.
2. Installation of one rain gauge to supplement the existing Illinois State Water Survey (ISWS) rain gauge within the Village to collect simultaneous rainfall data over the flow metering period.
3. Analysis of the flow monitoring data for sanitary sewer system I/I characteristics in each flow metering basin.
4. Prioritization of the flow metering basins based on I/I characteristics.
5. Recommendations for continued investigations to pinpoint and reduce sources of I/I.

1.03 ABBREVIATIONS

Village	Village of Winnetka
FM	flow meter
gpm	gallons per minute
I/I	infiltration and inflow
in	inch
MWRDGC	Metropolitan Water Reclamation District of Greater Chicago
RG	rain gauge
WWTP	wastewater treatment plant
ISWS	Illinois State Water Survey
SSES	sanitary sewer evaluation study
SSO	sanitary sewer overflow

SECTION 2
FLOW MONITORING PROGRAM

2.01 EXISTING COLLECTION SYSTEM

The Village currently owns, operates, and maintains a sanitary sewer system that serves residential, commercial, and public users. These sewers were designed to convey wastewater for the existing users and also for future growth. The Village-owned sewers flow into MWRDGC-owned interceptor sewers that convey flow to MWRDGC's North Side WWTP.

The Village's sanitary system is a separate sanitary sewer system. A separate sanitary sewer system is a two-pipe system where wastewater flows through one network of pipes and storm water flows through a separate network of pipes. However, because of the grade separation at the railroad tracks along Green Bay Road storm sewers are prevented from crossing the tracks. As a result, some of the separate storm sewers on the west side of the village ultimately discharge directly into the MWRDGC interceptors.

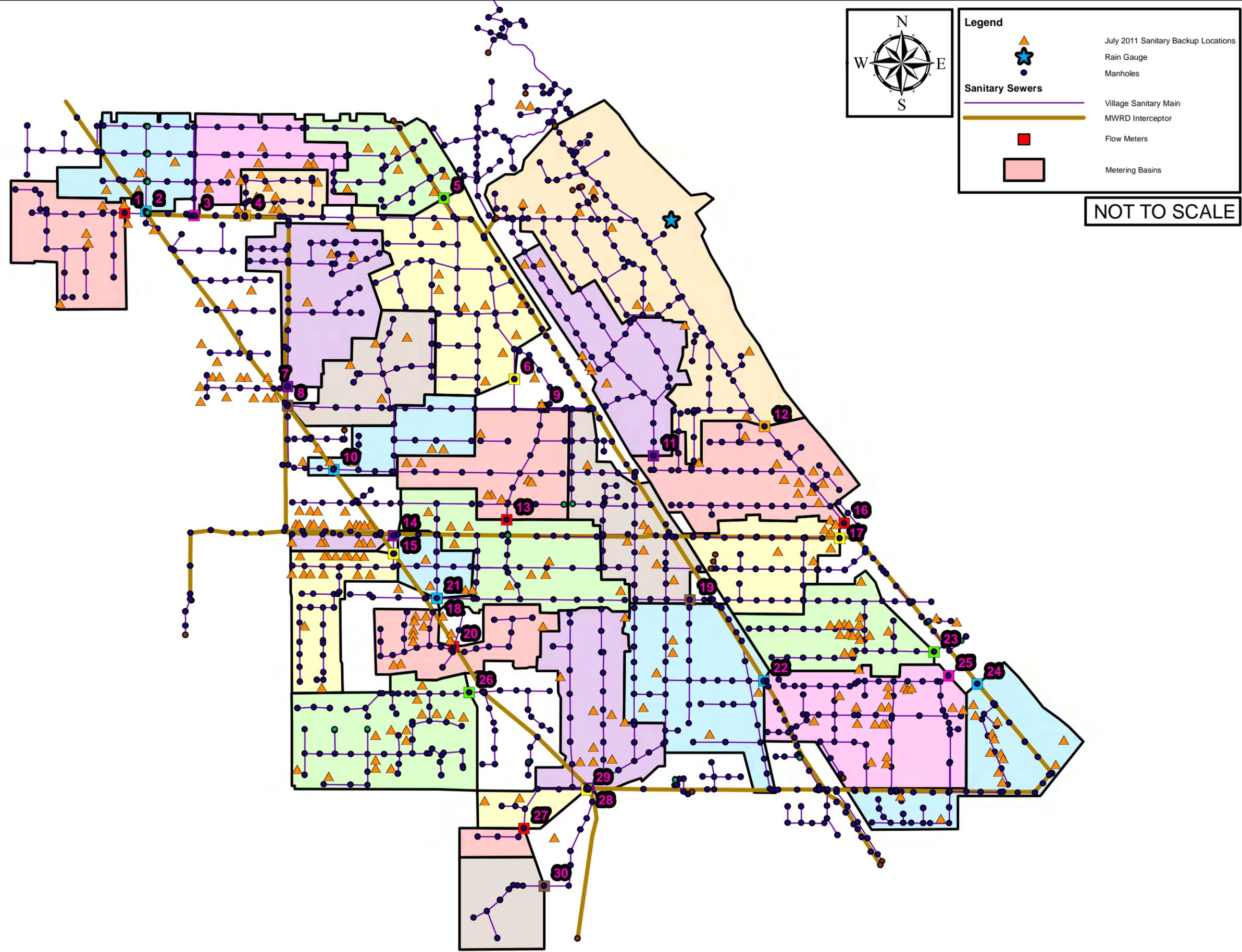
2.02 BASIN DELINEATION AND FLOW METERING LOCATIONS

The Village's sanitary sewer system is unique in that there is an excess of 40 points of discharge into the MWRDGC interceptor sewer system. This made developing a metering program challenging and resulted in having a much higher number of flow meters than normally would be required for a system of similar size.

Ultimately, a total of 30 flow meters were installed in the Village's sanitary sewer system creating 30 sewershed basins with each basin monitored by a flow meter. The flow meters were maintained and data collected over a seven-week monitoring period from April 16 through June 8. Table 2.02-1 provides an inventory of the flow metering locations and the upstream pipe sizes (flow meter sizes). Figure 2.02-1 shows the locations of each flow meter and the resulting metered areas or sewershed basins.

The Village conducted a flooding survey in September 2011 in response to the rainfall event that occurred on July 23, 2011, producing over 6 inches of rain in less than 3 hours. The purpose of the survey was to identify how many residents and at what locations basement backups occurred. The results of this survey are presented in Figure 2.02-1.

The flow metering program was developed to monitor as much of the system as practically possible, especially the areas that experienced basement backups according to the Village survey. However, a few areas of the Village were not metered, either because there was not a manhole suitable for meter installation, or because the tributary areas were too small to allow for reliable data collection. Areas not metered under this program include small local sewers west of Hibbard Road along Sunview Lane, Hackberry Lane, Westmoor Trail, Trapp Lane, and Bell Lane. Other areas omitted because of basin size include the sewer along Spruce Street between Berkeley Avenue and Hibbard Road, areas between Hibbard Road and Glendale Avenue, and some areas south of Willow Road. Some of these areas reported basement backups, which was taken into consideration in making recommendations for future investigations.



FLOW METERING BASINS

SANITARY SEWER EVALUATION SURVEY
 VILLAGE OF WINNETKA
 WINNETKA, IL



FIGURE 2.02-1

There is a large unmetered area located east of the railroad tracks north of Basin 12. This area was left unmetered because it was tributary to a lift station and there was not a suitable location for a single flow meter. As a result, it would require an additional meter increasing the project cost. After discussions with Village personnel, it was determined that the increase in cost did not provide much added benefit because the results of the Village survey indicated there were very few basement backups that occurred in this area. Therefore, it was omitted for future investigation.

TABLE 2.02-1

FLOW METER LOCATIONS AND SIZES

Meter	Meter Location	Sewer Size (inches)
M01	In the westbound lane of Tower Road just east of Boar Parkway	8
M02	At the intersection of Tower Road and Greenwood Avenue	10
M03	In the parkway south of the intersection of Tower Road and Vernon Avenue	15
M04	In the eastbound lane of Tower Road between Bell Lane and Forest Glen Drive	8
M05	Green Bay Road just north of Tower Road	12
M06	East parkway of Blackthorn Road north of Pine Street	15
M07	Northbound lane of Hibbard Avenue just north of Pine Street	10
M08	At the intersection of Hibbard Avenue and Pine Street	15
M09	North parkway of Pine Street between Provident Avenue and Walden Road	18
M10	Westbound lane of Elm Street east of Hibbard Avenue	10
M11	In the middle of Lincoln Avenue north of Elm Street	15
M12	In the middle of Sheridan Road between Pine and Spruce Street	27 x 18 Egg Shape
M13	Northbound lane of Provident Avenue between Oak and Cherry Street	15
M14	At the intersection of Ash Street and Glendale Avenue	10
M15	In the southbound lane of Glendale south of Ash Street	15
M16	In the middle of Sheridan Road between Cherry and Oak Street	36 x 24 Egg Shape
M17	Just west of the intersection of Cherry Street and Sheridan Road	32 x 21 Egg Shape
M18	Intersection of Rosewood Avenue and Willow Road (Same MH as M21)	15
M19	Intersection of Willow Road and Forest Street	27 x 18 Egg Shape
M20	Just north of Locust Road and Mt. Pleasant Street	10
M21	Intersection of Rosewood Avenue and Willow Road (Same MH as M18)	8
M22	Outside northbound lane of Green Bay Road between Sunset Street and Church Road	18
M23	In the middle of Hawthorn Lane just West of Sheridan Road	18
M24	In the middle of Sheridan Road between Elder Lane and Fuller Lane	27 x 20 Egg Shape
M25	In the middle of Elder Lane between Sheridan and Essex Road	28 x 21 Egg Shape
M26	The intersection of Sunset and De Windt Road	12
M27	Northbound Lane of Fox Lane south of Hill Road	12
M28	MWRDGC manhole at the intersection of Hill and N. Indian Hill Road	10
M29	Just west of the intersection of Hill and N. Indian Hill Road	15
M30	Front yard of 40 Indian Hill Road	8

Figure 2.02-2 shows a schematic of the flow meters in the conveyance system. This figure provides perspective on how the meters were interconnected.

Infiltration is groundwater entering the sanitary sewer system through sewer defects and is directly related to sewer length and diameter. It is expected that a large sewershed basin with large diameter pipes will have a higher volume of infiltration than a small basin with small diameter pipes. However, a larger total infiltration volume does not necessarily indicate a larger infiltration problem. To equalize basin size and pipe diameter variables between the basins, each basin was separated into inch-miles of sewer. Table 2.02-2 is a summary of this quantification. A detailed quantification is included in Appendix A.

In Table 2.02-2 there is no quantification for Basins 09, 27, and 30. FM 09 was installed to measure any overflows from Basin 13. As a result, there was no associated basin with a network of pipes that required quantification.

Flow meters 27 and 30 were installed to measure and quantify the flow that enters the Village's system from an unincorporated portion of Cook County serviced by the Woodley Road Sanitary District located west of Locust Road. Since it is not part of the Village system, the details of the basins were unknown at the time of this report and were not studied in this report.

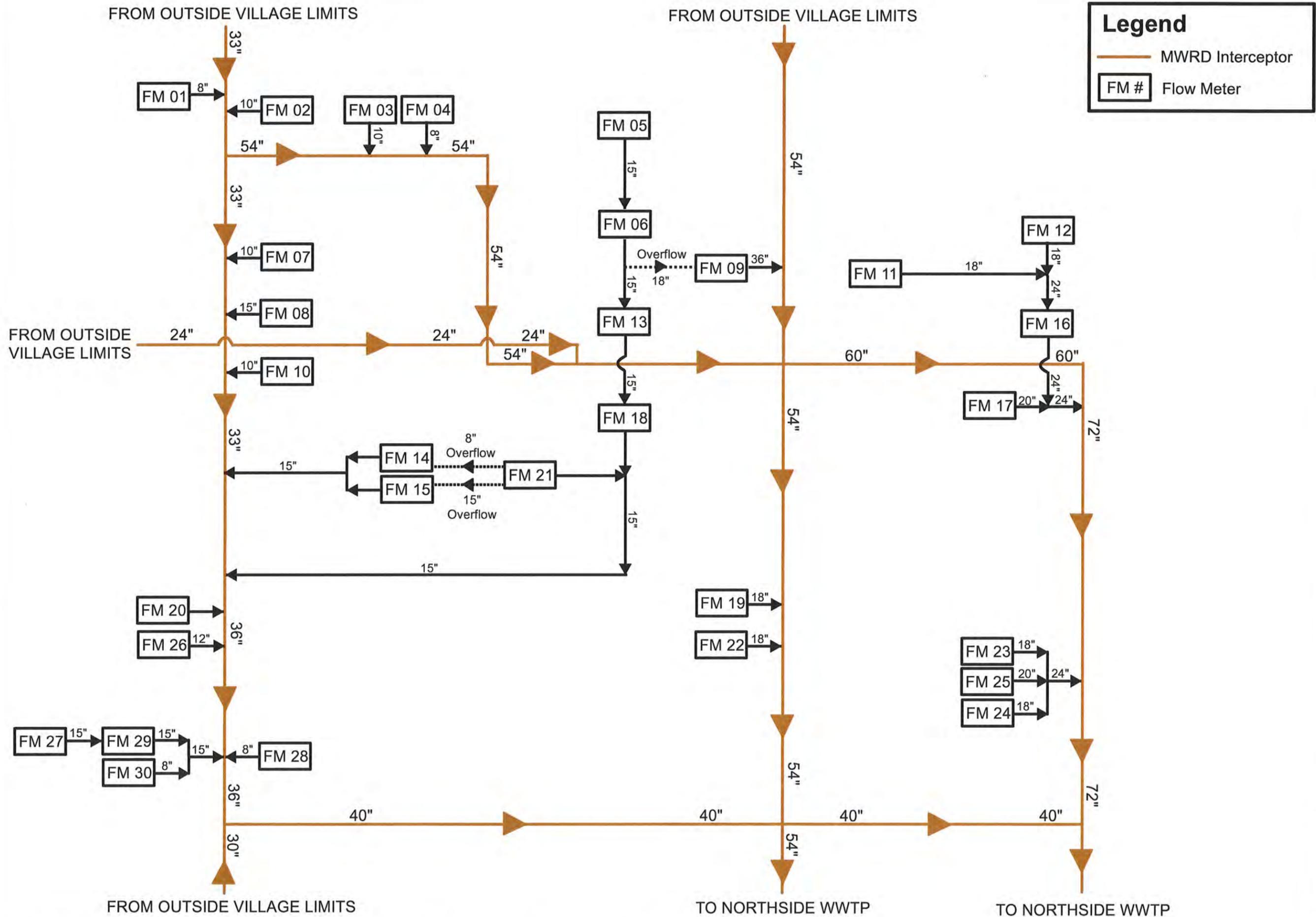
2.03 RAIN GAUGE LOCATIONS

Rainfall data was collected from two rain gauges located within the Village. Rain Gauge 1 (RG 1) is an existing ISWS-maintained rain gauge located in the southwest corner of the Village.

The data from RG 1 was collected, maintained, and made available via the internet by the ISWS during the flow monitoring period.

Metering Basin	Length of Sewer		Equivalent Sewer Length (inch dia-mile)
	(feet)	(miles)	
M 01	5,440	1.03	8.24
M 02	4,768	0.90	7.52
M 03	5,819	0.94	11.24
M 04	2,594	0.49	3.93
M 05	5,899	1.12	9.98
M 06	14,240	2.11	25.93
M 07	10,881	2.06	16.88
M 08	4,708	0.89	10.27
M 09			
M 10	5,207	0.99	9.87
M 11	7,023	1.33	13.87
M 12	18,261	3.46	33.95
M 13	8,050	1.52	15.43
M 14	1,413	0.27	2.42
M 15	5,391	1.02	10.23
M 16	8,494	1.49	20.96
M 17	6,061	1.15	14.81
M 18	11,571	2.19	20.35
M 19	5,308	1.01	22.04
M 20	4,514	0.85	7.25
M 21	2,437	0.46	3.69
M 22	11,152	2.07	20.22
M 23	4,636	0.88	14.96
M 24	6,592	1.25	16.06
M 25	13,668	2.34	31.43
M 26	10,147	1.92	16.88
M 27			
M 28	7,017	1.33	10.64
M 29	1,604	0.30	4.03
M 30			

Table 2.02-2 Breakdown of Flow Metering Basins



SYSTEM SCHEMATIC

SANITARY SEWER EVALUATION SURVEY
VILLAGE OF WINNETKA
WINNETKA, IL



FIGURE 2.02-2

The second rain gauge, Rain Gauge 2 (RG 2), was installed for the flow monitoring period at the Village's electric plant located at the intersection of Tower Road and Sheridan Road along the lakeshore.

The rain gauges collected rainfall over the seven-week period. The data collected was used to develop a relationship between rainfall totals, rainfall intensity, and wastewater flows in the collection system.

2.04 FLOW MONITORING OPERATIONS

The flow monitoring operations began with the installation of 30 ISCO 2150 area-velocity flow meters and one ISCO 675 tipping-bucket rain gauge between April 9, 2012 and April 13, 2012. Figures 2.04-1 and 2.04-2 show photographs of the equipment used. The flow meters used a pressure transducer to detect water level and Doppler radar to detect velocity of the sewer flow over the top of sensor which is set at or near the bottom of the sewer pipe entering a selected flow metering manhole. The diameter and shape of the sewer were programmed into the flow meter and the level reading was converted within the flow meter into a cross-sectional area of flow. Flow was calculated by multiplying the velocity readings by the flow meter's calculated flow area. Figure 2.04-3 shows a typical installation.



Figure 2.04-1 ISCO 2150 Flow Meter



Figure 2.04-2 ISCO Tipping Bucket Rain Gauge



Figure 2.04-3 Flow Meter Installation

After the initial installation, each of the flow meters and the rain gauge were monitored on a weekly basis. The stored data was downloaded from the meters and gauge to a laptop and a visual check of the data and site conditions was made to verify the meters were operating correctly. A manhole entry was made to correct any problems detected with the flow meters. Figure 2.04-4 shows a photograph of downloading data.

Following each week's data collection, a more thorough evaluation of the data was performed. This evaluation included a mass balance of flows comparing upstream and downstream data to confirm meters were working properly relative to each other.

The meters were removed June 7 and 8, 2012.



Figure 2.04-4 Flow Meter Data Download

SECTION 3
FLOW MONITORING DATA ANALYSIS

3.01 RAINFALL DATA ANALYSIS

There were eight individual rainfall events considered over the seven week flow monitoring period. There were additional smaller events during the study period, but for an event to be considered more than 0.10 inch of rain was required. The eight rainfall events are detailed in Table 3.01-1. The rainfall distribution over the monitoring period is shown in Figure 3.01-1.

Date	Rain Gauge 1				Rain Gauge 2			
	Total Rainfall (in)	Total Duration (hrs)	Maximum Rainfall Intensity	Maximum Rainfall Recurrence Interval	Total Rainfall (in)	Total Duration (hrs)	Maximum Rainfall Intensity	Maximum Rainfall Recurrence Interval
4/15	1.23	24	.78 in/3 hour	<2 months, 3 hour	1.28	24	.37 in/1 hour	<2 months, 1 hour
4/25	0.06	9	.02 in/10 min	<2 months, 10 min	0.11	8.5	.04 in/1 hour	<2 months, 1 hour
4/28	0.26	1.67	.19 in/30 min	<2 months, 30 min	0.21	2	.11 in/1 hour	<2 months, 1 hour
4/29	0.3	5	.11 in/30 min	<2 months, 30 min	0.29	4.33	.12 in/30 min	<2 months, 30 min
5/4	0.09	2	.02 in/10 min	<2 months, 10 min	0.21	2.67	.13 in/30 min	<2 months, 30 min
5/7	0.44	2.5	.26 in/1 hour	<2 months, 1 hour	0.44	3	.2 in/30 min	<2 months, 30 min
5/26	0.82	1.5	.55 in/10 min	1.2 year, 10 min	0.91	1	.59 in/10 min	1.25 year, 10 min
5/31					1.03	8.5	.44 in/2 hour	<2 months, 2 hour

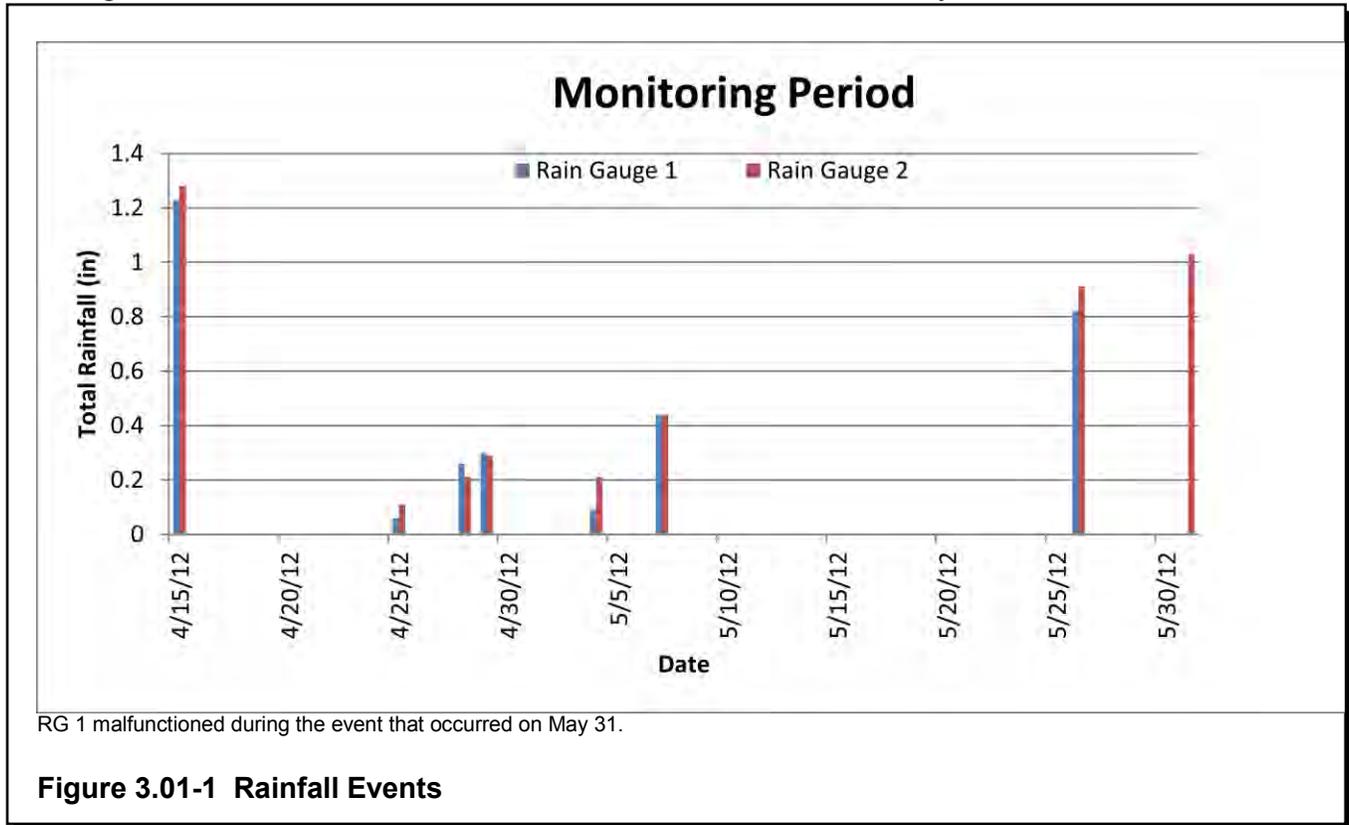
The shaded light gray indicates the events chosen for analysis.

The shaded dark gray indicates a period when the associated rain gauge was not working properly.

Table 3.01-1 Rainfall Event Details

The data collected at each rain gauge was used to analyze each rainfall event. The rainfall intensity for the most intense portion of the rainfall event was used to estimate a recurrence interval in accordance with the *Rainfall Frequency Atlas of the Midwest* by Huff and Angel. Rainfall recurrence intervals consider both the magnitude and the duration of a rainfall event and are based on a statistical analysis representing the probability that the given event will be equaled or exceeded in any given year. For example, in any given year statistically there is a 1 in 2 chance that 0.67 inches of rain will fall in 10 minutes in the Village. Thus, an event where 0.67 inches of rain falls in 10 minutes is said to have a 2-year recurrence interval. Furthermore, according to Huff and Angel, in any given year statistically there is a 1 in 1 chance that 0.55 inches of rain will fall in 10 minutes. This is considered to have a 1-year recurrence interval. On May 26, according to the data collected by RG 2, 0.59 inches of rain fell in 10 minutes. Since this amount of rainfall, is between the 1- and 2-year recurrence interval storms for a 10-minute duration, we need to interpolate to estimate the recurrence interval of the event. The

resulting estimated recurrence interval was a 1.25-year recurrence interval.



A rainfall event used for data analysis would ideally be uniform across the Village. A uniform event would result in approximately equal rain gauge data at each gauge location. If the data collected at each rain gauge is approximately equal, it can be inferred that the rainfall between the rain gauges was also approximately equal. This allows us to assume that sewershed basins not next to a rain gauge received approximately the same rainfall observed at a rain gauge which in turn allows for a more equal comparison between basins when evaluating the severity of I/I into the system. Each sewershed basin was assigned to one of the two rain gauges.

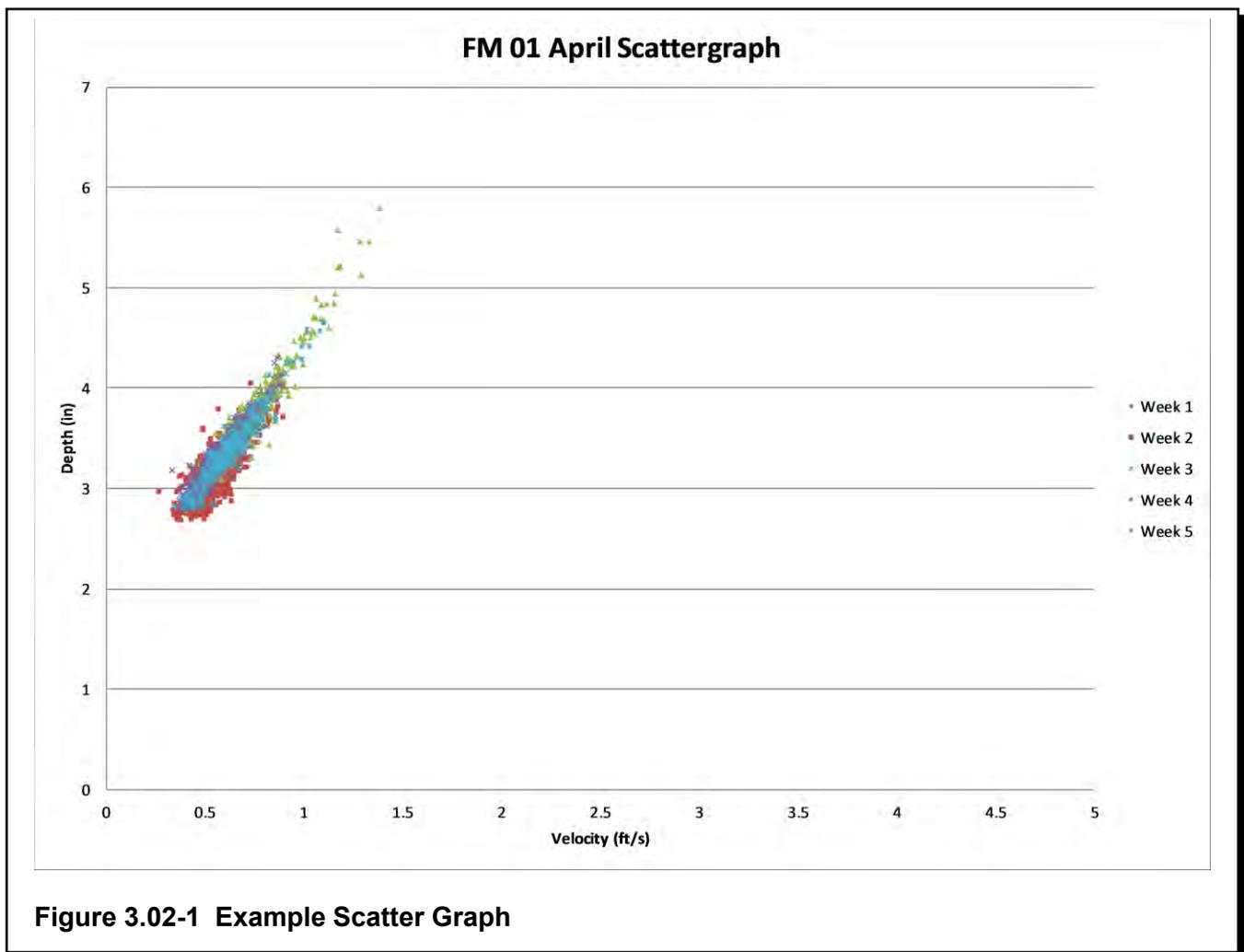
The most significant events observed during the monitoring period occurred on April 15, May 26, and May 31. The April 15 and May 31 events were characterized by long low-intensity soaking events. While these two events had recurrence intervals less than two months, over 1 inch of rain fell and the flow monitoring data suggest they impacted flow characteristics in the sanitary sewer system.

The May 26 event was a short, but intense event that occurred after a prolonged period of dry weather. This type of event is a good indicator of sources of inflow in the system because the long period of dry weather before the event most likely resulted in more absorption by the dry soils and may have reduced the impacts of infiltration. With the impact of infiltration reduced, the increase in flows observed as a result of this event was most likely inflow. This inference seems to be supported by the data collected.

3.02 FLOW METERING EVALUATIONS

On a weekly basis over the flow monitoring period, the flow metering data was compiled and evaluated to determine two things: (1) the quality of the data collected at each individual flow metering location and (2) how the meters were working relative to each other.

To determine the quality of the data collected, a scatter graph was created for each flow meter each week. The scatter graphs consisted of plotting the velocity data vs. the level data on the same graph. The shape and pattern of the scatter graph provided valuable insight into how the flow meter was functioning and the quality of the data it was collecting as well as how the hydraulic conditions in the sewers were changing during rain events. Figure 3.02-1 shows an example scatter graph created for data evaluation. As should be expected, the data points generally fall into a relatively tight line. This scatter graph suggests the flow meter is collecting good data and the sewer did not surcharge during the month of April.



To determine how the meters were working relative to each other, a mass balance was calculated between certain flow meters. A mass balance analysis is a comparison between downstream flow data and flow data collected directly upstream. While most flow meters were installed directly upstream of the MWRDGC intercepting sewers, there were some meters upstream of other meters. In these situations flow meter data was evaluated by removing the influence of upstream meters by subtracting the upstream flow meter data from the downstream data, taking time of travel into account. In theory, any flow generated in an upstream basin should be measured at the flow meter location downstream. Furthermore, additional sewerage collected from within the downstream basin should also be measured at the downstream flow meter. This means that the flow rates observed at the downstream meter should always be higher than the flows observed at the upstream meter.

If the results of the data evaluation suggested a flow meter was not working properly, either a specific maintenance trip was made to correct the flow meter in question, or the meter was adjusted during the next weekly download.

Appendix B discusses the flow meter data evaluation in more detail providing a narrative description of each flow metering location and the quality of data collected, specifically during the three study events. Appendix B also provides flow response graphs for each flow metering location during each of the three study rainfall events.

3.03 DRY WEATHER FLOW ANALYSIS

A dry weather flow analysis was performed to determine the baseline flow characteristics of each sewershed basin.

To determine the baseline flow at each meter, dry weather flow values collected at 10-minute intervals over each dry weather day were averaged to create a 24-hour baseline flow consisting of 144 data points for each basin. For a day to be considered a “dry weather” day, it had to satisfy two criteria: (1) it had to have less than 0.10 inches of rain, and (2) there had to be at least 48 hours of dry weather preceding it. Table 3.03-1 shows the results of the dry weather or baseline flow analysis.

Flow Meter	Baseline Flow (gpm)		
	Minimum	Average	Maximum
FM 01	21.5	32.7	47.2
FM 02	27.1	46.4	83.8
FM 03	6.8	12.5	20.9
FM 04	8.5	16.2	31.7
FM 05	29.2	46.0	60.9
FM 06	8.6	24.8	48.6
FM 07	6.6	8.2	12.2
FM 08	48.7	62.2	83.8
FM 09	27.6	43.2	65.8
FM 10	13.6	16.5	21.0
FM 11	25.9	47.5	69.2
FM 12	55.2	114.0	172.5
FM 13	11.5	25.7	43.2
FM 14	19.1	29.8	51.0
FM 15	16.9	25.2	36.6
FM 16	18.4	72.6	111.3
FM 17	29.1	43.2	70.7
FM 18	36.8	56.5	92.4
FM 19	64.9	89.5	110.9
FM 20	36.2	47.4	56.8
FM 21	13.3	16.6	22.4
FM 22	82.6	122.9	162.1
FM 23	39.0	60.0	91.0
FM 24	48.5	61.8	77.2
FM 25	16.0	24.0	35.5
FM 26	43.1	61.2	87.3
FM 27	95.0	108.9	127.1
FM 28	15.3	28.4	48.9
FM 29	12.6	26.2	61.0
FM 30	46.8	57.2	69.9

Table 3.03-1 Baseline Flow Analysis

The flows presented in Table 3.03-1 represent the baseline flow characteristics for each individual sewershed basin and were used for the wet weather analyses in the next section.

3.04 WET WEATHER FLOW ANALYSIS

A wet weather flow analysis was performed for each sewershed basin for each of the three rain events that occurred on April 15, May 26, and May 31. There were two analyses performed on each basin.

A. Inflow Analysis

The inflow analysis employed two techniques. The first technique determined the peaking factor for each basin by taking the peak flow observed during the rain event and divided it by the baseline flow value that occurred at the same time of day. For example, if the peak flow occurred at 2:20 A.M. then the peaking factor was determined by taking the peak flow value and dividing by the baseline flow value at 2:20 A.M. as calculated in the baseline flow analysis. Peaking factor is generally a good analysis of inflow because it quantifies the quick response observed within the system directly caused by rainfall. When there are inflow problems, it tends to cause flows to peak quickly to multiple times higher than the baseline dry weather flows. Table 3.04-1 and Figure 3.04-1 show the results of the peaking factor analysis.

The second technique analyzing how much of the overall system inflow rate was contributed by each individual basin. This analysis entailed adding the peak inflow flow rate from each basin to determine a theoretical total system peak inflow rate. A percentage of the total system inflow rate was calculated for each basin by taking the individual peak inflow flow rate for each basin and dividing it by the total peak inflow rate for the system. This percentage represents the proportion of the total inflow for the system from an individual sewershed basin. This analysis provided a comparison of basins by quantifying the impact each basin had on the total system. Table 3.04-2 and Figures 3.04-2, 3.04-3, and 3.04-4 show the results of this analysis.

TABLE 3.04-1

INFLOW ANALYSIS–PEAKING FACTORS

Metered Basin	Baseline Flow (gpm)	April 15, 2012		May 26, 2012		May 31, 2012	
		Peak Flow (gpm)	Peaking Factor	Peak Flow (gpm)	Peaking Factor	Peak Flow (gpm)	Peaking Factor
1	33	168	7.44	203	5.75	166	4.89
2	46	321	11.43	529	9.19	233	5.05
3	10	203	28.07	221	14.92	113	8.61
4	16	244	26.3	436	20.56	173	9.6
5	46	635	20.46	960	18.35	387	7.34
6	25	221	12.98	1289	33.16	576	22.04
7	8	31	3.18	90	8.68	31	3.45
8	62	448	8.85	496	7.19	413	6.43
9	43	406	12.47	549	10.22	441	7.58
10	16	113	6.06	277	16.11	176	11.98
11	47	349	12.86	498	7.83	298	4.95
12	114	894	13.96	1459	9.75	721	5.39
13	26			208	7.83	442	13.23
14	30	364	18.52	355	11.07	323	10.21
15	25	394	22.72	387	13.22	317	12.12
16	73	397	4.88	413	6.14	757	8.42
17	43	280	9.47	254	5.2	283	6.42
18	57	577	4.39	644	9.91	678	11.6
19	90	564	8.32	1428	13.78	516	5.16
20	47	404	10.86	207	3.91	399	7.62
21	17	122	8.92	117	6.62	127	7.6
22	123	785	9.43	450	3.26	653	4.96
23	60	435	10.96	468	6.95	438	6.77
24	62	245	4.98	152	2.25	219	3.37
25	24	134	8.23	56	2.12	133	5.31
26	61	359	8.28	234	3.34	408	6
27	109	375	2.96	323	2.96	515	4.45
28	28	259	15.67	258	7.88	391	13.02
29	26	131	2.23	33	4.32	58	5.31
30	57	168	4.14	108	1.75	192	3.32

FIGURE 3.04-1

PEAKING FACTORS AT FLOW METERS

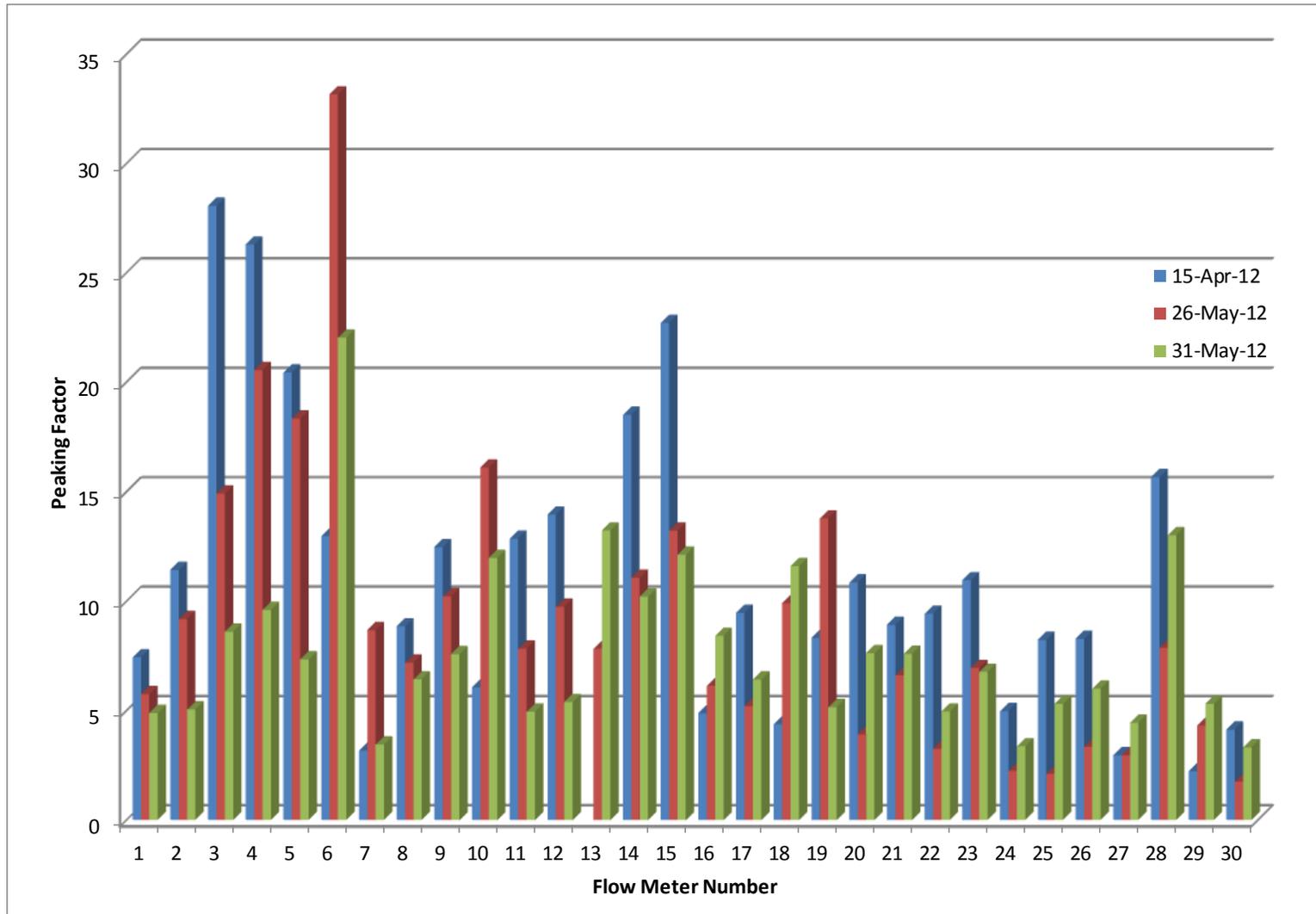


TABLE 3.04-2

INFLOW ANALYSIS–OVERALL SYSTEM CONTRIBUTION

Metering Basin	April 15, 2012				May 26, 2012				May 31, 2012			
	Max Metered Flow (gpm)	Corresponding Average Dry Weather Flow (gpm)	Max Inflow Volume (gpm)	Percentage of Total System Inflow	Max Metered Flow (gpm)	Corresponding Average Dry Weather Flow (gpm)	Max Inflow Volume (gpm)	Percentage of Total System Inflow	Max Metered Flow (gpm)	Corresponding Average Dry Weather Flow (gpm)	Max Inflow Volume (gpm)	Percentage of Total System Inflow
1	168	23	145	1.71%	203	35	168	1.52%	166	34	132	1.53%
2	321	28	293	3.45%	529	58	471	4.29%	233	46	187	2.16%
3	203	7	196	2.31%	221	15	206	1.87%	113	13	100	1.16%
4	244	9	235	2.76%	436	21	415	3.77%	173	18	155	1.79%
5	635	31	604	7.11%	960	52	908	8.25%	387	53	334	3.87%
6	221	17	204	2.40%	1,289	39	1,250	11.37%	576	26	550	6.36%
7	31	10	21	0.25%	90	10	80	0.72%	31	9	22	0.25%
8	448	51	397	4.68%	496	69	427	3.88%	413	64	349	4.03%
10	113	19	94	1.11%	277	17	260	2.36%	176	15	161	1.87%
11	349	27	322	3.79%	498	64	434	3.95%	298	60	238	2.75%
12	894	64	830	9.77%	1,459	150	1,309	11.90%	721	134	587	6.79%
13					208	27	181	1.65%	442	33	409	4.73%
14	364	20	344	4.05%	355	32	323	2.94%	323	32	291	3.37%
15	394	17	377	4.44%	387	29	358	3.25%	317	26	291	3.37%
16	397	81	316	3.72%	413	67	346	3.14%	757	90	667	7.72%
17	280	30	250	2.95%	254	49	205	1.87%	283	44	239	2.76%
18	577	131	446	5.25%	644	65	579	5.26%	678	58	620	7.17%
19	564	68	496	5.84%	1,428	104	1,324	12.04%	516	100	416	4.81%
20	404	37	367	4.32%	207	53	154	1.40%	399	52	347	4.01%
21	122	14	108	1.27%	117	18	99	0.90%	127	17	110	1.28%
22	785	83	702	8.26%	450	138	312	2.84%	653	132	521	6.03%
23	435	40	395	4.66%	468	67	401	3.64%	438	65	373	4.32%
24	245	49	196	2.31%	152	68	84	0.77%	219	65	154	1.78%
25	134	16	118	1.39%	56	26	30	0.27%	133	25	108	1.25%
26	359	43	316	3.72%	234	70	164	1.49%	408	68	340	3.93%
27	375	96	279	3.28%	323	109	214	1.94%	515	116	399	4.62%
28	259	17	242	2.85%	258	33	225	2.05%	391	30	361	4.18%
29	131	59	72	0.85%	33	8	25	0.23%	58	11	47	0.54%
30	168	41	127	1.50%	108	62	46	0.42%	192	58	134	1.55%
Totals	9,620	1,127	8,493	100.00%	12,553	1,554	10,999	100.00%	10,136	1,494	8,642	100.00%

FIGURE 3.04-2

OVERALL SYSTEM INFLOW CONTRIBUTION FOR EACH FLOW METER-APRIL 15, 2012 EVENT

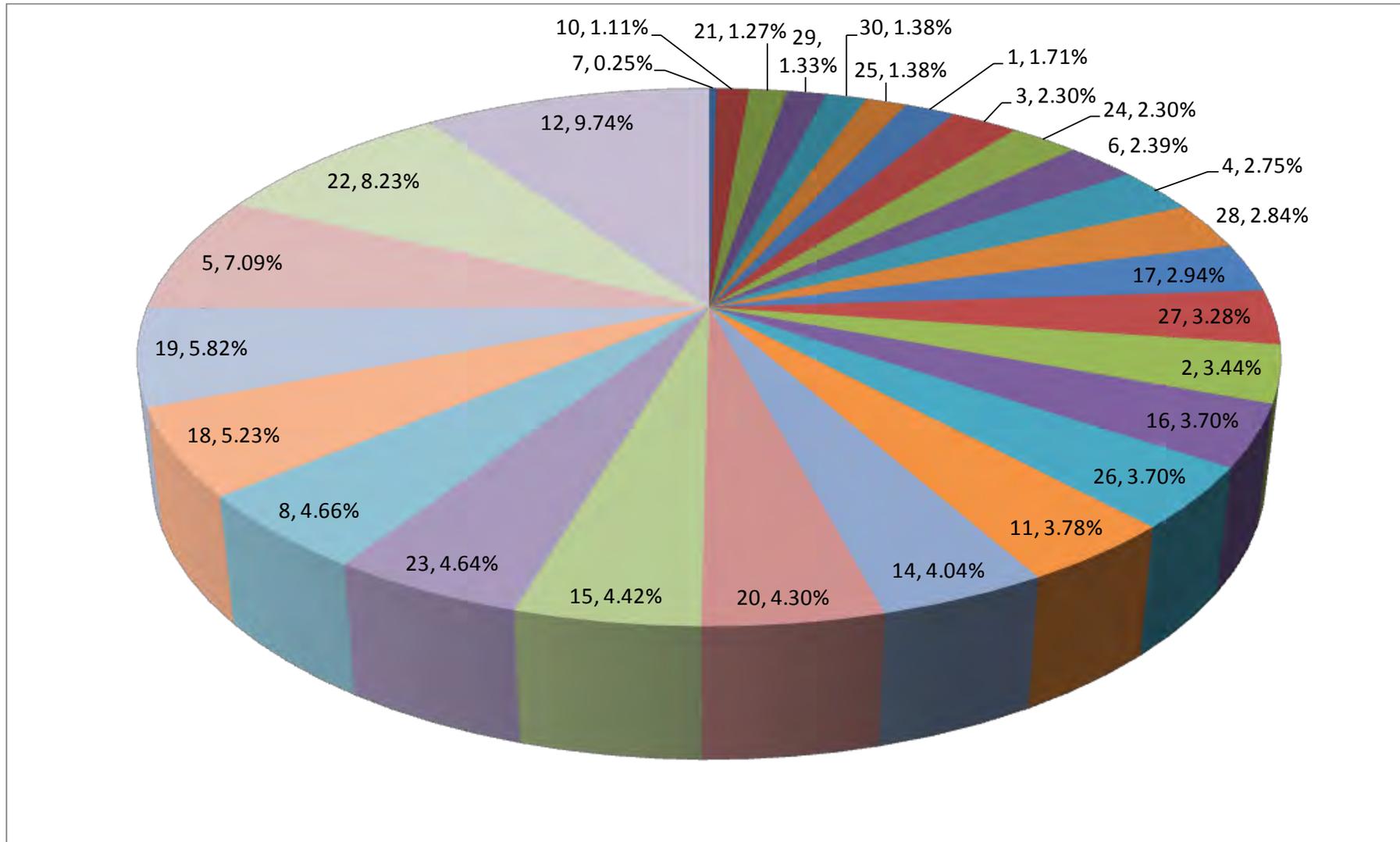


FIGURE 3.04-3

OVERALL SYSTEM INFLOW CONTRIBUTION FOR EACH FLOW METER-MAY 26, 2012 EVENT

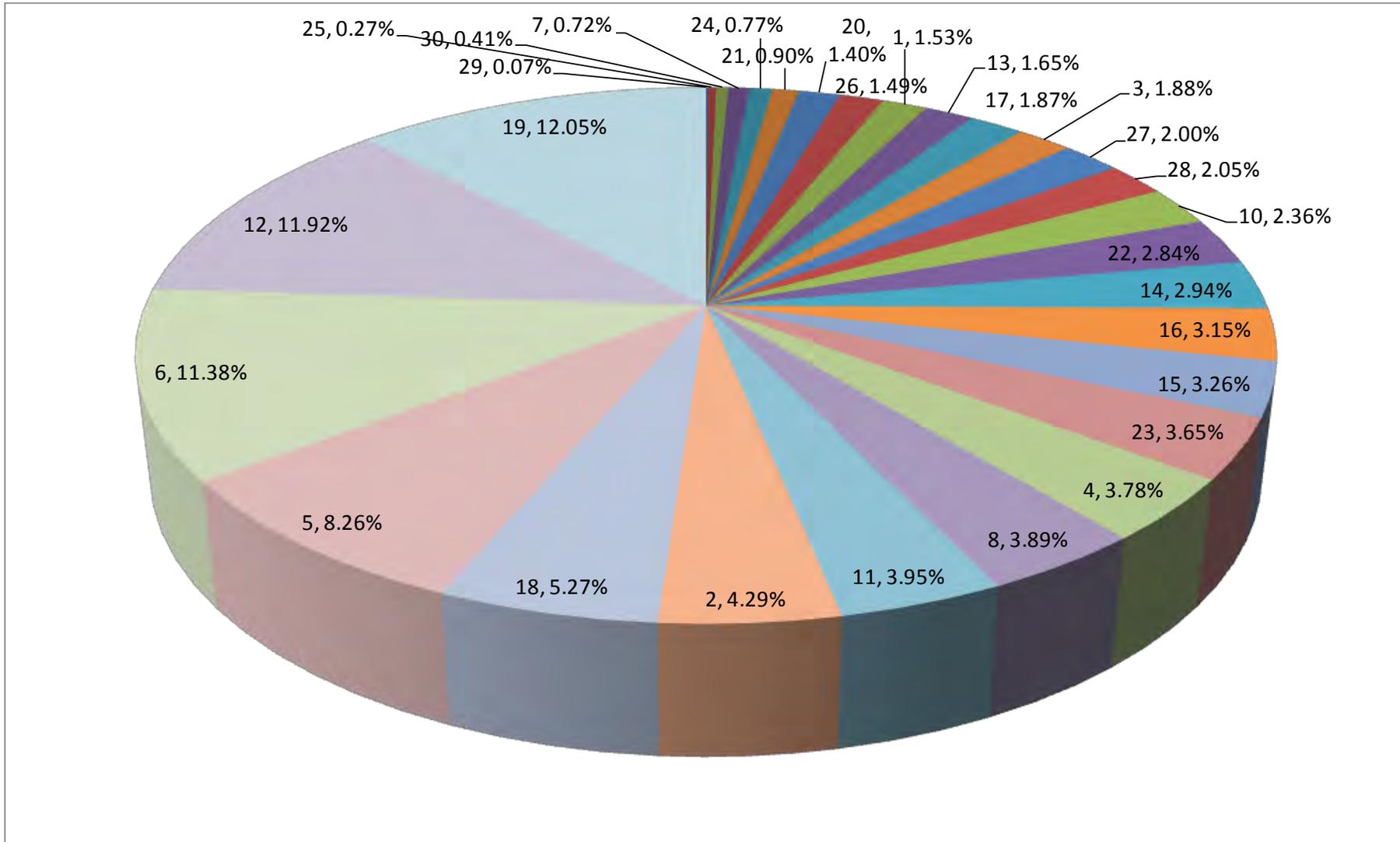
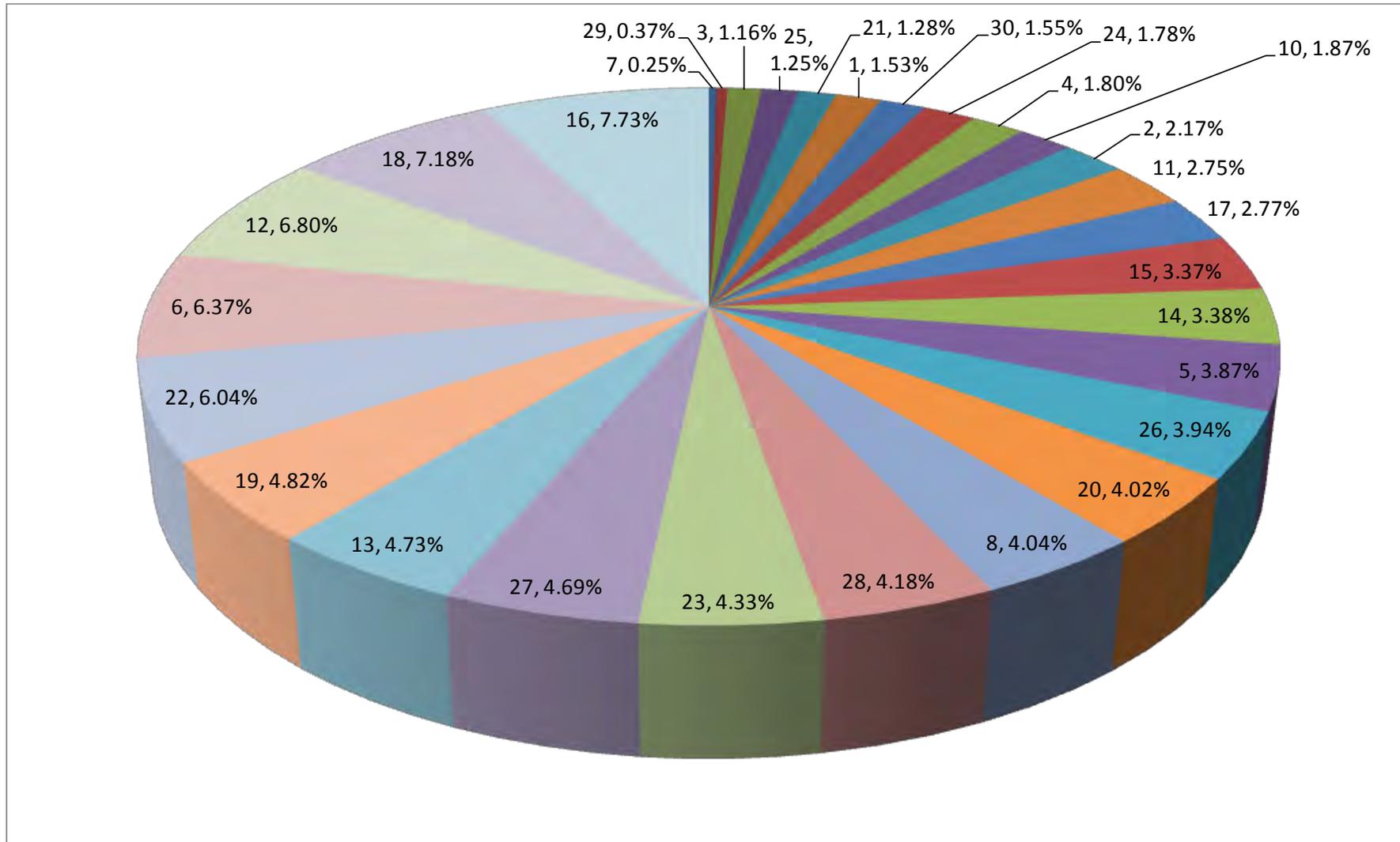


FIGURE 3.04-4

OVERALL SYSTEM INFLOW CONTRIBUTION FOR EACH FLOW METER-MAY 31, 2012 EVENT



B. Infiltration Analysis

The infiltration analysis looked at the elevated flows in the system over a period of time following the rainfall event and involved calculating an infiltration volume for each sewershed basin for each wet weather event and normalizing the volume based on inch-diameter-mile of sewer in each basin. .

The volume of infiltration for each basin was determined by calculating the flow volume starting 30 minutes after the conclusion of the rainfall event until the flow in the sewer returned to baseline flow levels and then subtracting the baseline volume over the same period of time. The reason for waiting 30 minutes after the rainfall event was to isolate the infiltration portion of the sewer flow response. If the analysis was performed starting at the beginning of the event it would include the effects of inflow into the system. A 30-minute delay was used because most of the sewershed basin areas are small enough that surface flow and run off, which represents inflow, would have enough time to get into the system and not skew the results of the analysis. Furthermore, the shapes of the hydrographs presented in Appendix B show a majority of the peak flows have significantly dropped off after approximately 30 minutes suggesting the delay appropriately isolates the sources of infiltration.

The final step of the analysis took the volume calculated as described above and dividing by the inch diameter-miles calculated for each basin presented in Table 2.02-2. Table 3.04-3 and Figure 3.04-5 show the results of this analysis.

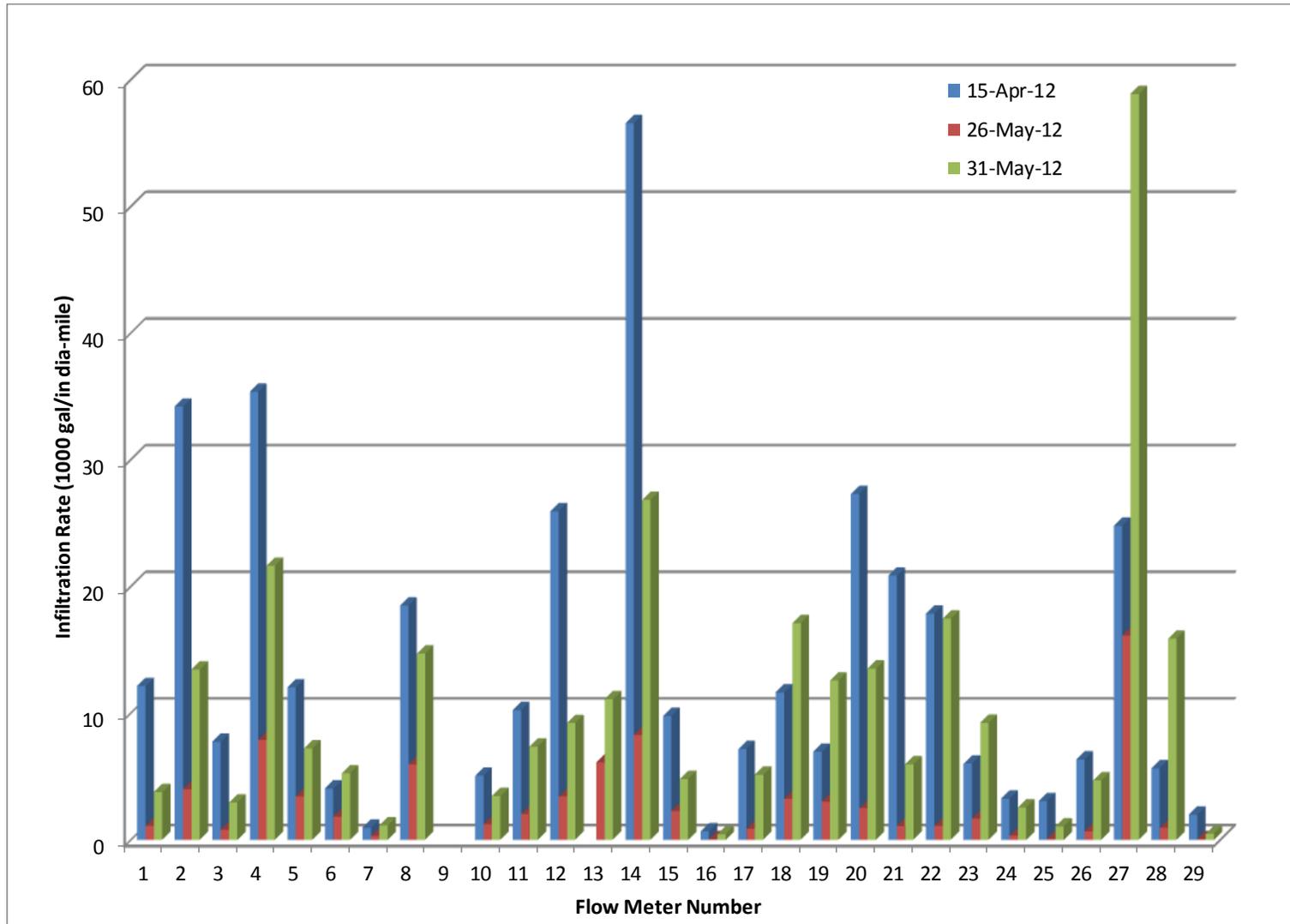
TABLE 3.04-3

INFILTRATION ANALYSIS

Metered Basin	April 15, 2012		May 26, 2012		May 31, 2012	
	Infiltration Volume (1000 gal)	Infiltration Rate (1000 gal/ inch dia-mile)	Infiltration Volume (1000 gal)	Infiltration Rate (1000 gal/ inch dia-mile)	Infiltration Volume (1000 gal)	Infiltration Rate (1000 gal/ inch dia-mile)
1	100	12.13	9	1.09	31	3.76
2	257	34.19	30	3.99	101	13.44
3	87	7.74	9	0.80	33	2.94
4	139	35.37	31	7.89	85	21.63
5	120	12.03	34	3.41	72	7.22
6	105	4.05	47	1.81	136	5.25
7	16	0.95	5	0.30	19	1.13
8	190	18.50	61	5.94	151	14.70
10	50	5.07	12	1.22	34	3.44
11	142	10.23	28	2.02	102	7.35
12	880	25.92	116	3.42	313	9.22
13			94	6.09	171	11.08
14	137	56.57	20	8.26	65	26.84
15	100	9.78	23	2.25	49	4.79
16	14	0.67	1	0.05	9	0.43
17	106	7.16	13	0.88	76	5.13
18	416	11.63	66	3.24	348	17.10
19	153	6.94	66	2.99	277	12.57
20	198	27.30	18	2.48	98	13.51
21	77	20.85	4	1.08	22	5.96
22	361	17.85	22	1.09	353	17.45
23	90	6.01	25	1.67	138	9.22
24	52	3.24	5	0.31	41	2.55
25	96	3.05	2	0.06	33	1.05
26	107	6.34	11	0.65	79	4.68
27	40	24.79	26	16.11	95	58.87
28	60	5.64	10	0.94	169	15.88
29	8	1.98	0.17	0.04	1.94	0.48

FIGURE 3.04-5

INFILTRATION RATES AT FLOW METERS



3.05 ANALYSIS ANOMALIES

Overall, the data collected by the flow meters was generally of good quality and analyses of I/I were successful for all of the sewershed basins. However, as evident from the tables and figures presented in Sections 3.03 and 3.04, there were a few basins not included in the analyses or the results of the analyses yielded impossible results. This section provides an explanation for the reasons why data was omitted from the analyses.

A. FM 09

Flow meter number 9 (FM 09) was unique in that it was installed in a relief sewer that acted as an overflow from Basin 13 (see Figure 2.02-2). As a result, the data collected from FM 09 was used to supplement the data collected at FM 13 and FM 18. The flow recorded at FM 09 had to be added to the data collected at FM 13 and FM 18 to quantify the actual flow rates generated within those sewershed basins because it overflowed from the basin before being recorded by the respective flow meters.

Since this flow meter was installed strictly as a supplement to other meters, it was not analyzed directly. However, the data was incorporated for both the I/I analyses for Basins 13 and 18.

B. FM 13

All the flow metering equipment was calibrated and certified by the manufacturer before the beginning to the flow metering program. However, as sometimes happens with electrical equipment, an error occurred at flow metering number 13 (FM 13) shortly after this meter was installed on April 9 causing it to not record data. The error was discovered and addressed during recalibration of the meter on April 11, and verified to be working properly during data download on April 14. Unfortunately, the meter once again had a failure and did not record data during the April 15 wet weather event. Eventually the meter was replaced and worked properly for the remainder of the flow metering period.

Since we were not able to collect data for the April 15 event at FM 13, that basin was not analyzed for the April 15 event. Instead for the analyses of the April 15 event Basin 18 was expanded to include Basin 13.

C. FM 27, FM 29, and 30

These meters were unique in that they were installed to monitor the flow into the Village system from an unincorporated development outside the Village limits served by the Woodley Road Sanitary District. They were installed to quantify the outside impacts to the Village's system. These basins were included in the inflow analysis but not the infiltration analysis because information regarding the length and size of pipes within these basins was not available.

3.06 CONCLUSIONS

The reports of basement backups July 23, 2011, storm event suggest the presence of I/I into the Village's sanitary sewer system that could have contributed to the basement backups. While none of the metered rainfall events between April 16, 2012, and June 8, 2012, were large enough to mirror the conditions that occurred during the July 23, 2011 event, the flow metering data collected during this study affirms the presence of I/I within the system. Additionally, the data presented in the figures from Section 3.04 suggest the sources of inflow and infiltration are widespread throughout most of the system.

Ideally the flow monitoring data would identify a group of specific basins where the sources of I/I are significantly more pronounced than the rest of the basins making it clear which basins are priorities for further investigations and focused attention on reduction of I/I. In Winnetka's case, this identification is not as clear cut. So a ranking methodology was used to quantify the relative magnitude of I/I produced in each sewershed basin.

A. Ranking Methodology

To rank the basins, the results of the I/I analyses were used. Each basin was given a score of 1 through 29 (Basin 09 was not included in the ranking) with the basin having the highest peaking factor receiving a score of 1 and the lowest peaking factor receiving a score of 29. The same was done using the inflow contribution analysis results. Each basin was then given a score of 1 through 27 (Basins 09, 27, and 30 were not included in the ranking) with the basin having the highest infiltration rate receiving a score of 1 and the basin with the lowest infiltration rate receiving a score of 27.

Once scores were given for each basin for each analysis for each event, an overall score was calculated by taking an average of all six individual scores. The basins were then ranked based on the overall average score.

As previously noted, Basin 13 was not functioning during the April 15 event. Therefore, the overall score for Basin 13 was based on four individual scores rather than six.

B. Ranking Results

Tables 3.06-1, 3.06-2, 3.06-3, and 3.06-4 show the results of the four sets of rankings. Table 3.06-1 shows rankings based on the peaking factor analysis. Table 3.06-2 shows rankings based on the overall system inflow contribution analysis. Table 3.06-3 shows the rankings based on the infiltration analysis. Table 3.06-4 is the overall basin rankings taking into account both the I/I analyses.

TABLE 3.06-1

PEAKING FACTOR RANKINGS

Rank	Flow Metering Basin	Average Score	April 15, 2012		May 26, 2012		May 31, 2012	
			Peaking Factor	Score	Peaking Factor	Score	Peaking Factor	Score
1	6	3.33	12.98	8	33.16	1	22.04	1
2	4	4	26.3	2	20.56	2	9.6	8
3	15	4.67	22.72	3	13.22	7	12.12	4
4	3	5	28.07	1	14.92	5	8.61	9
5	14	6.67	18.52	5	11.07	8	10.21	7
6	5	7	20.46	4	18.35	3	7.34	14
7	28	7.67	15.67	6	7.88	14	13.02	3
8	13	8.5			7.83	15	13.23	2
9	10	10.33	6.06	22	16.11	4	11.98	5
10	9	10.67	12.47	10	10.22	9	7.58	13
11	12	12.33	13.96	7	9.75	11	5.39	19
12	18	13.67	4.39	25	9.91	10	11.6	6
13	23	15	10.96	12	6.95	18	6.77	15
14	19	15.33	8.32	18	13.78	6	5.16	22
14	2	15.33	11.43	11	9.19	12	5.05	23
16	21	15.67	8.92	16	6.62	19	7.6	12
17	20	16	10.86	13	3.91	24	7.62	11
18	11	16.33	12.86	9	7.83	15	4.95	25
19	8	16.67	8.85	17	7.19	17	6.43	16
20	17	17.67	9.47	14	5.2	22	6.42	17
21	16	18	4.88	24	6.14	20	8.42	10
22	26	20.67	8.28	19	3.34	25	6	18
23	22	21.67	9.43	15	3.26	26	4.96	24
24	1	22.67	7.44	21	5.75	21	4.89	26
24	7	22.67	3.18	27	8.68	13	3.45	28
26	25	23	8.23	20	2.12	29	5.31	20
27	29	24	2.23	29	4.32	23	5.31	20
28	24	26.67	4.98	23	2.25	28	3.37	29
29	27	27.33	2.96	28	2.96	27	4.45	27
30	30	28.67	4.14	26	1.75	30	3.32	30

TABLE 3.06-2

OVERALL SYSTEM INFLOW CONTRIBUTION RANKINGS

Rank	Flow Metering Basin	Average Score	April 15, 2012		May 26, 2012		May 31, 2012	
			Inflow Percentage	Score	Inflow Percentage	Score	Inflow Percentage	Score
1	12	2	9.77%	1	11.90%	2	6.79%	3
2	19	3.67	5.84%	4	12.04%	1	4.81%	6
3	18	4	5.25%	5	5.26%	5	7.17%	2
4	5	7	7.11%	3	8.25%	4	3.87%	14
4	22	7	8.26%	2	2.84%	14	6.03%	5
6	8	8.33	4.68%	6	3.88%	8	4.03%	11
7	6	8.67	2.40%	19	11.37%	3	6.36%	4
7	16	8.67	3.72%	13	3.14%	12	7.72%	1
7	23	8.67	4.66%	7	3.64%	10	4.32%	9
10	15	11.67	4.44%	8	3.25%	11	3.37%	16
11	11	12	3.79%	11	3.95%	7	2.75%	18
12	14	12.67	4.05%	10	2.94%	13	3.37%	15
13	2	13	3.45%	14	4.29%	6	2.16%	19
14	27	13.33	3.28%	15	1.94%	17	4.62%	8
15	13	13.5			1.65%	20	4.73%	7
16	28	14.33	2.85%	17	2.05%	16	4.18%	10
17	20	14.67	4.32%	9	1.40%	23	4.01%	12
18	26	15.67	3.72%	12	1.49%	22	3.93%	13
19	4	16	2.76%	18	3.77%	9	1.79%	21
20	17	17.33	2.95%	16	1.87%	19	2.76%	17
21	10	20.33	1.11%	26	2.36%	15	1.87%	20
22	3	22	2.31%	21	1.87%	18	1.16%	27
23	1	22.33	1.71%	22	1.52%	21	1.53%	24
23	24	22.33	2.31%	20	0.77%	25	1.78%	22
25	30	24.33	1.50%	23	0.42%	27	1.55%	23
26	21	24.67	1.27%	25	0.90%	24	1.28%	25
27	25	26	1.39%	24	0.27%	28	1.25%	26
28	7	27.67	0.25%	28	0.72%	26	0.25%	29
29	29	28	0.85%	27	0.23%	29	0.54%	28

TABLE 3.06-3

INFILTRATION ANALYSIS RANKINGS

Rank	Flow Metering Basin	Average Score	April 15, 2012		May 26, 2012		May 31, 2012	
			Infiltration Rate	Score	Infiltration Rate	Score	Infiltration Rate	Score
1	14	1	56.57	1	8.26	1	26.84	1
2	4	2	35.37	2	7.89	2	21.63	2
3	2	5.33	34.19	3	3.99	5	13.44	8
4	8	5.67	18.5	7	5.94	4	14.7	6
5	13	6.5			6.09	3	11.08	10
6	20	7	27.3	4	2.48	10	13.51	7
7	12	7.33	25.92	5	3.42	6	9.22	11
8	18	7.67	11.63	11	3.24	8	17.1	4
9	22	9	17.85	8	1.09	16	17.45	3
10	5	10.33	12.03	10	3.41	7	7.22	14
11	19	11.33	6.94	16	2.99	9	12.57	9
12	11	12.33	10.23	12	2.02	12	7.35	13
13	21	13	20.85	6	1.08	18	5.96	15
14	15	14	9.78	13	2.25	11	4.79	18
15	23	14.33	6.01	18	1.67	14	9.22	11
15	28	14.33	5.64	19	0.94	19	15.88	5
17	1	15	12.13	9	1.09	16	3.76	20
18	6	16.67	4.05	21	1.81	13	5.25	16
19	17	17.33	7.16	15	0.88	20	5.13	17
20	10	18.67	5.07	20	1.22	15	3.44	21
21	3	19	7.74	14	0.8	21	2.94	22
22	26	19.33	6.34	17	0.65	22	4.68	19
23	24	22.67	3.24	22	0.31	23	2.55	23
24	7	24.33	0.95	25	0.3	24	1.13	24
24	25	24.33	3.05	23	0.06	25	1.05	25
26	29	25.67	1.98	24	0.04	27	0.48	26
27	16	26.33	0.67	26	0.05	26	0.43	27

TABLE 3.06-4

OVERALL BASIN RANKINGS

Rank	Flow Metering Basin	Overall Score	Peaking Factor Average Score	Inflow Percentage Average Score	Infiltration Rate Average Score
1	14	20.34	6.67	12.67	1
2	12	21.66	12.33	2	7.33
3	4	22	4	16	2
4	5	24.33	7	7	10.33
5	18	25.34	13.67	4	7.67
6	13	28.5	8.5	13.5	6.5
7	6	28.67	3.33	8.67	16.67
8	19	30.33	15.33	3.67	11.33
9	15	30.34	4.67	11.67	14
10	8	30.67	16.67	8.33	5.67
11	2	33.66	15.33	13	5.33
12	28	36.33	7.67	14.33	14.33
13	22	37.67	21.67	7	9
13	20	37.67	16	14.67	7
15	23	38	15	8.67	14.33
16	11	40.66	16.33	12	12.33
17	3	46	5	22	19
18	10	49.33	10.33	20.33	18.67
19	17	52.33	17.67	17.33	17.33
20	16	53	18	8.67	26.33
21	21	53.34	15.67	24.67	13
22	26	55.67	20.67	15.67	19.33
23	1	60	22.67	22.33	15
24	24	71.67	26.67	22.33	22.67
25	25	73.33	23	26	24.33
26	7	74.67	22.67	27.67	24.33
27	29	77.67	24	28	25.67

3.07 BASIN PRIORITIZATION

Table 3.06-4 presents overall basin rankings solely based on the I/I observed during the flow monitoring period. However, there are other factors that contribute to prioritization of the basins that can not necessarily be quantified with data analysis. One such factor is the results of the flooding survey presented in Figure 2.02-1. In addition, sources of inflow are traditionally both easier and less expensive to locate and repair. As a result, the ranking system combined with engineering judgment accounting for the flooding survey results and potential future costs, help determine the prioritization and schedule for future investigations.

A. Highest Priority Basins

Figure 3.07-1 shows the basins given the highest priority for future investigations. Following is a discussion as to why each basin was chosen.

Basin 14 exhibited high values of both inflow and infiltration and was ranked highest in the ranking system, and it also showed significant flooding according to the flood survey results.

Basin 15 was prioritized because it is a top ten basin according to the rankings, but more importantly the flooding survey suggests extensive flooding in this area. Also, its proximity to Basin 14 makes it an logical basin for future investigation.

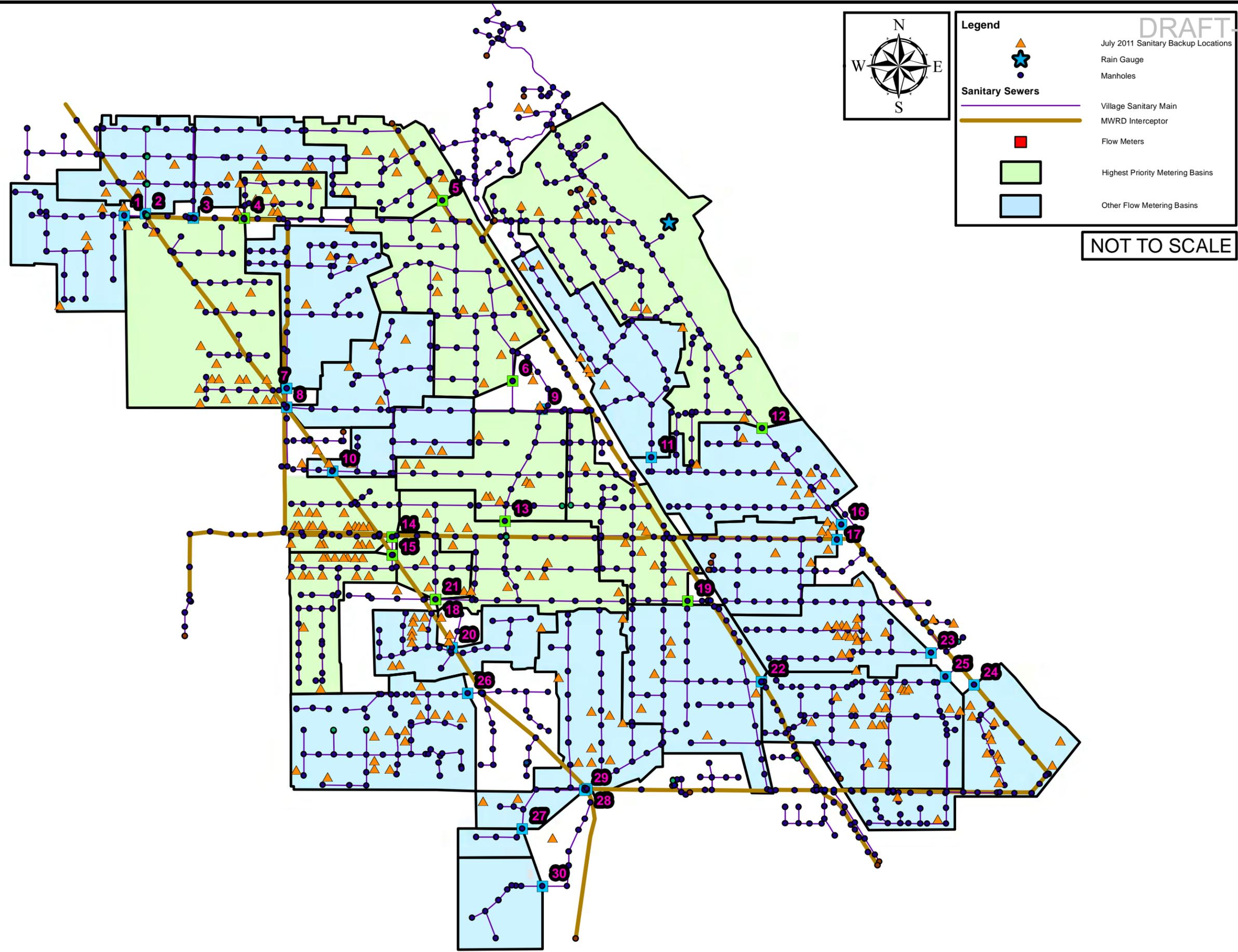
Basins 05, 06, 13, and 18 were included in the highest priority group because each basin ranked high in the overall rankings and the inflow rankings. In addition, flooding was reported in each of those basins according to the survey results. Most importantly however, these basins interact very closely because they are in series (see Figure 2.02-2). Furthermore, the presence of a relief sewer from Basin 13 which also relieves Basin 18 suggest that excess flow has historically been an issue throughout these basins.

Basin 21 was included as a high priority basin not because the rankings suggest that this basin is subject to extensive I/I, but because it includes an overflow to Basins 14 and 15. Since future investigations appear warranted throughout this area, it makes sense to include it.

Basin 04 was included as a high priority because of how high it ranked based on the data collected during the flow metering period supported by the flooding reported as a result of the July 23, 2011 event.

Basin 19 was included as a high priority basin because it ranked high in the top 10 of the overall rankings including number two in the overall inflow rankings and is just adjacent to Basin 18.

Basin 12 was included as a high priority basin because it ranked high in the overall rankings. While the risk of basement backups in this area appears low because of the topography of the basin and relatively few basement backups indicated in the flood survey, removing the excess flow would provide added capacity downstream and could benefit Basin 16. According to the flow metering data, Basin 16 does not appear to be a basin with high I/I, however, the flooding survey suggests there is a problem with basement backups along the main sewer on Sheridan Road. This could be because I/I from Basin



HIGHEST PRIORITY BASINS

SANITARY SEWER EVALUATION SURVEY
VILLAGE OF WINNETKA
WINNETKA, IL



FIGURE 3.07-1

12 is reducing the capacity of the sewers within Basin 16 and it is the lack of capacity causing the reported problems in Basin 16.

There were several areas of the Village that were not metered that reported basement backups in the flood survey, specifically the areas west of Basin 07 and north of Basin 14. We recommend these areas be included as high priority areas also.

B. Remaining Basins

Certainly the flood survey report and the results of the flow metering analyses indicate there are other areas of the Village that have concerns with I/I and potential for basement backups. The intention of the highest priority basin ranking is not to exclude these other areas, but to give the Village focus on where to start their further investigations. As discussed in Section 4, these other areas will be addressed in the future following the further investigations and follow up evaluations of I/I removal success.

**APPENDIX A
BREAKDOWN OF SANITARY SUBBASINS**

APPENDIX A
BREAKDOWN OF SANITARY SUBBASINS

Meter	Sewer Diameter	Length of Sewer		Equivalent Sewer Length	Meter	Sewer Diameter	Length of Sewer		Equivalent Sewer Length
	(in)	(ft)	(miles)	inch-mile		(in)	(ft)	(miles)	inch-mile
1	8	5440	1.03	8.24	9	Overflow for Basin 13			
Total		5440	1.03	8.24	10	8	1232	0.23	1.87
Acreage		50.7				10	2720	0.52	5.15
2	8	3998	0.76	6.06		12	1255	0.24	2.85
	10	770	0.15	1.46	Total		5207	0.99	9.87
Total		4768	0.90	7.52	Acreage		33.4		
Acreage		43.6			11	8	3036	0.58	4.60
3	8	959	0.18	1.45		10	1928	0.37	3.65
	10	4013	0.76	7.60		12	398	0.08	0.90
	12	384	0.07	0.87		15	1661	0.31	4.72
	15	463	0.09	1.32	Total		7023	1.33	13.87
Total		5819	0.94	11.24	Acreage		66.3		
Acreage		42.0			12	6	337	0.06	0.38
4	8	2594	0.49	3.93		8	10624	2.01	16.10
Total		2594	0.49	3.93		10	2712	0.51	5.14
Acreage		17.4				12	2986	0.57	6.79
5	8	3969	0.75	6.01		15	1602	0.30	4.55
	10	1118	0.21	2.12	18	291	0.06	0.99	
	12	812	0.15	1.85	Total		18261	3.46	33.95
Total		5899	1.12	9.98	Acreage		184.2		
Acreage		45.8			13	8	5613	1.06	8.50
6	8	8970	1.70	13.59		15	2437	0.46	6.92
	10	2159	0.41	4.09	Total		8050	1.52	15.43
	12	1036	0.20	2.35	Acreage		47.8		
	15	2075	0.39	5.89	14	8	672	0.13	1.02
Total		14240	2.11	25.93		10	741	0.14	1.40
Acreage		94.7			Total		1413	0.27	2.42
7	8	9841	1.86	14.91	Acreage		7.4		
	10	1040	0.20	1.97	15	8	455	0.09	
Total		10881	2.06	16.88		10	4008	0.76	7.59
Acreage		67.2				15	928	0.18	2.64
8	8	1934	0.37	2.93	Total		5391	1.02	10.23
	10	152	0.03	0.29	Acreage		39.4		
	12	696	0.13	1.58					
	15	1926	0.36	5.47					
Total		4708	0.89	10.27					
Acreage		47.1							

Meter	Sewer Diameter	Length of Sewer		Equivalent Sewer Length	Meter	Sewer Diameter	Length of Sewer		Equivalent Sewer Length
	(in)	(ft)	(miles)	inch-mile		(in)	(ft)	(miles)	inch-mile
16	6	131	0.02	0.15	22	8	6145	1.16	9.31
	8	3016	0.57	4.57		9	703	0.13	1.20
	10	1025	0.19	1.94		10	2044	0.39	3.87
	15	2025	0.38	5.75		12	1220	0.23	2.77
	18	1669	0.32	5.69		15	834	0.16	2.37
	24	628	0.12	2.85		18	206	0.04	0.70
Total		8494	1.49	20.96	Total		11152	2.07	20.22
Acreage		76.0			Acreage		86.6		
17	8	2481	0.47	3.76	23	8	1926	0.36	2.92
	10	1326	0.25	2.51		10	393	0.07	0.74
	20	2254	0.43	8.54		12	2581	0.49	5.87
Total		6061	1.15	14.81		15	407	0.08	1.16
Acreage		47.5				18	1255	0.24	4.28
18	8	9233	1.75	13.99	Total		4636	0.88	14.96
	12	503	0.10	1.14	Acreage		54.0		
	15	1835	0.35	5.21	24	8	971	0.18	1.47
Total		11571	2.19	20.35		9	1518	0.29	2.59
Acreage		72.8				10	1911	0.36	3.62
19	8	4383	0.83	6.64		12	2116	0.40	4.81
	10	954	0.18	1.81		18	1047	0.20	3.57
	12	448	0.08	1.02	Total		6592	1.25	16.06
	15	1305	0.25	3.71	Acreage		65.9		
	18	2601	0.49	8.87	25	6	116	0.02	0.13
Total		5308	1.01	22.04		8	6222	1.18	9.43
Acreage		56.9				12	2871	0.54	6.53
20	8	3424	0.65	5.19		15	599	0.11	1.70
	10	1090	0.21	2.06		18	2571	0.49	8.76
Total		4514	0.85	7.25		20	1289	0.24	4.88
Acreage		41.6			Total		13668	2.34	31.43
21	8	2437	0.46	3.69	Acreage		91.7		
Total		2437	0.46	3.69	26	8	8166	1.55	12.37
Acreage		17.9				12	1981	0.38	4.50
Total					Total		10147	1.92	16.88
Acreage					Acreage		85.5		
27	12	710	0.13	1.61	Total		710	0.13	1.61
Total					Acreage		9.0		

Meter	Sewer Diameter	Length of Sewer		Equivalent Sewer Length
	(in)	(ft)	(miles)	inch-mile
28	8	6985	1.32	10.58
	10	32	0.01	0.06
Total		7017	1.33	10.64
Acreage		67.5		
29	12	925	0.18	2.10
	15	679	0.13	1.93
Total		1604	0.30	4.03
Acreage		14.9		
30	8	1563	0.30	2.37
Total		1563	0.30	2.37
Acreage		34.3		

APPENDIX B
FLOW METERING EVALUATIONS

B.01 FLOW METERING BASIN DESCRIPTIONS

The following evaluation provides a summary of each metering location, the data collected, and concerns identified based on the three study rainfall events. The information presented is best considered in conjunction with the dry and wet weather flow analyses presented in Section 3.

A. FM 01

This basin was approximately 50.7 acres in area. It collected flow from most northwest portion of the Village. The flow meter collected good data throughout the monitoring period. The sewerage from this basin flowed directly into the MWRDGC interceptor system.

B. FM 02

This basin was approximately 43.6 acres in area north of Tower Road between Grove Street and Vernon Avenue. This flow meter collected good data throughout the monitoring period. The sewerage from this basin flowed directly into the MWRDGC interceptor system.

C. FM 03

This basin was unique among some of the other basins in that it had a relief sewer located within it. There are two sewers that travel from north to south along Vernon Avenue. The eastern most line collects flow from the collector sewers along Scott and Asbury Avenues. However, there exists three overflow pipes connecting the eastern line to the western line. The inverts of these overflow pipes are set higher than the invert of the downstream sewers. When flows get too high and the water level rises it would reach the invert of the overflow sewers and flow into the adjacent sewer line. An analysis of the data and physical observations, such as the presence of debris in the overflow pipe flowline both before and after rainfall events, suggest that none of the events that occurred during the monitoring period caused an overflow.

This basin was 42 acres in area and the data collected was of good quality. The connection to the MWRDGC interceptor is located directly downstream.

D. FM 04

This basin was approximately 17.4 acres in area north of Tower Road and collecting sewerage from the Forest Glen area. The meter functioned well during the monitoring period and the basin flows directly to the MWRDGC interceptor.

E. FM 05

The flow metering data collected by FM 05 was good. The basin was 45.8 acres in area encompassing the area north of Tower Road, west of the railroad tracks and East of Euclid Avenue. Sewerage from this flow meter continued downstream to Basin 06.

F. FM 06

As stated above FM 06 received flow from the Basin 05 as well as sewerage from an 94.7 acre area. The data collected at this metering location was good throughout the metering period. Basin 06 was tributary to Basin 13.

G. FM 07

This flow meter had some sediment issues that caused some data dropouts to occur. When velocities are low within sewers it causes solids to settle out. When these solids deposit on top of the flow meter sensor it prevents the meter from collecting a velocity reading. To combat this, every week during the data download process we made sure to clean this location. The diligent cleaning program for this metering location ensured that the data collected at this location was generally good.

This basin had an area of 67.2 acres and was directly upstream of an MWRDGC interceptor.

H. FM 08

This flow meter collected good data. However, during the middle of the night during low flows the meter was having difficulty collecting data because the flow level was too low. We made a maintenance visit to this location during the monitoring period to push the meter further into the pipe and this solved the problem. Since the flow level was elevated during rainfall events, this did not affect any of the wet weather data collected.

This basin was 47.1 acres in size and was directly upstream of the MWRDGC interceptor.

I. FM 09

This flow meter was installed in an 18 inch relief sewer designed to offload a small portion of dry weather and a significant portion of the wet weather flows from the Basin 13 towards an MWRDGC interceptor. All data collected at this flow meter actually represented flow generated upstream in Basins 13, 06, and 05. The data was used to adjust the data collected by FM 13. As a result, the wet weather analyses described later in this section was not applied to Basin 09. This is described further in Section 3.05.

The dry weather flows at this metering location were fairly low since it was monitoring a relief sewer. This resulted in solid depositing on the flow metering sensor. This was another site that required cleaning every time the data was downloaded. The data collected at this location was generally good despite the solids deposits.

J. FM 10

FM 10 presented problems throughout the flow monitoring period. Firstly, the velocities within the sewer were very low resulting in severe solids depositing. We explored the option of moving the meter. However, the next manhole upstream was a junction point of two sewers which would required the

installation of an additional meter. Rather than moving the meter and increasing the cost, we were diligent in cleaning the solids deposits during each data download.

Despite the heavy solids deposits, the meter was functional during all of the rainfall events and provided generally good data throughout the monitoring period. The MWRDGC interceptor was directly downstream of this metering location.

The flow response graph at this location suggested that a backup occurred during the April 15 and May 26 events as evidenced by the negative flow observed during the event. It is unclear based on the flow metering data whether the backup was caused by the capacity of the sewer being exceeded or as a result of downstream influence from the MWRDGC intercepting sewer.

K. FM 11

This meter was located east of the railroad tracks in the downtown area north of Elm Street. Its tributary area was 66.3 acres and the data collected at this location was good. Basin 11 was tributary to Basin 16.

L. FM 12

This basin encompassed the northeastern portion of the Village and had the largest basin area at 184.2 acres. This flow metering location was unique in that the sewer was an egg-shaped brick sewer. The shape of the sewer was accounted for to accurately calculate flow rates.

The data collected at this location was good and this meter was also tributary to Basin 16.

M. FM 13

This flow meter experienced a mechanical error and did not collect data during portions of the first few weeks of the monitoring period. Due to the meter malfunction this meter was not operational during the April 15 event. This is discussed in further detail in Section 3.05. Once the meter was replaced, it collected good data during the rest of the monitoring period including the final two study rainfall events.

This basin was 47.8 acres in size and was located downstream of Basin 06 and upstream of Basin 18. As discussed previously, the data collected at Basin 13 was adjusted using the data collected by FM 09.

N. FM 14

This flow meter provided generally good data during the monitoring period, especially during the study rainfall events. A maintenance trip was required early on in the monitoring period to push the flow meter deeper into the pipe to reduce turbulence. This resulted in better data the rest of the monitoring period.

This basin contained an overflow relief sewer from Basin 21. The flow metering data and physical observations, such as the presence of debris in the overflow pipe flow line both before and after rainfall events, suggest an overflow did not occur during the flow monitoring period.

This flow metering basin was 7.4 acres and was directly tributary to the MWRDGC interceptor system.

O. FM 15

This flow meter provided good data throughout the monitoring period. The basin was 39.4 acres. This basin also contains an overflow from Basin 21 and similar to Basin 14 the data and physical observations suggest an overflow did not occur during the metering event.

P. FM 16

This flow meter was installed in a brick egg-shaped sewer. As a result, similar metering adjustments were required as described under FM 12. This meter collected the sewerage from Basin 11 and Basin 12. The data collected here was good throughout the period. This basin was 76 acres in area and was tributary to the MWRDGC interceptor system.

Q. FM 17

This flow meter was also installed in a brick egg-shaped sewer and required the adjustments described above. Overall the data collected at this location was good. The basin area was 47.5 acres and was directly connected to the MWRDGC interceptor system.

R. FM 18

This flow meter was located downstream of Basin 13. The data collected at this location was good and it flowed to the MWRDGC interceptor system.

S. FM 19

This flow meter was located in an egg-shaped brick sewer and the metering was adjusted accordingly. This location experienced severe solids deposition resulting in some lost data during dry weather. However, this was one location that was cleaned during each data download and therefore was fully operational for each study rainfall event. This basin was 56.9 acres in area and was directly upstream of the MWRDGC interceptor.

T. FM 20

This basin was 41.6 acres in area and the data collected was good throughout the flow monitoring period.

U. FM 21

This basin was 17.9 acres in area and was directly upstream of the MWRDGC interceptor. However, this metering basin has two overflows into other basins as described above (Basin 14 and Basin 15). Despite the presence of the overflow pipes, the data suggest there were no overflows during the flow monitoring period. We were able to make this determination by analyzing the level and flow data

collected by the meter. If an overflow occurred upstream the level data collected at this location would have leveled off at the elevation of the overflow pipes. Similarly, the shape of the flow curve found in Appendix B would show evidence of an overflow.

V. FM 22

Basin 22 was 86.6 acres in size. The flow meter at this location collected generally good data throughout the flow monitoring period. There were a few times some obstructions caused a loss in velocity data, however this did not occur during any of the study wet weather events. This meter was directly upstream of the connection to the MWRDGC interceptor.

W. FM 23

This flow meter collected good data throughout the metering period. The basin had an area of 54 acres and was directly tributary to the MWRDGC interceptor system.

X. FM 24

This flow meter collected good data throughout the monitoring period. This meter was also installed in an egg-shaped sewer and the metering was adjusted to account for that. The basin had an area of 65.9 acres. This basin was directly upstream of the MWRDGC connection.

Y. FM 25

This flow meter was the last meter installed in an egg-shaped sewer and required adjustment for that reason. It was located directly upstream of the MWRDGC interceptor and collected good data throughout the monitoring period. The basin had an area of 91.7 acres.

Z. FM 26

This flow meter collected sewerage from the southwest portion of the Village. The data collected was good for all three study events and throughout the monitoring period. This basin was 85.5 acres and was directly tributary to the MWRDGC interceptor system.

AA. FM 27

This flow meter along with FM 30 were unique among the other meters in that, it was installed to monitor flow entering the Village of Winnetka system from the Woodley Road Sanitary District. This is described in more detail in Section 3.05. The size of the tributary area to this flow meter is unknown because mapping information for this area was unavailable. The data collected at this location was generally good, however, on two occasions the meter needed to be cleaned free of rags. Neither incident affected any of the three study rainfall events.

AB. FM 28

This meter was installed in a Village of Winnetka sewer that was directly connected to an MWRDGC owned manhole requiring a confined space entry. Before entering the MWRDGC manhole, however, we needed to receive permission.

Strand Associates and Village of Winnetka personnel met at the MWRDGC offices downtown on April 4, 2012. The purpose of the meeting was to inform the MWRDGC of the intent and goals of the project and to receive permission to access their manhole. The result of the meeting was positive and we were able to install the flow meter.

This basin had an area of 67.5 acres.

AC. FM 29

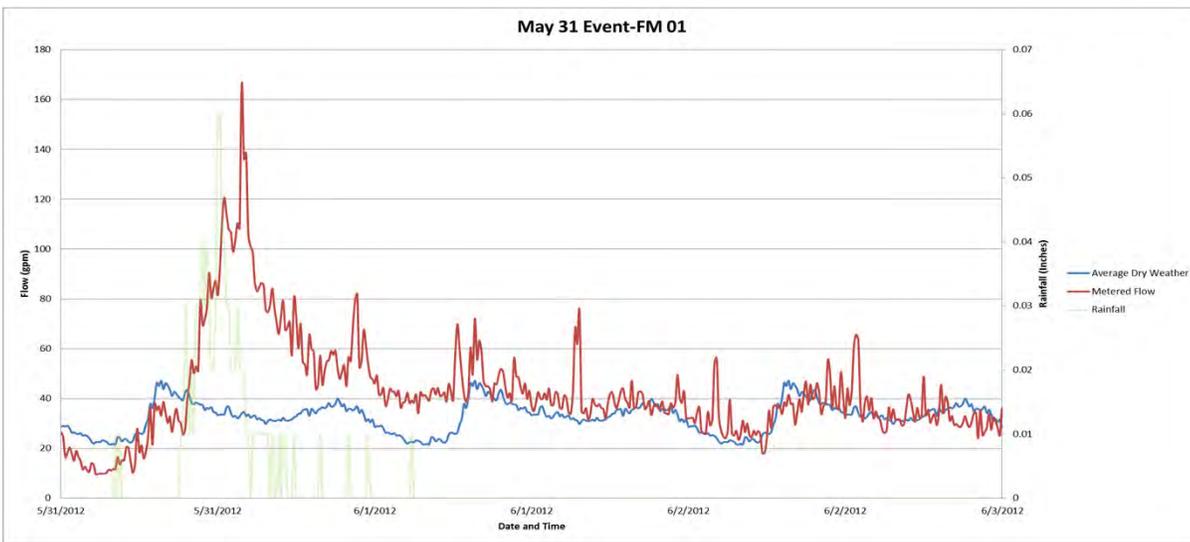
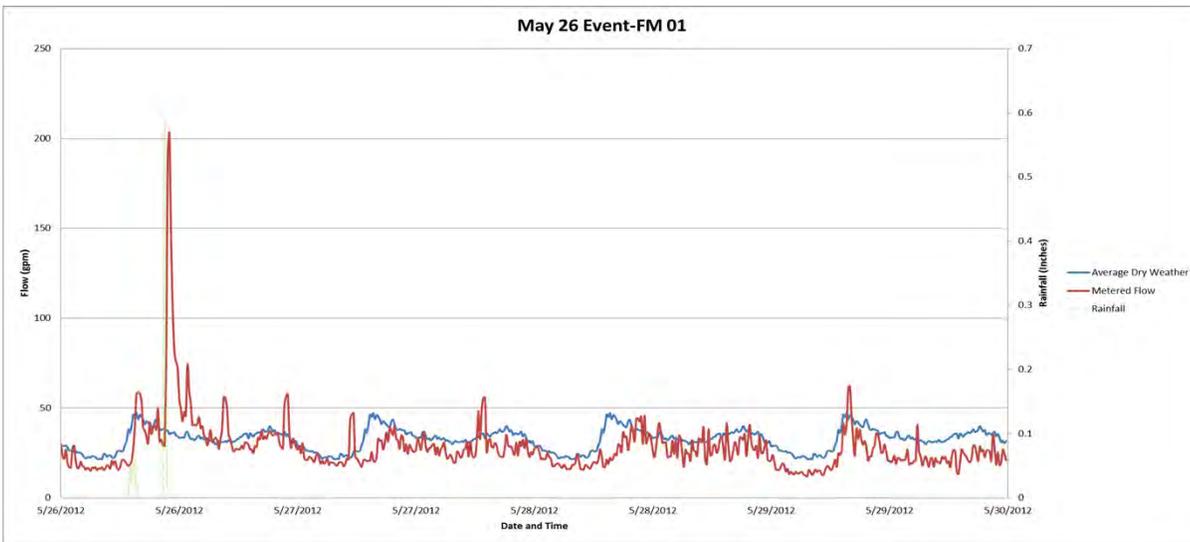
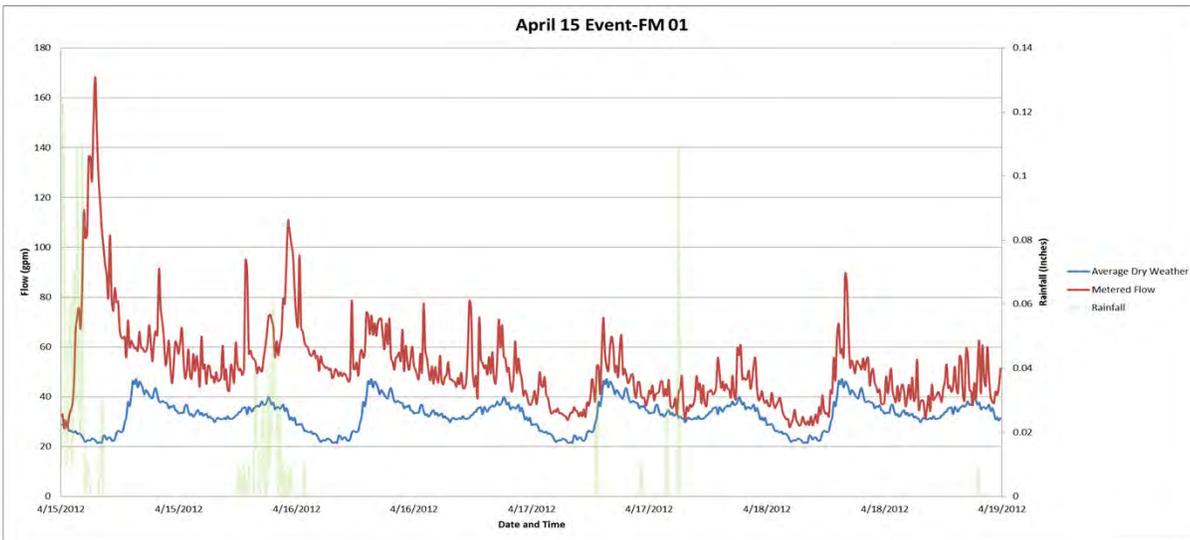
This basin was downstream of Basin 27. The data appeared to be good based on the quality control checks performed on the data. This basin was 14.9 acres and directly upstream of the MWRDGC interceptor system.

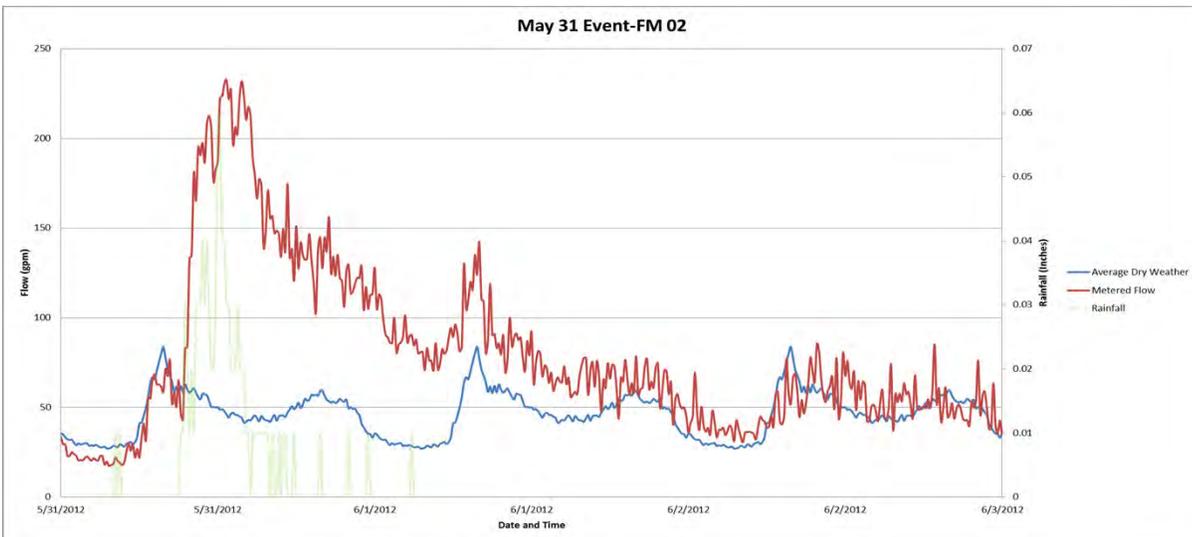
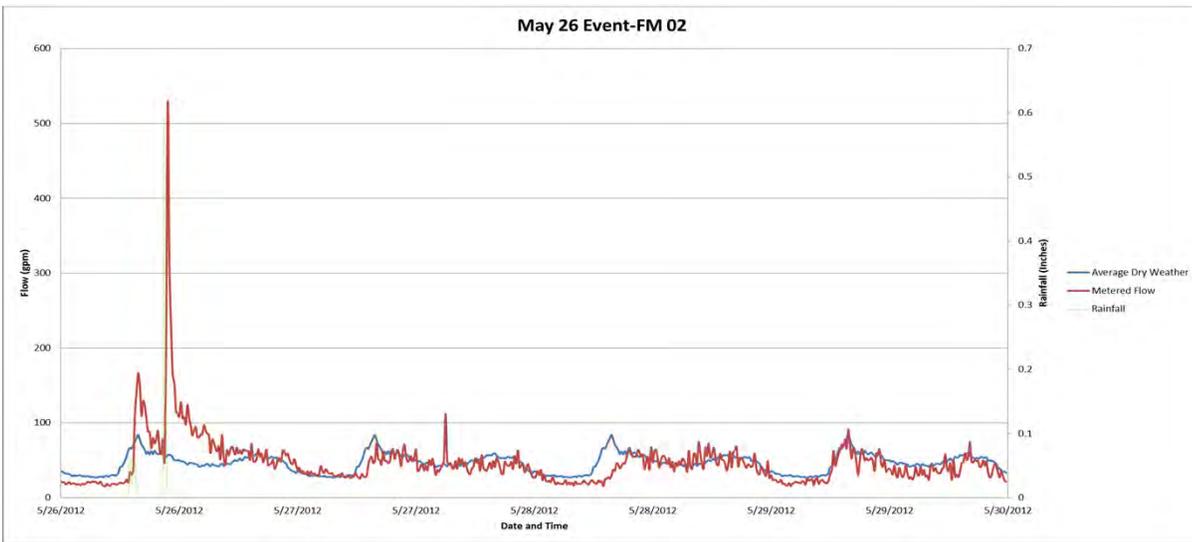
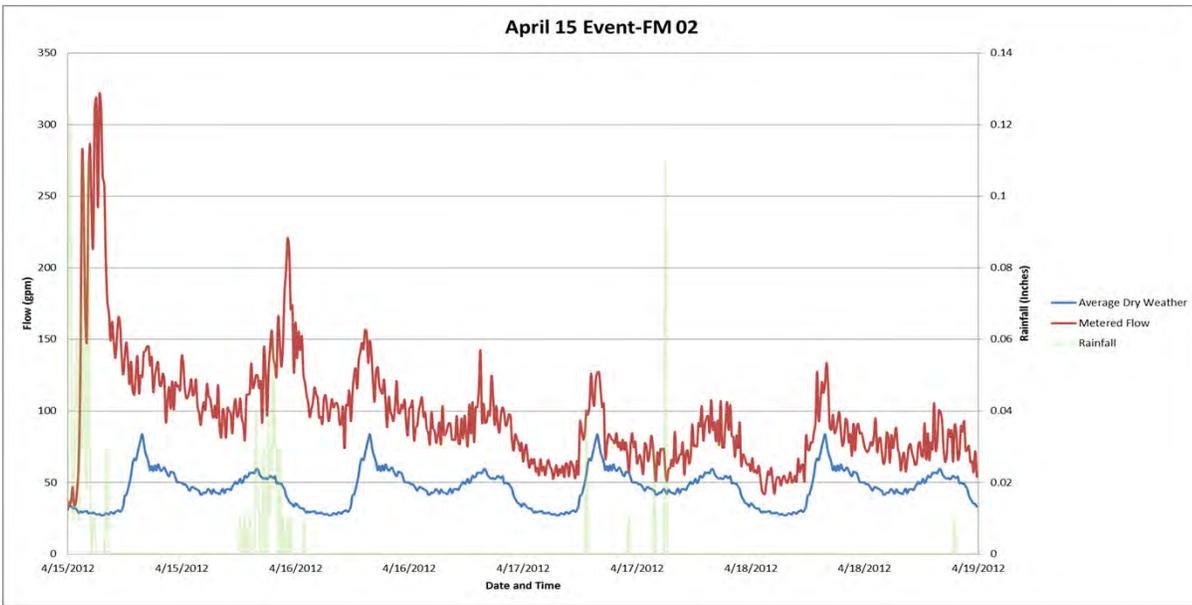
AD. FM 30

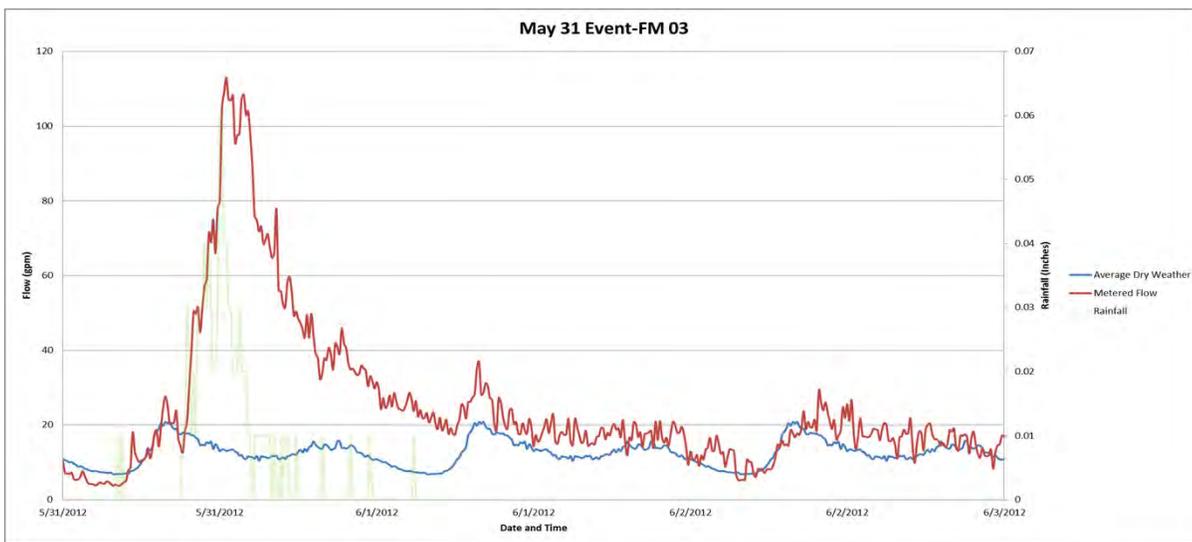
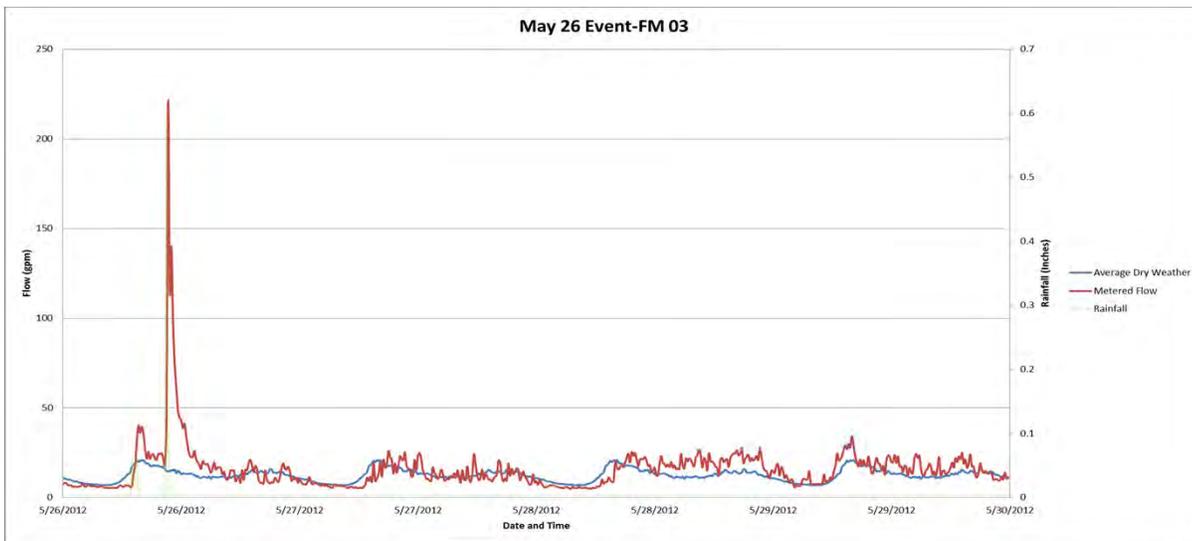
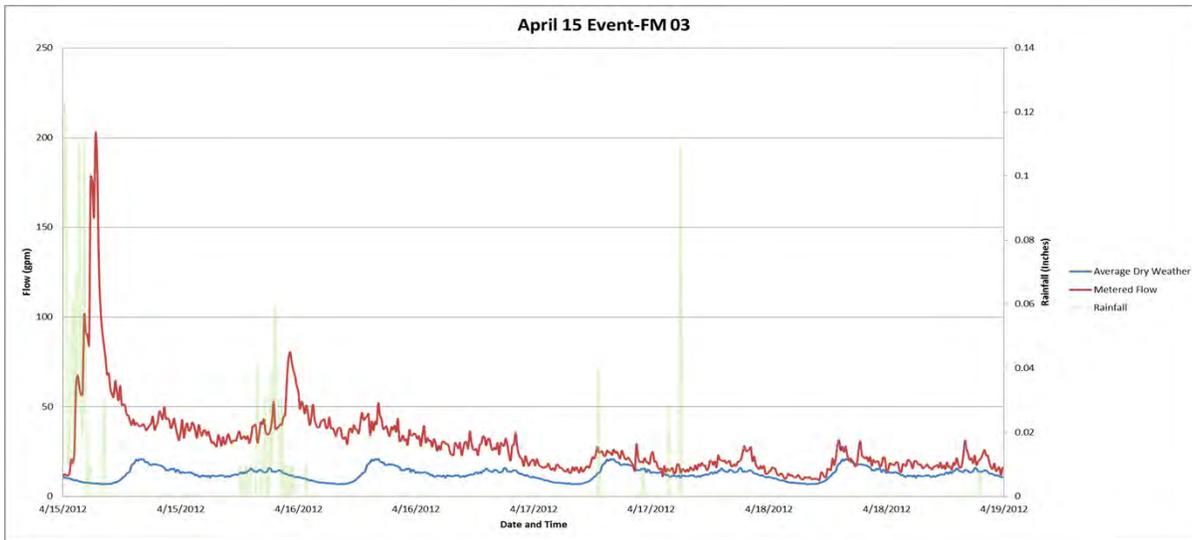
This basin was similar to Basin 27. It was installed to monitor flows into the Village from the Woodley Road Sanitary District. This meter collected generally good data, although there were times when rags collected on the probe and caused erroneous data. This did not affect any of the study events, however. As was the case with Basin 27, the actual size of this basin is unknown because mapping was unavailable at the time of this report. See Section 3.05 for further details regarding this basin.

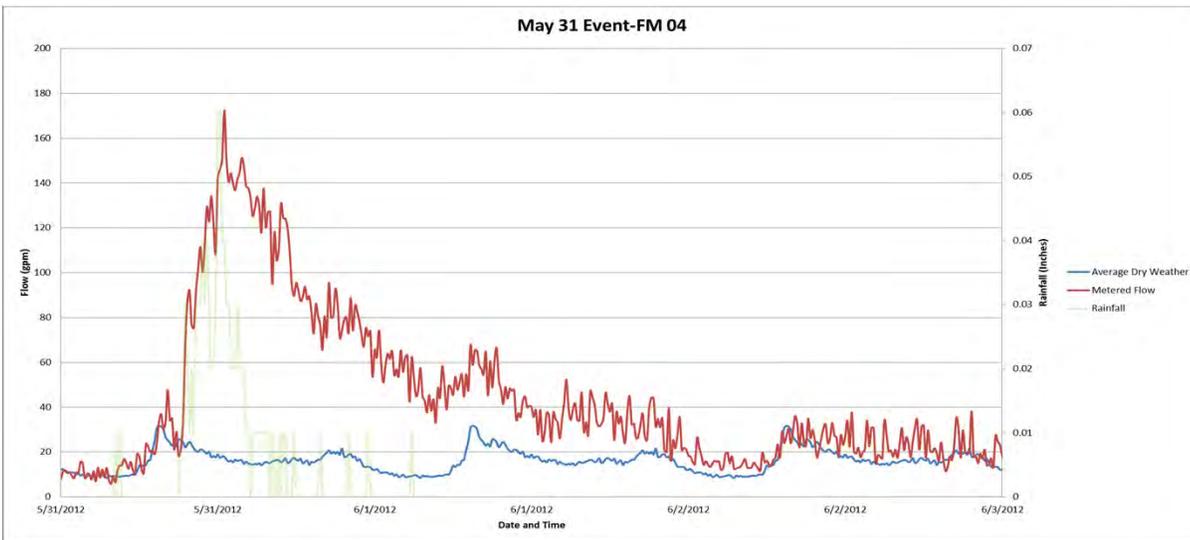
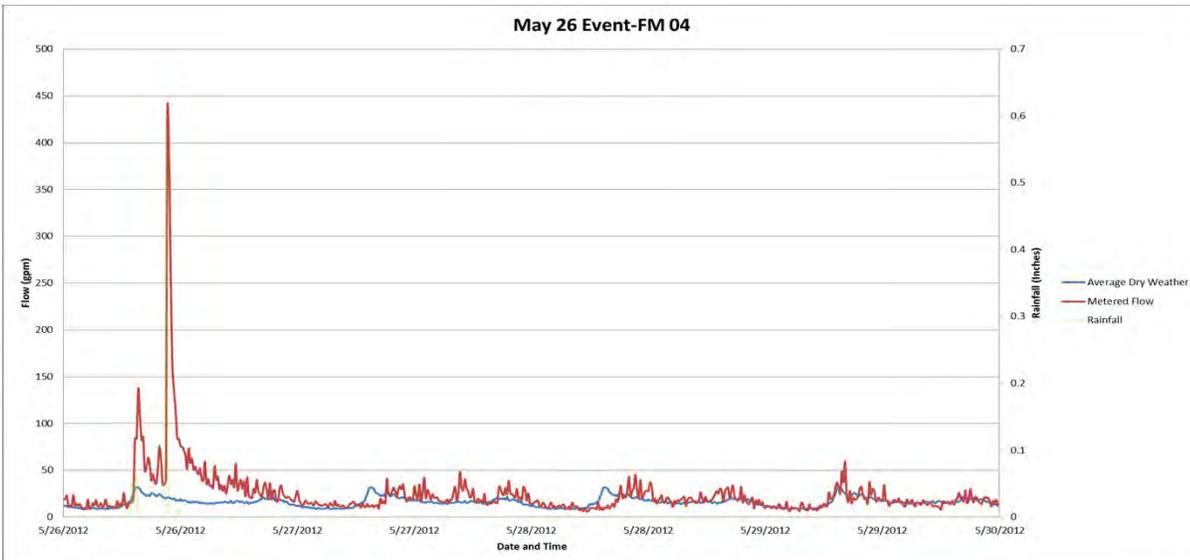
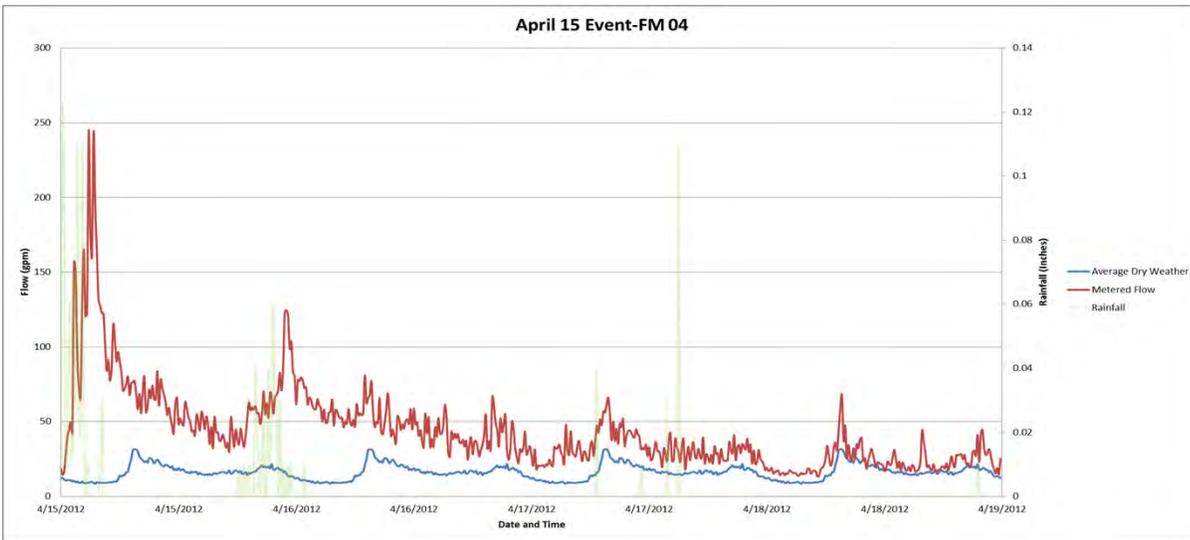
B.02 WET WEATHER FLOW RESPONSES

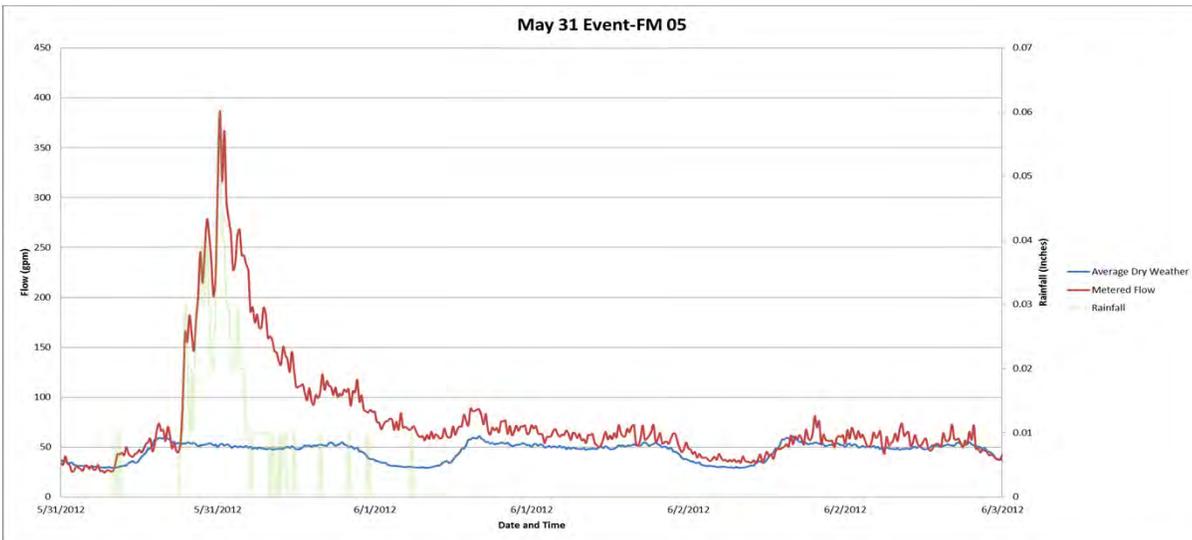
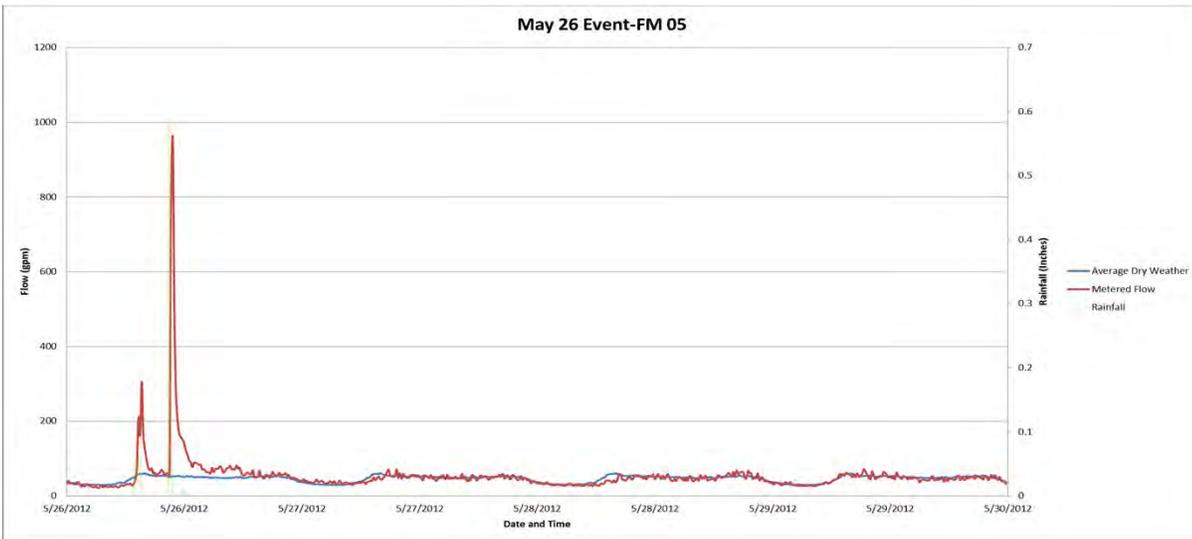
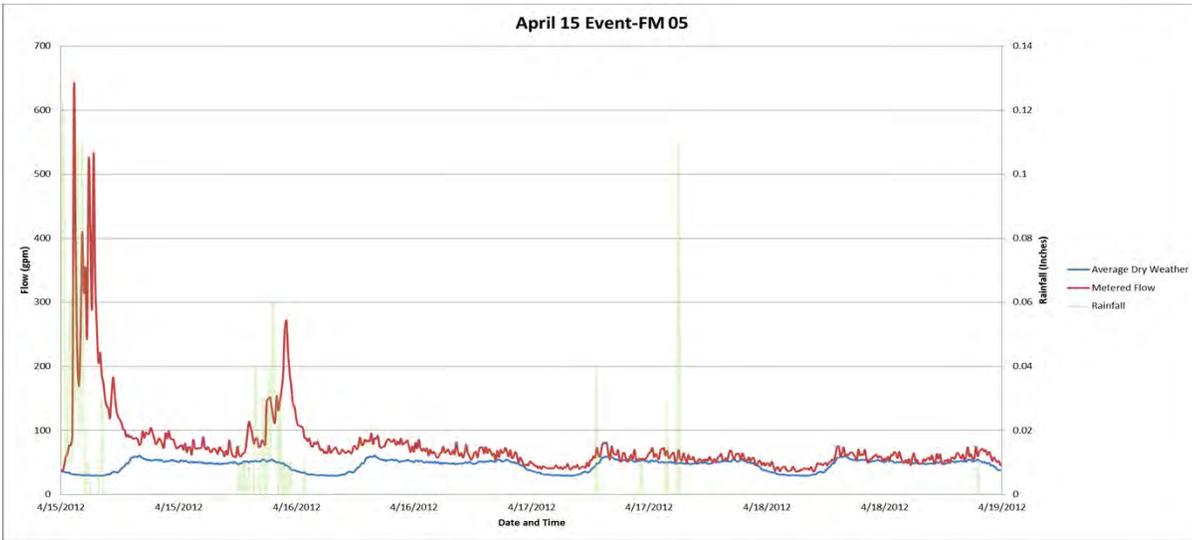
The following graphs represent the flow response at each metering location that occurred during the three study events that occurred on April 15, May 26, and May 31.

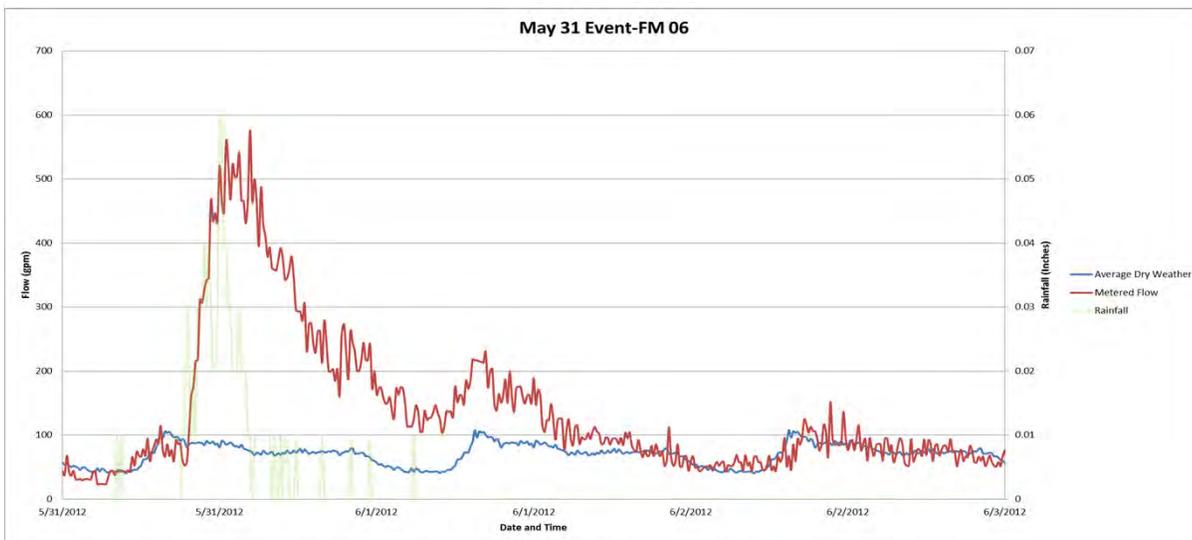
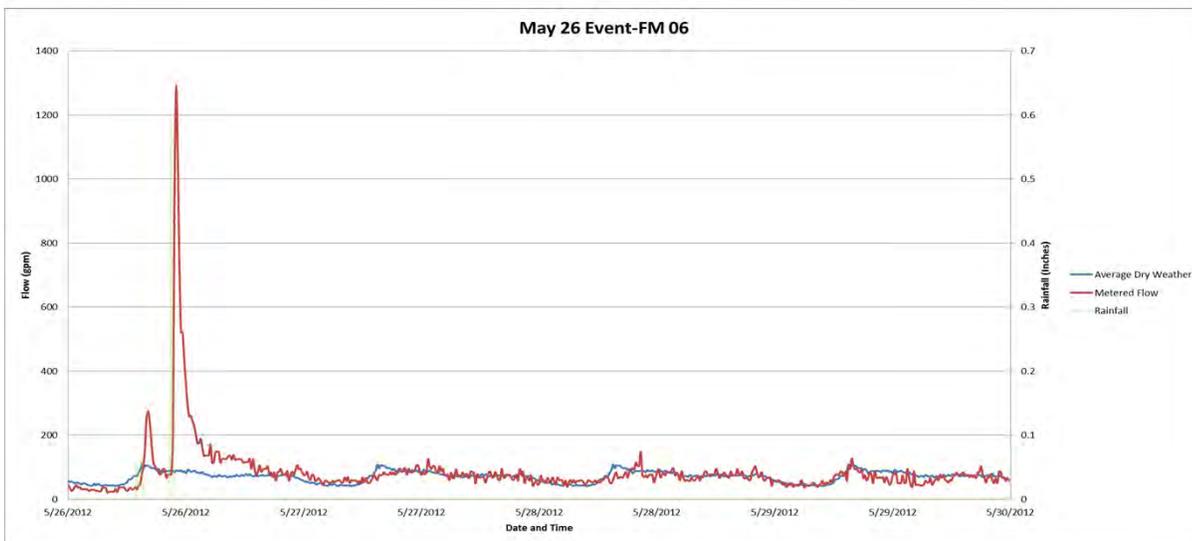
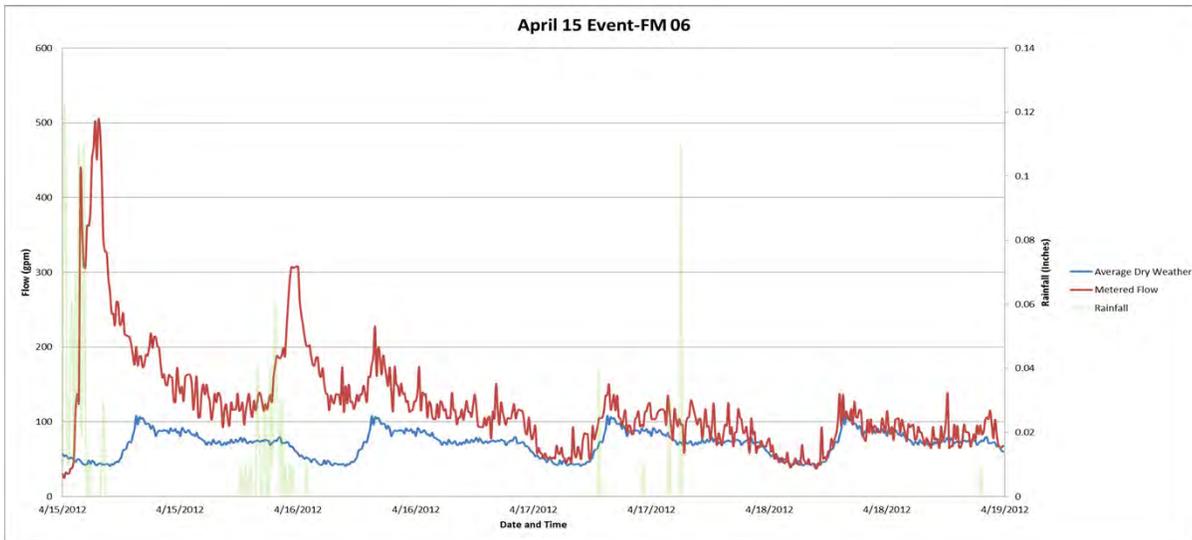


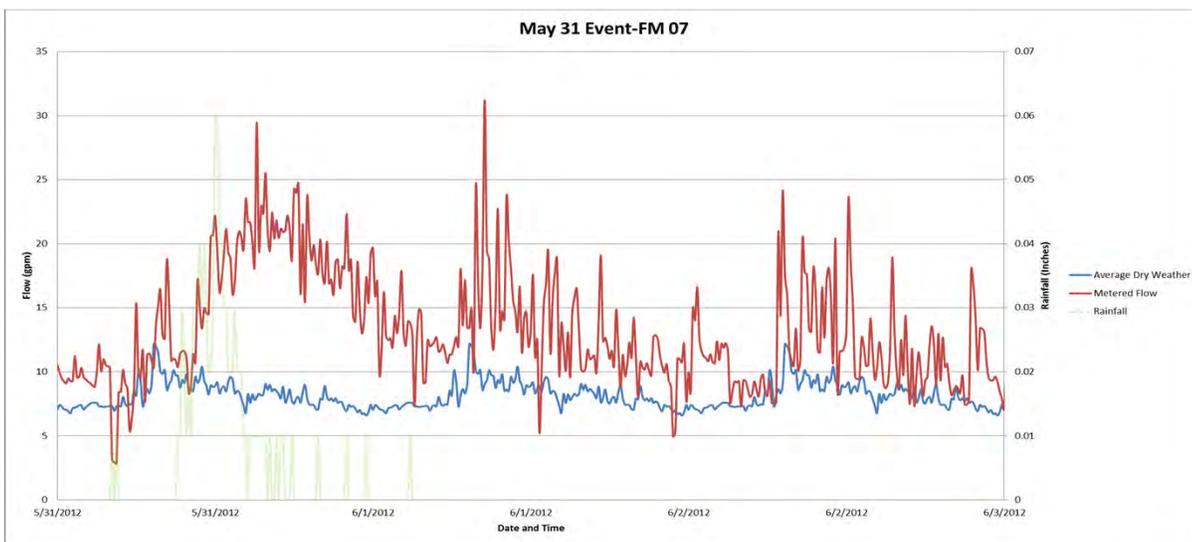
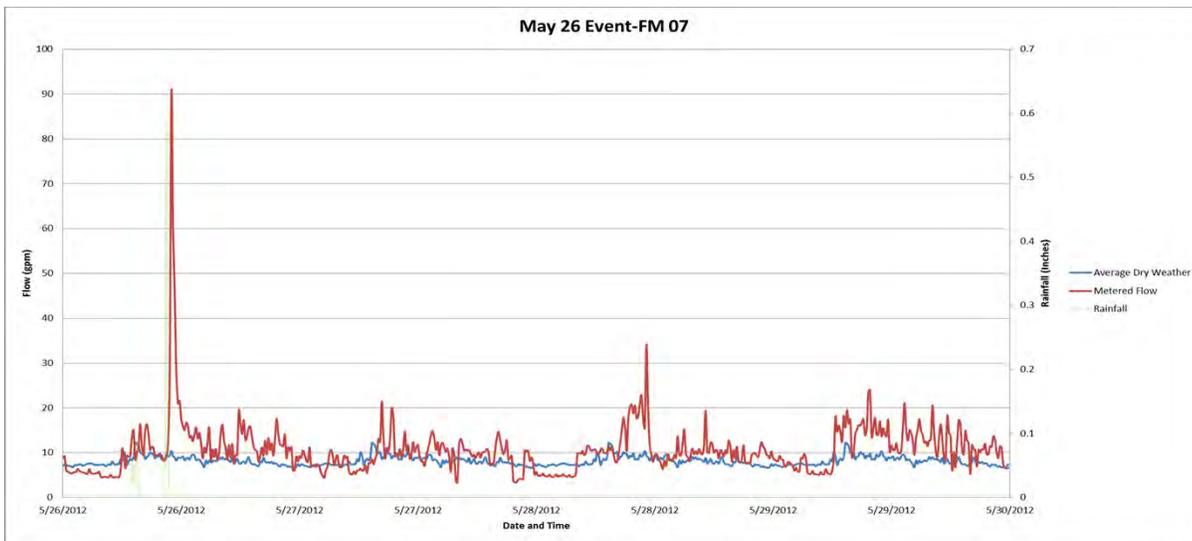
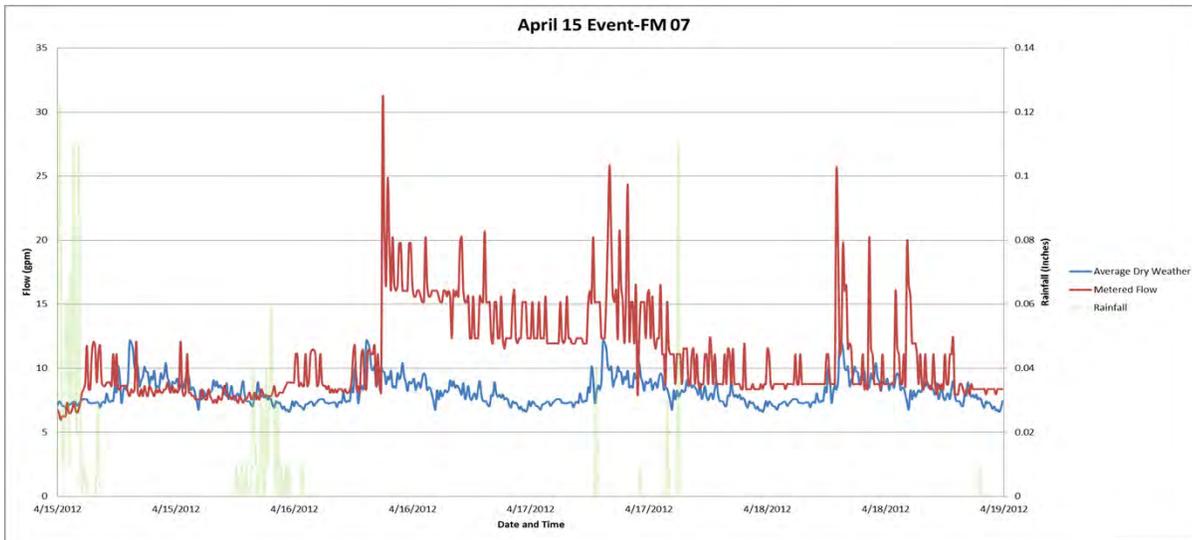




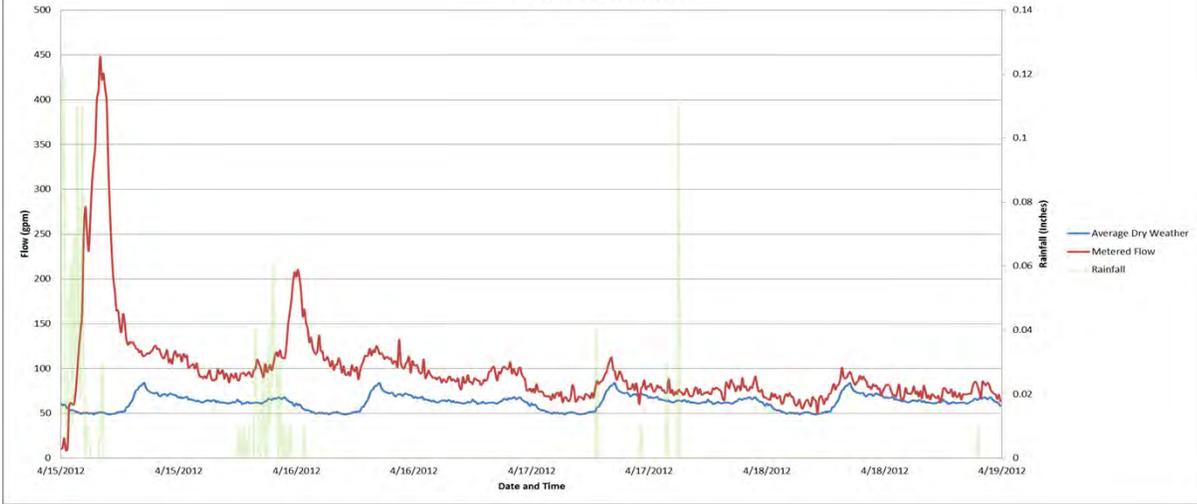




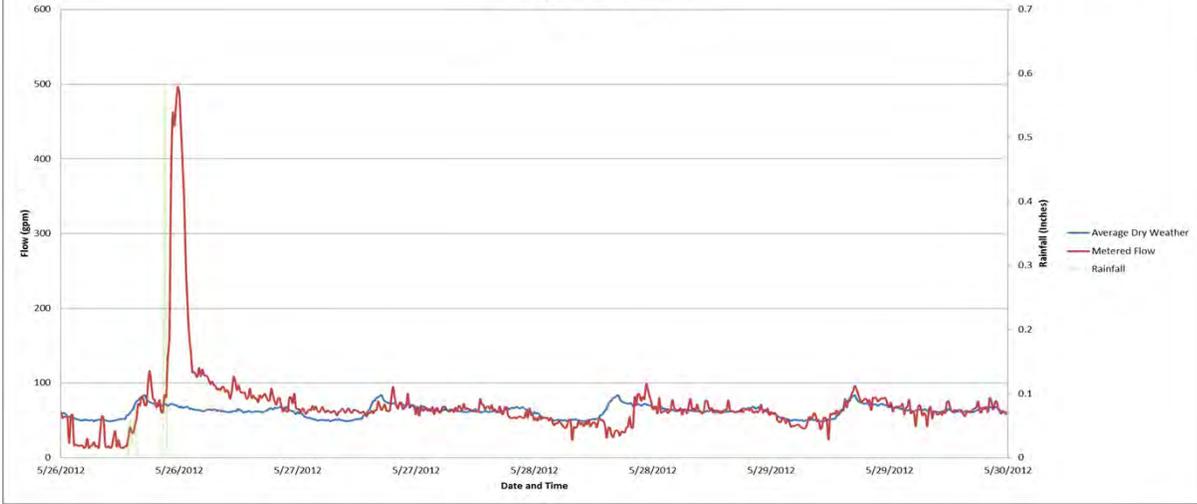




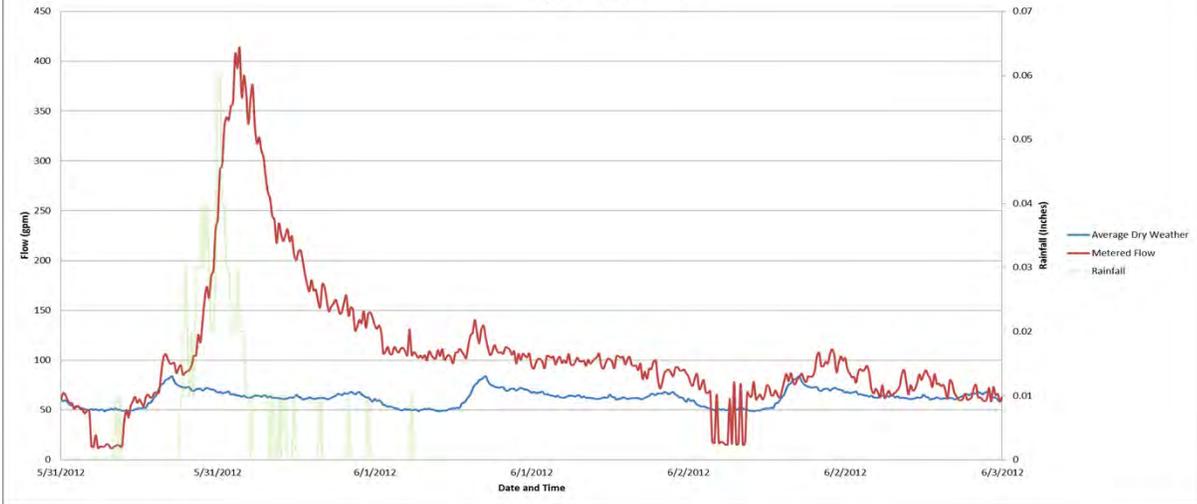
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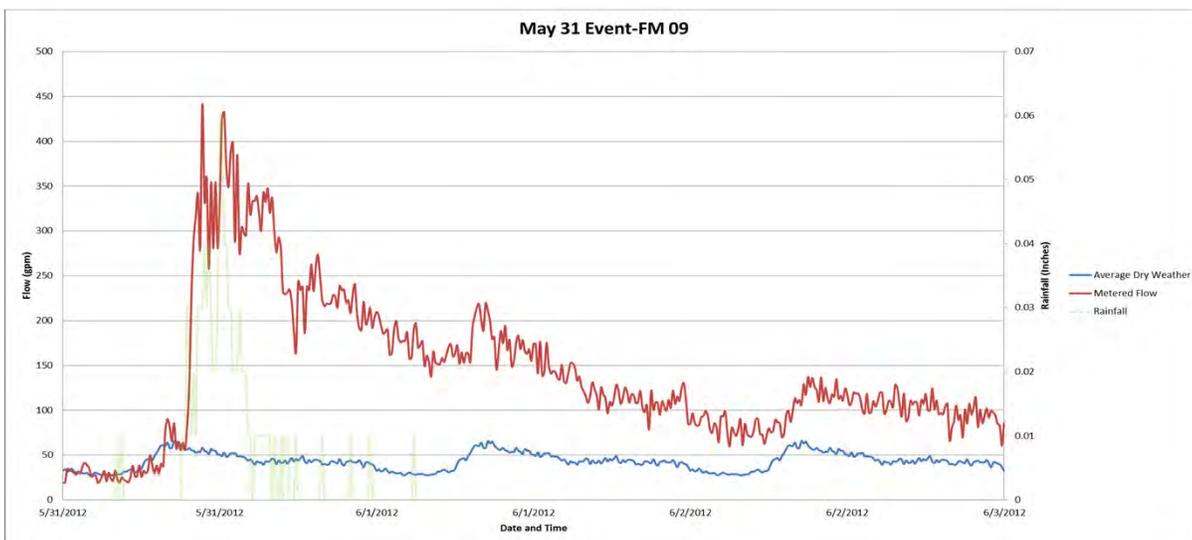
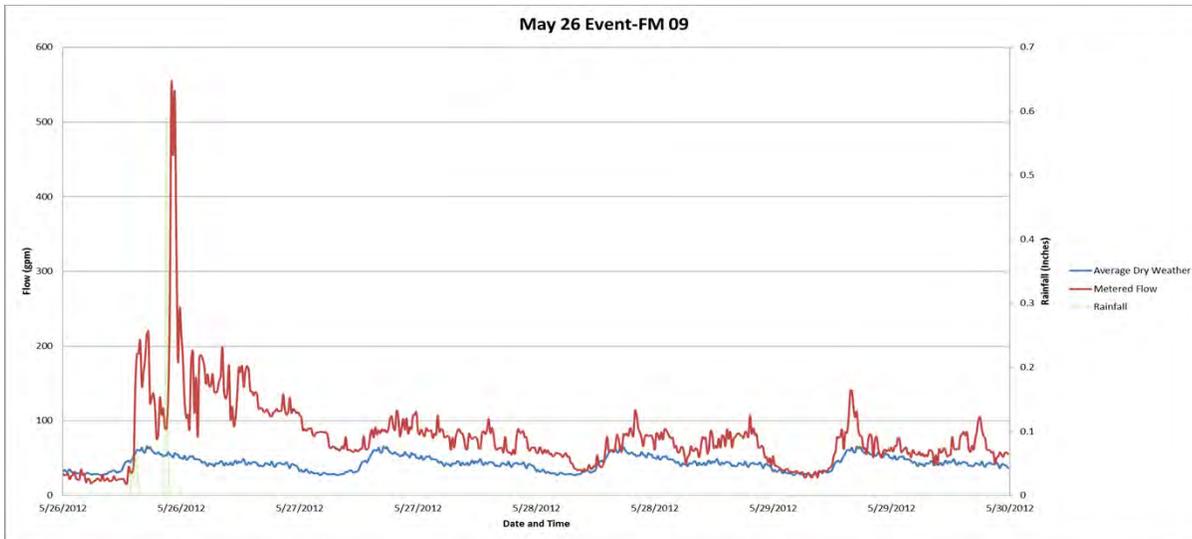
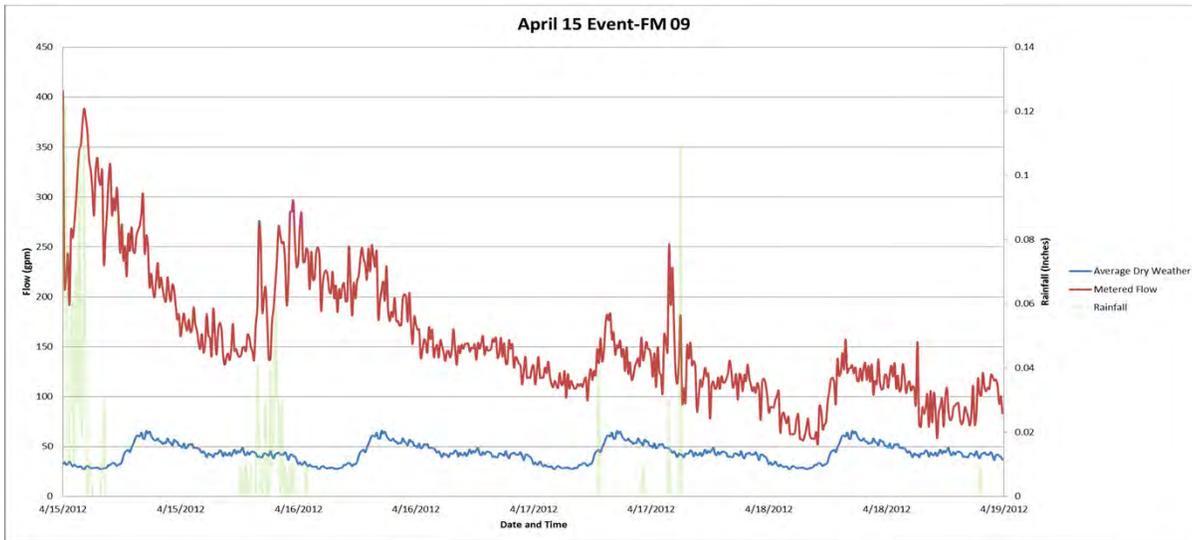


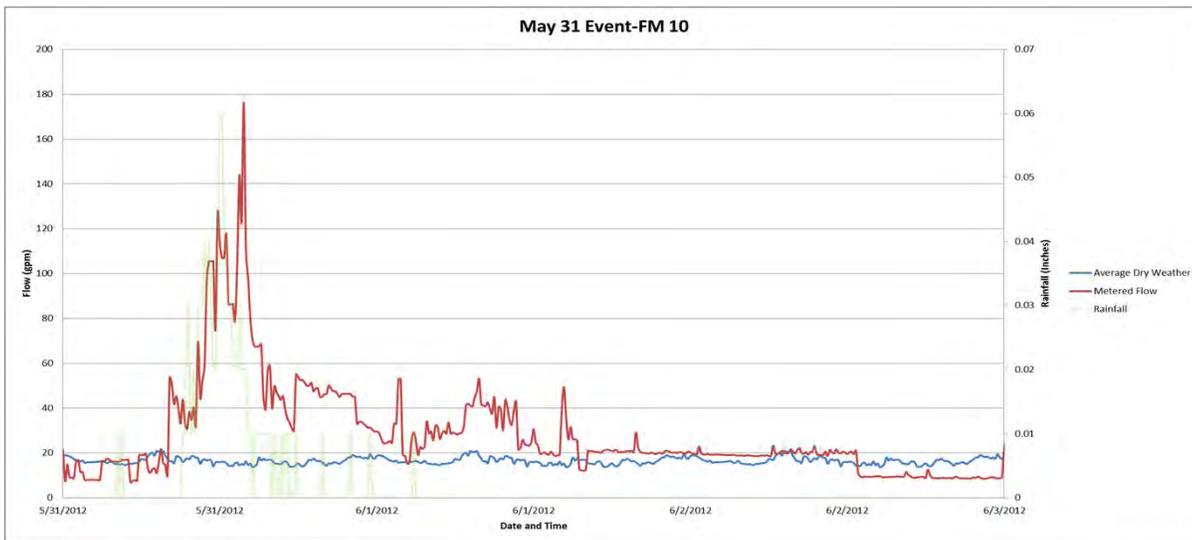
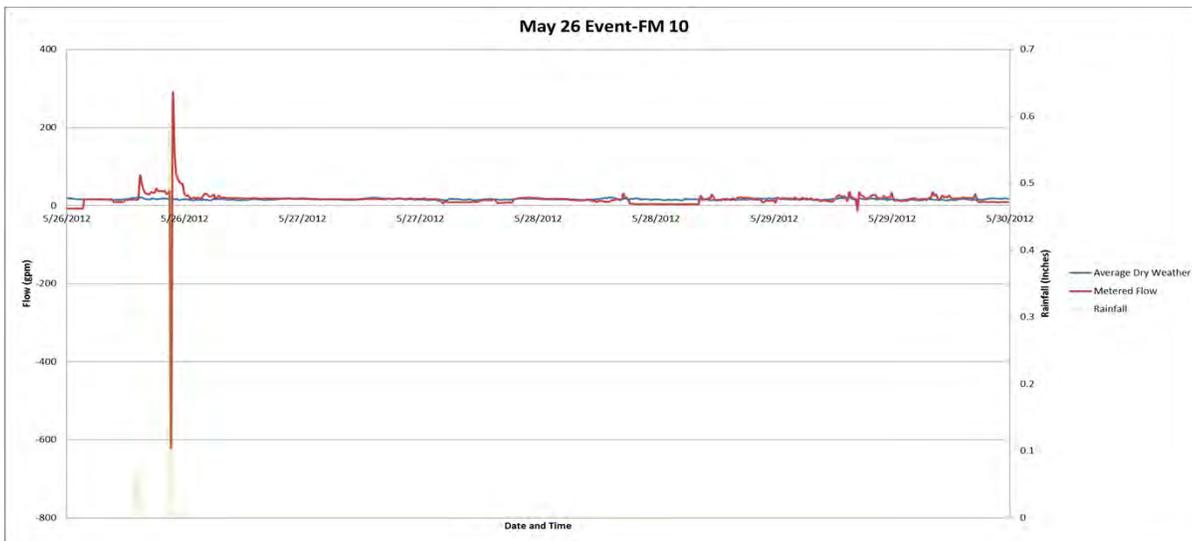
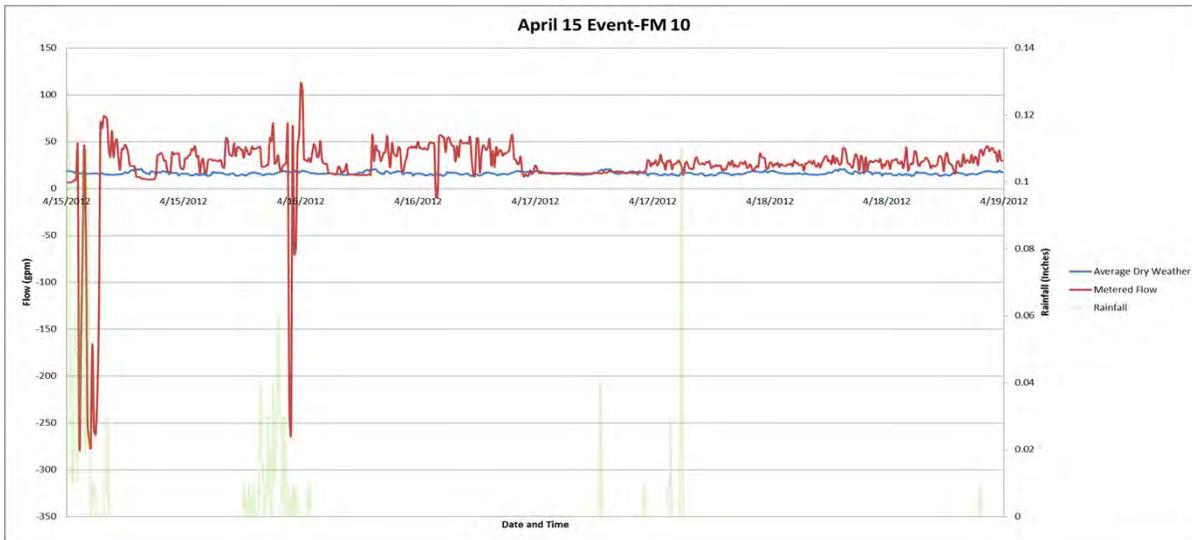
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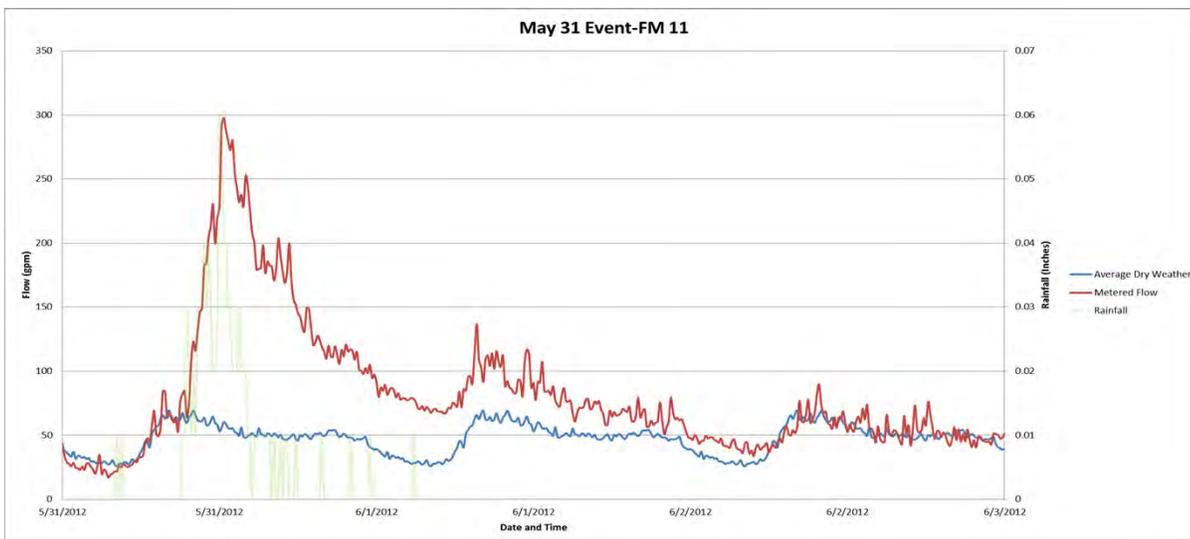
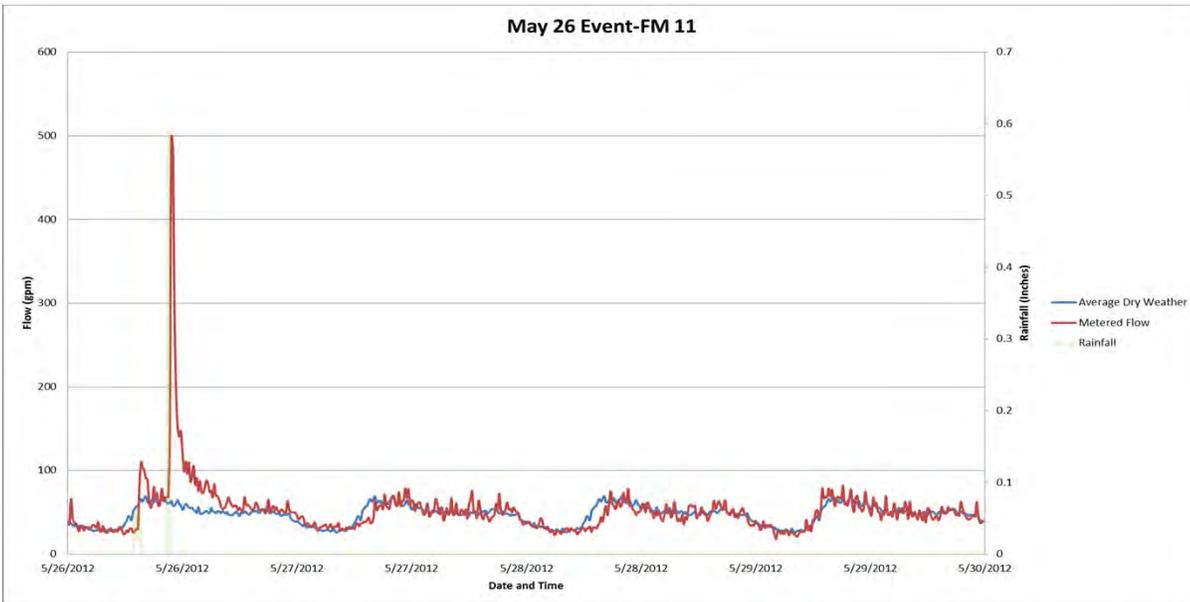
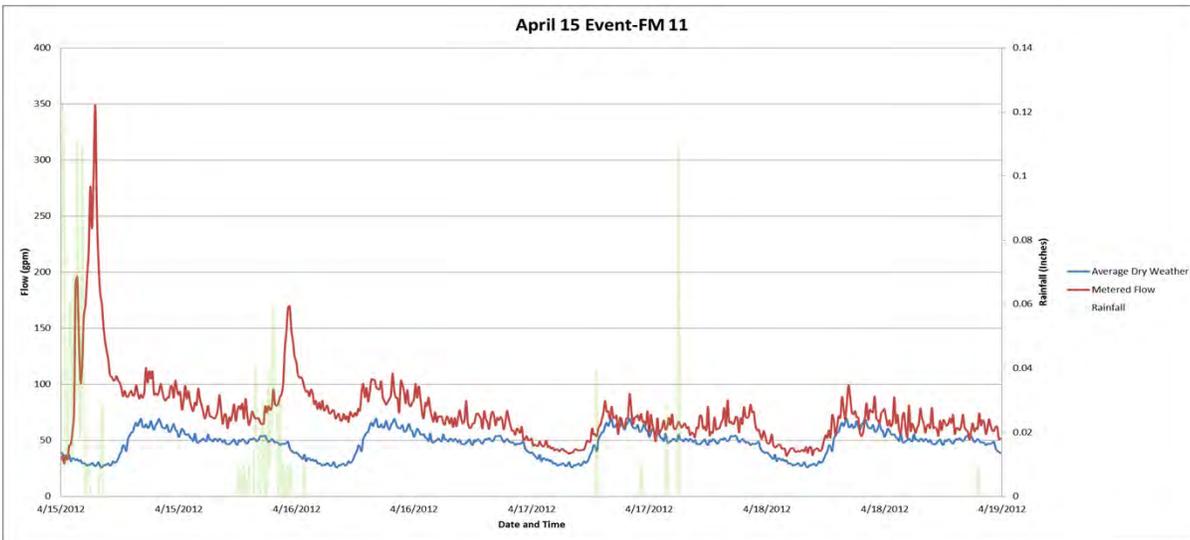


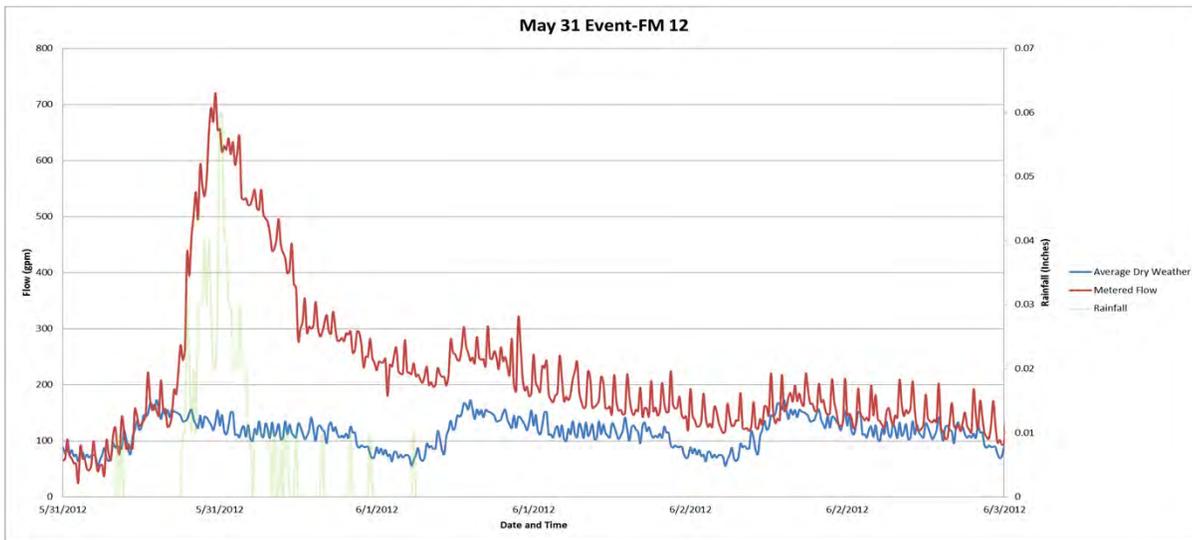
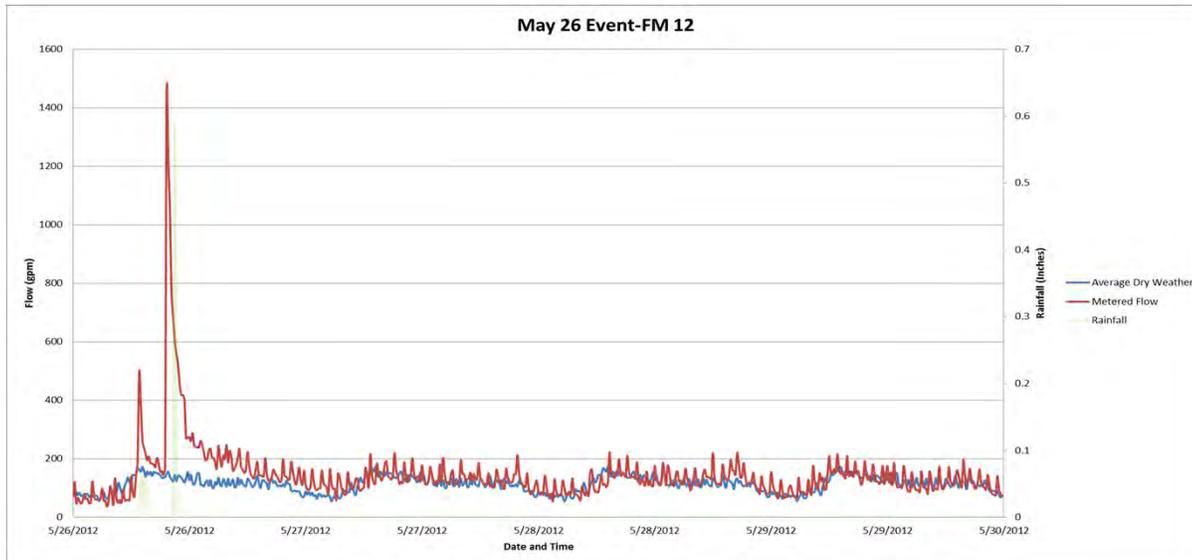
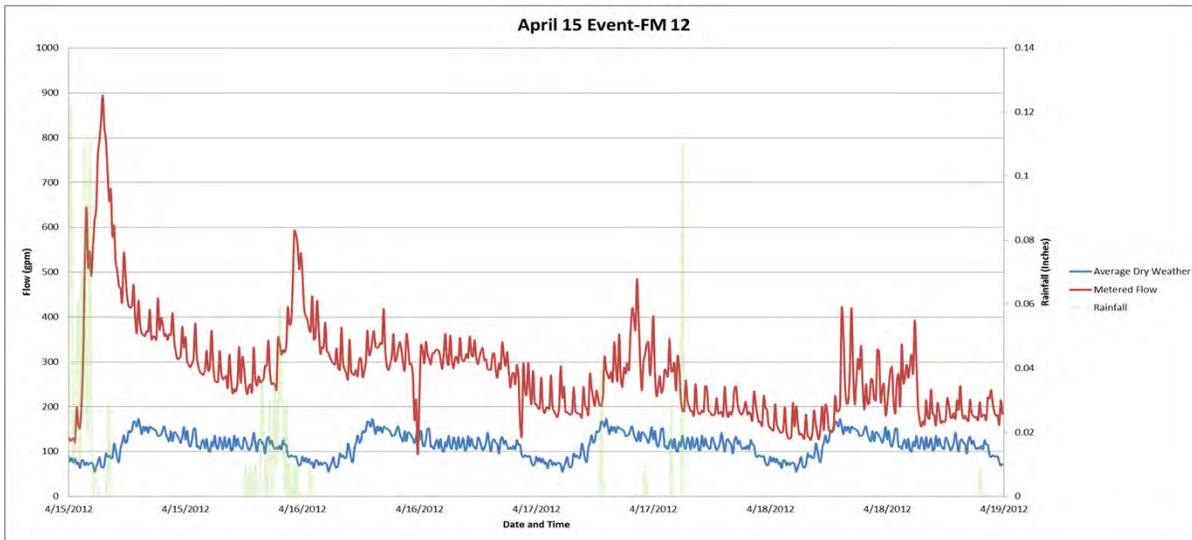
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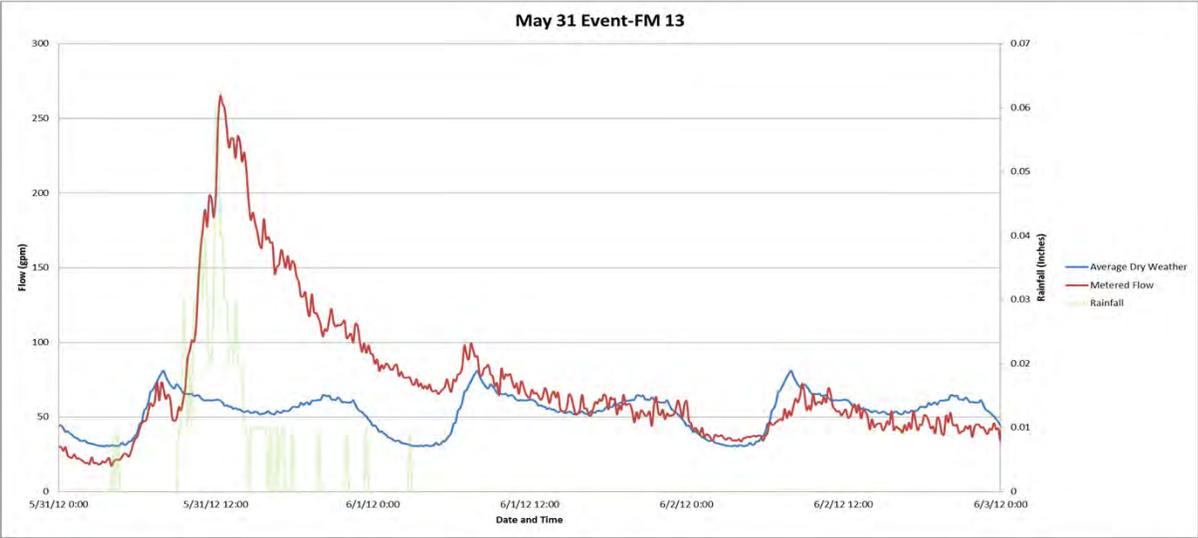
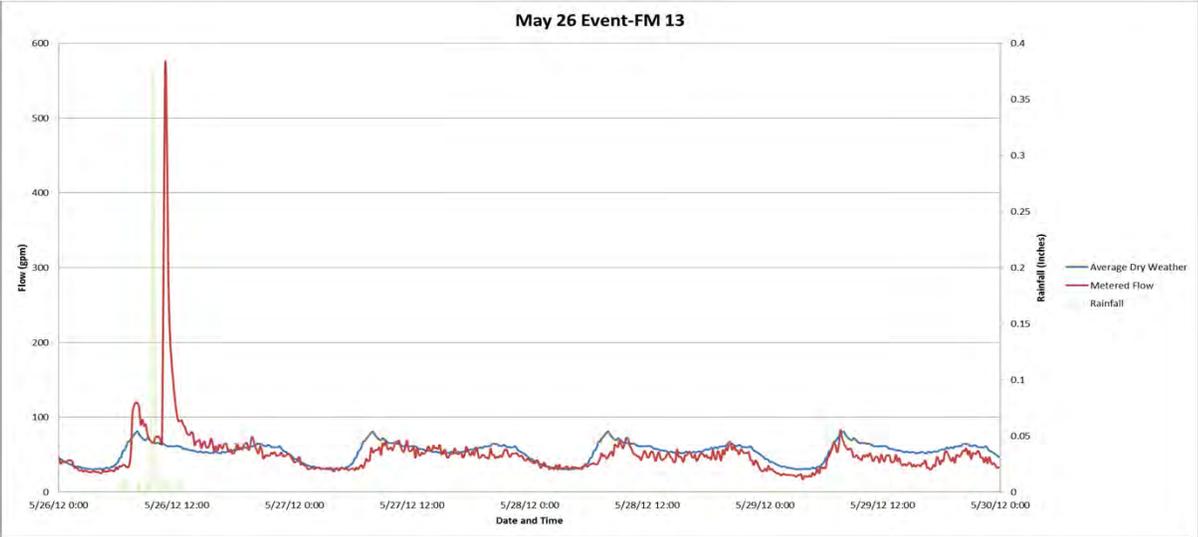


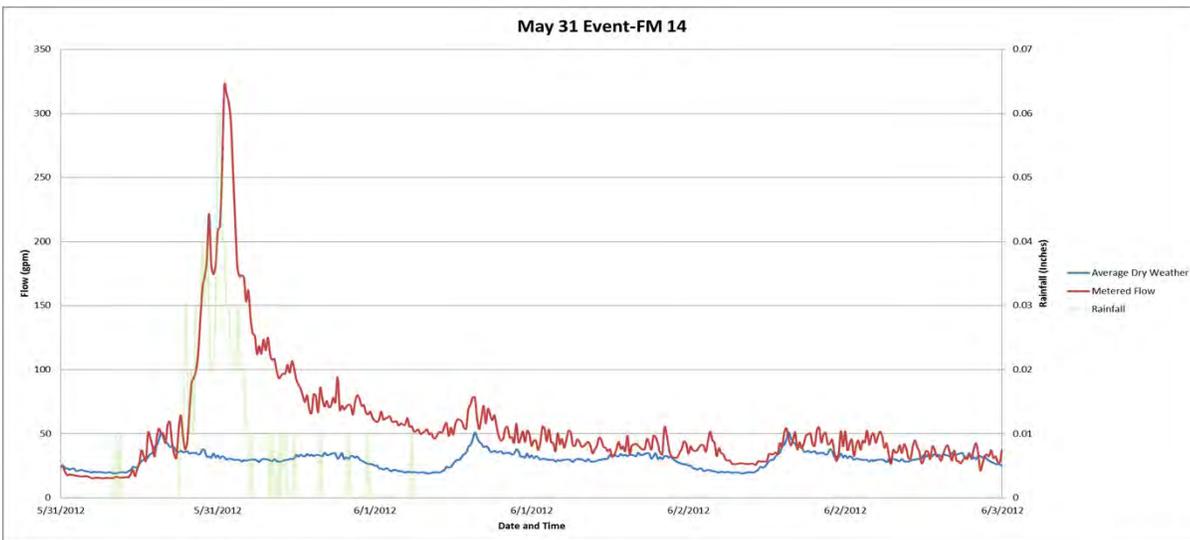
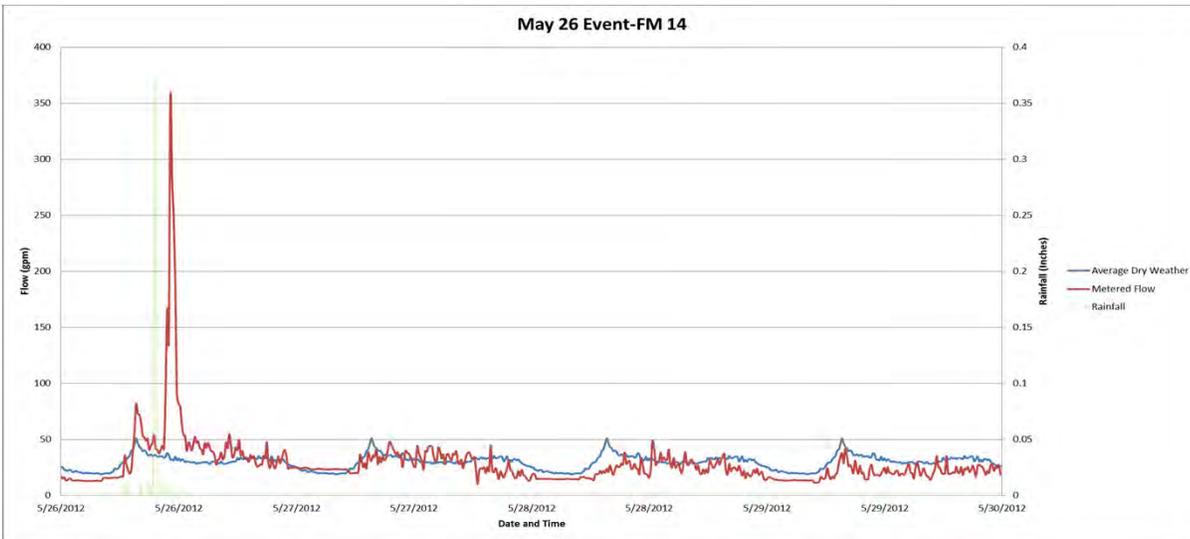
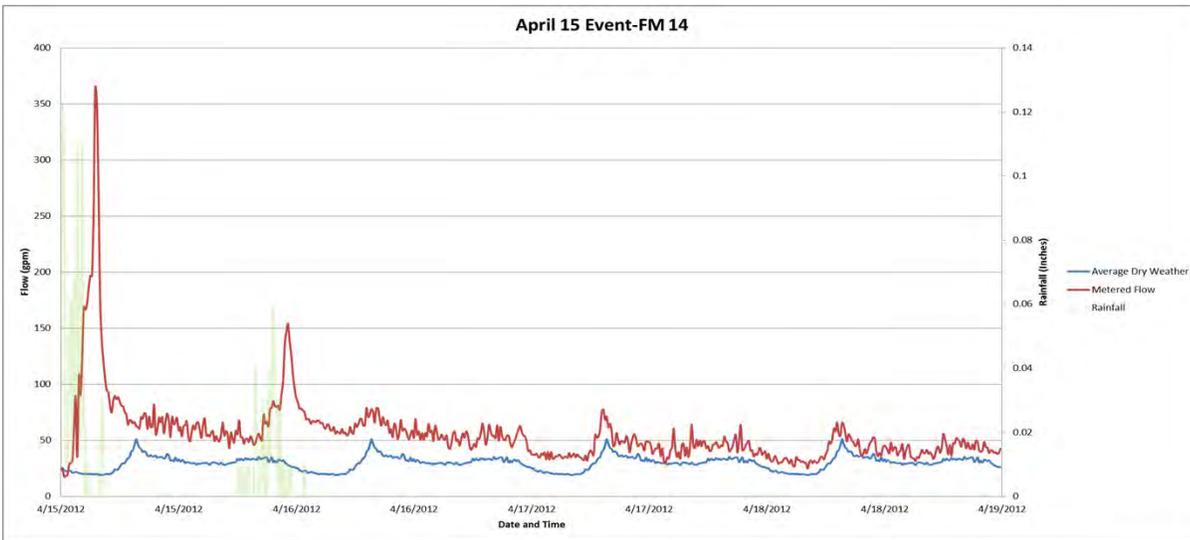


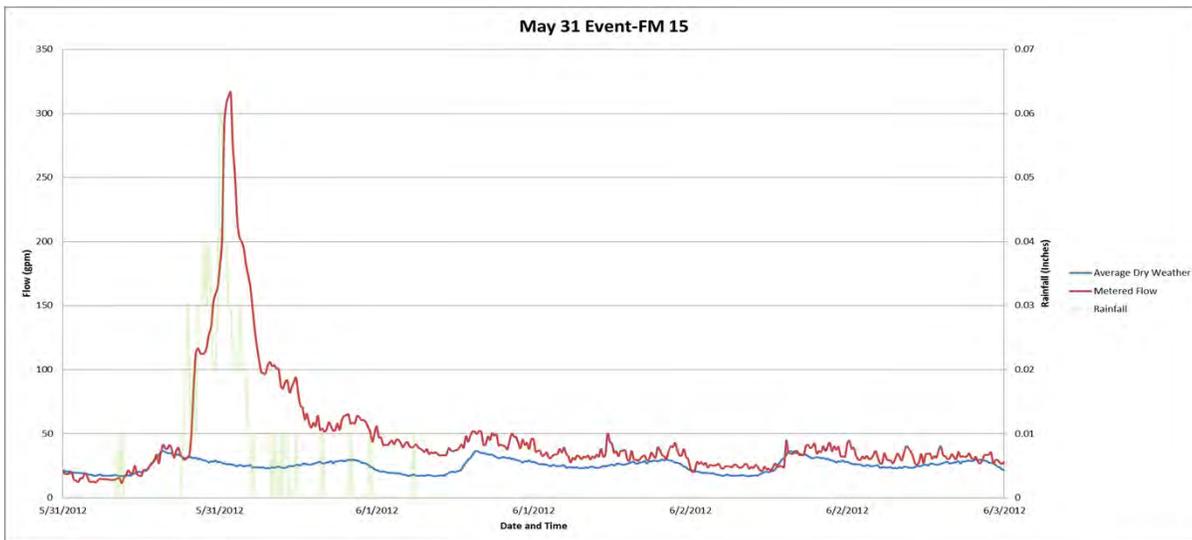
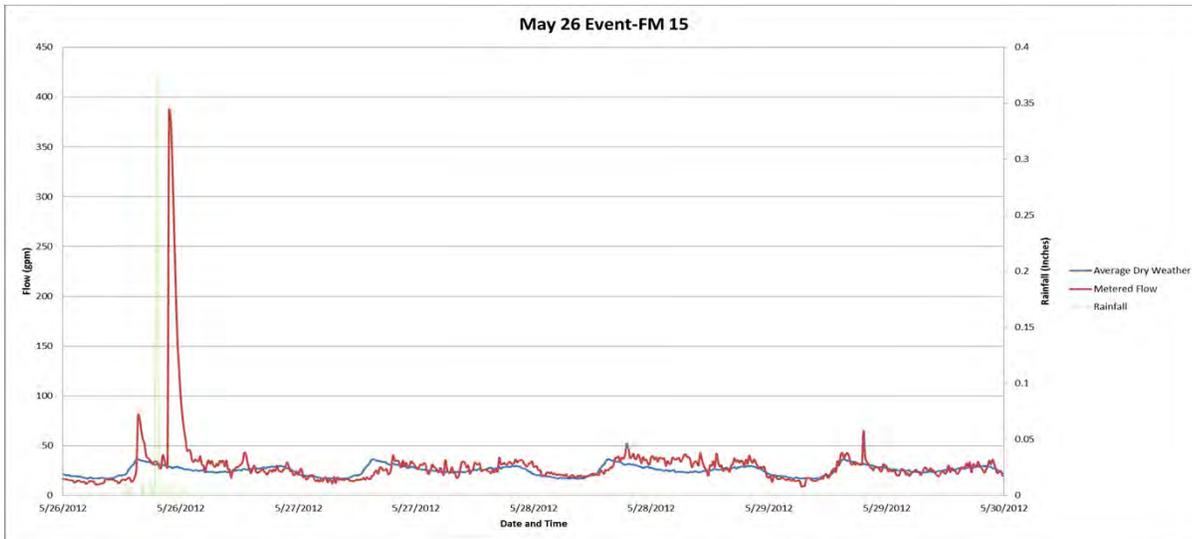
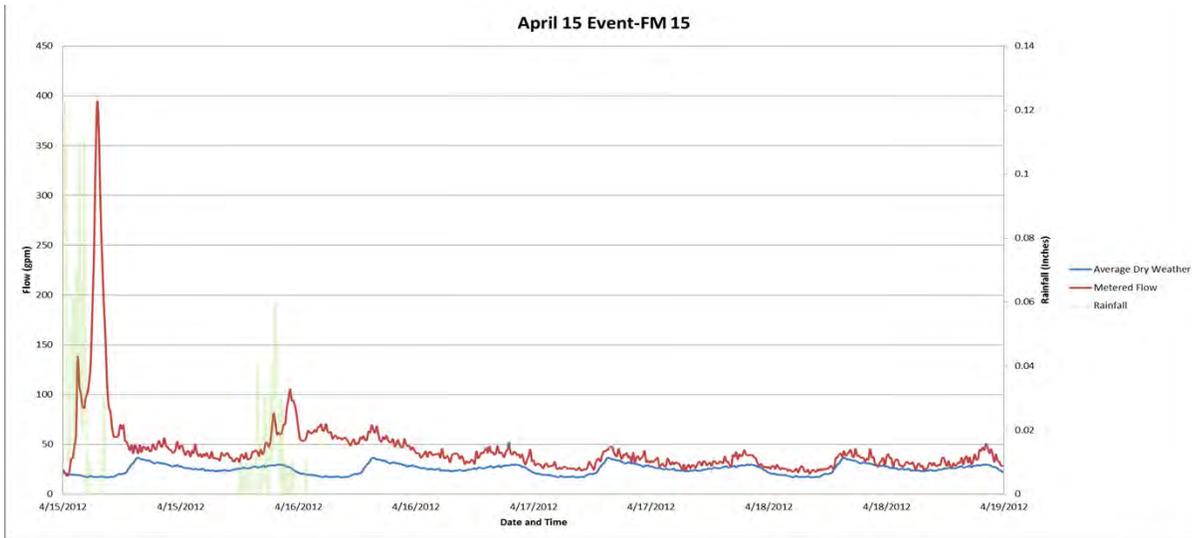


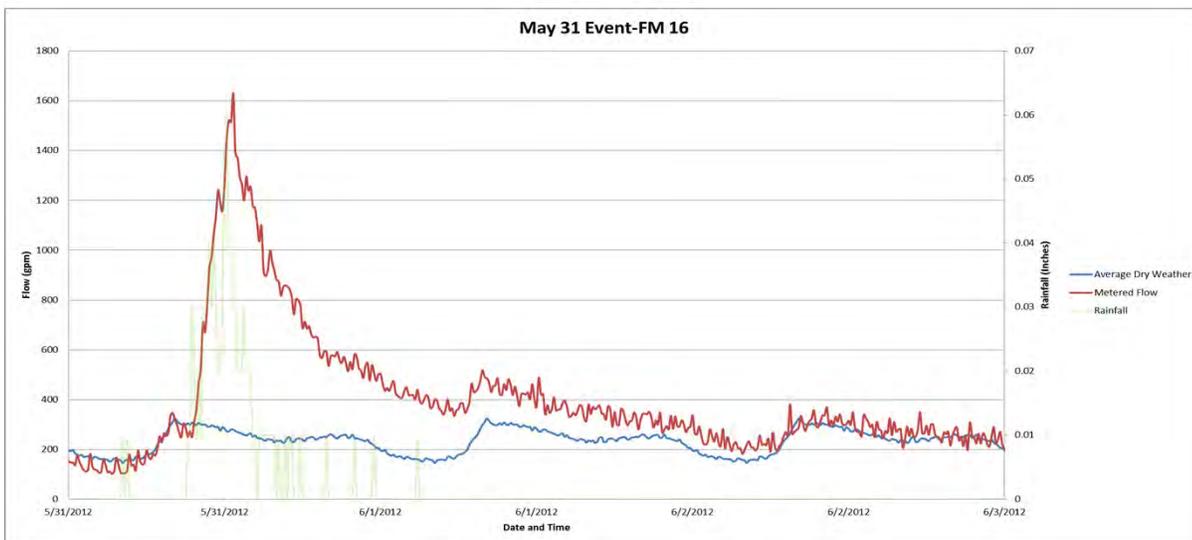
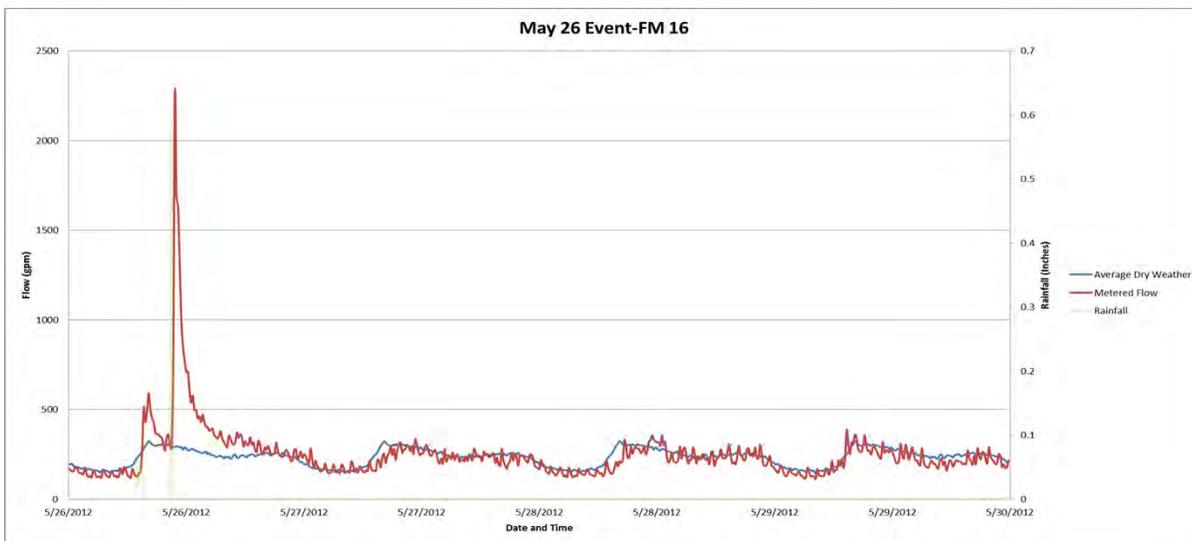
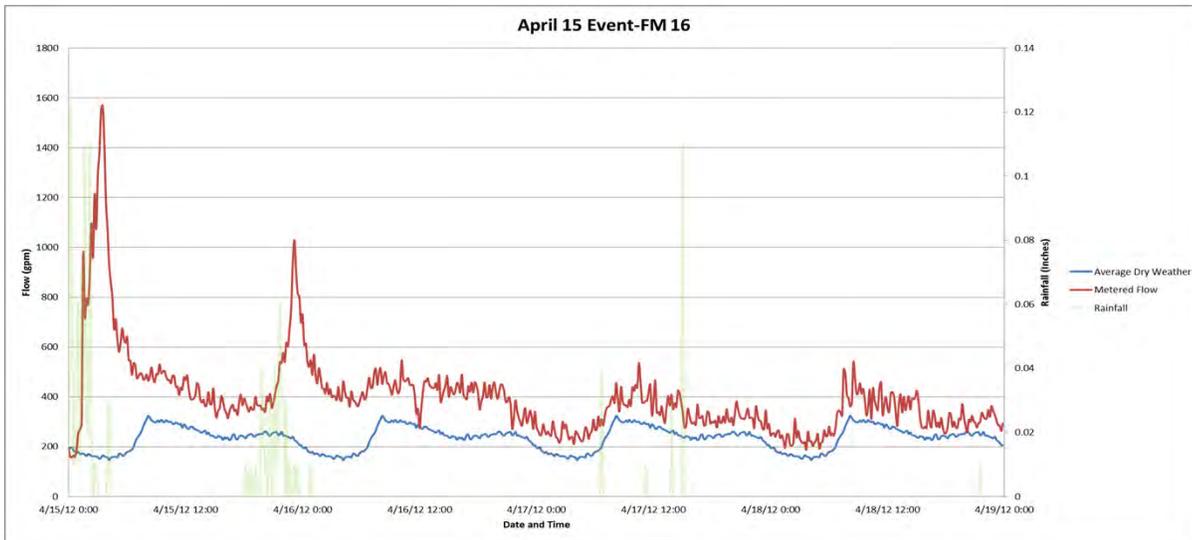


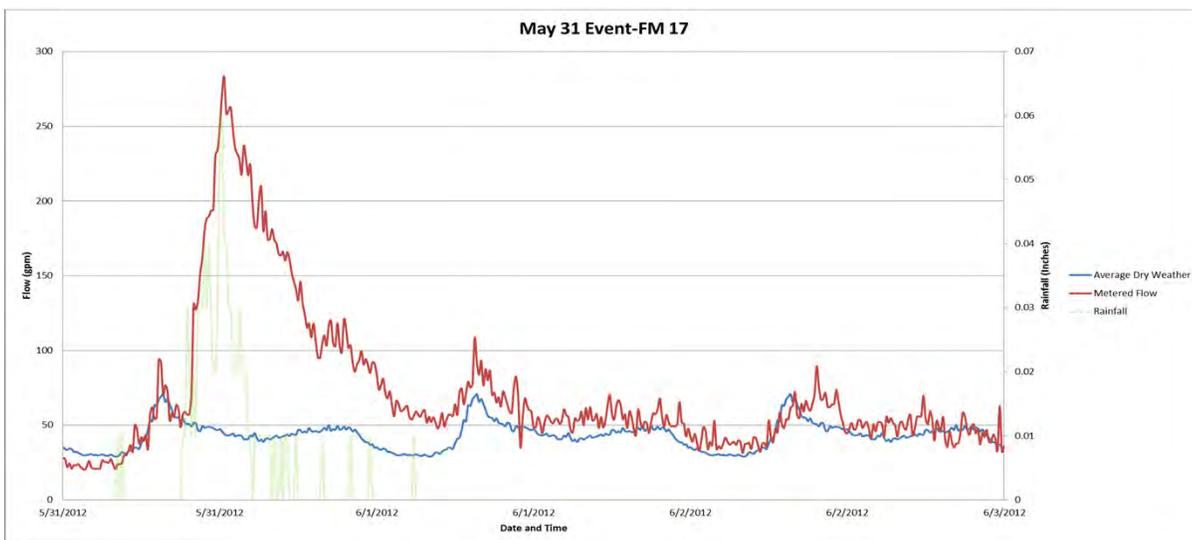
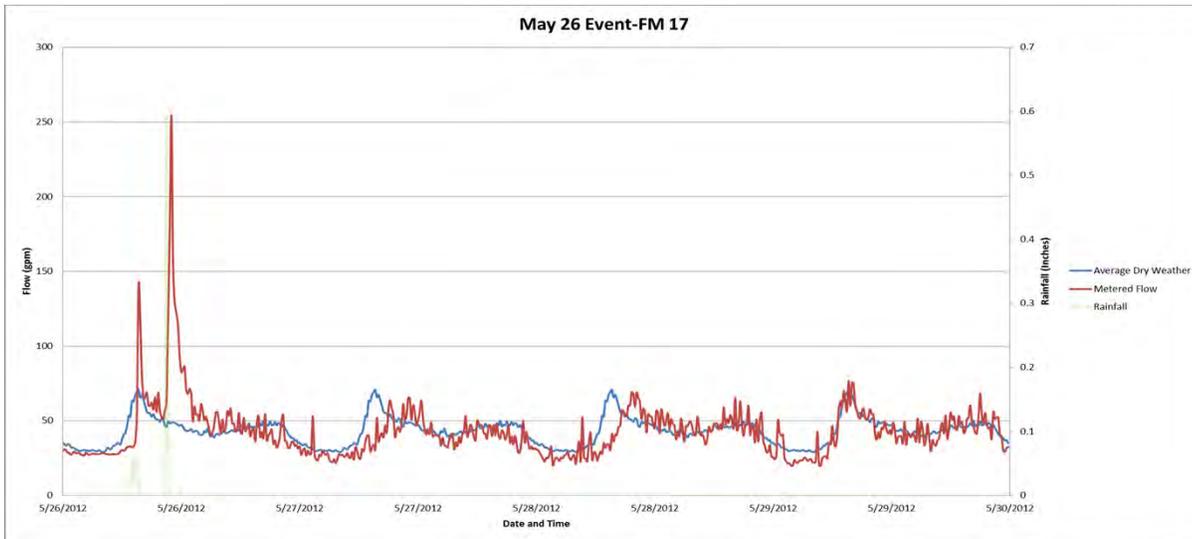
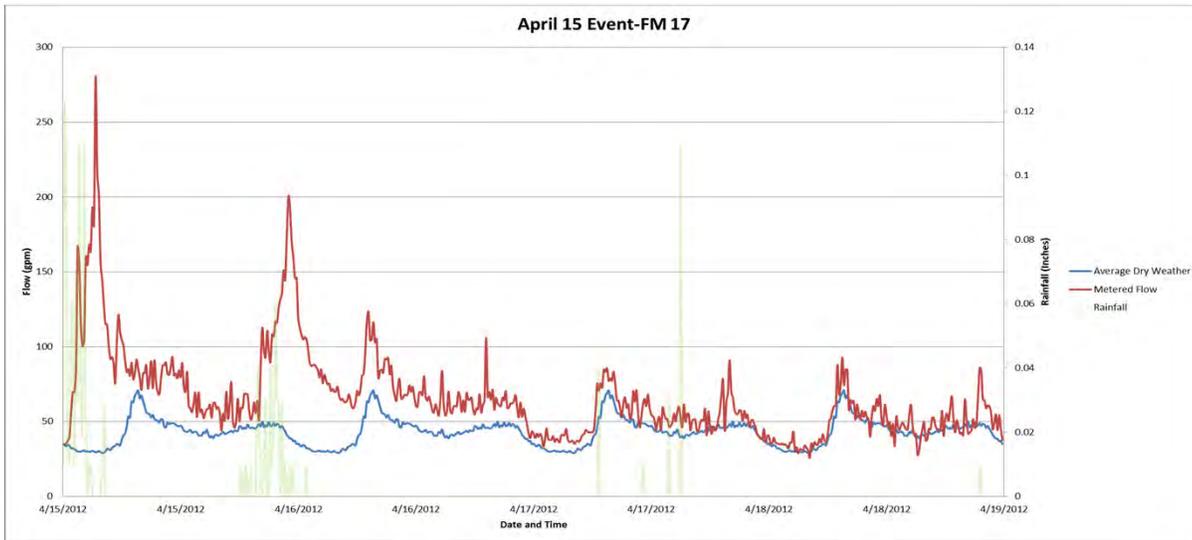


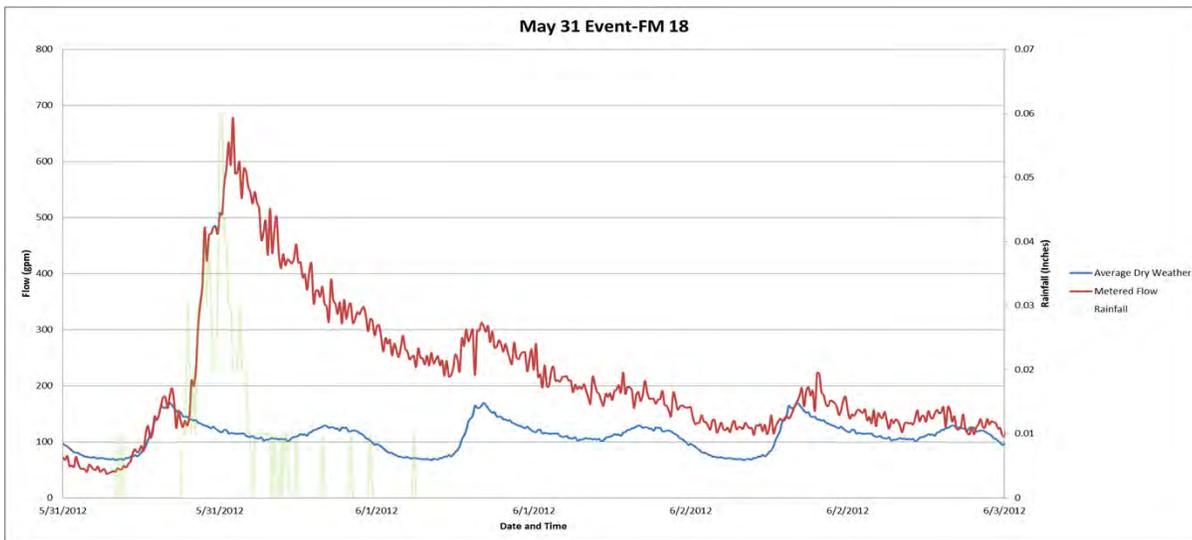
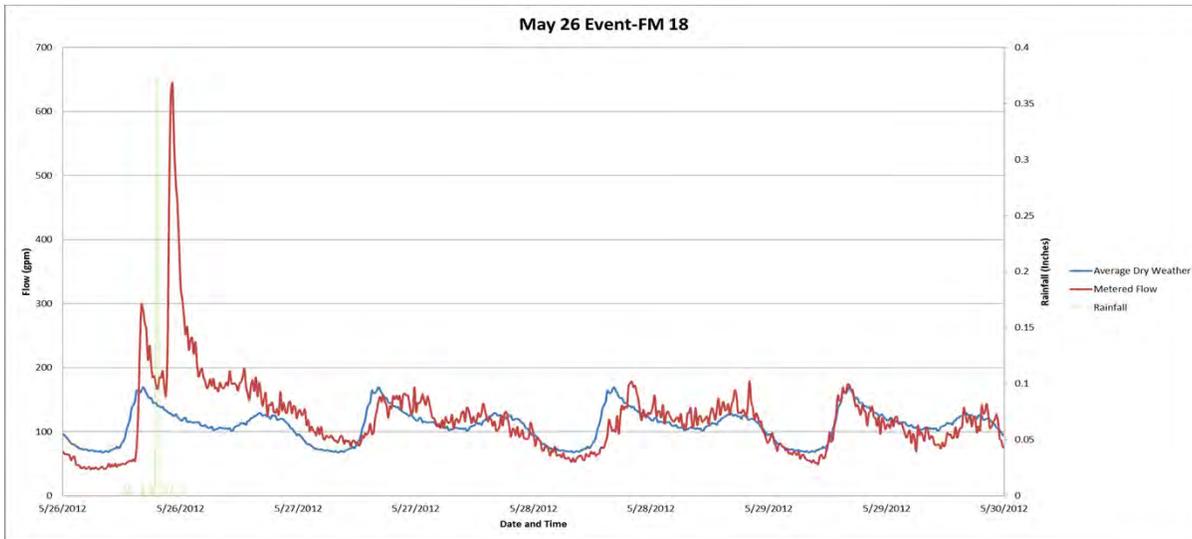
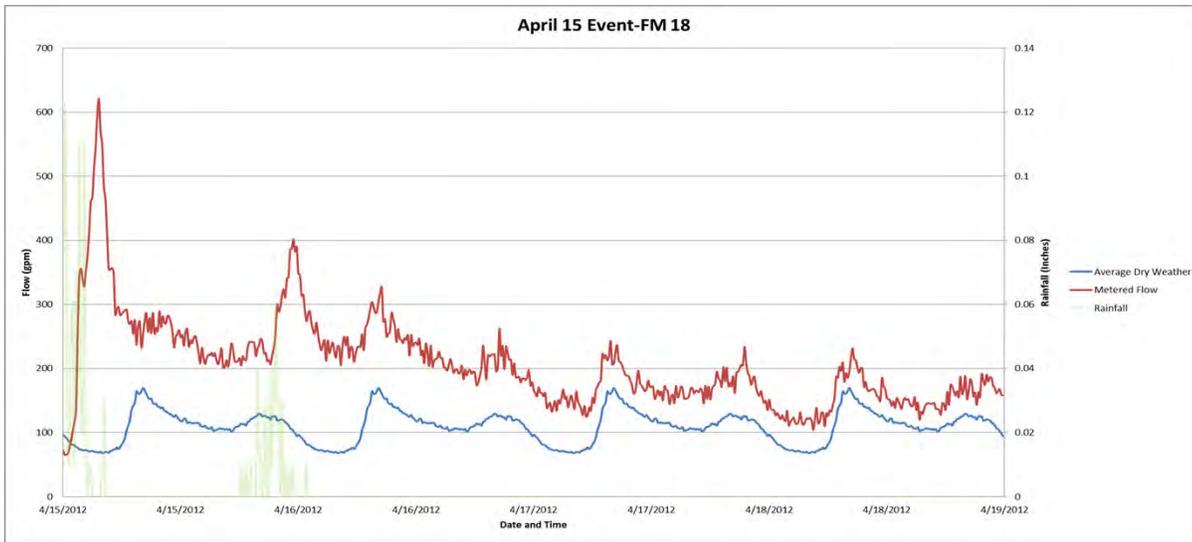


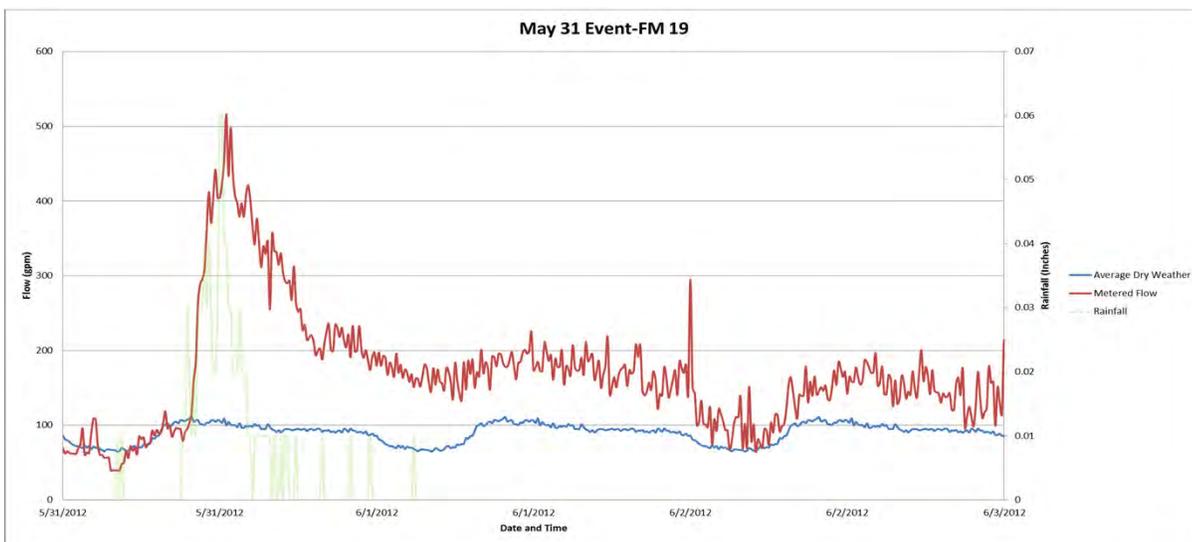
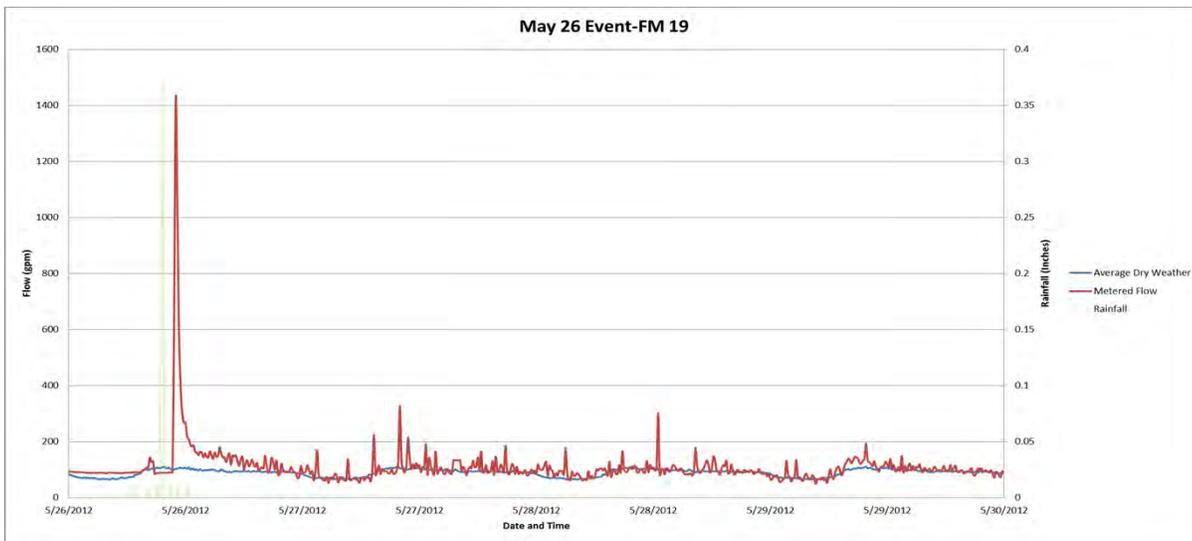
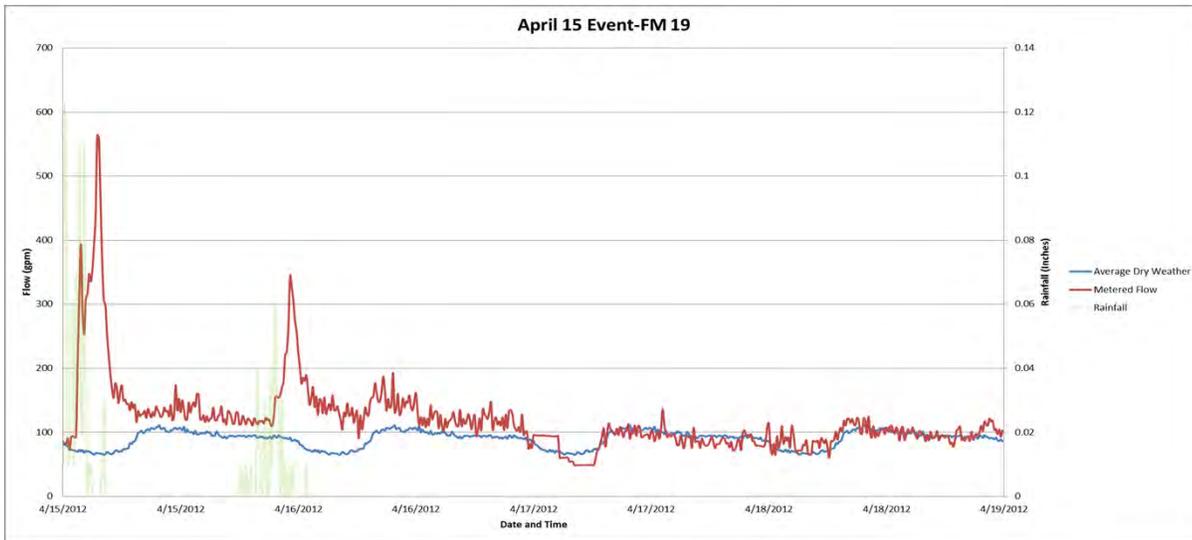


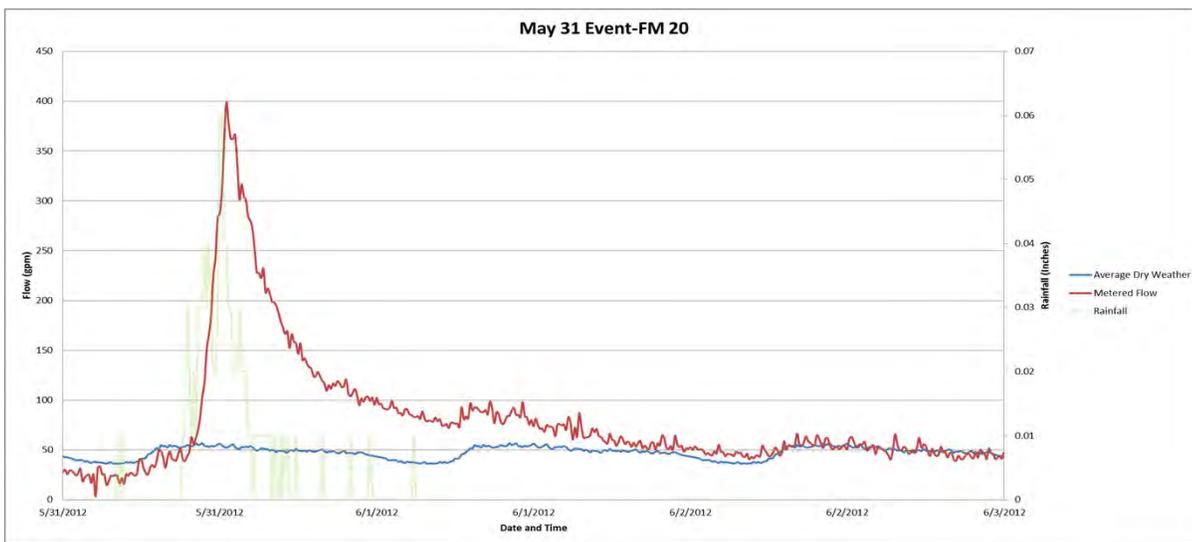
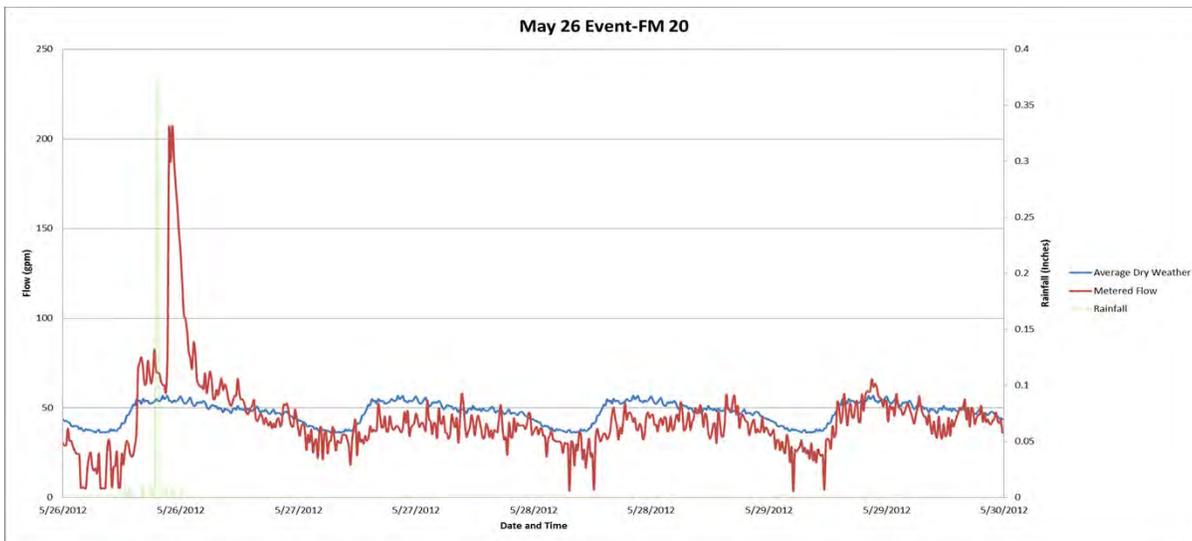
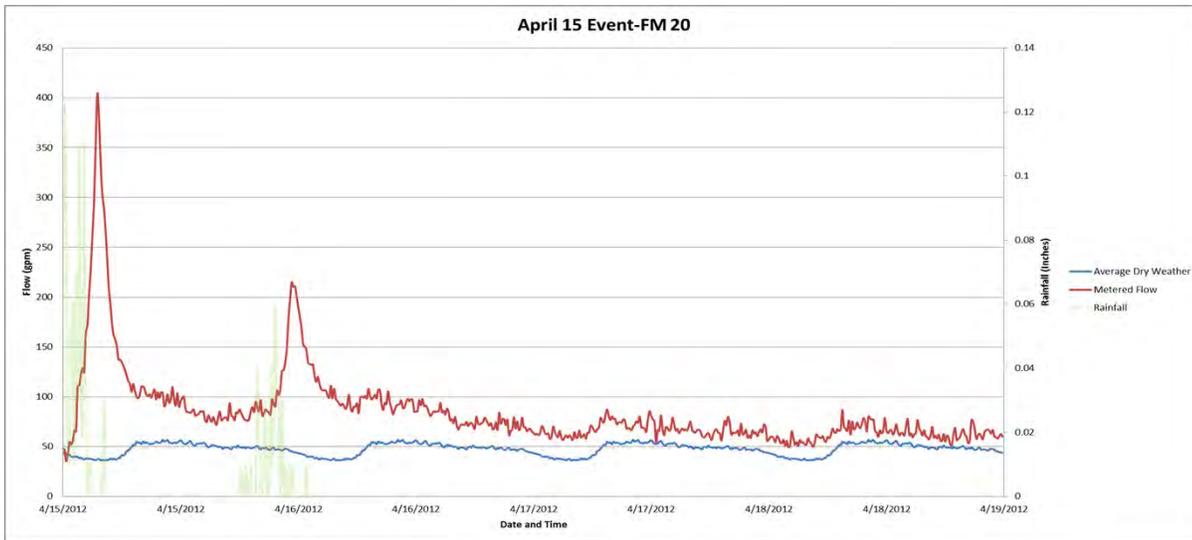


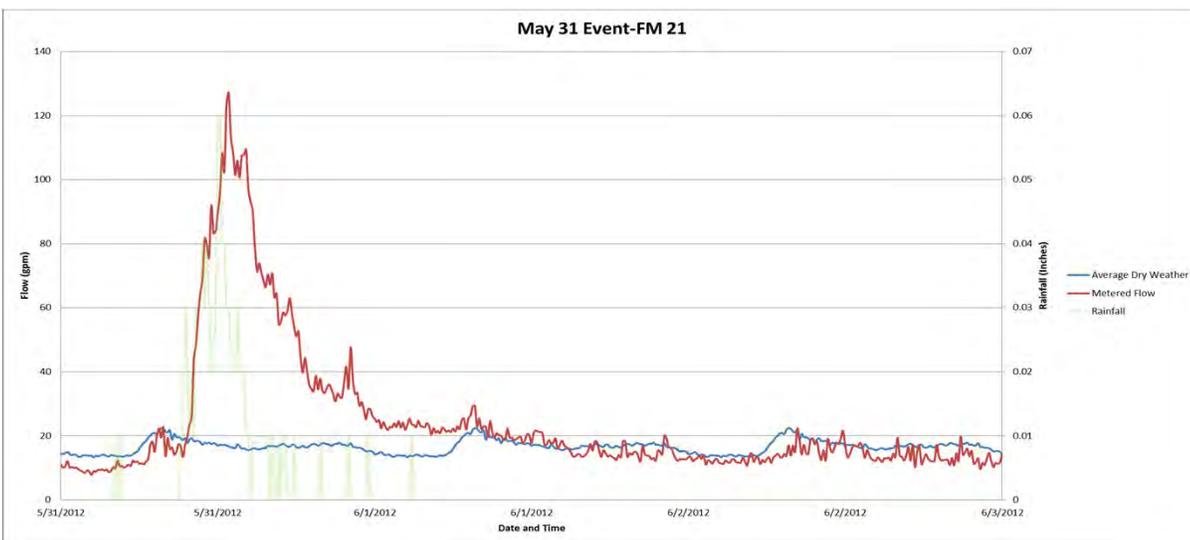
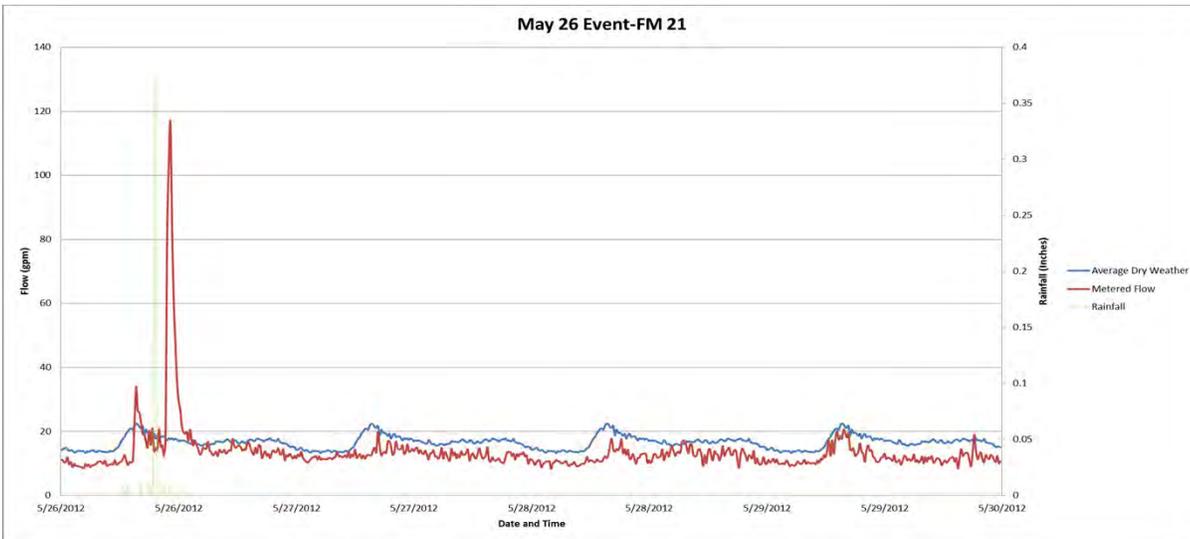
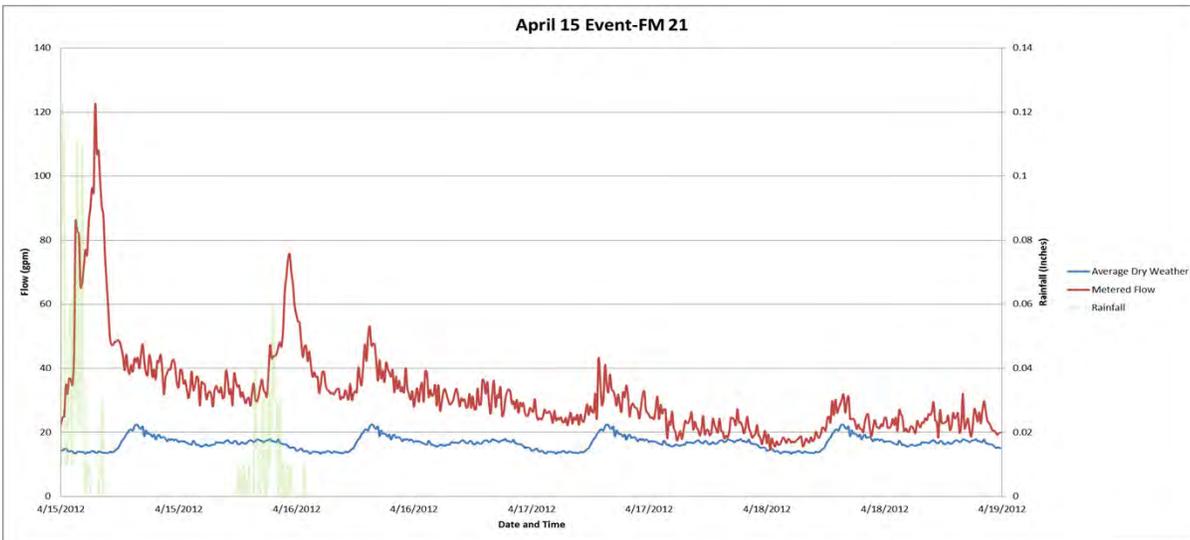


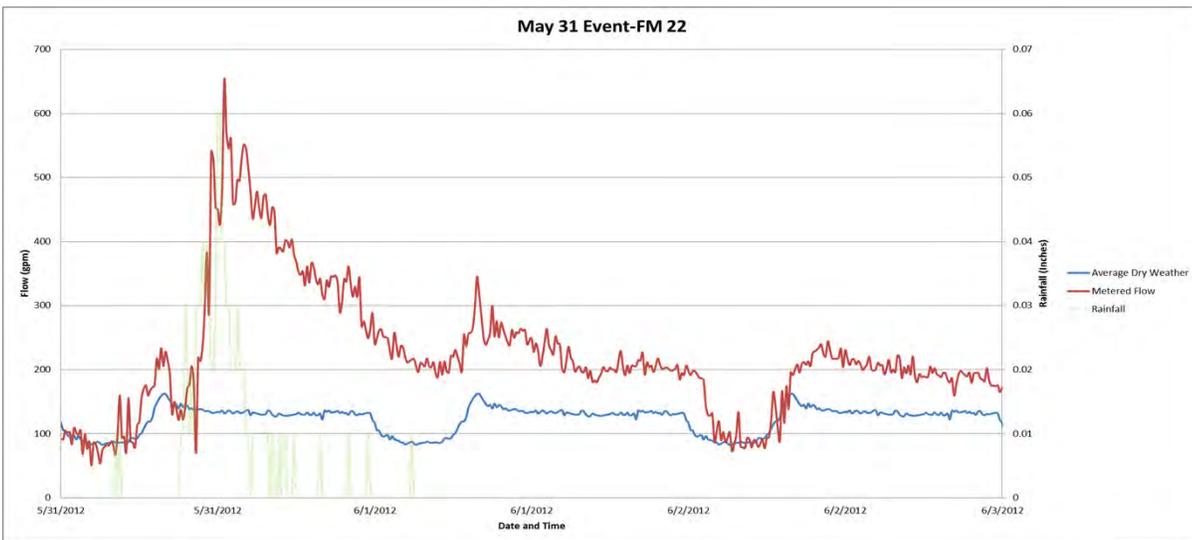
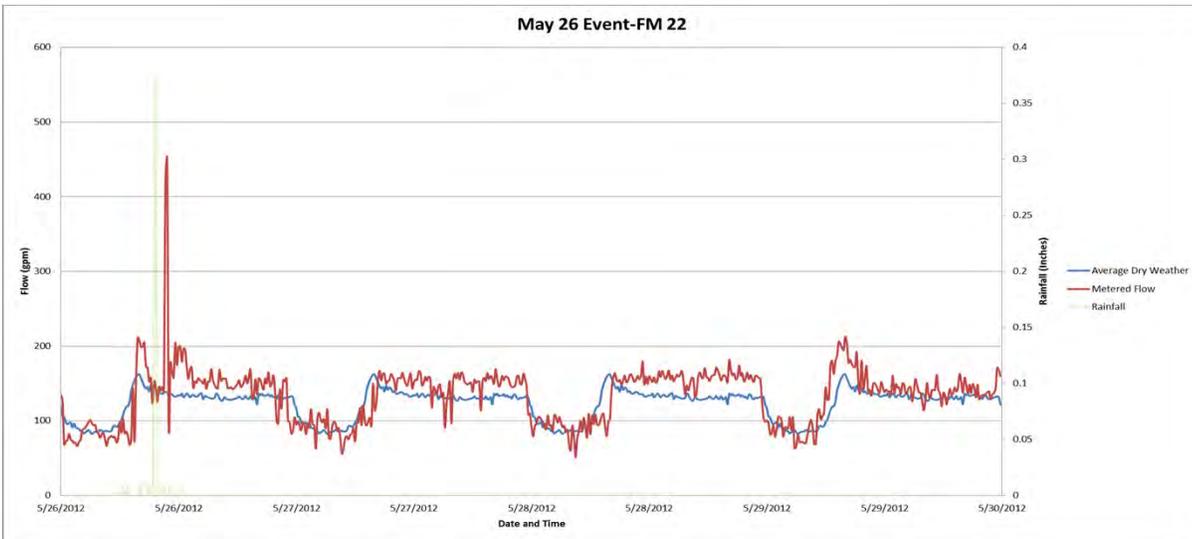
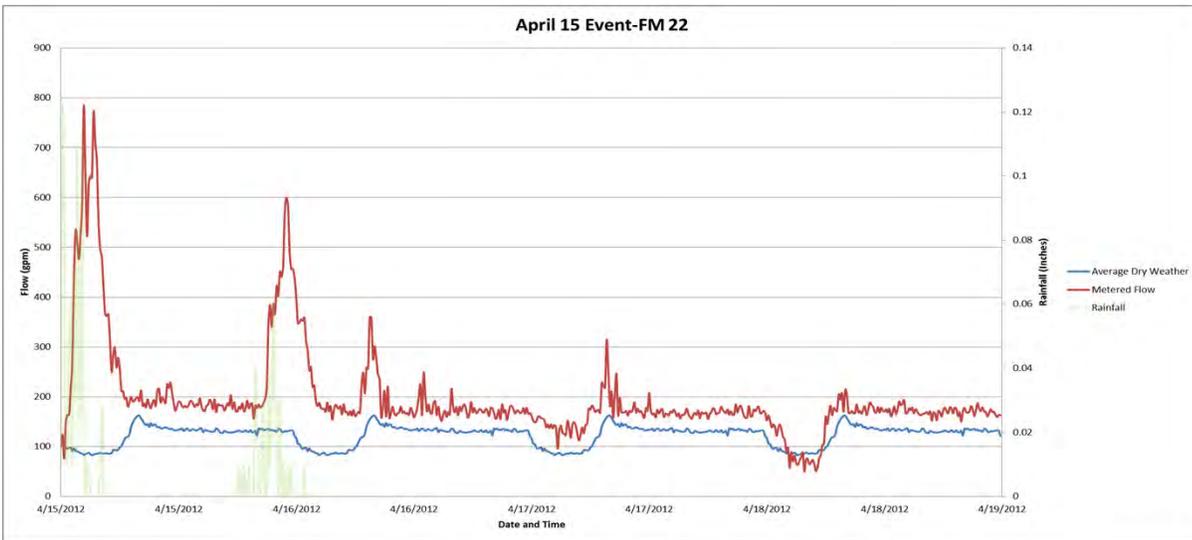


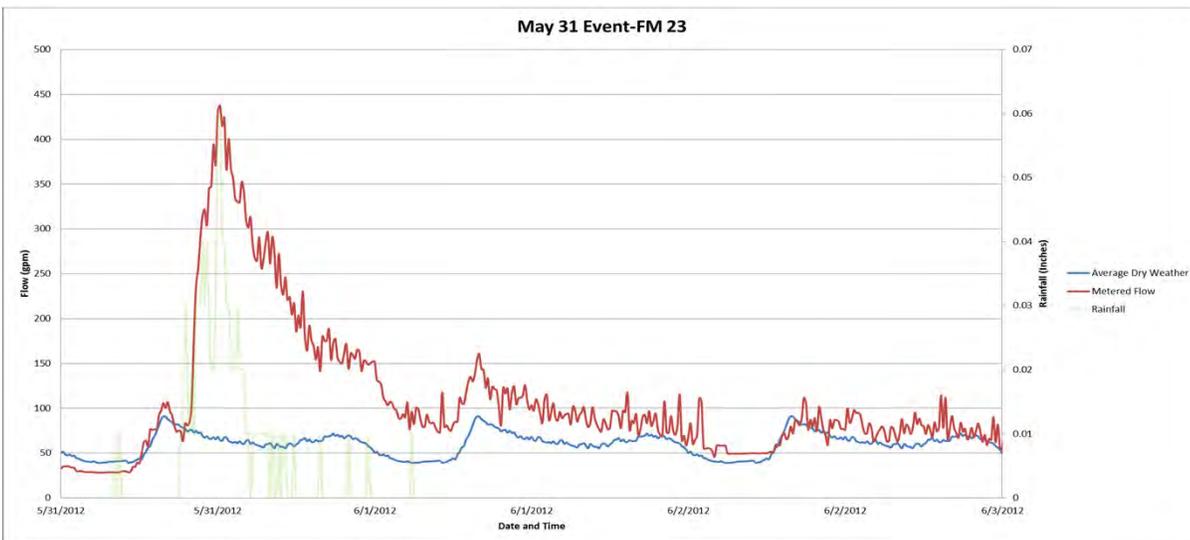
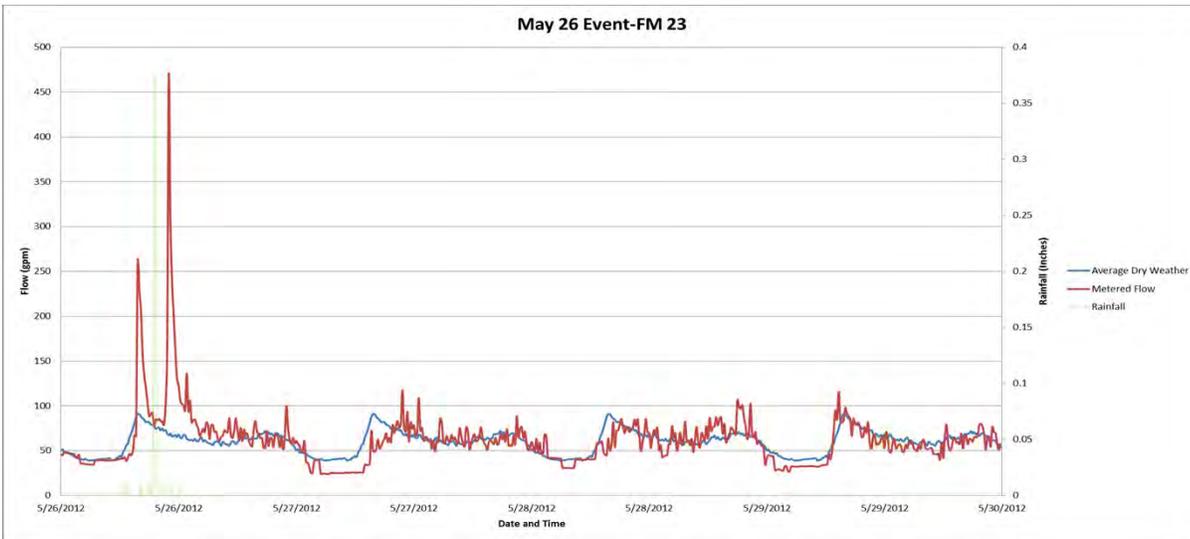
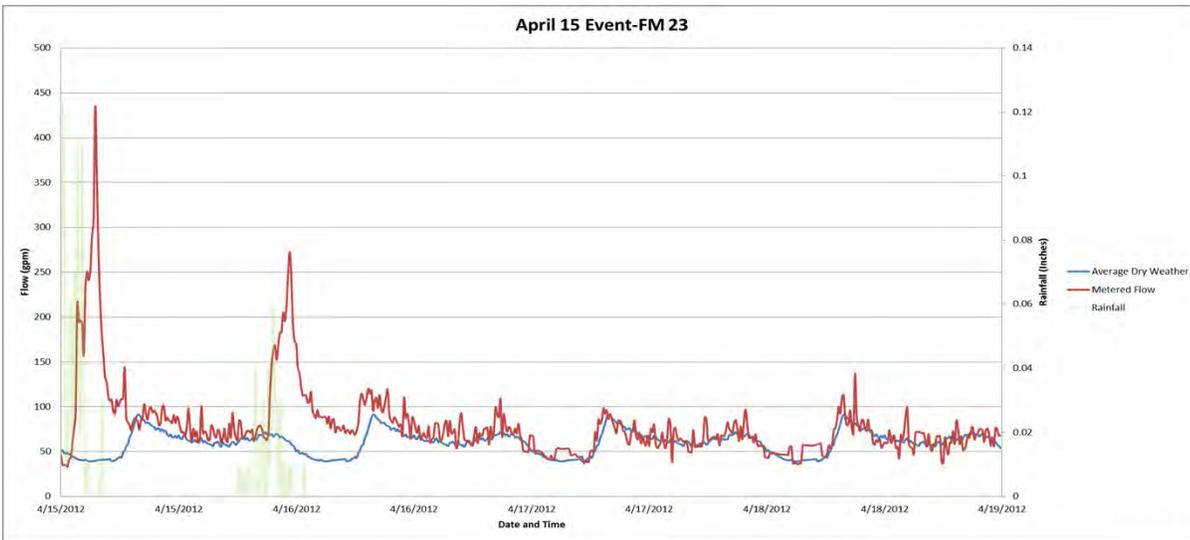


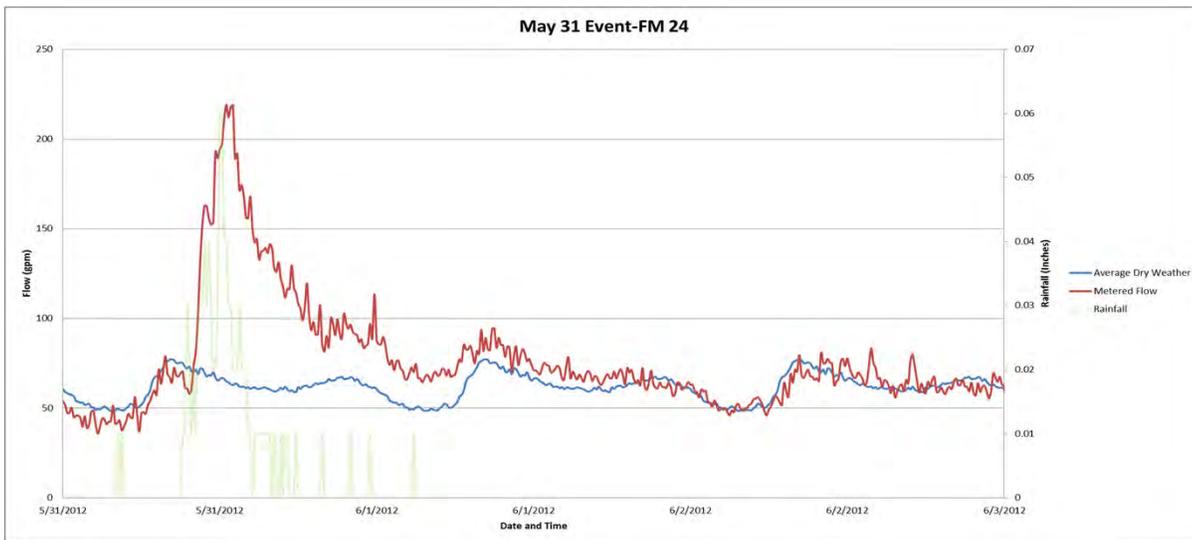
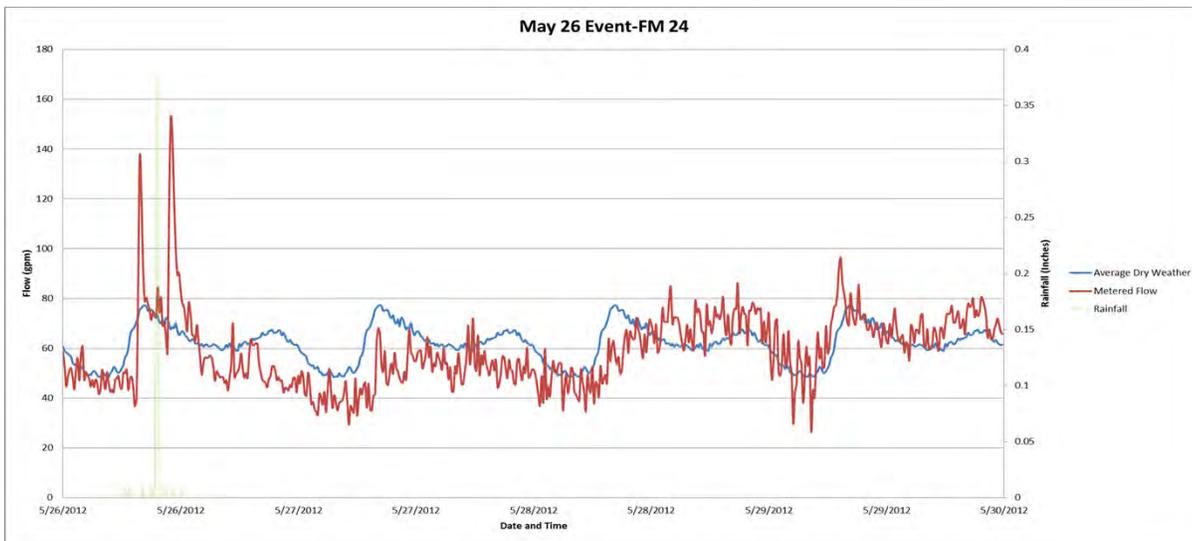
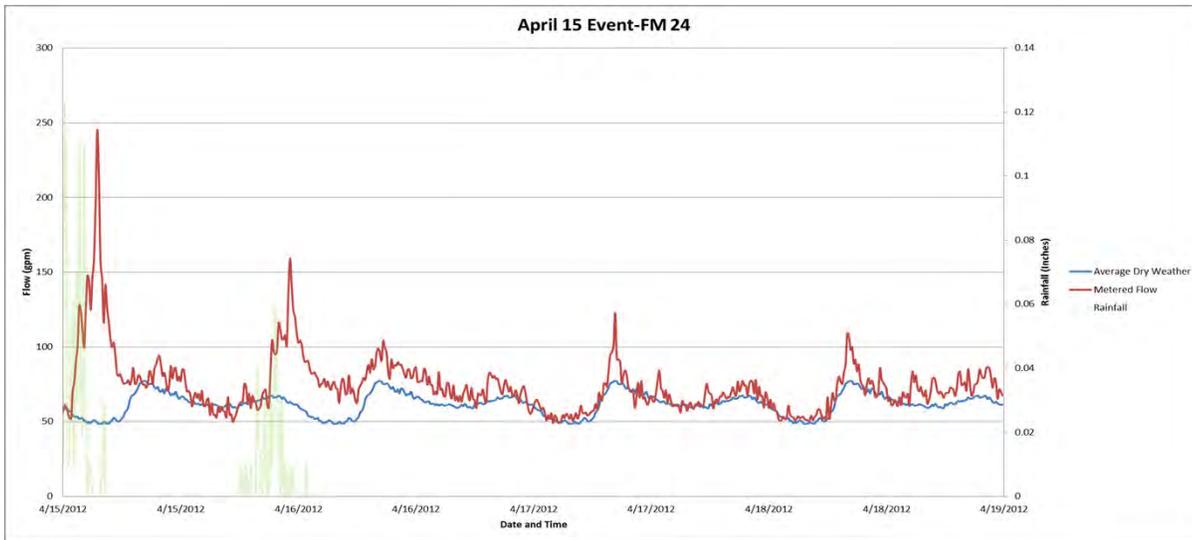


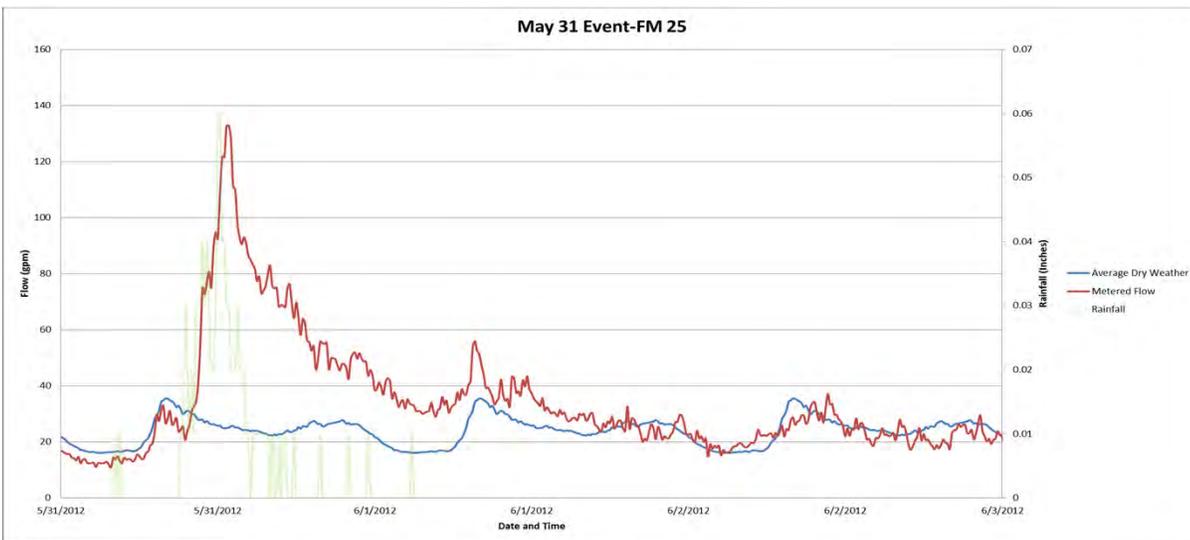
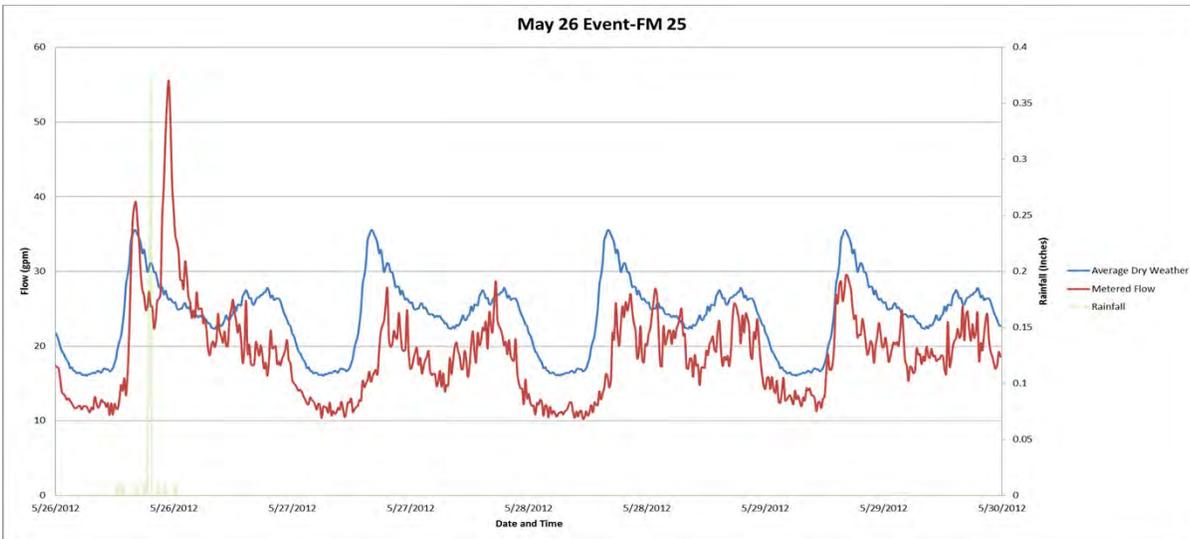
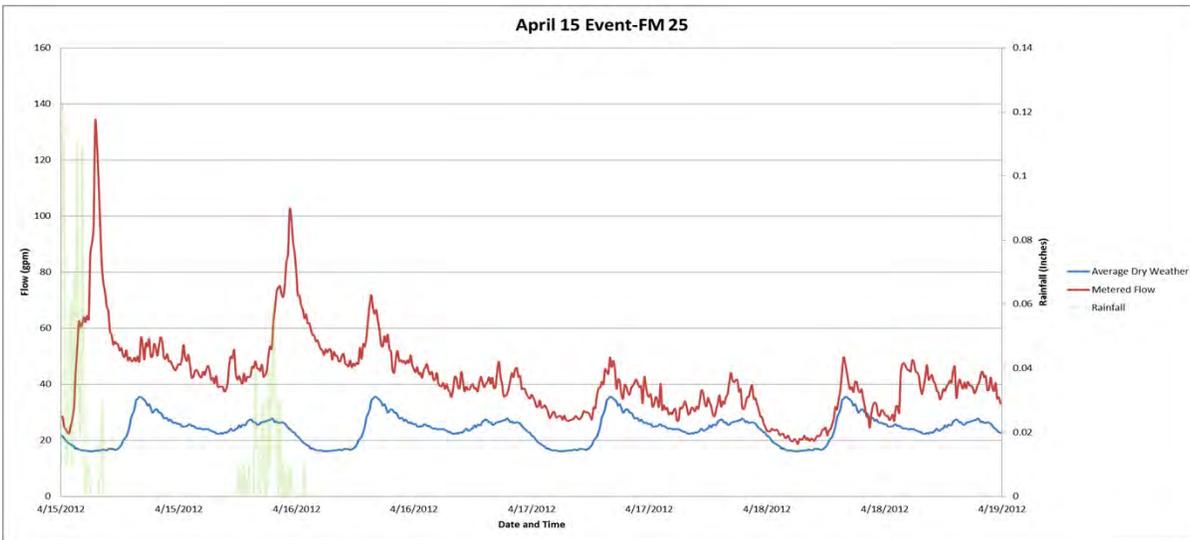


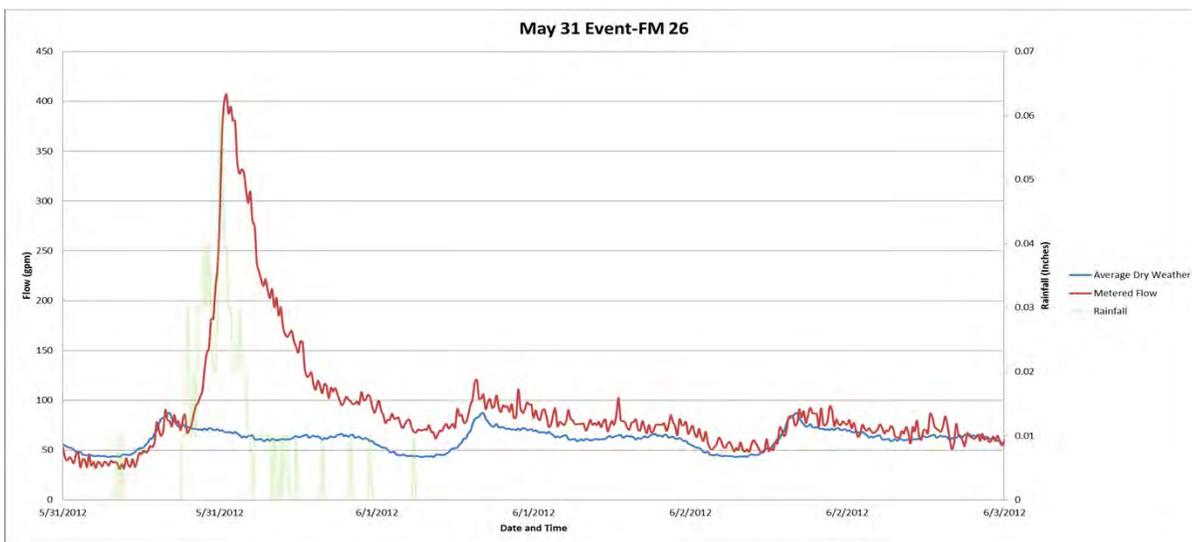
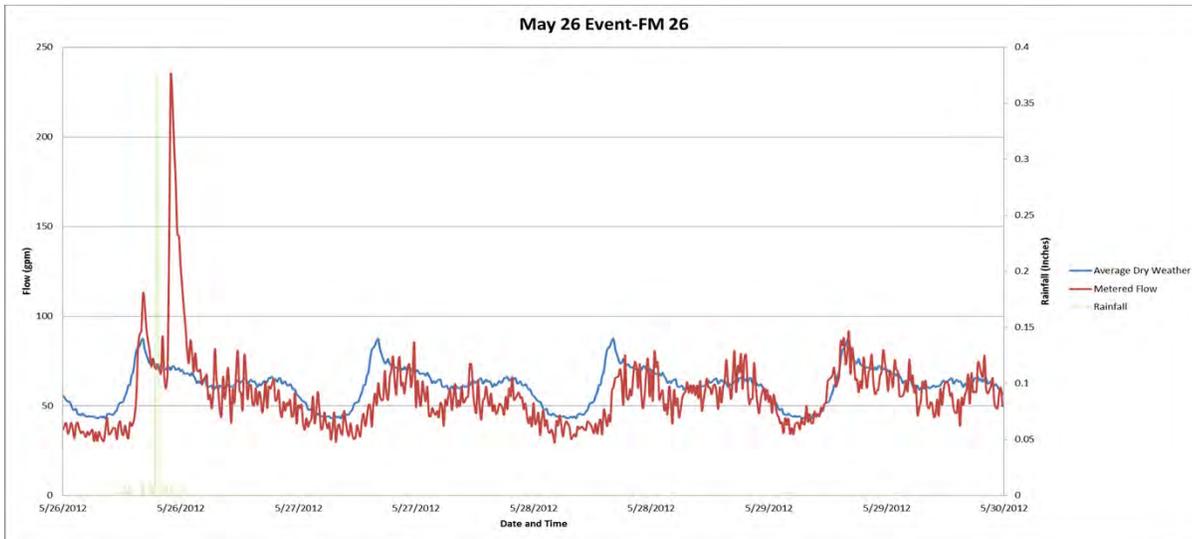
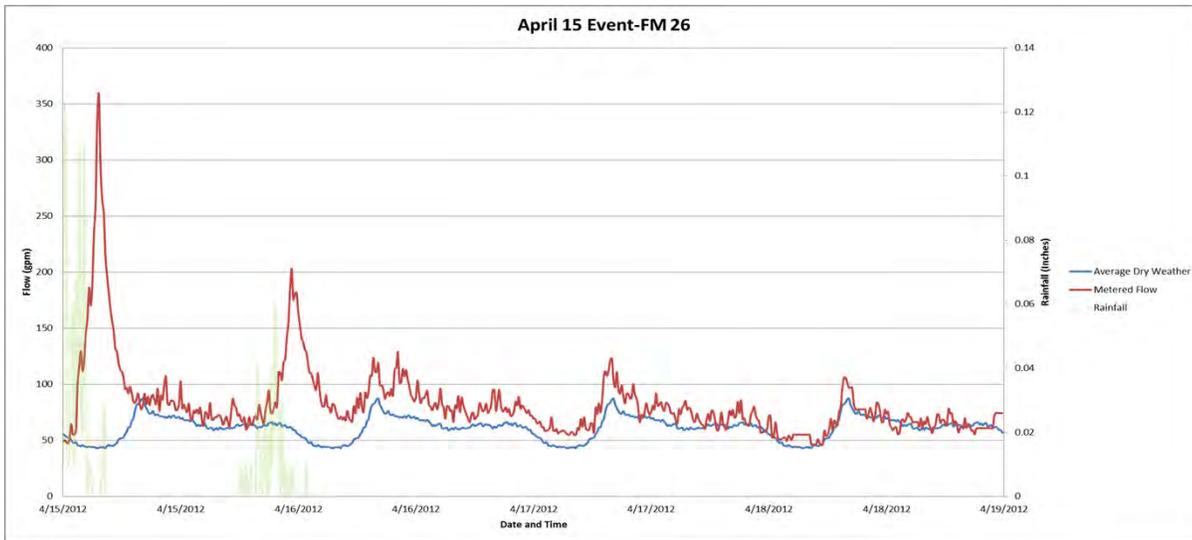


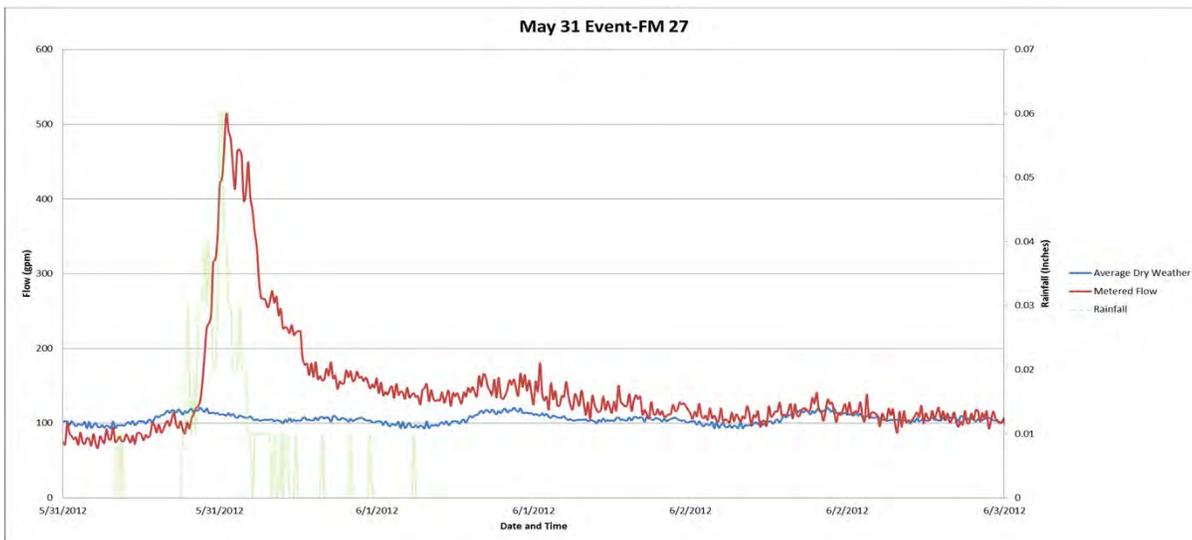
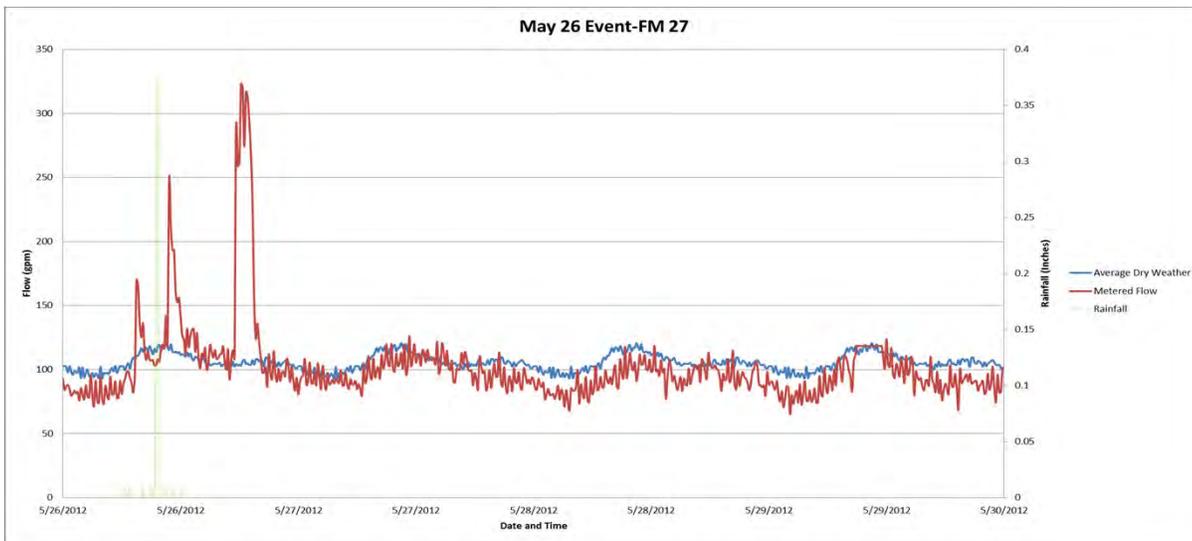
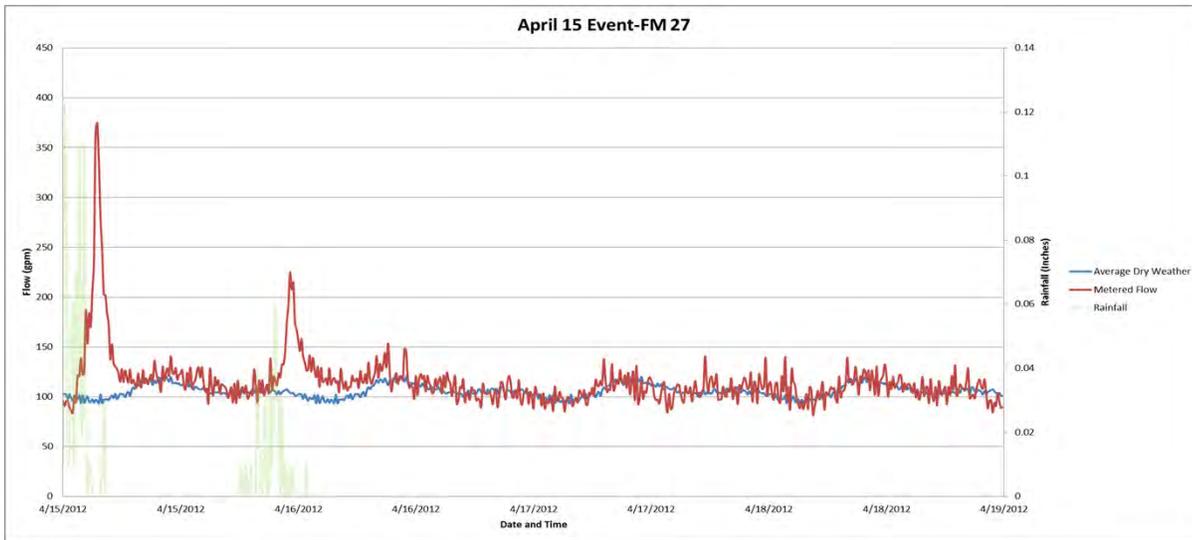


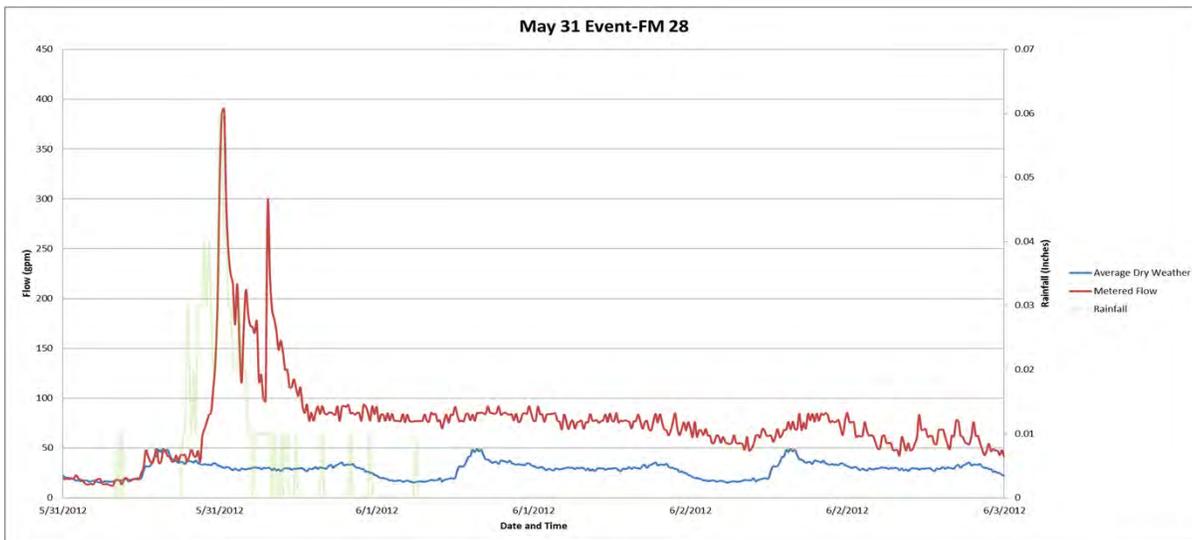
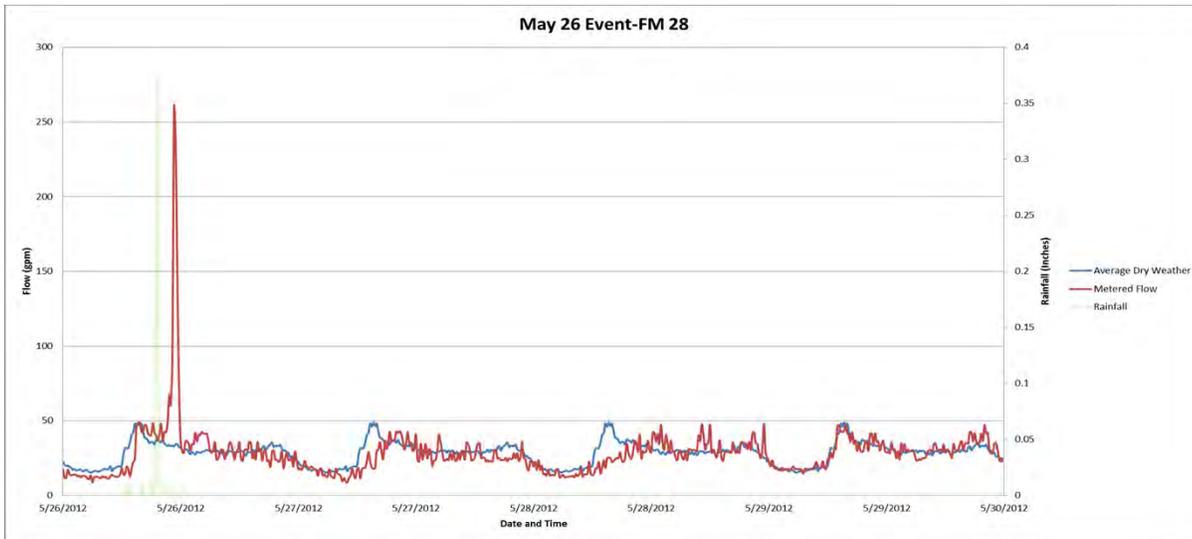
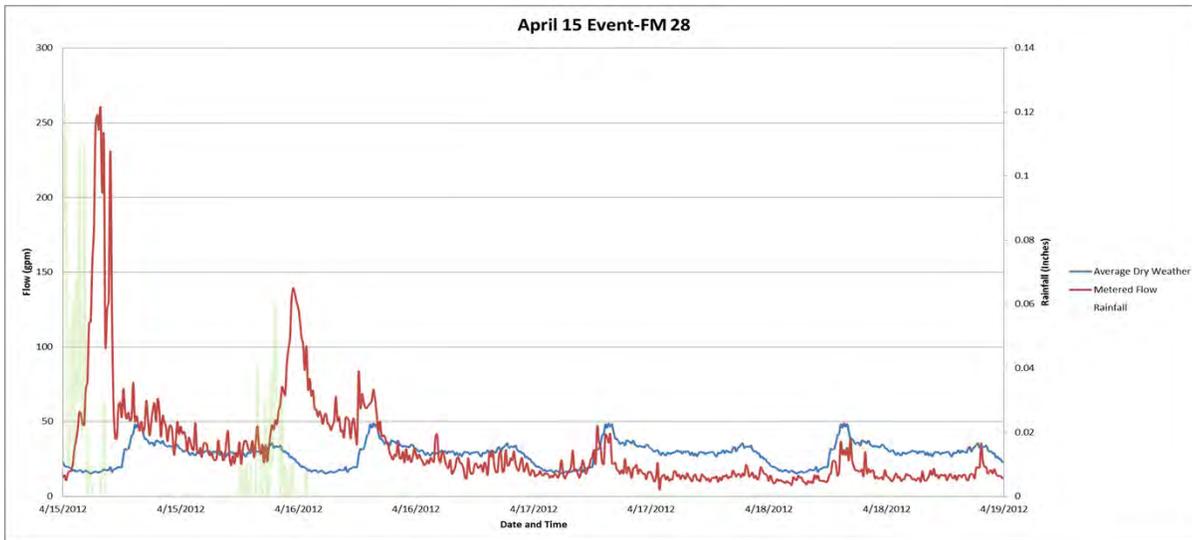


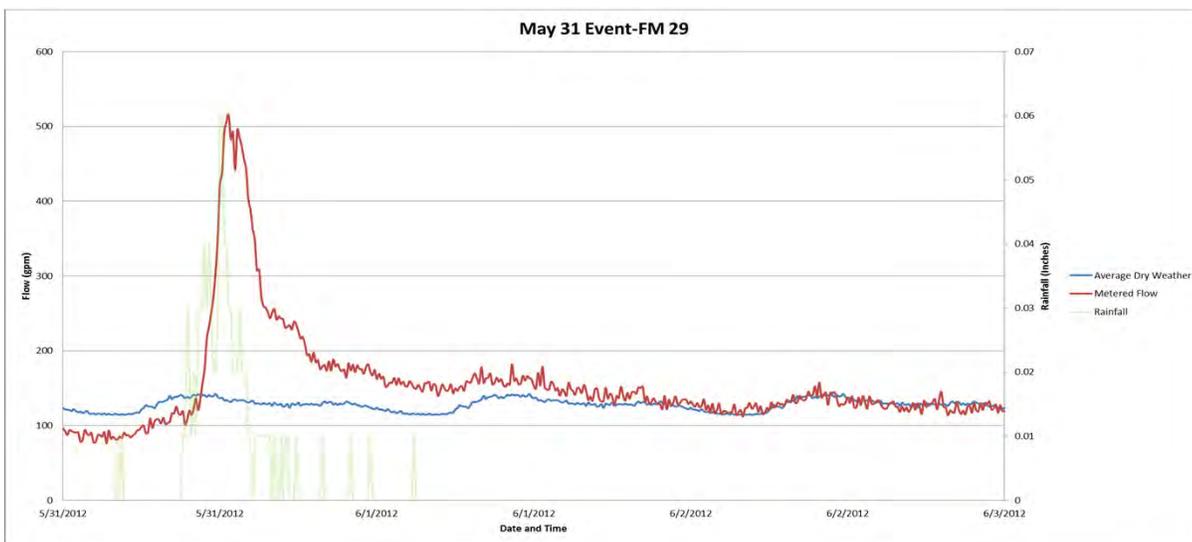
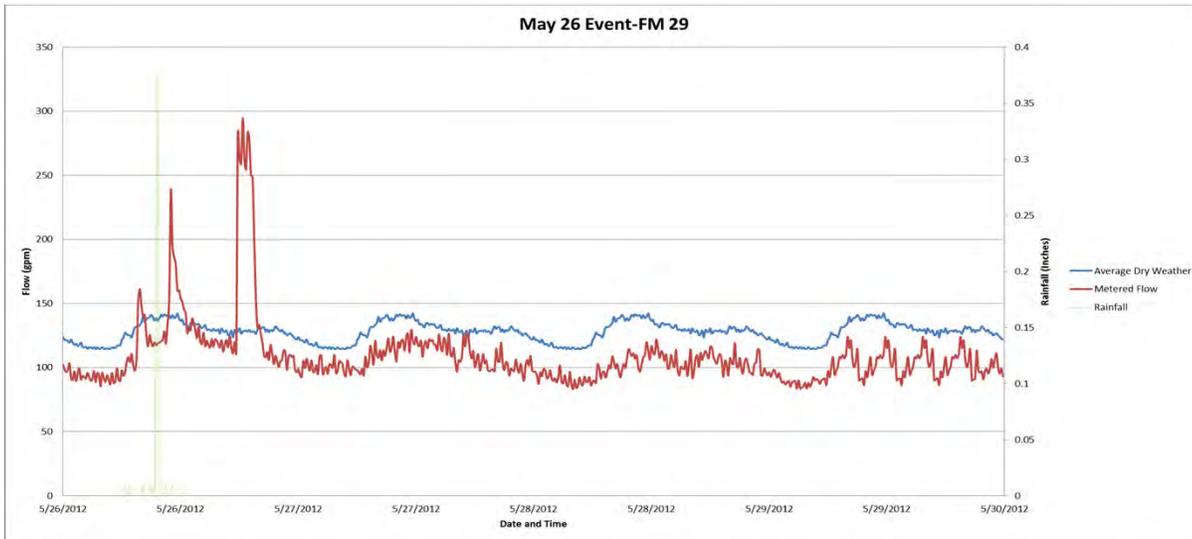
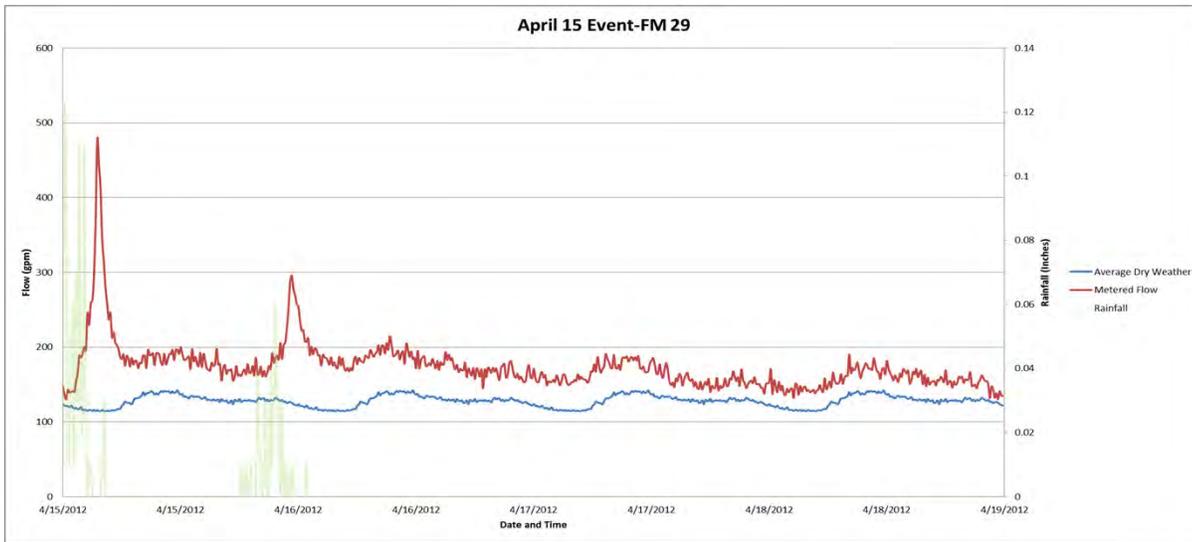


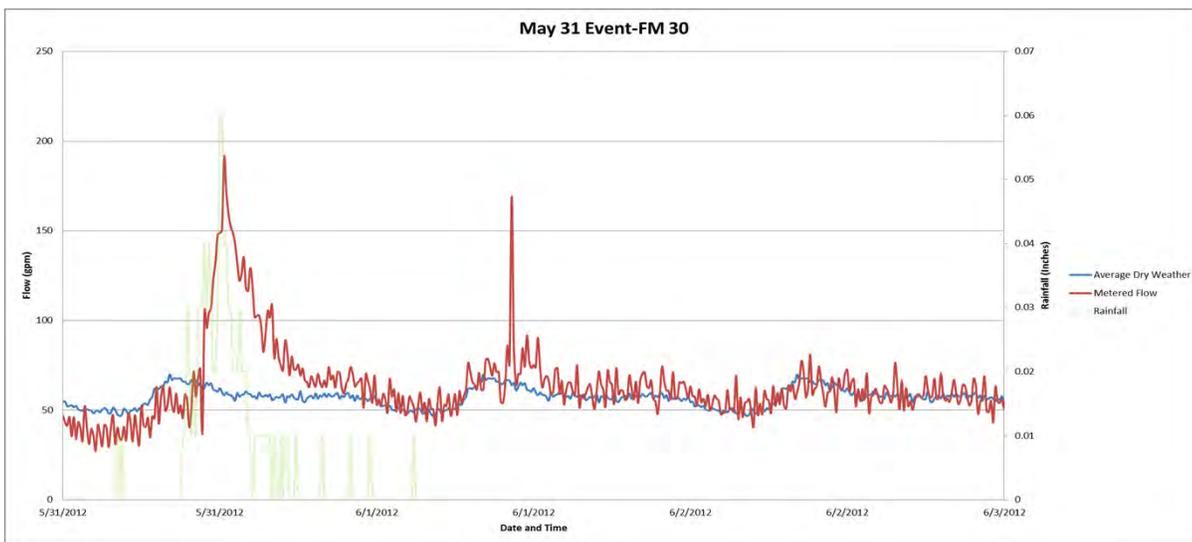
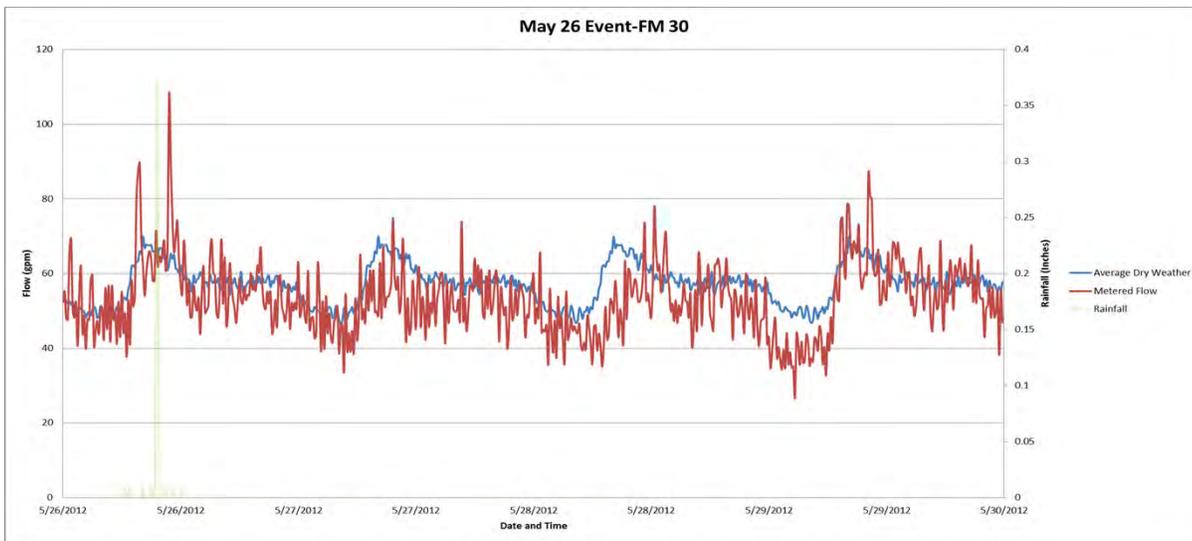
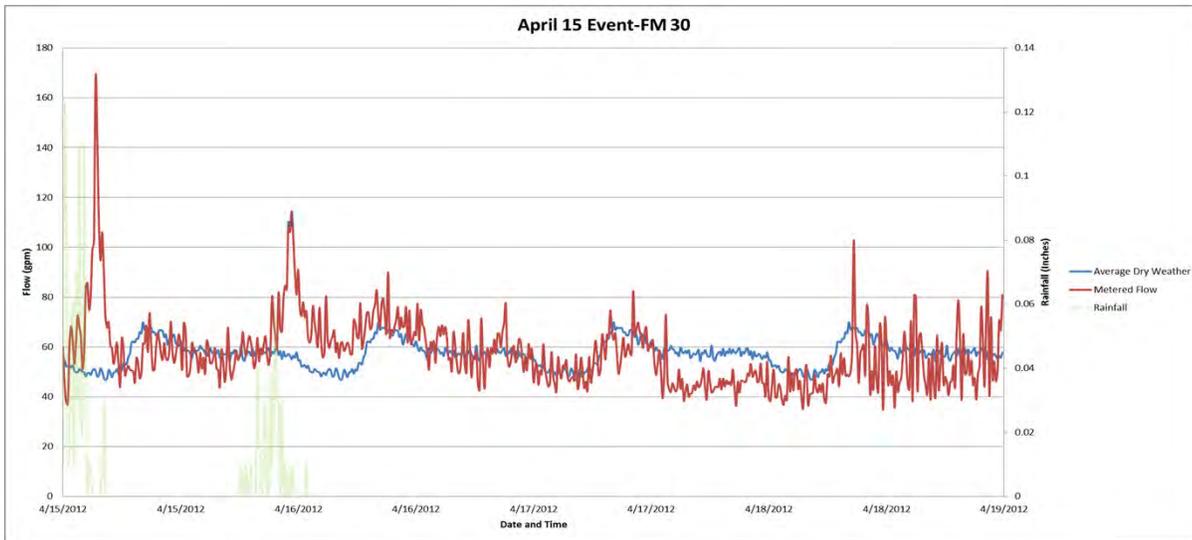












AGENDA REPORT

TO: Village Council

PREPARED BY: Michael D'Onofrio, Director of Community Development

DATE: July 13, 2012

SUBJECT: 260 Fairview Ave. Ord. M-15-2012
(1) Rear Yard Setback

Ordinance M-15-2012 grants a variation by Ordinance from Section 17.30.070 [Rear Yard Setback] of the Winnetka Zoning Ordinance to permit the construction of an attached garage that will result in a rear yard setback of 7.61 ft., whereas a minimum of 19.9 ft. is required, a variation of 12.29 ft. (61.76%).

The petitioners, Jeff and Alexi Dohnal, are requesting the variation in order to replace the existing nonconforming 1-car detached garage with an attached 2-car garage. The existing garage measures 12.58 ft. x 20.68 ft. The north wall of the existing garage is setback 0.17 ft. from the north property line and the eave extends 0.88 ft. north of the property line into the neighbor's property. The proposed garage would measure approximately 31.83 ft. x 22 ft. and provide a rear yard setback of 7.61 ft., whereas a minimum of 19.9 ft. is required.

With the exception of the rear yard setback, the proposed addition complies with the zoning ordinance as represented on the attached zoning matrix.

The property is an irregularly shaped lot located at the intersection of Elder Ln. and Fairview Ave., directly across the street from Greeley School. The irregularity is due to the unusual curve in the Elder Ln. right-of-way, which jogs southwesterly once Elder Ln. intersects with Fairview Ave.

The subject site is located in the R-5 Single Family Residential District. The home was built circa 1916. Subsequent building permits were issued in 1923 to build a detached garage, in 1973 to enclose a porch, and in 2002 for a 1-story addition to the residence. The petitioners are under contract to purchase the property and are pursuing the variation with the current owners' permission.

There is one previous zoning variation for this property. Case No. 1098 for a rear yard setback was approved by the Village Council in 1973 to permit the enclosure of a porch.

This case was originally before the Zoning Board of Appeals (ZBA) on May 14, 2012. After hearing the concerns of the Board members and neighbors, the petitioners requested that their application be tabled until the June 11, 2012 ZBA meeting to allow the petitioners time to consider revising the proposed addition. After the May ZBA meeting, the length of the north wall of the proposed addition was shortened from 33.98 ft. to 31.83 ft., a reduction of 2.15 ft. As a result of the revision, the proposed gross floor area and roofed lot coverage were both reduced by 43.04 s.f. Also, the impermeable lot coverage was reduced by 8.88 s.f., a smaller reduction due to the increase in the length of the

260 Fairview Ave.
July 13, 2012
Page 2 of 2

driveway as the garage would be setback 41.96 ft. from Fairview, where a setback of 40.3 ft. was previously proposed.

At its June 11, 2012 meeting the ZBA voted 5-0 to recommend approval of the variation.

Introduction of the ordinance requires the concurrence of the majority of the Village Council members present.

Recommendation

Consider introduction of Ordinance M-15-2012, granting a variation from the rear yard setback requirement to permit the construction of an attached garage to the residence.

ZONING MATRIX

ADDRESS: 260 Fairview Ave.
CASE NO: 12-11-V2
ZONING: R-5

Revised 05.29.12

ITEM	REQUIREMENT	EXISTING	PROPOSED	TOTAL	STATUS
Min. Lot Size	8,900 SF	11,649.42 SF	N/A	N/A	OK
Min. Average Lot Width	70 FT	87.79 FT	N/A	N/A	OK
Max. Roofed Lot Coverage	3,145.34 SF (1)	1,765.24 SF	595.88 SF	2,361.12 SF	OK
Max. Gross Floor Area	4,144.88 SF (1)	2,829.25 SF	656.03 SF	3,485.28 SF	OK
Max. Impermeable Lot Coverage	5,824.71 SF (1)	3,550.45 SF	429.37 SF	3,979.82 SF	OK
Min. Front Yard (Elder Ln.)	30 FT	(+/-) 42 FT	N/A	N/A	OK
Min. Corner (Front) Yard (Fairview)	26.34 FT	59.94 FT (2)	41.96 FT	N/A	OK
Min. Side Yard (West)	8.78 FT	5.83 FT	N/A	N/A	EXISTING NONCONFORMING
Min. Rear Yard (North)	19.9 FT	19.87 FT (3)	7.61 FT	N/A	12.29 FT (61.76%) VARIATION

NOTES:

(1) Based on lot area of 11,649.42 s.f.

(2) Measured to excessive eave.

(3) Setback to residence. The eave of the existing detached garage encroaches 0.88 ft. north of the property line. A minimum setback of 6 ft. is required for the detached garage in its current location.

**AN ORDINANCE GRANTING A VARIATION IN
THE APPLICATION OF THE ZONING ORDINANCE
OF THE VILLAGE OF WINNETKA,
COOK COUNTY, ILLINOIS (260 Fairview)**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970, pursuant to which it has the authority, except as limited by said Section 6 of Article VII, to exercise any power and perform any function pertaining to the government and affairs of the Village; and

WHEREAS, the Council of the Village of Winnetka (“Village Council”) find that establishing standards for the use and development of lands and buildings within the Village and establishing and applying criteria for variations from those standards are matters pertaining to the affairs of the Village; and

WHEREAS, the property commonly known as 260 Fairview, Winnetka, Illinois (“Subject Property”), is legally described as follows:

Lot 1 in Johnson’s Consolidation in Block 14 of Lake Shore Subdivision in the Village of Winnetka, in the Southeast Fractional Quarter, Section 21, Township 42 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois; and

WHEREAS, the Subject Property is located in the R-5 Zoning District provided in Chapter 17.12 of the Winnetka Zoning Ordinance, Title 17 of the Winnetka Village Code; and

WHEREAS, the owners of the Subject Property have filed an application for a variation from the 19.9-foot minimum rear yard setback requirement of Section 17.30.070 of the Lot, Space, Bulk and Yard Regulations for Single Family Residential Districts established by Chapter 17.30 of the Zoning Ordinance, to allow a proposed attached two-car garage to be located 7.61 feet from the rear lot line, resulting in a variation of 12.29 feet (61.76%); and

WHEREAS, on May 14, 2012, on due notice thereof, the Zoning Board of Appeals conducted a public hearing on the variation request and, at the request of the applicants, tabled the matter to the following meeting to allow the applicants to revise their request to address concerns raised at the hearing; and

WHEREAS, the applicants submitted a revised plan, dated May 24, 2012, which shortened the north wall of the proposed garage addition by 2.15 feet (“Revised Plan”), thereby increasing the

corner yard setback along Fairview, reducing the length of the nonconformity along the north lot line, reducing the gross floor area and roofed lot coverage by 43.4 square feet and reducing impermeable lot coverage by 8.88 square feet; and

WHEREAS, on June 11, 2012, on due notice thereof, the Zoning Board of Appeals conducted a public hearing on the Revised Plan and, by the unanimous vote of the five members then present, has reported to the Council recommending that the requested variation be granted; and

WHEREAS, there are practical difficulties and particular hardships associated with carrying out the strict application of the Zoning Ordinance with respect to the Subject Property in that: (a) the Subject Property is an irregularly shaped corner lot located at the northwest corner of Fairview Avenue and Elder Lane, with a curving south lot line that follows the curve of the Elder Lane right-of-way; (b) the curve in the Elder Lane right-of-way was caused due to a platting error in the early development of the Village that resulted in the misalignment of Elder Lane where it crosses Fairview; (c) the Subject Property abuts a triangular-shaped parcel of public land that was originally part of the Subject Property but was separated from it due to the curve in the Elder Lane right-of-way; (d) as a corner lot, the Subject Property is subject to front yard setbacks along both the Elder Lane and Fairview Avenue frontages; (e) the Subject Property is improved with a single family residence that was constructed in the northwest quadrant of the lot in 1916, prior to the enactment of the Winnetka Zoning Ordinance, and that is oriented toward the Fairview Avenue street frontage; and (f) due to the corner setback requirements, the irregular shape of the lot and the location of the residence, the only viable location for a garage on the Subject Property is adjacent to the residence in the northwest corner of the Subject Property; and

WHEREAS, the Subject Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the Zoning Ordinance, in that: (a) the existing one-car garage is neither functional nor consistent with like properties in the vicinity; (b) the home is located in close proximity to school parking zones, thus increasing the need for a garage which can accommodate two vehicles; (c) two-car garages are considered standard amenities in homes throughout the Village; and (d) it is not possible to construct a conforming two-car garage on the Subject Property without zoning relief; and

WHEREAS, the requested variation will not alter the essential character of the neighborhood because: (a) constructing a new garage in the same area of the Subject Property as the existing garage will maintain the developed pattern of the block face on both Fairview Avenue and

Elder Lane; (b) the proposed garage has been designed and will be built with materials that will ensure that the addition blends seamlessly into the existing home and neighborhood; (c) the proposed new garage will provide a greater rear yard setback than the existing garage; and (d) the proposed garage will improve the Fairview Avenue block face by providing a greater setback than the other two homes on the block; and

WHEREAS, the requested variation will not impair an adequate supply of light and air because the proposed garage would provide an increased setback from the north and west property lines, to allow a better supply of light and air to the adjacent properties; and

WHEREAS, the requested variation will not increase the hazard from fire and other dangers to the Subject Property, as the proposed construction will comply with all applicable building and fire protection codes and will be farther from the property to the north than the existing garage; and

WHEREAS, the requested variation will not diminish the taxable value of land and buildings throughout the Village, and the taxable value of the Subject Property may be increased because of the proposed improvements; and

WHEREAS, the proposed construction will not contribute to congestion on the public streets, as the property will continue to be used for single family residential purposes and the new garage will provide additional off-street parking; and

WHEREAS, there is no evidence that the requested variation will otherwise impair the public health, safety, comfort, morals, and welfare of the inhabitants of the Village; and

WHEREAS, the requested variation is in harmony with the general purpose and intent of the Winnetka Zoning Ordinance, in that it allows the renovation, restoration and rehabilitation of a structurally sound existing building while maintaining the existing scale and appearance of the community and protecting established trees and landscaping.

NOW, THEREFORE, the Council of the Village of Winnetka do ordain as follows:

SECTION 1: The foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: The Subject Property, commonly known as 260 Fairview and located in the R-5 Single-Family Residential District provided in Chapter 17.12 of the Winnetka Zoning Ordinance, Title 17 of the Winnetka Village Code, is hereby granted a variation from the 19.9-foot minimum rear yard setback requirement of Section 17.30.070 of the Lot, Space, Bulk and Yard

Regulations for Single Family Residential Districts established by Chapter 17.30 of the Zoning Ordinance, to allow a rear yard setback of 7.61 feet, resulting in a variation of 12.29 feet (61.76%), in order to replace the existing detached one-car garage with a two-car attached garage, in accordance with the revised plans and elevations dated May 24, 2012.

SECTION 3: The variation granted herein is conditioned upon the commencement of the proposed construction within 12 months after the effective date of this Ordinance.

SECTION 4: This Ordinance is passed by the Council of the Village of Winnetka in the exercise of its home rule powers pursuant to Section 6 of Article VII of the Illinois Constitution of 1970.

SECTION 5: This Ordinance shall take effect immediately upon its passage, approval and posting as provided by law.

PASSED this ____ day of _____, 2012, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2012.

Signed:

Village President

Countersigned:

Village Clerk

Introduced: _____

Posted: _____

Passed and Approved: _____

Posted: _____

**APPLICATION FOR VARIATION
WINNETKA ZONING BOARD OF APPEALS**

Owner Information:

Name: Jeff and Alexi Dohnal

Property Address: 260 Fairview Avenue

Home and Work Telephone Number: Jeff Cell: [REDACTED], Alexi Cell: [REDACTED]

Fax and E-mail: [REDACTED]

Architect Information: Name, Address, Telephone, Fax & E-mail:

COOK ARCHITECTURAL Design Studio

222 Merchandise Mart Plaza, Suite 948, Chicago, Illinois 60654

Phone: 312.846.6292, Fax: 312.846.6412, Email: ccook@cookarchitectural.com

Attorney Information: Name, Address, Telephone, Fax & E-mail:

Date Property Acquired by Owner: Closing Scheduled June 30th, 2012

Nature of Any Restrictions on Property: _____

Explanation of Variation Requested: Please see attached letter
(Attach separate sheet if necessary)

OFFICE USE ONLY

Variation Requested Under Ordinance Section(s): _____

Staff Contact: _____ Date: _____





April 9th, 2012

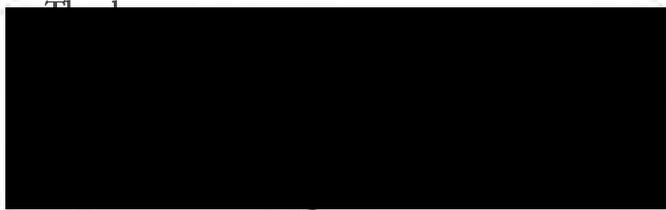
The Honorable Chairman and Members of the Zoning Board of Appeals
Village of Winnetka
510 Green Bay Road
Winnetka, Illinois 60093

Re: Variance Application for 260 Fairview Avenue

Dear Chairman and Zoning Board of Appeals:

We, John and Maria Angelos, are the current owners of Record for the property at 260 Fairview Avenue in Winnetka, Illinois. Jeff and Alexi Dohnal are under contract to purchase our property at 260 Fairview Avenue, with a closing date scheduled for June 30, 2012. They have our permission to move forward in seeking a variance to construct a 2 car garage at the property.

The undersigned



John and Maria Angelos
260 Fairview Avenue
Winnetka, Illinois 60093

STANDARDS FOR GRANTING OF ZONING VARIATIONS

Applications must provide evidence and explain in detail the manner wherein the strict application of the provisions of the zoning regulations would result in a clearly demonstrated practical difficulty or particular hardship. In demonstrating the existence of a particular difficulty or a particular hardship, please direct your comments and evidence to **each** of the following items:

1. The property in question can not yield a reasonable return if permitted to be used only under the conditions allowed by regulations in that zone.
2. The plight of the owner is due to unique circumstance. Such circumstances must be associated with the characteristics of the property in question, rather than being related to the occupants.
3. The variation, if granted, will not alter the essential character of the locality.
4. An adequate supply of light and air to the adjacent property will not be impaired.
5. The hazard from fire and other damages to the property will not be increased.
6. The taxable value of the land and buildings throughout the Village will not diminish.
7. The congestion in the public street will not increase.
8. The public health, safety, comfort, morals, and welfare of the inhabitants of the Village will not otherwise be impaired.

For your convenience, you will find attached examples of general findings, for and against the granting of a variation, which have been made by the Zoning Board of Appeals and Village Council in prior cases.

NOTE: The Zoning Board of Appeals or the Village Council, depending on which body has final jurisdiction, must make a finding that a practical difficulty or a particular hardship exists in order to grant a variation request.

Property Owner's Signature _____
(Proof of Ownership is required) _____
 4/9/12
4/9/12
Date: _____
Purchaser

Variations, if granted, require initiation of construction activity within 12 months of final approval. Consider your ability to commence construction within this 12 month time period to avoid lapse of approvals.



April 9th, 2012

The Honorable Chairman and Members of the Zoning Board of Appeals
Village of Winnetka
510 Green Bay Road
Winnetka, Illinois 60093

Re: Variance Application, 260 Fairview Avenue

Dear Chairman and Zoning Board of Appeals:

Dear Ladies and Gentlemen:

My clients Jeff and Alexi Dohnal are the contract purchasers of property at 260 Fairview in Winnetka, Illinois. The Dohnals are not scheduled to close on the property until June 30, 2012 but have secured the authorization and written consent of the current owners, John and Maria Angelos, to seek zoning relief necessary to build a new two car garage on the property. Please see the attached letter stating consent.

Enclosed please find a completed Village of Winnetka Application for Zoning Variation, application fee and supporting documentation for a variance to reduce the required rear yard setback at the above referenced property located in the R-5 residential district. They are seeking relief from the required 19.9' rear yard setback requirement in order to permit and construct an attached two car garage. This garage would replace an existing non-confirming 1 car detached garage. Based on the location of the existing home structure on the lot, there is not enough space to construct a two car detached garage on the site, as the north wall of the existing home sits 19.9' south of the lot line, at the line of the required rear yard setback.

Strict application of the provisions of the zoning regulations will result in practical difficulty and particular hardship on the part of the applicant for the following reasons:

1.0 The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by regulations in R-5 zoning district.

The size and shape of the subject property coupled with the location and layout of the home built in 1920 does not permit the construction of a new garage anywhere on the property without seeking a variation/s. As situated today, the property cannot yield a reasonable return without the ability to construct a new two car garage on the property. The existing one car garage is neither functional nor consistent with like kind properties in the area. A two car or larger garage is now a standard for homes in Winnetka. Additionally, the home is located in close proximity to school parking zones, which prohibit vehicles from being parked on the street between 8am and 10am, thus increasing the need for a garage which can accommodate 2 vehicles.

222 MERCHANDISE MART PLAZA, SUITE 948, CHICAGO, ILLINOIS 60654
city 312.846.6292 northshore 847.835.7132 fax 312.846.6412



2.0 The plight of the owner is due to unique circumstances.

The subject property is an irregular lot with more significant setbacks because of its location on a corner, as well as the location of a village owned parcel. From a zoning perspective the front yard of the property is located along Elder Lane. Based on the zoning regulations, the garage cannot be constructed in front of the primary residence, and therefore no garage could be constructed via access off of Elder Lane. Additionally, the existing residence is located 19.9' south of the north property line, at the required rear yard setback. It is not possible to construct a conforming detached two car garage in this space as the required 2'-0" setback from the property lines would only allow a 15.9' garage to be constructed, which is not wide enough to accommodate 2 vehicles.

3.0 The variation, if granted, will not alter the essential character of the locality.

The improved property, as proposed, is being designed to the highest architectural standards and materials that will ensure the addition blends seamlessly into the existing home and neighborhood. When completed, the setback of the new garage from Fairview will be greater than the other two homes on that block of Fairview. If constructed as proposed, the property will be in full compliance with all floor area, lot coverage and impermeable surface requirements and the existing non-conforming one car garage will be demolished.

4.0 The variation, if granted, will not impair an adequate supply of light and air to adjacent properties.

The existing 1 car garage sits .84' away from the north property line, and 8.33' from the west property line. The proposed garage would be providing a 7.61' setback from the north property line, and a 25.71' setback from the west property line. The increased setback from both the north and west property lines would allow a better supply of light and air to the adjacent properties. The proposed garage does not encroach into the required 26.34' East Corner Side Yard Setback, and provides a 40.30' setback, which is also greater than the setback provided by either of the 2 adjacent homes to the north.

5.0 The variation, if granted will not increase the hazard from fire or other damages

If the variation is granted it will not increase the hazard from fire or other damages. If the variation is granted it will reduce the hazard from fire or other damages to the adjacent properties, as the garage will be providing a larger setback from the property line than the existing single car garage structure.

6.0 The taxable value of land and buildings in the Village will not diminish if the variation is granted.

The proposed improvements will increase the value of the property, and will have a positive influence on the values of the neighboring properties.



7.0 The variation, if granted, will not increase congestion in the public street.

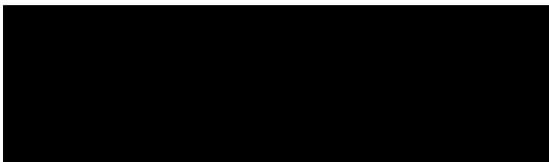
The variation, if granted, will not increase congestion in the public street, and will actually decrease congestion. The home is located in an area with school parking zones, which prohibit vehicles from being parked on the street between 8am and 10am, thus increasing the need for a garage which can accommodate 2 vehicles side by side. The existing driveway and single car garage provide tandem/stacked storage of vehicles, and increases congestion to the public street by requiring both cars to be moved to allow access for the front car to exit/enter the property. The configuration of the proposed garage, would allow either vehicle to exit the property without the need to move both vehicles.

8.0 The variation, if granted, will not impair the public health, safety, comfort, morals, or welfare of the inhabitants of the Village.

The variation, if granted, will not impair the public health, safety, comfort, morals or welfare of the inhabitants of the Village. There will be no change to the occupancy of the property, or change to the intensity of use of the property.

Please feel free to contact me at 312.846.6292 should you have any questions.

Sincerely,
COOK ARCHITECTURAL Design Studio, INC.



Charles S. Cook, AIA
Principal

CSC/SL



PLAT OF SURVEY

ARCHITECTURAL - INDUSTRIAL - LOTS - FARMS - SUBDIVISIONS - MORTGAGE - CONDOMINIUMS

BY

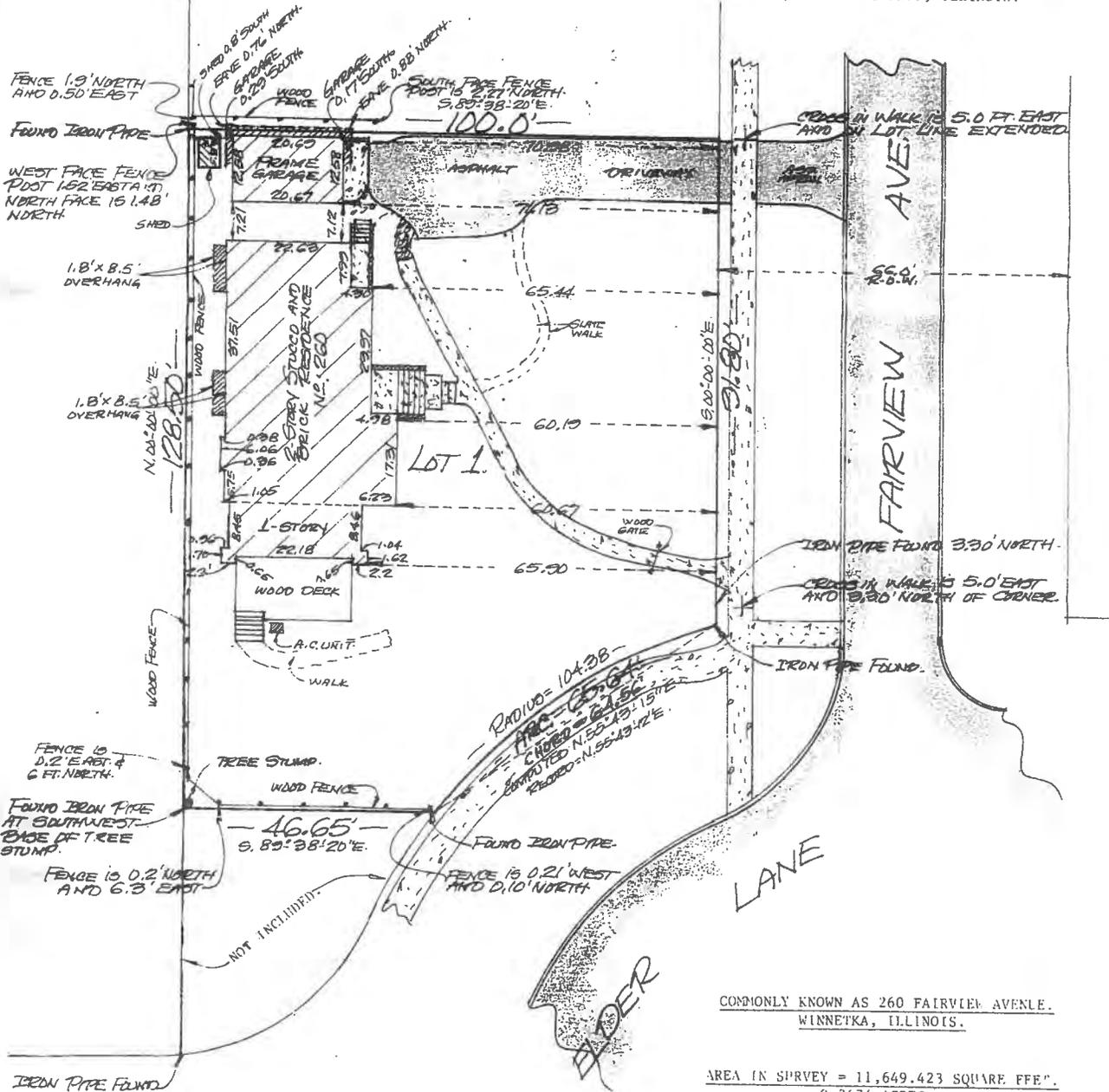
E. DEMBROWSKI & ASSOCIATES, INC.

Registered Land Surveyors



LEGAL DESCRIPTION:

LOT 1 IN JOHNSON'S CONSOLIDATION IN BLOCK 14 OF LAKE SHORE SUBDIVISION IN THE VILLAGE OF WINNETKA, IN THE SOUTHEAST QUARTER, SECTION 21, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.



COMMONLY KNOWN AS 260 FAIRVIEW AVENUE,
WINNETKA, ILLINOIS.

AREA IN SURVEY = 11,649.423 SQUARE FEET
0.2674 ACRES.

NOTE

- DIMENSIONS ARE NOT TO BE ASSUMED OR SCALED
- COMPARE ALL POINTS BEFORE BUILDING AND REPORT ANY DISCREPANCY IMMEDIATELY
- THE LEGAL DESCRIPTION SHOWN HEREON WAS SUBMITTED TO THE SURVEYOR FOR USE IN PREPARATION OF THIS SURVEY AND MUST BE COMPARED TO THE DEED OR TITLE COMMITMENT

Order No. 120042
Scale: 1 inch = 20 feet
Date: APRIL 17, 2012

Ordered by: THOMAS E. MEYER & ASSOCIATES.

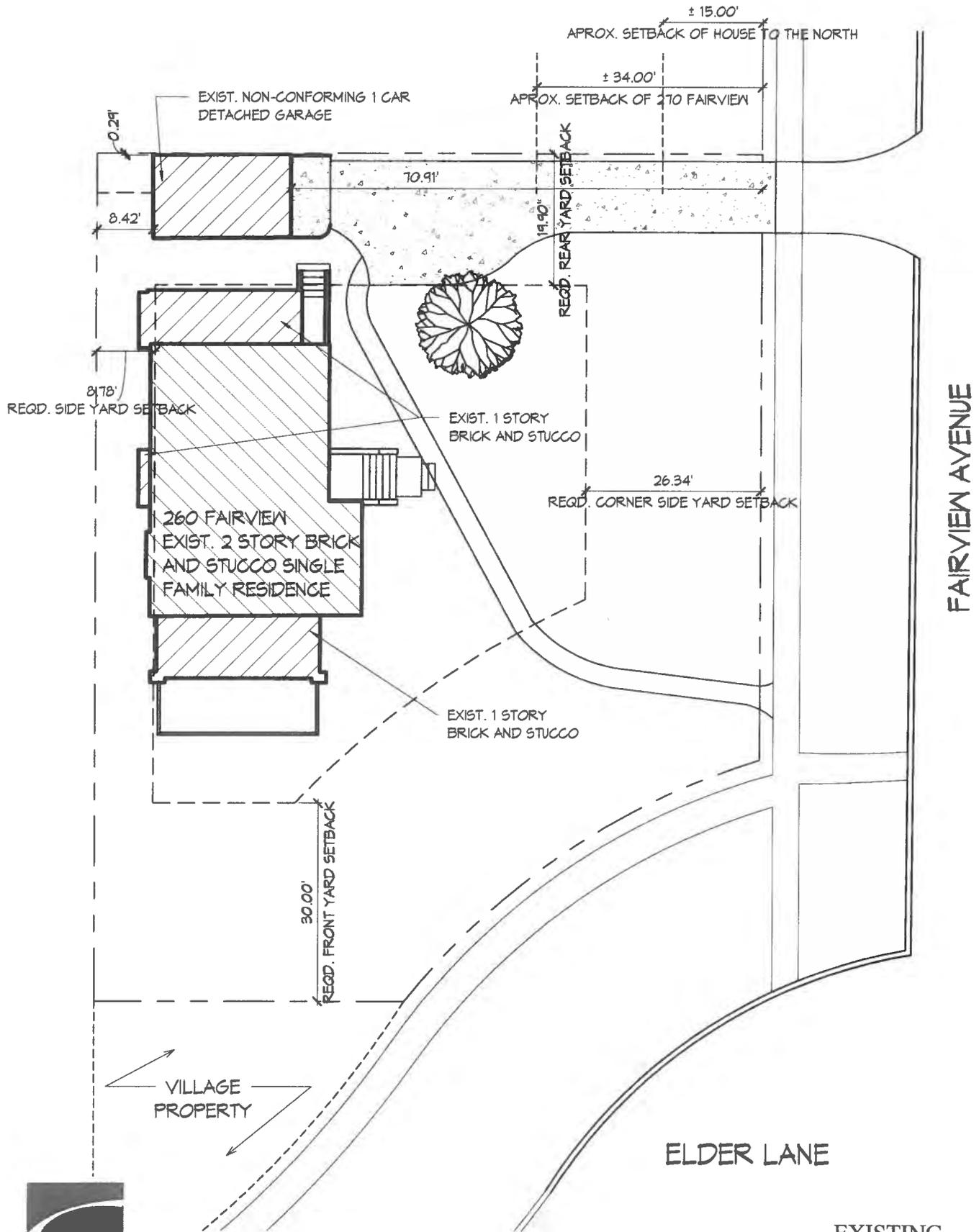
STATE OF ILLINOIS
COUNTY OF Mc HENRY

WE, E. DEMBROWSKI & ASSOCIATES, DO HEREBY CERTIFY THAT THIS SURVEY HAS BEEN MADE UNDER ITS DIRECTION BY A REGISTERED PROFESSIONAL ILLINOIS LAND SURVEYOR OF THE PROPERTY DESCRIBED HEREON, AND THAT THE PLAT HEREON DRAWN IS A REPRESENTATION OF SAID SURVEY. DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF. THIS SURVEY DOES NOT CONFORM TO THE MINIMUM STANDARDS FOR A BOUNDARY SURVEY.



E. DEMBROWSKI & ASSOCIATES, INC.
1101 PADDOCK RD.
SPRING GROVE, IL. 60081-9472
PHONE: 847-540-9371 / 815-675-0661
FAX NO: 847-540-9375 / 815-675-0662

Eugene M. Dembrowski
REGISTERED ILLINOIS LAND SURVEYOR
NO. 035-003029
EUGENE M. DEMBROWSKI

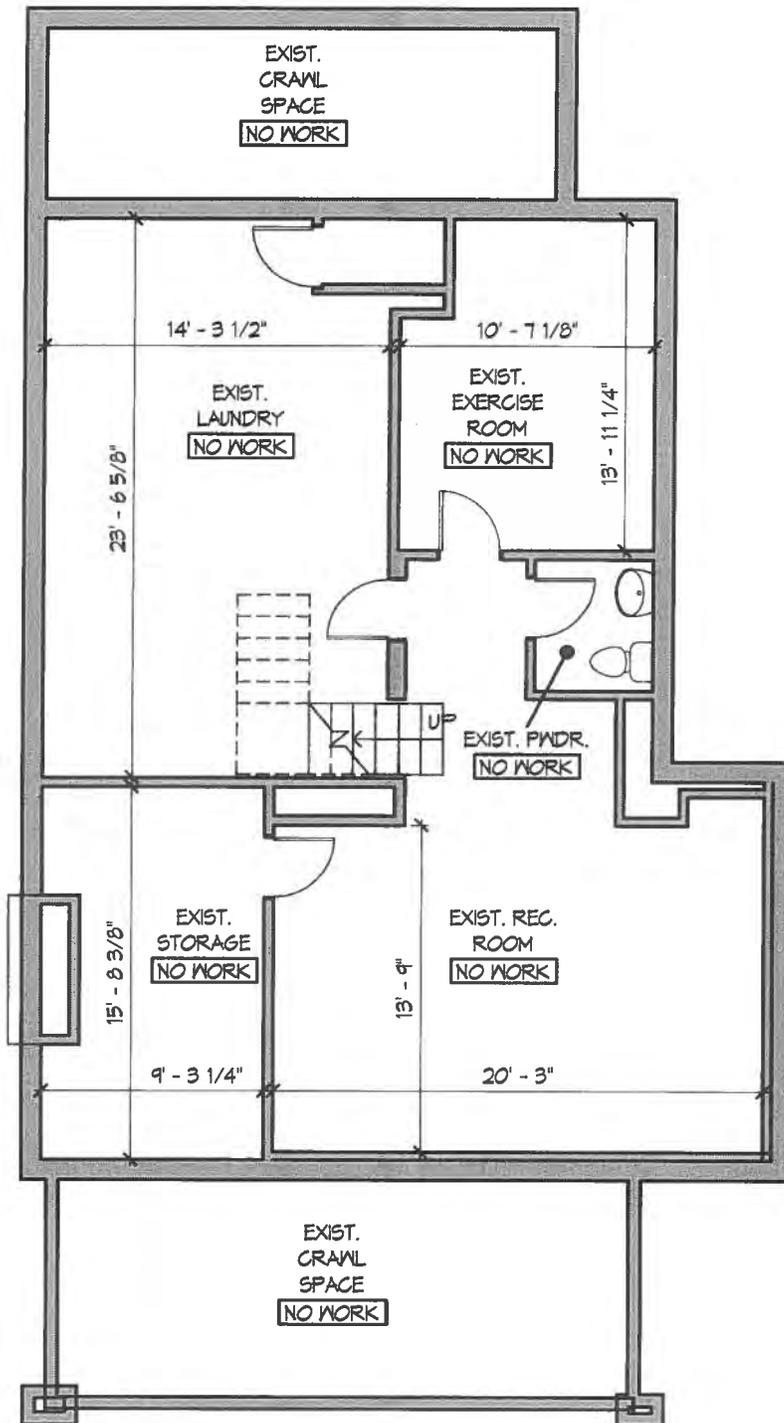


222 MERCHANDISE MART PLAZA, SUITE 948 CHICAGO, ILLINOIS 60654
 CITY: 312.846.6292 NORTH SHORE: 847.835.7132 WINNETKA, ILLINOIS 60093

EXISTING
 SITE PLAN

1" = 20'-0"
 04/09/12





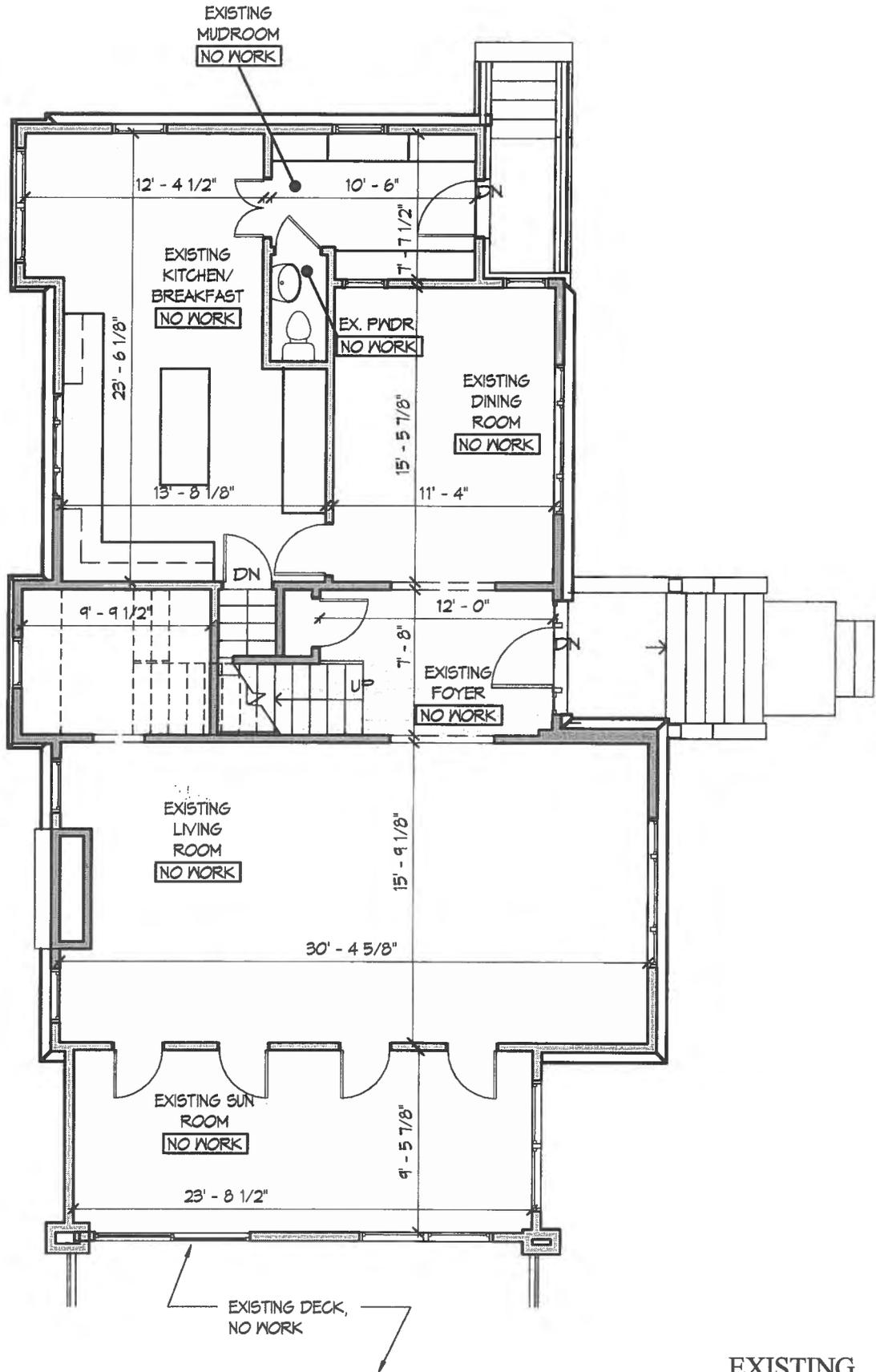
COOK
ARCHITECTURAL
Design Studio

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CITY: 312.846.6292 NORTH SHORE: 847.835.7132 **WINNETKA, ILLINOIS 60093**

EXISTING
LOWER
LEVEL PLAN

1/8" = 1'-0"
04/09/12





260 FAIRVIEW

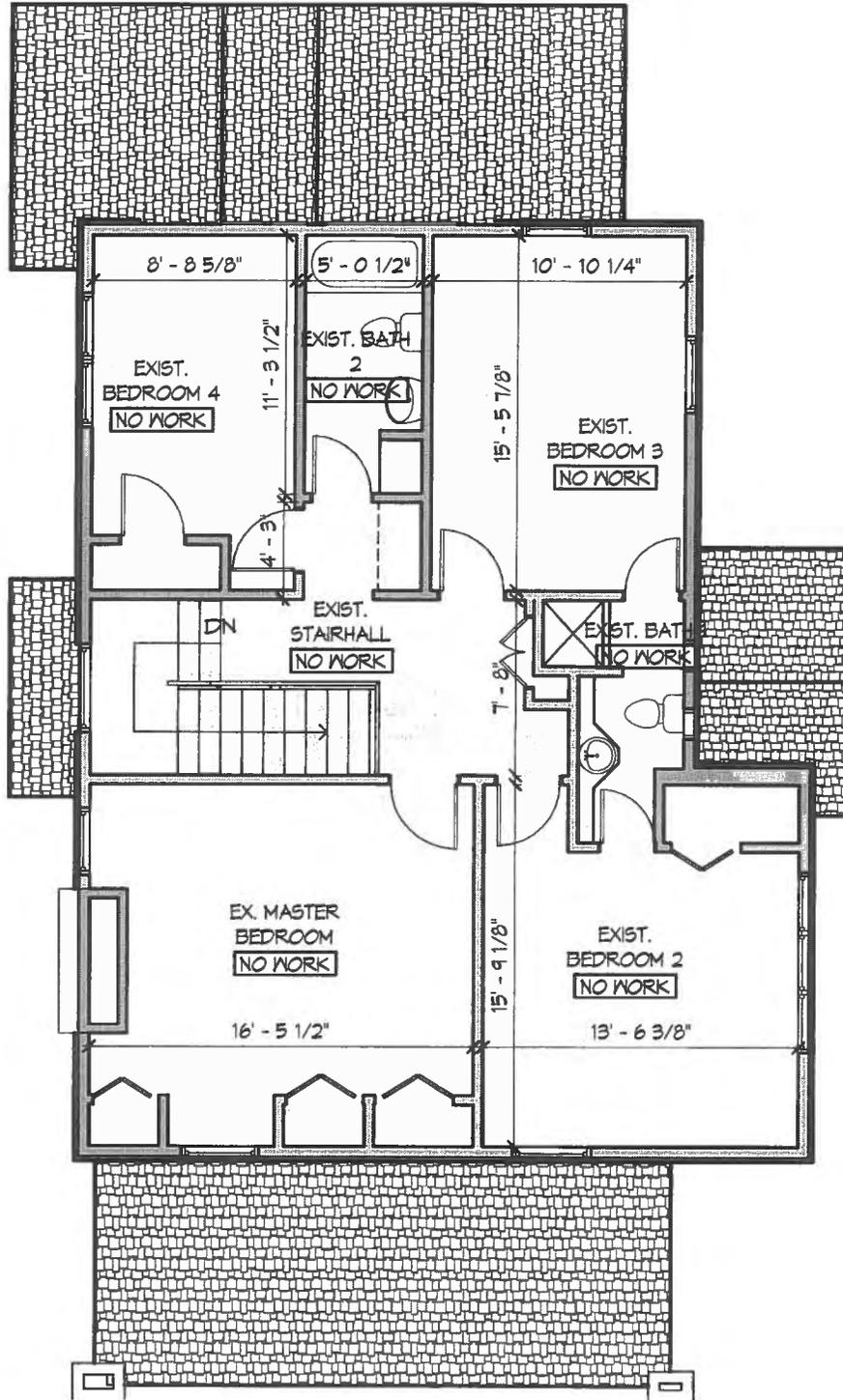
EXISTING FIRST FLOOR PLAN



222 MERCHANDISE MART PLAZA, SUITE 948 CHICAGO, ILLINOIS 60654
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1/8" = 1'-0"
04/09/12





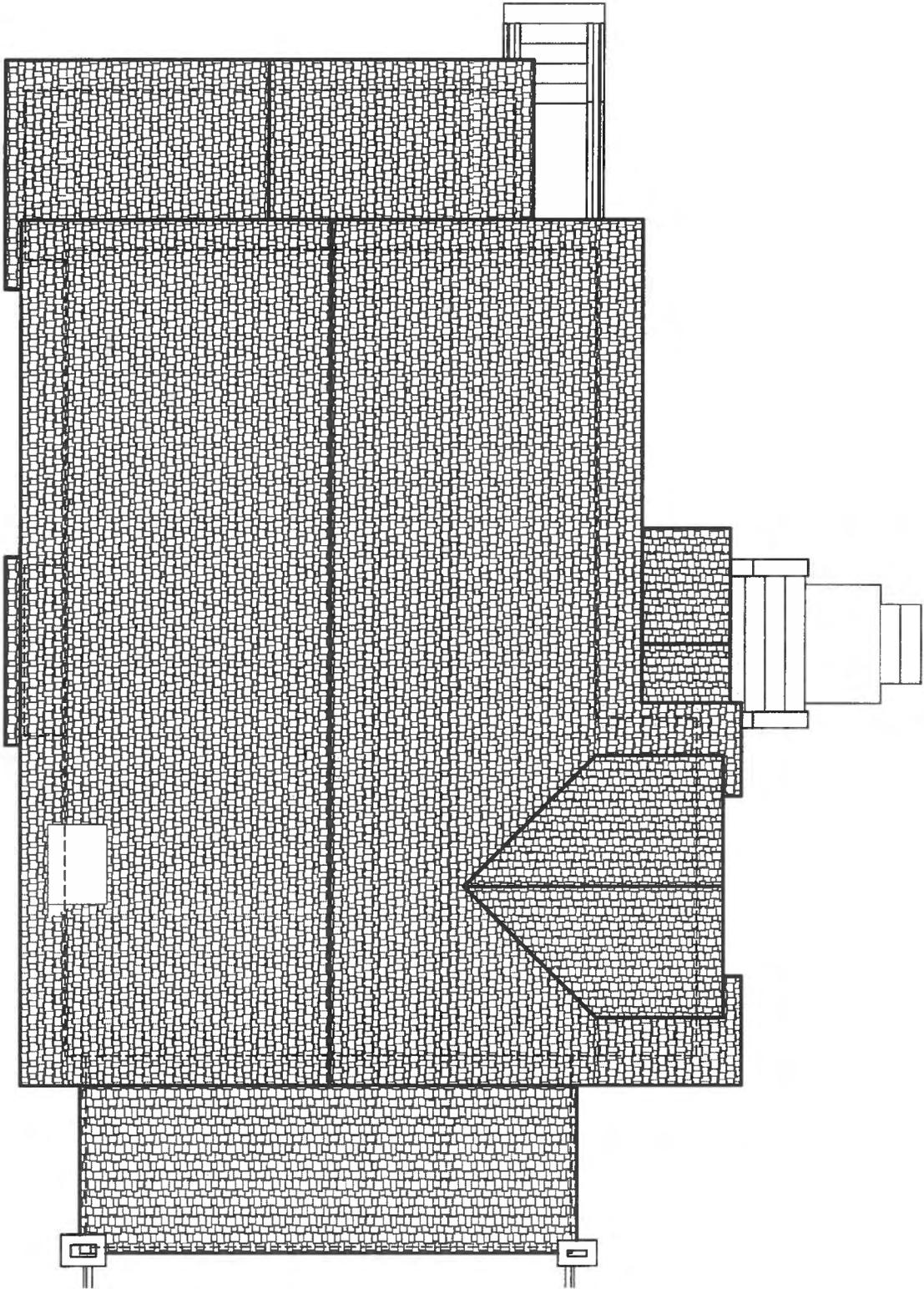
260 FAIRVIEW

EXISTING SECOND FLOOR PLAN

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1/8" = 1'-0"
 04/09/12





260 FAIRVIEW EXISTING ROOF PLAN

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1/8" = 1'-0"
04/09/12





- T.O. EXISTING GABLE V.I.F. — 26' - 4 15/16" —
- T.O. KITCHEN GABLE V.I.F. — 17' - 0 31/32" —
- T.O. SECOND FLOOR FINISH FLOOR — 10' - 4 3/4" —
- T.O. FIRST FLOOR FIN. — 0' - 0 3/4" —
- B.O. BASEMENT CEILING — -1' - 0 5/8" —
- GRADE — -4' - 8" —



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260 FAIRVIEW
WINNETKA, ILLINOIS 60093

EXISTING EAST ELEVATION

1/8" = 1'-0"
04/09/12





- T.O. EXISTING GABLE V.I.F. 26' - 4 15/16" 
 - T.O. KITCHEN GABLE V.I.F. 17' - 0 31/32" 
 - T.O. SECOND FLOOR FINISH FLOOR 10' - 4 3/4" 
 - T.O. FIRST FLOOR FIN. 0' - 0 3/4" 
 - B.O. BASEMENT CEILING -1' - 0 5/8" 
 - GRADE -4' - 8" 
- 3' - 7 3/8" 



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260 FAIRVIEW
WINNETKA, ILLINOIS 60093

EXISTING NORTH ELEVATION

1/8" = 1'-0"
04/09/12



⊕ T.O. EXISTING GABLE V.I.F.
26' - 4 15/16"

⊕ T.O. KITCHEN GABLE V.I.F.
17' - 0 31/32"

⊕ T.O. SECOND FLOOR FINISH FLOOR
10' - 4 3/4"

⊕ T.O. FIRST FLOOR FIN.
0' - 0 3/4"

⊕ B.O. BASEMENT CEILING
-1' - 0 5/8"

⊕ GRADE
-4' - 8"



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260 FAIRVIEW

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EXISTING WEST ELEVATION

1/8" = 1'-0"
04/09/12





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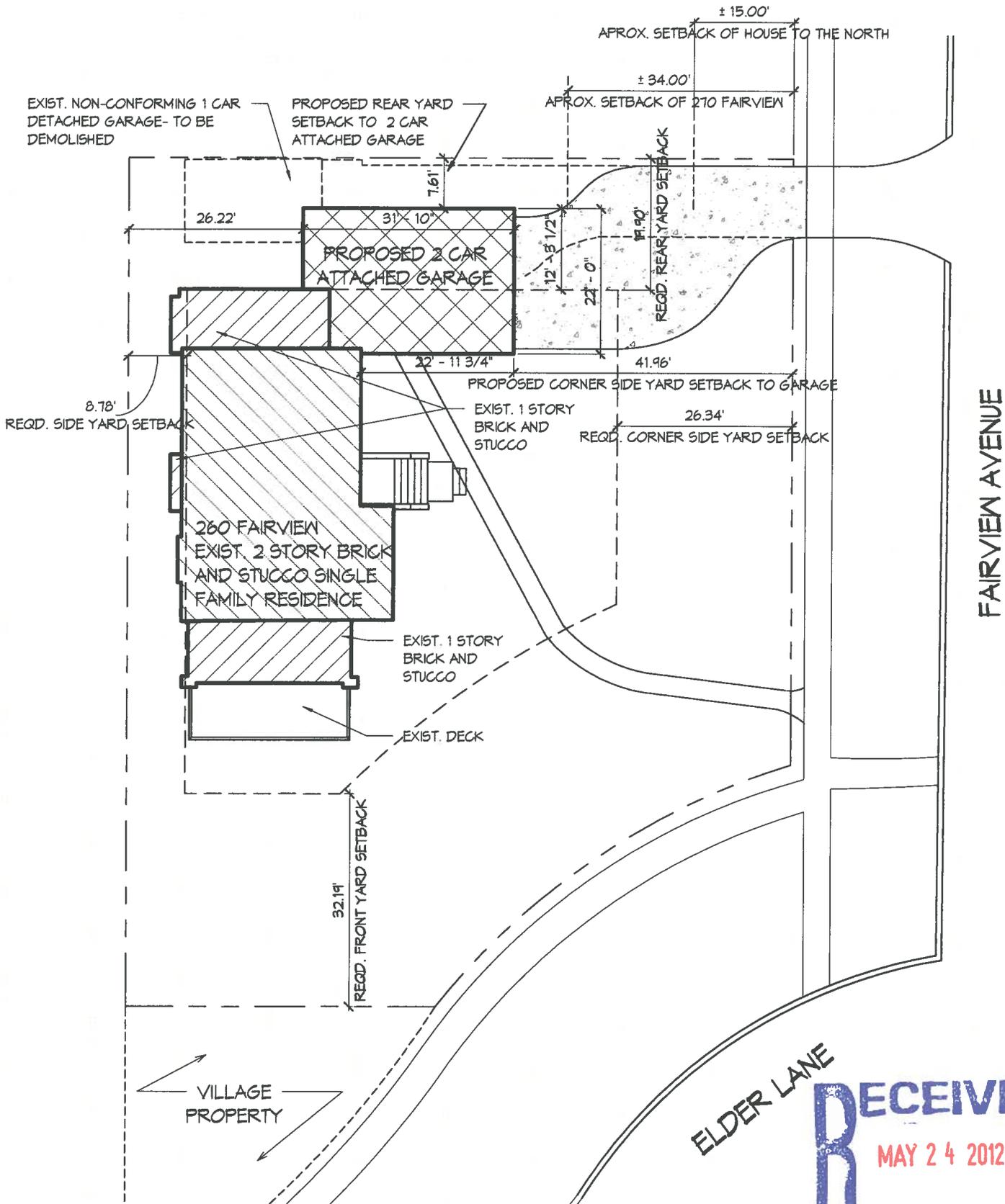
260 FAIRVIEW

EXISTING SOUTH ELEVATION

WINNETKA, ILLINOIS 60093

1/8" = 1'-0"
 04/09/12





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 MAY 24 2012
 BY: _____



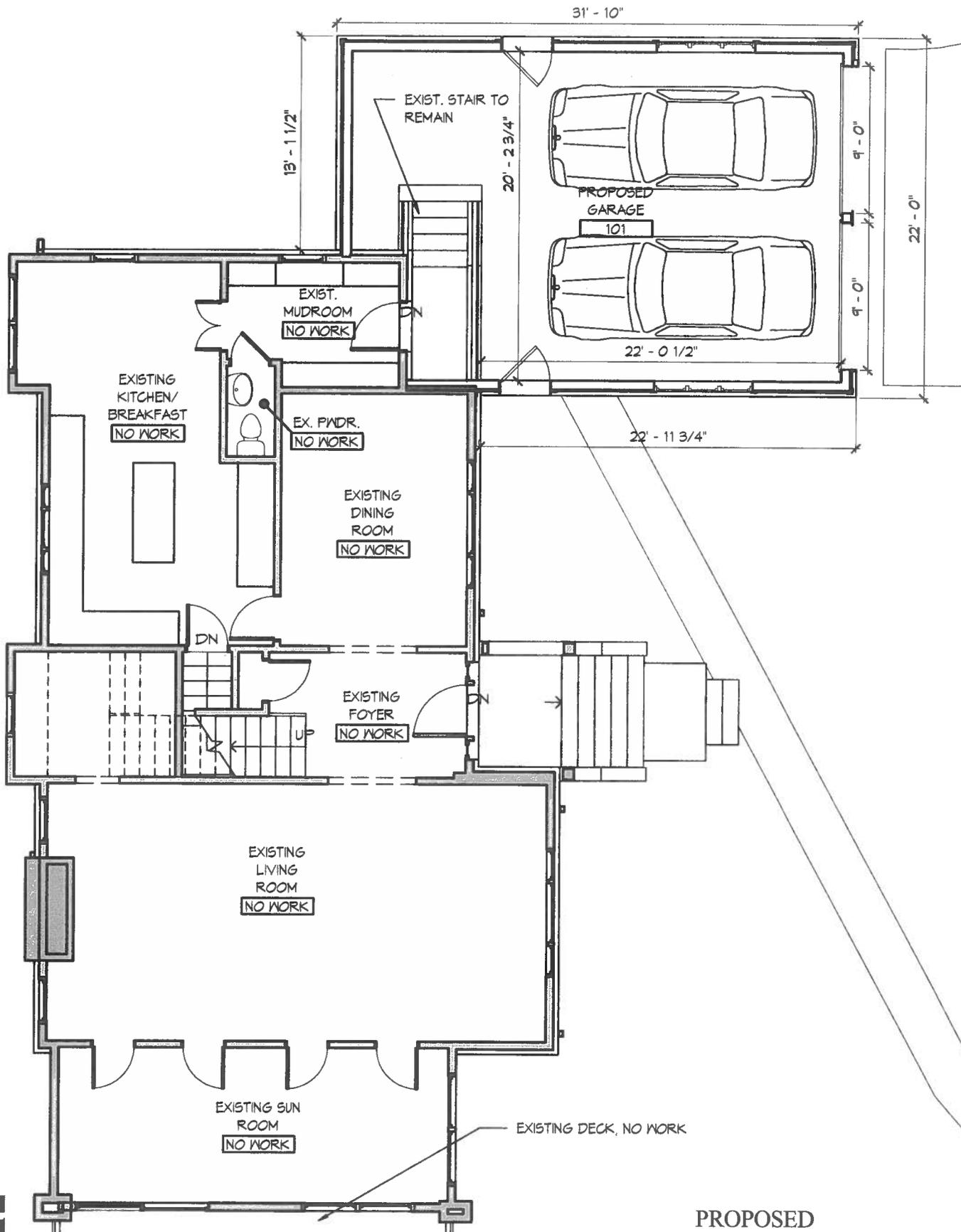
260 FAIRVIEW

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**PROPOSED
 SITE PLAN**

1" = 20'-0"
 05/24/12





260 FAIRVIEW

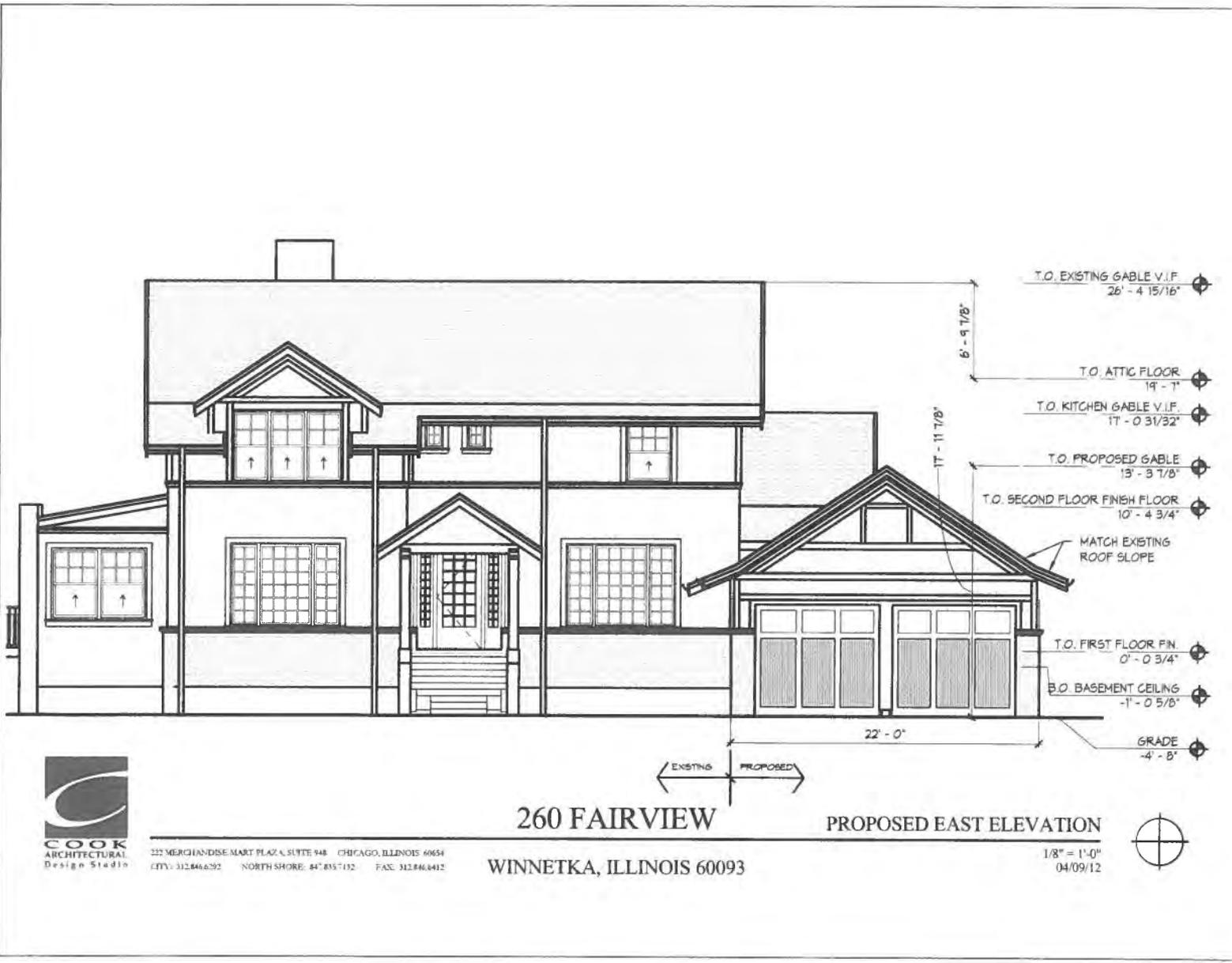
PROPOSED FIRST FLOOR PLAN



222 MERCHANDISE MART PLAZA, SUITE 948 CHICAGO ILLINOIS 60654
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1/8" = 1'-0"
 05/24/12





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260 FAIRVIEW

PROPOSED EAST ELEVATION

WINNETKA, ILLINOIS 60093

1/8" = 1'-0"
 04/09/12



◆ T.O. EXISTING GABLE V.I.F. _____
26' - 4 15/16"

◆ T.O. ATTIC FLOOR _____
19' - 7"

◆ T.O. KITCHEN GABLE V.I.F. _____
17' - 0 31/32"

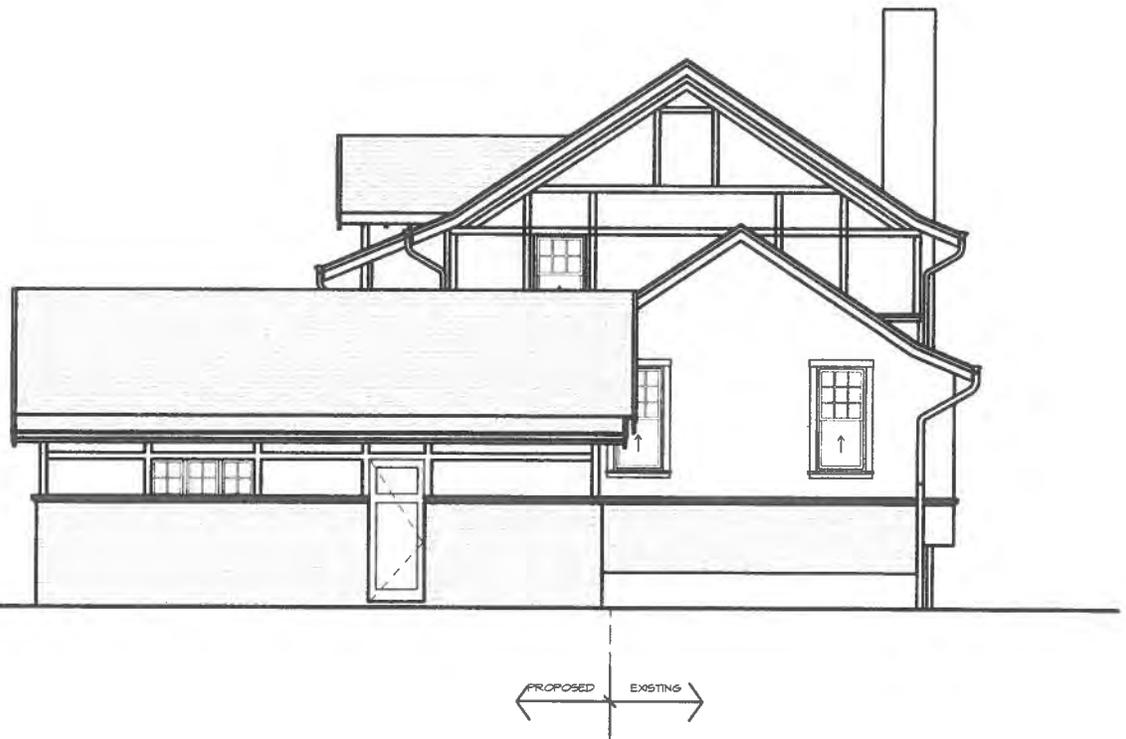
◆ T.O. PROPOSED GABLE _____
13' - 3 7/8"

◆ T.O. SECOND FLOOR FINISH FLOOR _____
10' - 4 3/4"

◆ T.O. FIRST FLOOR FIN. _____
0' - 0 3/4"

◆ B.O. BASEMENT CEILING _____
-1' - 0 5/8"

◆ GRADE _____
-4' - 0"



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260 FAIRVIEW

PROPOSED NORTH ELEVATION

WINNETKA, ILLINOIS 60093

1/8" = 1'-0"
05/24/12



◆ T.O. EXISTING GABLE V.I.F. _____
26' - 4 15/16"

◆ T.O. ATTIC FLOOR _____
14' - 7"

◆ T.O. KITCHEN GABLE V.I.F. _____
17' - 0 31/32"

◆ T.O. PROPOSED GABLE _____
13' - 3 7/8"

◆ T.O. SECOND FLOOR FINISH FLOOR _____
10' - 4 3/4"

◆ T.O. FIRST FLOOR FIN. _____
0' - 0 3/4"

◆ B.O. BASEMENT CEILING _____
-1' - 0 5/8"

◆ GRADE _____
-4' - 8"



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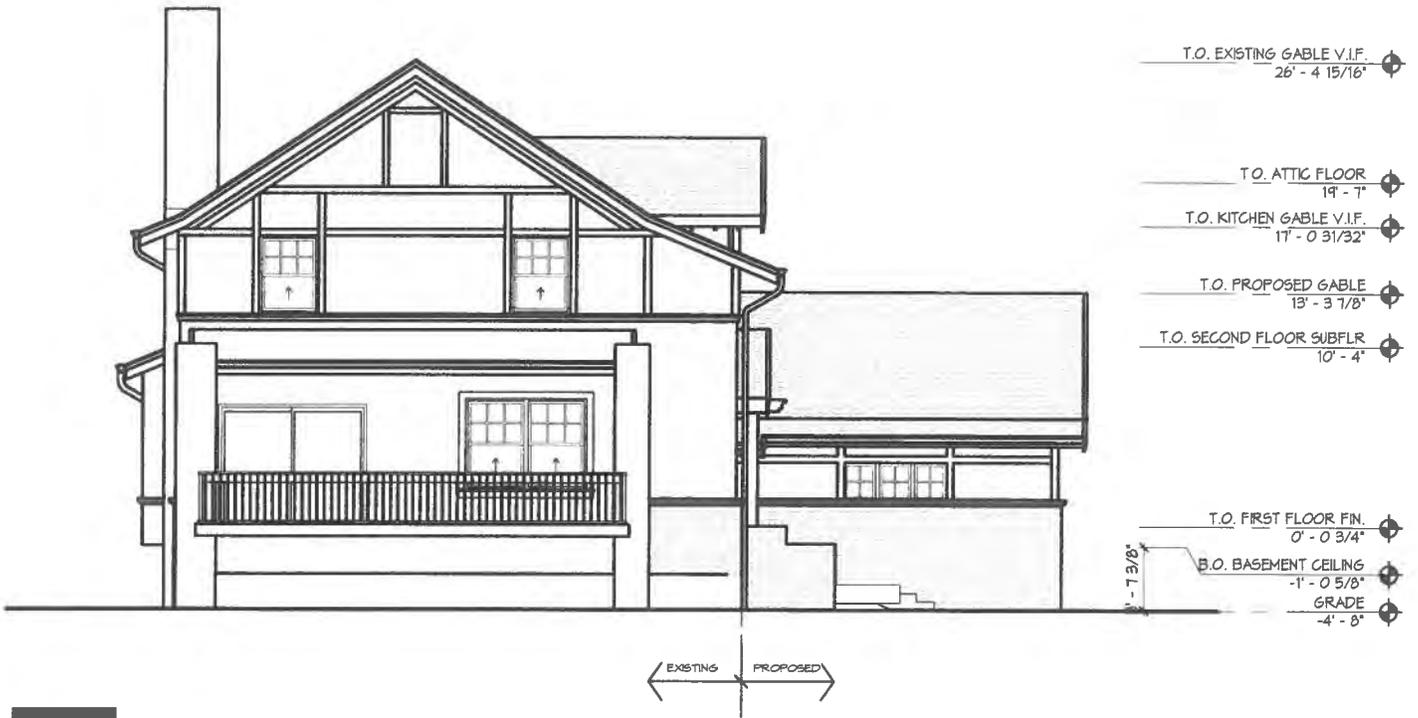
260 FAIRVIEW

WINNETKA, ILLINOIS 60093

PROPOSED WEST ELEVATION

1/8" = 1'-0"
05/24/12





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260 FAIRVIEW

PROPOSED SOUTH ELEVATION

WINNETKA, ILLINOIS 60093

1/8" = 1'-0"
 05/24/12





EXISTING SOUTHEAST PERSPECTIVE
SCALE: N.T.S.



PROPOSED SOUTHEAST PERSPECTIVE
SCALE: N.T.S.



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260 FAIRVIEW
WINNETKA, ILLINOIS 60093

PERSPECTIVES

05/24/12





EXISTING NORTHWEST PERSPECTIVE
SCALE: N.T.S.



PROPOSED NORTHWEST PERSPECTIVE
SCALE: N.T.S.



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260 FAIRVIEW

PERSPECTIVES

WINNETKA, ILLINOIS 60093

05/24/12





EXISTING FRONT PERSPECTIVE
SCALE: N.T.S.



PROPOSED FRONT PERSPECTIVE
SCALE: N.T.S.



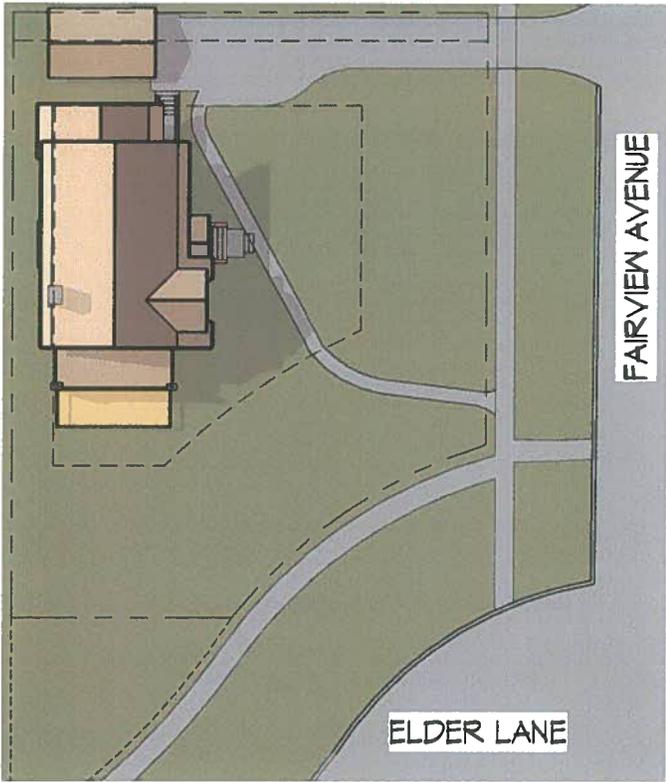
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260 FAIRVIEW
WINNETKA, ILLINOIS 60093

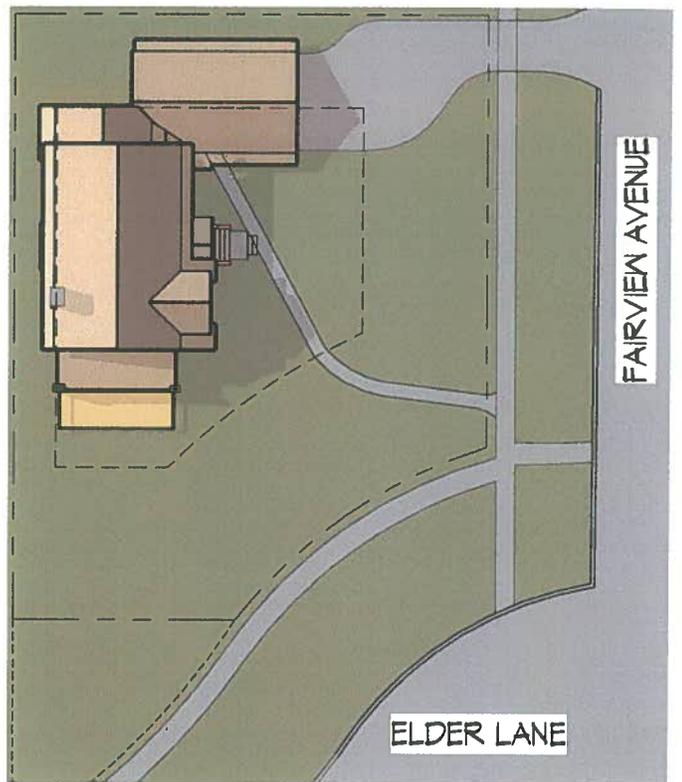
FRONT PERSPECTIVES

05/24/12





EXISTING SITE PLAN
SCALE: 1" = 30'-0"



PROPOSED SITE PLAN
SCALE: 1" = 30'-0"



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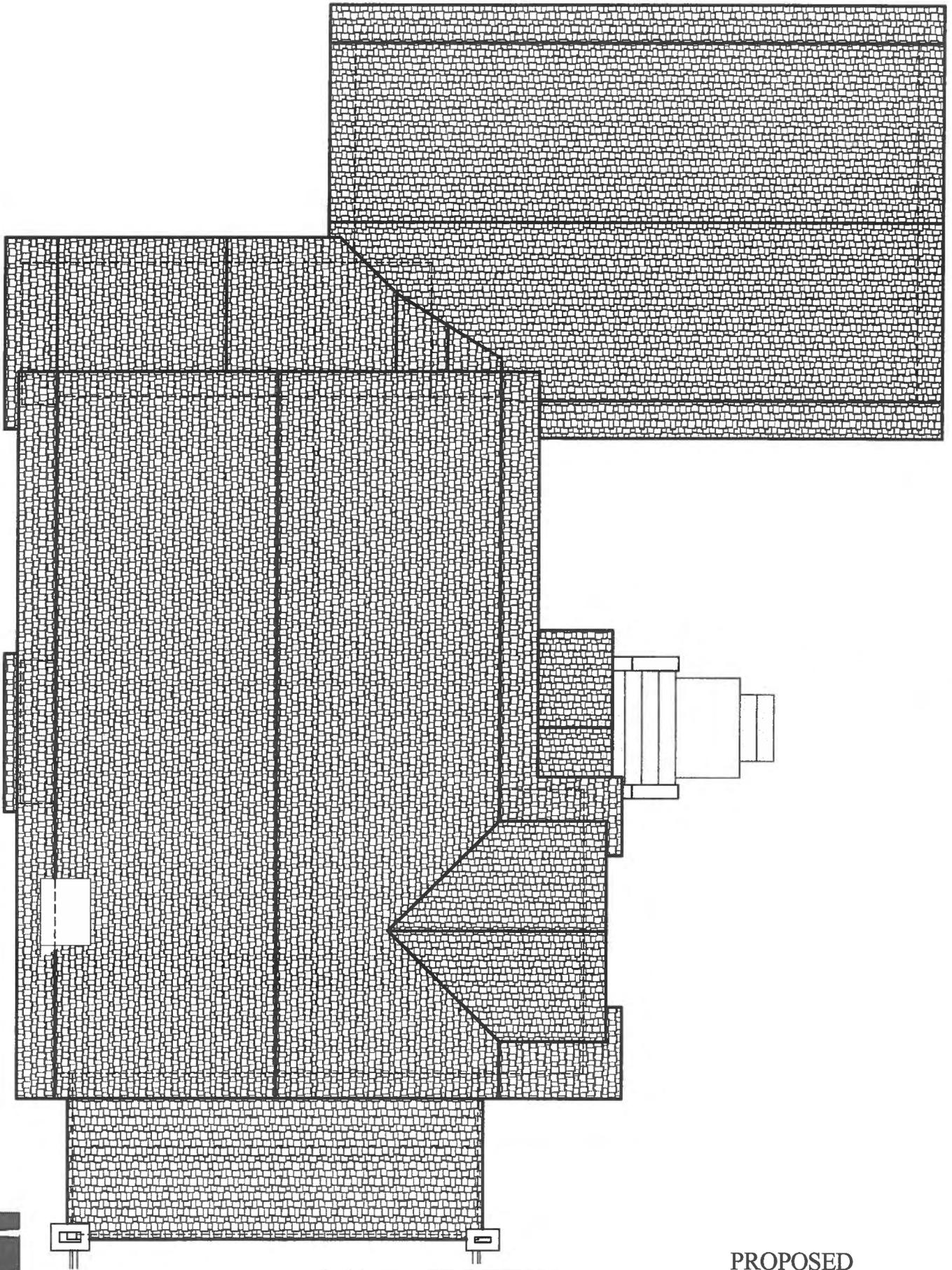
260 FAIRVIEW

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SITE PLANS

1" = 30'-0"
05/24/12





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260 FAIRVIEW

PROPOSED ROOF PLAN

1/8" = 1'-0"
04/09/12



**WINNETKA ZONING BOARD OF APPEALS
EXCERPT OF MEETING MINUTES
MAY 14, 2012**

Zoning Board Members Present: Joe Adams, Chairman
Mary Hickey
Joni Johnson
Bill Krucks
Carl Lane
Jim McCoy
Scott Myers

Zoning Board Members Absent: None

Village Staff: Michael D’Onofrio, Director of Community
Development
Ann Klaassen, Planning Assistant

Agenda Items:

Case No. 12-11-V2: 260 Fairview Ave.
Jeff and Alexi Dohnal
Variation by Ordinance
1. Rear Yard Setback

**260 Fairview Ave., Case No. 12-11-V2, Jeff and Alexi Dohnal, Variation by Ordinance -
Rear Yard Setback**

Mr. D’Onofrio read the public notice. The purpose of this hearing is to hear testimony and receive public comment regarding a request by Jeff and Alexi Dohnal concerning a variation by

Ordinance from Section 17.30.070 [Rear Yard Setback] of the Winnetka Zoning Ordinance to permit the construction of an attached garage that will result in a rear yard setback of 7.61 ft., whereas a minimum of 19.9 ft is required, a variation of 12.29 ft. (61.76%).

Chairman Adams swore in those that would be speaking on this case.

Ms. Johnson informed the Board that she lived in this home from 1989 until 1997 and that the current owner was not the purchaser of the home from her. She stated that she would like to disclose that for the record.

Charles Cook of Cook Architectural Design Studio in Chicago introduced himself to the Board and stated that he would present the request to the Board on behalf of the applicants, Jeff and Alexi Dohnal. He then referred to the information contained in the packet of materials. Mr. Cook stated that he would run through graphically what the case is.

Mr. Cook stated that the first thing they looked at is the site plan of the current situation. He noted that the home is located in the northwest quadrant of the property and that it is considered a corner lot even though only a portion of it touched Elder Lane. Mr. Cook described it as a uniquely shaped lot. He then stated that the Village owned the property in the triangle just south of that. Mr. Cook stated that because of the proportions of the lot, the south side is considered the front yard and the north portion is considered the rear.

Mr. Cook stated that the home sits almost within the buildable footprint and that there is an existing detached one car garage which is nonconforming from zoning. He noted that it sat 3½ inches off of the north property line. Mr. Cook then stated that with regard to the home, there is a full basement with partial excavation under the north and south ends. He stated that the kitchen is located in the northwest quadrant and that there is a mudroom and entry located at the northeast quadrant of the floor plan. Mr. Cook stated that the logical entry and connection for the garage is at the northeast corner. He added that the second floor of the 4 bedroom home would not be impacted by the variance. Mr. Cook then identified the roof plan for the Board.

Mr. Cook then stated that with regard to the site plan, the proposed addition would consist of an attached two car garage and that they would be removing the existing detached garage and build off of the mudroom connection at the northeast corner of the home. He informed the Board that they looked at different options to get a two car garage with storage on the site and that there is no way to do it in a conforming manner. Mr. Cook added that even a detached garage would be in violation of the zoning regulations. He stated that they felt that the attached two car garage in this position is the best solution to the problem.

Mr. Cook stated that he would also like to point out that the face of the garage would be on the east facade and that it would sit back off of the property line 40 feet. He then referred to the dashed dimension lines and an approximation of where the homes are to the north. Mr. Cook noted that the first home which is the north property is located at 34 feet and that the next home is located at approximately 15 feet or so. He stated that from a contextual point of view, a garage in this position would continue the stair-stepping away from the property lines and would not be as far east as the other two structures on that side of the street. Mr. Cook reiterated that the detached garage is located 3½ inches off of the north property line and that with an attached garage it would be located 7½ feet off of the property line and at a further distance from the home to the north. He also stated that there is a landscape buffer opportunity there.

Mr. Cook then referred the Board to an illustration of the connection through the mudroom to preserve the landing and stairs and that it would show two separate garage doors facing Fairview in order to break up the scale, as well as a small portion of the room at the bottom of the staircase

for storage. He stated that the footprint is the reason it is set the way it is and that it would allow the roof line of the new garage and the home to meet up in a way which is more appropriate architecturally.

Mr. Cook stated that with regard to the illustration of the roof plan, it would meet at a logical point instead of having a valley which would trap rain, snow and leaves. He described it as a preferable solution architecturally. Mr. Cook then referred the Board to an outside illustration and identified the north elevation of the home. He indicated that you can see the side of the detached garage, then the west side of the home, the south side of the home which would not be impacted and then the front of the home. Mr. Cook stated that in the proposed illustration, it showed the attached garage from all four elevations. He noted that the garage would be much further back than the main elevation of the home and that there would be a gable roof with a change in slope to match the existing roof slope. Mr. Cook added that all of the materials would match.

Mr. Cook then referred the Board to photographs of the existing home. He informed the Board that there are vehicles parked in the driveway and that the garage is not adequate. Mr. Cook also noted that there is a school across the street from the home and that in the school zone there is restricted parking. He stated that the applicants have to shuffle vehicles in and out which is exacerbated by the school zone. Mr. Cook referred to the large hedge row of Arbor Vitae to the north side which would provide separation visually. He then referred the Board to a comparison of the site plan in a side by side illustration and stated that with the attached garage, you would see more of an opportunity for green space separate from the north property which would create a bigger buffer zone as opposed to the garage being located right on the property line.

Mr. Cook identified a few perspective shots of the proposed and existing conditions from all four elevations. He indicated that it is their hope that they provided an understanding of the existing conditions and the proposal and how it would help pull it away from the property lines and be less of a nonconforming element as the current detached garage is on the property line.

Chairman Adams asked the Board if they had any questions.

Mr. Lane asked if it was possible to do 8 foot garage doors instead of 9 foot garage doors. He stated that alternative would reduce it by 2 feet.

Mr. Cook stated that while it is physically possible, they would like to avoid that at all costs. He informed the Board that when they have had to do 8 foot garage doors, there were unhappy users because an 8 foot garage door made it difficult to pull in and out of the garage with the vehicle's side mirrors. Mr. Cook stated that they always try to do 9 foot wide garage doors to allow for ease in and out. He informed the Board that in this case, they have the offset of the driveway and what made it even more difficult is the fact that there is not a pure, straight shot into the garage. Mr. Cook stated that they would like to make it more user-friendly and that they found it essential.

Mr. Lane then asked with regard to the roof line, would they wind up with another roof line if the garage doors were narrowed to 8 feet.

Mr. Cook stated that there would be an impact and that he would have to study it. He informed the Board that they met with the neighbor to the north, who was very gracious and that they showed them the drawings and the proposal. Mr. Cook stated that because of the Arbor Vitae, there would be little visual impact for them. He added that the view to the sky would not be impacted by the garage and that it would only be one story. Mr. Cook then noted that they purposely have the ridge line of the gable running away from the home and that the neighbors would not be looking at the high end.

Ms. Johnson asked what the length of the current garage is.

Mr. Cook stated that it is 21 feet and that the proposed is 24 feet from the home with the 33 feet for the north side wall. He reiterated that there would be storage behind the stairs which is why the north line is longer. Mr. Cook stated that the location where the vehicles would be is 24½ feet.

Mr. Lane asked what is the difference in height between the garage and the mudroom.

Mr. Cook responded that the proposed garage roof is 4 feet lower than the ridge over the roof of the mudroom. He noted that the floor to floor height difference is 4½ feet in relation to the stairs.

Mr. Lane asked if it would be hard to go straight out with the stairs.

Mr. Cook indicated that it just barely works for headroom.

Ms. Johnson asked if they cannot knock off the western portion to get up the stairs.

Mr. Cook stated that is the storage part and that it did not impact the headroom. He also stated that it helped with the roof intersection. Mr. Cook then identified the area in an illustration for the Board. He stated that if they were to move the garage further east, it would move the intersection lower and that there would be separation in a greater way. Mr. Cook stated that they want to keep the ridge closest to where it would intersect the slope of the existing roof line.

Ms. Johnson asked if the Village told them why they need a variance to put the garage on the south side.

Mr. Cook responded that is considered the front yard of the home.

Ms. Johnson stated that a variance would be needed anywhere on the property.

Mr. Cook then referred the Board to an illustration and identified the inner dashed line as the buildable footprint. He stated that the only way to do it is right due east of the body of the home.

Ms. Johnson asked if there would be enough room with the deck taken off.

Mr. Cook indicated that it may be physically possible there.

Ms. Johnson stated that the driveway would then come out right by the intersection.

Ms. Hickey referred to the Village owned property.

Ms. Johnson stated that the entire yard from the south side of the deck to Elder Lane was a Village right-of-way that the Village may have been planning to use at some point to construct Elder Lane in a straight line instead of a curve.

Ms. Hickey stated that the current owner did not want that.

Ms. Johnson then identified the portion that was purchased from the Village.

Mr. Myers stated that they would have to have the driveway into the intersection.

Chairman Adams stated that the applicant has explored other alternatives and that there has been testimony that there are no other conforming alternatives. He asked if there were any other questions.

Mr. Lane stated that the applicants are asking for a variation on the north side and that they are not asking for a variation to Fairview. He suggested that they could make the garage 2 to 3 feet shorter so that the run of the variation could be shorter.

Mr. Cook stated that the applicants are trying to build a practical garage.

Ms. Johnson asked Mr. D'Onofrio why in the zoning matrix, they measured the rear yard setback to the home. She asked why it was not measured to the current garage.

Chairman Adams stated that the proposal is better than the existing condition.

Ms. Klaassen noted that it was measured to the existing residence since there is a detached garage and that there is a footnote noted in connection with the setback of the detached garage.

Chairman Adams asked if there were any other comments. No additional comments were made by the Board at this time. He then asked if there were any comments from the audience.

Mrs. Dohnal stated that her husband is not present. She stated that Mr. Cook provided a very adequate description of their situation. Mrs. Dohnal commented that it is a lovely home and that

they want to preserve the historical nature and build something which is appropriate to the ease of daily living. She stated that 9 foot wide garage doors would be butting up to the mudroom area from the front. Mrs. Dohnal also stated that from her perspective, she informed the Board that she adopted her husband's children one of which has Downs Syndrome and that it is difficult for him to maneuver. She commented that 9 foot wide garage doors make sense for her. Mrs. Dohnal then stated that in the near future, they will have their in-laws. She stated that these are day-to-day housewife issues and that they would like to make it a user friendly home.

Chairman Adams asked if there were any other comments.

Lisa and Cary Cochrane, 270 Fairview, introduced themselves to the Board as the neighbors to the north. Mrs. Cochrane indicated that while they met with the architect, they acknowledge that the design is very lovely and would be keeping with the architecture of the home. Mrs. Cochrane stated that what you may not notice from the illustration is the height of the proposed garage which is 18 feet and that it would jut out significantly from the front of the home. She stated that Mr. Cook mentioned that when you view the space from inside their home, immediately next to it is a glassed sunroom that they depend on for light and open space as part of the enjoyment of their home. Mrs. Cochrane also stated that the sunroom is next to that. She stated that you could view many different situations as to what 18 feet out at that projection to the east would look like and that they would be looking at a stucco wall similar to what you would see in a city situation. Mrs. Cochrane then stated that the home immediately to their north and this garage is what everyone would see when you stood in the yard and faced south. She indicated that she is not comfortable with the proposed addition because of the amount of space it would take to the east and the height of the garage.

Ms. Johnson reiterated that she lived in the home for 8 years but doesn't recall the Cochrane's backyard. She asked Mrs. Cochrane if they have a backyard.

Mrs. Cochrane confirmed that they do have a backyard and that they just landscaped it again. She also stated that they have a one car garage and lived in the home for 26 or 27 years and have two children.

Mr. Cochrane stated that their main concern related to the height of the peak of the garage at 18 feet. He stated that they discussed it with Mr. Cook and asked if it was possible to make it lower so that they would not be seeing it over the tops of the Arbor Vitae hedge which are at 11 feet. Mr. Cochrane stated that Mr. Cook stated that it could not be lowered because of the need to maintain the integrity of the design and to make it integral with the other roof lines.

Mr. Krucks asked Mr. Cochrane if in his opinion Mr. Cook's representation to the effect that the garage would not be seen from their property because of the Arbor Vitae height is not true.

Mr. Cochrane stated that it would be possible in looking out from their living room and sunroom to see the top of the roof a couple feet.

Mrs. Cochrane informed the Board that the Arbor Vitae are on their property. She stated that they asked the current owners if they could trim it down on their driveway side and that they were told to leave them alone.

Mr. Myers asked if it is their testimony that the amount of light received in their sunroom would be adversely affected.

Mr. Cochrane confirmed that is correct and stated that the light filtered through the Arbor Vitae hedge into their home. He added that the light over the tops is what concerned him the most and stated that he did not want to see the top of the garage roof over the hedge.

Chairman Adams asked if there were any other comments.

Frank Putrino, 288 Fairview, stated that the request would affect what he would see from his front yard, but that it would not affect him from the inside of his home. He stated that it would also affect his sight from the front yard although not as dramatically. Mr. Putrino stated that it is at 11 feet now and that at 18 feet that would be quite a difference. He commented that Mr. Cook did a nice job of matching the garage to the home. Mr. Putrino then stated that from their side of their home, to bring it out and up would be a dramatic change to what is there now.

Chairman Adams asked Mr. Putrino if his home projected out further than the garage.

Mr. Putrino stated that he had not thought about it.

Ms. Johnson described his lot as unusually configured and that it is a corner lot which is fenced in.

Chairman Adams asked Mr. Cook if he could run though the height transition from the garage to the mudroom and asked what is driving the roof height since that represented everyone's primary concern.

Mr. Cook stated that with regard to how the garage would meet into the other roof, there is a headroom issue with getting into the mudroom entry from the volume of the garage. He then referred the Board to an illustration and identified the roof line and eave line and stated that where the roof started would be much lower than any other element on the home. Mr. Cook stated that the first floor of the home is situated higher above grade. He then stated that from a visual and proportion perspective, if the garage roof is lower, it would look out of proportion. Mr. Cook noted that the most important factor is the headroom issue. He also stated that with regard to the gable and peak being at 18 feet in height, the high point is 18 feet from the north property line and that the hedge is 11 feet high and is on the neighbors' property. Mr. Cook referred to the comparison of an eye line angle to the hedge and to the height of the garage. He then stated that with regard to the issue of the setback to the front of the garage doors, they are further back from the other homes. Mr. Cook also stated that you can see the other homes when you stand in the front of the home and look down the block.

Mr. Lane stated with regard to the slope of the garage roof, he referred to the illustration and stated that it is similar to the other architectural details. He then asked if the slope of that roof is higher or lower than the main parts.

Mr. Cook responded that it would match. He added that there would be a shallow pitch at the eave line.

Ms. Johnson stated that she is not clear whether the extra storage is functional or is it necessary to navigate the stairs into the mudroom.

Mr. Cook stated that it is functional and helped with the massing of the roof line.

Ms. Johnson then asked if there is another way to address it if the north wall was made shorter.

Mr. Cook stated that if it was pulled back, they would have to raise the roof line higher. He indicated that it would be better to leave the footprint running to the west.

Chairman Adams suggested that the roof line be lower in the front and that if they need headroom in the back, to make the roof higher in the back.

Mr. Cook agreed that it would be physically possible to have a split level garage roof. He then stated that architecturally speaking, it would create an oddity.

Mr. Myers asked with regard to the height of the roof, he suggested that you look at the height of the proposed garage roof relative to the height of the second story of the home. He then stated that there were no light studies done and that considering the angle of the sun, any blockage of sunlight would be derived from the second story of the home as opposed to the garage. Mr. Myers indicated that he is sensitive to the fact that the neighbors are concerned with regard to the height. He asked if there is a way to address their concerns without adversely affecting the overall design.

Mr. Cook stated that is what they tried to do with the proposal which is why they ran the gable the other way. He stated that the sun angles from the south would not be impeded by the mass of the garage. Mr. Cook then stated that the daylight and site line issue was addressed by running the roof in that direction. He stated that other than having a split level garage roof line, he referred to the architectural point of view of the alternative.

Peter Cummins introduced himself to the Board as the real estate agent for the applicants. He stated that if the peak of the new garage roof is at 14 feet, if there is enough FAR, they could build an addition and take the roof height out to the north wall. Mr. Cummins stated that the applicants could build a two story addition and that it could be built by right. He then stated that a garage on the other side would be a worse condition. Mr. Cummins stated that the owners do intend to build a second story addition over the sunroom and if they switched the plan, they could build a two story building which would be significantly higher than the peak of the room.

Mr. Cook agreed that is correct and added that it could be forward more.

Chairman Adams stated that there would be a tradeoff.

Ms. Johnson commented that it seemed to be massive in terms of its length. She suggested that it be made shorter by 3 feet which would result in a less egregious variation. Ms. Johnson then stated that the length is almost the length of the home from front to back. She asked Mrs. Dohnal if they do not receive the variation, can they back out of the purchase.

Mrs. Dohnal responded that they cannot.

Mr. Lane asked if it is possible where the storage space is located behind the stairs to put the stairs there and move the entry to the mudroom to the north wall. He stated that they would still have to solve the roof line issue in the back and that they would have 3 additional feet to pull the garage forward and have a shorter garage. Mr. Lane stated that the stairs take up a lot of space.

Mr. Cook indicated that looked very close and that it may be possible. He stated that they need a landing then the stair run. Mr. Cook stated that they would need a minimum of 11 feet which is approximately what it measured now. He then referred to the stairs inside the garage. Mr. Cook added that it would possibly cost more money to redo the mudroom and the stairs.

Mr. Lane referred to the alternatives that are less obtrusive.

Chairman Adams then called the matter in for discussion.

Mr. Myers stated that they have established that in most cases, a two car garage is the norm.

Chairman Adams stated that they are particularly responsive to something like that in this area.

Mr. Myers agreed with Chairman Adams' comment. He stated that the applicants would also be reducing the existing nonconformity by moving the structure away from the neighbors. Mr. Myers then stated that on those two points, there is a situation where most cases are looked at very kindly. He stated that all of the concerns raised relate to the length of the 32 foot long garage which he commented is unusual. Mr. Myers indicated that he understood the architectural requirement and that he agreed with Mr. Lane that if it can be done shorter, it would be better. He stated that the objection to the request should not put the final burden on the applicants, but that if for the property owners, if they can get it done, they look more kindly on the variance. Mr. Myers added that while a two car garage is acceptable, they would like to see if there is a way to reduce some of the variation lengthwise.

Ms. Johnson reiterated that she lived in the home with a one car garage. She referred to limited parking the fact that she was concerned with getting out during school hours. Ms. Johnson also referred to the possible use of a cutout into the front yard for a second or third vehicle to park and the fact that there is a very large front yard. Ms. Johnson then stated that she agreed with

Mr. Myers' comments in connection with a way to make it work even if it is more costly. She stated that the applicants have not lived in the home yet and that it is difficult for them to say that they need 3 feet for extra storage. Ms. Johnson concluded by stating that given the scale of the home and the fact that there is a one car garage which is undersized, there should be further exploration and that she would then support the variation.

Mr. Krucks stated that he agreed with Ms. Johnson's comments.

Mr. Lane stated that with regard to the neighbors' concern in connection with light, he referred to the slopes of the roofs being consistent with the rest of the home and Mr. Cook's comment that while they were trying to reduce the height, Mr. Cook's comment that there would be adequate light is reasonable when you get past the hedge and to the roof. He stated that bringing it back would work.

Mr. McCoy stated that if there is an argument that there is a light issue, making the garage 3 feet shorter would not improve the light situation. He then stated that if there was a split entryway and two roofs, that would create a water problem. Mr. McCoy indicated that he did not think that alternative would solve the problem of the neighbors' objection. He stated that with regard to the request as proposed, he would have no problem approving it without shortening the garage. Mr. McCoy stated that there has been a good faith move on the applicants' part and that it would not improve the objection of the neighbors.

Mr. Lane stated that he is concerned with the fact that the applicants would be getting a variation while getting a big garage.

Ms. Johnson stated that the neighbors would be looking at a big stucco wall.

Mr. McCoy then stated that the variation the applicants are asking for is an improvement over what is currently there. He stated that the Board is not charged to consider the design issue.

Ms. Johnson stated that they are supposed to consider if the amount of the variation can be minimized.

Mr. McCoy responded that the length of the project did not require a variance.

Chairman Adams stated that they would be building in the setback the full length and described the situation as a fine line. He stated that the Board did not generally encourage the re-design of an applicant's plans. Chairman Adams then stated that when there is an objection from the neighbors, they are asked to consider if there is a way it can be redone. He asked the applicants if they were willing to take the Board's comments into consideration and come back before the Board after requesting a continuation. Chairman Adams stated that the Board can either vote now or the applicants can address the concerns and issues raised by the neighbors.

Mr. Cook questioned the timing and the final decision.

Chairman Adams informed Mr. Cook that the Board did not have final authority and that they are only making a recommendation to the Village Council. He noted that the next meeting date is June 11, 2012 and that with the testimony to support the application, the request would then be sent to the Village Council.

Mr. D'Onofrio stated that if the applicants are asking if the request is continued to the next meeting, the approval process would be set back one month. He noted that there would be two readings with the Village Council and that it would mostly likely be toward July or August.

Ms. Johnson stated that the applicant would purchase the property whether the request is approved or not and that the closing date is scheduled for June 30.

Mr. Cummins informed the Board that the applicants have temporary housing through August and that they had hoped to get through construction by July or August.

Mrs. Dohnal stated that they would like to request a continuance.

Chairman Adams confirmed that the matter would be continued to next month. He then asked if there were any other matters. No additional matters were discussed by the Board at this time.

No vote was taken on this matter at this time.

**WINNETKA ZONING BOARD OF APPEALS
EXCERPT OF MEETING MINUTES
JUNE 11, 2012**

Zoning Board Members Present: Joe Adams, Chairman
Joni Johnson
Bill Krucks
Jim McCoy
Scott Myers

Zoning Board Members Absent: Mary Hickey
Carl Lane

Village Staff: Michael D’Onofrio, Director of Community
Development
Ann Klaassen, Planning Assistant

Agenda Items:

Case No. 12-11-V2: **Continued from the May 14, 2012 meeting**
260 Fairview Ave.
Jeff and Alexi Dohnal
Variation by Ordinance
Rear Yard Setback

260 Fairview Ave., Case No. 12-11-V2 (Continued from the May 14, 2012 meeting), Jeff and Alexi Dohnal, Variation by Ordinance - Rear Yard Setback

Chairman Adams noted that this case was continued from last month’s meeting. He stated that the applicant has revised plans.

Chuck Cook from Cook Architectural Design Studios, 222 Merchandise Mart, Chicago, introduced himself to the Board.

Chairman Adams stated that the Board recognized the need for a new garage, but asked the applicant to find a way to reduce its massing.

Mr. Cook confirmed that they reduced the length of the garage in the east-west direction. He stated that they took 2 feet off the length of the garage, 6 inches on the west side and 1 foot on the east side so that it would not project as far toward the street. Mr. Cook added that it helped the massing come

down. He informed the Board that to make it work, they had to adjust the man-door location to the garage and that it was moved from the west side to the north side. Mr. Cook indicated that they would still have some storage inside the garage and that it would not affect the footprint. He stated that he would like to point that out as a visual change.

Mr. Cook then referred the Board to an illustration and identified the secondary entrance to the back side of the home now on the north side and that they would still get storage inside the garage which was their goal. He reiterated that the garage would be located further back from the road in terms of its appearance to the street.

Mr. Cook then referred the Board to an illustration and referred to the concern about the site lines by the neighbor to the north. He indicated that the diagram showed what they will see from their home. Mr. Cook stated that two components are shown since their home staggers and that the diagram showed a person from the neighbors' family room. He identified the gray object in the illustration as the Arbor Vitae. Mr. Cook noted that the dashed line is the site line looking out over the Arbor Vitae. He then stated that if the person moved further back into the next room, the site line would still pass across the top of the Arbor Vitae and above the ridge line of the new garage. Mr. Cook stated that for the most part, in connection with the concern about that site line with regard to daylight and the sky view from their home, he tried to make that point at the last meeting without this diagram. He confirmed that the site line would not change by the construction of the garage.

Chairman Adams asked if there were any other questions.

Ms. Johnson asked if they are adding a door to the north side.

Mr. Cook confirmed that the door was relocated which was on the west side.

Ms. Johnson asked if the revision would give them more storage.

Mr. Cook stated that they did not increase the square footage, but that it makes it more useful.

Ms. Johnson then referred to Mr. Lane's comment and question on page 15 of the minutes from the previous meeting. She asked Mr. Cook if they considered that alternative.

Mr. Cook confirmed that they did and that the proposal is a better, straightforward solution to the issue. He stated that the whole goal is to try to reduce the massing and the footprint and they felt that this is a cleaner, better solution than that alternative.

Chairman Adams asked if there were any other questions. No additional questions were raised by the Board at this time. He then asked if there were any questions from the neighbors. No comments were made by the audience at this time. Chairman Adams then called the matter in for discussion.

Mr. Myers stated that clearly, there is a need for the garage since there is a nonconforming one car

garage and given the school located across the street. He reiterated that there is a need for this garage. Mr. Myers then commented that the applicant has done a great job of trying to adapt to the concerns of the neighbors with regard to the mass. He then stated that given the strange configuration of the lot and the various lot restrictions, the applicant has done a good job of fitting in the new garage and minimizing the nonconformities.

Mr. McCoy stated that he agreed with Mr. Myers' comments. He then referred to the testimony that the Board heard the last time and the adjustments.

Ms. Johnson stated that she appreciated the fact that the applicant added models to the new packet of information which she described as helpful. She commented that she still thought it is a large structure and that it is longer by 10 feet by the width of the home which she indicated the Board cannot do anything about. Ms. Johnson then referred to the argument in connection with the north lot line and that the applicant addressed the visuals from the neighbors' sun room and living room. She stated that she would be in support of the request. Ms. Johnson added that with regard to the two car garage standard, there is nowhere else to put it on the property.

Mr. Krucks stated that he agreed with all of the comments made.

Chairman Adams then asked for a motion.

Mr. Myers moved to recommend approval of the requested variation. He stated that with regard to the findings, to submit those findings included in the applicant's materials which addressed the eight standards that the Board is to consider.

Mr. McCoy seconded the motion. A vote was taken and the motion was unanimously passed, 5 to 0.

AYES: Adams, Johnson, Krucks, McCoy, Myers
NAYS: None

FINDINGS OF THE ZONING BOARD OF APPEALS

1. The requested variation is within the final jurisdiction of the Village Council.
2. The requested variation is in harmony with the general purpose and intent of the Winnetka Zoning Ordinance. The proposal is compatible, in general, with the character of existing development within the immediate neighborhood with respect to architectural scale and other site improvements.
3. There are practical difficulties or a particular hardship which prevents strict application of Section 17.30.070 [Rear Yard Setback] of the Winnetka Zoning Ordinance which is related to the use or the construction or alteration of buildings or structures.

The evidence in the judgment of the Zoning Board of Appeals has established:

1. The property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the zoning regulations. The size and shape of the subject property coupled with the location and layout of the home built in 1920 does not permit the construction of a new garage anywhere on the property without seeking a variation. As situated today, the property cannot yield a reasonable return without the ability to construct a new two car garage on the property. The existing one car garage is neither functional nor consistent with like kind properties in the area. A two-car or larger garage is now a standard for home in Winnetka. Additionally, the home is located in close proximity to school parking zones, which prohibit vehicles from being parked on the street between 8am and 10am, thus increasing the need for a garage which can accommodate 2 vehicles.
2. The plight of the applicants is due to unique circumstances which are related to the property and not the applicants. The subject property is an irregular lot with more significant setbacks because of its location on a corner, as well as the location of a Village owned parcel. From a zoning perspective the front yard of the property is located along Elder Lane. Based on the zoning regulations, the garage cannot be constructed in front of the primary residence, and therefore no detached garage could be constructed via access off of Elder Lane.

Additionally, the existing residence is located 19.9 ft. south of the north property line, at the required rear yard setback. It is not possible to construct a conforming detached two car garage in this space as the required 2 ft. setback from the property lines would only allow a 15.9 ft. garage to be constructed, which is not wide enough to accommodate 2 vehicles.

3. The variation, if granted, will not alter the essential character of the locality. The improved property, as proposed, is being designed to the highest architectural standards and materials that will ensure the addition blends seamlessly into the existing home and neighborhood. When completed, the setback of the new garage from Fairview will be greater than the other two homes on that block of Fairview. If constructed as proposed, the property will be in full compliance with all floor area, lot coverage and impermeable surface requirements and the existing nonconforming one car garage will be demolished.
4. An adequate supply of light and air to adjacent property will not be impaired by the proposed variation. The existing one-car garage is 0.17 ft. from the north property line, with the eave encroaching the neighboring property, and 8.33 ft. from the west property line. The proposed garage would be providing a 7.61 ft. setback from the north property line, and a 26.22 ft. setback from the west property line. The increased setback from both the north and west property lines would allow a better supply of light and air to the adjacent properties. The proposed garage does not encroach into the required 26.34 ft. east corner (front) yard setback, and provides a 41.96 ft. setback, which is also greater than the setback provided by either of the 2 adjacent homes to the north.

5. The hazard from fire or other damages to the property will not be increased. If the variation is granted it will reduce the hazard from fire or other damages to the adjacent properties, as the garage will be providing a larger setback from the property line than the existing single car garage structure.
6. The taxable value of land and buildings throughout the Village will not diminish. The proposed improvements will increase the value of the property, and will have a positive influence on the values of neighboring properties.
7. Congestion in the public streets will not increase. The variation, if granted, will not increase congestion in the public street, and will actually decrease congestion. The home is located in an area with school parking zones, which prohibit vehicles from being parked on the street between 8am and 10am, thus increasing the need for a garage which can accommodate 2 vehicles side by side. The existing driveway and single car garage provide tandem/stacked storage of vehicles, and increases congestion in the public street by requiring both cars to be moved to allow access for the front car to exit/enter the property. The configuration of the proposed garage would allow either vehicle to exit the property without the need to move both vehicles.
8. The public health, safety, comfort, morals and welfare of the inhabitants of the Village will not be otherwise impaired. The variation, if granted, will not impair the public health, safety, comfort, morals or welfare of the inhabitants of the Village. There will be no change to the occupancy of the property, or change to the intensity of use of the property.

AGENDA REPORT

SUBJECT: Ordinance MC-5-2012 - Amending Chapter 13.04 of the Village Code as It Pertains to the Replacement of Water Service Lines.

PREPARED BY: Brian Keys, Director Water & Electric
Katherine S. Janega, Village Attorney

REF: June 12, 2012 Council Study Session, pp. 117-135

DATE: July 6, 2012

In 2007, the Council adopted Ordinance MC-9-2007, which amended Section 13.04.100 of the Village Code to address the allocation of costs for the replacement of lead water service lines. Prior to that time, Section 13.04.100 required the owner of the property receiving the water service to assume all costs for the installation, connection and maintenance of the service connection. For residential properties, the Village assumed the cost of replacing the lead service connection between the property line and the main. In the case of non-residential properties, the Village assumed the cost of replacing the lead service between the main and the curb. The policy was further clarified in October 2008 when Ordinance MC-5-2008 was adopted to address an inconsistency in the policy as it pertained to replacement of lead services in the commercial districts.

At the June 12, 2012, Council Study Session, staff presented background information on the current policy, regulatory requirements and proposed changes to the existing replacement policy for leaking lead water services, including the following points of information:

- Water tests are performed every three years to monitor the concentration of lead in the water supply at selected customer locations throughout Winnetka. In 2011, no sites exceeded the action level established by the Environmental Protection Agency for lead or copper.
- As defined by the Illinois Environmental Protection Agency (IEPA), lead service line replacement is not required due to the fact that the Village's lead action level has not been exceeded.
- The FYE 2013 budget (account 52-67-640-303) contains \$220,000 for the replacement of lead water services. Replacement of leaking lead water services accounts for 49% of the Water Department's capital budget. The present replacement program is expected to cost more than \$1.3 million over ten years while benefitting only a small group of customers.
- A 2008 phone survey of eight surrounding communities regarding their approaches to lead services disclosed that all eight communities allowed repairs to lead services. In addition, in five of the communities, the municipality is responsible for leaks between the water main and the roundway (also referred to as the B-box or Buffalo box), which corresponds to the policy change made by the Village in June 2007, pursuant to Ordinance MC-9-2007.

Agenda Report
Ordinance MC-5-2012
July 12, 2012
Page 2

- A 2007 survey of the Northwest Municipal Conference members regarding their respective policies on leaking lead water services yielded responses from 19 communities. Of those 19 communities, only Winnetka and one other community prohibited the repair of lead services and required replacement instead, and five of the reporting communities said they have no known lead water services.

At the close of the Council's discussion, staff was directed to prepare an amendment to the Village Code that would permit the repair of leaking lead water services in the public right-of-way, similar to the existing policy for other types of water services. Ordinance MC-5-2012, which is attached to this Agenda report, amends the Village Code to implement the Council's policy direction.

The proposed amendment will permit the Water & Electric Department to repair or replace leaking lead water services located in the public right-of-way. It does not change the allocation of costs between the customer and the Village.

Recommendation:

Consider introduction of Ordinance MC-5-2012, an ordinance amending Section 13.04.100 of the Winnetka Village Code as it pertains to the replacement of lead water service lines.

Attachments:

Ordinance MC-5-2012

**AN ORDINANCE
AMENDING CHAPTER 13.04 OF THE WINNETKA VILLAGE CODE
AS IT PERTAINS TO THE REPLACEMENT OF WATER SERVICE LINES**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, pursuant to Article VII, Section 6 of the Constitution of the State of Illinois of 1970, the Village of Winnetka (“Village”) has the authority, except as limited by said Section 6 of Article VII, to exercise any power and perform any function pertaining to the government and affairs of the Village, including the power to regulate for the protection of the public health, safety and welfare; and

WHEREAS, the Village owns and operates a municipal water utility that provides water service to all properties within the Village; and

WHEREAS, certain service connections from the Village’s water mains to individual customers were installed prior to the prohibition of the use of lead materials; and

WHEREAS, to assure compliance with all statutes and regulations governing water quality, the Village treats its water supply with poly-orthophosphate, which coats the lead services to protect the Village’s water system against lead leachates; and

WHEREAS, it has been the Village’s established practice to require that lead service connections that develop a leak be replaced with lead-free materials that comply with applicable statutes and regulations; and

WHEREAS, the results of regular, periodic water quality testing have disclosed that the Village’s treatment of its water supply meets all statutory and regulatory standards and adequately protects the water supply against lead leachates; and

WHEREAS, due to the effectiveness of the Village’s water treatment program, the Council of the Village of Winnetka find and determine that allowing the repair of lead water services will not jeopardize the health, safety and welfare of the Village in instances where the Director of Water and Electric has determined that the repaired service lines will comply with all applicable statutes and regulations and will not compromise the reliability and safety of the Village’s water distribution system; and

WHEREAS, the Council of the Village of Winnetka also find and determine that allowing lead water services to be repaired will result in cost savings to both water customers and the Village's water system, as long as water quality testing continues to confirm that the Village's water system remains in compliance with all statutes and regulations governing water quality; and

WHEREAS, the Village Council have determined that the standards for the repair and replacement of service connections that contain lead materials be amended accordingly.

NOW, THEREFORE, the Council of the Village of Winnetka do ordain as follows:

SECTION 1: That the foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: That Section 13.04.100, "Water Service Connections," of Chapter 13.04, "Municipal Water System," of Title 13 of the Winnetka Village Code, "Municipal Utility Services," is hereby amended to provide as follows:

Section 13.04.100 Water service connections.

A. Definitions.

1. Water Service Connection; Service Connection. As used in this section, water service connection or, alternatively, service connection shall mean the pipe, corporation cock, roundway or B-box, shut-off cock and other appurtenances necessary to bring water from any water main of the Village to the plumbing system of the building or premises to be supplied.

2. Service Connection Break. As used in this section, service connection break shall mean a failure of any part of a water service connection that causes water to leak from any part of the water service connection or from the building or premises being supplied by the service connection.

3. Lead-free. As used in this section, lead-free shall have the same meaning as defined in the Illinois Plumbing Code, as adopted by reference by the Village.

4. Minor service connection repair. As used in this section, minor service connection repair shall mean the repair of a service connection break that, ~~in the sole determination of~~ the Director of Water and Electric, in the exercise of his professional judgment, has determined can be repaired without does not require the complete replacement of (i) replacing any portion of the water service connection, ~~the installation of (ii) installing~~ a new water meter, ~~or the reconnection of (iii) reconnecting~~ any part of the service connection to the water meter, or (iv) jeopardizing the reliability of the water distribution system.

B. Standards for Installation, Repair and Maintenance of Water Service Connections.

1. Permits and approval required.

a. No water service connection shall be installed, repaired, maintained or replaced except by a licensed plumber who has first notified the Water and Electric Department. All such work shall be subject to the approval of the Water and Electric Department and shall be performed in accordance with the rules, regulations, standards and practices of the Water and

Electric Department, which shall have the sole discretion and authority to determine whether the work constitutes minor service connection repairs, as defined in subsection A, above.

b. In addition, any person who performs any work on a water service connection other than a minor service connection repair shall first obtain a permit from the Village as provided in Title 15 of this Code. All such work shall be done in accordance with the terms of the permit authorizing the work and with the rules, regulations, standards and practices of the Water and Electric Department.

2. Approved materials; existing lead service connections. All work on water service connections shall be performed using lead-free and other approved materials, as provided in the Illinois Plumbing Code, as adopted by reference in Chapter 15.08 of this Code. Existing lead water service connections shall be allowed to remain, provided that they comply with all applicable statutes and regulations and provided that, in the event of a leak to such water service connection, the leak requires only minor service connection repairs, as defined in subsection A, above.

3. Penalties. Any person who engages in any work on a water service connection that requires a permit, without first obtaining such permit, shall be subject to such additional fines, fees and penalties as may be set by the Village Council from time to time pursuant to Title 15 of this Code.

4. Except for the requirements of paragraph 2, the provisions of this subsection B do not apply to work performed by employees of the Water and Electric Department.

C. Responsibility of Owner. Except as provided in the following subsection D and in Section 13.04.105 of this Code, the installation, connection, alteration, maintenance, repair and replacement of water service connections shall be at the sole expense of the owner of the premises to which the water service is supplied.

D. Allocation of Certain Costs to Village.

1. Service connection breaks caused by Village. In the event a service connection break is caused by work being performed by the Village, its employees, agents or contractors, the Village or such agent or contractor shall, at no cost to the owner, repair the service connection, which may include the replacement of all or part of the service connection.

2. Repairs to service connections in single-family residential districts. In the event of a service connection break in a single family residential zoning district, as defined in Title 17 of this Code, if the service connection break is located between the main and the property line, and if the roadway or B-box is located within one foot of the property line or between the property line and the curb, the Village or its contractor shall repair the portion of the line between the roadway or B-box and the main. As part of such work, the Village, in its sole discretion, may relocate the roadway or B-box to a location within one foot of the property line, in which case the Village will also supply the roadway or B-box at no additional cost to the owner. ~~In the event such service connection break is in a lead service, the Village will assume the cost of replacing that portion of the service connection line from the main to within one foot of the property line.~~

3. Repairs to service connections in multi-family, commercial and light industrial districts. In the event of a service connection break in a service connection on property located in a multi-family, commercial or light industrial zoning district, as defined in Title 17 of this Code, the Village will assume the cost of repairing or replacing that portion of the service connection line from the Village's water main up to the curb nearest the property being served, regardless of the location of the roadway or B-box. If the roadway or B-box is located between the building

line and the curb, the Village shall have the sole discretion to relocate the roadway or B-box to a location closer to the curb, in which case the Village will also supply the roadway or B-box at no additional cost to the owner. In the event such service connection break is in a lead service, the Village will assume the cost of repairing or replacing that portion of the service connection line from the main to the curb nearest the property being served.

SECTION 3: This Ordinance is passed by the Council of the Village of Winnetka in the exercise of its home rule powers pursuant to Section 6 of Article VII of the Illinois Constitution of 1970.

SECTION 4: This Ordinance shall take effect immediately upon its passage, approval and posting as provided by law.

PASSED this ___ day of _____, 2012, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ___ day of _____, 2012.

Signed:

Village President

Countersigned:

Village Clerk

Introduced: July 17, 2012

Posted:

Passed and Approved:

Posted:

Agenda Report

TO: Members of the Village Council
Robert M. Bahan, Village Manager

PREPARED BY: Alan Berkowsky, Fire Chief
Wolf Peddinghaus, Administrative Assistant

SUBJECT: Replacement of a 2000 Freightliner Road Rescue Ambulance

Date: July 13, 2012

BACKGROUND

The Fire Department currently maintains two Advanced Life Support (ALS) ambulances: (i) a 2007 Freightliner M2 Road Rescue unit that is currently in front-line status; and (ii) a 2000 Freightliner Road Rescue unit that is utilized in a reserve status.

The long range plan for ambulances is to replace one vehicle every 5 to 6 years so that we do not keep an ambulance that is more than 12 years old. The newest ambulance is used as the front-line ambulance for the first five years and then used as the reserve ambulance for the next five years. Therefore, ambulances are scheduled to be replaced after approximately ten years and rotated from front-line to reserve status every five years.

Having a reserve ambulance gives the Fire Department the ability to have a back-up ALS ambulance for use when the front-line unit is unavailable due to routine maintenance or mechanical breakdowns. The reserve ambulance also allows extra ambulance coverage and protection for special Village events, such as the Fourth of July celebrations, where the large crowds warrant more than one ambulance.

Although both ambulances are very well maintained, the stop and go driving conditions, seasonal changes and constant use place stress on these critical units.

SUMMARY

Fire Department staff recommends the purchase of a 2012 International MedTec Ambulance from Foster Coach Sales, Incorporated to replace our 12 year-old reserve ambulance. Foster Coach was awarded the Ambulance Contract by the Northwest Municipal Conference's Suburban Purchasing Cooperative. (Foster Coach Sales, Inc./Medtec Ambulance Corporation, PO Box 700, 903 Prosperity Drive, Sterling, IL, 61081, Phone: 800-369-4215.)

The Village of Winnetka participates in the Northwest Municipal Conference (NWMC) vehicle purchasing program called the Suburban Purchasing Cooperative (SPC). The SPC is a joint purchasing program sponsored by the NWMC, DuPage Mayors & Managers Conference (DMMC) South Suburban Mayors and Managers Association (SSMMA), and Will County Governmental League (WCGL). Together the SPC represents 135 municipalities and townships in the Chicagoland region.

The cost of the ambulance is \$222,153. However, with a performance bond cost of \$665 and a prepayment discount of \$5,391, the total cost of the ambulance purchase will be \$217,427. It will take approximately seven (7) months to build the unit and place it into service.

The reserve ambulance will either be placed in a municipal vehicle auction for disposal or sold directly. In either case, a separate memorandum that will be sent to Village Council for consideration.

FUNDING SOURCE

The cost of replacing the 2000 Freightliner ambulance is budgeted for in the Fiscal Year 2012/2013 Budget. Specifically, \$275,000 is budgeted in the capital account 10-28-640-134, "AMBULANCE SERVICE-CAPITAL".

ATTACHMENTS

The following materials are attached to this Agenda Report:

1. Ambulance Price Quotation from Foster Coach Sales Inc.; and,
2. Ambulance Detailed Specs and Work Order.

RECOMMENDED ACTION

Staff recommends approval of the purchase of a new ambulance.

FOSTER COACH SALES, INC.

903 Prosperity Drive Street P.O. Box 700
Sterling, Illinois 61081

Phone: (815) 625-3276
(800) 369-4215
Fax: (815) 625-7222
Web site: www.fostercoach.com

PJ00576

QUOTATION

TO: WINNETKA FIRE DEPARTMENT
428 GREEN BAY ROAD
WINNETKA, IL 60093

DATE: 07/12/12

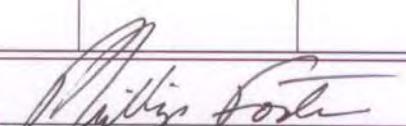
ATTN: Dennis Legan

REFERENCE: New Ambulance

We are pleased to submit the following quotation in accordance with your request and subject to the Terms and Conditions listed below and on the reverse side hereof.

QTY.	DESCRIPTION	EACH	NET PRICE
1	2012 INTERNATIONAL CUSTOM BUILD ON 170" MEDTEC CONVERSION PER SPECIFICATION	\$ 222,153.00	\$ 222,153.00
	OPTIONS		
	PREPAYMENT DISCOUNT	\$ -5,391.00	\$ -5,391.00
	PERFORMANCE BOND	\$ 665.00	\$ 665.00
		\$ Total	\$ 217,427.00
	ACCEPTED BY: _____		
	TITLE: _____ Date: _____		

ESTIMATED DELIVERY:
180 days after receipt of chassis

PROPOSED BY: 
P.J. FOSTER, VICE PRESIDENT OF SALES

PART NO	DESCRIPTION
12-05-0000	Contender Commercial Chassis
12-05-0001	Commercial Ambulance Chassis
12-12-9900	SPECIAL International Customer supplied
	SHOP NOTE:
	INSTRUCTION:
	--Goodyear 19.5 radial tires - front, rear and spare
	--Sunvisor painted same as cab color
	--Airhorns, OEM Grover Stuttertones with dual lanyard
12-16-0199	SPECIAL Exhaust Instruction
	SHOP NOTE:
	Stack Exhaust--Vertical Passenger side
*** CHASSIS COMPONENTS ***	
14-17-0001	Anti Sway Bar(s) OEM
14-26-0600	Additional Aux. AC Compressor (FL)
	SHOP NOTE:
	INSTRUCTION:
*** CHASSIS INTERIOR COMPONENTS ***	
16-12-0400	Bulkhead Cab Wall, OEM Wall To Match Dash
16-14-0400	Cab Sign, "No Smoking Oxygen Equipped" & "Fasten Seatbelts"
	SHOP NOTE:
	Install on top of floor console at rearward edge toward bulkhead wall.
16-16-0200	Cab Flooring, OEM
16-20-0700	Map Box, Bulkhead Mounted, (4) Adj. Shelves
	SHOP NOTE:
	Cabinet to be 14" W x 28" T X 5.5" D (OD)) Install 4 angled smooth aluminum adjustable slots mounted flush to the unistrut on the back wall of the cabinet 8" long from the bend in the shelves. (Eliminate any gap between angled slot and wall and round off any sharp corners). Leave the top open
	Install Kydex , to match interior, on the sides of the vertical map slot storage cabinet in cab on bulkhead wall.
16-21-0000	Battery Switch - TST Commander 357 With Adj.Timer
	SHOP NOTE:
	Adjustable Battery switch will be set at 5 minutes unless otherwise specified
16-24-0200	Summer Switch for Block Heater
	SHOP NOTE:
	Install behind the driver's seat in cab
*** CHASSIS EXTERIOR ACCESSORIES ***	
18-06-9600	SPECIAL, Standard Stainless Steel Wheel Covers
	SHOP NOTE:
	Delete Standard Stainless Steel Wheel Covers
	supply valve stem extensions only
	chassis has aluminum wheels

PART NO	DESCRIPTION
*** 12 VOLT ELECTRICAL SYSTEMS AND COMPONENTS ***	
20-02-1505	Spare Electrical Components Install w/ Electrical Components SHOP NOTE: (1) 6 Amp Circuit Breaker (1) 10 Amp Circuit Breaker (1) 15 Amp Circuit Breaker (1) 20 Amp Circuit Breaker (1) 30 Amp Circuit Breaker (1) 70 Amp Hella Relay (1) 20 Amp Relay (1) 30 Amp 5 Prong Relay (1) 40 Amp 4-prong Relay
20-02-3300	Weldon VMUX Multiplex Electrical Touch Screen (2) Displays SHOP NOTE: INSTRUCTION: Weldon VMUX Touch Screen Control Panel (1) touch screen in the cab (1) touch screen in the action area Location of input/output modules installed in D1 compt., Action Area Wall, and P5 rear wall. Additional nodes (if applicable) installed in the ceiling. (1)1008452 Hercules I/O Module (3) 1040403 8 x 16 I/O Module (2) 1040051 Vista III Touch Display (1) 1006698 Amp Sensor (1)1008461 Temp. Sensor. NOTE FOR FORD CHASSIS ONLY!!! Use Crutchfield part 120955812 when installing touch screen in Ford OEM radio hole.
20-02-3620	Opt. Integrated Weldon VMUX GPS System (Touch Screen only) SHOP NOTE: Integrated GPS in VMUX. Touch Screen system only. GPS activation by standard alone rocker switch on the front console.
20-08-0600	Install and Label Breakers Behind the Driver's Seat
21-02-0000	Portable Equipment Charging Circuits SHOP NOTE: (1) 20 amp circuit breaker. Run power wires from under front console to: (1) Circuit (power & ground) to front console labeled on both ends: "Portable Equipment Charging Circuit". (1) Circuit (power & ground) to behind rear switch panel labeled on both ends: "Portable Equipment Charging Circuit".
22-04-2200	Front Console, Center Cab Mount, Type I Wood SHOP NOTE: INSTRUCTION: Install standard floor-mounted console. Install standard rocker switch panel in dash. make short as possible Medtec Part Number 1031722
22-08-0101	Indicator Light, Ext Door Open, 4" Round Truck-Lite SHOP NOTE: Door open indicator light installed in cab to flash when a compartment door is open.

PART NO	DESCRIPTION
	Truck-Lite with internal flasher 21271R Red 1.28"H x 2"W x 6"L
	WARNING LIGHT INSTALLED BETWEEN SUN VISORS
22-08-0600	Audible Alarm, Door Open, All Doors (VMUX STD) SHOP NOTE: INSTRUCTION: Alarm installed on front console. Audible alarm to sound when any compartment or entry door is open and the vehicle is placed into gear.
22-09-0100	Voltmeter/Ammeter, Std. on Weldon VMUX Vista Display
22-09-0201	Hourmeter, Delete
22-12-0800	Radio Cover in Cab With Black Kydex Cover SHOP NOTE: INSTRUCTION: Custom cutout for installation of a radio, installed in the cab - with a 1/4" black Kydex cover. ENOUGH SPACE TO MOUNT 2 RADIOS AND WIRING TO ANTENNAS ON ROOF.
24-02-1800	(3) Batteries, Total 1950 CCA (MD Std.) SHOP NOTE: INSTRUCTION: All (3) OEM located under the driver's side cab step.
24-08-0600	Converter/Battery Charger, Intelli-Power PD9145A SHOP NOTE: Install behind cab passenger's seat.
24-12-0400	Outlets, (2) 12 Volt, Power Point Style (Std. Location) SHOP NOTE: (1) in upper ALS cabinet (1) on 1st action area wall SEE PRINTS
24-12-3400	Additional 12 Volt Prewire, Coiled SHOP NOTE: LOCATION: Indicate location. in d-4 compartment wall #1 UNDER the offset
24-12-3600	Outlet, (Qty) Additional 12 Volt, Power Point Style SHOP NOTE: located on side of electrical cabinet just above the Bulk head cabinet per print.
26-05-0100	Inverter (IF ORDERED), Activated by VMUX System SHOP NOTE: Inverter to be activated by a button on the rear VMUX control panel
26-10-1200	Shoreline, 20 Amp Kussmaul Super Auto-Eject, On Driver Side SHOP NOTE: INSTRUCTION: (1) 125 volt 20 amp. (60Hz) Kussmaul Super Auto-eject Water-tight RED cover. Ship loose mating plug.
26-10-4010	Optional Mounting Plate, Kussmaul E-Z Mounting Plate

PART NO	DESCRIPTION
	SHOP NOTE: Medtec Part Number 1041293 Kussmaul Part Number 091-185-009
26-10-5010	No Angled Shoreline Mounting Bracket
26-16-2800	Outlets, (3) Interior, 125V SHOP NOTE: (1) in ALS cabinet (2) in Extended Action Area --1--Forward --1--Rearward SEE PRINTS
26-17-6210	Outlet, "Quad" Style 125V Additional Interior SHOP NOTE: in cab behind passenger seat
26-17-6400	Special Outlets (3) 125V additional interior SHOP NOTE: (1) Lower rearward corner of overhead restocking cabinet in 1st action area (1) Lower forward corner of lower cabinet in 1st action area (1) Side of electrical cabinet next to 12v outlet just above the bulkhead cabinet.
26-22-0500	Spotlight, (1) Optronics "BlueEye 4000",Hand-Held, Hard Wire SHOP NOTE: LOCATION: Wired through the front console. SHIP LOOSE HANGING HARDWARE.
26-26-0400	Large Bracket - Spotlight SHOP NOTE: Ship Loose dealer to install
*** AUDIO WARNING DEVICES ***	
28-02-3500	Siren, Carson 441, "Mechanical Q"
28-04-0105	Switch, Siren/AirHorn/Horn, 3-Position, Front G2 Vmux Displ SHOP NOTE: Icon in the front G2 Vmux display panel.
28-06-0240	Speaker, Bumper Mounted, #SAP/SAD4311 M2-1 SHOP NOTE: Passenger side: SAP4311 Driver side: SAD4311
28-08-1600	Air Horns, (2) Buell Trumpets, Front Side Fenders SHOP NOTE: INSTRUCTION: Uses OEM chassis compressor and Air Reservoir. Fab to install air horns ON CHASSIS
28-08-1600	Air horns installed on chassis credit
28-10-0100	Chassis Provided Air Horn Switching Requirements SHOP NOTE: 3-Position switch in the front switch panel. wire to ignition only

PART NO	DESCRIPTION
	chassis will have frame mounted air horns
28-10-0200	NOTE: Horn Ring, Switch, Siren/Horn/Air Horn 3 Position ILO SHOP NOTE: INSTRUCTION: (3) position switch to toggle between siren/horn and air horn between each horn ring trigger. (1) switch in front switch panel
28-10-1200	Lanyard, Driver's Side A-Pillar, Air Horn Activation SHOP NOTE: LOCATION: OEM chassis driver's side A-pillar
28-10-1200	Lanyard, Passenger side Pillar, Air Horn Activation SHOP NOTE: LOCATION: OEM chassis driver's side A-pillar
28-14-0200	Backup Alarm, EC520 With Auto Reset Switch SHOP NOTE: Install (1) momentary switch in front switch panel for auto reset.
29-00-0900	Back-Up/Interior Cameras, VMUX - Voyager SHOP NOTE: Mount exterior camera over rear patient entry doors. Mount interior patient compartment camera in ceiling rearward. Use the Vista III panel for the monitor.
*** VISUAL WARNING/FLASH REQUIREMENTS ***	
30-00-0011	Flasher, Additional Whelen for front lightbar SHOP NOTE: Required for Whelen Edgebar lightbar installation and will be installed in the front lightbar by Whelen. See wizard
30-00-0070	VMUX Flasher, Integrated into Weldon VMUX system SHOP NOTE: All flash patterns controlled by V-Mux
30-00-007B	VMUX Flash Pattern, Double Flash SHOP NOTE: Double Flash. 75fps. Light will activate on and off twice per flash.
30-03-1450	Clearance Lts, (14) Whelen OS LED W/ Chrome Bez. M Std SHOP NOTE: Install (14) OS Series LED marker lights with chrome plated flanges. (7) Red LED/Clear Lens on rear body upper extrusion and rear side body upper extrusion. (7) Amber/Clear Lens on front upper body extrusion and front side body upper extrusion. SEE PRINT
30-09-4605	B/T/T Lights, 900 LED with LED Backup Light SHOP NOTE: 900 RED LED Brake 900 Clear Max Intensity Backup 900 Amber LED Turn Each side
CHASSIS GRILLE LIGHTS	

PART NO	DESCRIPTION
30-14-3000	Grille Lights,(2)Whelen 700 Super LED, Red/Clear Split ILOS SHOP NOTE: INSTRUCTION: Clear Lens RED Outboard ON DRIVERS SIDE BLUE OUTBOARD ON PASSENGER
INTERSECTION LIGHTS	
30-28-0850	Special Lights Underneath Headlights(3) WHELEN 500 LED SHOP NOTE: (3) 500 Super LED installed on each front fender in Cast Products corner housing. Cast Corner Housing Part # _____ Colors TBD
LIGHTBAR(S) - FRONT OF VEHICLE	
30-30-1900	SPECIAL Front Lightbar, Whelen LED Edge 4500 Front LED ILOS SHOP NOTE: INSTRUCTION: WHELEN 4500-KKKFL LIGHTBAR WITH OPTICOM ANGLED HALOGEN FOR SCENES 2 ELTUBES FOR OPTICOM AND BLUE LIGHTS TWO CORNER HALOGEN LIGHTS TO FLASH AND BE OVERRIDDEN WITH A SWITCH IN THE V-MUX LABELLED "TAKE DOWN LIGHTS"
FRONT MODULE BODY LIGHTS	
32-04-0060	Front Corner Lights, (2) Whelen 900 (2)Super LED R/B IATS SHOP NOTE: RED PASSENGER BLUE DRIVER
32-04-8020	Flange(s), Front Body Lights, Whelen 900 Series LED SHOP NOTE: LOCATION: Upper front of module INSTRUCTION:
SIDE MODULE BODY WARNING LIGHTS	
32-16-1200	Side Body Lts, 4 Whelen 900 Red Super-LED/Lens, (STD) SHOP NOTE: (4) 900 Series red Super-LED, red lenses Install (2) on streetside and (2) on curbside SEE PRINTS
32-16-8020	Flange(s), Whelen 900 Series Super-LED EA.
32-18-0600	Side Body Turn Lts., Whelen 700 LED SHOP NOTE: (2) 700 Series Red LED Turn/Tail lights with red lenses.

PART NO	DESCRIPTION
	Install (1) on each side of body at rear. Steady burn with DOT lights. Flash with turn signals. SEE PRINT
32-18-5000	Flange, Whelen 700 Series EA.
32-20-6000	Wheel Well Lts.,(2) Whelen 700 Super LED,R/C Split SHOP NOTE: LOCATION: With Flanges Mounted over rear wheelwells. Clear Lens red Forward
32-21-1000	Flange(s), Wheel Well, Whelen 700 Series EA. SIDE SCENE LIGHTS
32-22-1100	Scene Lts, (4) Whelen 900 LED 8-32 degree, ILOS SHOP NOTE: INSTRUCTION: (2) Streetside (2) Curbside (1) switch in front switch panel, for each side. 24 LED High Intensity Scene Light
32-22-4005	Flange(s),Scene Lts., Whelen 900 Series Super-LED EA. SHOP NOTE: LOCATION: Recessed (2) Streetside (2) Curbside
32-24-0200	Scenelight Activation - Standard SHOP NOTE: Curbside scenelights will activate when the side entry door is opened. Curbside and streetside rearmost scenelights will activate when the vehicle transmission is placed in reverse.
REAR MODULE BODY LIGHTS	
34-06-0250	Rear Body Lts, (3) Upper, Whelen 700&900 LED/lens, ILOS SHOP NOTE: LOCATION: (2) 900 Series Super Red LEDs/Lenses on rear upper corners, of module box. (1)700 Series _____ LED/Lens on rear upper center, of module box.
34-06-8020	Flange(s),Rear Body Lts., Whelen 900 Series LED
34-06-8050	Flange(s), Rear Body Lts., Whelen 700 Series EA.
34-08-1050	Load Lts, (2) Upper 700 Whelen LED optiscene., With flange SHOP NOTE: INSTRUCTION: Whelen LED 70C0ELZR Recess mounted Installed on the rear of the module. (1) switch in front switch panel, for "REAR LOAD".
34-08-8050	Flange(s), Rear Load Lts., Whelen 700 Series

PART NO	DESCRIPTION
	SHOP NOTE: LOCATION: Upper rear of module
34-10-2600	Arrowstick, Whelen LED Traffic Advisor - Model TANF85 IATS SHOP NOTE: Control Head located: IN HEADLINER IN CAB CENTERED BETWEEN SUN VISORS
34-10-LOC1	Arrowstik, Centered Below Rear Warning Lts. and/or Lightbar SHOP NOTE: INSTRUCTION: Arrowstick/Traffic Advisor to be installed below the rear warning lights/lightbar and centered above the rear door.
34-16-0800	Rr Bdy Lgts,(2) Mid-Hght, Whelen 900 Super Red LED/lens SHOP NOTE: INSTRUCTION: To shine through rear windows when doors are open. WIRED TO OVERRIDE FLASHERS WITH BRAKE
34-22-0600	Rr Bdy Lts., (2) Lower, Whelen 900, Super LED, Red SHOP NOTE:
34-34-8020	Flange(s), Addtl. Rear Body Lts, Whelen 900 Series LED
34-36-0800	Indicator Lights, Brake & Turn, LED Above Rear Door SHOP NOTE: INSTRUCTION: Install (3) LED indicator lights in a panel. Mount panel in head pad, above rear doors. Center red light will be wired to brakes and Outer amber lights to activate with turn signals. Use 1" x 1.75" lights.
VISUAL WARNING DEVICE COMPONENTS	
34-38-0300	Warning Light Flash Requirements, Double Flash Pattern SHOP NOTE: INSTRUCTION:
ADDITIONAL VISUAL WARNING DEVICES	
36-08-0550	Opticom, PE215 Preemption SHOP NOTE: Without Filter INSTRUCTION: Only works when vehicle is placed in gear. Located in the electrical cabinet as the pre-emption supply for the TS200 Double strobe on the front of the module box (1) Switch in the switch panel labeled "OPTICOM"
36-09-3200	Wire (2) Lights to Brakes, Brakes Override Flashers

PART NO	DESCRIPTION
	SHOP NOTE: INSTRUCTION: Wire MID HEIGHT lights to brake override. This function only active in "Emergency mode Primary and Secondary.
36-10-0510	Underbody Ground Lights, Weldon 4" LED Each SHOP NOTE: INSTRUCTION: wire to activate in park with the chassis headlights on Weldon, Mounting bracket, OJ10-0503-00, Weldon, Ground light/LED/4" round, 9186-5526-30 mount on each corner of the box NO Switch required
*** BODY DESIGN AND CONSTRUCTION COMPONENTS ***	
40-02-1400	Body Design & Construction, Alum, 170" L x 96"W
40-02-890S	Side Impact Beam (Std.)
40-03-0106	Drop Skirt, 6" One Side SHOP NOTE: Passenger side includes price of one fenderette
40-07-0200	Compartment & Entry Doors With Door Liner
40-07-0300	Compartment Door, Inner Liner, ADP (Std.) SHOP NOTE: Use .063 ADP inner door liner on all compartment doors.
40-08-1000	Exterior Compartment Depth, 20.75"
40-10-0010	Protective Coating, Dolphin Noise Reduction SHOP NOTE: Walls & Ceiling
40-10-0010	Credit for Dolphin noise reduction
40-10-0400	Insulation, Spray Foam, Floor&Stepwell SHOP NOTE: Spray Foam Floor, & bottom and sides of stepwell. 3/8" Reflectix dual air bubble core insulation on walls and ceiling.
40-12-0300	Vapor Barrier, Smooth Aluminum SHOP NOTE: Install .063 smooth aluminum barrier between the floor and the floor tube structure.
40-12-1200	Fender Insulator, Flash Patch Liner, Rear Wheelwells
40-14-0200	Cab Connection, Expanded Bellows SHOP NOTE: INSTRUCTION: pass thru
40-18-0600	Body Mounting, Isomount Technique, 3/4" x 6" Alum, 16-Bolt SHOP NOTE: INSTRUCTION: 3/4" x 6" alum plates, sixteen (16) bolts. Bolts and paired rubber isolators with steel cap and collared mounting nut for each chassis mounting point.

PART NO	DESCRIPTION
40-20-3700	EXTERIOR "A" COMPTS - DRIVER SIDE (72-74" HR)
	SHOP NOTE:
	LOCATION:
	Exterior compartments, driver side.
40-26-0700	D1, Exterior Compartment, 23" W x 84" H
40-32-0200	D1 Door, Solid, Vertically Hinged
42-04-3100	D2, Exterior Compartment, 43" W x 33" H
42-08-0200	D2, Doors, Double, Solid, Vertically Hinged
42-10-2400	D3, Exterior Compartment, Not Required At This Time
	SHOP NOTE:
42-16-9910	SPECIAL D4, Exterior Compartment,
	SHOP NOTE:
	D4, Exterior Compartment, 43" W x 68" H Outside access Only
	INSTRUCTION:
	A double offset in the upper left corner, to accommodate CPR seat area and a 6" deep interior cabinet.
	See prints for offset dimensions in this compartment
42-18-0200	D4, Doors, Double Solid, Vertically Hinged
44-02-4700	EXT. COMPTS. - PASS. SIDE (M170)
44-06-1000	P1, Door, Solid, Vertically Hinged
	SHOP NOTE:
	Full height--21" W x 76" H
44-12-9800	SPECIAL Side Entry Door
	SHOP NOTE:
	Side Entry Door, 32" W x 80" H With Fire Grade ADP Step. Height is changed due to the drop skirt option, which makes it higher
44-13-0020	NOTE: Side Entry Stepwell, Recessed Stepwell for O2
	SHOP NOTE:
	NOTE TO PRODUCTION:
	This unit includes a recessed O2 in the stepwell.
44-13-0100	Dual Fire Grade ADP Step
44-14-3400	Door Panel, Side Entry, Three-Piece, Formica & Stainless Steel
	SHOP NOTE:
	INSTRUCTION:
	Upper - Formica
	Center - Stainless
	Lower - Stainless
	Formica color to match interior.
44-15-0000	Stepwell Light, Whelen 4" Round LED with Chrome Flange
	SHOP NOTE:
	LED - 1040992
	Flange - 1008524
44-16-1000	(2) Gloveboxes, Above Side Entry Door
	SHOP NOTE:
	INSTRUCTION:
	Recessed into headpad.
	Hinged, flip up Lexan doors with southco grabber latches on the bottom
44-16-1600	Assist Handle, Antimicrobial Side Entry, 1.25 "x45
	SHOP NOTE:
	LOCATION:
	Interior of side entry door.

PART NO	DESCRIPTION
44-32-3400	P5, Exterior Compartment, 26" W x 84" H (Inside/Outside) SHOP NOTE: INSTRUCTION: Compartment walls lined with smooth aluminum and rubber matted
44-34-0200	P5, Door, Solid, Vertically Hinged
	** REAR BODY PATIENT ENTRY DOORS **
48-12-1000	Rear Entry Doors, 50" W x 63" H, Dual Handles SHOP NOTE: INSTRUCTION: Driver side - non-locking. Passenger side - locking.
48-14-3400	Door Panel, Rear Entry Doors, Three-Piece, Formica & Stainless SHOP NOTE: INSTRUCTION: Upper - Formica Center - Stainless Lower - Stainless Formica color to match interior.
48-16-1200	Assist Handle, Antimicrobial/Rear Entry, 1.25" x45 SHOP NOTE: LOCATION: Interior of rear entry door.
48-22-0600	(2) Gloveboxes Above Rear Entry Doors SHOP NOTE: INSTRUCTION: Recessed into headpad. One on left side, one on right side. Flip up Lexan doors with Southco grabber catches at the bottom to secure.
48-24-1400	Clock - Atomic Digital, Above Rear Entry Doors SHOP NOTE: Centered 1040654
	** WINDOWS **
49-02-0400	Sliding Window, Side Entry Door, Bronze Glass SHOP NOTE: INSTRUCTION: (1) 20" W x 19" H
49-04-0800	Fixed Windows, Rear Entry Doors, Bronze Glass SHOP NOTE: INSRUCTION: (2) 20" W x 19" H
	*** EXTERIOR COMPARTMENT COMPONENTS ***
50-00-1200	Ext Compts, Smooth Aluminum, "Sweep Out" Design spray Coat SHOP NOTE: INSTRUCTION: All compartments to be made of smooth aluminum construction with sweepout on floor and a "black" spray coating. lower area below the ALS cabinet which is P1 compartment spray coated
50-02-0200	Exterior Compartments, Gas Charged Door Hold Opens

PART NO	DESCRIPTION
	SHOP NOTE: LOCATION: On exterior compartment doors. Gas charged hold open on side entry door. Open greater than 90 degrees were applicable.
50-02-0600	Exterior Compartment and Entry Doors, Tri-Mark Handles SHOP NOTE: INSTRUCTION: Tri-Mark paddle latches keyed alike.
50-03-0000	Exterior O2 Vent - On O2 Compartment Door SHOP NOTE: INSTRUCTION: (1) #1031 O/2 vent - exterior compt. door - of O/2 compt. (1) small black plastic vent - interior of compt. door on door liner.
50-04-0400	Exterior Compartments, Lok-Tyle Floor & Shelves SHOP NOTE: Anti fatigue, anti slip matting with yellow edge cap
50-06-0000	Rear Door Grabbers, Cast Products "Grabber" SHOP NOTE: INSTRUCTION: Bottom of rear entry doors. For openings up to 145 degrees.
50-06-0400	Door Seals, Automotive Closed Cell Gasket SHOP NOTE: LOCATION: Exterior compartments & entry doors
50-06-1200	Power Door Lock System, All Doors - Compartment and Entry SHOP NOTE: INSTRUCTION: Install power door locks with switch in rear license plate bezel
50-06-3200	Power Door Lock Switch, Additional In Patient Compartment SHOP NOTE: LOCATION: Located on the curbside wall by the side patient entry door
50-06-4200	Wire Power Door Locks To OEM Chassis Door Locks SHOP NOTE:
50-07-0300	Stainless Steel Door Sills - All Exterior Compartments SHOP NOTE: Install on upper ledge with 2-sided tape.
50-08-1100	Exterior Compartment Lights - LED Vista Rope SHOP NOTE: Include the ALS compartment. Install on both sides and across top of compartments Activated by compartment doors.
50-08-1101	Pierce LED Tube Lights

PART NO	DESCRIPTION
	SHOP NOTE: INSTALL PIERCE STYLE LED TUBE LIGHTS ON COMPARTMENT DOOR EDGES
50-10-0010	Multiplexed Recessed Compartments (VMUX Std.) SHOP NOTE: NOTE TO FAB: Vmux electrical moved to the bulkhead storage cabinet and not in exterior compartments
50-10-2800	D1, (1) O2 Tank Mount, Stainless Steel Rings - "H" Cylinder SHOP NOTE: INSTRUCTION: Adjustable O2, 9"Base Plate, 902BASE O2, 9" Head Plate 90202HM O2, 9" Ring
50-12-0400	D1, Vertical Fixed Divider for Backboard SHOP NOTE: INSTRUCTION: Install (1) aluminum, spray coated, full height fixed divider.
50-12-1300	D1, (1) Fixed Shelf SHOP NOTE: LOCATION: mount over oxygen tank from divider to wall #3 cut back so the compartment can ventilate properly
50-14-0200 50-16-1700	D2 Adjustable ADP Shelf, D4, Shelf, Adjustable ADP SHOP NOTE: ADP adjustable shelf Install AT offset so shelf may be used for upper portion of compartment SEE PRINTS
50-18-2500	P5, Backboard Divider, Full-Height - Line-X, SHOP NOTE: Spray coat both sides of divider. Install Centered in compartment.
50-18-3400	P5, Fixed Shelves - Qty_____ SHOP NOTE: mount 40" from floor to bottom of shelf from wall #1 to divider
50-18-5200	P5, (QTY) Adjustable Shelves SHOP NOTE: mount above fixed shelf spaced evenly in that area
50-19-0600	SCBA Mounting Rails (Mounting Plate Not Included) SHOP NOTE: INSTRUCTION: Install [2] SCBA Mounting Rails in D4 Compartment. Each rail to be welded to the #2 wall, spaced evenly . See prints for Height of rails located under the offset on wall #2
50-20-1400	Retainer Strap (s) (Qty) velcro style SHOP NOTE: Location(s): mount [1] in D-1 from front wall #1 to divider, centered in that area mount [1] in P-5 from wall #3 to divider, centered in that area

PART NO	DESCRIPTION
50-24-0600	Grab Rail, 16" - Left Of Side Entry Door SHOP NOTE: Medtec Number 1000662
50-24-NOT1	Grab Rail, Exterior, Service Points in Patient Compartment SHOP NOTE: Two interior service points for the exterior grab handles.
50-32-0800	Bumper, Rear With 7" Diamondback Flip-Up Step
50-34-0600	Bumper Pods, Cast Aluminum With Logo SHOP NOTE: Bumper pods are to be even with the rear entry step end. Medtec Number 1031080 1031081
50-36-0400	Dock Bumpers - (2) 3-Hole Rubber On Center of Bumper Pods SHOP NOTE: 3-Bolt Style
50-36-0600	Rear Kick Plate, ADP, Above Rear Bumper Step, Full Width SHOP NOTE: Full width below the rear entry doors, from corner guard to corner guard.
50-36-1600	"ECK" Body Hardware Preparation
50-38-0600	Body Protection, Rear Mudflaps w/logo & "C" Channel Rub Rai SHOP NOTE: "C" channel rub rails full-length to both sides of the body below the compartment doors. Mudflaps with logo 1000621
50-40-9900	SPECIAL Fuel Entry and Step, Under Cab Door SHOP NOTE: Note special step options: ON PASSENGER SIDE: MAKE TOP STEP THAT STICKS OUT CENTERED ON THE STEP. THIS WILL MAKE 3 STEPS.
50-42-1800	Rear Corner Guards, ADP, 16.5" SHOP NOTE: ADP cornerguards securely fastened to the body
50-42-5030	Front Stone Guard, ADP 30" SHOP NOTE: Aluminum Diamondplate stoneguards are to be securely fastened to the body. PASSENGER TO BE 6" LONGER DUE TO DROP SKIRT
50-42-9990	SPECIAL Stoneguards, ADP - SHOP NOTE: INSTRUCTION: Front Stone Guard, ADP 30" on the Driver side and 36" on the passenger side due to the drop skirt option Aluminum Diamondplate stoneguards are to be securely fastened to the body
50-44-0800	Fenderettes, Rear, Std. for Drop Skirt SHOP NOTE: Medtec Part Number 1033286

PART NO	DESCRIPTION
	Medtec Part Number 1033287 Austin # TH38033-B & TH38034-B
50-46-3000	License Plate Holder #LP0002-1, Recessed In Center SHOP NOTE: INSTRUCTION: With (1) LED Light center mounted. Center in kickplate above rear bumper flip step
50-50-0200	Ziebart Undercoating, Chassis & Body (Standard)
	* * * INTERIOR PATIENT COMPARTMENT COMPONENTS * * *
	SHOP NOTE: Any/All drawers are to be installed with the 250# drawer slides with the extra lips with the exception of any airway drawers or suction cabinet pull out that unloads into D2 per Medtec Engineering and Foster Coach Sales. If any drawer hits the ears of the Antlers, a drawer stop needs to be installed to avoid this contact.
52-05-0600	Cabinet Glass - 1/4" Smoked Lexan SHOP NOTE: Any mention of Plexi will be replaced with Lexan in this order including glove boxes
52-06-0400	All Interior Latches, Non-Locking Round SouthCo, Stainless SHOP NOTE: INSTRUCTION: All interior cabinet doors to have, Stainless steel non-locking round Southco latches.
52-11-0800	Cabinet Construction, Aluminum SHOP NOTE: INSTRUCTION: >>NO Wood products in the cabinetry<< -- ALS FULL WIDTH --
52-12-0010	Cabinet Drawer and Door Faces, Overlay Style (Std.) SHOP NOTE: ALL CABINET DRAWER AND DOOR FACES ARE OVERLAYED WITH PHENOLIC MATERIAL.
52-28-0505	Dome Lights, Whelen LED (10) SHOP NOTE: INSTRUCTION:
52-32-0200	Ceiling In Patient Compt, Pads Over Center Access SHOP NOTE: INSTRUCTION: The ceiling to have access to antenna bases/leads. Covered by center ceiling pads. Sinocore Part Number 1042077
52-34-1000	Conduit, 2" Flex, Pull Wire & Grommited SHOP NOTE: INSTRUCTION: (1) 2" flex conduit to run, from behind driver's side cab seat, underneath vehicle to the 1st action area, behind right side access panel.
52-36-0601	LED Light, - Surface Mount In 1st Action Area (VMUX) SHOP NOTE: Activated with the VMUX system

PART NO	DESCRIPTION
	Round RED/WHITE LED light
52-48-0600	Timer System For Lights - Rotary SHOP NOTE: INSTRUCTION: Install timer on curbside wall, beside side entry door. Dome Light Timer to be set up for 0 - 60 minutes.
52-54-3200	Flooring, Composite 5" Roll Up SHOP NOTE: INSTRUCTION: Space Age Material Requires the use of polyurethane based adhesive!
52-54-5000	Flooring, Cove Molding around ALS (Fed. Amb. Spec Std.)
52-60-0400	Rear Threshold, 6" Wide Stainless Steel With 2" Skid tape SHOP NOTE: INSTRUCTION: 6" wide stainless steel threshold with 2" wide skid tape covering the threshold screw heads.
52-62-1800	Interior Risers On Squad Bench & Streetside, Standard Height SHOP NOTE: Standard Height stainless steel on; - the squad bench face and end - the lower section of the streetside cabinet, to just below the bottom of the T-bar.
INTERIOR COLOR SELECTION	
53-02-3804	***Formica Color, Wilsonart "Dove Grey" Hospital Grade I SHOP NOTE: L92-60 WilsonArt "Dove Grey" Chemsurf Hospital Grade
53-03-0200	Matte Formica Finish
53-06-4400	Flooring Color, Onyx #150, LonCoin II Flecks (Black)
53-33-0400	Upholstery Color,EVS Brand Gunmetal #MV102&#CN202 Brown/Grey SHOP NOTE: INSTRUCTION: EVS Gunmetal #MV102 Vacuum Formed Cushions For The Following: Tech Seat, CPR Seat & Backrest, Squad Bench Seat & Backrest. Matching EVS Gunmetal #CN202 For All Trim.
*** STREETSIDE CABINETS - PATIENT COMPARTMENT ***	
54-02-0200	Sect 1 - Action Area, Polished White Std. SHOP NOTE: Polished White Formica Material
54-02-3800	Sect 1 - 1st Action Area With 3/4" Lip
54-02-3809	Sect 1 - Extended AA with shorter TYII switch panel SHOP NOTE: 1st Action area is to be extended to the D4 can with the deletion of the 2nd AA. Action area will have a 3/4" lip. There will be a CPR Seat use TYII switch panel like in Vans as there are no patient code lights
54-08-0400	Sect 1, Radio Cutout(s) QTY With Black Kydex Cover 1st AA SHOP NOTE: INSTRUCTION: (1) cutout for installation of a radio, installed in the 1st action area - with a 1/4" black Kydex cover.

PART NO	DESCRIPTION
54-12-9900	<p>SPECIAL Sect 1, Clock - INTELLETEC TIME MANAGER</p> <p>SHOP NOTE: Sect 1, Clock - Intelletec Time Manager mount in action area angled switch panel per print in action area forward of the switch panel</p> <p>QW pricing used</p>
54-14-0400	<p>Sect 1, Speakers For Radio, In Rear Ceiling</p> <p>SHOP NOTE: (2) rear speakers installed in ceiling. Volume control (fader) in 1st action area.</p>
54-15-0510	<p>Acrylic Adjustable Dividers, Vertical, In Drawer -IATS each</p> <p>SHOP NOTE: INSTRUCTION: Clear plexiglas vertical dividers. [2] in each airway drawer, front to back of drawer [5] in ALS drug drawer front to back of drawer</p>
54-16-2600	<p>Sect 1, 1st Action Area Overhead Cabinet</p> <p>SHOP NOTE: INSTRUCTION: "NO"Fixed center divider and (1) adjustable shelf.</p>
54-16-9900	<p>SPECIAL Sect 1,Action Area Overhead Cabinet(s)</p> <p>SHOP NOTE: Sect 1/2, Overhead cabinet, extended action area Rearward of the angled cabinet Side hinged Lexan doors Round locking SS SouthCo top at juncture (1) adjustable shelf Extended AA cabinet overhead, rearward of the angled cabinet will be 10.5" deep ID</p> <p>see and follow prints for dimensions.</p>
54-18-0600	<p>Sect 1, Restocking Doors On Overhead Cabinet</p> <p>SHOP NOTE: LOCATION: On the cabinet above 1st action area. Hinged on top.</p>
54-20-0200	<p>Sect 1, Handles, Full Length Aluminum</p> <p>SHOP NOTE: LOCATION: On the cabinet above 1st action area.</p>
54-26-0100	Sect 1, Delete Standard Writing Drawer
54-36-1000	<p>Sect 1, Cabinet Below 1st Action Area</p> <p>SHOP NOTE: INSTRUCTION: (1) cabinet below the 1st action area, full width to the suction with sliding Lexan doors with full length pull handles.</p>
54-48-0800	<p>Sect 1, Suction Cabinet, Pull-Out</p> <p>SHOP NOTE: INSTRUCTION: Install a pull-out suction cabinet below the 1st Action Area.</p>

PART NO	DESCRIPTION
54-49-0400	<p>(2) Airway Drawers Below 1st AA, (Standard Size)</p> <p>SHOP NOTE: INSTRUCTION: Fab Part #1005645 (2) airway drawers under 1st action area just rearward of the suction with round locking stainless steel southco latch. Airway drawers to be mounted side by side With [2] adjustable dividers front to back of drawers.</p> <p>Move the full width cabinet forward to accomodate the airway drawers.</p>
56-04-0200	<p>Sect 2, Double Cabinet Above CPR Seat</p> <p>SHOP NOTE: Cabinet divided into [2] equally sized sections. Customer specified 7" Depth in this cabinet. Medtec requires the 43" seat height requirement for AMD Standard 025 head protection!</p>
56-06-0200	<p>Sect 2, Flip-up Acrylic Doors On Cabinet</p> <p>SHOP NOTE: (1) strut flip up section use (1) 1033536 strut (1) 1006905 bracket (1) 1006904 bracket Production Note: If [2] struts are needed for proper operation of this door, please use [2] otherwise the standard [1] strut will be fine. (SouthCo grabber catches at the bottom will be used when Chrome "C" handles are used.)</p>
56-08-1400	<p>Sect 1, Handles, Stainless Steel Round Southco latch</p> <p>SHOP NOTE: LOCATION: CPR seat overhead doors</p>
56-26-9910	<p>SPECIAL Sect 2, SHOP NOTE: Deleted as action area has been extended</p>
58-02-0800	<p>Sect 3, Rearward Overhead Cabinet</p> <p>SHOP NOTE: INSTRUCTION: Fixed center divider and (1) adjustable shelf on each side.</p>
58-04-0600	<p>Sect 3, Restocking Acrylic Doors, Rear Overhead Cabinet</p> <p>SHOP NOTE:</p>
58-06-0200	<p>Sect 3, Handles, Full Length Aluminum</p> <p>SHOP NOTE: LOCATION: On the upper rear streetside overhead cabinet.</p>
58-08-9800	<p>Sect 3, Lower Rear Streetside Cabinet, 6" Deep Interior</p> <p>SHOP NOTE: INSTRUCTION: Lower rear streetside cabinet (upper D4 compartment) Inside access only. 6" deep inside dimension.</p> <p>Includes (2) adjustable shelves.</p>
58-30-9900	<p>Sect 3, Acrylic Doors, Sliding, Lower Supply Cabinet</p>

PART NO	DESCRIPTION
	SHOP NOTE: LOCATION: Lower rear streetside main cabinet.
58-32-9900	Sect 3, Handles, Full Length, Aluminum SHOP NOTE: LOCATION: Lower rear streetside main cabinet.
58-46-0410	Sect 3, R/S Exhaust Fan, 6" W x 8" H, 240 cfm Air Flow SHOP NOTE: Relocate to the curbside of the unit. Locate as high as possible. Exterior vent will exit out the rear of the vehicle. The top of P-5 may need modified with offset. See and follow the prints Install a fan speed switch in rear switch panel
58-50-0011	Additional Streetside Angled Cabinetry Upgrade SHOP NOTE: Location: Angled cabinet rearward of the first cabinet over action area per print. Angled cabinet section will be 14.5"w, (1) adjustable shelf. Side hinged single lexan door Hinge on aisle side one adjustable shelf Round locking SS Southco latch on each door centered at juncture.
*** BULKHEAD COMPONENTS ***	
60-02-0200	B1, L/S, Oxygen Compt, Interior Access With O/2 View Window SHOP NOTE: INSTRUCTION: Hinged plexiglas door for O/2 view into D-1 compartment.
60-02-1300	B1, L/S, Electrical Cabinet, Rectangle Style SHOP NOTE: INSTRUCTION: A rectangular cabinet shall house the electrical components. Seat Section: Removable panel with (2) locking SouthCo flip latches - facing rearward.
60-08-2800	B1, Thermostat, Integrated VMUX Heat/AC system SHOP NOTE: LOCATION: NOTE: This needs to be removed if using 110/12VAC system and stand alone thermostat.
60-11-0200	B1/2, Cab/Body Pass-Through SHOP NOTE: LOCATION: Pass-thru between cab and module. INSTRUCTION: There shall be a pass-through access window approx. 16"H x 17.5"W with a sliding acrylic window, in formica covered wood frame. Window handle is on forward side only
60-11-9900	Special- Bulkhead Cabinet SHOP NOTE: B1/2, Cabinet Below Desktop on Bulkhead There will be a cabinet below the countertop with side hinged, formica covered doors, round locking SS SouthCo Latches top at juncture and [2] adjustable shelves.
60-12-1000	B1/2, Ducted Heat/AC, Proair #935 Ducted Updraft

PART NO	DESCRIPTION
	SHOP NOTE: Requires roof to be painted White Reflectix Insulation in the HVAC cabinet.
60-12-7100	B1/2, Air Filter, AC Filter on Return Vents
60-14-0800	B1/2, A/C Condenser, Bottom Mounted, Pro Air
	SHOP NOTE: INSTRUCTIONS: CONDENSER TO BE MOUNTED JUST UNDER LIGHTBAR CENTERED. PAINTED TO MATCH MODULE.
63-44-3200	B2, OPTION 16 - ALS Cabinet , 2-Section --- (Roll Up Door) --- SHOP NOTE: INSTRUCTION: Radius deleted. Make ALS Full width Amdor Aluminum Slat Roll Up Door to include: -6" pocket at can top for roller. -rear roller -water stop sill plate -2" (standard) Top Gutter -78" Lead for Door Ajar Switch -Countersink Pre-drill holes at the center of channel. Non-locking full width bar latch [1] adjustable shelf. above the Drug drawer 5" ADJUSTABLE DRUG DRAWER BEHIND THE ROLL UP DOOR Set at 32" ID from the bottom of the cabinet Round locking SS Southco Latch [5] adjustable Lexan dividers, front to back Reference part number on CAD drawing. Rubbermat on the bottom of each cabinet section and shelf.
63-50-0600	B2, (2) Additional Adjustable ALS Shelf, Main ALS SHOP NOTE: LOCATION: Main ALS Cabinet for a total of [3] Locate the additional [2] below the adjustable drug drawer
63-70-0900	B1/2 Health Center, DELETED SHOP NOTE: NO radius, ALS is full width
*** PATIENT COMPARTMENT SEATING ***	
64-01-1200	Vacuumed Formed Upholstery M156/168/170/172 SHOP NOTE: INSTRUCTION: EVS Vacuum formed seats & backrests only. Armrests and all trim panels to be machine stitched using EVS Companion II material.
64-04-2200	Att Seat - EVS1880 HiBac 3-Pt & Child Safe - 2-Pos Swivel SHOP NOTE: 3-pt adult seatbelt 188-2; 2-pos swivel base

PART NO	DESCRIPTION
64-06-1800	Sect 2, CPR Seat SHOP NOTE: Cpr seat will be moved more rearward than standard due to the deletion of the 2nd AA AND BE WIDER THAN STANDARD
64-07-0200	Sect 2, Storage Under CPR Seat - Rear Hinge SHOP NOTE: Seat cushion hinged at back
64-07-1000	Sect 2, Fixed Backrest, CPR Seat (Std.)
64-07-2200	Sect 2, CPR Seat Positive Catch Paddle Latch
64-10-3600	Sect 2/3, Squad Bench SHOP NOTE: INSTRUCTION: (2) lids with storage under both sections with gas strut hold opens and paddle latches. Interior floor of storage under squad bench rubber matted
64-14-0200	Sect 2/3, Back Rests, (2) Above Squad Bench SHOP NOTE: Certain backrests may need to be cut back to accommodate the proper operation of the armrest, gauges, plates, or cabinets.
64-18-1200	Sect 2, Armrest,Brushed S/S "A" Bar - Head of Squad Bench SHOP NOTE: INSTRUCTION: Stainless steel "A" bar armrest with standard size "WASTE ONLY" waste container. Install removable pin to secure top to bottom sections. Install container with lid to fit holders
64-18-2200	Sect 2 - Reinforcement Plate. CS Wall - SHOP NOTE: Install 1/4" aluminum backer plates at each mounting point. THIS DOES NOT INCLUDE THE CARGO NET. ONLY THE REINFORCEMENT PLATE INSTALLATION
64-20-0400	Sect 2, Cast O/2 Bottle Storage, Recessed - Head of SQ Bench SHOP NOTE: INSTRUCTION: Vertical storage for (2) "D" cylinders - in curbside stepwell. Recess squad bench and stepwell toward rear. Custom curbside stepwell: 40.25" x 16.75" for PD168A, PD156, FD160 40.25" x 18.75" for AD170A; AD166A (1) Cast OA0008-1 Dual O/2 Wall Mount (1) Cast OA0005-1 Dual O/2 Base
64-24-0200	Front Seatbelt Buckles on Squad Bench Face SHOP NOTE: Install Seatbelt buckles on the face of the Squad Bench.
*** CURBSIDE CABINETS - PATIENT COMPARTMENT ***	
68-10-9900	Sect 2/3, Squad Bench Cabinet, 12" ID SHOP NOTE: INSTRUCTION: Cabinet divided into [3] equally sized sections. Medtec requires the 43" seat height requirement for AMD Standard 025 head protection! >>>>MAKE 12" ID<<<<
68-12-0200	Sect 2/3, Flip Up Acrylic Doors, (3) On Squad Overhead

PART NO	DESCRIPTION
	SHOP NOTE: (1) One strut per flip up section use (1) 1033536 strut (1) 1006905 bracket (1) 1006904 bracket
68-14-2000	Sect 2/3, Handles, Stainless Steel Round Southco latch SHOP NOTE: LOCATION: On the squad overhead cabinet doors.
68-16-0001	Special Drawer-Squad bench SHOP NOTE: (1) Formica covered Drawer Drawer to slide out towards head of squad bench from back wall of squad bench. Recessed into P5 compartment. (1) round SS southco Latch
68-16-0200	Sect 3, Inside/Outside Access Into P-5 Compt., Overlay Door SHOP NOTE: INSTRUCTION: Formica covered door - vertically hinged, rearward. Round locking SS SouthCo latch.
*** PATIENT COMPARTMENT EQUIPMENT/COMPONENTS ***	
70-02-0600	IV Holders, (2) Cast Products #2008-1, Ceiling - Mid Torso SHOP NOTE: LOCATION: (1) over cot BETWEEN T5-T6 (1) over squad bench BETWEEN T5-T6
70-10-1500	Cot Mount, Ferno-Washington #175-3 Sngl Position, Removable SHOP NOTE: INSTRUCTION: For Cot Model: 93H (for positioning of cot mounts only)
70-14-9800	SPECIAL Cot Mount Location, Dealer to specify SHOP NOTE: MOUNT 9" FROM STREETSIDE WALL
72-02-0100	Rear Entry Assist Handles, (2) Black Molded (Standard) SHOP NOTE: LOCATION: Inside rear module 1040301
72-02-1600	Assist Rails,(1)90"x1.25"(1)60"x1.25" Antimicrobial SHOP NOTE: INSTRUCTION: (1) 90"x 1.25" - over cot. (1) 60" x 1.25 " - over squad bench.

PART NO	DESCRIPTION
72-10-0200	Signs, "No Smoking Oxygen Equipped" & "Fasten Seatbelts" SHOP NOTE: LOCATION: (1) on 1st action area wall.
* * * MEDICAL OXYGEN & ENVIRONMENTAL SYSTEMS * * *	
74-02-0200	Oxygen System, 3000 Liters Minimum
74-02-0650	Oxygen, (3) Outlets - (1) AA, (1) Squad Bench, (1) Ceiling SHOP NOTE: INSTRUCTION: (1) 1st AA (1) Squad Bench head end of the overhead cabinets (1) Ceiling SEE PRINTS
74-04-1000	Oxygen Outlets, Chemtron/NCG Style SHOP NOTE:
74-06-0600	Flowmeter, (1) Oxygen, Gravity Type SHOP NOTE: LOCATION: SHIPPED LOOSE
74-10-0600	Regulator, Oxygen SHOP NOTE: LOCATION: On O/2 hose in designated oxygen compartment.
74-14-0300	Weldon Vista Internal Digital O2 Content Gauge (STD VMUX) SHOP NOTE: Install using "T " Fitting to maintain O2 manual gauge at tank.
74-18-0400	Oxygen Shut-Off, Electric Solenoid With Manual Bypass SHOP NOTE: INSTRUCTION: Manual by-pass valve on 1st action area wall. (1) green rocker switch in the rear switch panel.
74-20-0700	Suction & Aspiration Systems, SSCOR/Vac Pump, BELOW AA SHOP NOTE: INSTRUCTION: For use with tilt out/pull out suction [1] SSCOR 20001/02 disposable canister, metal bracket and outlet are in a cabinet below the 1st Action Area. The wall-mount vacuum gauge is located on the 1st action area wall SEE PRINTS Canister Bracket P/N 1000219 Install the vacuum pump in the upper left corner of the D-2 compartment, in a metal cage. (1) "on/off" switch in the rear switch panel, for Suction pump. SEE PRINTS Canister Bracket P/N 1031799 Panel Mount P/N 1000236
74-22-0200	Sharps & Biohazard Racksack With Red Medical Bags SHOP NOTE:

PART NO	DESCRIPTION
	roof is white already as it is tu-tone
84-05-0101	+ Select Optional Paint Design
*** GRAPHICS/LETTERING M-SERIES ***	
89-10-0010	Vinyl Package, M-Series Single Band Only, Std.
89-20-0250	1" Reflective Pinstripe 3M SHOP NOTE: Indicate Color: 1" BLACK REFLECTIVE 1" GOLD REFLECTIVE SEPARATED BY 6" BLACK REFLECTIVE 1" GOLD REFLECTIVE 1" BLACK REFLECTIVE See and follow the prints
89-20-0500	6" Reflective Safety Stripe 3M SHOP NOTE: Indicate Color: BLACK Reflective See and follow the prints
89-32-0060	Exterior Rear Barricade w/o Doors Dgrade 2 Color SHOP NOTE: Indicate Color: TBD
89-40-0110	1/2" Perimeter Stripe Side Door, Reflective 3M SHOP NOTE: Indicate Color: Red reflective
89-40-0130	1/2" Perimeter Stripe Rear Doors, Reflective 3M SHOP NOTE: Indicate Color: Red Reflective
89-80-1132	Pinstripe, 3/4" W -"C" Style Rubrail,Red/White Diamond Grade SHOP NOTE: INSTRUCTION: Install 3/4" wide 3M only red/white diamond grade reflective stripe through the center of the "C" style rubrail.
89-90-0011	Install Roof SOL & Ship Loose Ambulance Package Installation *** DELIVERY / END USER DOCUMENTATION ***
90-02-0300	Vehicle Operator's Manual, Hard Cover Binder - AD/M
90-06-0400	New Vehicle Owner's Manual
90-06-0600	Operating Instructions, DVD
90-06-0810	Electrical Schematics CD with transceiver,USB cable; Vmux SHOP NOTE: Includes CD and transceiver, USB Cable. 1008464 Kit Shipped Loose
90-07-0200	Fuel, Fill
92-04-0300	Medtec Warranty, Electrical, VMUX SHOP NOTE: Warranty: 6000-0000-02 or -03 Hercules 7 years 6010-0000-00 Mini 4x12 7 years

AGENDA REPORT

TO: Village Council

FROM: Robert M. Bahan, Village Manager
Liz Rosenthal, Assistant to the Village Manager

DATE: June 15, 2012

RE: **NEW WEBSITE DEVELOPMENT**

The current Village website was designed in 2003 by an independent consultant in collaboration with Village staff. Since that time the website has retained the same format and has not undergone any significant aesthetic changes. Staff in the Village Manager's Office is responsible for updating the website on a daily basis with support from the original, independent consultant. Over the years a number of different software programs have been used to edit and maintain the site; Dreamweaver is used currently.

The Village website serves as a core resource, and it makes a first impression on new residents, business owners and potential employees. Although the current website contains a substantial amount of information, it now needs to be updated and redesigned to elevate it to the caliber expected by the community. New technology and features need to be employed to make it easier to navigate and to locate timely news and information.

Recently, website redesign has been identified as a priority by Village boards and commissions (primarily the Council, BCDC, and WEFC), staff, and community groups (Chamber of Commerce) as a means to improve the Village's ability to proactively communicate public information in a timely, efficient and accessible manner. In 2010, under the auspices of the BCDC, a resident and professional design consultant Mark Dziersk of Lunar Design Inc., was brought in on a pro bono basis to make suggestions as to ways in which the website could be enhanced. However, given the downturn in the economy, the change in Managers, available staff time, the redesign project was postponed. This spring, the Village Manager met with Mr. Dziersk and reviewed his pro bono design concepts. During the meeting, Mr. Dziersk provided the Village with the design concepts and will make their artwork available if some or all of the design elements are selected. On behalf the Village, we wish to thank Mr. Dziersk for his pro bono assistance to date.

In the fall of 2011, the new Village Manager created a committee consisting of representatives from each operating department, along with administrative and technical support staff, to research website design alternatives and identify graphic and functional changes that might be desirable to incorporate into an upgraded website, develop an RFP, and evaluate responses. (A copy of the RFP is attached.)

The Committee was asked to identify the latest techniques, designs, and technologies needed to enhance the Village's electronic presence and communication, with an eye toward providing visitors with a user-friendly, informative, and useful resource where they can locate answers to questions and perform tasks, such as completing applications or requesting services. Additionally, the Committee was asked to identify professional website design specialists, keeping in mind that any new website should be able to be easily maintained by in-house Village staff.

Among the top features identified by the Committee as being the most important were: Meeting Agendas & Minutes, Calendar of Events, Email Subscription Capability, News & Announcements Center, ADA Compliance, Emergency Alert Notification, Promotion of the Village as a Premier Community, Online Bill Payment Interface, Job Postings & Online Job Applications, and Citizen Request Tracker. Additionally, a FOIA Tracking System was deemed to be desirable to increase transparency and reduce staff time required to manage FOIA requests by eliminating redundant requests, as citizens could first see if their request has previously been made by another citizen.

In November, 2011, the RFP was sent to nine identified web developers. Seven responses were received. After carefully reviewing the proposals, the Committee invited three vendors to make presentations of their proposed design package and demonstrate services and capabilities. The three were: American Eagle, CivicPlus, and Vision Internet. Based on the presentations, the Committee concluded that either American Eagle or CivicPlus was best suited for the job, and second round meetings/conversations were held, either in person or electronically with these two vendors, and proposals were reviewed and clarified.

There was a consensus among the Committee to choose American Eagle because they are local, located in Park Ridge, enabling better collaboration during site development and training, as well as more accessibility for site maintenance and problem resolution. American Eagle's base pricing structure was \$1,000 lower than CivicPlus and comparable with annual maintenance fees. Also, American Eagles does not use pre-fabricated templates, allowing for greater flexibility in creating a unique design for Winnetka. They also have a broad base of experience in the private sector, as well as the public and not-for-profit sectors, with a team of project managers, designers, and programmers specifically dedicated to these sectors. In addition, American Eagle has expressed a willingness to try to incorporate some of the artwork and suggestions of the BCDC's pro bono consultant into their design process. Finally, American Eagle has the ability to expand and enhance the website at any time in the future. Among their other local, municipal clients are the: City of Park Ridge, Village of Glencoe, Village of Wilmette, Village of Deerfield, Village of Arlington Heights. Staff has checked references and received positive feedback.

Initially, American Eagle will collaborate with staff to develop a project plan and sketch out site architecture. Thereafter, feedback from key stakeholders within the community regarding design and content will be gathered by holding feedback sessions.

Stakeholders to date include the Village Council members, lower boards and commissions, the Chamber of Commerce, and residents. Once this has been determined, American Eagle will begin to build a graphic concept for the site. Before any design is finalized, however, members from the Village Council and representatives from Village boards and commissions will be asked to provide input on the proposed design and structure. It should be noted that within the proposed agreement, American Eagle will work directly with the BCDC and the EFC to develop concepts for their section of the website, while staff will be responsible for editing and updating these pages once the new website is launched.

As noted in their proposal, American Eagle estimates 18 weeks as the average timeframe needed to complete this project, depending upon variables such as Village workload and the availability of Staff and stakeholders. The Village Manager will oversee this project, with ongoing management falling to his assistants. Once the new site is up and operational, the Manager’s Office will retain final editorial control of the site. However, by virtue of the Content Management System, each operating department will have a trained, designated administrator who will have the ability to add, delete, and modify website content as needed. This will spread the workload out from the Manager’s Office with the goal of publishing more timely news and updates.

Costs:

Basic Development		\$35,000 Less 10% Discount	\$31,500
Optional Features			
Email Marketing System –	Allows the Village to move away from third party vendor Constant Contact		\$2,500
FOIA Tracking System	Described above		\$1,750
Total Development			\$35,750
Maintenance Fees		Monthly	Annual
Hosting		\$75/mo.	\$900
Monthly Accruable Support		\$150/mo.	\$1,800
Intelligent Search	(Speeds site search – not Google based – highly recommended)	\$100/mo.	\$1,200
Email Marketing		\$50/mo.	\$600
Total Ongoing Expense		\$375/mo.	\$4,500

Staff requests the authorization to enter into a contract with American Eagle for the redevelopment of the Village website, substantially in the form attached, for an amount not to exceed \$35,750 and with annual maintenance charges of \$4,500. The 2012 Budget contains \$45,000 for the redevelopment of the website and consulting.

Recommendation: Authorize the Village Manager to enter into a contract, substantially in the form attached, and subject to the final review and approval of the Village Attorney, with American Eagle for the redevelopment of the Village website at a cost of \$35,750, and annual maintenance charges after website development at a cost of \$4,500

Attachments:

Website RFP
American Eagle Website Redesign Proposal
American Eagle Pricing Proposal
American Eagle Agreement



VILLAGE OF WINNETKA

Incorporated in 1869

NOVEMBER 3, 2011

**ADDENDUM NO. 1
REQUEST FOR PROPOSALS
WEBSITE REDESIGN SERVICES
RFP #011-004
VILLAGE OF WINNETKA**

The Request For Proposal for the above referenced project has been amended and/or clarified as follows:

THE FOLLOWING QUESTIONS HAVE BEEN RECEIVED. ANSWERS ARE PROVIDED.

Q. WHAT IS THE ALLOCATED BUDGET FOR THIS PROJECT?

A. APPROX. \$30,000.00

Q. HOW MANY CURRENT STATIC HTML PAGES RESIDE WITHIN THE CURRENT WEBSITE? HOW MANY DOCUMENTS? WILL THE VILLAGE RELY HEAVILY ON THE VENDOR TO MIGRATE THIS INFORMATION?

A. SORRY WE DON'T HAVE A COUNT ON PAGES OR DOCUMENTS. YOU CAN PROBABLY PERUSE THE WEBSITE TO MAKE SOME DETERMINATION. AS TO MIGRATION, THAT WILL DEPEND ON WHAT TECHNOLOGY AND WHAT SKILLS ARE REQUIRED TO DO THE MIGRATION. WE HOPE TO BE ABLE TO DO AS MUCH AS POSSIBLE IN-HOUSE, BUT WILL UNDOUBTEDLY NEED SOME ASSISTANCE.

Q. HOW WAS THIS PROJECT INITIATED? WAS IT INSPIRED BY A VENDOR AND WHICH VENDORS HAS THE VILLAGE SEEN PRESENTATIONS FROM, IF ANY?

A. OUR WEBSITE IS OLD AND NEEDS A FACELIFT AS WELL AS INCORPORATION OF UP-TO-DATE CONVENIENCES. THIS PROJECT WAS NOT INSPIRED BY ANY VENDOR. THE VILLAGE HAS LOOKED AT NUMEROUS SITES THROUGHOUT THE CHICAGO

510 Green Bay Road, Winnetka, Illinois 60093

Administration and Finance (847) 501-6000 Fire (847) 501-6029 Police (847) 501-6034
Public Works (847) 716-3568 Water and Electric (847) 716-3558 www.villageofwinnetka.org

METROPOLITAN AREA AS WELL AS THROUGHOUT THE COUNTRY. EGOV IS THE ONLY PRESENTATION THAT THE VILLAGE HAS SEEN.

Q. HOW MANY STAFF USERS WILL NEED TO BE TRAINED?

A. UP TO FOURTEEN (14), TWO (2) FROM EACH DEPARTMENT.

Q. IS IT ACCEPTABLE IF CONSULTING AND PROJECT MANAGEMENT OCCUR REMOTELY AND TRAINING OCCURS ON-SITE?

A. SOME THINGS CAN BE DONE REMOTELY, BUT WE WILL ALSO NEED ON-SITE HELP.

Q. WOULD MULTIPLE YEAR FINANCING OF THE PROJECT BE OF INTEREST?

A. NO.

Q. WILL ANY OF THE DEPARTMENTS REQUIRE A DIFFERENT LOOK AND FEEL FROM THE OTHERS IN TERMS OF A BANNER AND NAVIGATION?

A. YES THERE MAY BE SOME COMMITTEES WHO REQUIRE A SOMEWHAT DIFFERENT LOOK FOR THEIR PAGES WITHIN THE GENERAL FRAMEWORK OF THE VILLAGE SITE.

Q. WILL THE PARK DISTRICT AND LIBRARY REMAIN SEPARATE OF THE VILLAGES' PROJECT OR WILL THEY BE INCLUDED ENTITIES?

A. THESE ARE SEPARATE GOVERNMENT ENTITIES AND WE HAVE NO SAY IN THEIR WEBSITES.

Q. WILL HAVING A REP. BASED OUT OF ILLINOIS HELP IN SCORING?

A. IT WILL BE TAKEN INTO CONSIDERATION.

Q. COMPLIANCE AFFIDAVIT – WOULD YOU MIND IF WE POINT OUT OUR CONCERNS, IF ANY, AND INCLUDE OUR LEGAL LANGUAGE FOR INITIAL VIEWING PURPOSES?

A. YOU MAY INCLUDE CONCERNS AND ANY LEGAL LANGUAGE THAT YOU HAVE.

Q. WILL THE VILLAGE BE LOOKING TO MANIPULATE THE SOURCE CODE OR EVENTUALLY HOST THE WEBSITE ON ITS OWN SERVERS?

A. PROBABLY NOT LOOKING INTO MANIPULATING THE SOURCE CODE AND NO TO HOSTING THE WEBSITE ON ITS OWN SERVERS.

Q. THIS QUESTION CONCERNS THE SUBMITTAL REQUIREMENTS, SECTION 4A. IS THERE MORE THAN ONE (1) VILLAGE IT AND FINANCIAL SYSTEM IN USE? CAN YOU DESCRIBE THE LEVEL OF INTERACTION THAT WILL BE REQUIRED?

A. THERE ARE A NUMBER OF VILLAGE IT AND FINANCIAL SYSTEMS CURRENTLY IN USE. WE FORSEE NO DIRECT INTERACTION AT PRESENT BETWEEN APPLICATIONS RUNNING ON THE WEBSITE AND EXISTING APPLICATIONS SUCH AS AP/GL, PERMITTING, UTILITY BILLING, VEHICLE LICENSING, ETC. MOST LIKELY THE INTERFACE WILL BE PERFORMED BY VILLAGE PERSONNEL READING A TRANSACTION REPORT AND ENTERING THOSE TRANSACTIONS INTO THE EXISTING SYSTEMS, OR PERHAPS BY THE EXISTING SYSTEMS READING A FILE OF TRANSACTIONS GENERATED BY THE WEBSITE AND THEN UPDATING EXISTING SYSTEMS BASED UPON THAT INFORMATION.

Acknowledge receipt of this Addendum #1, by signing this form and including it with your sealed proposal response.

If you have any questions regarding this Addendum #1, please contact me at 847/716-3504.

Raymond D. Restarski, CPPO
Purchasing Agent

SIGNATURE

COMPANY

DATE



VILLAGE OF WINNETKA

Incorporated in 1869

REQUEST FOR PROPOSALS RFP #011-004 WEB SITE REDESIGN SERVICES

The Village of Winnetka is seeking written proposals from qualified firms to redesign its website into a unique, captivating, professional and easy to use site, while providing sophisticated built-in features. The Village seeks to create a dynamic website that is designed and organized in a manner that allows viewers with limited computer experience to easily find and access information and will be able to incorporate additional components in the future such as GIS and online payments. Proposal documents are attached. General questions may be directed to the Purchasing Agent by calling 847/716-3504.

Proposal Submission: Written responses shall be addressed and delivered to the **Purchasing Agent at the Winnetka Village Hall, 510 Green bay Rd., Winnetka IL 60093**; no later than **2:00 p.m. (local time), Wednesday, November 9, 2011**. Six (6) copies of the proposal response must be furnished. In addition, the entire proposal must be provided in PDF format on a CD-ROM. **A completed fee proposal shall also be provided in a separate, sealed envelope.** The fee proposal shall include an itemized, not-to-exceed budget to complete all outlined work items. All responses will be opened and evaluated in private and response information will be kept confidential. Responses received after the submittal deadline, or by facsimile or e-mail, will be rejected and returned unopened to the sender.

The Village of Winnetka reserves the right to reject any or all proposals in whole or in part, to waive or not to waive any informality therein, and to accept the proposal considered to be in the best interest of the Village of Winnetka.

Raymond D. Restarski, CPPO
Purchasing Agent

510 Green Bay Road, Winnetka, Illinois 60093

Administration and Finance (847) 501-6000 Fire (847) 501-6029 Police (847) 501-6034
Public Works (847) 716-3568 Water and Electric (847) 716-3558 www.villageofwinnetka.org

GENERAL INSTRUCTIONS

Before submitting a proposal each vendor shall examine all documents carefully as no allowance shall be made on the grounds of the lack of knowledge as to the content of the document. The submission of a proposal shall be considered conclusive evidence that the proposer has made such examination.

1. PROPOSALS AND AFFIDAVITS must be signed in ink by an authorized officer or employee of the company and returned in a sealed envelope marked plainly "SEALED PROPOSAL", with the PROPOSAL TITLE and the due date.

The proposal envelopes MUST be received in the PURCHASING OFFICE before the stated time and date. Proposals received after the time and date stated, will be returned unopened and will not be considered.

Each respondent shall submit the number of proposals as enumerated on the cover page herein, one (1) of which shall be the original. Any proposal submitted unsealed, unsigned, fax transmissions or received subsequent to the aforementioned date and time, will be rejected and returned to the sender.

2. ALL COSTS INCURRED IN THE PREPARATION and submission of the Request for Proposal shall be borne by the respondent. The Village of Winnetka shall be under no obligation to return any responses or materials submitted by a respondent as a result of this Request for Proposal. The Village shall not compensate the vendor for any travel costs incurred in the delivery of this Request for Proposal. The vendor certifies that in performing this contract, they will comply with all applicable provisions of the federal, state and local laws, regulations, rules and orders.
3. DEFAULT may cause the Village of Winnetka to procure services from other sources. In such cases, the Village may deduct from any unpaid balances due the vendor, or may deduct from a bond or surety for any excess cost incurred.
4. THE USE OF THE NAME OF THE VILLAGE OF WINNETKA is prohibited in any form or medium for public advertising, unless express permission is granted by the Village of Winnetka.
5. THE VILLAGE OF WINNETKA RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS, or any part thereof, or to accept any proposal or any part thereof, or to waive any informality, deemed to be in the best interest of the Village of Winnetka. Proposals may not be withdrawn for a period of one-hundred twenty (120) days from the submittal due date without the written consent of the Village of Winnetka. Offerors are cautioned to verify their proposals prior to submission. Negligence on the part of the offeror in preparing the proposal confers no right for withdrawal or modification of the proposal. The Village shall not be obligated to accept the lowest priced proposal, but will make an award in the best interests of the Village of Winnetka after all factors have been evaluated.
6. THE PURCHASING AGENT SHALL EXAMINE THE PROPOSALS to determine the validity of any written requests for nondisclosure of trade secrets and other proprietary data identified. After award of the contract, all responses, documents and materials submitted by the offeror pertaining to this RFP, will be considered public information and will be made available for inspection unless otherwise determined by the Purchasing Agent. All data, documentation and innovations developed as a result of these contractual services shall become property of the Village. Based upon the public nature of RFP's, an offeror must inform the Village in writing of the exact materials in the offer which cannot be made a part of the public record in accordance with the Illinois Freedom of Information Act.

7. THE VILLAGE RESERVES THE RIGHT TO TERMINATE the whole or any part of this contract, upon written notice to the Contractor, in the event that sufficient funds to complete the contract are not appropriated by the Winnetka Village Council; provided that in the event of such termination, the Contractor shall be paid promptly for all services rendered by the Contractor through the effective date of termination.

8. TECHNICAL QUESTIONS PERTAINING TO THIS REQUEST FOR PROPOSAL MUST BE IN WRITING AND ADDRESSED BY FAX (847/446-1139) OR EMAIL (rrestarski@winnetka.org) TO RAY RESTARSKI, PURCHASING AGENT. QUESTIONS RECEIVED AFTER 11:00 A.M. (local time), WEDNESDAY, NOVEMBER 2, 2011, WILL NOT BE ANSWERED.

Section 1: Introduction

General Information: The Village of Winnetka is seeking proposals from website design providers to design, build and configure the Village's overall web presence. The successful respondent will be tasked with creating a functional, interactive, visually attractive and useful website that incorporates as many of the requests listed in Section 2 as practical and feasible.

Overview of Process: The Village Manager has appointed a Website Committee comprised of Village staff to develop a list of desired functions and design elements. This compilation is not to be considered a complete list for the new web presence to incorporate, but rather as a starting point. The successful firm will be selected based on qualifications, experience and cost. Following review and evaluation of the submittals received, the Website Committee will identify the most qualified vendors and may invite them to attend interviews with the Committee and any other such stakeholders as deemed appropriate by the Committee. At the conclusion of all of the interviews, the cost estimates of the finalist firms will be opened and a final determination made. Firms selected as finalists may be expected to address more detailed issues regarding financial, specified time frames for deliverables, municipal experience and other specifics of their organization and operations. The successful respondent will be required to work with this Committee to develop the final functionality and design based on the requests of the Committee.

All proposals **must** be received at the address listed below no later than **2:00 p.m. (local time), Wednesday, November 9, 2011. Six (6) copies of the proposal response must be submitted. In addition, the entire proposal must be provided in PDF format on a CD-ROM.** Envelopes containing proposals shall be clearly marked on the outside of the envelope "Website Design Services".

A completed fee proposal shall also be provided in a **separate, sealed envelope**. The fee proposal shall include an itemized, not-to-exceed budget to complete all outlined work items. **The budget shall be submitted in a separate, sealed envelope clearly marked "Project Budget"**.

The proposal and all accompanying information shall be submitted to:

Raymond D. Restarski, CPPO, Purchasing Agent
Village of Winnetka
510 Green Bay Rd.
Winnetka IL 60093
847/716-3504
847/446-1139 (fax)
rrestarski@winnetka.org

Qualifications:

Firms interested in submitting a proposal should have the following experience and qualifications:

- 1) Demonstrable, substantial experience in developing websites for the public sector, particularly for communities or municipalities comparable to Winnetka.
- 2) Ability to dedicate an account representative and a senior designer who have significant municipal experience for this project.
- 3) Proven track record in concluding similar projects within the agreed upon time frame and budget.

Submittal Requirements:

To be considered for this project, the consultant must submit an informative statement of interest to the Village, which includes the following information, organized in the following manner to facilitate review:

- 1) Cover letter signed by principal of applicant firm
- 2) Statement of Experience
 - a) A list of existing customers and the URL's of the websites designed by the respondent, especially those of any units of local government.
- 3) Professional Background of Assigned Personnel
 - a) Identify the staff members who will be assigned to this project and the qualifications of each individual.
 - b) List similar projects completed **by the staff members who will be assigned to this project**. Include a project description, when the project was completed and the name and telephone number of a representative of the contracting jurisdiction.
 - c) A list of any subcontractors or service providers intended to be used by the respondent should they be awarded a contract for this project.
- 4) Methodology: Responses to the various requests listed in Section 2 and what methods are proposed to satisfy them. If a particular request is not possible, feasible or recommended, a short narrative as to why should be included.
 - a) This should include a narrative about how the proposed web product will interact with existing Village IT and financial systems to process payments for services and products of the Village.
 - b) The successful respondent must provide on-site training for personnel who will be doing the day-to-day content management and have a 24/7 "help line available.
- 5) Proposed Timeline: A preliminary schedule for completing the project is required. This schedule should address all work and meetings recommended by the consultant which clearly corresponds to the consultant's approach to the project.
- 6) References: Five (5) references from municipal clients similar to Winnetka within the past five (5) years.
- 7) Statement of willingness to travel to Winnetka upon request to discuss the proposal with Village staff and any other parties deemed appropriate by the Website Committee.
- 8) Guarantees
- 9) Additional Services
- 10) Affidavit of Compliance

- 11) Pricing Proposal: Costs for the project, including estimate of expenses outside of professional services, if any. This information will not be considered as a part of the initial evaluation of the proposal. Pricing should be submitted in a separate, sealed envelope clearly marked "Project Budget." Pricing proposals are to include all of the following elements, in this order:
- a) Base fee: Proposals should include a total not-to-exceed contract proposal amount.
 - b) Fees and costs associated with any proposed optional services. Proposals should include a list of costs for various modules, features and other elements provided by the vendor or any subcontractor.
 - i) At the village's option, the successful respondent may be requested to provide the host server for the website, either directly or thru a third party. Please report as to how your company would provide for the hosting and the estimated annual costs and terms for this hosting. (The Village may choose to retain the current hosting service.)
 - c) List of any discounts associated with services
 - d) List of any guarantees associated with services

Questions regarding this RFP must be in writing and submitted to Ray Restarski, Purchasing Agent, either by U.S. mail, fax (847/446-1139) or email (rrestarski@winnetka.org). **Questions must be received by 11:00 a.m. (local time), Wednesday, November 2, 2011.** Copies of the questions and the Village's responses will be sent to all prospective vendors.

If awarded, the successful respondent will:

- Meet with Village Staff assigned to this project and hear explanations of the various requests.
- Provide a demonstration site including the various design elements and functionality requested by the Website Committee.
- Work with the Website Committee to test the functionality of the demonstration site prior to launch.
- Provide a cost for ongoing maintenance and minor updates to content, including personnel contact information changes, calendar schedules etc.

Section 2: Feature and Design elements requests

- A. Create a Village website with an attractive design, utilizing artwork and graphics as appropriate, that is user friendly and informative but avoids the use of complex elements that would increase page-loading times or require advanced browser features. The design should highlight and showcase the amenities of the Village as well as demonstrate the Village's position as a premier North Shore community. The website structure must be easy to navigate and be created in a manner that avoids multiple layers, allowing users to obtain answers quickly.
- B. Consult with individual operating departments and offices within the Village to determine their needs and design an appropriate page for each department and office. Each page will retain the overall general look and design of the Village's entire web presence. Departments and offices include but are not limited to:

Village Manager, Village President and Village Board (elected officials), Community Development, Finance, Fire, Police, Water & Electric and Public Works.

- C. Provide tools which non-technical Village staff can use to easily and securely maintain and update the various pages contained in the overall website. With this system, provide workflow type management system to allow senior staff to approve web-pages before publishing to live site.
- D. The site should be easily searchable. Search functionality should include all documents housed on the website.
- E. The website must provide easy sign-up for residents to receive various E-mail notifications of current events, construction updates, board agenda packets, etc. The Village currently sends out notifications to residents related to posting of Village Board agendas and newsletters. We are interested in seeing any new technologies that may simplify the process for staff and/ or residents.
- F. The Village would like to provide residents with the ability to see current and upcoming events through an interactive calendar. The calendar should be functional and allow for different views.
- G. The website should be built for an interactive web presence for the Village. At some point in the future the Village desires to move in the direction of providing interactive form processing, applications, financial transactions, bid postings, customer service/complaint system, e-permitting, employment applications, Freedom of Information Act automated process, employee training & references and GIS.
- H. The Village would like the site design to be as compliant with Section 508 and Americans with Disabilities Act guidelines as reasonably possible. Proposers should make an effort to comply with guidelines. The usability of the site and ability for staff to easily update the site and content contained within the website should be considered.

Section 3: Award or Rejection of Proposals

1. The Village's evaluation committee will assess the qualifications of firms based on their written submittals. The Village intends to move quickly on this project and expects the most competitive proposals to be received. It is the intention of the Village to retain ownership of any and all graphics, design elements and text provided to the Village for this project.
2. The contract will be awarded to the respondent whose proposal is the most advantageous to the Village of Winnetka according to the criteria as outlined in this Request for Proposal. Except as otherwise provided by law, the Village reserves the right to reject any or all proposals and to review such proposals and contract with a firm based on the firm's experience, ability, thoroughness of the proposal and cost. The proposal will not be chosen solely on the basis of cost. The Village also reserves the right to negotiate with proposers in the event of, but not limited to: no proposals received, a single proposal is received or prices quoted are over budget and/or unreasonable.
3. The Village reserves the right to interview representatives of firms, request documents as needed and review the quality of similar services provided to other clients in order to determine which firm will be awarded the contract. Firms

selected as finalists maybe expected to address more detailed issues regarding financial and other specifics of the firm and operations. These same finalists may be expected to participate in interviews with an evaluation committee.

Section 4: Evaluation Criteria

1. The following criteria will be used to assess each firm's proposal. Each of the criteria listed below will be rated from 1-10 by each of the evaluation committee members. The following criteria will be used to evaluate proposals:
 - The firm's experience in using the latest techniques, designs and technologies to create a useful, informative and user-friendly website that avoids the use of complex elements that increase page-loading times or require advanced browser features.
 - The firm's demonstrated ability to develop attractive, quality website designs for governmental clients, highlighting the firm's understanding of the needs of the primary users of the site.
 - The firm's experience and ability to work with non-technical Village staff to develop departmental and other service related web pages. In addition, the firm's experience and ability to provide the Village with easy to use tools so that non-technical staff in departments can easily maintain and update the website.
 - The qualifications and experience of the firm's staff members who would be working on the Village's project.
 - The firm's demonstrated ability to expand the website to include interactive processes as the Village's needs in this area expand.
 - The ability to work within the Village's timelines.
 - The overall cost of the proposal and supplemental services

Section 5: Basis of Award

Each member of the evaluation committee shall independently evaluate each qualified proposal and any other information that is used to evaluate the firm's ability to provide quality services to the Village. Once these individual evaluations have been completed, the scores will be averaged and the overall average will be the final score of each proposal. The two (2) to five (5) firms with the highest rated proposals may be asked to give a short presentation to the evaluation committee. Based on these presentations, a recommendation will be made by the committee to the Winnetka Village Council.

COMPLIANCE AFFIDAVIT

As a condition of entering into a contract with the Village of Winnetka, and under oath and penalty of perjury and possible termination of contract rights and debarment, the undersigned deposes and states that he has the authority to make any certifications required by this Affidavit on behalf of the bidder, and that all information contained in this Affidavit is true and correct in both substance and fact.

Section 1: BID RIGGING AND ROTATING

1. This bid is not made in the interest of, or on behalf of an undisclosed person, partnership, company, association, organization or corporation;
2. The bidder has not in any manner directly or indirectly sought by communication, consultation or agreement with anyone to fix the bid price of any bidder, or to fix any overhead profit or cost element of their bid price or that of any other bidder, or to secure any advantage against the Village of Winnetka or anyone interested in the proper contract;
3. This bid is genuine and not collusive or sham;
4. The prices, breakdowns of prices and all the contents quoted in this bid have not knowingly been disclosed by the bidder directly or indirectly to any other bidder or any competitor prior to the bid opening;
5. All statements contained in this bid are true;
6. No attempt has been or will be made by the bidder to induce any other person or firm to submit a false or sham bid;
7. No attempt has been or will be made by the bidder to induce any other person or firm to submit or not submit a bid for the purpose of restricting competition;
8. The undersigned on behalf of the entity making this proposal or bid certifies the bidder is not barred from entering into this contract as a result of violations of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code.

Section 2: TAX COMPLIANCE

1. The undersigned on behalf of the entity making this proposal or bid certifies that neither the undersigned nor the entity is barred from contracting with the Village of Winnetka because of any delinquency in the payment of any tax administered by the State of Illinois, Department of Revenue, unless the undersigned or the entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability of the tax or the amount of tax;

2. The undersigned or the entity making this proposal or bid understands that making a false statement regarding delinquency of taxes is a Class A Misdemeanor and in addition voids the contract and allows the municipality to recover all amounts paid to the entity under the contract in civil action.

Section 3: EQUAL EMPLOYMENT OPPORTUNITY

This EQUAL OPPORTUNITY CLAUSE is required by the Illinois Human Rights Act, 775 ILCS 5/101 et seq.

In the event of the contractor's non-compliance with any provision of the Equal Employment Opportunity Clause, the Illinois Human Rights Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights, the contractor may be declared non-responsive and therefore ineligible for future contractor subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulations.

During the performance of this contract, the contractor agrees:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or woman are underutilized and will take appropriate action to rectify any such underutilization;
2. That, if it hires additional employees in order to perform this contract, or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations for Public Contract's) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized;
3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other such agreement or understanding, a notice advising such labor organization or representative of the contractor's obligation under the Illinois Human Rights Act and the Department's Rules and Regulations for Public Contract. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so

notify the Department and contracting agency will recruit employees from other sources when to fulfill its obligation thereunder.

5. That it will submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations for Public Contracts.
6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Departments Rules and Regulations for Public Contracts.
7. That it will include verbatim or by reference the provisions of this Equal Opportunity Clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Section 4: ILLINOIS DRUG FREE WORK PLACE ACT

The undersigned will publish a statement:

1. Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or a use of a controlled substance is prohibited in the work place;
2. Specifying the actions that will be taken against employees for violating this provision;
3. Notifying the employees that, as a condition of their employment to do work under the contract with the Village of Winnetka, the employee will:
 - A. Abide by the terms of the statement;
 - B. Notify the undersigned of any criminal drug statute conviction for a violation occurring in the work place not later than five (5) days after such a conviction.
4. Establishing a drug free awareness program to inform employees about:
 - A. The dangers of drug abuse in the work place;

- B. The policy of maintaining a drug-free work place;
 - C. Any available drug counseling, rehabilitation or employee assistance programs;
 - D. The penalties that may be imposed upon an employee for drug violations.
5. The undersigned shall provide a copy of the required statement to each employee engaged in the performance of the contract with the Village of Winnetka, and shall post the statement in a prominent place in the work place.
 6. The undersigned will notify the Village of Winnetka within ten (10) days of receiving notice of an employee's conviction.
 7. Make a good faith effort to maintain a drug free work place through the implementation of these policies.
 8. The undersigned further affirms that within thirty (30) days after receiving notice of a conviction of a violation of the criminal drug statute occurring in the work place he shall:
 - A. Take appropriate action against such employee up to and including termination; or
 - B. Require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Section 5: SEXUAL HARRASSMENT POLICY

The undersigned on behalf of the entity making this proposal or bid certifies that a written sexual harassment policy is in place pursuant to Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 (A).

This Act has been amended to provide that every party to a public contract must have written sexual harassment policies that include, at a minimum, the following information:

1. The illegality of sexual harassment;
2. The definition of sexual harassment under State law;
3. A description of sexual harassment, utilizing examples;
4. The vendor's internal complaint process, including penalties;

5. The legal recourse, investigative and complaint process available through the Department of Human Rights, and the Human Rights Commission;
6. Directions on how to contact the Department and Commission;
7. Protection against retaliation as provided by 6-101 of the Act.

Section 6: VENDOR INFORMATION

1. Is the bidder a publicly traded company? (yes or no) _____
If the answer is yes, state the number of outstanding shares in each class of stock.
Provide the name of the market or exchange on which the company's stock is traded.

2. Is the bidder 50% or more owned by a publicly traded company? (yes or no) _____
If the answer to the above question is yes, name the publicly traded company or companies owning 50% or more of your stock, state the number of outstanding shares in each class of stock and provide the name of the market or exchange on which the stock of such company or companies is traded.

IT IS EXPRESSLY UNDERSTOOD THAT THE FOREGOING STATEMENTS AND REPRESENTATIONS AND PROMISES ARE MADE AS A CONDITION TO THE RIGHT OF THE BIDDER TO RECEIVE PAYMENT UNDER ANY AWARD MADE UNDER THE TERMS AND PROVISIONS OF THIS BID.

SIGNATURE: _____

NAME: _____ TITLE: _____
(print or type)

Subscribed and sworn to me this _____ day of _____,
20____, A.D.

By:
(Notary Public)

-Seal-

July 12, 2012

WEBSITE REDESIGN PROJECT

Proposal For: The Village of Winnetka, Illinois

Project: Website Redesign Services

RFP #: 011-004

Presented to: Raymond D. Restarski, CPPO
Village of Winnetka

Presented by: **Americaneagle.com, Inc.**
1 S. Northwest Hwy, 5th Floor
Park Ridge, IL 60068
847-699-0300

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SECTION 1: COVER LETTER

Raymond D. Restarski, CPPO
Village of Winnetka
510 Green Bay Rd
Winnetka, IL 60093

Dear Raymond and Website Evaluation Committee,

It is with great pleasure that I present this proposal for the redesign, development and maintenance of the Village's new Website.

Americaneagle.com is confident the details in this proposal fortify our belief that we are an excellent Web-solutions partner for the Village. Indeed, as many of our municipal clients have learned, we will prove to be the reliable and professional long-term partner that a municipality and its stakeholders deserve. There are several indisputable reasons Americaneagle.com is the best developer for the Village, including:

- *We are a **full-service, financially stable Web development firm** highly experienced in Website development, consulting, and hosting. We have over 15 years of experience in this field and have been in business for 31 years.*
- *We develop **tailored and expandable solutions for government**. Our process ensures that the Village is able to present the best possible image to the Website visitor. Additionally, contrary to licensed products, our technology platform allows for unlimited expansion of the Website.*
- *We create attractive, **eye-catching graphic designs that reflect the Village and its services**. These graphics also do not get in the way of usability or Web ADA compliance. Indeed, we acquire many of our contracts on this critical point: Our Websites are both attractive and highly functional.*
- ***We provide the Village with a perpetual royalty-free license to all code** we create for the site. This means that there are no ongoing licensing or upgrade fees for the site. It is also fully portable.*
- *We develop our idev® Web-based (no software installations!) **Content Management System (CMS) for easy in-house updates to the site by non-technical staff**. Our idev® CMS is owned by the Village as well which provides another level of flexibility.*

You will find this proposal contains detailed recommendations for the Village based on the RFP as well as our extensive expertise in the area of municipal Website design. I strongly encourage a follow-up meeting to review the details and then schedule any revisions or clarifications after that. A tour of idev® CMS is also strongly encouraged as well, as words and screen captures alone do not effectively convey its ease of use and overall impact on the Village's bottom line.

On behalf of Americaneagle.com, I promise an earnest commitment to ensuring the success of the Village's new Website and look forward to working with your team from here. To wit, we have several employees that hail from the greater Winnetka area and several of them would likely be working on the new site!

Sincerely,

Jacqueline Methling

SECTION 2: STATEMENT OF EXPERIENCE

Over the past 34 years, Americaneagle.com has grown from a software and networking company into one of the largest website design firms in the country. Despite our growth, Americaneagle.com remains a family-owned and operated company, focused on producing attractive, user-friendly website design and unsurpassed support and maintenance. Please find a snapshot of Americaneagle.com below:

Date Company Established: 1978

Number of Employees: 190+

Locations: Chicago, Washington D.C., Los Angeles, Philadelphia, Dallas, New York, and Cleveland.

Location of Work: All work is completed within the U.S.A. Furthermore, Americaneagle.com does not outsource work, and all work is completed by Americaneagle.com employees.

Industries Served: All, including a strong presence in government, manufacturing, college and professional sports, retail, and associations/not-for-profits

Products/Services Provided: Fully integrated web services including, but not limited to:

- Website development
- Multimedia design
- Graphic design
- Database design
- E-commerce systems
- Application design
- Programming
- Online marketing strategy
- Consulting
- Web hosting
- Search engine optimization
- Website maintenance services

Development Experience: Since 1994, Americaneagle.com has developed more than 3,000 Internet sites, Intranets, and Extranet applications. In addition, Americaneagle.com hosts over 90% of the sites it develops.

Technologies Applied: Americaneagle.com is experienced in the following programming languages and applications: HTML, Java, JavaScript, Active Server Pages (ASP), ASP .net, Java Server Pages (JSP), DHTML, Cold Fusion, CGI/Perl, XML, PHP, Oracle Database Server, Microsoft SQL Database Server, Flash, and others. All technologies will be non-proprietary, mainstream, and will rely on open architecture.

Municipal Experience: Americaneagle.com has vast experience in municipal and government sites. We have developed numerous customized municipal and government sites which allow the organizations to present a unique face to the communities they serve. We have a specific department of project managers, designers, programmers, and account managers specifically dedicated to municipalities, government, and non-profit organizations.

Sample Cross Sectional Client List:

- Chicago Bears – www.chicagobears.com
- Stuart Weitzman Shoes – www.stuartweitzman.com
- Garrett Popcorn – www.garrettpopcorn.com
- Chicago Auto Show – www.chicagoautoshow.com
- City of Park Ridge, Illinois – www.parkridge.us
- Boys & Girls Club of Chicago - www.bgcc.org
- Citizens Financial Bank - www.mybankcitizens.com
- Kronos Foods – www.sinbadsweets.com
- Calhoun County Michigan - www.calhouncountymi.org
- Evanston High School - www.eths.k12.il.us



Our offices are conveniently located in downtown Park Ridge, Illinois

AMERICANEAGLE.COM'S CREDIBILITY

Over the past 34 years, Americaneagle.com has grown from a software and networking company into one of the largest Web site design firms in the country with over 170 internet professionals. Despite our growth, Americaneagle.com remains a family-owned and operated company, focused on producing attractive, user-friendly Web site design and unsurpassed support and maintenance. The Americaneagle.com headquarters are located outside of Chicago, IL, which is where all project development takes place. Outside of Chicago, we have several sales and project management offices located in Cleveland, New York, Washington DC, Dallas, and Los Angeles.

With 34 years in the technology industry, Americaneagle.com understands the complete technological environment necessary for successful Internet initiatives. Since our first corporate Web site in 1994, Americaneagle.com has completed more than 4,000 Web projects for small and medium sized business, non-profit organizations, retailers and manufacturers, sports and entertainment organizations, state and federal government, and Fortune 500 companies. Thanks to our wide range of experiences, we not only have a greater understanding of the ins, outs, and challenges of many different types of businesses/industries, but we also have the unique ability to see the wider picture when it comes to Web technology. If we find that an online tool works for one industry, we can identify its potential to bring success to another industry.

With Americaneagle.com's ability to offer innovative programming and branding solutions as well as state-of-the-art hosting facilities, most clients form a long-term relationship with Americaneagle.com. Indeed, we view our clients as long-term partners rather than short-term projects. This approach to business is also reflected in our commitment and dedication to providing the best possible customer service to our clients.



RELEVANT DEVELOPMENT EXAMPLES

To get better acquainted with Americaneagle.com, we thought it would be serving to present the City with several links to sites we have built for government clients. These examples reflect our experience developing everything from basic, informational sites to highly interactive websites that appeal to a variety of audiences and user groups.

- City of Park Ridge, Illinois: www.parkridge.us
- City of Glencoe, Illinois: www.goglencoe.com
- Village of Villa Park, Illinois: www.invillapark.com
- Village of Arlington Heights, Illinois: www.vah.com
- City of North Ridgeville, Illinois: www.nridgeville.org
- Discover Arlington Heights, Illinois: www.discoverarlington.com
- Village of Wilmette, Illinois: www.wilmette.com
- Village of Deerfield, Illinois: www.deerfield.il.us
- Evanston Township High School: www.eths.k12.il.us
- Village of Western Springs, Illinois: www.wsprings.com
- Maine Township HS District 207: www.maine207.org
- Chicago Transit Authority (CTA): www.transitchicago.com
- Federal Maritime Commission: www.fmc.gov
- Chicago Bears: www.chicagobears.com
- Mokena Public Library: www.mokena.lib.il.us
- Addison Public Library : www.addisonlibrary.org
- Village of Schiller Park, Illinois: www.villageofschillerpark.com

- Village of Palatine, Illinois: www.palatine.il.us
- Cook County Pension Fund: www.cookcountypension.com
- Stevenson High School District: www.d125.org
- Chicago Public Schools OAE Online Application: www.apply.cps.edu
- Dupage County, Illinois: Currently in Development
- Will County, Illinois, Land Use: www.willcountygovern.com
- Calhoun County, Michigan: www.calhouncountymi.org
- Suffolk County Water Authority: Currently in Development
- Village of Bannockburn: www.bannockburn.org
- Village of Bridgeview: www.bridgeview-il.gov
- Village of Franklin Park: www.villageoffranklinpark.com
- And Many More!

SUMMARY OF BACKGROUND AND EXPERIENCE

As a full-service Web development and hosting firm, we have deep experience in complete online solutions and understand technologies and applications of all types, including Microsoft .NET technology, database development, intranets and extranets, application design, ADA-compliant design, and e-commerce systems. Americaneagle.com builds Web sites that are engaging, user-friendly, and functional for end users, but also builds sophisticated Content Management Systems to support the administrative duties and work flows required by your staff. Beyond this, we are equipped with the hosting facilities necessary to support your site in a secure, reliable environment. With these skills, we can not only establish a fresh and easy-to-use Web presence to satisfy the Village's business requirements today, but also build a foundation for additional features and requirements that the site can include in the future.

TESTIMONIALS

To get better acquainted with Americaneagle.com, we thought it would be serving to present the Village with several testimonials we have received from government organizations. These testimonials not only reflect our experience and qualifications, but also indicate the level of customer satisfaction that is garnered from our services.

	<p><i>Eric Dubrowski</i> Village of Villa Park</p>	<p>"The Village of Villa Park's website had not been redesigned in nearly 10 years. Through comprehensive discussions regarding the Village's vision of the site, Americaneagle.com was able to produce a site that had closely matched what the Village hoped to achieve in the redesign. We are quite pleased with the results and would recommend Americaneagle.com to other municipalities looking to enhance their presence online."</p>
	<p><i>Jennifer Handell</i> Addison Public Library</p>	<p>"We've had a very positive experience working with our Americaneagle.com sales representative and project manager. We've been very impressed with their dedication to customer service throughout our web design process, especially their positive, cooperative approach and readiness to answer questions."</p>
	<p><i>Philip Kiraly</i> Village of Deerfield</p>	<p>"We really feel that Americaneagle.com understands what the Village is looking to achieve. After several rounds of detailed question and answer sessions, we were presented with an exciting new vision for our webpage that fit exactly what we were looking for. We are excited to be working with their highly skilled staff of designers and look forward to our partnership with them."</p>
	<p><i>Tony Hamilton</i> Lemont High School</p>	<p>"I have had the privilege of working with Americaneagle.com on the development of two different Web sites in two distinctly different fields. I certainly enjoyed my experience collaborating on an athletics Web site in 2001, and recently, I enjoyed a similar experience working on a comprehensive site for Lemont High School. My favorite thing about Americaneagle.com is that everyone recognizes your needs, desires and concerns, and strives for each customer to be satisfied in return."</p>
	<p><i>Henry Thiele</i> Maine Township High School</p>	<p>"Americaneagle.com has been a great company to team up with. The Maine Township High School District 207 brought Americaneagle.com a challenge to create a product that had never before been created. We had high expectations, demands for integration, and concerns about end-user ease of use. The project is huge and throughout the planning and development stages there has been a team of experts that were there from Americaneagle.com to listen to our hopes and ideas. The</p>

		staff at Americaneagle.com have worked diligently to customize a product to meet our needs. We started with big goals and Americaneagle.com has consistently met our expectations.”
	Joseph McCurdy Oak Lawn Community High School	“The staff at Americaneagle.com developed a webpage based on our concepts, ideas, and needs. Since our launch date, we have heard nothing but positive comments about the website. As the school administration continues to enhance the resources available online, we look forward to working with Americaneagle.com to make it happen.”

SECTION 3: PROFESSIONAL BACKGROUNDS & BIOGRAPHIES

PROJECT MANAGEMENT & TEAM OVERVIEW

Project Management is the process of planning, organizing, staffing, directing and controlling the production of a system; however, many Web developers fail to recognize the importance of these processes and moreover the criticality of a detailed, disciplined team of experts. Americaneagle.com recognizes this need and trains our Project Managers accordingly. Americaneagle.com Project Managers adhere to specific guidelines and processes throughout the development of a website all of which are laid out below. Furthermore, Americaneagle.com has a Government Development Team on staff. So, the Village of Winnetka Project Team will be experienced in working with other government clients, including many that are local to Winnetka.

The Village’s Project Team will likely consist of:

- Project Managers
 - Lead Project Manager
 - Assistant Project Manager
- Graphic Designers
 - Lead Designer
 - Assistant Designer
- Programmers
 - Lead Programmer
 - Assistant Programmer
- HTML Specialists
- Quality Control Specialist s
- Account Managers

BIOGRAPHIES OF PROPOSED TEAM MEMBERS

Rob Sanders: Department Manager

B.S. Education – 2002

University of Tennessee

Rob originally came to Americaneagle.com in 2002. Coming to AE with a background in sports management/marketing, Rob co-led the AE sports department at a time when Americaneagle's sports portfolio exploded with hundreds of sports related websites from the NFL, NHL and NCAA institutions. Most currently, Rob is a Project Manager in the Government/Custom Projects division of AE working with clients both large and small, from brochure websites to highly customized E-Commerce solutions to global Fortune 500 multi-language platform sites. Rob's attention to detail and his excellent customer service skills gives his clients a peace of mind that their projects are in good hands and will be completed to the high standard that all AmericanEagle.com clients deserve. His commitment to producing superior quality projects is a great asset to not only AmericanEagle.com, but makes his clients profitable as well.

Chris Witt, Senior Programmer

Education

BS in Sound Engineering, *DePaul University*

BA in Composition, *DePaul University*

MM in Ethnomusicology, *University of Illinois*

MS in Computer Science, *DePaul University*

Knowledge

ASP, VBScript, JavaScript, SQL Server, Oracle, C++, Visual Basic, Java, Perl

Experience

Chris has been working with Americaneagle.com since 2001, applying his knowledge predominantly on Web sites for professional and collegiate athletics. Beyond his focus on athletics, Chris is also deeply skilled at custom programming and integrating with deeds and other applications. He has been lead programmer on many advanced projects, including those for General Dynamics, New York Giants, Chicago Bears, Lester Lampert, United Center, and NASCAR Media. Chris is currently in the process of programming new Web sites for the Village of Wilmette and Lemont School District 120.

Doug Houston, Senior Graphic Designer

Education

Doug graduated from the University of Illinois in Urbana/Champaign, IL, with a BFA in Graphic Design

Experience

Before working at Americaneagle.com Doug worked at RTC as a graphic designer on accounts including Coca-Cola, Nike, Adidas, Anheuser-Bush, Philip Morris, Procter & Gamble, Kraft, and Motorola.

At Americaneagle.com, Doug has worked on numerous website design teams creating dynamic and user friendly websites for our clients. Some websites that Doug has worked on include, Village of Deerfield, Village of Schiller Park, the Oswego School District 308, the Mokena Public Library, the City of Park Ridge, and many more.

Ryan McElrath, Technology Strategist

Education

BSE in Computer Science, *Princeton University*

Experience

As Chief Technology Officer, Ryan has an incredible ability to assimilate new and existing technologies and brings extensive technical experience to any major project. He has been actively involved in the development and hosting of hundreds of Web sites, including projects for customers such as the White House (Obama Inauguration), Chicago Transit Authority, Chicago Bears (Super Bowl XLI), New York Giants (Super Bowl XLII), Philadelphia Eagles, Abbott Laboratories, and General Motors. He also spearheaded the effort to get Americaneagle.com certified for Visa PCI compliance in securely handling credit card data and continues to manage those services today.

Mark Kierzkowski, Network Administrator

Education

MS in Computer Science, *WSB National-Louis University (Nowy Sacz, Poland)*

MCSE Certification (Microsoft Certified Systems Engineer)

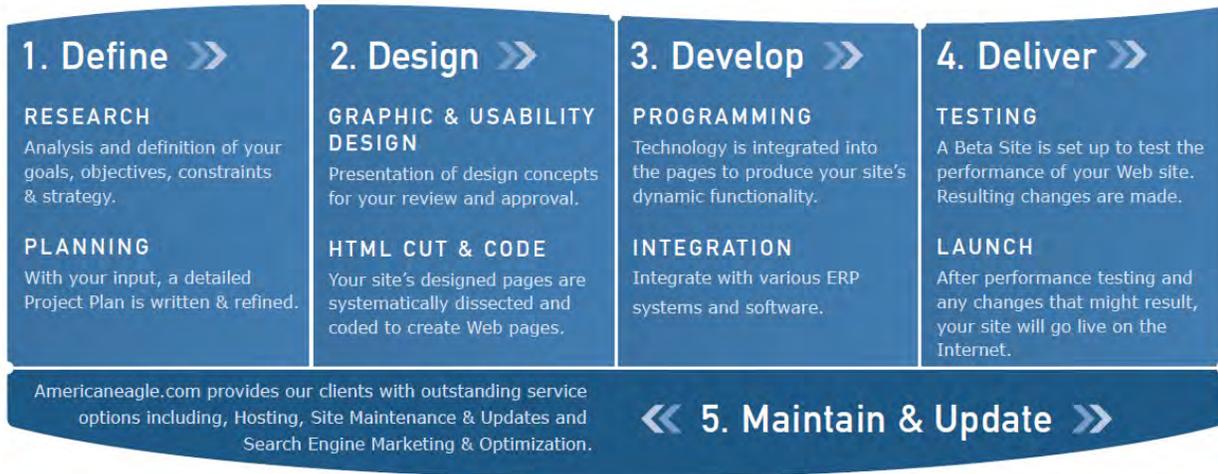
Experience

Mark has served as Americaneagle.com's network administrator since 1995 and is well versed in C++, Visual Basic, VB Script, ASP, HTML, Window NT, IIS, SQL Server, and Exchange Server. During this time he has been responsible for the WAN and LAN network and has managed the hosting environment for more than 500 Internet, Intranet, and Extranet sites. With more than a decade of experience, Mark is familiar with every aspect of Web site development, including programming, database creation, HTML, graphics, and server-based technology.

Please refer to References section of this proposal for a list of references that have worked with the above-referenced team members.

SECTION 4: METHODOLOGIES AND WEBSITE FEATURES

DEVELOPMENT APPROACH: Americaneagle.com is proposing a multi-phased, collaborative approach to this project as we believe this to be the best method for ensuring the most attractive and functional website. The graphic below draws attention to the primary development stages.



PROJECT PHASES:

The following phases accommodate all necessary consulting, design work, programming, testing, and training in order to produce a professional and aesthetically pleasing website.

RESEARCH

- Americaneagle.com will assign a project team to work on all stages of the application. The team will consist of at least one Project Manager, Graphic Artist, Programmer, and Database Developer. Each team member will be selected for this project by matching his/her experience with those skills and talents required by this project.
- The first necessary step to move forward is to set up a kick-off meeting between Americaneagle.com and Village staff that will be participating in the redevelopment project. The kick-off meeting may be broken into two to three meetings to ensure that sufficient time is dedicated to the key aspects of the project. The kick-off meeting will be used to explore the Village's goals further, discuss the critical components of the new website, and meet with your staff to learn their roles.

PLAN

- The next phase after the kick-off meeting will be rooted in project planning and development of a formal Project Plan. The Project Plan details the site objectives, functionality, database properties, programming languages, site outlines, flow-charts, and other pertinent information. This document is drafted by your Project Manager and will require approval by Village prior to the commencement of the next phase.
- Americaneagle.com and the Village will review the Project Plan and make adjustments where necessary. The Project Plan will lay out the phased approach as well as the projected timeline.

DESIGN

- After the Project Plan has been formally approved by the Village, the graphic designer will then begin building graphic concepts based on the parameters set forth within the Project Plan. The graphic concepts may include all elements that are incorporated into this proposal.
- The next step will be to set up a meeting with Americaneagle.com to analyze the graphic concepts of the new website. Both parties will discuss and suggest necessary changes at this time.
- Americaneagle.com will then make the mutually agreed upon changes and present them to the Village of Winnetka once more. Generally, an agreement will be made on how to present the content most effectively by this time. However, this is an iterative process and may take two or three attempts prior to arriving at an appropriate concept for the graphical theme.

CODE & PROGRAM

- After the graphic layout is designed, the programming team will begin development. This development will take place on Americaneagle.com development servers. Authorized employees of the Village and anyone else involved in the

development of the site will have access to these servers via a unique IP address that is hosted on our servers in Park Ridge, Illinois.

TEST & TRAIN

- After all programming is completely, the site will be put into “beta” mode. During the beta-site review, we will encourage you to test and critique all aspects of the new website – graphics, performance, structure, etc.
- Once the beta site is complete, Americaneagle.com will coordinate with the Village to set up a training session for the CMS and all other components of the Web application. This training session may occur in our Park Ridge offices, via Web demo, or at the Village of Winnetka itself depending on the Village’s preferences.
- The next step involves quality control. Americaneagle.com goes through an exhaustive testing and debugging process once a website is complete. We will also provide the Village with an appropriate amount of time for testing all functionality within the application.
- The Village will be able to request final changes to the beta site via two change-management forms. Your Project Manager will provide you with details about this form – including a sample file – during the appropriate stage of development. This will ensure an efficient change-management process from this point to launch.

LAUNCH

- Once both parties are satisfied with the completed application, Americaneagle.com will transfer the Village domain to our servers, or provide the site to the Village.
- Lastly, the new site will be launched on the Internet and available to the public. Marketing and promotion of the new Village website can now begin!

TRAINING: ADDITIONAL DEFINITION

Americaneagle.com tailors its training for each of our clients and will do the same for the Village of Winnetka using a “train the trainer” approach. Americaneagle.com will train all necessary individuals on the web applications prior to launch per the general details below and moreover, will continue to provide training as part of the support agreement after the site is live. The training regimen is proposed as follows:

OBJECTIVES:

- The users will be able to accurately, completely, and successfully perform their assigned job tasks. These tasks can include:
 - Maintaining secure access to Website content.
 - Post, update, change and delete content.
- Training groups include, but are not limited to departmental personnel.

CONTENT MANAGEMENT SYSTEM (CMS) TRAINING:

- Americaneagle.com will provide training to all Village of Winnetka staff composing and updating Web content.
- Training classes will be tailored based on the modules developed into the site.
- Training classes will also be tailored to the attendee group.

LOCATION/SESSIONS:

This proposal includes the following on-site training sessions:

- One Half Day on-site training sessions at the Village of Winnetka.

TRAINING MATERIALS & GUIDES:

Americaneagle.com will provide written materials which will include course guidelines and practical exercises as part of the training phase. Where possible, Americaneagle.com will also post training documents in the CMS for easy recall by administrators as needed.

VIDEO TUTORIALS:

Americaneagle.com will also provide the Village of Winnetka with access to video tutorials on the most popular CMS features where possible. These tutorial videos will guide the Village of Winnetka through common CMS tasks. While the training session, explained above, is very thorough, these videos will be available to the Village of Winnetka at anytime. These tutorials also come in handy when new staff comes on board.

PROJECT OVERVIEW AND GOALS

While we expect to explore the Village's goals more thoroughly during the planning stages with your Project Team (described further in this proposal), here are just a few of the areas of concentration that we see based on review of the current Website, our experience, and the RFP:

- Provide residents and visitors with a user-friendly, informative, and interactive website.
- Design a site that is more reflective of the Village of Winnetka's amenities and community "feel". The current Website does not provide this reflection.
- Produce a site that enhances communication with various staff and departments.
- Produce a highly intuitive navigation system that allows users to locate answers and important information quickly.
- Develop online tools that help the Village save money in a variety of ways such as by:
 - (1) reducing printing needs
 - (2) reducing labor for basic Website upkeep
 - (3) reducing inbound calls from stakeholders with a more user-friendly and searchable site.
- Develop our idev® Content Management System (CMS) to give non-technical staff tools to manage and maintain the website.
- Work closely with Americaneagle.com in our Park Ridge, Illinois offices or at the Village itself to identify goals and develop Website strategies that meet them.
- Reduce dependencies on secondary or third-party technologies that currently support the Website. Americaneagle.com will be able to provide the Village with specific technologies that do this including but not limited to: our idev® Broadcast Email System (to replace Constant Contact), our integrated calendar system, our idev® Intelligent Search capability (replacing Google Search) and more.

Our idev® Content Management System (CMS) will support these overarching goals, by allowing Village staff to easily and quickly keep the website up to date with fresh, relevant content.

DETAILED GOALS: Through all phases of this project, Americaneagle.com will employ best practices for website layout, design, and usability. To achieve all of the above goals and any others requested by the Village, Americaneagle.com will concentrate on the following programming and design elements; however, keep in mind that others may evolve during the collaborative planning phases:

- **Graphics:** Design a graphic look and feel that reflects the Village and its amenities. The new website graphics will be highly professional, eye-catching, and conducive to a good user experience. The graphics will be unique to the Village and reflective of the community.
- **Architecture:** Develop an intuitive, expandable navigation system that will allow users to quickly find information they seek. Information will be presented in a hierarchy, enabling visitors to "drill down" to find increasingly detailed information.
- **Content Management System (CMS):** Develop a Content Management System that empowers the Village of Winnetka to immediately add, delete, and modify website content. This tool will also be access-controlled and include style sheets to ensure that content is consistent from page to page. The CMS will also be designed to permit designate administrators the ability to add new sections, documents, emergency news and other content.
- **Future Expansion:** Design the website for expansion so that new functionalities and enhancements can be integrated at any time. Expansion is one of the hallmarks of a site developed by Americaneagle.com. The Village will be able to upgrade the website at any time because it owns the rights to the code.

GENERAL COMMITMENTS:

As we do for all clients, Americaneagle.com will:

- Keep abreast of leading technologies that may affect and enhance online practices. Our success hinges on our ability to keep up with rapidly evolving technologies and methods. We stay actively tuned into industry changes and assess those changes in light of our clients' needs. If we identify a relevant technology for you, we will share these discoveries and assist you in assessing the value of these technologies. Likewise, you may discover a potentially valuable technology. Here again,

we assist in assessing the value of the technology. Finally, we constantly monitor and upgrade our web-hosting infrastructure as demanded by the service levels required by our clients. This includes adding hardware, bandwidth, and upgrading to new releases of software.

- Provide for the scalability and flexibility of the new site. With any strong Internet presence, your site must undoubtedly accommodate for future expansions, so we will design the site with that growth in mind.
- Maintain our healthy working environment by providing equal employment and individual opportunity to all job applicants and employees without regard to race, color, religion, sex, age or national origin.
- Establish compatibility with multiple browsers and multiple platforms. We will design and test the new site in a number of different environments to ensure that the maximum audience is reached. Specifically, this will include PC and Mac computers, IE7, IE8, IE9, Firefox 2, Firefox 3, Firefox 4, Safari, and Chrome, with a minimum of 56K modem.
- Optimize all elements of your site – graphics, programming, structure – for fast downloading. Of course, speed of a website is determined primarily by three factors: 1) efficient graphic design/use and programming of the website, 2) a robust and well-managed web host infrastructure, and 3) the speed of the end user's connection.

CUSTOM GRAPHIC DESIGN STRATEGY

The following provides the Village with insight into Americaneagle.com creative process as well as the criticality of design on the Website's efficacy and overall user experience. A community-reflective design will not only provide the Website visitor with a level of comfort, it will also help fortify the Village's reputation as one of the premier communities on Chicago's North Shore.

GENERAL GRAPHIC STRATEGY: The primary goal behind the creative strategy is to design a graphic layout that promotes the Village of Winnetka's mission, amenities, and services. Since Americaneagle.com does not use pre-fabricated templates in the design process, the Village of Winnetka is assured a unique, highly professional design that reflects the Village's unique attributes and appeals to the community that will be visiting it.

COLLABORATIVE APPROACH: Americaneagle.com will work closely with the Village to ensure that the site's new design coordinates with all of its graphic standards. We will work closely with the appropriate personnel to determine an attractive graphic layout taking into consideration such elements as the Village's logo, featured images, color palette, and other related design flourishes. The creative phase will begin shortly after an agreement between Americaneagle.com and the Village of Winnetka has been mapped out and the Project Plan has been approved.

ACCESSIBILITY ASSURANCES: Americaneagle.com will also ensure that all graphics are properly configured for compliance with general best practices, usability standards, and formal ADA/W3C compliance. Please note that some creative elements may not be compatible with ADA/W3C and other compliances. This will be discussed with the Village of Winnetka during the appropriate stage of development.

IMAGE USE: If the Village has its own images for use on the homepage, please provide them to Americaneagle.com. There will not be any additional charges for images provided by client. It is your responsibility to ensure that you have proper permission to use any images provided to Americaneagle.com. Logo development, image manipulation, and Flash design work are not included as part of this proposal.

STOCK PHOTOGRAPHY: If the Village does not have any images, stock photography can be purchased for use. Americaneagle.com can help with photo research, but it will be the client's responsibility to pay for any images used in the design. Stock Photography has a one-time usage fee that typically is about \$100 per image. Rights managed images have an annual fee that begins around \$300 or more. All images will come from Corbis, Getty One or Photos.com unless otherwise requested. Given our understanding of the Village's goals and our experience developing government websites, Americaneagle.com does not anticipate the need for stock photography.

SPECIALIZED GRAPHICS: Americaneagle.com will create special graphic templates for the EFC and BCDC. These templates will follow the structure and layout established for the main website, but will contain different colors, and special graphic callouts to signify the separate section of the website, and also establish the importance of these organizations. Americaneagle.com will work with the EFC and BCDC to be certain the graphics accurately reflect the messaging of the groups.



STAKEHOLDER FEEDBACK: Americaneagle.com will conduct feedback sessions with Winnetka stakeholders (staff, community, board members, etc), to discuss design goals and strategy, and allow constituents to provide feedback on the website before we move into the design process. Winnetka will organize and advertise the event(s); Americaneagle.com will facilitate the discussion. Americaneagle.com will devote between 4-8 hours and the sessions can take place over 2 separate days.

GRAPHIC DESIGN SHOWCASES



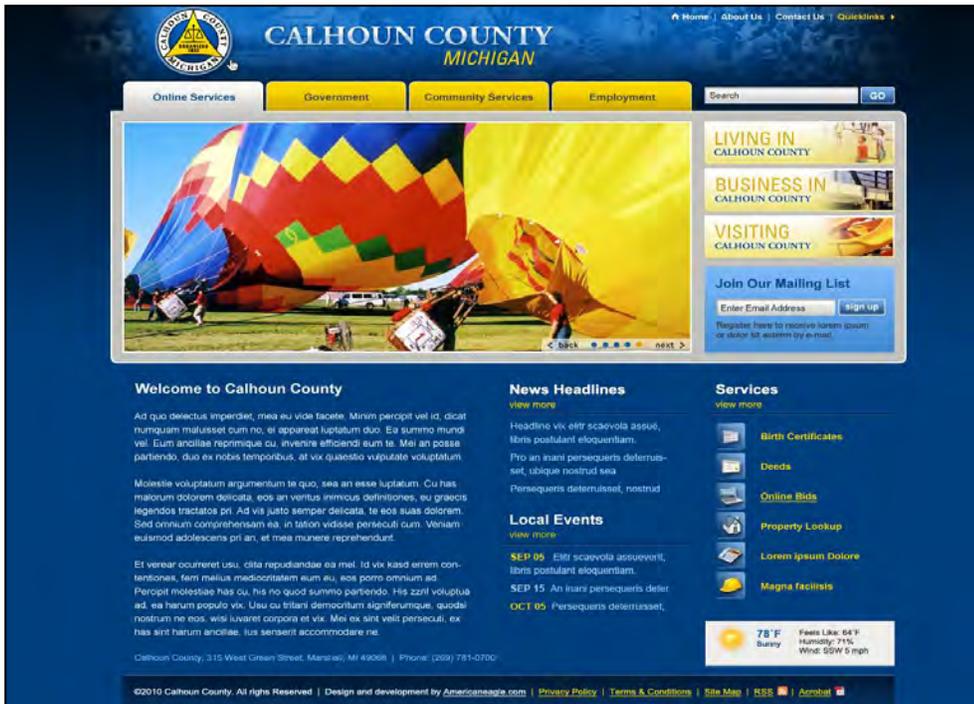
City of Park Ridge
www.parkridge.us
 Client Since: 2003
 Highlights:

- Graphically Pleasing Yet Useful Interface capturing essence of the City
- Payments Center
- Featured Business
- Citizen's Request System



Village of Glencoe
www.goglencoe.com
 Client Since: 2008
 Highlights:

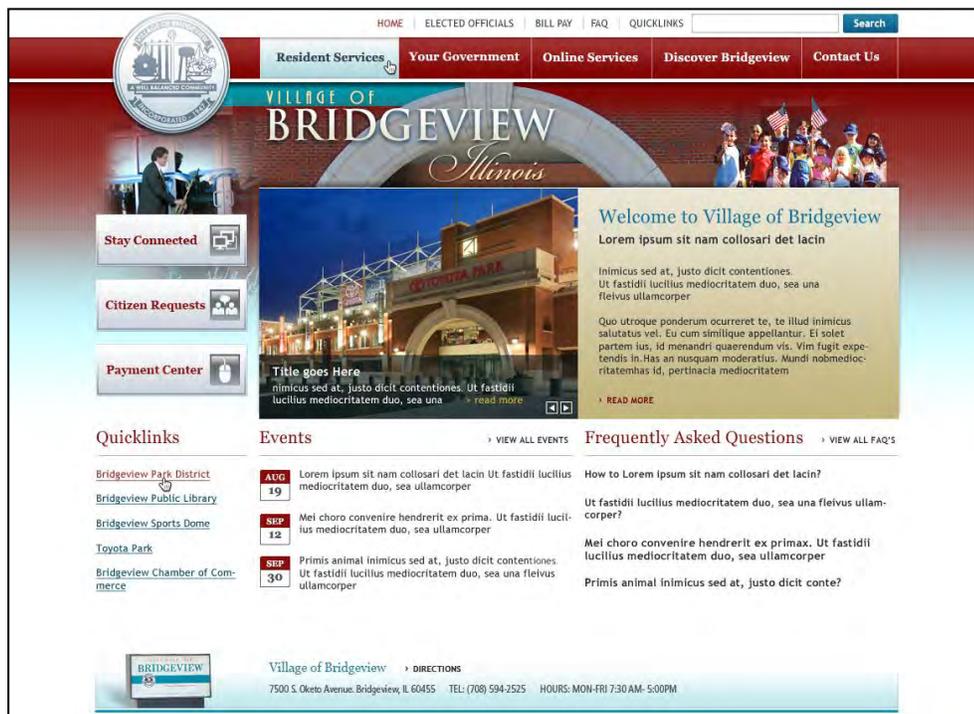
- Homepage
- Engagement Piece
- E-Alerts
- Featured News and Events
- Page-builder
- Content Management System (CMS)



Calhoun County
www.calhouncountymi.gov
 Client Since: 2010

Highlights:

- Online Bill Pay
- Social Networking Tools
- Polls
- Form Builder
- Events Calendar
- Quick Links
- Advanced Search
- Slideshow
- Employment



Village of Bridgeview
www.bridgeview-il.gov
 Client Since: 2010

Highlights:

- Graphically Pleasing Yet Useful Interface capturing essence of the Village
- E-Alerts
- Content Management System
- Document Library



Village of Arlington Heights
Discover Arlington!
www.discoverarlington.com
Client Since: 2008
 Highlights:
 → Business Directory
 → Polls
 → Multimedia
 → Featured News
 → Add to Favorites



Village of Villa Park
www.invillapark.com
Client Since: 2006
 Highlights:
 → Graphically Pleasing Yet Useful Interface
 → Agenda's and Minutes Repository
 → Quick Links
 → Content Management System (CMS)

GRAPHIC DESIGN INTERIOR LAYOUTS:

During the graphics process Americaneagle.com will develop different interior page layouts to utilize in site creation, and to be utilized by the City after launch. After launch, as the City adds pages to the website, the City will be able to select the interior layout that makes the most sense based on content. This will help the City to create artistically pleasing website pages utilizing the Content Management System described below.



Sample: 3 Column Interior Layout



Sample: 2 Column Interior Layout

NAVIGATION & ARCHITECTURE

The success of the new site will be rooted in logical, user-friendly navigation architecture. Your Project Manager will provide detailed navigation architecture for the new site as part of the Project Plan. This will include a comprehensive navigation tool that will be available throughout the site in order to allow visitors to quickly locate the information they are seeking. Primary and secondary navigation menus may be used in the new design, as this type of layout is very conducive to growth and the user's navigation pursuits.

Beyond the navigational structure Americaneagle.com also provides our clients with the ability to expand and alter navigation using the CMS. Control over the navigation will allow the Village to grow and change navigation of the site over time.



INCLUDED INTERACTIVE WEBSITE FEATURES

Your Project Manager will help develop a firm outline of the website architecture as the project moves through the early stages of development. The below is a listing of the included interactive website features within the development process.

Photo Slideshow

FRONT END FEATURES The photo slideshow showcases an array of photos in an easy-to-navigate user interface. Website visitors are able to view the photos and navigate through the photos using number or arrow buttons. The photo slideshow is used to showcase a small number of photos, in a clean and organized fashion.

FRONT END IMAGES:

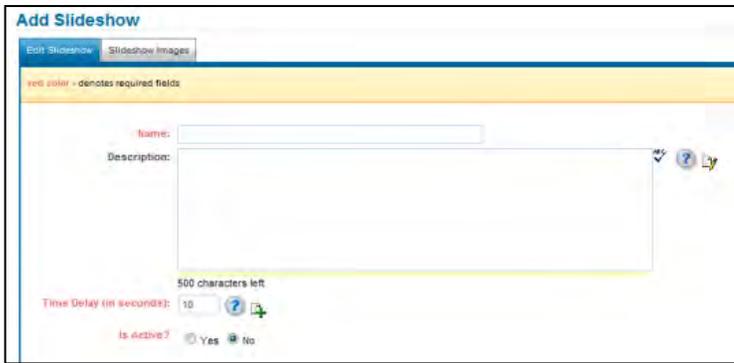


CMS FEATURES: Add, Edit, & Delete: Website administrators can add, edit, & delete photo slideshows quickly through the CMS.

Using the field based format website administrators will be able to set slideshow details such as:

- Name
- Title
- Description
- Time Delay
- Images

CMS IMAGES:

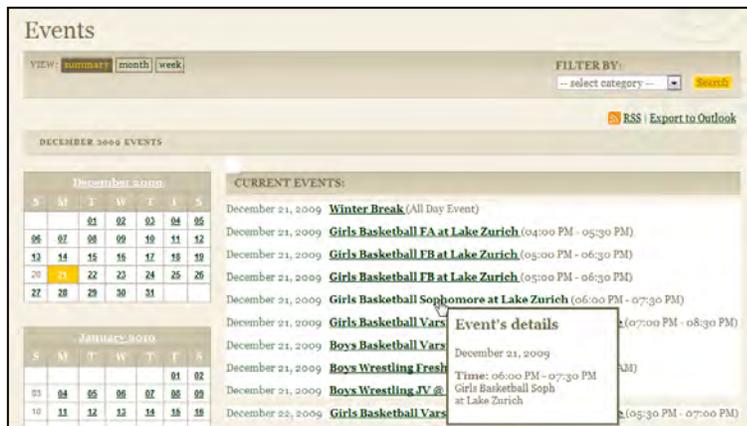


Event Calendar

FRONT END FEATURES: The event calendar has many highly intuitive front end features including:

- **Filters:** Website visitors can filter by event category
- **Weekly, Monthly, and Daily Views:** Website visitors can view the calendar in the format he/she likes best.
- **Add to My Calendar:** Users will be able to export events into a file that can be imported into their e-mail or calendaring software.
- **RSS Feeds:** Website visitors can sign up for RSS feeds by event category.
- **E-Mail Me:** Users will be able to set up an e-mail reminder for a specific event. This will push an email to the end user containing the event details.
- **Mouse-Over/Quick View:** This technology will enable the user to view the event abstract without having to pop open a window or click through to event-detail.
- **Printer Friendly:** Visitors can easily print event and event details
- **View attached Images and Documents:** This helps visitors attain all information in a centralized place
- **Sign-Up for E-Alerts:** Users will be able to sign up to receive automatic e-alerts for event categories
- **View Location:** The user can view the location of an event via Google Maps.

FRONT END IMAGE:

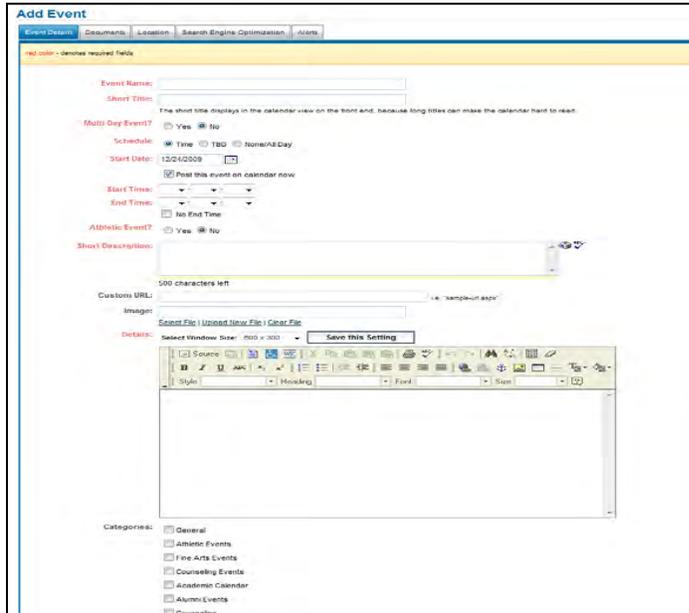


CMS FEATURES: Add, Edit & Delete Events: Using the field based format, administrators will be able to:

- Set Event Details
 - Name
 - Start Date
 - Details

- Images
- Categories
- Description
- Upload Associated Documents
- Designate Location
- Insert Search Engine Controls
- And More!

CMS IMAGE:



Quick Links

FRONT END FEATURES: The quick links allow the user to swiftly navigate to the most popular areas of the site. Quick links can be visible on every page of the website.

FRONT END IMAGE:



CMS FEATURES: Add, Edit, & Delete: Website administrators can add, edit, & delete quick links using the CMS.

Using the field based format website administrators set Quick Link details such as:

- Name
- URL
- Category

CMS IMAGE:

Add Quick Link

red color - denotes required fields

Name:

Internal Link?

URL:

Target: Not Set (default) ▼

Category: Home Page Links Library Links

Is Active?

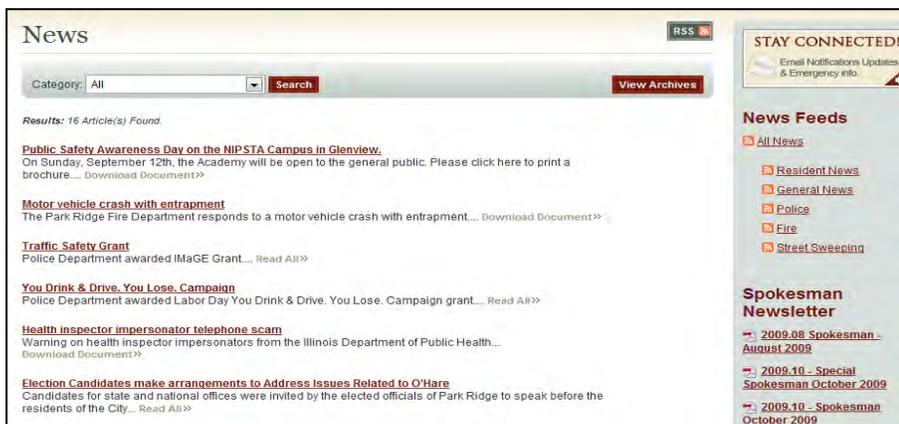
Save Cancel

News and Announcements Center

FRONT END FEATURES: The news and announcements center has many highly intuitive front-end website features including:

- **Roll-Overs:** Visitors can view a synopsis of the news without having to fully navigate to the article.
- **News Categories:** Visitors can easily spot the news categories of their interest.
- **Filters:** Users will be able to filter the database, which makes finding applicable news quick and easy. Users will be able to filter by these categories:
 - By Month
 - Year
 - Category
- **Archive:** Users can navigate to the archives to view past news announcements.
- **RSS Feeds:** Users can subscribe to RSS feeds in order to view news.

FRONT END IMAGE:



CMS FEATURES:

- **Add, Edit, & Delete:** Using the CMS website administrators can add, edit, & delete news
- **Field Based Format:** Website administrators can utilize the field based format to add article details such as: headline, images, post date/time, archive date/time, article summary, article content, associated categories, denote as an emergency.

CMS IMAGE:

The screenshot shows a web-based form titled "Add News Article". At the top, there are tabs for "Article Information", "Article Content", "Categories", "Status", "Search Engine Destinations", and "Alerts". The "Article Information" tab is active. Below the tabs, there is a yellow banner with the text "Use the Article Information tab to enter basic information about the article" and a red asterisk indicating required fields. The form contains the following fields and options:

- Article Title:** A text input field.
- Article Image:** A file selection area with a "Select File" button, "Upload New File", and "Clear File" options.
- Image Caption:** A text input field.
- Post Date/Time:** A date and time picker set to 12/24/2009 09:49 AM.
- Show Post Date?:** A checkbox labeled "Display the post date with the article".
- Archive/Delet/Enter:** A date and time picker set to 09:49 AM.
- Custom URL:** A text input field with a placeholder "i.e. 'sample-url.asp'" and a "Go" button.
- Summary:** A large text area with a "200 characters left" indicator.

Below the form is a "Publishing Options" section with the following buttons and settings:

- Save As Draft** and **Cancel** buttons.
- Requested Publish Date:** 12/24/2009
- Requested Publish Time:** 09:49 AM
- Save & Submit for Approval** button.
- Publish Immediately** button.

FAQ

FRONT END FEATURES: The purpose of this section is to answer the most frequently-asked questions from users through the website. Using the FAQ, users will be able to view FAQ's broken out by topic. What's more, if the visitor does not see the question and answer he or she is in search of, he or she can submit a question via a small form field within the area.

FRONT END IMAGE:

The screenshot shows a FAQ entry with the following content:

Q: WHAT SERVICES DOES THE HEALTH CENTER OFFER?

A: The Health Center provides the same kinds of services you would expect in a general pediatric office. Routine physical exams are offered including those needed for school, sports, jobs, camp and college entrance. The Health Center also provides care for chronic and acute illnesses, health education and disease prevention, reproductive health care, psychological counseling and laboratory testing for most conditions.

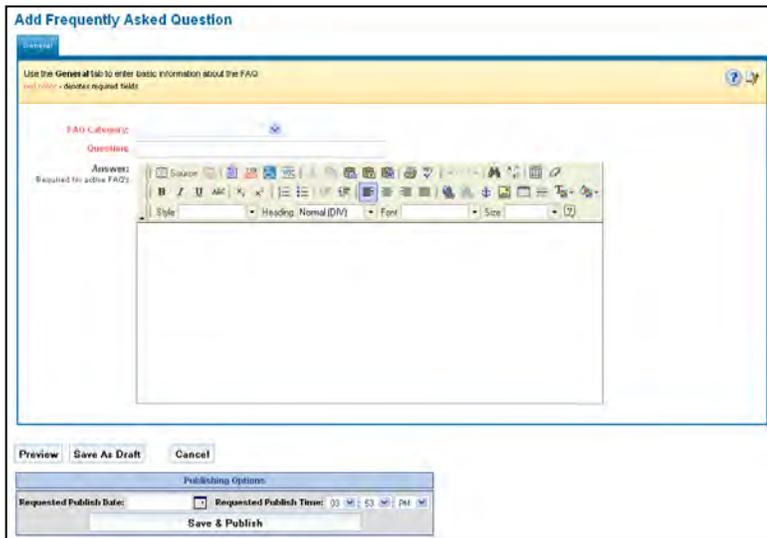
[back to top](#)

CMS FEATURES: Add, Edit, & Delete: Using the CMS administrators can add, edit, and delete FAQ categories, questions, and answers.

Using the field based format site administrators will be able to set FAQ details such as:

- Category
- Question
- Answer

CMS IMAGE:



Galleries

FRONT END FEATURES: The photo gallery system is an effective method for keeping the website fresh and engaging. Using the photo gallery website users can filter by category of photo gallery name. This helps users directly navigate to photos which are of interest to them. What's more, photo galleries will be published on various pages of the Web site including the homepage, targeted landing pages, or within the default gallery section.

FRONT END IMAGE:

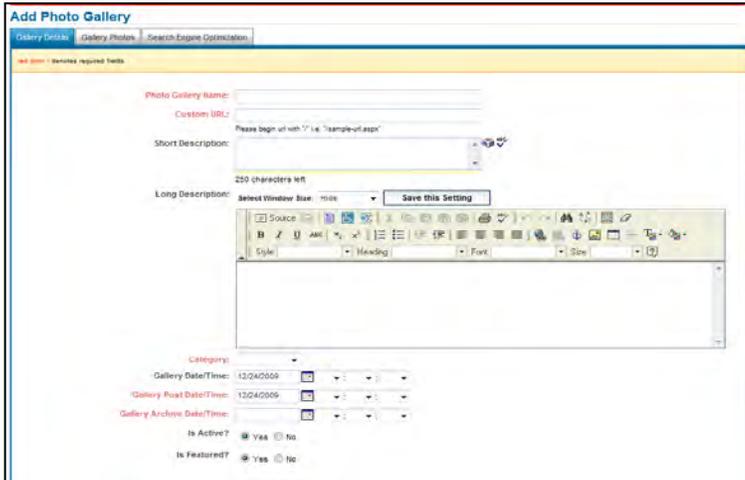


CMS FEATURES: Add, Edit & Delete Galleries: Using the field based format, administrators will be able to:

- Bulk Upload of Photos
- Denote Photo Details:
 - Caption

- Credit
- Alt Tag
- **Add , Edit, & Delete Search Engine Tags**
- **Denote Gallery as Featured**
- **Set Publishing Date and Time**
- **Set Archive Date and Time**
- **Add, Edit, & Delete Categories**
- **And More!**

CMS IMAGE:



Banner & Announcement System

FRONT END FEATURES: The Banner & Announcement system provides you with an alternative way of communicating with your audiences. Contrary to text-based messages, the Banner & Announcement system will rely on graphics to convey messages to website visitors.

Banner messages can be used to promote an array of information including upcoming events, news, and website features.

FRONT END IMAGE:

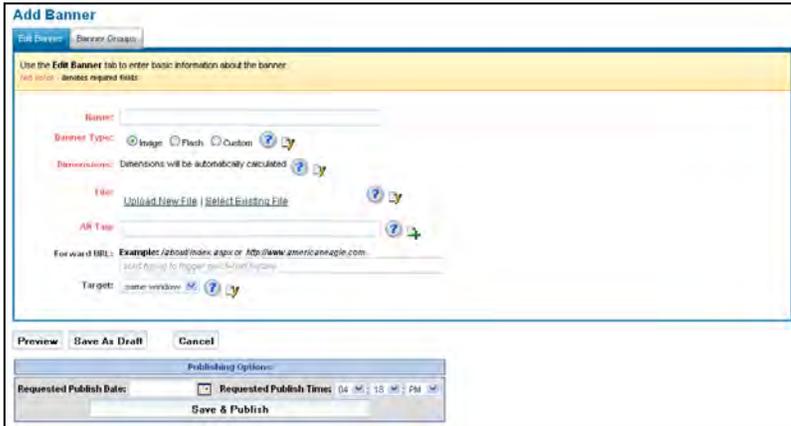


CMS FEATURES: Add, Edit & Delete Banners: Using the field based format, administrators will be able to:

- **Denote Banner Type:**
 - Image

- Flash
- Custom
- Upload File
- Insert Alt Tag
- Insert Forwarding URL
- Associate Banners with Groups/Categories
- View Banner Reports
- And More!

CMS IMAGE:



Emergency Alerts

FRONT END FEATURES: The Emergency Alerts will be used to draw attention to a specific emergency announcement or direct users to pages that have been created for the emergency announcement. The emergency alert will be visible on every page. This helps ensure all website visitors, even those that have specific landing pages bookmarked will be able to view the alert.

FRONT END IMAGE:



CMS FEATURES: Add, Edit, & Delete: Administrators can add, edit, and delete emergency alerts using all the features of the news center through the CMS

CMS IMAGE:



Documents Repository

FRONT END FEATURES: This section would feature all downloadable forms, registration applications, maps, and other documents. The Documents Repository has many highly intuitive front-end website features, including:

- **Filter By Category:** Users can quickly navigate to the desired category.
- **Search:** Users can search via an open text field.

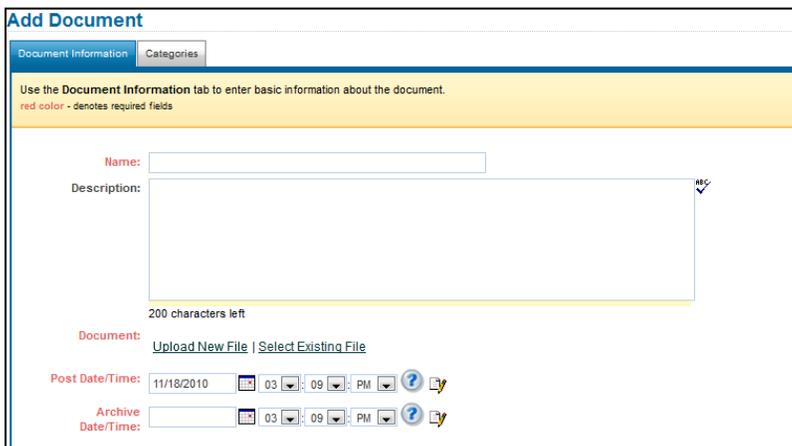
FRONT END IMAGE:



CMS FEATURES: Using the Content Management System website administrators will be able to: **Add, Edit, & Delete Categories & Documents:** Using the field based format, administrators will be able to:

- **Designate Categories and Associate Documents**
- **Provide Document Details, Including:**
 - Name
 - Description
 - Upload Document
 - Designate Post Date/Time
 - Designate Archive Date/Time

CMS IMAGE:

A screenshot of the "Add Document" CMS form. The form has two tabs: "Document Information" (selected) and "Categories". Below the tabs is a yellow instruction bar: "Use the Document Information tab to enter basic information about the document. red color - denotes required fields". The form fields are: "Name:" (text input), "Description:" (text area with a "REC" icon and "200 characters left" indicator), "Document:" (with links "Upload New File" and "Select Existing File"), "Post Date/Time:" (datetime picker showing 11/18/2010 03:09 PM), and "Archive Date/Time:" (datetime picker). Each datetime picker has a help icon and a "Go" button.

Agenda and Minutes System

FRONT END FEATURES: The agendas and minutes section will present users with agenda and minutes information in an intuitive, organized fashion.

The Agendas & Minutes feature has many highly intuitive front-end features:

- **Filter By Month/Year:** Users can jump to documents from a particular year and month.
- **Search:** Users can search via an open text field.

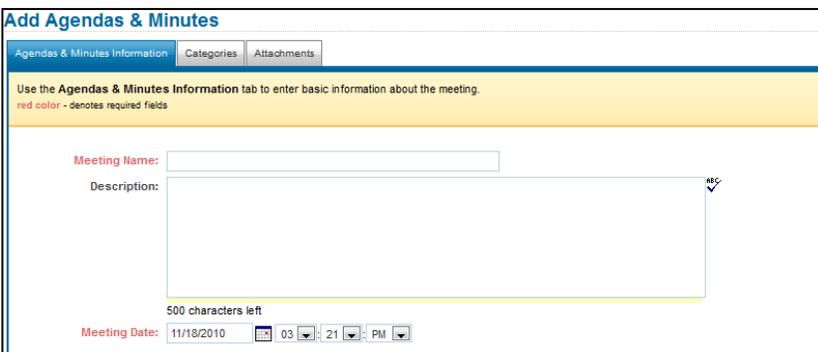
FRONT END IMAGE:



CMS FEATURES: Using the Content Management System website administrators will be able to:

- **Add, Edit, & Delete Categories:** Using the field based format, administrators will be able to set-up categories which agendas and minutes can be associated with.
- **Add, Edit, & Delete Meetings:** Using the field based format, administrators will be able to:
 - **Provide Document Details, Including:**
 - Name
 - Description
 - Meeting Date
 - Associate Categories
 - Upload Document
 - Designate Post Date

CMS IMAGE:



Prepared for: [redacted], [redacted], [redacted] © 2010 by [redacted]. All contents proprietary and confidential.

Feedback System

FRONT END FEATURES: Americaneagle.com will build a database-driven form into the website that enables users to contact various personnel or departments. After the user completes the feedback form, selected staff will receive an e-mail notification indicating that the form has been submitted successfully. The staff member receiving the alert will vary based on the subject of the inquiry.

FRONT END IMAGE:

CMS FEATURES: Using the Content Management System website administrators will be able to:

- **View & Sort Forms:** Administrators will be able to view all form submissions.
- **Exporting Data:** Completed forms can also be sorted and exported into a .CSV file for offline tracking purposes.
- **Search Capabilities:** Staff will also be able to search the form database by data such as name, phone number, date of submission and keyword.
- **Review & Respond:** Administrators will be able to respond to the email directly from the CMS. This will eliminate the time-consuming task of copying and pasting e-mails into e-mail software programs.
- **Archive:** Feedback forms can be archived after they have been handled. At any time afterwards, staff can search the archive folders to locate a specific folder

CMS IMAGE:

Full Name	Address 1	Address 2	Company	City	State	Postal Code	Country	Email	Phone	Create Date
Test	TEST	TES	Test	TESTR	AK	34521	United States	TEST@TEST.COM	1231231234	1/18/2010
jd			jd	jd	UT	jd	Jamaica	jd@jd.com	jd	1/13/2010

E-Alert System

FRONT END FEATURES: The E-Alert system allows staff to easily and effectively increase communication to its website stakeholders. The E-alert system allows website visitors to subscribe to alerts detailing websites changes he/she is interested in being kept up to date on. The E-Alert system automatically disseminates an e-mail notice to subscribers via a schedule set up by administrators, and based on visitor's preferences, for example daily or weekly. Americaneagle.com will created a single graphics-based template that is used for all e-alerts. This template will be designed to match the site's current graphic themes using the files we developed during the initial design. Administrators will have text editing capabilities to these templates within the CMS.

FRONT END IMAGE:

E-ALERT SIGN UP

E-mail format: HTML Plain Text

Frequency: Daily Weekly

News:

- All News
- Honors and Awards
- Athletic News
- Fine Arts News
- District News
- Parent News
- Library News
- Communication Arts News
- Student News
- Staff News
- Foundation News
- Alumni News
- PPA News

Events:

- All Events
- Academic Calendar
- General
- Athletic Events
- Fine Arts Events
- Counseling Events
- Alumni Events
- Clubs and Activities
- Foundation
- PAC
- PPA

[Sign Up Now!](#) [Cancel](#)

CMS FEATURES: Using the Content Management System website administrator will be able to:

- **Trigger E-Alerts:** Administrators can quickly designate a website update to also send as an e-alert.
- **View & Delete Emails:** Administrators can view and delete individual E-Alert Email.
- **View Reports:** Administrators will be able to view reports regarding the E-Alerts, including:
 - Subscribes by Tool
 - Alerts Sent Per Tool

CMS IMAGE:

Alert Queue Administration

Search

Search Close

Please provide search criteria below

Status: Item Name:

Workflow Tool:

Create Date: From To Search Clear

Sort by

In order to change display order, please use Sort By drop down

Item Name	Workflow Tool	Status	Create Date	Daily Alert Sent	Weekly Alert Sent	Machine Name
Test Event CR	Events	New	11/18/2009			
Test History 2	News	New	11/20/2009			
24th Annual Law Enforcement Torch Run	Events	New	11/20/2009			

Social Networking & Sharing Tools

FEATURES: Social bookmarking options and Facebook's Like It Feature will help spread awareness for the new website and make it convenient for visitor's to recall their favorite pages using third-party bookmarking programs. Website visitors can 'bookmark' or set their site as a favorite link on other sites such as Facebook, Twitter, or through their internet browser such as Microsoft Internet Explorer. Many websites now use these features on their site therefore it has almost become a standard to include bookmark and share options on websites.



Americaneagle.com will also create user-friendly icons which draw attention to the website's social networking, such as Facebook and Twitter.

Single-Source Social Networking Publishing

FEATURES: Americaneagle.com's CMS offers the convenience of built-in social-site publishing. Meaning, administrators will be able to publish updates to Facebook, Twitter, and LinkedIn through the same CMS where Web site content is managed. This tool will not only free administrators from updating these external Websites on an individual basis, but it will also ensure that news, events, emergencies, and more are easily and efficiently broadcast.

RSS Feeds

Instead of forcing users to come to the website for updates, the RSS feed enables updates to be pushed to them. RSS is also used by members of the media to keep informed of what is going on in a municipality. Users will need to have RSS readers in order to view the feed. RSS readers are now installed in popular software such as Internet Explorer and MS Outlook. Americaneagle.com will program two outboard RSS feed for new website: News and Events.



Other Website Pages

The Village will have the capability to add, edit, and delete content pages of the website using the Content Tool, described below under Content Management System. Plus, Americaneagle.com does not place a limitation on number of pages included in the project.

Usability Tools

The features listed below will serve to maximize usability of the new Village of Winnetka website by making information easier – and quicker – to find. They are designed to support the user's pursuits and generally speaking, lead to a more satisfying website experience.

DOWNLOAD PDF PROMPT: Each section will include an area set aside for downloads. This will be designed to make forms accessible to the website visitor by adding them to several areas of the site. All documents that are .PDF will be identified as a PDF file either in parenthesis next to the file name or using icons. The Village will be responsible for uploading all PDF documents through the CMS.

"BREADCRUMBS": One way to ensure that users don't get lost on the site is to present them with a breadcrumb trail of where they have been. Americaneagle.com recommends this for the Village of Winnetka due to the volume of information presented. Additionally, Breadcrumbs can help with rankings in Search Engines. These breadcrumbs will be dynamically generated as new pages/sections are added thorough the CMS.

[Home](#) > [Departments](#) > [Human Resources](#) > [Job Openings](#)

PRINTABLE PAGES: Americaneagle.com will program a "Printable Version" icon onto all pages of the site. Once clicked on, the page will open up in a user-friendly format that excludes unnecessary graphics. The printed version will also contain the Village logo, phone number, and website address.

FORWARD THIS PAGE: With this functionality, users will be able to forward the page they are viewing to another e-mail address by filling out a brief form containing the sender’s name, e-mail address and comments. This feature will serve to attract new traffic/users to the site using existing visitors as a means.

SITE MAP: This will simply be an outline of each section of the website, providing visitors with an alternate means of viewing its contents. All primary links and secondary links that correspond to the site navigation system will be accessible from this page. Any time new primary and secondary pages are added through the CMS, the site map will be automatically updated.

E-MAIL / E-ALERT REGISTRATION: The site will provide the user with several pathways to the e-mail registration form. This will serve to grow the e-mail newsletter database as quickly as possible. As illustrated in the screen capture at right, the newsletter sign-up form will contain basic fields and a list of subscriptions.

The screenshot shows an "E-ALERT SIGN UP" form with the following sections:

- E-mail format:** Radio buttons for HTML and Plain Text.
- Frequency:** Radio buttons for Daily and Weekly.
- News:** A list of checkboxes for various news categories:
 - All News
 - Honors and Awards
 - Fine Arts News
 - Parent News
 - Communication Arts News
 - Staff News
 - Alumni News
 - Athletic News
 - District News
 - Library News
 - Student News
 - Foundation News
 - PPA News
- Events:** A list of checkboxes for various event categories:
 - All Events
 - Academic Calendar
 - Athletic Events
 - Counseling Events
 - Clubs and Activities
 - PAC
 - General
 - Fine Arts Events
 - Alumni Events
 - Foundation
 - PPA

At the bottom of the form are two buttons: "Sign Up Now!" and "Cancel".

Mobile-Friendly

Given the explosion of mobile devices over the last 12 months and the continued expansion of the mobile market, a mobile-friendly site is necessary. It will allow users with mobile devices to easily access the site from their preferred mobile device (the latest versions of Droid and the iPhone). For added convenience, Village of Winnetka will be able to update mobile content through the new CMS, although many content elements will also automatically publish to both sites once it has been added.

Note that the mobile site that we develop for Village of Winnetka will be based on our standard implementation best reflected at www.parkridgelibrary.org. Full details of the mobile site will be laid out by your Project Team during the planning process.

SAMPLES

Market Day, Park Ridge Public Library, Chicago Bears Pro Shop, The Joint Commission

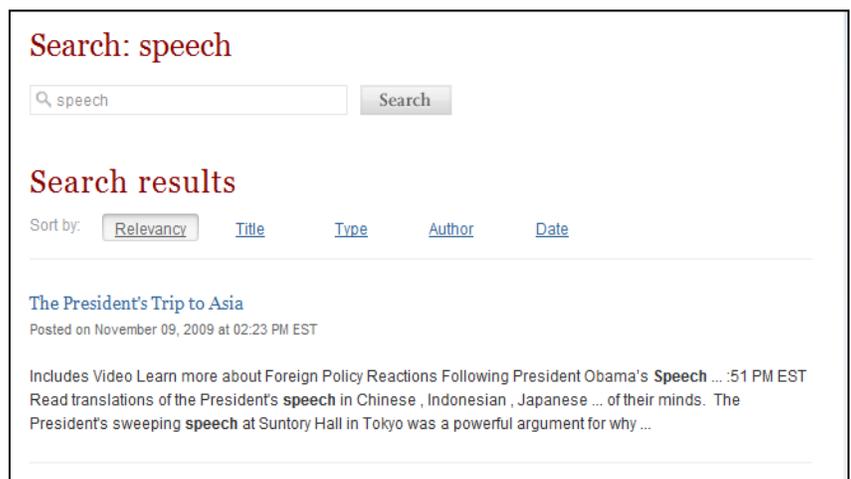


The Park Ridge Public Library recently won recognition from the Illinois Library Association (ILA) for its Website and mobile Website system!

idev® Intelligent Search (OPTIONAL)

As many website visitors will prefer to navigate the Village of Winnetka's website via the search box, an advanced search will be necessary and useful for site visitors.

The new website will be developed with our idev® intelligent search. The idev® intelligent search is a technology that helps users locate information quicker and more efficiently and with fewer dead-end results. The idev® intelligent search will help users search filter content to the sections or pages



that correspond to their inputted keywords.

IDEV® SEARCH FEATURES INCLUDE:

- **On-the-fly Search Results:** As the user types in keywords, the site can drop-down the closest matching results! Being able to find what it is that he/she is looking for as the user types will make searching quicker and less troublesome for users. View this technology live on sites like www.whitehouse.gov and www.d125.org.
- **Search & Sort Filters:** Search filters will make search faster and more efficient for the user. They will include:
 - **Sort by:**
 - Most Popular
 - Newest First
 - Oldest First
 - Alphabetical
 - By Section
 - By File Type (Webpage, Pdf File, Etc.)
- **Other Articles like This:** “More like this” will allow users to see other pages/content that are similar to the one displayed on the search results page.
- **Forced Featuring:** This allows the Village to force a link to the top of the page for specific keywords.
- **Spell Check:** Spell check ensures that users that may have misspelled a word can find the content that they are looking for.
- **Narrow by Selection:** The idev® search tool allows for quick selection by categories of search terms that appear in more than one location on a website. When typing a specific term the idev® tool will not only show which categories the term appears in, but also how many times the term is found in each respective category.
- **File-format Indicators:** The search results page will also include icons that indicate if the result is a document (Microsoft Word and Microsoft Excel for example) or a link to a static page.
- **Search Term Reports:** The advanced tool includes: conversion tracking summary reports, multi-faceted search tracking, click tracking, and several other unique reports, exclusive to your needs. There are numerous advanced reports which give administrators insight into how users are visiting and navigating through the website. For example:
 - **Top 10 Search Terms:** This report shows the top ten terms that were searched and how many times each term was searched on the site.
 - **Number of Unique Visitors Daily:** This report displays the number of unique visitors that visit the site daily (visitors that came for the first time). There is also a filter which will allow administrators to view their results as desired (by day, by week)

REFERENCE SITES:

- Evanston Township High School: www.eths.k12.il.us
- Stevenson High School: www.d125.org
- Bradley-Bourbonnais High School: www.bbchs.org

Please note that the Village of Winnetka will not own this source code as this is a licensed tool. There are monthly fees associated with the idev® as outlined in the Pricing Proposal. The idev® intelligent search is software as a service and must be hosted by Americaneagle.com. If the Village chooses to exclude the idev® intelligent search, Americaneagle.com will integrate the website with Google’s search product. Additional information about this product can be found here: <http://www.google.com/coop/cse/>

idev® Broadcast Email System (OPTIONAL)

The broadcast email system will let you contact users of the site who sign up or register on the site to receive emails. You will be able to send newsletters, announcements, promotions, etc. Users to the website will be able to enter their email address and choose to receive your emails. You will have the ability to create lists and have people sign up for those lists, and then, of course, send emails out to any combination of those lists.

GENERAL FEATURES:

- **User Friendly**
Americaneagle.com spent extensive amount of time to make sure that our tool features a user friendly interface for administrators.

- **Flexibility**
Robust level of delivery statistics that help manage effectiveness of marketing campaigns.
- **Scalability**
Our licensing model fits all - the license can be upgrade to manage a million of contacts and send over a million of emails per hour.
- **Versatility**
Email contacts are managed via SOAP Web Services and / or export/import processed that are part of the site. This ensures that our broadcast can be integrated with any website.

DELIVERABILITY FEATURES:

- Unsurpassed reliability, performance and deliverability in today's fast-changing email industry.
- Delivery monitoring, virtual routing, advanced querying, smart bounce management, real-time reporting and live domain policy updates.
- Live update keep your system current with ever-changing domain policies, including bounce filter definitions and recommended domain throttling configurations.
- Supports of all leading authentication standards, including Sender ID, SPF and DomainKeys/DKIM, which are key technologies used to fight spam and spoofing.

DATABASE CONNECTIVITY:

- Sync unsubscribes, bounces, and tracking activities with your database.
- Internal contact database warehouse - unlimited lists and unlimited data segmentation.

PERFORMANCE TRACKING:

- Track opened vs. unopened messages.
- Track number of recipients & valid email addresses.
- Track click-throughs of web links in your messages.
- Track the success of your e-mail campaigns beyond just views and clicks.
- Most popular links within email.
- Database all emails within your broadcast email system.
- Banner advertisement tracking of click-throughs.
- Track who is forwarding your e-mails and to whom.
- Track bounce backs and unsubscribes from your mailings.
- Customizable home page with statistical report, drag & drop feature modeled after <http://www.google.com/ig> page.
- Ability to define customizable dashboard pages with all statistical reports. Examples: My Emails, Emails sent last month etc.

LIST MANAGEMENT:

- Store as many lists with as many email addresses as you like .
- Broadcast email system has a form on your website to allow your visitors to subscribe.
- Create, modify and store as many subscription lists as you need.
- All report data is exportable to spreadsheet (Excel) format.
- Upload email list(s) to broadcast email system for a custom email to a targeted list that is not in your broadcast system.
- Ability to clean up the list based on bounces or regular expression definition. This process can be done automatically or manually. All removed emails can be sent to a quarantine area.
- Flexible list import section with field mapping and multiple data input formats.
- Unlimited list data segmentation based on custom fields.

Please Note: The Americaneagle.com e-mail marketing system is a licensed product; therefore, ownership of the code does not carry over to the Village of Winnetka. The idev® Broadcast Email System is software as a service and must be hosted by Americaneagle.com. There is a monthly service fee based on the number of emails sent per month.

idev® E-Alert System (OPTIONAL)

FRONT END FEATURES: The E-Alert system allows staff to easily and effectively increase communication to its website stakeholders. The E-alert system allows website visitors to subscribe to alerts detailing websites changes he/she is interested in being kept up to date on. The E-Alert system automatically disseminates an e-mail notice to subscribers via a schedule set up by administrators, and based on visitor's preferences, for example daily or weekly. Americaneagle.com will created a single graphics-based template that is used for all e-alerts. This template will be designed to match the site's current graphic themes using the files we developed during the initial design. Administrators will have text editing capabilities to these templates within the CMS.

FRONT END IMAGE:

E-ALERT SIGN UP

E-mail format: HTML Plain Text

Frequency: Daily Weekly

News:

- All News
- Honors and Awards
- Athletic News
- Fine Arts News
- District News
- Parent News
- Library News
- Communication Arts News
- Student News
- Staff News
- Foundation News
- Alumni News
- PPA News

Events:

- All Events
- Academic Calendar
- General
- Athletic Events
- Fine Arts Events
- Counseling Events
- Alumni Events
- Clubs and Activities
- Foundation
- PAC
- PPA

[Sign Up Now!](#) [Cancel](#)

CMS FEATURES: Using the Content Management System website administrator will be able to:

- **Trigger E-Alerts:** Administrators can quickly designate a website update to also send as an e-alert.
- **View & Delete Emails:** Administrators can view and delete individual E-Alert Email.
- **View Reports:** Administrators will be able to view reports regarding the E-Alerts, including:
 - Subscribes by Tool
 - Alerts Sent Per Tool

CMS IMAGE:

Alert Queue Administration

Search

Search Close

Please provide search criteria below

Status: Item Name:

Workflow Tool:

Create Date: From To

[Search](#) [Clear](#)

Sort by

In order to change display order, please use Sort By drop down

Item Name	Workflow Tool	Status	Create Date	Daily Alert Sent	Weekly Alert Sent	Machine Name
Test Event CR	Events	New	11/18/2009			
Test History 2	News	New	11/20/2009			
24th Annual Law Enforcement Torch Run	Events	New	11/20/2009			

CONTENT MANAGEMENT SYSTEM

The following is a brief overview of the CMS.

HIGHLIGHTS OF THE AMERICANEAGLE.COM CONTENT MANAGEMENT SYSTEM

- **Web-Based Access:** The CMS is web based and not software based. This means that there are no software installations required to make it work.
- **User Setup:** The CMS will be programmed around a permission-based architecture. In other words, access to the CMS will be controlled by the Village and each user will be given permission to access areas of the CMS that they are responsible for keeping up to date.
- **My Dashboard/Action Items:** Upon logging in, all website CMS users will see an area which showcases all actions, all actions waiting for approval, and recently published actions.
- **Table Builder:** Through the WYSIWYG editor the Village of Winnetka will be able to easily build tables to be placed on multiple pages throughout the site.
- **Page & Navigation Builder/Content Tool:** The Village of Winnetka will also be able to control virtually every static page of the website through Americaneagle.com's Content Tool. This system gives the Village the control to create new pages, edit existing pages, create new unique landing pages, delete pages, add interactive features to pages. Beyond this, the Village will be able to add, edit, and delete navigation components as well. This feature ensures that the Village will be able to expand its website weeks, months, and years after launch.
- **Asset Library:** CMS users will be able to add/edit/delete assets such as files and images. The assets will be stored in a repository that is accessible through the CMS. This will allow Village staff to share assets among multiple Village departments, which in turn saves time. The Asset library also allows the Village to upload assets in a bulk manner.
- **Content Approval System:** Any time new content is added by a user ("Editor") it can be routed to a primary administrator ("Publisher") for approval. This will ensure that the site is displaying content that is harmonious with the rest of the content. No content will be published until it has been reviewed by the primary administrator unless the editor has been given permission to publish immediately.
- **Auto-Publishing and Expiring/Archiving Tools:** The Village of Winnetka will be able to set the publishing and expiration dates to various areas of the CMS.
- **Automatic Site Map Updating:** Whenever a new page is added or deleted, the site will be programmed to update the Site Map. This will reduce the opportunity of displaying "dead" links.
- **Style Sheets:** A style sheet will be programmed into the system to ensure that each page has a consistent look and feel. It will ensure that pages are consistent in form from one to the next. This style sheet will also prevent administrators from using fonts, colors, and other formatting elements that interfere with ADA/W3C compliance.
- **ADA/W3C Compliance:** As content is added to the website, the Village editors will be able to maintain compliance with ADA standards using the utilities that are developed into the system. For example, "alt tags" for all images will be controlled through the CMS. Furthermore, Americaneagle.com includes a 508 Validation tool which allows the Village to ensure text entered through the Content Tool is compliant. The validation process also includes a report with warnings or violations regarding 508 compliance.
- **Custom URL's:** Administrators can create custom URL's.
- **One Time Upload of Content:** Through the CMS, site administrators will be able to upload site content, for example, a news article, and publish it to multiple areas or sections of the site all at once.
- **Drag & Drop Editing:** CMS administrators will be able to quickly move content on a page using drag and drop functionality. Furthermore, editing takes place within a page layout.
- **Page Expiration and Archiving:** The Village will be able to set dates for when content will automatically expire from the website.
- **Cloning Tool:** Administrators will be able to clone a Web page, event, and other content through the CMS. This feature will be helpful for those times when administrators would like to easily copy content from existing pages so it can be used for a new page.
- **History/Audit Trail:** Website administrators can view the history of any page, feature, or module within the website. By viewing the history the administrator can view the initial creation, all modifications, and by who and when these events took place.
- **Restoring Capabilities:** Website administrators will have the capability to not only view previous versions of the webpage, but also restore back to a particular version.
- **CMS Reports:** The CMS will also contain several reporting tools. These reports will help the Village analyze the website

traffic, user behavior, and content strengths and weaknesses. Some reports include:

- Activity Report

ADDITIONAL IMAGES OF THE CONTENT MANAGEMENT SYSTEM (CMS)

Below is an image of the icon-based interface that each administrator will see once they login to the CMS. As you can see, the icons, colors, and other treatments create a highly usable and intuitive system that users of all technical skills levels can quickly navigate.

AMERICANEAGLE.COM
CONTENT MANAGEMENT SYSTEM

HOUSTON TEXANS Welcome Nick Schenck
Customize • Admin Users • Help • Contact AE • Portal • Logout

Dashboard » Content Tool » Pages

Pages Sections Modules (AE) Templates Navigation Assets Keywords Options

WELCOME

Build New Page **Last Update: Media Homepage**
7/12/2007 9:49:03 AM nschenck
Edit | Create New

Add New Event Edit Homepage Edit Depth Chart Create New Survey Add New Photo Gallery Add New Multimedia Clip Create A Splash Page

Event Calendar
Sample page/section description. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam aliquam est. Nulla justo metus, pulvinar eget, congue nec, porttitor ac, odio, Ut lectus.

Date/Time	User
7/12/2007 9:49:03 AM	nschenck
7/12/2007 8:16:12 AM	cpirone
7/11/2007 4:51:19 PM	Americaneagle Admin User
7/11/2007 2:19:55 PM	cpirone
7/12/2007 8:16:12 AM	cpirone
7/11/2007 4:51:19 PM	Americaneagle Admin User
7/11/2007 2:19:55 PM	cpirone
7/12/2007 8:16:12 AM	cpirone
7/11/2007 4:51:19 PM	Americaneagle Admin User
7/11/2007 2:19:55 PM	cpirone

TICKETS

Ticket #	Subject	Opened	Submitted By
1325	New homepage module	7/10/2007 9:49:03 AM	nschenck
1319	Changes to video player	7/10/2007 9:46:46 AM	cpirone
1310	Can't add new event	7/10/2007 9:12:36 AM	cpirone

AMERICANEAGLE.COM CMS NOTES

Example Subject For Note
Updated 7/12/07 9:34 AM

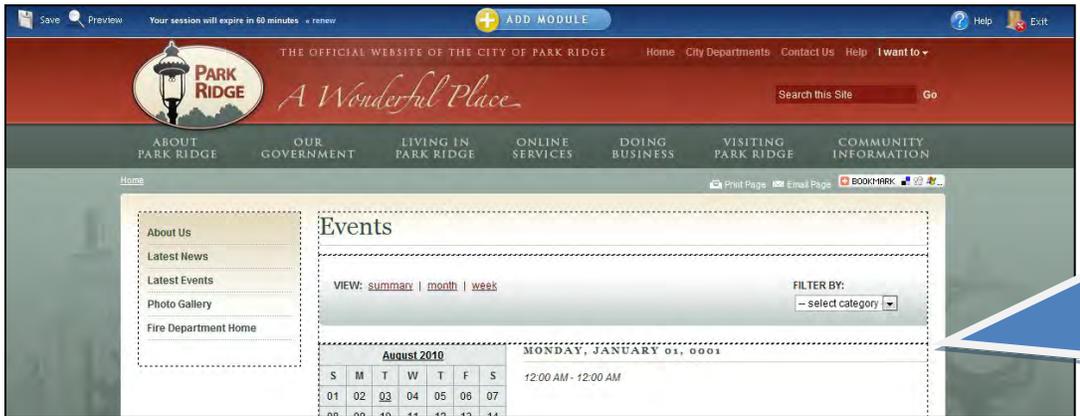
Sample note text for the client's reference while using our CMS. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam aliquam est. Nulla justo metus, pulvinar eget, congue nec, porttitor ac, odio, Ut lectus. Phasellus porttitor, urna ac aliquam euismod, nisl enim tempor ligula, nec posuere neque felis et turpis. Suspendisse non sapien.

Save Note

GENERAL ADMINISTRATION

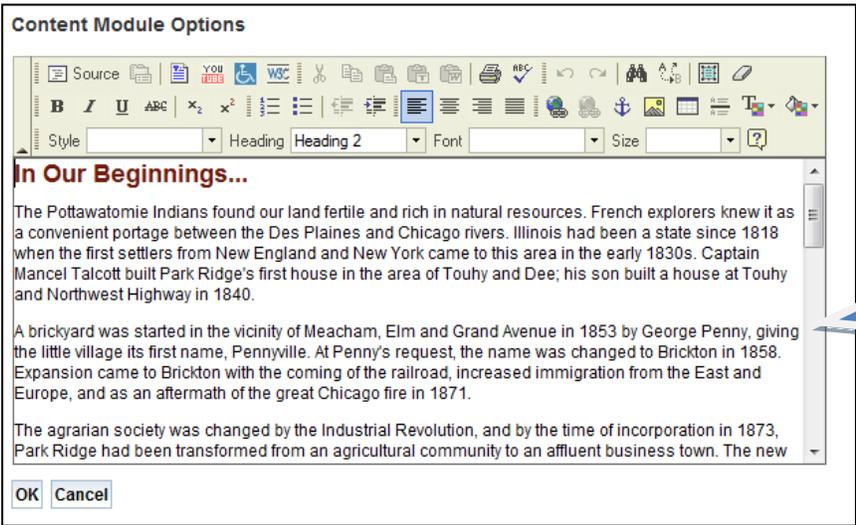
Customize Admin Users Help
Contact AE Portal Logout

Content Tool Page Builder: The below screen shots highlight the simple process of creating an additional page within the website. Using this page builder, administrators can insert text, images, and modules, and denote where the page will be place within the navigational scheme of the website.



idev® CMS Content Tool
The content tool is designed to look like your website so making edits and changes is simple. Each content module and most areas can be edited through the powerful and comprehensive Content Tool.

Add Module Drop Down
You will be able to add most content modules to any page on the site by clicking the "Add Module" link in the CMS. Once clicked, a drop down will appear where you can easily select which module should appear on the site. Then, just drag and drop it to the exact location you desire.



Content Module
The content module allows website admins to easily add text and other website content using a format very similar to Microsoft Word. This module also has many great tools, such as spell check, YouTube embedding, and 508 Validation.

Using very simple MS-Word style tools, the CMS will enable Administrators to:

- Create unique pages, change font color/size/style, add images and hyperlinks, review before publishing...and More!!

User Admin Set Up: the administrators can add/edit/delete new users. The administrator can also set up the permission through this section as well. The permissions will be used to provide or deny access to the CMS. Administrators can also view recent login activity within this area.



Add Admin User

General

red color - required fields

First Name:

Last Name:

Email:

User Name:

Locked?

Status: Active

Workflow Email Notification

Manager:

Groups

Doesn't belong to:

- Mathematics
- Patriot Aquatic Club
- Patriot Parent Association
- Physical Welfare
- Science
- Social Studies
- Special Education
- Student Activities
- Student Services
- World Languages

Belongs to:

Password Information

Password:

Re-Type Password:

Group Admin Set Up: New admin groups can be created through this area as well. For example, an intern could be granted limited access to the photo gallery only. The permissions can be set up at the page level as well, under 'Content Access.' Furthermore, the user can be limited to certain page layout, or templates in order to maintain utmost consistency.

Admin Groups - Add / Edit Group

General | Template Access | Content Access | News Category Access | Event Category Access

Use the General tab to change this group's access to Admin Sections
red color - denotes required fields

Group Name:

Admin Sections

Doesn't have access to:

- Agendas & Minutes
- Asset Manager
- Banners
- Contact Us
- Content Tool
- Documents
- Events
- FAQ

Has Access to:

Other Actions

Doesn't have access to:

- Delete Immediately
- Publish Immediately
- Send E-Alerts

Has Access to:

Save Cancel

New Article Management:

Administrators will have the ability to post news articles to the website, using a field based module. CMS news article features include:

- Post and Archive Date
- Emergency & Featured Flagging
- Search Engine Tools
- Send E-Alerts

Document Management:

Through this area, CMS administrators can add documents, and associate document categories. They can also associate a post date, post time, and archive date.

Photo Gallery Management:

Administrators can add new photo galleries to the site. You will also have to add, edit and delete images, as well as mark the images as homepage images. Inserting a description and SEO is as easy as filling in an open text fields.

Event Calendar Management:

Administrators can control all pertinent event information including but not limited to:

- Start date
- Recurrence schedule
- Related documents
- SEO tags (to attract search engines)
- Location
- E-Alerts

Event entries can also be “set” to publish to various pages of the website including the homepage and department pages as well.

The screenshot shows the 'Add Event' form with the following fields and options:

- Event Name:** Text input field.
- Short Title:** Text input field with a note: "The short title displays in the calendar view on the front end, because long titles can make the calendar hard to read."
- Multi Day Event?:** Radio buttons for Yes and No.
- Schedule:** Radio buttons for Time, TBD, and None/All Day.
- Start Date:** Date picker set to 12/24/2009.
- Start Time:** Time picker.
- End Time:** Time picker with a "No End Time" checkbox.
- Athletic Event?:** Radio buttons for Yes and No.
- Short Description:** Text area with a "500 characters left" indicator.
- Custom URL:** Text input field with a "Sample URL" example.
- Image:** "Select File | Upload New File | Clear File" buttons.
- Details:** "Select Window Size: 800 x 300" and "Save this Setting" button.
- WYSIWYG Editor:** A rich text editor with various formatting tools.
- Categories:** A list of checkboxes for "General", "Athletic Events", "Fine Arts Events", "Counseling Events", "Academic Calendar", "Alumni Events", and "Conferences".

Asset Management:

CMS administrators will be able to add, edit, and delete assets such as files and images. There is also a bulk asset upload tool, which allows administrators to quickly upload multiple assets.

The screenshot shows the 'Add Asset' form with the following sections and fields:

- Define Asset:** A sub-section header.
- Instructions:** "To create a new asset, select the section of the site to add the asset to, upload the file and type in the... Then choose one of the publishing actions as required." and "red color - denotes required fields".
- Tool:** A dropdown menu.
- File:** "Select File" link and a progress bar.
- Asset Name:** Text input field.
- Caption:** Text input field.
- Credit:** Text input field.
- Alternate Text:** Text input field.
- File Upload:** A section with two steps:
 - Step 1: Select File:** "Choose the files you want to upload by clicking on the select files link." with a "Select Files" button.
 - Step 2: Upload File:** "Upload the files to server by clicking the upload link that will appear once the files have been selected." with a "Continue to Asset Details" button.

Platform/Language: The website and CMS will be developed off a Microsoft ASP.NET platform backed by a Microsoft SQL database server. This platform has many robust features that will support the Village's website expansion efforts. Indeed, scalability along with speed and security is a hallmark of a .NET-based website. Another benefit is that ASP.NET is also increasingly supported by myriad third-party software should integration with them be requested down the road. The website will avoid employing complex elements which would increase page loading times and/or require advanced browser features.

Content Submission/ Collection of Information:-Americaneagle.com will provide the client access to a web-based tool to upload and manage website content. Americaneagle.com will import and format all uploaded content into the website in preparation for launch. Americaneagle.com has reviewed your existing website; within the scope of this proposal, Americaneagle.com assumes that the new site content will be similar in scale to your existing site.

ADA/W3C Compliance: In 1998, Congress amended the Rehabilitation Act to require Federal agencies to make their electronic and information technology accessible to people with disabilities. Americaneagle.com will design all pages of the site to comply with this Act as per the provisions set forth therein. As part of this effort, general guidelines dictate that the site must include:



- Readable navigation
- A way for persons with disabilities to skip redundant navigation
- Properly labeled images
- Minimization or removal of any unnecessary animation or "Flash" graphics
- Forms with labels corresponding to inputs and data tables structured a certain way and that can be tabbed in a logical order.

Americaneagle.com also follows W3C guidelines.

*Please be aware that full compliance with the standards above may restrict some of the website's creative flourishes and navigation features. The limitations will be discussed with the Village of Winnetka during the early planning stages or just prior to commencement of the graphic design phase.

Americaneagle.com has vast experience implementing compliant sites from organizations like the Village of Winnetka, to the federal government, including the development project for www.whitehouse.gov.

Integration: This proposal does not accommodate for integration with any offline databases, software, or programs for the purpose of importing data from or to the Web site. Americaneagle.com would be pleased to integrate the Website with Village databases and external software; however, since each organization operates uniquely, further assessment is needed to provide a quote.

SECTION 5: PROPOSED TIMELINE

Although the development process at Americaneagle.com varies from project to project depending on variables (approvals of graphics, submission of content, research), the chart below displays the average timeframe for each phase of the Americaneagle.com development process.

Also note that the average timeframes listed below assume timely response from the client during all key milestones including kick-off planning, Project Plan development, graphic design, user interface/template design, testing, and beta changes.

Please also note that several of the stages listed below happen concurrently with other stages. The Project Plan will be presented with a revised timeline based on the initial discovery phases to, among other goals, ensure delivery by the desired go-live date.

Activity & Deliverables	Party
Step 1 – Planning & Strategy Average Timeframe: 4 weeks	
<u>Discovery Phase</u> - This includes interview key staff to discover goals of project.	AE & Winnetka
<u>Analysis Phase</u> - This include analyzing any discovery reports and staff feedback in preparation for the development of the Project Plan.	AE
<u>Kick-off Meeting</u> – The kick-off meeting will take place at your or AE offices and be designed to delve deeper into the proposal, feedback, and creative elements of the site. From here, the Project Plan will be developed.	AE & Winnetka
<u>Project Plan Development</u> – This includes reviewing fields that need to be included in the CMS, permission systems; integration points (if any) and so forth.	AE
<u>Review of Project Plan</u>	Winnetka
<u>Feedback to Project Plan</u> and revisions made	AE & Winnetka
<u>Review of revised Project Plan</u>	Winnetka
<u>Approval of Project Plan</u>	Winnetka
<u>Pre-Production Planning</u> – based Winnetka’s final approval of Project Plan	AE
<u>Content gathering and forwarding to AE</u> – Provide AE electronic images, logo in EPS format, and all content organized by page.	Winnetka
<u>Initial Technical Set-up</u> – Begin process of transferring domain names, ordering Verisign Certificates, Payflow Pro, and any other necessary server information.	AE
Step 2 – Graphic Design & User Interface Average Timeframe: 3 weeks	
<u>Design mock-ups / Compositions</u> – (proposed layout, color schemes, and images)	AE
<u>Review and feedback</u> –on comps to proceed to preview	Winnetka
<u>Graphic preview</u> – based on feedback of comps	AE
<u>Review and Edit</u> – changes for graphic design (round 1 of 2)	Winnetka
<u>Develop second graphic comps</u>	AE
<u>Review and Edit</u> – Review and provide list of changes for graphic design (round 2 of 2)	Winnetka
<u>Final small edits</u> – to second set of graphic comps	AE
<u>Final Approval</u> – of graphic designs (requires signature)	Winnetka
Step 3 – HTML & Content Placement Average Timeframe: 3 weeks	
<u>Code HTML</u> – code pages, code Website structure, prepare all include files and style sheets	AE
<u>Develop CSS sheets</u> – for Website consistency	AE

Implementation of final, approved graphics with code	AE
Step 4 – ADA and W3C Compliance Review	
Average Timeframe: 1 week	
<u>Review Requirements</u>	AE
<u>Develop CSS sheets</u> for ADA compliant design	AE
Step 5 – Programming	
Average Timeframe: 3 weeks	
<u>Programming of front-end functionality</u> (forms, galleries, etc.)	AE
<u>Programming of CMS system</u>	AE
<u>Programming and Setup of Databases</u>	AE
<u>Present beta</u> (test) Website to Winnetka	AE & Winnetka
Step 6 – Beta Site, Testing, & Training	
Average Timeframe: 3 weeks	
<u>Testing of Beta Website</u> (round 1 of 2) – provide list of changes	AE & Winnetka
<u>Revisions to Website</u> – based on change management	AE
<u>Testing of Beta Website</u> (round 2 of 2) – provide final list of changes	Winnetka
<u>Final Revisions</u> – to site based on final changes.	AE
<u>On-Site Training Session</u> – of CMS	AE & Winnetka
Step 7 – Go Live	
Average Timeframe: 1 week	
<u>Set-Up Hosting</u> – on AE Servers	AE
<u>Website delivered</u> – on CDROM if desired	AE
<u>“GO Live” packet delivered</u>	AE
<u>Provide Customer Service resources and contacts</u>	AE
<u>Host and Maintenance</u> – AE to provide ongoing hosting and maintenance services (If desired)	AE

SECTION 6: REFERENCES

Below you will find a list of references for projects that the proposed team members have worked with over the last several years.

NOTE: It would be very much appreciated if the Village of Winnetka would alert Americaneagle.com if it is going to contact any of these references below. Our clients have requested this courtesy over the years to allow them better time management.

City Of Park Ridge, Illinois (Client since 2004)

www.parkridge.us/

Contact: Diane D. Nelson

Phone: (847)318-52

dnelson@parkridge.us

Americaneagle.com teamed up with their hometown of Park Ridge, Illinois to create a new municipal website that would better serve residents, business owners, and visitors. The site was therefore developed with user friendliness and user satisfaction as key levels of success. In order to accomplish this, Americaneagle.com created a new navigation structure that now enables all site visitors to quickly and easily locate information. Furthermore, the new website is now easily updatable to contain information in case of an emergency as well as provide a way for residents to easily sign up through their Everbridge Emergency Notification System.

Project Completion Date: May 2010



Village of Arlington Heights (Client since 2008)

www.vah.com & www.discoverarlington.com

Contact: John C. Melaniphy, III

Phone: (847) 368-5212

jmelaniphy@vah.com

The Village of Arlington Heights teamed up with Americaneagle.com in early 2008 for the complete redesign of their village online presence. The goal of the redesign was to improve the village's overall impression, expand outreach, and help in recruiting businesses to Arlington Heights. To accomplish these goals, Americaneagle.com developed a website that hits on many of the key features that website visitors look for. By restructuring the entire navigation system, the website now is very easy to navigate and has a significantly enhanced look and feel. New Web tools such as quick links and a dynamic event calendar also contribute to the website's overall improvement.



Project Completion Date: June 2009

Chicago Transit Authority (Client since 2003)

www.transitchicago.com

Contact: Tony Coppoletta

Phone: (312) 681-4166

ACoppoletta@transitchicago.com

The Chicago Transit Authority (CTA) recently paired up with Americaneagle.com for the full redevelopment of their main website, located at www.transitchicago.com. The redevelopment project gives the website a new contemporary and cutting-edge look, with improved navigation, customer service tools, and overall functionality. Some of the many new features include: a mobile



site, quick links, RSS feeds for all bus and rail lines, emergency alerts, bus tracker, and more. The new website will better serve the needs of all audience members and is expected to help increase ridership on the CTA.

Project Completion Date: September 2008

Maine Township District #207 (Client since 2007)

Maine Township District 207, located in Illinois, came in contact with Americaneagle.com in an effort to improve communication and strengthen the connection among students, teachers, and parents within the district. The project included the full redevelopment of four sites - the main district site and 3 high school Web sites. Not only do the sites work to connect students and parents to the classroom, they also allow for a convenient means to pass along information and dates, and collect information that can be used to improve learning.

The scope of work provided by Americaneagle.com for Maine207.org includes: Planning, Graphics, HTML, Programming, Training, Hosting, and Maintenance. Key site functionality includes a Dynamic Calendaring System, E-alerts, RSS News Feeds, Multimedia, an Emergency Alert System, and much more.

In addition, Americaneagle.com is currently creating a custom-built student/parent/teacher portal which will allow users to log in and view audience-specific information. From posting and viewing assignments, to participating in online discussions, the new portal will be a powerful tool that will allow the district to strengthen its mission in providing a top-notch educational environment.



Project Completion Date: January 2008

Americaneagle.com has hundreds of clients in government and would be happy to provide additional references to the Village upon request.

SECTION 7: STATEMENT OF WILLINGNESS TO TRAVEL

Americaneagle.com is located in Park Ridge, Illinois, approximately 25 minutes from Winnetka City Hall. Our proximity to the Village will facilitate communication and keep the project moving at a reasonable cadence. We are willing to meet with the Village at any time and without additional cost to discuss all facets of the project, including the initial quote as well during the various milestones in the project.

SECTION 8: GUARANTEES

Please refer to the Pricing Proposal (provided in a separate sealed envelope) for information about guarantees and warranty information.

SECTION 9: ADDITIONAL SERVICES

Web technologies change over time as do municipality needs. The following are potential enhancements that have been referenced in the RFP or have been identified as ideal "future-phase" expansions based on our municipal experience.

FORM BUILDER

The Americaneagle.com form builder will allow organizations like the Village to create, modify, and view the results of countless forms for use on the website. This allows website visitors to view and complete an array of forms online. The form builder can be used for countless form needs, for example, the Village could use the form builder to create a form for information requests, applications, etc. This innovative tool alleviates the time necessary to create forms, eliminates the need for paper submissions, and eliminates the need for IT specialists to be involved in day to day form creation.

The Form Builder has many highly intuitive front-end website features, including:

- **Insert Form Data:** Website users can insert their responses to forms on the website.
- **Submit Form Data:** Website users can submit form data to the City, simply through the website.

Using the Content Management System website administrators will be able to:

- **Add, Edit, & Delete Forms:** Using the field based format, administrators will be able to:
 - **Select From Several Answer Fields, Such As:**
 - Short Answer
 - Drop-Down
 - Text Box
 - Etc.
 - **Add Questions or Form Fields**
 - **Position Field (Left, Right, Center)**
 - **Require Response**
 - **Offer Users a Selection of Pre-Filled Answers**
- **Create as Many Forms as Desired**
- **View Responses in the Content Management System**
- **Email Responses to Select Email Addresses**

Citizen Request System

Americaneagle.com's Citizen Request System will allow citizens to submit requests for various services via the website. The services are organized by topic such as parking requests, streets department requests, etc. From that point residents will be able to submit a form outlining their request. The forms are stored in the CMS and each form can be directed to the appropriate staff member via email, and also stored in the CMS. Please see http://www.parkridge.us/services/citizen_request.aspx for an example of this technology.

NOTE: WINNETKA CAN OPT FOR EITHER THE FORM BUILDER OR THE CITIZEN REQUEST SYSTEM WITHIN THE SCOPE OF THE TOTAL PROJECT FEES.

FOIA SYSTEM

Illinois updated its Freedom of Information Act (FOIA) recommendations in 2011 which are detailed here: http://www.illinoisattorneygeneral.gov/government/FAQ_FOIA_Public.pdf

Americaneagle.com will develop a Web-based, front-facing system that supports the state's recommendations. This system will provide residents and other stakeholders with even more transparency than currently found on the Village's Website. Website visitors will be able to go to the FOIA section and view all of the requests that have been put into the site and the responses that the

Citizen Request

Welcome to the Citizen Request System for the City of Park Ridge. Below you will find a list of popular topics that are available for online requests. Once you select a topic you can fill out a form and submit any necessary details. If there are any frequently asked questions (FAQs) related to your question, you may see them on the right. Thank you.

Business Requests

[Building Permits](#)

[Economic Development Questions](#)

[Liquor Licenses](#)

Citizen Notification - DeltAlert

[Questions related to DeltAlert, the Citizen Notification System](#)

Fire Requests

[Ambulance Questions](#)

[General Fire Requests](#)

General Requests

[Animal Inquiries](#)

[General Information](#)

Village has posted to those requests. This system will give the Village tools to control and monitor FOIA requests and postings (the database will be built into CMS for easy administrative control). Ultimately, this system will be designed for compliance with Illinois' tightening regulations. It should also reduce time and costs for handling routine and repeated FOIA requests.

Summary of AE services

- AE to develop online request form (Name, Address, Phone, Email, Text Box of Request, etc.)
 - AE to develop tool that allows users to upload a signed and scanned form to the site (stored in CMS)
 - AE to create an e-alert for FOIA section so those that are subscribed can be easily updated when a response is posted
 - AE to create RSS feed for FOIA section
 - AE to develop filters for the FOIA section so users can have an easier time finding documents.
- Type/Topic
 - Number/ID
 - Date
 - Keywords

Again, the FOIA tool will be developed into the CMS for more controlled record keeping and ease of administration. Once logged into the CMS, Village administrators would be able to view all requests that have been submitted (including attachments if available), post responses and files, and search the database as well.

COSTS: \$1,750.00

SECTION 10: AFFIDAVIT OF COMPLIANCE

Attached herein.

SECTION 11: PRICING PROPOSAL

The Pricing Proposal has been provided in a separate, sealed envelope labeled "Project Budget" per the requirements listed in the Village's RFP.

July 12, 2012

PRICING PROPOSAL FOR WEBSITE REDESIGN SERVICES

RFP #: 011-004

Presented to: Raymond D. Restarski, CPPO
Village of Winnetka

Presented by: **Americaneagle.com, Inc.**
1 S. Northwest Hwy, 5th Floor
Park Ridge, IL 60068
847-699-0300

PROJECT FEES

BASE DEVELOPMENT FEES: \$31,500.00 (Reflects 10% Discount)

MONTHLY SERVICES:

The following technologies and services are available to the Village of Winnetka per the monthly fees shown.

MONTHLY SHARED-SERVER HOSTING:	\$75 per month
ONE (1) HOUR OF MONTHLY RETAINER SUPPORT:	\$150 per month*
idev® INTELLIGENT SEARCH TECHNOLOGY:	\$100 per month

* The time allocated for Village of Winnetka each month can be adjusted at any time.

ADDITIONAL CONSIDERATIONS FEES:

Feature	Cost
FOIA System	\$1,750.00
Form Builder or Citizen Request System	FEE WAIVED
Broadcast Email	\$2,500.00 Implementation Fee (See chart below for email deliverability fees)

BROADCAST EMAIL DELIVERY FEES:

Monthly Rate	E-mails Per Month	Overage Rate Per Email
\$125	Up to 13,000 e-mails	\$.015
\$180	13,001 to 19,000 e-mails	\$.0104
\$270	19,001 to 30,000 e-mails	\$.01
\$360	30,001 to 45,000 e-mails	\$.009
\$560	45,001 to 80,000 e-mails	\$.008
\$600	80,001 to 100,000 e-mails	\$.007

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COSTS: \$1,750.00

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[General Fire Requests](#)

General Requests

[Animal Inquiries](#)

[General Information](#)

PROJECT FEES.

idev® BROADCAST EMAIL

Village of Winnetka may want to consider utilizing Americaneagle.com for their broadcast email needs. The broadcast email system described below can be seamlessly integrated into the website, which is especially useful in the segmentation process.

The broadcast email system will let you contact users of the site who sign up or register on the site to receive emails. You will be able to send announcements, event information, etc. Users to the website will be able to enter their email address and choose to receive your emails. You will have the ability to create lists and have people sign up for those lists, and then, of course, send emails out to any combination of those lists.

The screenshot displays the idev® BROADCAST EMAIL interface, version 2.0. The top navigation bar includes links for HOME, CAMPAIGNS, MESSAGES, CONTACTS, REPORTS, SETTINGS, and HELP. The main content area is divided into several sections:

- Left Sidebar:** Contains buttons for "Create a New Message", "Create a New Campaign", "Quicklinks" (with sub-links for "Create New Message", "Import/Update Contacts", "View Reports"), "Video Tutorials" (with a "PLAY" button and "SMART Board 680" instructions), and "Related Questions?" (with links for "How many recent delivered emails can I display?", "How do I change the theme of my page?", "How can I customize my Home Page?", and "How can I add widgets?").
- Main Content Area:**
 - Last Message Chart:** A funnel chart showing email performance metrics: Sent (32278), Clicked (2916), Delivered (32135), and Converted (19). A legend indicates Opened (10665).
 - Login Activity - last 10 logins ...:** A table listing user logins with columns for Username, Full Name, IP Address, and Entry Date/Time.
 - Contacts Summary:** A summary table showing Active (247717), Deleted (91550), and Total (339267) contacts.
 - Account Information:** Details for the user, including Company (Beretta USA), Test ID (test, IL 33444), and Contact info (E-mail: test@test.com, Phone: 1231231234).
 - Announcements:** A section titled "Americaneagle.com Welcomes New Broadcast Emailing Tool!" with a welcome message and a "Details" link.
 - Recent Deliveries:** A list of the last 3 messages with details on sent, delivered, opened, and clicked counts.

GENERAL FEATURES

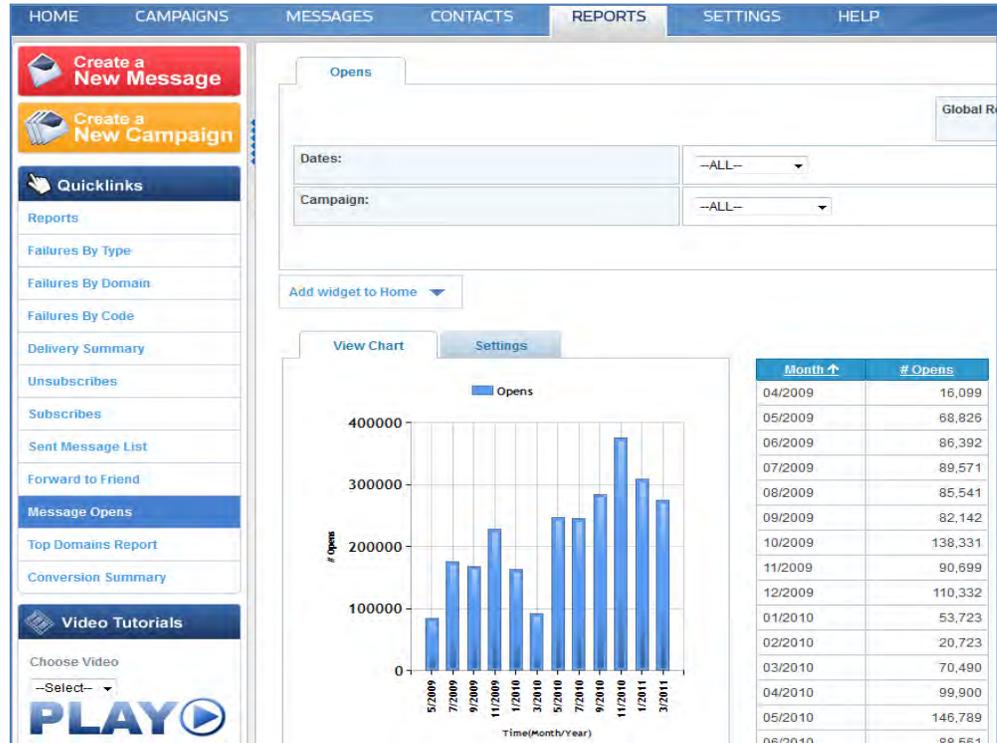
- **User Friendly**
Americaneagle.com spent extensive amount of time to make sure that our tool features a user friendly interface for administrators.
- **Flexibility**
Robust level of delivery statistics that help manage effectiveness of marketing campaigns.
- **Scalability**
Our licensing model fits all - the license can be upgrade to manage a million of contacts and send over a million of emails per hour.
- **Versatility**
Email contacts are managed via SOAP Web Services and / or export/import processed that are part of the site. This ensures that our broadcast can be integrated with any website.

DELIVERABILITY

- Unsurpassed reliability, performance and deliverability in today's fast-changing email industry.
- Delivery monitoring, virtual routing, advanced querying, smart bounce management, real-time reporting and live domain policy updates.
- Live update keep your system current with ever-changing domain policies, including bounce filter definitions and recommended domain throttling configurations.
- Supports of all leading authentication standards, including Sender ID, SPF and DomainKeys/DKIM, which are key technologies used to fight spam and spoofing.

SENDING E-MAIL

- Send HTML and plain text messages at the same time.
- Announcements, promotions, order reminders, etc.
- View emails as a webpage if your users do not like using their email client.
- HTML Editor (WYSIWYG) built right into broadcast email system.
- Advanced CMS used for HTML email creation - ability to use custom modules that will extract



- information from the website and embed automatically into email.
- Personalize broadcast emails, based on the custom fields and merge tags via the broadcast email system.
- Unlimited number of customized email templates.
- Americaneagle.com will include 2 templates for you that will match your branding; other templates will need to be designed by the client or Americaneagle.com can create additional templates upon request for a separate fee.
- Free form template you can design as you see fit.
- Branded 'From' E-Mail Address (i.e. newsletter@yourdomain.com).
- Reference unlimited files (word documents, PDF, Excel, etc) which are stored within your CMS per e-mail.
- Target your e-mails by segmenting lists based on criteria you define.
- Send e-mail now, schedule it to go later, or create a recurring broadcast.
- Get your message through. Use our built-in SPAM check!
- Can-SPAM Compliance features (name, address, phone number of your business will be integrated into template).

DATABASE CONNECTIVITY

- Sync unsubscribes, bounces, and tracking activities with your database.
- Available Web Service API that pulls data in real-time from the website's database.
- Internal contact database warehouse - unlimited lists and unlimited data segmentation.

PERFORMANCE TRACKING

- Track opened vs. unopened messages.
- Track number of recipients & valid email addresses.
- Track click-through of web links in your messages.
- Track the success of your e-mail campaigns beyond just views and clicks.
- Most popular links within email.
- Database all emails within your broadcast email system.
- Banner advertisement tracking of click-throughs.
- Track who is forwarding your e-mails and to whom.
- Track bounce backs and unsubscribes from your mailings.
- Customizable homepage with statistical report, drag/drop feature modeled after <http://www.google.com/ig> page.

LIST MANAGEMENT

- Store as many lists with as many email addresses as you like .
- Broadcast email system has a form on your website to allow your visitors to subscribe.
- Create, modify and store as many subscription lists as you need.
- All report data is exportable to spreadsheet (Excel) format.
- Upload email list(s) to email system for a custom email to a targeted list that is not in your broadcast system.
- Ability to clean up the list based on bounces or regular expression definition. This process can be done automatically or manually. All removed emails can be sent to a quarantine area.
- Flexible list import section with field mapping and multiple data input formats.
- Unlimited list data segmentation based on custom fields.

Please Note: The idev® e-mail marketing system is a licensed product; therefore, ownership of the code does not carry over Village of Winnetka.

COSTS: \$2,500 set-up for one custom-designed template

BROADCAST EMAIL BLASTING FEES:

Monthly Rate	E-mails Per Month	Overage Rate Per Email
\$125	Up to 13,000 e-mails	\$.015
\$180	13,001 to 19,000 e-mails	\$.0104
\$270	19,001 to 30,000 e-mails	\$.01
\$360	30,001 to 45,000 e-mails	\$.009
\$560	45,001 to 80,000 e-mails	\$.008
\$600	80,001 to 100,000 e-mails	\$.007

MONTHLY HOSTING AND RETAINER AGREEMENT

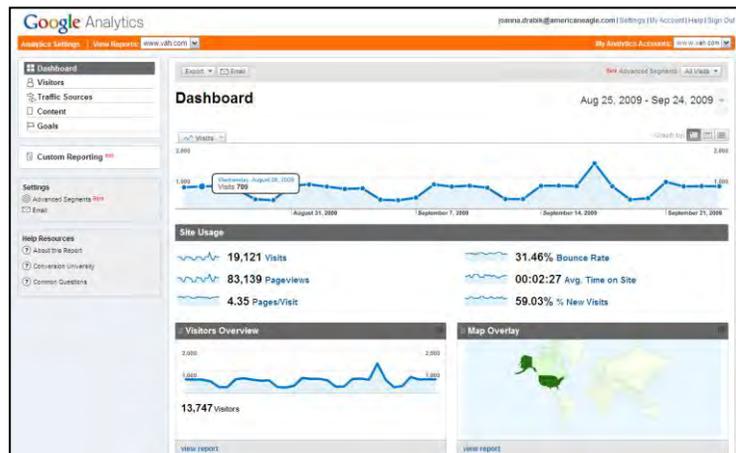
Americaneagle.com hosts the vast majority of the websites that it develops. We have two hosting centers that are constructed around state-of-the-art technology including those required for to meet up-to-date redundancy and security provisions. While we encourage the Village of Winnetka to host with Americaneagle.com, it is not requirement of this agreement.

General Hosting Information: In February 2003, Americaneagle.com moved into our state of the art data center in Park Ridge, Illinois to ensure the reliability and security of our clients' websites. Americaneagle.com's technology guarantees your site as much Internet bandwidth as necessary, even if that means receiving millions of hits per day. Our servers are configured to handle more than 1 billion hits per day, and we have a dedicated OC-12 and OC-3 circuits used entirely for hosting websites. We have an OC-12 circuit which is redundant with an OC-3 Circuit from separate carriers and from a separate router network. We have more than 200 Web and database servers with more than 6000 Gigabytes of storage available, and our center has the capacity for more than 500 servers. All servers are backed up nightly on our 64-terabyte tape back-up system. In case of a power outage at our Chicago location, we have a battery-powered generator that automatically powers our data center if the electricity fails. A natural gas generator that can power our data center indefinitely then follows the battery-powered generator

Shared Server Environment: For this shared hosting environment, Americaneagle.com will provide the Village of Winnetka with 1GB of disk space and 350 GB of monthly data transfer; however, additional space and bandwidth are available if necessary. Additional disk space will be charged at the rate of \$50.00 USD for each additional 1 GB per month.

Website Traffic Analytics: Americaneagle.com will program the new website with Web traffic reporting software, Google Analytics. This website traffic analysis service help explain how, where, and when visitors navigate through your site. The information displayed in these reports is very valuable for assessing the website return on investment and shaping future enhancements around the behavior patterns of your visitors. You will be able to learn a lot about its visitor base through these analytics, including, but not limited to, the following:

- Daily, weekly, monthly traffic reports
- Which search engines referred visitors
- Keywords used by visitors to find the website
- What pages generate the most traffic
- Entrance and exit pages
- Bounce rate
- How long visitors spend on the site
- Number of unique visitors
- Number of new visitors versus return visitors
- Number of visitors by country and state
- Conversion goal reporting
- Browser and connection speed profile
- More



For a more in-depth tour of Google Analytics, please visit: http://services.google.com/analytics/tour/index_en-US.html

*Americaneagle.com reserves the right to change Analytics providers during the hosting period. While Google Analytics is a free traffic analysis service at the time of this document, you will be responsible for any future third-party costs, should Google Analytics become a paid service.

Ongoing Retainer for website Modifications and Upgrades to the CMS:

Americaneagle.com understands the evolutionary nature of any website, and we fully anticipate working with the Village for many years to come. At the completion of the initial development project, we will appoint an account

manager and programmer to your account and will create an extranet wherein tasks can be scheduled and monitored. The account manager/programmer will have a working knowledge of all aspects of website development, and duties of these dedicated resources will include:

- Creating and implementing basic graphical changes to the websites
- Completing complex .NET programming and SQL database changes and upgrades to the website
- Managing any maintenance issues or enhancements that require additional team members for completion
- Managing any new projects for these applications that require additional team members for completion
- Data entry for site content and management
- Ongoing search engine optimization
- Providing system documentation for all programming and database change
- Hand selecting upgrades to the CMS
- Etc.

The individual(s) dedicated to the applications will be able to complete the majority of the changes/upgrades to the Web applications; however, he/she will not be able to complete everything on their own. This individual will regularly interact with many of the other 170+ Americaneagle.com employees and solicit their help in various aspects of the sites' evolution.

For any large projects that require a team of programmers and/or designers, the appointed person will manage the project and ensure seamless integration with the rest of the website. Any project that requires a full development team may be priced out as a separate project if agreed to by all parties. A separate project shall be any project that the time estimate exceeds 4 hours or a project that both parties agree should be handled with a separate quote.

For this proposal, we are recommending a retainer of 1 hour per month, for a total of 12 annual hours, to be allocated to the ongoing evolution of the Web applications. **If hours are not used in a current month they will roll over into the next month** and continue for a 12 month period. Please note: as activity of the site grows, these hours can rapidly be increased as necessary.

Clients most frequently use their retainer hours for selected upgrades to the CMS. Americaneagle.com has found that allowing our government clients the opportunity to hand select the upgrades to the CMS they feel will be most beneficial to their organization is the best approach to keeping the CMS up-to-date. As such, Americaneagle.com does not force our clients into mass CMS upgrades; rather, we enable our clients to choose which upgrades will benefit their organization.

Technical Support: The Village of Winnetka will be paired with a dedicated customer service account manager. The Village can contact the account manager or other americaneagle.com staff by phone, email, or by a client portal we create for the Village. Americaneagle.com customer service staff can be reached during business hours, plus we have a staff member on site 24 hours a day 7 days a week. In addition to all this Americaneagle.com has staff members on call for any after hours or weekend emergency needs.

TERMS AND PROPOSAL ACCEPTANCE

One half of total amount will be due at time of order; the remaining half will be due 30 days after presentation of the beta test site or upon completion of the site, whichever is sooner.

All information, logos, addresses, pictures, domain names, and Web sites are property of the Village of Winnetka. Americaneagle.com will provide the Village of Winnetka with a perpetual, royalty-free license to any programming

code created by Americaneagle.com, with the exception of the Broadcast Email System and the Advanced Search Tool. This allows the Village of Winnetka to continue to use the code, even if no longer an Americaneagle.com client; however the Village of Winnetka may not resell the source code to other companies or Web developers.

LIMITED WEBSITE WARRANTY

Upon launch of your website, your website will be covered under a ninety (90) day limited warranty. The limited warranty provides assurance that the web application will meet its functionality specifications, as set forth in the approved project document(s). This limited warranty covers any bugs (programming errors) reported to Americaneagle.com within ninety (90) days of the site launch date; any bugs reported within this time period will be fixed at no additional charge to the client. After the ninety (90) day limited warranty period is over, all bugs, web application changes and improvements, web application support, consulting and system analysis, and additional training is billable work and will be deducted from your maintenance retainer or is subject to charge at Americaneagle.com's standard hourly rate.

This limited warranty is limited to the functionalities and features of the web application, as defined by the approved project document(s). Any changes requested outside the scope of the approved project document(s) will be subject to additional charges. Any bugs with third party products (including: servers, database integration, software, and plug-ins) that are determined to be the error of the third party are not covered under the limited warranty and are subject to additional charges.

The right to this limited warranty is forfeit if the website or the codes are accessed by the client or any third party company. This limited warranty will not be honored if any payments are overdue.

AMERICANEAGLE.COM MAKES NO EXPRESS OR IMPLIED WARRANTY, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF QUALITY, PERFORMANCE, MERCHANTABILITY OR FITNESS FOR ANY PURPOSE, WITH RESPECT TO ANY SERVICES PERFORMED OR ANY GOODS INCLUDING, BUT NOT LIMITED TO SOFTWARE, DEVELOPED HEREUNDER. AMERICANEAGLE.COM SHALL NOT BE LIABLE TO CLIENT OR ANY OTHER PARTY FOR ANY DAMAGES, EXPENSES, FEES OR LOSSES (LOSSES) ARISING AS A RESULT OF THIS AGREEMENT OR THE SERVICES PROVIDED HEREUNDER, WHETHER FOR WORK PERFORMED, GOODS OR SERVICES DEVELOPED, OR OTHERWISE WHICH ARE IN THE AGGREGATE IN EXCESS OF THE APPLICABLE AMOUNT OF FEES ACTUALLY PAID TO AMERICANEAGLE.COM BY CLIENT WITH RESPECT TO THE ASSIGNMENT RESULTING IN SUCH LOSSES. IN NO EVENT SHALL AMERICANEAGLE.COM BE LIABLE TO CLIENT OR ANY OTHER PARTY FOR ANY INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES OR LOSSES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, ARISING FROM OR RELATED TO ANY SERVICES PERFORMED OR GOODS DEVELOPED PURSUANT TO THE AGREEMENT.

This proposal is valid 6 months from date delivered.

Proposal Acceptance

Date

Name:
Village of Winnetka

AGREEMENT

THIS AGREEMENT (“Agreement”) is entered into by and between Svanaco, Inc., d/b/a Americaneagle.com (“Americaneagle.com”), with its principal place of business located at One South Northwest Highway, Park Ridge, Illinois 60068, and [Customer’s Name] (“Customer”), [Address], and shall be effective as of [Effective date] (“Effective Date”).

RECITALS

WHEREAS, Americaneagle.com is engaged in the business of the creation and maintenance of internet websites;

WHEREAS, Americaneagle.com is a corporation duly incorporated, validly existing and in good standing under the laws of the State of Illinois. Americaneagle.com has the full corporate power and authority to operate its business as and where its business is now conducted and anywhere it may conduct its business pursuant to the terms of this Agreement.

WHEREAS, the execution, delivery and performance of this Agreement by Americaneagle.com and the consummation by Americaneagle.com of the contemplated transactions are within the corporate power of Americaneagle.com and have been duly authorized by all necessary action by Americaneagle.com. When fully executed, this Agreement constitutes the valid and binding obligation of Americaneagle.com, enforceable by Customer against it in accordance with its terms.

WHEREAS, Customer desires to retain Americanagle.com for the creation and maintenance of its internet website, set forth herein.

WHEREAS, Customer is a [limited liability] corporation validly existing and in good standing under the laws of the State of [Illinois].

WHEREAS, the execution, delivery and performance of this Agreement by Customer and the consummation by Customer of the contemplated transactions are within the corporate power of Customer and have been duly authorized by all necessary action by Customer. When fully executed, this Agreement constitutes the valid and binding obligation of Customer, enforceable by Americaneagle.com against it in accordance with its terms.

THE PARTIES HERETO AGREE AS FOLLOWS:

1. **Services.** Americaneagle.com agrees to provide creative, technical and programming support (“Services”) to create website applications for Customer, in accordance with the specifications set forth in a written Work Order signed by Customer, a copy of the first of which of which is set forth in Exhibit A, attached and incorporated hereby by reference (“Work Order”). Each Work Order shall define the services to be performed and the materials to be delivered, and shall provide the fees, costs and completion timetable for each project.

2. **Price and Payment Terms.**

A. Customer shall pay Americaneagle.com for the Services performed in accordance with the terms of this Agreement, within the terms set forth in the Work Order. This is a fixed bid agreement, unless otherwise specified in the Work Order.

B. Monthly hosting and maintenance fees shall be due within 30 days after Customer's receipt of an invoice for such services.

3. **Term and Termination.** This Agreement shall be effective on the Effective Date, and will remain in effect until terminated pursuant to the provisions of this Section 3, as follows:

A. By either party at any time for a material breach of this Agreement; *provided*, the non-breaching party seeking to terminate this Agreement has provided written notice of such material breach to the other party, and the breaching party fails to cure such material breach to the reasonable satisfaction of the non-breaching Party within ten (10) days after receipt of such notice, but if the breach is one that cannot be reasonably cured within ten (10) days and the breaching party is making a good faith, diligent effort to cure such breach, then such ten (10) day period shall be extended, but in no event for longer than an additional twenty (20) days, unless otherwise agreed to by the non-breaching party.

B. If Customer fails to pay any undisputed amount due and owing Americaneagle.com within thirty (30) days after the date of the invoice, then Americaneagle.com may, with written notice thereof to Customer, terminate this Agreement, provided Customer does not pay such undisputed invoiced amount within thirty (30) days after the date such notice was received.

C. If there are no outstanding Services being provided to Customer, other than monthly hosting and maintenance, by Americaneagle.com, upon thirty (30) days written notice to the other, Customer may terminate this Agreement as of the date specified in such notice of termination.

D. Upon termination of this Agreement, Americaneagle.com will promptly return all proprietary data, files and materials of Customer in computer file format acceptable under customary industry standards.

4. **Parties Representatives.**

A. Americaneagle.com shall appoint a representative (the "Americaneagle.com Representative") to act on Americaneagle.com's behalf in connection with all creative, business and administrative matters arising in connection with this Agreement. Customer shall have the right to rely upon, and Americaneagle.com will be bound by, all oral notices and communications subsequently confirmed in writing and written notices and communications from the Americaneagle.com Representative, whether such writings be electronic, as in e-mail or faxes, or hard copy, as in letters delivered by more traditional means. Americaneagle.com shall from time to time have the right to appoint a substitute

Representative by written notice delivered to the Customer. Americaneagle.com hereby appoints _____ ("Project Manager") as the initial Americaneagle.com Representative. Notwithstanding anything to the contrary in this Section 4A, Americaneagle.com may not replace the Project Manager without Customer's prior written consent, which will not be unreasonably withheld.

B. Customer shall appoint a representative (the "Customer Representative") to act on the behalf in connection with all creative, business and administrative matters arising in connection with this Agreement, Americaneagle.com shall have the right to rely upon, and the Customer will be bound by, all oral notices and communications subsequently confirmed in writing and written notices and communications from the Customer Representative whether such writings be electronic, as in e-mail or faxes, or hard copy, as in letters delivered by more traditional means. The Customer shall from time to time have the right to appoint a substitute Customer Representative by written notice delivered to Americaneagle.com. The Customer hereby appoints _____ as the initial Customer Representative.

5. **Confidentiality.** During the course of performance of this Agreement, each party may disclose to the other certain "Confidential Information" (defined below). Each party shall hold the other party's Confidential Information in confidence and shall use its best efforts to protect it. Each party shall not disclose the other party's Confidential Information to any third party, and shall use it for the sole purpose of performing under this Agreement. At the conclusion of this Agreement, each party shall either return the other's Confidential Information in its possession (including all copies) or shall, at the disclosing party's discretion, destroy the other party's Confidential Information (including all copies) and certify its destruction to the disclosing party.

"**Confidential Information**" means any technical data, know-how or other information (whether oral, written, or digital) identified as "confidential" and provided to either party by the other (including any director, officer, employee, agent or representative of the other) or obtained by either party from the other (including any director, officer, employee, agent, or representative of the other) including but not limited to that which relates to the Customer website application, research, product plans, products, services, current or contemplated trademarks and other intellectual property, clients, markets, software, developments, inventions, processes, designs, drawings, engineering, hardware configuration information, marketing or finances of the disclosing party.

The term "Confidential Information" shall not include any information which: (a) was in the public domain at or subsequent to the time it was communicated to the receiving party ("Recipient") by the disclosing party ("Discloser") through no fault of Recipient, excluding all information in pending patents, if any; (b) was rightfully in Recipient's possession free of any obligation of confidence at or subsequent to the time it was communicated to Recipient by Discloser; (c) was developed by employees or agents of Recipient independently of and without reference to any information communicated to Recipient by Discloser, so long as such information was not obtained, developed or disclosed in violation of Discloser's rights; (d) was communicated by the Discloser to an unaffiliated third party free of any obligation of confidence; or (e) communication was in response to a valid order by a court or other

governmental body, was otherwise required by law or was necessary to establish the rights of either party under this Agreement.

Either party may disclose the other party's Confidential Information upon the order of any competent court or government agency; provided that prior to disclosure the receiving party shall inform the other party of such order within a reasonable time to allow the other party to object to such order if it desires.

Each party agrees that its obligations provided in this Section 5 are necessary and reasonable in order to protect the Discloser and its business, and each party expressly agrees that monetary damages would be inadequate to compensate the Discloser for any breach by the Recipient of its covenants and agreements set forth in this Agreement. Accordingly, each party agrees and acknowledges that any such violation or threatened violation will cause irreparable injury to the Discloser and that, in addition to any other remedies that may be available, in law, in equity or otherwise, the Discloser shall be entitled to obtain injunctive relief against the threatened breach of this Agreement or the continuation of any such breach by the Recipient, without the necessity of proving actual damages or posting bond.

7. **Copies of Work.** While Americaneagle.com is providing monthly hosting and maintenance as set forth in the Work Order, Americaneagle.com shall provide to Customer at any time upon Customer's written request, an electronic copy (on CD-ROM or other media as the parties may agree) of the website application created by Americaneagle.com for Customer. This electronic copy will contain a copy of the most current version of the Customer website application such that by use of such electronic copy a duplicate of the then most current version of the Customer website could be deployed, operated, and modified with minimal additional work and with no additional software (other than standard, off-the-self, publicly-available software typically used to deploy, operate and/or modify website applications). This electronic copy shall also include the latest version of any Software (defined below) in both object code and source code.

8. **Licenses.**

A. Americaneagle.com hereby grants Customer, in perpetuity a nonexclusive, worldwide license throughout the universe to copy, distribute, transmit, display, perform, create derivative works, sublicense and otherwise use the Software in object code and source code form, in whole or in part, including without limitation, the right to add to, subtract from, arrange, rearrange, revise, modify, change and adapt the software and any part or element thereof for Customer's own internal business purposes. As used herein, "Software" means computer programming/formatting code or operating instructions developed by Americaneagle.com and used to create any portion of Customer's website application, incorporated into Customers website or a web server in connection with the Customer website. Customer's right to copy, distribute, transmit, display, perform, create derivative works, and otherwise use Software in object code and source code form for Customer's internal business purpose shall be royalty free. This paragraph shall indefinitely survive the termination of this Agreement.

B. Customer hereby grants to Americaneagle.com the limited, non-exclusive right and license to copy, distribute, transmit, display, perform, create derivative works,

modify and otherwise use and exploit any Customer works or materials provided to Americaneagle.com hereunder and the Customer trademarks solely for the purpose of rendering Americaneagle.com's services under this Agreement. Such limited right and license shall extend to no other materials or for any other purpose and shall terminate automatically upon termination of this Agreement for any reason.

9. **Assignment of Proprietary Rights.** To the extent that Americaneagle.com has received full payment of compensation as provided by this Agreement, Americaneagle.com hereby assigns to Customer all right, title and interest in any website application created or developed by Americaneagle.com for Customer under this Agreement. The website application (other than the Software) is produced, specially ordered and commissioned at the Customer's request and direction, shall be considered a work-made-for-hire for Customer, and upon delivery in accordance herewith is the sole and exclusive property of Customer for any and all purposes. The Customer shall be deemed the creator and author of such website application and shall exclusively own all right, title and interest in such website application, and derivative works thereof, including without limitation, all intellectual property rights therein. Americaneagle.com hereby makes a full, irrevocable assignment of all right, title and interest in the website application (other than the Software) and derivative works, including without limitation, all intellectual property rights. Americaneagle.com hereby grants to Customer an irrevocable, exclusive, worldwide, royalty-free license in perpetuity to exercise all intellectual property rights in and to the foregoing. Americaneagle.com further acknowledges and agrees that it does not now have, and will not by virtue of this Agreement acquire any proprietary rights in or to the Customer's existing website application (other than the Software).

Americaneagle.com shall, and shall cause every party acting under it in relation to this Agreement, to execute any and all documents to do such other acts requested by Customer as may be required to evidence, and/or further effectuate the rights granted Customer under this Section 9. In the event Americaneagle.com fails to execute and deliver any such documents and instruments promptly upon Customer's request, Customer is hereby authorized and appointed attorney in fact of and for Americaneagle.com to make, execute and deliver any and all such documents and instruments, it being understood that such power is coupled with an interest and is irrevocable. This Section 9 shall indefinitely survive the termination of this Agreement.

10. **Warranties and Representations of Americaneagle.com.** Americaneagle.com represents and warrants to Customer that during the term of this Agreement, Americaneagle.com will ensure that: (a) all Services provided by Americaneagle.com shall be performed in a professional and competent manner consistent with industry standards applicable to the performance thereon; (b) all services, products and deliverables developed under this Agreement shall be performed in accordance with the term of the Work Order, as may be modified only by the parties mutual written consent; (c) all work shall be Americaneagle.com's original work or work which is properly licensed to Americaneagle.com for use in its services to Customer, and none of the development, use, production, distribution or exploitation thereof will infringe, misappropriate or violate any intellectual property or other right of any person or entity; (d) All necessary third-party licenses in third-party products incorporated into the website application by Americaneagle.com have been secured.

11. **Warranties and Representations of Customer.** Customer hereby represents and warrants to Americaneagle.com, and agrees that during the term of this Agreement, Customer

will ensure that: (a) Customer is the rightful owner or licensee of all content that it may provide to Americaneagle.com for implementation of the website application; (b) Customer's use, publication and display of the content it provides to Americaneagle.com will not infringe any copyright, patent, trademark, trade secret or other proprietary or intellectual property right of any person or constitute a defamation, invasion of privacy or violation of any right of publicity or any other right of any person, including without limitation, any contractual, statutory or common law right or any moral right or similar right, however denominated; (c) Customer shall comply with all applicable laws, rules, and regulations regarding the content it provides to Americaneagle.com and the customer website application and will use the website only for lawful purposes; (d) Customer has used its best efforts to ensure that the content is and will at all times remain free of all computer viruses, worms, trojan horses and other malicious code; (e) Customer shall cooperate fully with Americaneagle.com in connection with Americaneagle.com's performance of the Services as set forth in the Work Order. Delays in Customer's performance of its deliverables under this Agreement may extend the time for Americaneagle.com's performance of its obligations.

12. **Indemnification.**

A. Customer shall defend, indemnify and hold harmless Americaneagle.com from and against any and all losses, damages, costs, liabilities and expenses (including without limitation, amounts paid in settlement and reasonable attorneys' fees) which Americaneagle.com may suffer, incur or sustain resulting from or arising out of (i) Customer's breach of any representation, warranty, or covenant contained in the Agreement; (ii) Customer's content, website or any end user's use of the Customer's content or website; (iii) claims or actions of third parties alleging misappropriation of trade secrets or infringement of patents, copyrights, trademarks or other intellectual property rights arising from the use, display or publication of Customer's domain names, the website, content or the use of services in combination with hardware, software or content not provided by Americaneagle.com; (v) claims or actions by third parties relating to or arising out of Customer's use of the services.

B. Americaneagle.com shall defend, indemnify and hold harmless Customer from any claim or suit alleging that the services provided by Americaneagle.com infringe on any United States patent, copyright or trademark existing on the Effective Date, or that Americaneagle.com has knowingly misappropriated any trade secret or other intellectual property right of any other person, including any losses, damages or expenses arising from any such claim or suit. Customer agrees to cooperate with Americaneagle.com in the defense or settlement of any such claim or suit. Customer shall be reimbursed for all reasonable out-of-pocket expenses incurred in providing such cooperation or assistance requested by Americaneagle.com, but Americaneagle.com will not be liable for any costs or expenses incurred without its prior written authorization.

13. **Limitation of Liability.** Except for Americaneagle.com's indemnification obligations arising as a result of a breach of the representations and warranties set forth in Section 10, the indemnification obligation set forth in Section 12B, or a breach of Americaneagle.com's obligations with respect to Confidential Information set forth in Section 5, in no event shall Americaneagle.com be liable to Customer or any other party for any incidental, indirect or consequential damages or losses, including but not limited to lost profits, arising from

or related to any Services performed or goods developed pursuant to this Agreement, whether in contract, tort or otherwise, whether for work performed, goods or services developed, or otherwise which are in the aggregate access of the applicable amount of fees actually paid to Americaneagle.com by Customer with respect to the assignment resulting in such losses. Customer further agrees that the total liability of Americaneagle.com for all claims of any kind arising as a result of or related to this Agreement, or to any act or omission of Americaneagle.com, whether in contract, tort or otherwise, will not exceed an amount equal to the amount actually paid by Customer to Americaneagle.com for the Services performed.

14. **Non-Solicitation.** During the term of this Agreement and for two years following expiration or termination of this Agreement, Customer shall not, directly or indirectly, solicit or recruit the services of any employee of Americaneagle.com performing services under this Agreement, while such employee is employed by Americaneagle.com, and for a period of six months after such employee has left the employment of Americaneagle.com.

15. **Relation of Parties.** The Services provided by Americaneagle.com under this Agreement will be that of an independent contractor, and nothing herein shall create or imply an agency relationship between Americaneagle.com and Customer, nor will this Agreement be deemed to constitute a joint venture or partnership between the parties.

16. **Survival.** The covenants, agreements, terms, indemnifications, remedies, representations and warranties set forth in this Agreement and such other provisions which by their meaning are intended to survive this Agreement will survive the expiration or termination of this Agreement indefinitely. The expiration or termination of this Agreement will not affect the rights and obligations of the parties with respect to transactions and occurrences which took place prior to the effective date of termination.

17. **Prevailing Party.** In the event there is any litigation arising out of this Agreement, the prevailing party shall be entitled to recover all costs incurred therein, including reasonable attorney's fees at all levels of the proceedings including but not limited to appeals, bankruptcy, and collections.

18. **Conflict.** In the event of a conflict between the terms of this Agreement and the terms of the Work Order (Exhibit "A"), the terms of this Agreement will control.

19. **Notices.** Any notice required or authorized to be given by this Agreement shall be sent to the parties to address and contact listed below, which address and contact may be changed in writing from time to time.

20. **Force Majeure.** Neither party shall be liable for any default or delay in the performance of any of its obligations under this Agreement (other than failure to make payments when due) if such default or delay is caused, directly or indirectly, by forces beyond such party's reasonable control, including without limitation, fire, flood, acts of God, labor disputes, accidents, acts of war or terrorism, interruptions of transportation or communications, supply shortages or the failure of any third party to perform any commitment relative to the production or delivery of any equipment or material required for such party to perform the obligations hereunder. The delayed party shall, however, make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligation under this Agreement.

21. **Arbitration.** Any dispute arising under this Agreement shall be subject to binding arbitration by a single Arbitrator with the American Arbitration Association (“AAA”), in accordance with relevant industry rules, if any. The arbitration will be held in the county where the Customer or Americaneagle.com is located. The Arbitrator will have the authority to grant injunctive relief and specific performance to enforce the terms of this Agreement. Judgment on any award rendered by the Arbitrator may be entered in any Court of competent jurisdiction.

22. **Miscellaneous.**

A. This Agreement may not be modified, altered, amended or changed except by mutual agreement in writing and signed by to the parties.

B. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, executors legal representatives, successors and assigns. The rights and obligations under this Agreement may neither be assigned nor delegated by either party hereto without the prior written consent of the other party thereto.

C. This Agreement shall be construed under the laws of the State of Illinois, without regard to conflict of law principles.

D. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

E. The waiver by any party of any breach of covenant shall not be construed to be a waiver of any succeeding breach of any other covenant. All waivers must be in writing and signed by the party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representative of the parties hereto.

F. The parties to this Agreement agree that there shall be no discrimination in wages, benefits, or employment status because of race, color, religion, sex, age, national origin, disability or veteran status.

23. **Full Agreement.** This Agreement together with any Exhibits or attachments referred to herein, constitute the entire Agreement between the parties with respect to its subject matter, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the subject matter. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

To: [Customer Name Here] at:
[Customer Address]

To: Americaneagle.com at:
Michael Svanascini
1 South Northwest Highway, Third Floor
Park Ridge, Illinois 60068
d/b/a

SIGNED BY:
SVANACO, INC., d/b/a AMERICANEAGLE.COM

BY: _____
Michael Svanascini, President

DATE: _____

[CUSTOMER NAME HERE]

BY: _____

DATE: _____

DRAFT