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**KENDALL COUNTY**  
**ZONING AND PLATTING ADVISORY COMMITTEE**  
111 West Fox Street • Rooms 209 and 210 • Yorkville, IL • 60560  
(630) 553-4141 Fax (630) 553-4179

## **AGENDA**

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October 9, 2024 - 9:00 a.m.

### CALL TO ORDER

**ROLL CALL:** **County Board:** Seth Wormley, PBZ Committee Chair; **County Highway Department:** Fran Klaas, County Engineer; **WBK Engineering, LLC:** Greg Chismark, Stormwater Consultant; **County Health Department:** Aaron Rybski, Director Environmental Health; **Forest Preserve District:** David Guritz, Director; **SWCD:** Alyse Olson, Resource Conservationist; **Sheriff's Office:** Commander Jason Langston; **GIS:** Meagan Briganti; **PBZ:** Brian Holdiman, Code Official; Matt Asselmeier, PBZ Director

### APPROVAL OF AGENDA

APPROVAL OF MINUTES: Approval of September 3, 2024, ZPAC Meeting Minutes (Pages 2-25)  
Approval of October 1, 2024, ZPAC Gathering Minutes (Page 80)

### PETITION:

1. **Petition 24 – 28 – Peter J. and Laurie Jo Pasteris on Behalf of the Peter J. Pasteris, Jr. Revocable Declaration of Living Trust (Pages 26-78)**  
Request: Major Amendment to a Special Use Permit for a Banquet Facility Granted by Ordinance 2015-06  
PINs: 06-11-100-004, 06-11-100-008, and 06-10-200-001  
Location: 1998 Johnson Road, Oswego in Na-Au-Say Township  
Purpose: Petitioner Wants to Amend the Site Plan by Replacing the Tent with a Permanent Building, Expand the Special Use Permit Area, Increase the Capacity of Attendees at Events, Change the Operating Season to Year-Round, Replace the Mobile Restroom Facilities with Permanent Restroom Facilities, and Have the Ability to Install Signage in the Future; Property is Zoned A-1 with a Special Use Permit

### REVIEW OF PETITIONS THAT WENT TO COUNTY BOARD

1. Petition 24-17 Pipeline Depth Text Amendments
2. Petition 24-23 Special Use for Landscaping Business at 6891 Fox River Drive
3. Petition 24-27 Plat of Vacation of Easements Between Lots 110 and 111 in Whitetail Ridge Subdivision

### OLD BUSINESS/ NEW BUSINESS

1. Recommendation on Fiscal Year 2024-2025 Meeting Calendar (Page 79)

### CORRESPONDENCE

### PUBLIC COMMENT

### ADJOURNMENT- Next meeting on November 5, 2024

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time.

**ZONING, PLATTING & ADVISORY COMMITTEE (ZPAC)  
September 3, 2024 – Unapproved Meeting Minutes**

PBZ Chairman Seth Wormley called the meeting to order at 9:00 a.m.

Present:

Matt Asselmeier – PBZ Department  
David Guritz – Forest Preserve  
Brian Holdiman – PBZ Department  
Fran Klaas – Highway Department  
Commander Jason Langston – Sheriff’s Department  
Alyse Olson – Soil and Water Conservation District  
Seth Wormley – PBZ Committee Chair

Absent:

Meagan Briganti – GIS Department  
Greg Chismark – WBK Engineering, LLC  
Aaron Rybski – Health Department

Audience:

Tom Carroll, Jim Filotto, Katherine Rousonelos, Ray Jackinowski, and Dan Kramer

**AGENDA**

Mr. Guritz made a motion, seconded by Mr. Klaas, to approve the agenda as presented.

With a voice vote of seven (7) ayes, the motion carried.

**MINUTES**

Mr. Guritz made a motion, seconded by Mr. Klaas, to approve the August 6, 2024, meeting minutes.

With a voice vote of seven (7) ayes, the motion carried.

**PETITIONS**

**Petition 24-24 James W. Filotto on Behalf of Oakland Avenue Storage, LLC**

Mr. Asselmeier summarized the request.

Mr. Asselmeier noted that a revised site plan was submitted in response to comments from WBK Engineering.

On July 16, 2024, the Kendall County Board approved Ordinance 2024-26, rezoning the subject property to B-3 Highway Business District. On July 8, 2024, the Kendall County Planning, Building and Zoning Committee approved a conditional use permit for a contractor’s office or shop (roofing contractor) where all storage of equipment and materials are inside a building.

The Petitioner is requesting site plan approval as required by Section 13:10 of the Kendall County Zoning Ordinance.

The application materials, improvement plans, landscaping plan, site plan, and the building elevations were provided.

The property is located between 276 and 514 Route 52 in Seward Township.

The property is approximately eleven (11) acres.

The County’s Future Land Use Map calls for the property to be Commercial. The Village of Shorewood’s Future Land Use Map calls for the property to be Mixed Use.

Route 52 is a State maintained Arterial Road.

There is a trail planned along Route 52.

There are no floodplains or wetlands on the property.

The adjacent properties are Agricultural, Single-Family Residential, and a Landscaping Business.

The adjacent properties are zoned A-1 and A-1 SU.

The County's Future Land Use Map calls for the area to be Public/Institutional, Suburban Residential and Commercial. The Village of Shorewood's Future Land Use Map calls for the area to be Mixed Use, a School, and Single-Unit Residential Detached.

The properties within one half (1/2) mile are zoned A-1, A-1 SU, B-2, B-3 SU, B-4, and Will County Zoning.

The A-1 special use permits to east are for a landscaping business and fertilizer plant.

The A-1 special use permit to the west is for a landing strip.

The B-3 special use permit to the east is for indoor and outdoor storage.

The property to the north of the subject property is planned to be a school.

EcoCAT Report submitted and consultation was terminated.

Petition information was sent to Seward Township on August 21, 2024.

Petition information was sent to the Village of Shorewood on August 21, 2024. Mr. Asselmeier read an email from the Village of Shorewood stating they had no comments.

Petition information was sent to the Minooka Fire Protection District on August 21, 2024. Mr. Asselmeier read a comment letter and turning radius information from the Minooka Fire Protect District.

The design standards were as follows:

Responsive to Site Conditions-Site plans should be based on an analysis of the site. Such site analysis shall examine characteristics such as site context; geology and soils; topography; climate and ecology; existing vegetation, structures and road network; visual features; and current use of the site. In addition to the standards listed below, petitioners must also follow the regulations outlined in this Zoning Ordinance. To the fullest extent possible, improvements shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative effects and alteration of natural features. Fragile areas such as wetlands and flood plains should be preserved as open space. Slopes in excess of 20 percent as measured over a 10-foot interval also should remain as open space, unless appropriate engineering measures concerning slope stability, erosion and safety are taken. The property was rezoned to B-3 Highway Business earlier in 2024. The property drains towards the south. There are no floodplains or wetlands on the property and there are no excessive slopes.

Traffic and Parking Layout-Site plans should minimize dangerous traffic movements and congestion, while achieving efficient traffic flow. An appropriate number of parking spaces shall be provided while maintaining County design standards. The number of curb cuts should be minimized and normally be located as far as possible from intersections. Connections shall be provided between parking areas to allow vehicles to travel among adjacent commercial or office uses. Cross-access easements or other recordable mechanisms must be employed. The site improvement plan shows one (1) access from Route 52, a twenty-four foot (24') wide asphalt drive. Based on the proposed use and the requirements of Section 11:04 of the Zoning Ordinance, one (1) parking space would be required per employee. The Petitioner indicated that six (6) full-time employees would report to the site for work. The site improvement plan shows nine (9) parking spaces, including one (1) ADA compliant parking space. There will be a maximum of four (4) employees at the property.

Conflicts between pedestrians and vehicular movements should be minimized. When truck traffic will be present upon the site, the road size and configuration shall be adequate to provide for off-street parking and loading facilities for large vehicles. Barrier curb should be employed for all perimeters of and islands in paved parking lots, as well as for all service drives, loading dock areas, and the equivalent. Parking lots in industrial or commercial areas shall be paved with hot-mix asphalt or concrete surfacing. No conflicts are foreseen.

Site Layout-Improvements shall be laid out to avoid adversely affecting ground water and aquifer recharge; minimize cut and fill; avoid unnecessary impervious cover; prevent flooding and pollution; provide adequate access to lots and sites; and mitigate adverse effects of shadow, noise, odor, traffic, drainage and utilities on neighboring properties. The proposal should not impact, shadow, noise, odor, traffic, or utilities on neighboring properties. The landscaping plan preserves the existing tree line along the western property line. The landscaping plan also shows vegetation added to the north side of the building and between the refuse area and the parking lot. The building elevations do not show any lights on the western side of the building and two (2) LED light fixtures on the north side of the building. The main entrance and parking are on

the east side of the building and the building will block lights from vehicles parked in the parking lot from the residential structure to the west. The business sign along Route 52 will be illuminated and will be required to follow Kendall County's signage regulations. Drainage concerns can be addressed in the stormwater management permit; WBK Engineering submitted a comment letter dated August 21, 2024, but the comments raised in the letter do not directly impact site layout. The proposed septic field is located north of the building and the proposed well is located between the building and parking lot, per the site improvement plan.

Consistent with the Land Resource Management Plan-The proposed use and the design of the site should be consistent with the Land Resource Management Plan. This is true.

Building Materials-The proposed site plan design shall provide a desirable environment for its occupants and visitors as well as its neighbors through aesthetic use of materials, textures and colors that will remain appealing and will retain a reasonably adequate level of maintenance. Buildings shall be in scale with the ultimate development planned for the area. Monotony of design shall be avoided. Variations in detail, form, and setting shall be used to provide visual interest. Variation shall be balanced by coherence of design elements. The building elevations propose a building with brick veneer, galvalume steel siding, metal doors, and aluminum fascia, gutters, and downspouts on a concrete foundation. The building's highest point will be twenty-eight feet, two inches (28', 2"). The building, including storage areas and offices, is proposed to be just under sixteen thousand (16,000) square feet in size.

Relationship to Surrounding Development-A site shall be developed in harmony with neighboring street pattern, setbacks and other design elements. This is not an issue.

Open Space and Pedestrian Circulation-Improvements shall be designed to facilitate convenient and safe pedestrian and bicycle movement within and to the property. This is not an issue. There is land available on the north end of the property for a trail, if a trail is installed in the future.

Buffering-Measures shall be taken to protect adjacent properties from any undue disturbance caused by excessive noise, smoke, vapors, fumes, dusts, odors, glare or stormwater runoff. Incompatible, unsightly activities are to be screened and buffered from public view. The landscaping plan calls for the maintenance of the existing tree line along the western property line. The landscaping plan calls for the planting of four (4) deciduous shade trees, five (5) deciduous ornamental trees, three (3) evergreen trees, twenty-eight (28) deciduous shrubs, and fourteen (14) evergreen shrubs at various locations around the property. In addition, a seed mix is purposed around the building and detention pond. Mulch and compost are also planned around the site. Per the site improvement plan, a vinyl chain-link fence with an electronic gate is planned around an area south of the building. This fence will be eight feet (8') feet in height. The building elevations call for several LED light fixtures, mainly over the windows and doors. Lighting must follow the regulations in the Kendall County Zoning Ordinance. The conditional use permit prevents outdoor storage of materials or outdoor fabrication. Stormwater issues can be addressed in the stormwater management permit.

Emergency Vehicle Access-Every structure shall have sufficient access for emergency vehicles. Staff would like comments from the Minooka Fire Protection District and Sheriff's Department on this matter.

Mechanical Equipment Screening-All heating, ventilation and air conditioning equipment shall be screened on sides where they abut residential districts. The site improvement plans show the mechanical equipment, a small condenser, south of the proposed office space. The building and the evergreen trees should screen the mechanical equipment from any of the neighboring properties that might be zoned residential in the future.

Lighting-The height and shielding of lighting fixtures shall provide proper lighting without hazard to motorists on adjacent roadways or nuisance to adjacent residents by extending onto adjacent property. Cut-off lighting should be used in most locations, with fixtures designed so that the bulb/light source is not visible from general side view. The Petitioner proposed an illuminated sign as depicted on the site improvement plan. The size and location of the sign will comply with the Kendall County Zoning Ordinance. Neither the parking lot nor the driving aisle will be illuminated. The elevations show eleven (11) LED light fixtures over various doors and windows. No doors, windows or light fixtures are proposed on the west side of the building.

Refuse Disposal and Recycling Storage Areas-All refuse disposal and recycling storage areas should be located in areas designed to provide adequate accessibility for service vehicles. Locations should be in areas where minimal exposure to public streets or residential districts will exist. Screening shall be required in areas which are adjacent to residential districts or are within public view. Such enclosures should not be located in landscape buffers. Refuse containers and compactor systems shall be placed on smooth surfaces of non-absorbent material such as concrete or machine-laid asphalt. A concrete

pad shall be used for storing grease containers. Refuse disposal and recycling storage areas serving food establishments shall be located as far as possible from the building's doors and windows. The use of chain link fences with slats is prohibited. One (1) refuse location is shown near the northeast corner of the fenced parking area. As required by the Kendall County Zoning Ordinance, plantings, in this case specifically three (3) evergreen trees will be planted to the east of the refuse area to provide screening, per the landscaping plan. The building and position inside the fence parking area, combined with the evergreen trees, should shield the refuse area from adjoining properties.

Pending review by ZPAC, Staff recommended approval of the site plan subject to the following conditions:

1. The site shall be developed substantially in accordance with the submitted improvement plans, landscaping plan, and building elevations.
2. If additional lighting is proposed in the future, an amendment to the site plan will be required.
3. If additional freestanding signage, other than directional or emergency related signage, is proposed in the future, an amendment to the site plan will be required. This requirement shall not apply if signage is added to the building.
4. Damaged or dead plantings shown on the landscaping plan shall be replaced on a timeframe approved by the Kendall County Planning, Building and Zoning Department.
5. The site shall be developed in accordance with all applicable federal, state, and local laws related to site development.

Ray Jackinowski asked if there was a fence along the western property line. Mr. Asselmeier responded that no fence was planned along the western property line. The Petitioner was not required to install a fence along the western property line.

Mr. Guritz asked if there was a drainage easement on the eastern side of the property. Mr. Asselmeier said no drainage easement officially existed on the property. The site development would be on the west side of the property. Drainage would have to be examined again, if the east side of the property is developed.

Mr. Guritz asked why the site plan was revised. Mr. Asselmeier responded to reflect WBK's comments. Mr. Guritz asked if WBK was satisfied by the respond. Mr. Asselmeier said WBK has not responded, but he thought the site plan addressed WBK's concerns.

Commander Langston requested that the access code for the gate be given to KenCom.

Chairman Wormley asked about the septic system. Mr. Asselmeier said the septic system was designed based on the proposed use. The Petitioner was encouraged to work with the Health Department on their design for the septic system.

Mr. Holdiman asked about access. Mr. Asselmeier responded that a new access point was needed from IDOT.

Mr. Guritz made a motion, seconded by Mr. Klaas, to approve the proposal with the conditions proposed by Staff and adding a requirement that the code to the gate be given to KenCom.

Mr. Jackinowski asked about adding a fence to the western property line. A fence was not required. Discussion occurred regarding a fence around a nearby kennel. The fence request for privacy.

Mr. Jackinowski asked if the indoor storage was still required; this requirement is still in existence.

The votes were follows:

Ayes (7): Asselmeier, Guritz, Holdiman, Klaas, Langston, Olson, and Wormley  
Nays (0): None  
Abstain (0): None  
Absent (3): Briganti, Chismark, and Rybski

The motion passed.

**Petition 24-26 Timothy A. Tremain**

Mr. Asselmeier summarized the request.

The Petitioners would like a map amendment rezoning approximately three point six more or less (3.6 +/-) acres located on north side of River Road between 11327 and 11209 River Road from R-1 One Family Residential District to R-3 One Family Residential District in order to build two (2) houses at the property.

The property was rezoned in 2007 by Ordinance 2007-03 and is Lot 1 of the Glen Nelson Subdivision.

The property is less than ten (10) acres in size as is eligible for rezoning under Section 8:07.H of the Kendall County Zoning Ordinance.

As of the date of this memo, the Petitioner has not indicated if they will be dividing the land through a Plat Act Exemption or if they will be pursuing a re-subdivision of the property.

The application materials and zoning plat were provided.

The property is approximately three point six (3.6) acres in size.

The County's Future Land Use Map calls for the property to be Rural Residential. The United City of Yorkville's Future Land Use Map calls for the property to be Estate/Conservation Residential.

River Road is a Township maintained Minor Collector.

The zoning plat shows a fifteen foot (15') trail easement along the southern portion of the property.

There are no floodplains or wetlands on the property.

The adjacent land uses are Agricultural, Wooded, Single-Family Residential, and a Private Road.

The adjacent properties are zoned A-1, R-1, and R-3.

The County's Future Land Use Map calls for the area to Rural Residential. The United City of Yorkville's Future Land Use Map calls for the area to be Estate/Conservation Residential.

Properties within one half (1/2) mile are zoned A-1, A-1 SU, and R-3 in the County and Residential inside Yorkville south of the Fox River.

The A-1 special use permits to the east is for a campground (PNA Camp).

EcoCAT Report submitted and consultation was terminated; there were protected resources in the area, but adverse impacts were unlikely.

The application for NRI was submitted on August 20, 2024.

Petition information was sent to Bristol Township on August 23, 2024. No comments were received.

Petition information was sent to the United City of Yorkville on August 23, 2024. Yorkville will be reviewing this Petition at their meetings in October.

Petition information was sent to the Bristol-Kendall Fire Protection District on August 23, 2024. No comments were received.

The Petitioners would like to rezone the property in order to build a maximum of two (2) houses on the property.

The site is currently vacant. Any future buildings would have to meet applicable building codes.

No utility information was provided.

The property fronts Glen Nelson Drive, which is a private road. The zoning plat (Attachment 2) notes that the property cannot access River Road.

Any parking would be for residential purposes.

Based on the proposed uses, no new odors are foreseen.

Lighting would be for residential purposes and would have to follow applicable ordinances.

Landscaping would be for residential uses.

Signage would be for residential purposes and would have to meet applicable regulations.

The owners of the property would have to follow applicable noise control regulations based on residential uses.

Stormwater control would be evaluated as part of the building permit.

The proposed Findings of Fact were as follows:

Existing uses of property within the general area of the property in question. The surrounding properties are used for agricultural purposes and single-family residential purposes.

The Zoning classification of property within the general area of the property in question. The surrounding properties are zoned A-1, R-1, and R-3. In particular, the properties immediate south of the subject property are zoned R-3.

The suitability of the property in question for the uses permitted under the existing zoning classification. One (1) single-family home could be built on the subject property under the present R-1 zoning classification. If a property owner wanted to construct additional homes, a map amendment to a zoning district that allows for small lots, such as the R-3 zoning classification, would be needed.

The trend of development, if any, in the general area of the property in question, including changes, if any, which may have taken place since the day the property in question was in its present zoning classification. The Zoning Board of Appeals shall not recommend the adoption of a proposed amendment unless it finds that the adoption of such an amendment is in the public interest and is not solely for the interest of the applicant. The Zoning Board of Appeals may recommend the adoption of an amendment changing the zoning classification of the property in question to any higher classification than that requested by the applicant. For the purpose of this paragraph the R-1 District shall be considered the highest classification and the M-2 District shall be considered the lowest classification. The trend of development in the area is a mix of agricultural and single-family residential.

Consistency with the purpose and objectives of the Land Resource Management Plan and other adopted County or municipal plans and policies. The subject property is classified as Rural Residential on the Future Land Use Map and the R-3 Zoning District is consistent with this land classification.

Staff recommended approval of the proposed map amendment.

Dan Kramer, Attorney for the Petitioner, stated that the developer of the subdivision lives across from the Petitioner. Mr. Kramer explained the history of the subdivision. The Petitioner plans to build a house on the south lot. There would be no cuts on River Road. Mr. Kramer said that Yorkville was reviewing the proposal at their meetings in October and the proposal would go to the Planning Commission in October. He also said that neighboring property owners were fine with dividing the lot.

Mr. Guritz asked about the Estate/Conservation Residential designation. Mr. Asselmeier said that Yorkville designated the property that way in their Future Land Use Map. Mr. Kramer explained that the designation was assigned to properties where Yorkville had not undertaken large amounts of analysis of future land use.

Mr. Klaas asked when the subdivision was created. It was created around 2007. Mr. Klaas asked when the right-of-way dedication occurred. The dedication probably occurred at that time.

Mr. Guritz asked if the trail easement was held by the County. Mr. Asselmeier was unsure, but he thought it was held by Bristol Township. If it was held by Bristol Township, and the road was annexed, the trail easement would go to Yorkville.

The homes probably would not be constructed until 2025 at the earliest.

Mr. Guritz made a motion, seconded by Commander Langston, to recommend approval of the map amendment.

The votes were follows:

Ayes (7): Asselmeier, Guritz, Holdiman, Klaas, Langston, Olson, and Wormley  
Nays (0): None  
Abstain (0): None  
Absent (3): Briganti, Chismark, and Rybski

The motion passed.

The proposal goes to the Kendall County Regional Planning Commission on October 23, 2024.

**Petition 24-27 Steve W. Jeffers on Behalf of Revolution Investments, LLC**

Mr. Asselmeier summarized the request.

A ten foot (10') drainage and utility easement presently exists between Lots 110 and 111 in Whitetail Ridge Subdivision. The Petitioner own the subject lots and would like to construct a home in the center of the combined lots.

The properties are addressed as 5682 and 5834 Championship Court, Yorkville.

The lots are approximately one point five (1.5) acres in size.

The properties are zoned RPD-2.

The County Future Land Use Map calls for the property to be Rural Residential.

Championship Court is a Township Road classified as a Local Road.

There are no trails planned in the area.

There are no floodplains or wetlands on the property.

The adjacent land uses are Single-Family Residential and Open Space (Golf Course).

The adjacent properties are zoned RPD-2 and RPD-2 SU.

The County's Future Land Use Map calls for the area to be Single-Family Residential and Open Space (Golf Course).

The RPD-2 special use is for a golf course.

Na-Au-Say Township was emailed information on August 23, 2024. No comments received.

The United City of Yorkville was emailed information on August 23, 2024. No comments received.

The Bristol-Kendall Fire Protection District was emailed information on August 23, 2024. No comments received.

The application materials, plat of vacation, and topographic information were provided.

On August 22, 2024, Greg Chismark sent an email stating that he had no objections to the vacation from a drainage perspective. This email was provided.

On August 22, 2024, a representative from the Whitetail Ridge Homeowners' Association submitted an email stating the HOA had no objections to the requested easement vacation. This email was provided.

The Petitioner was still obtaining approvals from the utilities; they had approval from everyone except AT&T.

Staff recommended approval of the requested easement vacation provided that Lots 110 and 111 remain under the same ownership.

Mr. Guritz made a motion, seconded by Commander Langston, to recommend approval of the plat of vacation.

The votes were follows:

Ayes (7): Asselmeier, Guritz, Holdiman, Klaas, Langston, Olson, and Wormley

Nays (0): None

Abstain (0): None

Absent (3): Briganti, Chismark, and Rybski



The motion passed.

The proposal goes to the Kendall County Planning, Building and Zoning Committee on September 9, 2024.

**REVIEW OF PETITIONS THAT WENT TO COUNTY BOARD**

None

**OLD BUSINESS/NEW BUSINESS**

None

**CORRESPONDENCE**

None

**PUBLIC COMMENT**

Dan Kramer commended the Regional Planning Commission for honoring Larry Nelson.

**ADJOURNMENT**

Mr. Guritz made a motion, seconded by Mr. Klaas, to adjourn.

With a voice vote of seven (7) ayes, the motion carried.

The ZPAC, at 9:36 a.m., adjourned.



Respectfully Submitted,  
Matthew H. Asselmeier, AICP, CFM  
Director

Enc.

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**KENDALL COUNTY  
ZONING & PLATTING ADVISORY COMMITTEE  
SEPTEMBER 3, 2024**

IF YOU WOULD LIKE TO BE CONTACTED ON FUTURE MEETINGS REGARDING THIS TOPIC, PLEASE PROVIDE YOUR ADDRESS OR EMAIL ADDRESS

NAME	ADDRESS (OPTIONAL)	EMAIL ADDRESS (OPTIONAL)
<i>Paul Jachnowski</i>		
<i>Kathy Hancock</i>		
<i>Jim Filott</i>		
<i>Dan Keane</i>		



## Memorandum

Date: August 27, 2024

To: Matthew Asselmeier  
Kendall County Planning, Building & Zoning

From: Thomas Carroll, P.E.

Re: Filotto Roofing – Site Plan

The enclosed Improvement Plans, calculations, permit applications, and supporting documents have been revised per your review letter, dated August 21, 2024. We offer the following responses (in bold) to the comments provided:

1. In the Stormwater Management Report, the Detention Tributary Area exhibit and detention calculations reflect the basin provides detention for the disturbed 2.87 acres, however, in proposed conditions the basin will accept runoff from an additional area between the proposed disturbance and possibly areas north of the proposed building. Please evaluate the overflow weir for this additional flow as to depth and velocity with the understanding overflow conditions will occur more frequently. **The overflow weir calculations have been updated to include both the developed area and the undeveloped area that are both tributary to the proposed detention basin.**
2. The weir coefficient is represented as two different values in the stormwater report. Verify the appropriate value. Also verify the weir length in the calculations matches the plans. **The stormwater calculations have been updated to reconcile the weir coefficients.**
3. Site Improvement Plans – Please add dimensions to the restrictor manhole detail to verify the minimum 4” clearance will be met with the proposed top of wall elevation. Revise the grate type to maximize the overflow potential using a beehive type or “01” for EJIW products. **The rim of the restrictor structure has been raised slightly to accommodate for the extra height of the beehive grate. Also, the restrictor structure detail has been updated to include dimensions to demonstrate that there will be adequate clearance for the top of the wall in the restrictor structure.**
4. We understand the drainage swales along the east and west limits of the disturbed area are intended to capture flow from disturbed areas and route it to the stormwater basin. The definition of the swale is lacking in some areas. It is preferred that a typical minimum swale section be depicted that call out a minimum swale bottom side slope and depth to convey flows. Verify minimum depth with a channel capacity calculation. It is not necessary to revise all contours or include this additional area in the stormwater calculations, however we have no objection if that is done. Our primary concern is that the final field conditions will indicate clear capture and routing of the flows. **Typical swale sections have been added to the Grading Plan. Also, Appendix 5 has been added to the Stormwater Report to demonstrate that the proposed swales have adequate capacity to convey the 100-year tributary flows to the detention basin.**

5. Access to US 52 will require approval from IDOT. **Acknowledged. We have submitted to IDOT and will forward approval once it is obtained.**
  
6. An NPDES permit is needed for the project. **Acknowledged. NPDES permit approval will be submitted once obtained.**

# SITE IMPROVEMENT PLANS

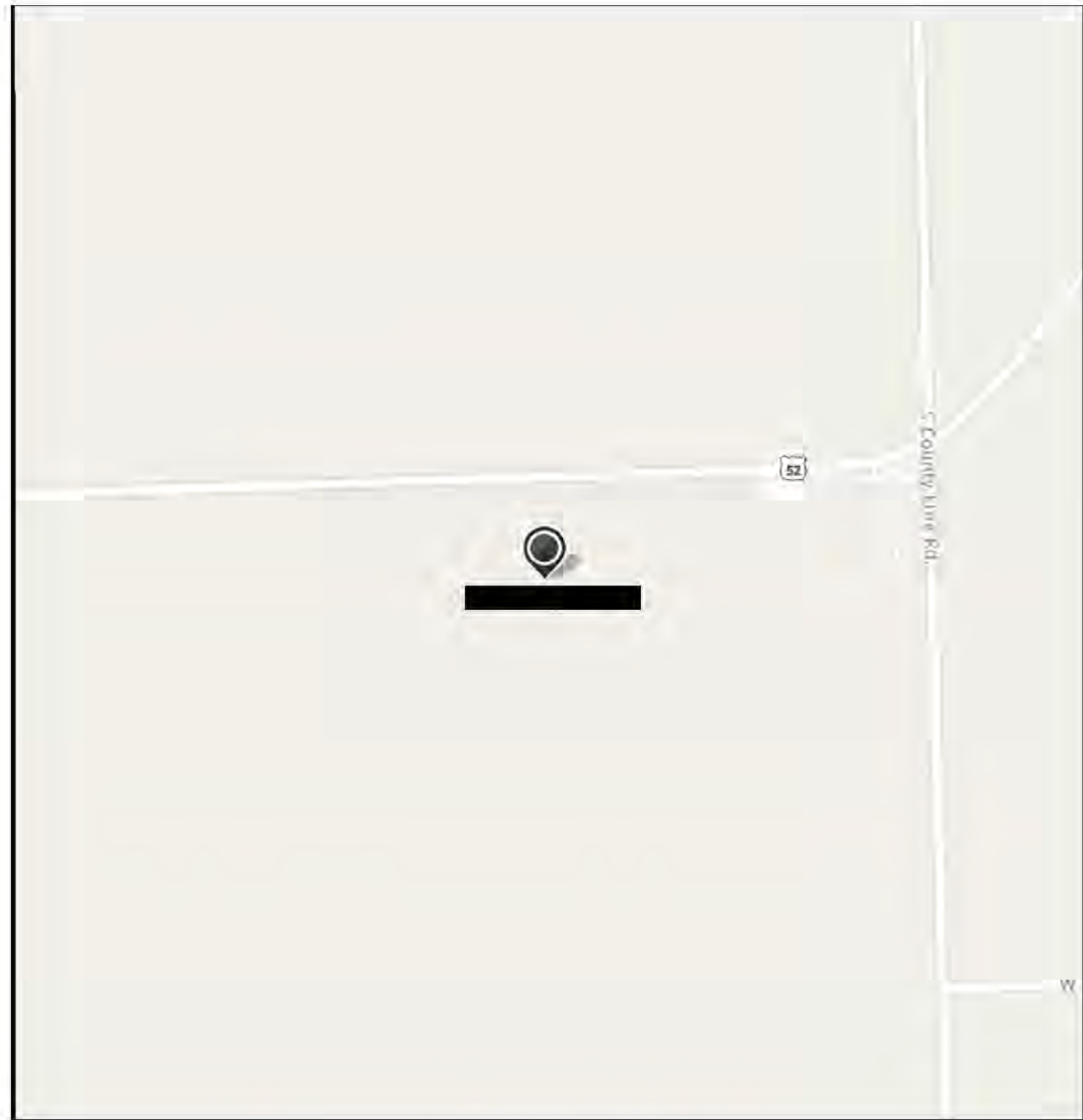
## FILOTTO ROOFING

### US ROUTE 52, MINOOKA

**BENCHMARKS:**  
 REFERENCE: KENDALL COUNTY (SEWARD TOWNSHIP) BENCHMARKS 902, 922, 923, AND 927.  
 SITE: RIM OF STORM DRAIN AT NORTHEAST CORNER OF PROPERTY. ELEV=630.89

**PROPERTY INFORMATION:**  
 LOCATION: U.S. ROUTE 52, WEST OF COUNTY LINE ROAD, MINOOKA  
 PERMITTING: UNINCORPORATED KENDALL COUNTY  
 COUNTY: KENDALL  
 SECTION: SEC. 13 135N R8E  
 P.L.N.(S): 09-13-400-011  
 ZONING: B-3

**LEGAL DESCRIPTION:**  
 WEST HALF OF THE NORTH 806.65-FT OF THE WEST 1296.0-FT (EXCEPT THE SOUTH 80.67-FT) OF THE SOUTHEAST QUARTER OF SECTION 13-135N-R8



LOCATION MAP

**INDEX OF SHEETS**

1.	TITLE SHEET
2.	EXISTING CONDITIONS
3.	GEOMETRIC PLAN
4.	GRADING/UTILITY PLAN
5.	STORMWATER POLLUTION PREVENTION PLAN
6.	EROSION CONTROL PLAN
7.	CONSTRUCTION DETAILS
8.	SPECIFICATIONS

OWNER: OAKLAND AVE STORAGE LLC

CLIENT: UNITED ARCHITECTS  
 ROBERT GEBEL

WARNING



CALL BEFORE YOU DIG

THE PUBLIC WORK & UTILITIES DEPARTMENTS AND BUILDING DEPARTMENT SHALL BE NOTIFIED A MINIMUM OF 48 HOURS PRIOR TO THE START OF OR RESUMPTION OF WORK ON THE PROJECT

EXISTING	LEGEND	PROPOSED
	STORM SEWER (RCP)	
	STORM SEWER (PVC/HDP)	
	SANITARY SEWER	
	WATER MAIN	
	FIRE HYDRANT	
	VALVE VAULT	
	VALVE BOX	
	STORM SEWER MANHOLE	
	CATCH BASIN	
	INLET	
	FLARED END SECTION	
	SANITARY SEWER MANHOLE	
	STREET LIGHT	

**DRAINAGE & ENGINEER CERTIFICATE**  
 I, THOMAS CARROLL, A LICENSED PROFESSIONAL ENGINEER OF ILLINOIS, HEREBY AFFIRM THAT THESE DOCUMENTS HAVE BEEN PREPARED BY OR UNDER MY DIRECT SUPERVISION AND CONTROL AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THESE DOCUMENTS HAVE BEEN PREPARED IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING STANDARDS AND PRACTICES AND COMPLY WITH APPLICABLE LAWS, CODES AND ORDINANCES.

FURTHERMORE, TO THE BEST OF OUR KNOWLEDGE AND BELIEF, THE DRAINAGE OF SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF THESE IMPROVEMENTS OR ANY PART THEREOF, OR, THAT IF SUCH SURFACE WATER DRAINAGE WILL BE CHANGED, REASONABLE PROVISIONS HAVE BEEN MADE FOR THE COLLECTION AND DISCHARGE OF SURFACE WATERS INTO PUBLIC OR PRIVATE AREAS AND/OR DRAINS WHICH THE DEVELOPER HAS THE RIGHT TO USE AND THAT SUCH SURFACE WATERS WILL BE PLANNED FOR IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRACTICES SO AS TO REDUCE THE LIKELIHOOD OF DAMAGE TO THE ADJOINING PROPERTY BECAUSE OF THE CONSTRUCTION OF THE IMPROVEMENTS.

DATED THIS 27TH DAY OF AUGUST, 2024

*Thomas Carroll*

THOMAS CARROLL, P.E.  
 ILLINOIS P.E. #062,052783  
 LICENSE EXPIRES 11-30-2025  
 GEOTECH INCORPORATED PROFESSIONAL  
 DESIGN FIRM NUMBER 184-000165



SEAL/STAMP

NO.	DATE	REVISION
1	7.23.24	INITIAL SUBMITTAL
1	7.29.24	COUNTY REVIEW
2	8.12.24	RELOCATE TRASH BIN
3	8.27.24	COUNTY REVIEW

FILOTTO ROOFING  
 U.S. ROUTE 52  
 MINOOKA, IL  
 TITLE SHEET

**GEOTECH INC.**  
 CONSULTING ENGINEERS - LAND SURVEYORS  
 1207 CEDARWOOD DRIVE CREST HILL, ILLINOIS 60403 815/730-1010

PROJECT NO. 21641  
 DATE: 5.30.24  
 DRAWN BY: TC  
 CHECKED BY: CP

SHEET NO.  
 1

PIN 09-13-100-002  
Katherine Rousonelos  
A1 Zoning

Utility Easement over the South Half of U.S. Route 52 granted to Illinois Bell Telephone Company by Document No. 142362 recorded August 6, 1963 and Northern Illinois Gas Company by Document No. 70-3259 recorded November 20, 1970

PIN 09-13-200-003  
Board of Education of Minoaka Community High School District No. 111  
A1 Zoning

U.S. Route 52 2640.36'

1296.0'  
Asphalt Pavement w/ Gravel Shoulder

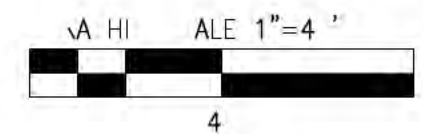
Right of Way dedicated to the County of Kendall and State of Illinois by Ordinance recorded January 13, 1943 in Book 56 of Page 42

PIN 09-13-300-007  
and L. Jacknowski Trust  
A1 Zoning

PIN 09-13-300-008  
A1 Zoning

PIN 09-13-400-012  
TZ Landscaping, LLC  
A1-SU Zoning  
Ord. #2019-32

PIN 09-13-400-007  
Delong Co. Inc  
A1 Zoning



EAL/TAM

N.	DATE	REVISION	INITIALS	REVIEW
1	7-14-24	INITIAL		REVIEW
2	7-14-24	REVISE		REVIEW
3	7-14-24	REVISE		REVIEW

FIL IT R FIN  
R TE 5  
MIN KA, IL  
EXI TIN NDITI N PLAN

E T E H IN  
N LTIN EN INEER - LAND RVEY R  
17 EDARV D DRIVE RET HILL, ILLIN I 4 1/7 -11

J E T N . 1 41  
DATE: . . . 4  
DRAWN BY: T  
CHECKED BY:

HEET N .

- NOTE:
- EXISTING UTILITIES SHALL BE PROTECTED AND NOT REMOVED UNLESS NECESSARY. ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE SPECIFIED.
  - ALL UTILITIES SHALL BE PROTECTED AND NOT REMOVED UNLESS NECESSARY. ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE UNLESS OTHERWISE SPECIFIED.
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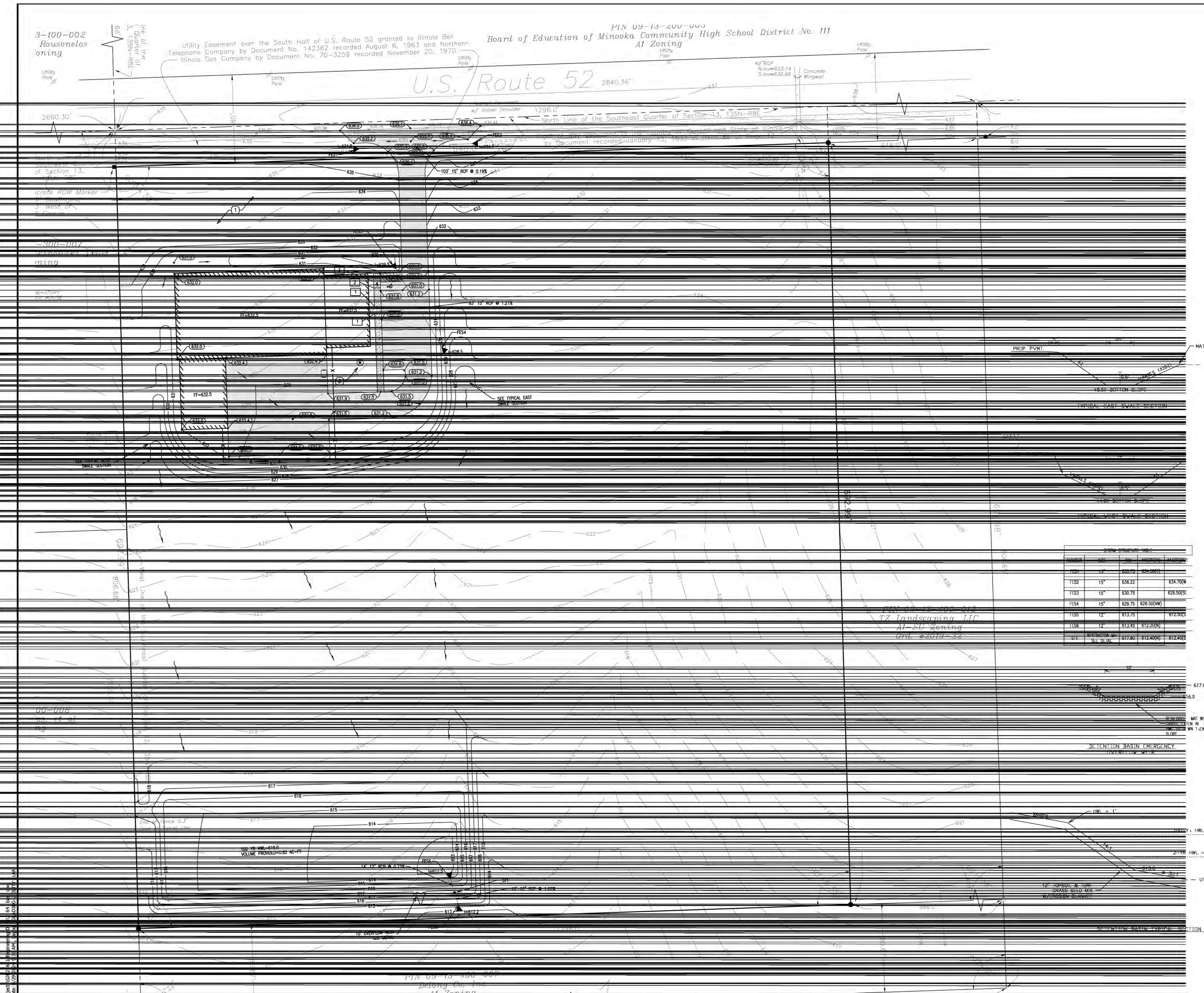


3-100-002  
Rousmelos  
Zoning

Utility Easement over the South Half of U.S. Route 52 granted to Illinois Bell Telephone Company by Document No. 142362 recorded August 6, 1963 and Northern Illinois Gas Company by Document No. 70-3259 recorded November 20, 1970

PIN 09-13-200-000  
Board of Education of Minoaka Community High School District No. III  
At Zoning

U.S. Route 52 2640.36'



STATION	INVERT	OUTLET	MANHOLE	DEPRESSION
TS2	15"	636.22	634.70(W)	
FES3	15"	630.75	629.50(OR)	
FES4	15"	629.75	628.50(W)	
TS5	12"	613.75	612.00(S)	
TS6	12"	613.50	612.00(S)	
S1	8"	617.30	612.00(S)	612.00(S)

- GENERAL NOTES:
1. ALL ELEVATIONS ARE IN FEET AND DECIMALS THEREOF UNLESS OTHERWISE NOTED.
  2. ALL ELEVATIONS SHALL BE FINISHED UNLESS OTHERWISE NOTED.
  3. ALL EXISTING UTILITIES SHALL BE MAINTAINED UNLESS OTHERWISE NOTED.
  4. ALL NEW UTILITIES SHALL BE INSTALLED AS SHOWN.
  5. ALL UTILITY DEPTHS SHALL BE AS SHOWN.
  6. ALL UTILITY LINES SHALL BE INSTALLED AT 4' FROM CENTERLINE UNLESS OTHERWISE NOTED.
  7. ALL UTILITY LINES SHALL BE INSTALLED AT 4' FROM CURB UNLESS OTHERWISE NOTED.
  8. ALL UTILITY LINES SHALL BE INSTALLED AT 4' FROM PROPERTY LINE UNLESS OTHERWISE NOTED.
  9. ALL UTILITY LINES SHALL BE INSTALLED AT 4' FROM ROAD EDGE UNLESS OTHERWISE NOTED.
  10. ALL UTILITY LINES SHALL BE INSTALLED AT 4' FROM DRIVE EDGE UNLESS OTHERWISE NOTED.
  11. ALL UTILITY LINES SHALL BE INSTALLED AT 4' FROM SIDEWALK EDGE UNLESS OTHERWISE NOTED.

- MINIMUM COVER:
- |     |    |     |     |
|-----|----|-----|-----|
| 12" | 8" | 12" | 12" |
| 12" | 8" | 12" | 12" |
| 12" | 8" | 12" | 12" |

- SYMBOLS:
- INLET
  - MANHOLE
  - OUTLET
  - DETONATION HAZARD ZONE
  - DEFLECTION HAZARD ZONE

- CONSTRUCTION NOTES:
- MANHOLE RINGS SHALL BE AS SHOWN.
  - OUTLET RINGS SHALL BE AS SHOWN.
  - DETONATION HAZARD ZONE SHALL BE AS SHOWN.
  - DEFLECTION HAZARD ZONE SHALL BE AS SHOWN.

- SCALE:
- 1" = 4'

SCALE: 1" = 4'

NO.	DATE	REVISED BY	DESCRIPTION
1	10/20/10	JLH	INITIAL DESIGN
2	11/15/10	JLH	REVISIONS
3	12/01/10	JLH	FINAL DESIGN
4	01/15/11	JLH	AS BUILT

FILED FOR RECORD IN THE OFFICE OF THE DEPUTY CLERK OF THE COUNTY OF COOK, ILLINOIS

DATE: 10/20/10

PROJECT: 100-002-000

ENGINEER: JAMES H. RYAN, INC.

REGISTERED PROFESSIONAL ENGINEER

NO. 17 EDWARD DRIVE, ROCKFORD, ILLINOIS 61101

SCALE: 1" = 4'

DATE: 10/20/10

BY: J. RYAN

4



NOTES:

THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP) HAS BEEN PREPARED TO COMPLY WITH THE PROVISIONS OF THE ILLINOIS CONSTRUCTION GENERAL PERMIT ISSUED BY THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY FOR STORMWATER DISCHARGES FROM CONSTRUCTION SITE ACTIVITIES.

1. SITE DECLARATION

THE FOLLOWING IS A DESCRIPTION OF THE CONSTRUCTION ACTIVITY THAT IS THE SUBJECT OF THIS PLAN.

- A. THE CONSTRUCTION SITE ACTIVITIES FOR THE SITE IMPROVEMENTS WILL INCLUDE, AS NECESSARY: TOPSOIL EXCAVATION AND STOCKPILING, EARTH EXCAVATION AND STOCKPIPING, EARTH EXCAVATION AND RESTORATION, INSTALLATION OF WATER AND SEWER UTILITIES, STORM SEWERS, AND OTHER MUNICIPAL INFRASTRUCTURE...
B. THE EXPECTED SEQUENCE OF ACTIVITIES THAT WILL CAUSE SIGNIFICANT DISTURBANCE AND DISRUPTION ARE AS FOLLOWS: SITE CLEARING, TOPSOIL EXCAVATION AND STOCKPIPING, EARTH EXCAVATION AND RESTORATION...

2. CONTROLS

THE PLAN DESCRIBES VARIOUS CONTROLS THAT MUST BE IMPLEMENTED FOR EACH OF THE MAJOR CONSTRUCTION ACTIVITIES DESCRIBED ABOVE. FOR EACH OF THE CONTROLS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ITS IMPLEMENTATION. EACH CONTRACTOR HAS SIGNED THIS PLAN ACKNOWLEDGING RESPONSIBILITY FOR THE IMPLEMENTATION AND ONGOING MAINTENANCE OF THIS PLAN.

A. SOIL EROSION AND SEDIMENT CONTROLS

1. STABILIZATION PRACTICES: EXISTING VEGETATION SHOULD BE PRESERVED AS LONG AS POSSIBLE. DISTURBED AREAS SHOULD BE STABILIZED AS SOON AS POSSIBLE. STABILIZATION MEASURES SHALL BE IMPLEMENTED AS SOON AS PRACTICABLE...
2. STRUCTURAL PRACTICES: THE FOLLOWING STRUCTURAL PRACTICES SHALL BE IMPLEMENTED TO THE EXTENT POSSIBLE TO DIVERT FLOWS FROM EXPOSED SOILS, STORM FLOWS OR OTHERWISE, RUNOFF AND THE DISCHARGE OF POLLUTANTS FROM THE EXPOSED: STORM SEWER, STORM WATER CONVEYANCE CHANNELS AND STORM WATER MANAGEMENT.

B. STORM WATER MANAGEMENT

1. THE FOLLOWING MEASURES WILL BE INSTALLED DURING THE CONSTRUCTION PROCESS TO CONTROL POLLUTANTS FROM EXPOSED SOILS, STORM FLOWS OR OTHERWISE, RUNOFF AND THE DISCHARGE OF POLLUTANTS FROM THE EXPOSED: STORM SEWER, STORM WATER CONVEYANCE CHANNELS AND STORM WATER MANAGEMENT.
2. VELOCITY DISSIPATION DEVICES SHALL BE PLACED AT DISCHARGE LOCATIONS AND ALONG THE LENGTH OF ANY OUTFALL CHANNELS, AS NECESSARY, TO ASSURE A NON-EROSIVE VELOCITY FLOW FROM ANY STRUCTURE TO A WATERCOURSE SO THAT THE NATURAL, PHYSICAL, AND BIOLOGICAL CHARACTERISTICS AND FUNCTIONS OF THE WATERCOURSE ARE MAINTAINED AND PROTECTED.

C. OTHER CONTROLS

1. CONSTRUCTION MATERIALS, MACHINERY, TOOLS AND OTHER ITEMS SHALL BE COLLECTED AND DISPOSED OF AS SOON AS PRACTICABLE. DEBRIS SHALL BE REMOVED FROM THE CONSTRUCTION SITE AS SOON AS PRACTICABLE.
2. SANITARY WASTE SHALL BE COLLECTED FROM PORTABLE UNITS PROVIDED BY THE CONTRACTOR A MINIMUM OF TWO TIMES PER WEEK TO AVOID OVERFLOWING AND MAINTAIN SANITARY CONDITIONS AROUND THE UNIT.

D. APPROVAL STATEMENT OR LOCAL PLANS

THE MANAGEMENT PRACTICES, CONTROLS, AND OTHER PROVISIONS CONTAINED IN THIS PLAN ARE AT LEAST AS PROTECTIVE AS THE REQUIREMENTS CONTAINED IN THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY'S STANDARDS AND SPECIFICATIONS FOR SOIL EROSION AND SEDIMENT CONTROL, CURRENT EDITION, ILLINOIS PROCEDURES AND STANDARDS FOR URBAN SOIL EROSION AND SEDIMENTATION PLAN, AND ANY GOVERNING LOCAL ORDINANCES OR REQUIREMENTS SPECIFIED IN PERMITS AND EROSION CONTROL PLANS.
3. MAINTENANCE: THE FOLLOWING PROCEDURES SHALL BE USED TO MAINTAIN IN GOOD CONDITION VEGETATION, EROSION AND SEDIMENTATION CONTROL MEASURES, AND OTHER PROTECTIVE MEASURES IDENTIFIED IN THIS PLAN AND THE STANDARD SPECIFICATION.

E. STABILIZATION

a. STABILIZED CONSTRUCTION ENTRANCE: THE ENTRANCE SHALL BE MAINTAINED TO PREVENT TRACKING OF SEDIMENT ONTO PUBLIC STREETS. THIS WILL BE DONE BY TOP DRESSING WITH ADDITIONAL STONES, REMOVE AND REPLACE TOP LAYER OF STONES OR WASHING THE ENTRANCE. ADJACENT PUBLIC STREETS SHALL BE SWEEP FREQUENTLY, IF NOT DAILY, TO ELIMINATE DUST AND SEDIMENTS.
b. VEGETATIVE EROSION CONTROL MEASURES: THE VEGETATIVE GROWTH OF TEMPORARY AND PERMANENT SEEDING, SOODING, VEGETATIVE CHANNELS, VEGETATIVE FILTER, ETC. SHALL BE MAINTAINED AND RESEDED AS NECESSARY.

F. RIP-RAP OUTLET PROTECTION

IT SHALL BE INSPECTED AFTER HIGH FLOWS FOR ANY SCOUR BENEATH THE RIP-RAP OR FOR STONES THAT HAVE BEEN DISLOBBED. IT SHALL BE REPAIRED IMMEDIATELY IF NECESSARY.

5. NON-STORM WATER DISCHARGES: EXCEPT FOR FLOWS FROM FIRE-FIGHTING ACTIVITIES, SOURCES OF NON-STORM WATER THAT MAY BE COMBINED WITH STORM WATER DISCHARGES ASSOCIATED WITH THE ACTIVITY ADDRESSED IN THIS PLAN ARE AS FOLLOWS:

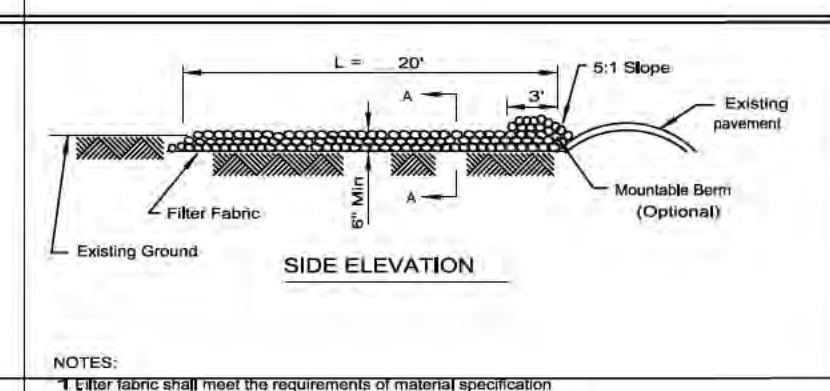
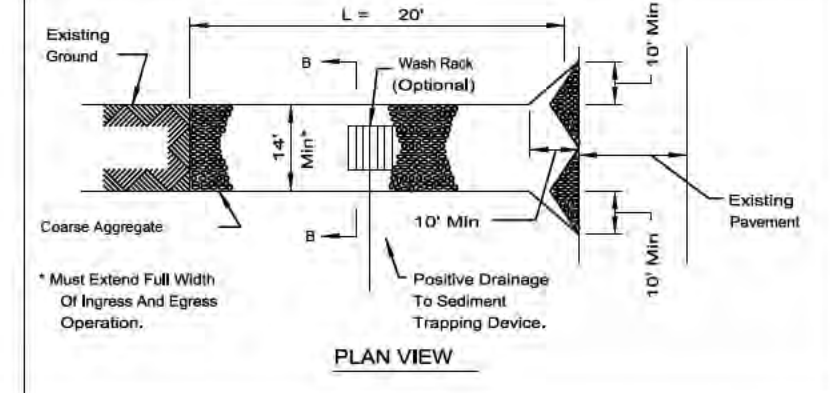
- A. WATER MAIN FLUSHING
B. FIRE HYDRANT FLUSHING
C. WATERING FOR DUST CONTROL
D. IRRIGATION DRAINAGE FOR VEGETATIVE GROWTH FOR SEEDING, ETC.
E. UNCONTAMINATED GROUNDWATER (FROM DE-ICE WATERING ACTIVITIES)

THE POLLUTION MEASURES SPECIFIED IN THE PLAN SHALL BE IMPLEMENTED FOR NON-STORM WATER DISCHARGES EXCEPT THAT EROSION DUE TO IRRIGATION OF SEEDING SHALL BE CONSIDERED MINOR.

6. GENERAL NOTES

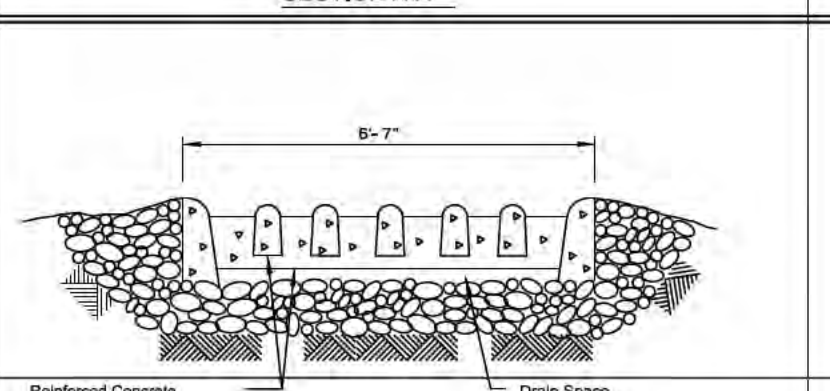
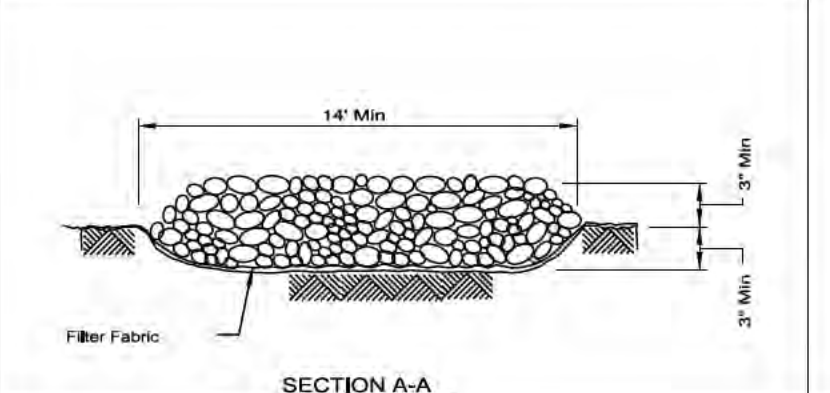
- A. ALL ACCESS TO AND FROM THE CONSTRUCTION SITE IS TO BE RESTRICTED TO THE CONSTRUCTION ENTRANCE.
B. ALL TEMPORARY AND PERMANENT EROSION AND SEDIMENT CONTROL PRACTICES MUST BE MAINTAINED AND REPAIRED AS NEEDED TO ASSURE EFFECTIVE PERFORMANCE OF THEIR INTENDED FUNCTION.
C. MAJOR AMENDMENTS OF THE SITE DEVELOPMENT OR EROSION AND SEDIMENTATION CONTROL PLANS SHALL BE SUBMITTED TO THE DEPARTMENT OF COMMUNITY DEVELOPMENT TO BE APPROVED IN THE SAME MANNER AS THE ORIGINAL PLANS.
D. ANY SEDIMENT REACHING A PUBLIC OR PRIVATE ROAD SHALL BE REMOVED BY SHOVELING OR STREET CLEANING (NOT FLUSHING) BEFORE THE END OF EACH WORKDAY AND TRANSPORTED TO A CONTROLLED SEDIMENT DISPOSAL.
E. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE REMOVED WITHIN 30 DAYS AFTER THE FINAL SITE STABILIZATION IS ACHIEVED WITH PERMANENT SOIL STABILIZATION MEASURES.

STABILIZED CONSTRUCTION ENTRANCE PLAN



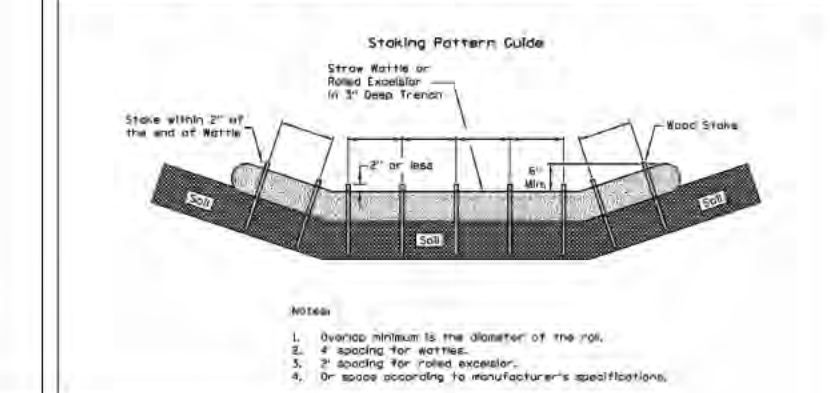
PLAN VIEW, SIDE ELEVATION, NOTES: 1. Fiber fabric shall meet the requirements of material specification 592 GEOTEXILE, Table 1 or 2, Class 1, or as stable fabric... 2. Rock or reinforced concrete shall meet one of the following DOT specs...

STABILIZED CONSTRUCTION ENTRANCE PLAN



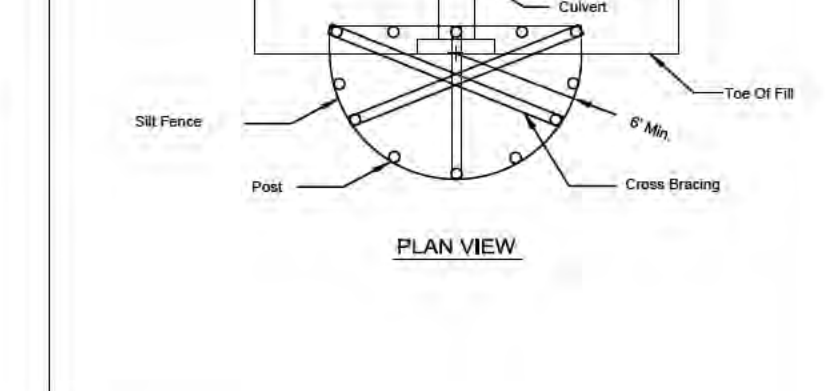
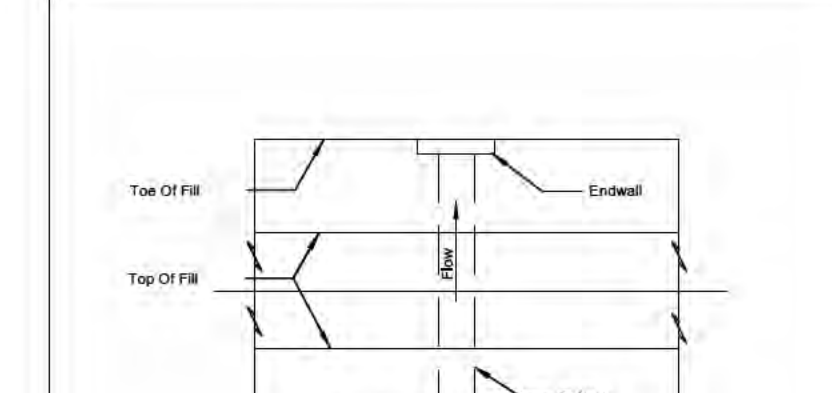
PLAN VIEW, SECTION A-A, SECTION B-B, NOTES: 1. Fiber fabric shall meet the requirements of material specification 592 GEOTEXILE, Table 1 or 2, Class 1, or as stable fabric...

ROLLED EROSION CONTROL PRODUCTS



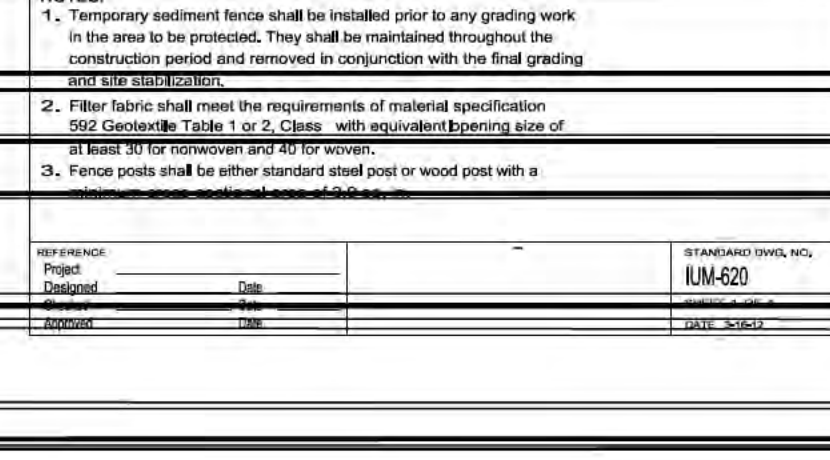
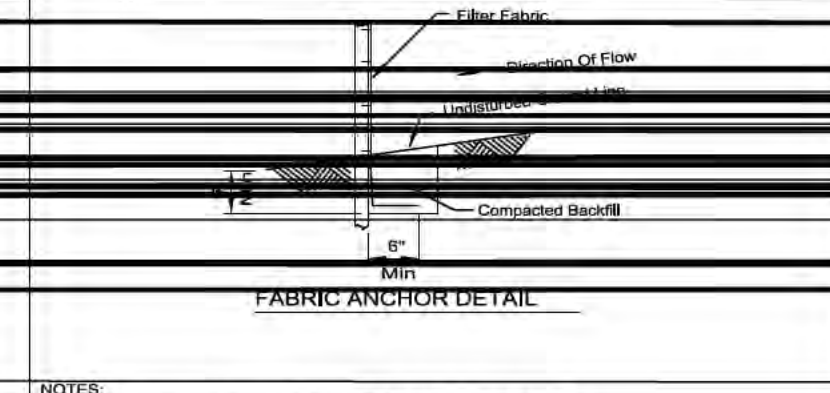
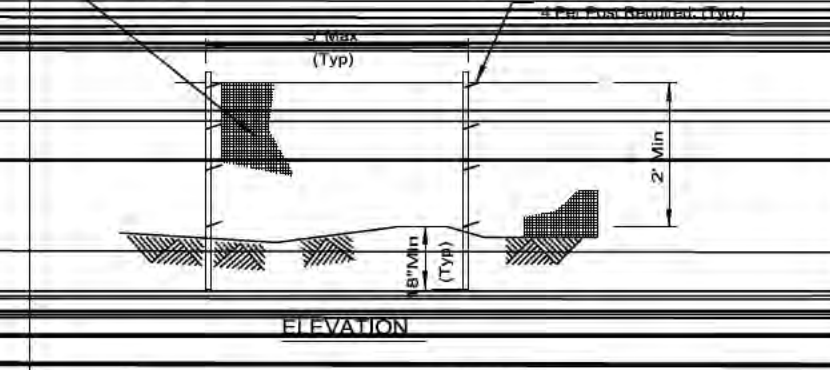
INSTALLATION INSTRUCTIONS: 1. Slope shall be free of rocks and debris... 2. Roll or reinforced concrete shall meet one of the following DOT specs...

CULVERT INLET PROTECTION - SILT FENCE



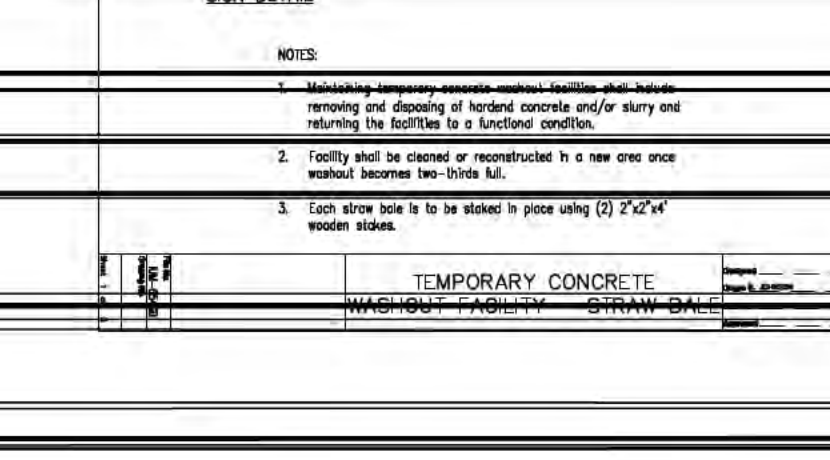
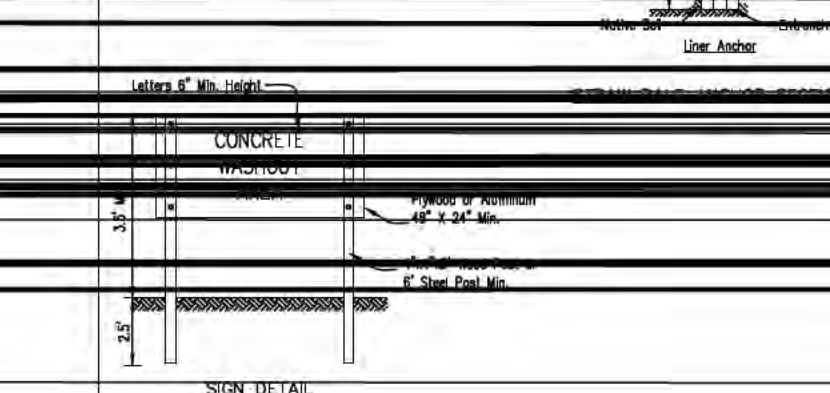
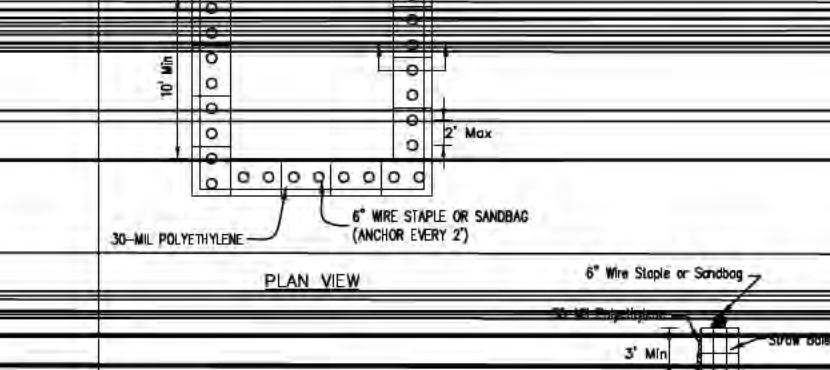
PLAN VIEW, NOTES: 1. The silt fence shall meet the requirements as shown on standard drawing IL-598SF... 2. Sediment shall be removed when the sediment has accumulated to one-half the height of the silt fence...

SILT FENCE PLAN



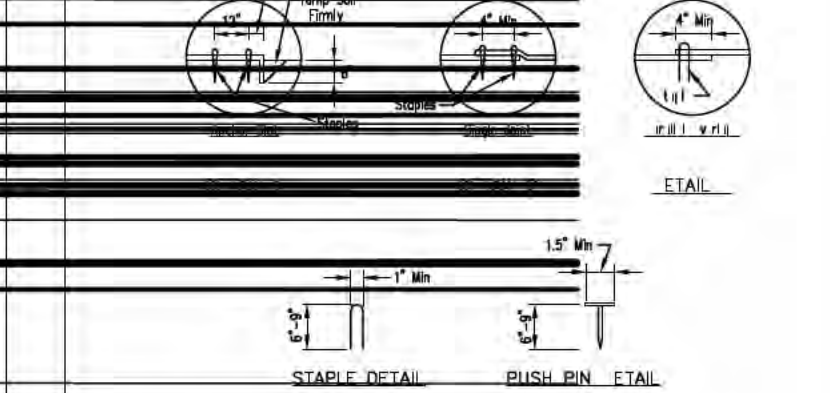
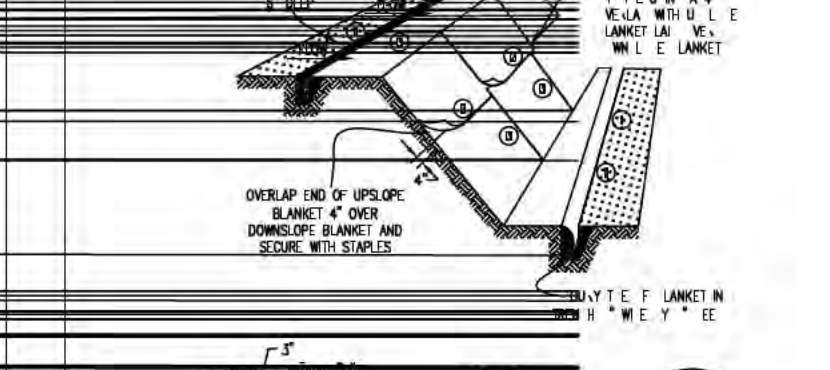
PLAN VIEW, ELEVATION, FABRIC ANCHOR DETAIL, NOTES: 1. Temporary sediment fence shall be installed prior to any grading work... 2. Filter fabric shall meet the requirements of material specification 592 Geotextile, Table 1 or 2, Class 1...

SILT FENCE PLAN



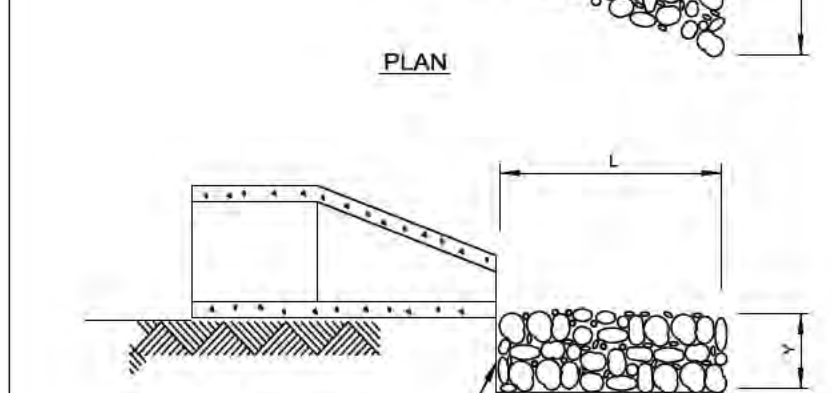
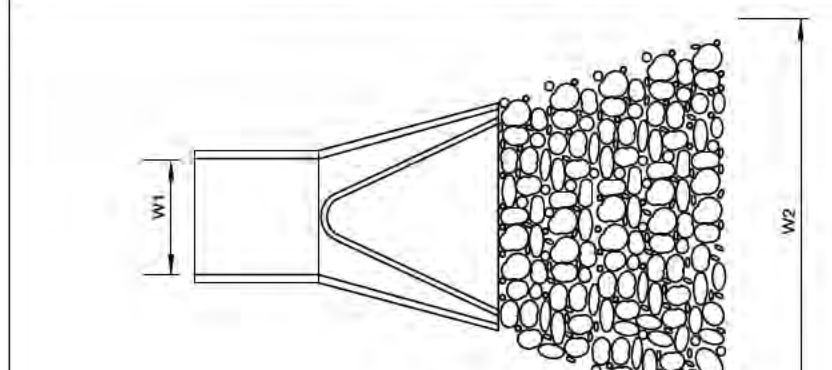
PLAN VIEW, ELEVATION, FABRIC ANCHOR DETAIL, NOTES: 1. Temporary sediment fence shall be installed prior to any grading work... 2. Filter fabric shall meet the requirements of material specification 592 Geotextile, Table 1 or 2, Class 1...

PIPE OUTLET TO FLAT AREA



PLAN, SECTION A-A, NOTES: 1. FILTER FABRIC SHALL MEET REQUIREMENTS OF MATERIAL SPECIFICATIONS 592 GEOTEXILE TABLE 1 OR 2 CLASS 1 OR 2... 2. APRON DIMENSIONS PER ILLINOIS URBAN MANUAL CODE 816 - ROCK-ROCK OUTLET...

PIPE OUTLET TO FLAT AREA



PLAN, SECTION A-A, NOTES: 1. FILTER FABRIC SHALL MEET REQUIREMENTS OF MATERIAL SPECIFICATIONS 592 GEOTEXILE TABLE 1 OR 2 CLASS 1 OR 2... 2. APRON DIMENSIONS PER ILLINOIS URBAN MANUAL CODE 816 - ROCK-ROCK OUTLET...

SOIL PROTECTION CHART

Table with columns for months (JAN to DEC) and rows for stabilization and seeding. Shows planned activities for each month.

SOIL PROTECTION CHART

RIP-RAP DIMENSION TABLE with columns: PIPE DIAMETER D (IN), DIBOT ROCK GRADATION, APRON WIDTH, APRON LENGTH, and DEPTH OF RIP RAP Y (IN). Lists dimensions for pipe diameters from 12 to 72 inches.

Revision table with columns: NO., DATE, REVISION, BY, CHECKED BY.

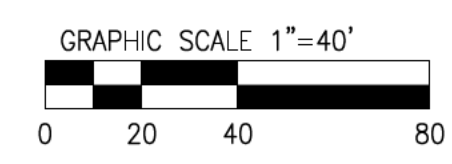
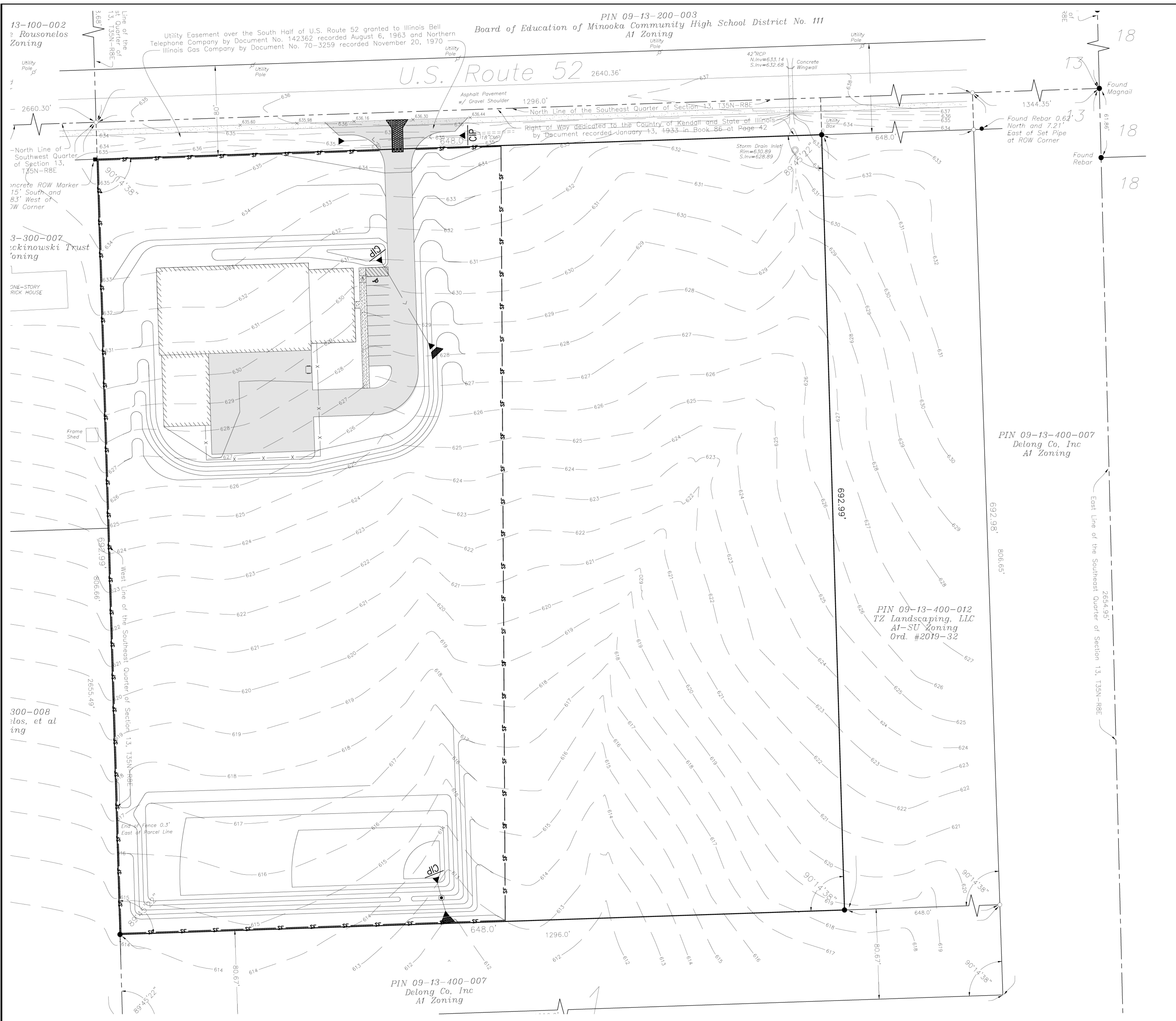
Revision table with columns: NO., DATE, REVISION, BY, CHECKED BY.

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- LEGEND**
- INLET PROTECTION
  - STABILIZED CONSTRUCTION ENTRANCE
  - SILT FENCING
  - CULVERT INLET PROTECTION - SILT FENCE
  - PIPE OUTLET TO FLAT AREA
  - ROCK CHECK DAM - RIPRAP
  - DITCH CHECK - COIR LOG

- NOTES:**
1. APPROPRIATE EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO THE START OF CONSTRUCTION.
  2. CONTRACTOR SHALL MAINTAIN PROPER SITE DRAINAGE DURING CONSTRUCTION.
  3. CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL AND MAINTAINING ADJACENT ROADWAYS TO BE CLEAN AND FREE OF DIRT AND DEBRIS AT ALL TIMES.
  4. CONTRACTOR IS RESPONSIBLE FOR MAINTENANCE, INSPECTION, AND REMOVAL OF ALL EROSION AND SEDIMENT CONTROL MEASURES.
  5. REFER TO THE STORMWATER POLLUTION PREVENTION PLAN FOR DETAILS AND ADDITIONAL INFORMATION.
  6. LOCATION OF TEMPORARY CONCRETE WASHOUT FACILITY, IF NECESSARY, TO BE DETERMINED BY CONTRACTOR PER DETAIL ON STORMWATER POLLUTION PREVENTION PLAN.
  7. LOCATION OF TEMPORARY TOPSOIL OR MATERIAL STOCKPILE, IF NECESSARY, TO BE DETERMINED BY CONTRACTOR. SILT FENCING TO BE PROVIDED AROUND PERIMETER OF ANY STOCKPILES. SEE DETAIL.
  8. UNLESS OTHERWISE DIRECTED BY THE CLIENT, CONTRACTOR SHALL COORDINATE WITH OWNER/DEVELOPER REGARDING INSPECTIONS AND RECORD KEEPING REQUIRED AS PART OF THE NPDES PERMIT FOR RUNOFF ASSOCIATED WITH CONSTRUCTION ACTIVITIES.

**EROSION CERTIFICATE**

THIS EROSION CONTROL PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND COMPLIES WITH THE URBAN SOIL EROSION CONTROL AND STANDARDS IN ILLINOIS MANUAL (LATEST EDITION) AND THE GENERALLY RECOGNIZED METHODS IN USE IN THE AREA.

THOMAS CARROLL, P.E.  
ILLINOIS PE # [REDACTED]  
EXPIRES 11-30-2025

7-19-2024  
DATE

SEAL/STAMP

NO.	DATE	REVISION
1	7.23.24	INITIAL SUBMITTAL
2	7.29.24	COUNTY REVIEW
3	8.12.24	RELOCATE TRASH BIN
4	8.27.24	COUNTY REVIEW

**FILOTTO ROOFING**  
**U.S. ROUTE 52**  
**MINOOKA, IL**

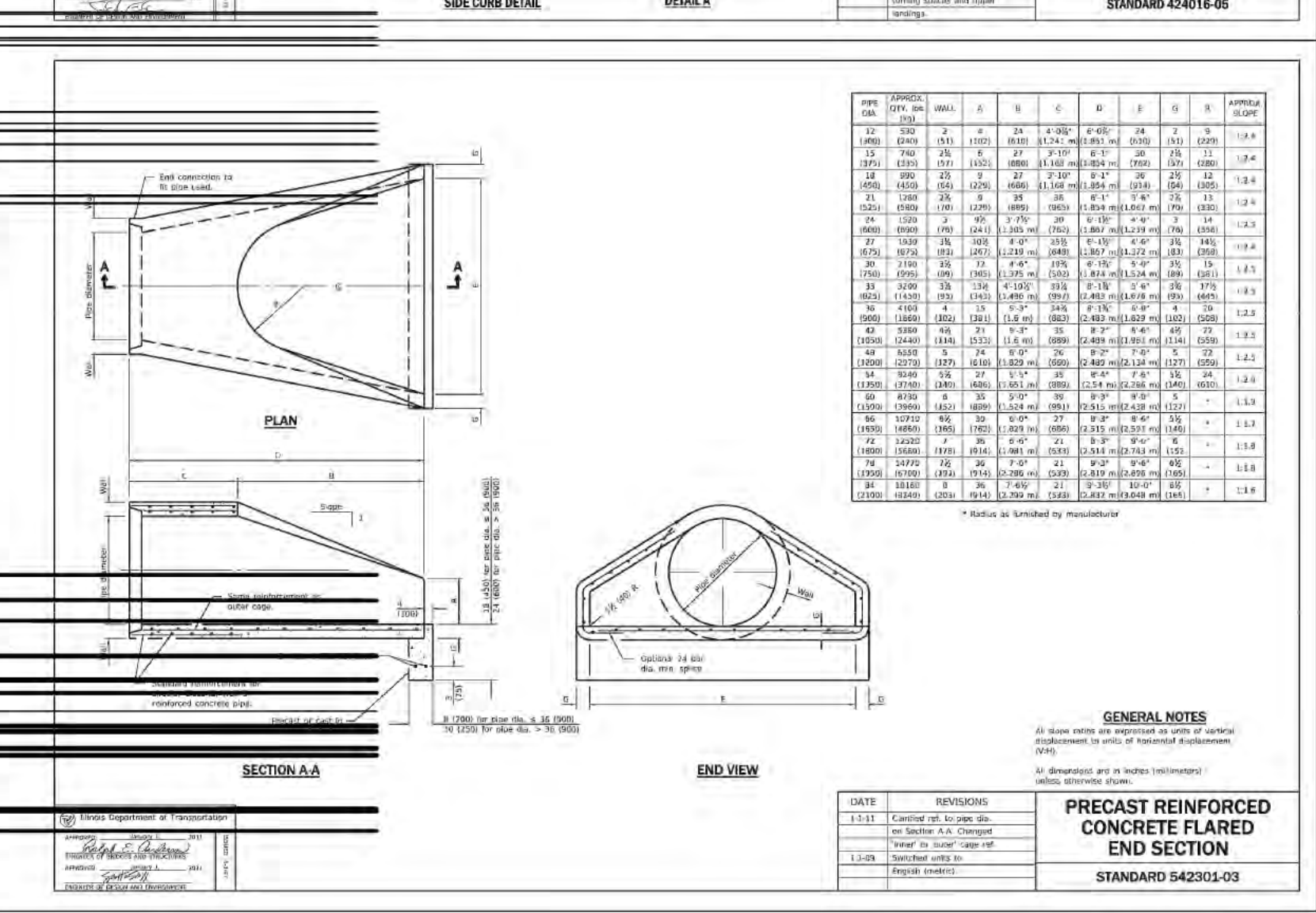
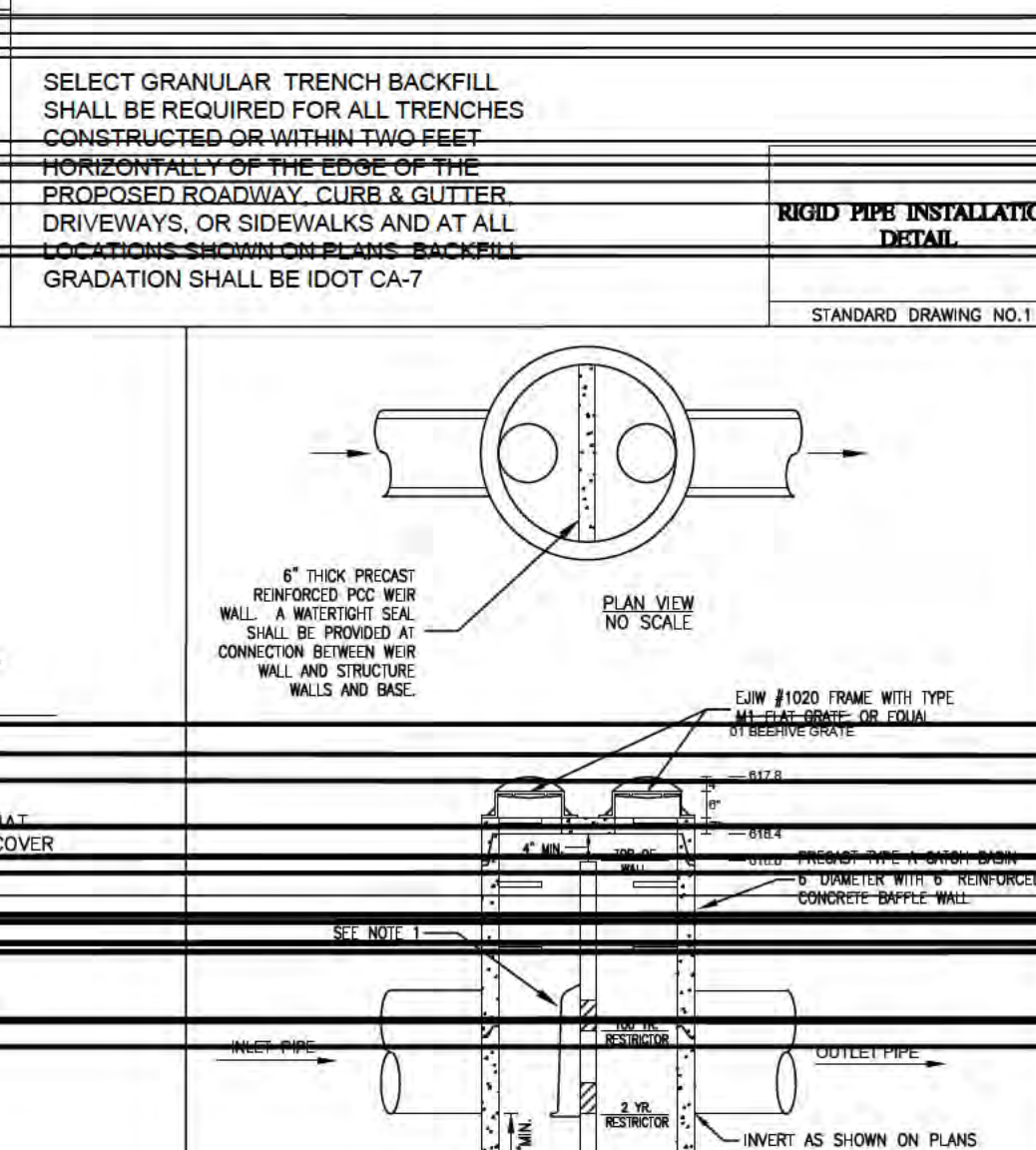
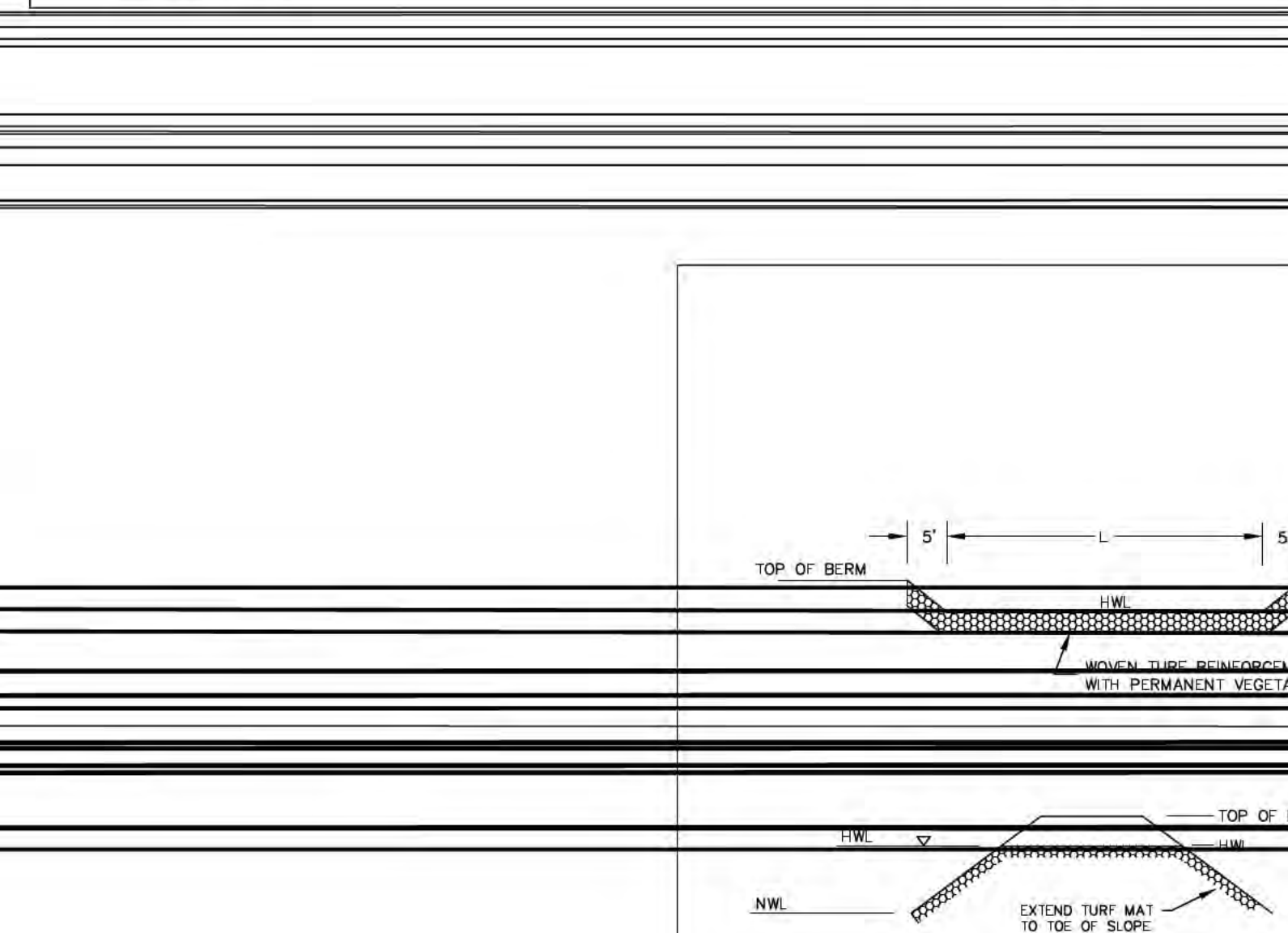
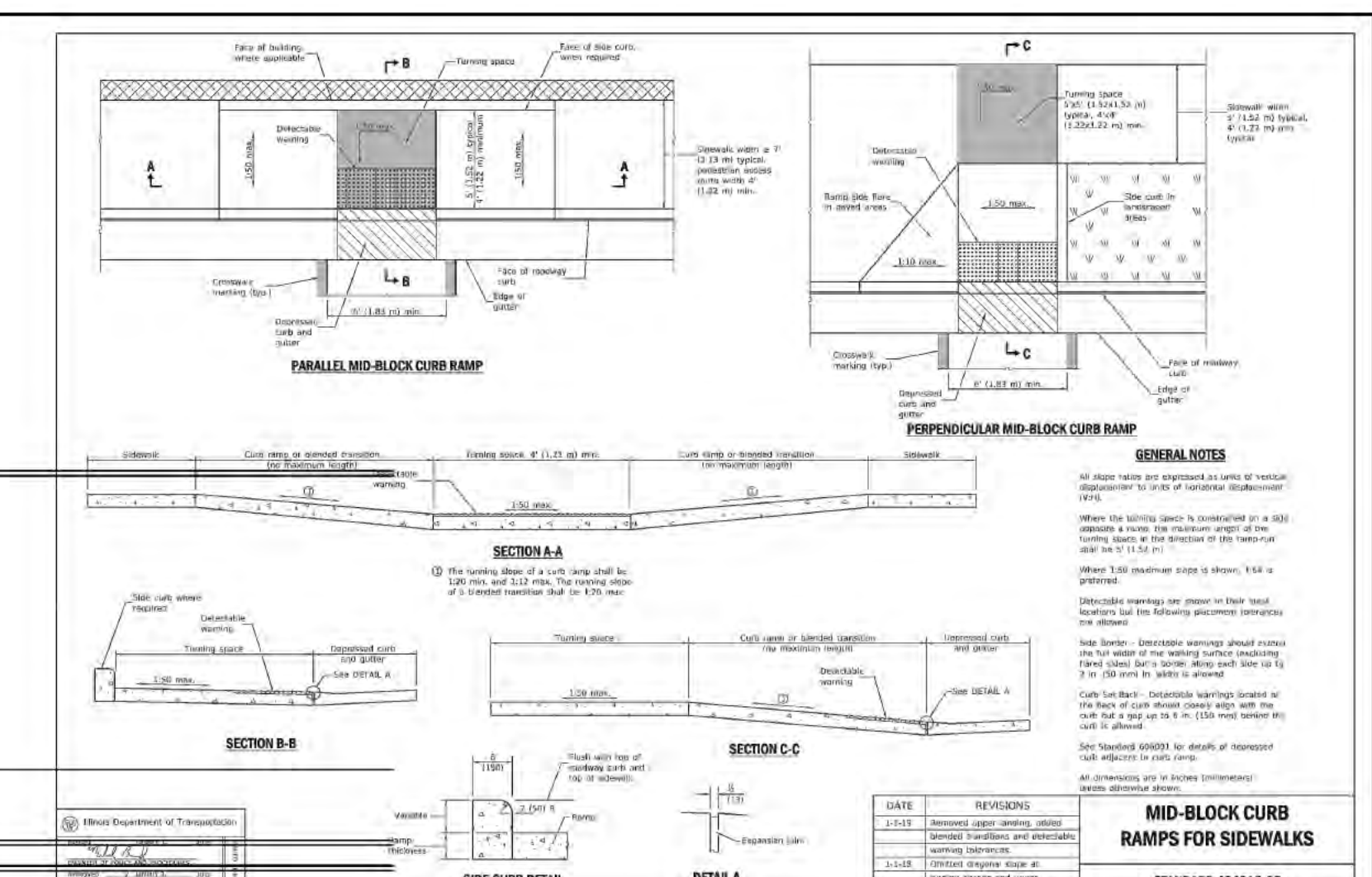
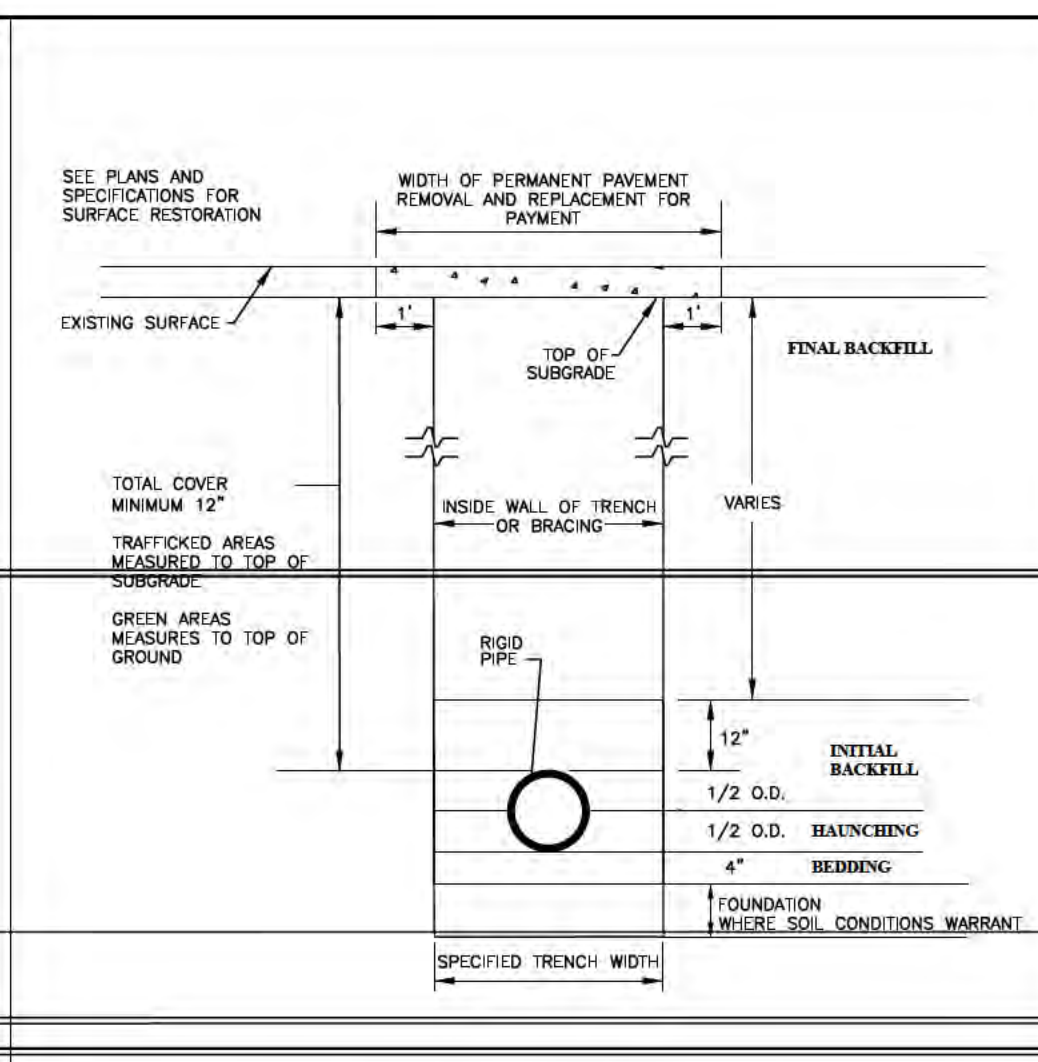
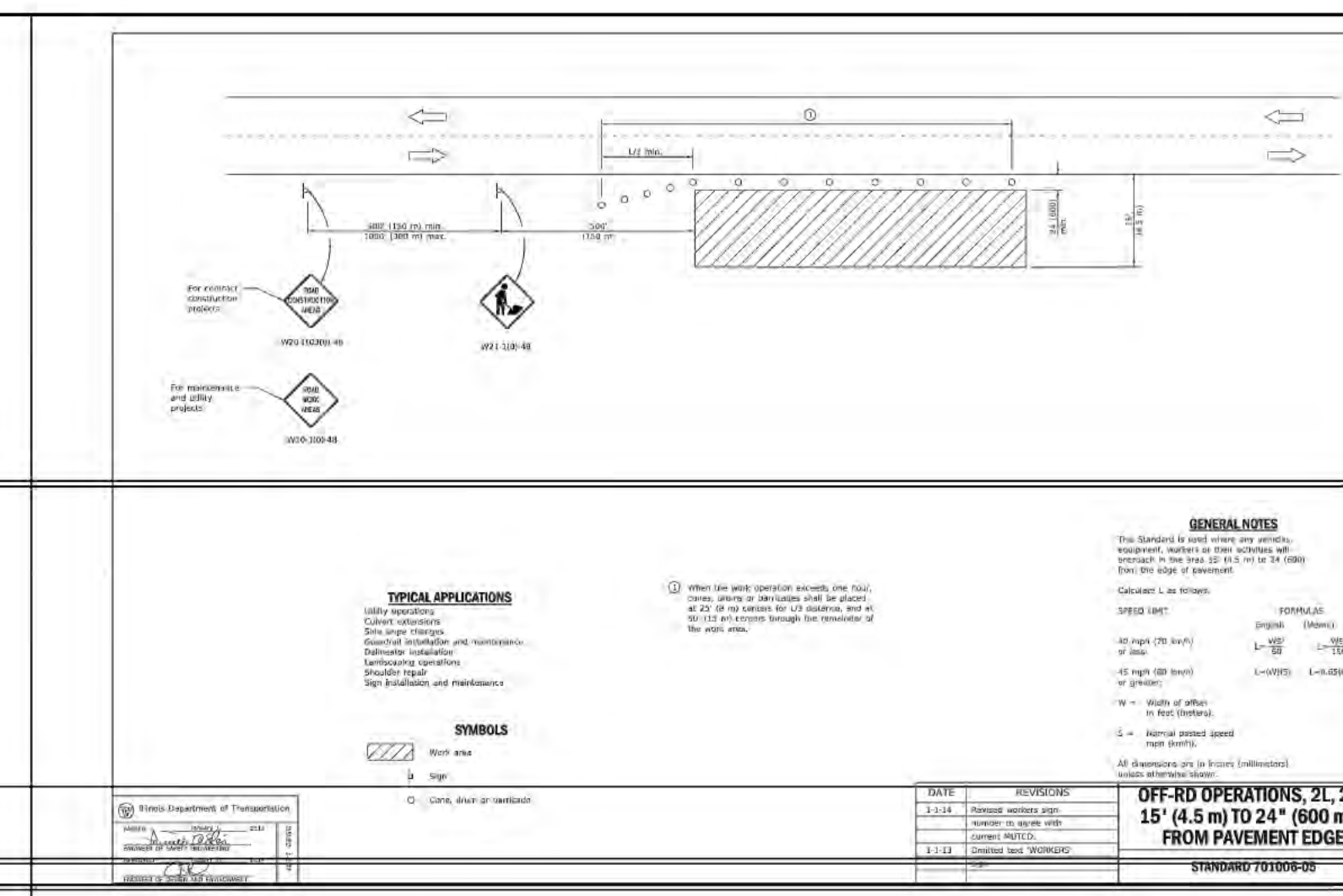
**EROSION CONTROL PLAN**

**GEOTECH INC.**  
CONSULTING ENGINEERS - LAND SURVEYORS

1207 CEDARWOOD DRIVE  
CREST HILL, ILLINOIS 60403  
815/730-1010

PROJECT NO. 21641  
DATE: 5.30.24  
DRAWN BY: TC  
CHECKED BY: CP

SHEET NO.  
6



BASIN	HWL	TOP OF BERM	LENGTH, L
616.0	617.0	10	

STRUCT. ID	TOP OF WALL	2-1/2\"/>			
ST1	616.0	1.8	612.4	2.8	614.3

STRUCT. ID	TOP OF WALL	2-1/2\"/>			
ST1	616.0	1.8	612.4	2.8	614.3

DATE	REVISIONS
12-11-13	Issued for construction
1-15-14	Revised to show final design

EAL/TAM

N.	DATE	REVI	BY	INITIAL	REVIEW	DATE	BY	INITIAL
1	7-4-17	4			INITIAL REVIEW			
2	7-4-17	4			DATE/TIME			
3	7-4-17	4			DATE/TIME			
4	7-4-17	4			DATE/TIME			

FIL T R FIN  
 . R TE 5  
 MIN KA, IL

DETAIL - 1

E T E H IN  
 EN INER - LAND RVEY R  
 N LTIN EN INER - LAND RVEY R  
 EDRAW D DRIVE RET HILL, ILLIN I 4 1/7 - 11

DATE: 1 41  
 DRAWN BY: T 4  
 CHECKED BY: T 4

HEET N.  
 7

GENERAL SPECIFICATIONS:

DEMOLITION:

SANITARY SEWERS & APPURTENANCES:

WATER MAIN PROTECTION REQUIREMENTS:

Table with 10 columns: Item #, Description, and Requirements. Items 1-45 cover general specifications, earthwork, sanitary sewers, water main protection, and lighting. Item 46 is a note about the engineer's control.

Revision table with columns: N, DATE, REVISION, BY, CHECKED, DATE, REVISION, BY, CHECKED. Includes rows for INITIAL, BIDDING, and FINAL REVIEW.

Vertical text on the right edge: 'FIL T R FIN . R TE 5 MIN KA, IL PE IFI ATIN'.

Vertical text on the right edge: 'E T E H I N . LAND RVEY R N L T I N EN ER RET HILL, ILLIN 4 1/7 -1-1 17 EDARV D DRIVE'.

Table with columns: JETN, DATE, DRAWN BY, CHECKED BY. Values include '1.41', 'DATE: ...', 'DRAWN BY: T', 'CHECKED BY: HE KEI BY:'.

Vertical text on the right edge: 'HEET N . 1'.



## MINOOKA FIRE PROTECTION DISTRICT

"A Culture of Excellent Service"

P.O. Box 736  
7901 E. Minooka Road  
Minooka, Illinois 60447

Ph: 815-467-5637  
Fx: 815-467-5453  
[www.minookafire.com](http://www.minookafire.com)

July 6,2024

Mr. Matthew H. Asselmeier, AICP, CFM  
Senior Planner  
Kendall County Planning, Building & Zoning  
111 West Fox Street  
Yorkville, IL 60560-1498

Re: Kendall County Zoning Petition 24-12  
PIN: 09-13-400-011

Dear Mr. Asselmeier:

A review of Petition 24-12 has been completed and the Fire District has the following stipulations:

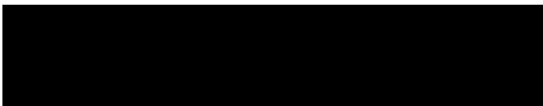
1. All codes for this building will fall under 2021 International Fire Code, NFPA 2022 and Minooka Fire Protection District Ordinance's
2. An automatic sprinkler system that complies with the 2021 International Fire Code, NFPA 13 and Minooka Fire Protection District Ordinance's is required for the proposed building. Have the Petitioner's sprinkler contractor submit plans for review and approval prior to beginning installation of the automatic sprinkler system.
3. Please ensure the fire pump room has both a direct access outside door and is also accessible from the inside of the building
4. A fire alarm system that complies with the 2021 International Fire Code, NFPA 72 and Minooka Fire Protection District Ordinance's is required for the proposed building. Have the Petitioner's fire alarm contractor submit plans for review and approval prior to beginning installation of the fire alarm system.
5. A contract for wireless fire alarm monitoring through our dispatch center WESCOM is required.
6. A Knox Box will be required at the front of the building.
7. The address for this property will need to be properly marked at the street.
8. Please provide an auto turn analysis for the associate parking area using the following details:  
ladder truck length: 42 feet with a wheelbase of 234 inches.
9. Please have all fire protection contractors register with and send system inspection reports to The Compliance Engine at <https://www1.thecomplianceengine.com/>

No guarantee is rendered as to the completeness of the zoning change application review, and the responsibility for full compliance with both state and locally adopted codes, standards and regulations rests with the owner or his authorized agent or subcontractor. Subsequent discovery of errors or

omissions shall not be construed as authority to violate, cancel or set aside any provision of any applicable codes.

Thank you for the opportunity to review and comment on your application. Should you have any questions or concerns, please feel free to contact me at 815-467-5637 ext. 113.

Respectfully,



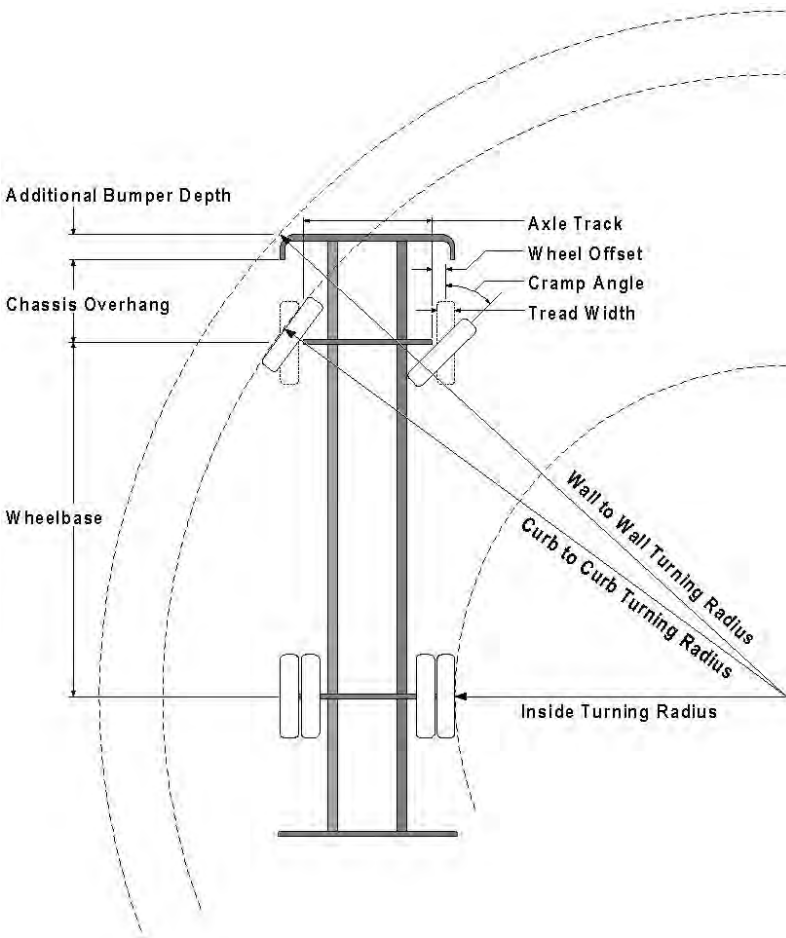
Matt Feinberg, Fire Inspector  
Minooka Fire Protection District

# Turning Performance Analysis

02/20/2017

**Bid Number:** 16074TR  
**Department:** MINOOKA

**Chassis:** Dash-2000 Chassis, Aerials/Tankers Tandem 48K  
**Body:** Aerial, HD Ladder 105', Alum Body



**Parameters:**

Inside Cramp Angle:	45°
Axle Track:	82.92 in.
Wheel Offset:	4.68 in.
Tread Width:	17.70 in.
Chassis Overhang:	65.99 in.
Additional Bumper Depth:	19.00 in.
Front Overhang:	84.99 in.
Wheelbase:	259.50 in.

**Calculated Turning Radii:**

Inside Turn:	20 ft. 6 in.
Curb to curb:	36 ft. 11 in.
Wall to wall:	41 ft. 3 in.

**Comments:**

Category:	Option:	Description:
Axle, Front, Custom	0018453	Axle, Front, Oshkosh TAK-4, Non Drive, 22,800 lb, DLX/Enf/Qtm/AXT
Wheels, Front	0019611	Wheels, Frt, Alum, Alcoa, 22.50" x 12.25" (425/ & 385/)
Tires, Front	0001647	Tires, Michelin, 425/65R22.50 20 ply XTE2, Hiway Rib
Bumpers	0012245	Bumper, 19" extended - Sab/CC
Aerial Devices	0026900	Aerial, 105' Heavy Duty Ladder

**Notes:**

Actual Inside cramp angle may be less due to highly specialized options.

Curb to Curb turning radius calculated for 9.00 inch curb.

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**Definitions:**

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Inside CrampAngle	Maximum turning angle of the front inside fire.
Axle Track	King-pin to King-pin distance of front axle.
Wheel Offset	Offset from the center line of the wheel to the King-pin.
Tread Width	Width of the tire tread.
Chassis Overhang	Distance of the center line of the front axle to the front edge of the cab. This does not include the bumper depth.
Additional Bumper Wheel	Depth that the bumper assembly adds to the front overhang.
Wheelbase	Distance between the center lines of the vehicles front and rear axles.
Inside Turning Radius	Radius of the smallest circle around which the vehicle can turn.
Curb to Curb Turning Radius	Radius of the smallest circle around which the vehicle's tires can turn. This measures assumes a curb height of 9 inches.
Wall to Wall Turning Radius	Radius of the smallest circle around which the vehicle's tires can turn. This measures takes into account any front overhang due to chassis , bumper extensions and or aerial devices.



## Matt Asselmeier

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**From:** Engel\_Natalie <nengel@shorewoodil.gov>  
**Sent:** Thursday, August 22, 2024 10:55 PM  
**To:** Matt Asselmeier  
**Subject:** [External]RE: Kendall County Petition 24-24

CAUTION - This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks for the update. We do not have any comments.

**From:** Matt Asselmeier <masselmeier@kendallcountyil.gov>  
**Sent:** Wednesday, August 21, 2024 2:18 PM  
**To:** Pete Fleming <marquetteprop@sbcglobal.net>; Scott Cryder <sewardtwp@gmail.com>; Sheila Trost (sewardclerk21@gmail.com) <sewardclerk21@gmail.com>; Tim O'Brien <sewtow@aol.com>; Matt Feinberg <feinbergm@MinookaFire.com>; Al Yancey <yanceya@minookafire.com>; Engel\_Natalie <nengel@shorewoodil.gov>; Lona Jakaitis <ljakaitis@shorewoodil.gov>  
**Subject:** Kendall County Petition 24-24

**EXTERNAL EMAIL:** This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender, can confirm their contact information, were expecting the communication, and know the content is safe.

To All:

The Kendall County ZPAC will meet on Tuesday, September 3, 2024, at 9:00 a.m., in the County Boardroom, at 111 W. Fox Street, Yorkville to consider the following Petition:

**Petition 24 – 24 – James W. Filotto on Behalf of Oakland Avenue Storage, LLC**

**Request:** Site Plan Approval  
**PIN:** 09-13-400-011  
**Location:** Between 276 and 514 Route 52, Minooka in Seward Township  
**Purpose:** Petitioner Wants Site Plan Approval for a Roofing Contractor Business; Property is Zoned B-3 Highway Business District with a Conditional Use Permit for a Contractor's Office Where All Storage is Indoors

Petition information is attached.

The Petitioner's Engineer is Tom Carroll and he can be reached at [tcarroll@geotechincorp.com](mailto:tcarroll@geotechincorp.com).

If you have any questions, please let me know.

Thanks,

Matthew H. Asselmeier, AICP, CFM  
Director  
Kendall County Planning, Building & Zoning  
111 West Fox Street  
Yorkville, IL 60560-1498



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**DEPARTMENT OF PLANNING, BUILDING & ZONING**

111 West Fox Street • Room 203

Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

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**Petition 24-28**

**Peter J. and Laurie Jo Pasteris on Behalf of the Peter J. Pasteris, Jr. Revocable Declaration of Living Trust  
Major Amendment to A-1 Special Use – For Banquet Facility  
Related to the Site Plan, Facility Capacity, and Operating Season**

**INTRODUCTION**

On April 21, 2015, the County Board approved Ordinance 2015-06, granting a special use permit for a banquet facility at 1998 Johnson Road. The special use permit contained the following conditions and restrictions:

1. The facility was to be operated by a description and site plan attached to the ordinance.
2. The principal use of the property is for residential purposes and/or farming.
3. A maximum of two hundred (200) persons at any one time (with a 10% tolerance).
4. All events must be catered unless approved by the Health Department.
5. Compliance with applicable building codes and Americans with Disabilities Act accessibility provisions and securing required permits associated with any proposed remodeling, alteration, construction or expansion of existing and structures on the premises.
6. Retail sales are permitted as long as the retail sales will be ancillary to the main operations.
7. The noise regulations are as follows:

Day Hours: No person shall cause or allow the emission of sound during daytime hours (7:00 A.M. to 10:00 P.M.) from any noise source to any receiving residential land which exceeds sixty (60) dBA when measured at any point within such receiving residential land, provided; however, that point of measurement shall be on the property line of the complainant.

Night Hours: No person shall cause or allow the emission of sound during nighttime hours (10:00 P.M. to 7:00 A.M.) from any noise source to any receiving residential land which exceeds fifty-five (55) dBA when measured at any point within such receiving residential land provided; however, that point of measurement shall be on the property line of the complainant.

EXEMPTION: Powered Equipment: Powered equipment, such as lawn mowers, small lawn and garden tools, riding tractors, and snow removal equipment which is necessary for the maintenance of property is exempted from the noise regulations between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M.

8. Porta Johns (and other temporary bathroom facilities need to be removed within 2 business days after each event.
9. Events can run from May 1<sup>st</sup> through November 15<sup>th</sup> and the temporary tent can be erect from May 1<sup>st</sup> through November 15<sup>th</sup>.
10. Entities having jurisdiction may inspect the property annually including, but not limited to the Planning, Building and Zoning Department, Health Department, Sheriff's Office, and Fire Protection District in order to ensure the conditions of the special use permit are still being met and the permit is still

applicable for the operation.

Ordinance 2015-06 is included as Attachment 1.

In 2019, a minor amendment to the special use permit was approved allowing bathroom trailer and tent to be set up starting April 15<sup>th</sup>. Minor amendments were also approved in 2020, 2021, and 2022 allowing the bathroom trailer and tent to be set up from April 8<sup>th</sup> to November 30<sup>th</sup> for the next operating season.

On September 17, 2024, the Petitioners submitted the following amendments to the special use permit:

1. Increase the capacity of people to three 300.
2. Replace the existing tent with a permanent building that is approximately four hundred feet by one hundred feet (400' X 100') and a smaller food preparation building of one hundred twenty-eight feet by sixty-four feet (128' X 64') in substantially the location shown on the site plan.
3. Install permanent restrooms in the facility with a septic permit from the Kendall County Health Department replacing the mobile trailer restroom.
4. Have event year-round.
5. Add the property identified by parcel identification number 06-10-200-001 to the special use permit.
6. Add the ability to add a business sign.

As of the date of this memo, the renderings of the building have not been finalized, but the maximum height of the building at its tallest point will be approximately thirty-five feet (35')

No other changes to the site or business operations were proposed.

The application materials are included as Attachment 2. The proposed site plan is included as Attachment 3.

**SITE INFORMATION**

PETITIONER Peter J. and Laurie Jo Pasteris on Behalf of the Peter J. Pasteris, Jr. Revocable Declaration of Living Trust

ADDRESS 1998 Johnson Road, Oswego

LOCATION One Mile East of Schlapp Road on the South Side of Johnson Road

The property at 2010 Johnson Road (northwest corner of picture) is proposed for inclusion in the special use permit.



Aerial of the Tent Area



TOWNSHIP Na-Au-Say

PARCEL #s 06-11-100-004, 06-11-100-008, and 06-10-200-001

LOT SIZE 14.1 Acres (After Expansion); 12.5 Acres (Current Special Use Area)

EXISTING LAND USE Agricultural/Farmstead/Banquet Facility

ZONING A-1 Agricultural District with a Special Use Permit

LRMP	Current Land Use	Agricultural/Residential/Banquet Facility
	Future Land Use	Suburban Residential (Max 1.0 DU/Acre) (County) Countryside Residential (Plainfield)
	Roads	Johnson Road is a Township Road classified as a Minor Collector.
	Trails	Plainfield has a trail planned along Johnson Road.
	Floodplain/Wetlands	None

REQUESTED ACTION Major Amendment to an A-1 Special Use to Operate a Kennel and a Veterinary Establishment

APPLICABLE REGULATIONS Section 36-282 (12) – A-1 Special Uses – Permits Banquet Facilities on A-1 Zoned Properties with Restrictions

Section 36-124 – Major Amendments to Special Uses

**SURROUNDING LAND USE**

Location	Adjacent Land Use	Adjacent Zoning	Land Resource Management Plan	Zoning within ½ Mile
North	Single-Family Residential	R-2	Rural Residential (Max 0.65 DU/Acre) (County) Countryside Residential (Plainfield)	A-1 and R-2
South	Agricultural	A-1	Suburban Residential (County) Countryside Residential (Plainfield)	A-1
East	Agricultural	A-1	Suburban Residential (County) Countryside Residential (Plainfield)	A-1 (County) R-1 PUD and Industrial (Plainfield)
West	Agricultural	A-1	Suburban Residential (County) Countryside Residential (Plainfield)	A-1 and A-1 SU

The A-1 SU to the west is for a seasonal festival.

**PHYSICAL DATA**

**ENDANGERED SPECIES REPORT**

EcoCat submitted on September 13, 2024, and consultation was terminated (see Attachment 2, Page 40).

**NATURAL RESOURCES INVENTORY**

The NRI application was submitted as on September 16, 2024 (see Attachment 2, Page 39).

**ACTION SUMMARY**

**NA-AU-SAY TOWNSHIP**

Na-Au-Say Township was emailed information on September 23, 2024.

**PLAINFIELD FIRE PROTECTION DISTRICT**

The Plainfield Fire Protection District was emailed information on September 23, 2024.

**VILLAGE OF PLAINFIELD**

The Village of Plainfield was emailed information on September 23, 2024.

**FINDINGS OF FACT-SPECIAL USE PERMIT AMENDMENT**

§ 13.08.J of the Zoning Ordinance outlines findings that the Zoning Board of Appeals must make in order to recommend in favor of the applicant on special use permit applications. They are listed below in *italics*. Staff has provided findings in **bold** below based on the recommendation:

*That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare. **The original special use permit was established in 2015. The only complaints that were submitted since the establishment of the special use permit were noise related complaints and those complaints were addressed. The proposal still requires buildings to obtain applicable permits and the site may be subject to periodic inspections to confirm compliance with the special use permit. A Health Department approved septic system to replace temporary restroom facilities is proposed and the septic system would be better for public health than the temporary trailers.***

*That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. The Zoning classification of property within the general area of the property in question shall be considered in determining consistency with this standard. The proposed use shall make adequate provisions for appropriate buffers, landscaping, fencing, lighting, building materials, open space and other improvements necessary to insure that the proposed use does not adversely impact adjacent uses and is compatible with the surrounding area and/or the County as a whole. **The proposed amendments should not impact neighboring property owners. Restrictions are already in place regarding noise and public safety.***

*That adequate utilities, access roads and points of ingress and egress, drainage, and/or other necessary facilities have been or are being provided. **No changes to the already approved ingress/egress or drainage are proposed. Utilities, other than the installation of a septic system approved by the County, shall remain unchanged.***

*That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the County Board pursuant to the recommendation of the Zoning Board of Appeals. **This is true.***

*That the special use is consistent with the purpose and objectives of the Land Resource Management Plan and other adopted County or municipal plans and policies. **True, the proposed use is consistent with an objective found on Page 10-21 of the Kendall County Land Resource Management Plan which calls for “a strong base of agricultural, commerce and industry that provides a broad range of job opportunities, a healthy tax base, and improved quality of services to County residents.”***

**RECOMMENDATION**

Staff recommends approval of the requested amendments to the existing special use permit for a banquet facility subject to the following conditions and restrictions:

1. The Description and Site Plan attached to Ordinance 2015-06 are amended to incorporate the site plan attached hereto as Exhibit A (Attachment 3). Further, if a conflict exists between the Description and Site Plan attached to Ordinance 2015-06 and the site plan attached hereto as Exhibit A, the site plan attached hereto as Exhibit A shall take precedent.
2. Condition 2 of Ordinance 2015-06 is hereby repealed in its entirety and is replaced with the following:  
“A maximum of three hundred (300) persons at any one (1) time.”
3. Condition 7 of Ordinance 2015-06 is hereby repealed in its entirety.
4. Condition 8 of Ordinance 2015-06 is hereby repealed in its entirety and is replaced with the following:  
“Event may be held year-round.”
5. No signs are shown on the site plan. The owner of the business allowed by the special use permit may request a sign in the future using the minor amendment process, provided that the proposed sign meets the requirements of the Kendall County Zoning Ordinance.
6. The remaining conditions and restrictions contained in Ordinance 2015-06 shall remain valid and effective.
7. Failure to comply with one or more of the above conditions or restrictions could result in the amendment or revocation of the special use permit.
8. If one or more of the above conditions or restrictions is declared invalid by a court of competent jurisdiction, the remaining conditions shall remain valid.
9. These major amendments to an existing special use permit shall be treated as covenants running with the land and are binding on the successors, heirs, and assigns as to the same special uses conducted on the property.

**ATTACHMENTS**

1. Ordinance 2015-06
2. Application Materials
3. Site Plan

ORDINANCE NUMBER 2015 - 06

GRANTING AN A-1 SPECIAL USE AT  
1998 JOHNSON ROAD, OSWEGO  
TO OPERATE A BANQUET HALL FOR SPECIAL EVENTS

WHEREAS, Peter & Laurie Pasteris have filed a petition for a Special Use within the A-1 Agricultural Zoning District for a 12.5 acre property located on the south side of Johnson Road, 1 mile east of Schlapp Road, 1.45 miles west of Ridge Road, commonly known as 1998 Johnson Road, (PIN #'s 06-11-100-004 & 06-11-100-008), in NaAuSay Township; and

WHEREAS, said property is currently zoned A-1 Agricultural; and

WHEREAS, said petition is to obtain an A-1 Special Use Permit to operate a banquet hall on their property for special events; and

WHEREAS, said property is legally described as:

THE WEST 400.0 FEET OF THE NORTH 435.60 FEET OF A STRIP OF LAND 54 RODS (891.1 FEET) WIDE OFF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 36 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, SITUATED IN NA-AU-SAY TOWNSHIP, KENDALL COUNTY, ILLINOIS CONTAINING 4 ACRES.

THE WEST 561.0 FEET OF THE NORTH 971.0 FEET (EXCEPT THE WEST 400.0 FEET OF THE NORTH 435.60 FEET, THEREOF) OF A STRIP OF LAND 54 RODS (891.0 FEET) WIDE OFF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 36 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, SITUATED IN NA-AU-SAY TOWNSHIP, KENDALL COUNTY, ILLINOIS CONTAINING 8.5052 ACRES.

WHEREAS, all procedures required by the Kendall County Zoning Ordinance were followed including notice for public hearing, preparation of the findings of fact in accordance with Section 13.08.J of the Zoning Ordinance, and recommendation for approval by the Special Use Hearing Officer on April 6, 2015; and

WHEREAS, the findings of fact were approved as follows:

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

*That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. The Zoning classification of property within the general area of the property in question shall be considered in determining consistency with this standard. The proposed use shall make adequate provisions for appropriate buffers, landscaping, fencing, lighting, building materials, open space*



*and other improvements necessary to insure that the proposed use does not adversely impact adjacent uses and is compatible with the surrounding area and/or the County as a whole. **The petitioner is not proposing to change the site but have a temporary tent up during events therefore keeping with the residential and agricultural character of the neighborhood.***

*That adequate utilities, access roads and points of ingress and egress, drainage, and/or other necessary facilities have been or are being provided. **The special use will not be adding any new utilities at this time and no new roadways or drainage to the property. They will be adding a septic in the future, park on the hayfield and will use the current access point onto Johnson Road.***

*That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the County Board pursuant to the recommendation of the Hearing Officer. **The only regulation they do not meet is that it must be located on a major or arterial roadway but they have received permission from the township road commissioner. All other regulations will conform.***

*That the special use is consistent with the purpose and objectives of the Land Resource Management Plan and other adopted County or municipal plans and policies. **This special use will not be every weekend so most of the time it will just be residential uses and not events.***

*WHEREAS, the Kendall County Board has considered the findings and recommendation of the Hearing Officer and finds that said petition is in conformance with the provisions and intent of the Kendall County Zoning Ordinance; and*

*WHEREAS, this special use shall be treated as a covenant running with the land and is binding on the successors, heirs, and assigns of the property owner as to the same special use conducted on the property; and*

*NOW, THEREFORE, BE IT ORDAINED, that the Kendall County Board hereby grants approval of a special use zoning permit to operate a banquet hall on their property for special events in accordance to the submitted Description included as "Exhibit A" and the submitted Site Plan included as "Exhibit B" attached hereto and incorporated herein subject to the following conditions:*

1. The principal use of the property is for residential purposes and/or farming.
2. A maximum of 200 persons at any one time (with a 10% tolerance).
3. All events must be catered unless approved by the Health Department.
4. Compliance with applicable building codes and Americans with Disabilities Act accessibility provisions and securing of the required permits associated with any proposed remodeling, alteration, construction or expansion of existing and proposed structures on the premises.
5. Retail sales are permitted as long as the retail sales will be ancillary to the main operation.
6. The noise regulations are as follows:

Day Hours: No person shall cause or allow the emission of sound during daytime hours (7:00 A.M. to 10:00 P.M.) from any noise source to any receiving residential land

which exceeds sixty 60 dBA when measured at any point within such receiving residential land, provided; however, that point of measurement shall be on the property line of the complainant.

Night Hours: No person shall cause or allow the emission of sound during nighttime hours (10:00 P.M. to 7:00 A.M.) from any noise source to any receiving residential land which exceeds fifty five (55) dBA when measured at any point within such receiving residential land provided; however, that point of measurement shall be on the property line of the complainant.

**EXEMPTION:** Powered Equipment: Powered equipment, such as lawn mowers, small lawn and garden tools, riding tractors, and snow removal equipment which is necessary for the maintenance of property is exempted from the noise regulations between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M.

7. Porta Johns (and other temporary bathroom facilities) need to be removed within 2 business days after each event.
8. Events can run from May 1<sup>st</sup> through November 15<sup>th</sup> and the temporary tent can be erect from May 1<sup>st</sup> through November 15<sup>th</sup>.
9. Entities having jurisdiction may inspect the property annually including but not limited to the Planning, Building Zoning Department, Health Department, sheriff's office and fire protection district in order to ensure that conditions of the special use permit are still being met and that the permit is still applicable for the operation.

Failure to comply with the terms of this ordinance may be cited as a basis for amending or revoking this special use permit.

IN WITNESS OF, this ordinance has been enacted on April 21, 2015.

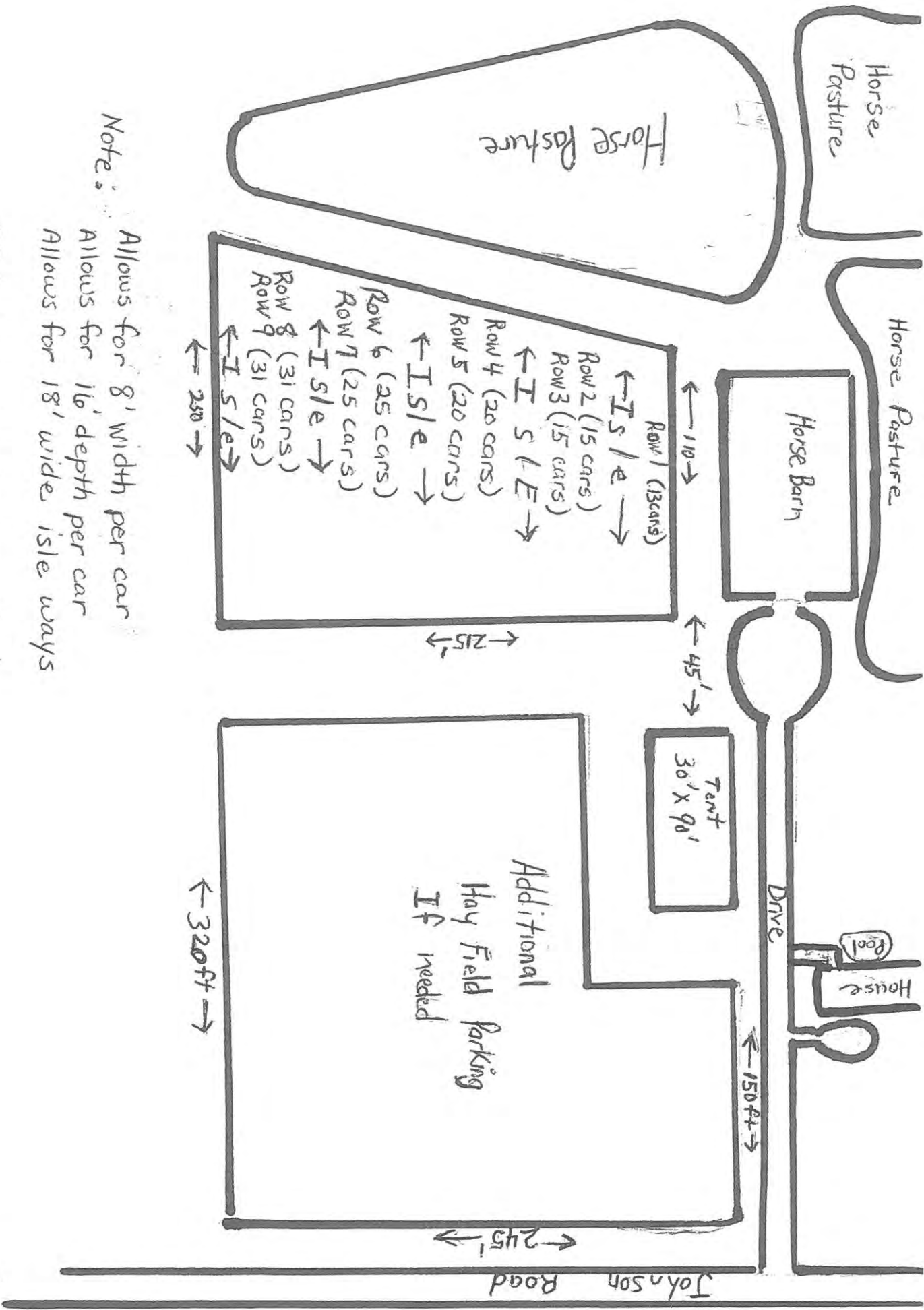
Attest:



Debbie Gillette  
Kendall County Clerk



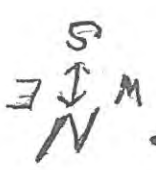
John Shaw  
Kendall County Board Chairman



Note:

- Allows for 8' width per car
- Allows for 16' depth per car
- Allows for 18' wide isle ways

This area can conservatively handle 195 cars if needed.



1998 Johnson Rd, Oswego, IL 60543  
Street View · Search nearby



1. The Short range plan is to set up a tent on the open side yard with portable trailer bathroom off to the side between old storage garage and corn crib. Parking will take place on the cut hayfield on the east side of property.
2. The long range plan (assuming things go well) is to pour a concrete pad for a 40x80 ft ~~seasonal~~ tent that will stay up from April - October. This is located on the edge of the hayfield off the main drive. A small barn will be constructed next to the pad that will include very nice women and men bathrooms. It will serve as a minibarn in the winter for farm equipment. A septic system separate from our house will be installed for this facility and will be free from traffic/cars.

Imagery ©2014 DigitalGlobe, U.S. Geological Survey, Map data ©2014 Google 50 ft



**DEPARTMENT OF PLANNING, BUILDING & ZONING**  
 111 West Fox Street • Yorkville, IL • 60560  
 (630) 553-4141 Fax (630) 553-4179

**APPLICATION**

PROJECT NAME Pasteris FILE #           

<b>NAME OF APPLICANT (including First, Middle Initial, and Last Name)</b>		
Peter J. Pasteris, Jr. Revocable Dec. of Living Trust and Laurie Jo Pasteris		
<b>CURRENT LANDOWNER/NAME(S)</b>		
Peter J. Pasteris, Jr. Revocable Dec. of Living Trust and Laurie Jo Pasteris		
<b>SITE INFORMATION</b>		
ACRES	SITE ADDRESS OR LOCATION	ASSESSOR'S ID NUMBER (PIN)
12.5 acres	1998 Johnson Road, Oswego, IL 60543	06-11-100-004 & 06-11-100-008 + 06-10-200-001
<b>EXISTING LAND USE</b>	<b>CURRENT ZONING</b>	<b>LAND CLASSIFICATION ON LRMP</b>
Wedding/Special Event	Venue A-1 Special Use	A-1 Special Use
<b>REQUESTED ACTION (Check All That Apply):</b>		
<input type="checkbox"/> SPECIAL USE	<input type="checkbox"/> MAP AMENDMENT (Rezone to <u>      </u> )	<input type="checkbox"/> VARIANCE
<input type="checkbox"/> ADMINISTRATIVE VARIANCE	<input type="checkbox"/> A-1 CONDITIONAL USE for: <u>                                  </u>	<input type="checkbox"/> SITE PLAN REVIEW
<input type="checkbox"/> TEXT AMENDMENT	<input type="checkbox"/> RPD ( <input type="checkbox"/> Concept; <input type="checkbox"/> Preliminary; <input type="checkbox"/> Final)	<input type="checkbox"/> ADMINISTRATIVE APPEAL
<input type="checkbox"/> PRELIMINARY PLAT	<input type="checkbox"/> FINAL PLAT	<input type="checkbox"/> OTHER PLAT (Vacation, Dedication, etc.)
<input checked="" type="checkbox"/> AMENDMENT TO A SPECIAL USE ( <input checked="" type="checkbox"/> Major; <input type="checkbox"/> Minor)		
<b><sup>1</sup>PRIMARY CONTACT</b>	<b>PRIMARY CONTACT MAILING ADDRESS</b>	<b>PRIMARY CONTACT EMAIL</b>
Daniel J. Kramer	[REDACTED]	[REDACTED]
<b>PRIMARY CONTACT PHONE #</b>	<b>PRIMARY CONTACT FAX #</b>	<b>PRIMARY CONTACT OTHER # (Cell, etc.)</b>
[REDACTED]	[REDACTED]	[REDACTED]
<b><sup>2</sup>ENGINEER CONTACT</b>	<b>ENGINEER MAILING ADDRESS</b>	<b>ENGINEER EMAIL</b>
None		
<b>ENGINEER PHONE #</b>	<b>ENGINEER FAX #</b>	<b>ENGINEER OTHER # (Cell, etc.)</b>
I UNDERSTAND THAT BY SIGNING THIS FORM, THAT THE PROPERTY IN QUESTION MAY BE VISITED BY COUNTY STAFF & BOARD/ COMMISSION MEMBERS THROUGHOUT THE PETITION PROCESS AND THAT THE PRIMARY CONTACT LISTED ABOVE WILL BE SUBJECT TO ALL CORRESPONDANCE ISSUED BY THE COUNTY.		
I CERTIFY THAT THE INFORMATION AND EXHIBITS SUBMITTED ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT I AM TO FILE THIS APPLICATION AND ACT ON BEHALF OF THE ABOVE SIGNATURES. THE APPLICANT ATTESTS THAT THEY ARE FREE OF DEBT OR CURRENT ON ALL DEBTS OWED TO KENDALL COUNTY AS OF THE APPLICATION DATE.		
<b>SIG</b>	<b>DATE</b>	
<input checked="" type="checkbox"/> [REDACTED]	September 16, 2024	

CHECK #:           

<sup>1</sup>Primary Contact will receive all correspondence from County

<sup>2</sup>Engineering Contact will receive all correspondence from the County's Engineering Consultants

1. Change the capacity of people from 200 to 300
2. Replace the existing tent with a permanent building which would not be a substantial increase of amount of square footage with the approximate same square footage of 400 x 100 and a smaller food preparation building of 128 x 64 ft which would be a total of 5,600 sq.ft.
3. Install permanent restrooms in the facility with a septic permit from the Kendall County Health Department replacing the mobile trailer restrooms
4. Extend use to year round

# Northfork Farm Weddings

## Business Plan

### Vision and Mission Statements

**Vision Statement:**

"To become the premier year-round wedding destination in the region, providing unforgettable experiences through exceptional service, stunning environments, and seamless event execution."

**Mission Statement:**

"Northfork Farm Weddings" is committed to enriching lives by offering an idyllic setting for life's most cherished celebrations. Our mission is to deliver unparalleled event experiences while maintaining the highest standards of hospitality, inclusivity, and sustainability."

This business plan serves as a foundational document to guide the expansion of Northfork Farm Weddings, detailing the strategic approach to building a new venue and growing the business. It also prepares the organization to address potential challenges and maximize the opportunities presented by an extended operating season and enhanced venue offerings. If you would like me to expand on any of the sections or provide detailed content for a specific part, let me know!

### Executive Summary

- Brief overview of the business.
- Summary of the proposal to build a new, permanent wedding venue.
- Key objectives for the new venue include extending operational capacity and enhancing the guest experience.

### Company Description

- History of Northfork Farm Weddings.
- Current operations and services provided.
- Achievements and reputation in the wedding industry.

### Market Analysis

- Overview of the wedding venue market in the region.
- Target market demographics and psychographics.
- Analysis of competitors and industry trends.

### Current Operations

- Detailed description of current operations using a tent setup.
- Operational challenges and limitations due to seasonal changes and weather conditions.
- Financial performance with current operations.

### Strategic Opportunities with the New Building

- Description of the proposed new building and its features.
- How the new venue will address current operational challenges.
- Projected increase in availability from 26 weeks to 48 weeks.
- Anticipated enhancements in guest comfort and event execution.

### Marketing Plan

- **Branding Strategy:** Positioning Northfork Farm Weddings as a versatile, all-season venue.
- **Advertising:** Use of digital marketing, social media, bridal magazines, and wedding expos.
- **Promotions:** Early booking discounts, off-season specials, and package deals.
- **Partnerships:** Collaborations with local businesses and wedding planners.
- **Customer Engagement:** Testimonials, reviews, and enhanced web presence with virtual tours of the venue.



### **Financial Projections**

- Detailed cost analysis for the construction of the new venue.
- Projected revenue increase with operational expansion.
- Break-even analysis and return on investment (ROI).
- Five-year financial forecast including profit and loss, cash flow, and balance sheet.

### **Operational Plan**

- Construction timeline and milestones.
- Supplier and contractor management.
- Staffing and training for expanded operations.
- Event management enhancements with new facilities.

### **Risk Management and Sustainability**

- Identification of potential risks including construction delays, budget overruns, and market changes.
- Strategies for risk mitigation and management.
- Sustainability practices in construction and operations to appeal to eco-conscious clients.

## **Executive Summary for Northfork Farm Weddings Business Plan**

Northfork Farm Weddings has earned a distinguished reputation as a seasonal wedding venue, working successfully under a beautiful tent setup for 26 weeks each year. Situated in a picturesque location, Northfork Farm has consistently shown profitability and exceptional service, even with the inherent limitations imposed by weather and seasonal changes. Recognizing the opportunity to expand and enhance its offerings, Northfork Farm proposes the construction of a permanent wedding venue to replace the existing tent structure.

The proposed new venue is designed to address several key issues currently impacting the venue's operations and guest experience. Chief among these is the vulnerability to adverse weather conditions, which not only affects event execution but also poses inconvenience to guests, particularly with external facilities like portable bathhouses. The new structure will provide a weatherproof environment that ensures events can be held comfortably and seamlessly throughout the year, regardless of weather conditions.

With this development, Northfork Farm aims to extend its operational capability from 26 to 48 weeks per year, significantly increasing its booking capacity. The new venue will allow the business to host events from Thursday to Sunday each week, effectively doubling the potential for bookings and revenue generation. This expansion is expected to cater to a growing market demand for reliable and elegant wedding and event spaces, attracting a broader clientele, including those who may previously have been deterred by the seasonal nature of the venue.

Financially, the transition from a tent to a permanent structure is a substantial investment but is projected to yield considerable returns through increased bookings and revenue. The expansion will primarily increase variable costs, such as supplies and labor, while leveraging existing fixed costs to support profitability.

Northfork Farm Weddings seeks a partnership with Huntington Bank to finance the construction of this new venue. With a solid track record of profitability and an unobstructed vision for future growth, Northfork Farm is poised to transform its business model and continue to thrive as a premier destination for weddings and events in the region.

## **Company Description for Northfork Farm Weddings Business Plan**

### **Overview**

Northfork Farm Weddings is a renowned wedding and event venue located in the heart of a picturesque landscape. Since its start, Northfork Farm has established itself as a preferred destination for couples seeking a romantic and memorable wedding experience. The venue is best known for its scenic views, personalized service, and elegant tent setup that hosts events primarily during the warmer months of the year.

### **History**

Founded by a family with deep roots in hospitality and event management, Northfork Farm began hosting weddings over a decade ago. The founders saw an opportunity to transform their sprawling family farm into a unique venue that blends rustic charm with modern elegance. The initiative quickly gained popularity through word-of-mouth and local advertising, establishing Northfork as a cherished location for wedding celebrations.

### **Services Offered**

Northfork Farm Weddings offers a comprehensive suite of services designed to cater to all aspects of wedding and event planning. These services include:

- **Event Coordination:** Aiding clients from planning to execution, ensuring every detail is managed seamlessly.
- **Catering and Beverage Services:** Offering a range of customizable menu options, from traditional to contemporary cuisines, all prepared by skilled chefs.
- **Décor and Setup:** Providing a variety of décor themes and setups that transform the space to reflect the personal style and vision of each couple.
- **Vendor Coordination:** Working closely with trusted vendors for flowers, music, photography, and more to ensure a cohesive and stress-free event experience.

### **Current Operations**

Currently, Northfork Farm operates a large, beautifully adorned tent that serves as the venue for all events. This setup allows for operations 26 weeks per year, primarily during the milder weather months. While this seasonal model has been profitable, it limits the venue's operational capacity and subjects' events to the unpredictability of weather.

### **Achievements**

Over the years, Northfork Farm has garnered numerous accolades for excellence in service and has been featured in several bridal magazines and online wedding platforms. The venue is especially celebrated for its:

- **Exceptional Client Feedback:** Consistently high ratings in customer satisfaction for its beautiful setting, attentive service, and the ability to deliver a stress-free event experience.
- **Community Engagement:** Active participation in local events and hosting community-driven occasions, enhancing its reputation and embedding itself as a vital part of the local culture.
- **Sustainability Initiatives:** Commitment to sustainability through waste reduction, recycling programs, and use of locally sourced products which resonates well with environmentally conscious clients.

### **Vision for the Future**

With the proposed construction of a new permanent wedding venue, Northfork Farm aims to transition from a seasonal operation to a year-round event destination. This expansion will not only enhance the venue's operational efficiency and guest experience but also significantly broaden its market reach. The new facility is envisioned as a state-of-the-art structure that embodies the farm's rustic charm while incorporating modern amenities that today's clients expect.

The completion of this project will mark a significant milestone in Northfork Farm's history, setting the stage for a new era of growth and continuing excellence in the wedding and event industry.

## **Market Analysis for Northfork Farm Weddings Business Plan**

### **Geographic Focus**

Northfork Farm Weddings is strategically located to serve the Northern Illinois region, including the expansive and diverse market of Chicago. This area is characterized by its large population, broad socioeconomic spectrum, and a high rate of wedding and event planning activities, making it an ideal target market for a premier wedding venue.

### **Demographics**

The demographics of Northern Illinois, particularly Chicago, are varied, with a sizable number of individuals entering the marriageable age each year. According to recent census data, Chicago alone has a population exceeding 2.7 million people with a median age of around 34 years. The area is culturally diverse, which translates into a variety of wedding traditions and customs, thus broadening the potential client base for Northfork Farm.

- **Age Group:** The primary target age group for weddings is between 25 and 40 years old, a demographic that is well-represented in Chicago and surrounding areas.
- **Income Levels:** The region exhibits a wide range of income levels, with a substantial proportion of the population earning above the national median. This economic diversity allows Northfork Farm to target both luxury and mid-tier market segments.
- **Cultural Diversity:** With a rich mix of ethnic backgrounds, including significant Hispanic, African American, and Asian communities, the demand for culturally specific as well as fusion wedding events is high.

### **Market Need**

There is a growing trend in Northern Illinois for unique and memorable wedding experiences. Couples are looking for venues that offer not just a space, but an experience that includes beautiful landscapes, exceptional service, and the flexibility to customize their event to fit their personal vision and style. The limitations posed by weather and the seasonal nature of current venues like tents are significant deterrents for couples planning their special day.

### **Competitor Analysis**

The wedding venue market in Northern Illinois is competitive but fragmented, with venues ranging from urban chic spaces in downtown Chicago to rustic barns in more rural areas. Key competitors include:

- **Urban Event Spaces:** These venues cater primarily to modern, indoor weddings and corporate events but often lack the scenic charm and exclusivity that Northfork Farm can provide.
- **Country Clubs and Hotels:** While they offer year-round availability, their packages can be less flexible, and settings might not be as intimate or customizable.

- **Other Farm and Barn Venues:** Like Northfork Farm, these venues offer a rustic setting but typically operate on a seasonal basis and may not have the infrastructure to host events year-round.

### **Competitive Advantage**

Northfork Farm can leverage several competitive advantages:

- **Extended Season:** By transitioning to a permanent facility, Northfork Farm will operate nearly year-round, distinguishing it from other seasonal rustic venues.
- **All-inclusive Experience:** Northfork Farm offers comprehensive event services including catering, decor, and vendor coordination, which can significantly simplify the planning process for clients.
- **Scenic and Versatile Setting:** The farm's natural beauty and planned state-of-the-art amenities are designed to cater to a variety of styles and preferences, setting it apart from more urban or conventional venues.

### **Market Trends**

- **Increase in Destination Weddings:** More couples are choosing destinations that offer a complete experience for their guests, a trend that favors scenic venues like Northfork Farm.
- **Personalization and Unique Experiences:** There is a move away from cookie-cutter weddings towards more personalized events, highlighting the importance of venues that can offer customization and flexibility.
- **Sustainability:** Eco-conscious planning is on the rise, with couples looking for venues that prioritize sustainability practices.

### **Conclusion**

The market analysis indicates a robust demand and a favorable environment for the expansion of Northfork Farm Weddings into a year-round venue. With its planned enhancements and strategic location, Northfork Farm is well-positioned to capitalize on the growing market trends and to fulfill the evolving needs of couples in Northern Illinois and beyond.

Currently, I don't have the capability to directly access external websites, including Northfork Farm Weddings' website, to pull specific data or content. However, I can certainly help you draft a section about the current operations based on general knowledge and typical practices of wedding venues. If you have specific details or unique aspects from Northfork Farm Weddings that you would like included, you can share them with me, and I'll integrate them into the description. Here's a general overview based on common practices:

## **Current Operations at Northfork Farm Weddings**

### **Venue Overview**

Northfork Farm Weddings operates from a picturesque location ideally suited for outdoor events and celebrations. The primary feature of the venue is its large, elegantly appointed tent, which serves as the centerpiece for weddings and other festivities. The farm's natural beauty, combined with this well-designed temporary structure, provides a unique blend of rustic charm and sophisticated elegance.

### **Seasonal Operation**

Due to the outdoor nature of the venue, operations are seasonally restricted. Currently, Northfork Farm is operational approximately 26 weeks per year, generally from late spring to early autumn. This period is chosen to take advantage of the region's most favorable weather, minimizing the impact of rain, excessive heat, or cold which could otherwise detract from guests' comfort and the overall event experience.

### **Services Provided**

Northfork Farm offers comprehensive event services to ensure a seamless experience for clients and guests:

- **Event Planning and Coordination:** The venue provides expert planning services, helping clients design their event from start to finish, including timeline management, vendor coordination, and day-of execution.
- **Catering and Custom Menus:** Partnerships with local caterers allow Northfork Farm to offer a variety of dining options that can be tailored to meet diverse tastes and dietary requirements.
- **Decor and Setup:** The venue staff aids in the customization of decor, seating arrangements, and setup to align with each event's theme and the client's vision.

### **Accommodations and Facilities**

While the main event space is a large tent, Northfork Farm also offers additional accommodations for weddings and events:

- **Portable Bath Houses:** To enhance guest comfort, high-quality portable bathrooms are provided, elegantly designed to maintain the upscale feel of the venue.
- **Parking and Transportation:** Ample parking is available for guests, and the venue can coordinate transportation services for larger groups or remote parking solutions.

### **Client Experience**

Feedback from clients consistently highlights the venue's exceptional service, picturesque setting, and the ability to create a personalized and memorable event. Northfork Farm prides itself on its ability to maintain high standards of hospitality, even within the limitations of a seasonal, tent-based operation.

### **Challenges**

The primary challenge facing Northfork Farm in its current operation is weather dependency, which not only limits the operational season but also poses potential disruptions during unexpected weather changes. This has prompted the proposal for a new, permanent structure to extend the operating season and provide a more reliable and comfortable setting for events.

### **Strategic Opportunities with the New Building for Northfork Farm Weddings**

#### **Expanded Operational Capacity**

The construction of a new, permanent building at Northfork Farm Weddings presents several strategic opportunities that can transform the business and significantly enhance its market position. One of the most impactful changes will be the expansion of the venue's operational capacity. Currently limited to seasonal use due to its dependence on a tent structure, the new facility will enable the venue to host events nearly year-round, extending the operational period from 26 weeks to 48 weeks annually. This nearly doubles the available booking slots, allowing Northfork Farm to cater to a larger number of weddings and events, thus substantially increasing potential revenue streams.

#### **Enhanced Guest Experience and Service Offerings**

The new building will be designed to enhance the comfort and experience of guests and clients, regardless of weather conditions. It will feature integrated heating and cooling systems, which will eliminate the disruptions caused by inclement weather—such as rain, wind, and extreme temperatures—that currently affect the tent setup. The permanent structure will also include built-in, high-quality restrooms, removing the need for portable bath houses and elevating the overall guest experience. Additionally, the venue will have the capability to offer more diverse and sophisticated service offerings, such as enhanced audio-visual equipment for ceremonies and receptions, and more elegant and diverse setup options for decor and seating.



### **Increased Market Reach and Booking Flexibility**

With the ability to operate outside the traditional wedding season, Northfork Farm can tap into a broader market, including off-peak weddings, corporate events, and other private functions. This flexibility also opens the venue to last-minute bookings and events that are not possible with the current tent setup due to the extended setup and takedown times required. Moreover, the permanent structure will allow Northfork Farm to host multiple events in quick succession or even simultaneously if space permits, maximizing the usage of the venue.

### **Improved Operational Efficiency**

The new building will streamline many aspects of the venue's operations. Permanent fixtures and amenities will reduce the labor and time currently required to set up and dismantle temporary structures and facilities for each event. This efficiency can lead to cost savings in labor and logistics and reduce the wear and tear on equipment that must be frequently installed and removed.

### **Brand Enhancement and Competitive Edge**

By investing in a permanent venue, Northfork Farm will solidify its brand as a premier, all-season wedding and event destination. This enhancement will distinguish it from other local venues that may only offer seasonal availability or limited facilities. The new building will serve as a tangible commitment to quality and reliability, appealing to a broader demographic, including high-end clients who seek exclusivity and assurance that their event will proceed smoothly, regardless of external factors.

### **Sustainability and Innovation**

The construction of the new venue offers an opportunity to integrate sustainable building practices and technologies, which can attract a growing segment of environmentally conscious consumers. Features like energy-efficient systems, sustainable materials, and green spaces can be marketed as key selling points, aligning with broader trends towards eco-friendly weddings and events. This focus on sustainability can also yield long-term cost savings and enhance the venue's reputation as a responsible and forward-thinking business.

### **Conclusion**

The strategic opportunities presented by the new building are set to redefine the operational capabilities, market positioning, and competitive edge of Northfork Farm Weddings. By addressing current limitations and expanding its offerings, Northfork Farm is poised to not only meet the evolving demands of the wedding market but to set new standards within the industry.

## **Marketing Plan for Northfork Farm Weddings**

### **Objective**

The primary goal of this marketing plan is to position Northfork Farm Weddings not only as a premier wedding venue but also as a versatile event space suitable for corporate events, social gatherings, and other special occasions. By diversifying the range of events hosted, Northfork Farm aims to maximize its use year-round, increasing revenue and brand visibility across different market segments.

### **Target Markets**

1. **Weddings:** Continue to target couples looking for a unique, picturesque venue for their special day, emphasizing the new building's all-season capabilities.
2. **Corporate Events:** Focus on local and regional businesses seeking offsite locations for retreats, conferences, team-building exercises, and holiday parties.
3. **Social Events:** Target planners of birthdays, anniversaries, reunions, and other special celebrations who desire a distinctive and elegant setting.
4. **Community and Charitable Events:** Engage local non-profits and community groups looking for a venue for fundraisers, galas, and other community-focused events.

### **Marketing Strategies**

#### **1. Digital Marketing:**

- **Website Redesign:** Update the website to showcase the versatility of the venue with a gallery featuring various event setups. Include virtual tours, client testimonials, and a blog with event planning tips and highlights from past events.
- **SEO and Content Marketing:** Implement an SEO strategy focused on keywords not just around weddings, but also corporate events and other celebrations to improve search engine rankings. Regularly update the blog and resources with relevant content to drive organic traffic.
- **Social Media Campaigns:** Utilize platforms like Instagram, Pinterest, and Facebook to post beautiful photos of events, behind-the-scenes looks, and promotions. Run targeted ads to reach specific audience segments, such as corporate event planners and bridal groups.

## 2. Email Marketing:

- Develop segmented email lists to send tailored messages and offers to distinct groups, such as past clients, potential wedding clients, and corporate event planners.
- Regular newsletters featuring venue updates, special promotions, and event ideas to keep Northfork Farm top-of-mind among subscribers.

## 3. Partnerships and Networking:

- **Vendor Partnerships:** Collaborate with event planners, local caterers, entertainment providers, and decorators to create package deals and cross-promotional opportunities.
- **Corporate Outreach:** Engage directly with HR departments and event coordinators of local companies to introduce them to the venue's corporate offerings.
- **Community Engagement:** Participate in community events and host charity galas or public gatherings to build local goodwill and visibility.

## 4. Advertising:

- Invest in both online and traditional advertising, including Google Ads, local radio spots, and print ads in regional magazines and newspapers that cater to both weddings and corporate event planning.
- Use retargeting ads to engage visitors who have checked the venue online but have not made an inquiry.

## 5. Promotions and Incentives:

- Offer introductory rates for the first few months of the new venue's operation to entice early bookings.
- Create seasonal promotions and packages that appeal to corporate clients and social event planners, such as discounted rates for mid-week events or off-peak seasons.

## 6. Trade Shows and Expos:

- Participate in wedding expos, corporate event planning conferences, and local business expos to showcase the venue and network with potential clients.
- Offer exclusive deals to attendees who visit the booth and sign up for more information.

## Evaluation and Adjustment

- Regularly track the performance of all marketing activities using analytics tools to understand what is working and what isn't.
- Conduct surveys and gather feedback from event attendees and clients to refine offerings and marketing messages.
- Adjust strategies quarterly based on performance metrics and market trends to ensure the marketing plan remains effective and responsive to client needs.

This comprehensive marketing plan is designed to maximize the visibility and appeal of Northfork Farm Weddings across multiple event categories, ensuring the venue reaches its full potential and achieves a broad and sustainable client base.

## **Financial Projections for Northfork Farm Weddings**

### **Overview**

The financial projections for Northfork Farm Weddings are designed to quantify the expected revenue growth, cost implications, and overall financial performance resulting from the expansion with a new permanent venue. These projections will help in making informed decisions, securing financing, and measuring future financial health.

### **Assumptions**

- **Construction and Opening:** The new building will be completed and operational within 9 months.
- **Operational Weeks:** Increase from 26 weeks to 48 weeks per year.
- **Event Capacity:** Ability to host events from Thursday to Sunday, increasing the number of potential event days.
- **Booking Rate:** Gradual increase in bookings due to enhanced capabilities and marketing efforts, reaching near full capacity in year 3.
- **Pricing Strategy:** Slight premium on current rates due to improved facilities.
- **Fixed and Variable Costs:** Initial increase in fixed costs due to new building maintenance and utilities; variable costs scale with the number of events.

### **Revenue Projections**

- **Year 1:** Focus on building awareness and filling the calendar. Projected to host approximately 75 events (weddings, corporate events, other social gatherings) with an average revenue of \$12,000 per event.
- **Year 2:** Increased bookings as market presence solidifies. Expecting to host around 120 events with a 5% increase in average event price due to market positioning and premium service offerings.
- **Year 3:** Near full capacity with 144 events hosted, maximizing the operational days and leveraging the venue's reputation for quality and service.

### **Cost Projections**

- **Initial Construction Costs:** Estimated at \$750,000 for the complete setup of the building, furnishings, and landscaping.
- **Fixed Costs:** Includes utilities, property taxes, maintenance, and salaries for permanent staff; estimated increase of 30% due to extended operational weeks.

- **Variable Costs:** Primarily catering, event-specific staffing, and materials; expected to scale directly with the number of events.

#### **Profit Projections**

Calculated as Total Revenue minus Total Costs. Assumes no significant changes in the economic landscape or unforeseen financial burdens.

#### **Break-even Analysis**

The break-even point will be calculated based on the initial investment and ongoing operational costs. Assuming stable growth in bookings and controlled expense management, Northfork Farm is projected to reach break-even towards the end of Year 2.

#### **Conclusion**

The financial projections indicate robust growth and profitability with the introduction of the new building. This expansion enables Northfork Farm to significantly increase its operational capacity and revenue potential while maintaining a focus on high-quality service delivery. Continuous monitoring of both revenues and expenses will be crucial to achieving these financial goals and ensuring the long-term success of the venture.

## **Operational Plan for Northfork Farm Weddings**

### **Introduction**

The operational plan for Northfork Farm Weddings outlines the strategies and processes to ensure the successful implementation and management of the new permanent venue. This plan will detail the construction phase, day-to-day operations, staffing requirements, and maintenance protocols necessary to operate efficiently and effectively year-round.

### **Construction Phase**

#### **1. Timeline and Milestones:**

- **Permitting and Approvals:** Complete within the first 3 months.
- **Groundbreaking:** Scheduled immediately after obtaining necessary permits.
- **Construction:** Expected to last 9 months, with regular milestones set for foundation, framing, exterior, and interior finishes.
- **Furnishing and Landscaping:** Final 2 months before opening, focusing on interior decoration, furnishing, and landscaping to enhance aesthetic appeal.

#### **2. Contractor and Supplier Management:**

- **Select experienced contractors with a proven track record in similar projects.**
- **Establish clear contracts with stipulations for timelines, quality standards, and cost controls.**
- **Regular on-site meetings to monitor progress and address any issues promptly.**

#### **3. Regulatory Compliance:**

- **Ensure all construction activities comply with local zoning and building codes.**
- **Implement environmentally sustainable practices throughout the construction process.**

### **Staffing Plan**

#### **1. Roles and Responsibilities:**

- **Venue Manager\*:** Oversee all venue operations, staff, and client relations.
- **Event Coordinators:** Handle client consultations, event planning, and day-of coordination.
- **Maintenance Staff:** Responsible for the upkeep of the venue, including cleaning, landscaping, and minor repairs.
- **Catering Team:** Managed by a head chef, responsible for all food preparation and service.

## 2. Recruitment and Training:

- Recruit additional staff to support increased operational needs, focusing on experience in hospitality and event management.
- Provide comprehensive training for all staff on customer service, safety protocols, and venue-specific procedures.

## 3. Scheduling:

- Implement a scheduling system to manage staff shifts, ensuring adequate coverage for all events while optimizing labor costs.

## Day-to-Day Operations

### 1. Event Setup and Management:

- Standard operating procedures (SOPs) for setting up different event configurations.
- Checklist systems to ensure all event components, from AV setup to décor, are completed to client specifications.

### 2. Customer Service:

- Implement a customer relationship management (CRM) system to track client interactions and feedback.
- Regular staff training on customer service excellence to enhance guest satisfaction.

### 3. Maintenance and Upkeep:

- Routine maintenance schedule for all physical assets, including HVAC, lighting, and plumbing systems.
- Regular inspections and quick-response systems for addressing any issues.

## Risk Management

### 1. Insurance:

- Comprehensive insurance coverage including property, liability, and event cancellation insurance.

### 2. Emergency Preparedness:

- Develop and train staff on emergency procedures, including evacuation routes, emergency contacts, and first aid.
- Install safety equipment such as fire extinguishers, smoke detectors, and security systems.

## **Sustainability Initiatives**

### **1. Eco-friendly Practices:**

- **Implement systems for waste reduction, recycling, and energy efficiency.**
- **Source locally produced food and materials to minimize environmental impact and support the local economy.**

### **2. Community Engagement:**

- **Host community events and workshops to maintain positive community relations.**
- **Engage in charitable activities and sponsorships to build goodwill and enhance brand visibility.**

## **Monitoring and Evaluation**

### **1. Performance Metrics:**

- **Establish KPIs for event success, customer satisfaction, and operational efficiency.**
- **Regularly review financial reports to monitor profitability and manage costs.**

### **2. Feedback Loops:**

- **Implement mechanisms for gathering client and guest feedback post-event.**
- **Regular staff meetings to discuss feedback and identify areas for improvement.**

## **Conclusion**

The operational plan for Northfork Farm Weddings is designed to ensure smooth and efficient management of the new venue, optimizing both client satisfaction and business performance. By adhering to this comprehensive plan, Northfork Farm will be well-positioned to become a premier, year-round destination for weddings and other events.



## **Risk Management and Sustainability for Northfork Farm Weddings**

### **Risk Management**

Managing risks effectively is critical for the long-term success and stability of Northfork Farm Weddings, especially with the introduction of a new, permanent venue. This section outlines the key risk areas, and the strategies implemented to mitigate them.

#### **1. Construction Risks:**

- **Delays and Overruns:** Partner with reputable contractors and use fixed-price contracts to minimize the risk of delays and cost overruns. Regular milestone reviews to monitor progress and address issues early.
- **Regulatory Compliance:** Ensure all construction complies with local zoning and building codes to avoid legal complications and fines.

#### **2. Operational Risks:**

- **Event Disruptions:** Develop contingency plans for power outages, technology failures, and other disruptions. Maintain backup systems and train staff in emergency procedures.
- **Staffing Fluctuations:** Implement robust hiring processes and retention strategies to ensure a consistent quality of service. Regular training and career development opportunities to enhance staff satisfaction and loyalty.

#### **3. Financial Risks:**

- **Market Fluctuations:** Monitor market trends and adjust pricing and offerings to remain competitive. Diversify event offerings to attract a broader customer base.
- **Unexpected Expenses:** Maintain a reserve fund for unexpected expenses to ensure financial stability.

#### **4. Reputation Risks:**

- **Client Satisfaction:** Implement a comprehensive feedback system to monitor and respond to client concerns promptly. Focus on exceptional customer service to enhance reputation and encourage word-of-mouth referrals.
- **Safety and Security:** Enforce strict security measures and safety protocols to protect guests and staff at all events.

#### **5. Legal Risks:**

- **Liability Insurance:** Maintain comprehensive liability insurance covering various potential claims, from personal injury to property damage.
- **Contractual Agreements:** Use clear, legally vetted contracts with clients, vendors, and partners to minimize disputes and clarify expectations.

## **Sustainability**

Sustainability is a cornerstone of Northfork Farm Weddings' operational philosophy, reflecting its commitment to environmental stewardship and social responsibility.

### **1. Environmental Sustainability:**

- **Energy Efficiency:** Utilize energy-efficient technologies and practices, such as LED lighting, solar panels, and smart HVAC systems to reduce energy consumption.
- **Waste Management:** Implement recycling programs and waste reduction strategies. Compost organic waste and provide clearly marked recycling bins throughout the venue.
- **Water Conservation:** Employ water-saving fixtures and practices, including rainwater harvesting for landscape irrigation.

### **2. Social Sustainability:**

- **Community Engagement:** Actively participate in the community through hosting charity events, supporting local businesses, and engaging in partnerships with local schools and non-profits.
- **Local Sourcing:** Prioritize purchasing from local suppliers to support the local economy and reduce transportation-related carbon emissions.

### **3. Economic Sustainability:**

- **Long-Term Viability:** Focus on creating a financially sustainable business model that balances profitability with investments in community and environmental initiatives.
- **Diversification of Services:** Expand offerings to include corporate events, workshops, and other community-based activities to ensure steady revenue streams throughout the year.

### **4. Monitoring and Reporting**

- **Sustainability Reporting:** Regularly assess and report on sustainability goals and achievements. Use this data to inform stakeholders and guide future initiatives.
- **Risk Assessments:** Conduct annual risk assessments to identify new risks and evaluate the effectiveness of existing mitigation strategies.

## **Conclusion**

The integrated approach to risk management and sustainability at Northfork Farm Weddings ensures that the venue not only meets current operational and environmental standards but also positions itself as a leader in responsible business practices. This proactive stance helps safeguard the venue's reputation, ensures compliance with regulatory requirements, and contributes positively to its community and the environment.

## **Conclusion: The Strategic Imperative of the New Venue for Northfork Farm Weddings**

As Northfork Farm Weddings stands on the threshold of a significant transformation, the introduction of a new permanent venue is not just a growth strategy—it is a crucial step towards securing the long-term sustainability and generational legacy of the business. This expansion is envisioned to adapt to the evolving market demands, enhance operational efficiency, and solidify the farm's position as a premier venue in the competitive wedding and event industry.

### **Necessity for Continued Growth**

The current operational model, reliant on a seasonal tent setup, has served Northfork Farm well, establishing it as a unique destination with a distinct charm. However, this model imposes inherent limitations on the venue's capacity and restricts its operational window each year. The new permanent venue is a strategic response to these challenges, designed to extend the operational season from 26 to 48 weeks and double the potential booking capacity. This expansion is not merely about increasing the volume of events; it is about enhancing the quality of service, and the experience offered to each client, thereby reinforcing the venue's marketability and competitive edge.

Expanding the physical infrastructure will enable Northfork Farm to diversify its event offerings beyond weddings to include corporate events, social gatherings, and community events. This diversification will open new revenue streams and reduce the business's vulnerability to market fluctuations specific to the wedding industry, ensuring more stable and predictable financial performance.

### **Ensuring Generational Longevity**

The establishment of a permanent venue is a tangible commitment to the future. It represents a foundation upon which successive generations can build and innovate. By moving from a temporary, seasonal operation to a year-round facility, Northfork Farm is setting the stage for a lasting family enterprise that can adapt and thrive through changing times. This venue will serve not just as a business asset but as a legacy, offering a physical space where future generations can contribute to the family's vision and growth.

### **Commitment to Sustainability**

The new venue is also a commitment to sustainability, reflecting a responsible stewardship of resources that aligns with broader social and environmental values. By integrating sustainable practices into the design and operation of the new venue—such as energy efficiency, waste reduction, and local sourcing—Northfork Farm is ensuring that its growth is not only economically viable but also environmentally sound and socially responsible. These practices not only reduce the operational costs but also enhance the venue's appeal to a growing demographic of clients who prioritize sustainability in their choice of event location.

## **Conclusion**

In conclusion, the construction of a new permanent venue at Northfork Farm Weddings is an essential strategy for ensuring continued growth, generational longevity, and sustainable business practices. This development will allow Northfork Farm to remain competitive in a changing market, attract a wider array of events and clients, and pass on a robust and thriving business to future generations. With this expansion, Northfork Farm Weddings is poised to continue creating memorable experiences for its clients while building a legacy that respects both family traditions and the need for innovation and sustainability.

LEGAL DESCRIPTION:

The west 400.0 feet of the north 435.60 feet of a strip of land 54 rods (891.0 feet) wide off the west side of the northwest quarter of section 11, township 36 north, range 8 east of the third principal meridian, situated in Na-Au-Say Township, Kendall County, Illinois containing 4 acres.

The west 561.0 feet of the north 971.0 feet (except the west 400.0 feet of the north 435.60 feet, thereof) of a strip of land 54 rods (891.0 feet) wide off the west side of the northwest quarter of section 11, Township 36 north, range 8 east of the third principal meridian, situated in Na-Au-Say Township, Kendall County, Illinois containing 8.5052 acres.

and

That part of the East One-Half of the Northeast Quarter of Section 10, Township 36 North, Range 8, East of the Third Principal Meridian, described as follows: beginning at the Northeast Corner of Section 10, thence South 435.6 feet along the East line of Section 10; thence West 160 feet parallel with the North line of Section 10; thence North 435.6 feet parallel with the East line of Section 10; thence East 160 feet to the point of beginning; all in the Township of Na-Au-Say, Kendall County, Illinois.

Permanent Real Estate Index No.: 06-10-200-001

200300005708  
Filed for Record in  
KENDALL COUNTY, ILLINOIS  
PAUL ANDERSON  
02-21-2003 At 08:50 am.  
D IN TRUST 20.00

DEED IN TRUST

THIS INDENTURE WITNESSETH, That the Grantor, PETER J. PASTERIS, JR., married to LAURIE JO PASTERIS, [REDACTED] [REDACTED] for and in consideration of Ten and No/100 (\$10.00) Dollars, and other good and valuable considerations in hand paid, Convey and Quitclaim unto PETER J. PASTERIS, JR., his successor or successors, as Trustee under the provisions of a trust agreement dated the 13th day of February, 2003, and known as the PETER J. PASTERIS, JR. REVOCABLE LIVING TRUST, all my interest in the following described real estate in the County of Kendall and State of Illinois, to-wit:

The east 8 feet of the north 435.60 feet of the East Half of the Northeast Quarter of Section 10, Township 36 North, Range Eight (8), East of the Third Principal Meridian, situated in the County of Kendall in the State of Illinois.

PIN: part of 06-11-100-001

Common Address: Johnson Road, Oswego, IL 60543

SUBJECT TO REAL ESTATE TAXES FOR THE YEAR 2003 AND SUBSEQUENT YEARS. ALSO SUBJECT TO EASEMENTS, COVENANTS AND RESTRICTIONS OF RECORD.

THE PROPERTY BEING CONVEYED IS NOT THE HOMESTEAD OF PETER J. PASTERIS, JR.

THIS DEED IS FOR THE PURPOSE OF CONVEYING THE INTEREST, IF ANY, WHICH GRANTOR HAS ACQUIRED IN THE ABOVE-DESCRIBED PROPERTY BY ADVERSE POSSESSION PURSUANT TO THE STATUTES OF THE STATE OF ILLINOIS.

Hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

TO HAVE AND TO HOLD the said premises with the appurtenances, upon the trusts and for uses and purposes herein and in said trust agreement set forth.

Full power and authority is hereby granted to said trustee to improve, manage, protect and subdivide said premises or any part thereof, to dedicate parks, streets, highways or alleys and to vacate any subdivision or part thereof, and to resubdivide said property as often as desired, to contract to sell, to grant options to purchase, to sell on any terms, to convey, either with or without consideration, to convey said premises or any part thereof directly to a trust grantee or to a successor or successors in trust and to grant to such trust grantee or successor or successors in trust all of the title, estate, powers and authorities vested in said trustee, to donate, to dedicate, to mortgage, pledge or otherwise encumber, said property, or any part thereof, to lease said property, or any part thereof, from time to time, in possession or reversion, by leases to commence in praesenti or in futuro, and upon any terms and for any period or periods of time, not exceeding in the case of any single demise the term of 198 years, and to renew or extend leases upon any terms and for any period or periods of time and to amend, change or modify leases and the terms and provisions thereof at any time or times hereafter, to contract to make leases and to grant options to lease and options to renew leases and options to purchase the whole or any part of the reversion and to contract respecting the manner or fixing the amount of present or future rentals, to partition or to exchange said property, or any part thereof, for other real or personal property, to grant easements or charges of any kind, to release, convey or assign any right, title or interest in or about or easement appurtenant to said premises or any part thereof, and to deal with said property and every part thereof in all other ways and for such other considerations as it would be lawful for any person owning the same to deal with the same, whether similar to or different from the ways above specified, at any time or times hereafter.

In no case shall any party dealing with said trustee in relation to said premises, or to whom said premises or any part thereof shall be conveyed, contracted to be sold, leased or mortgage by said trustee, be obliged to see to the application of any purchase money, rent, or money borrowed or advanced on said premises, or be obliged to see that the terms of this trust have been complied with, or be obliged to inquire into the necessity or expediency of any act of said trustee, or be obliged or privileged

to inquire into any of the terms of said trust agreement ; and every deed, trust deed, mortgage, lease or other instrument executed by said trustee in relation to said real estate shall be conclusive evidence in favor of every person relying upon or claiming under any such conveyance, lease or other instrument, (a) that at the time of the delivery thereof the trust created by this indenture and by said trust agreement was in full force and effect, (b) that such conveyance or other instrument was executed in accordance with the trusts, conditions and limitations contained in this Indenture and in said trust agreement or in some amendment thereof and binding upon all beneficiaries thereunder, (c) that said trustee was duly authorized and empowered to execute and deliver every such deed, trust deed, lease, mortgage or other instrument, and (d) if the conveyance is made to a successor or successors in trust, that such successor or successors in trust have been properly appointed and are fully vested with all the title, estate, rights, powers, authorities, duties and obligations of its, his or their predecessor in trust.

If the title to any of the above lands is now or hereafter registered, the Registrar of Titles is hereby directed not to register or note in the certificate of title or duplicate thereof, or memorial, the words "in trust" or "upon condition", or "with limitations", or words of similar import, in accordance with the statute in such cases made and provided.

And the said grantors hereby expressly waive and release any and all right or benefit under and by virtue of any and all statutes of the State of Illinois, providing for the exemption of homesteads from sale on execution or otherwise.

In Witness Whereof, the grantors aforesaid have hereunto set their hands and seals this 13 day of February, 2003.

(SEAL)

  
 PETER J. PASTERIS, JR.

STATE OF ILLINOIS, )  
 : SS.  
 County of Grundy. )



I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that PETER J. PASTERIS, JR., married to LAURIE JO PASTERIS, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

GIVEN under my hand and notarial seal this 13 day of February, A.D. 2003.

[Redacted Signature]  
Notary Public

THIS INSTRUMENT WAS PREPARED BY:  
David J. Bzdill, Attorney at Law  
[Redacted]



AFTER RECORDING MAIL THIS INSTRUMENT TO:  
Hynds, Rocks, Yohnka & Mattingly  
[Redacted]

MAIL TAX BILL TO:  
Peter J. Pasteris, Jr.  
[Redacted]

Exempt pursuant to 35 ILCS 200/31-45 paragraph (e) Real Estate  
[Redacted]

Buyer, Seller, or Representative  
Date 2/13/03

RECORDER OF DEEDS

AFFIDAVIT - METES AND BOUNDS

STATE OF ILLINOIS)

: SS.

COUNTY OF GRUNDY )

David J. Bzdill, being duly sworn on oath, deposes and states that he resides at [REDACTED]

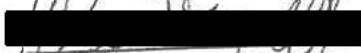
That the attached deed is not in violation of Chap. 765 ILCS par. 205/1 subsection (b) for one of the following reasons:

1. The sale or exchange is of an entire tract of land not being a part of a larger tract of land.
2. The division or subdivision of land into parcels or tracts of 5 acres or more in size which does not involve any new streets or easements of access.
3. The division is of lots or blocks of less than 1 acre in any recorded subdivision which does not involve any new streets or easements of access.
4. The sale or exchange of parcels of land between owners of adjoining and contiguous land.
5. The conveyance is of parcels of land or interests therein for use as right-of-way for railroads or other public utility facilities which does not involve any new streets or easements of access.
6. The conveyance of land owned by a railroad or other public utility which does not involve any new streets or easements of access.


- 7. The conveyance of land for highway or other public purposes or grants or conveyances relating to the dedication of land for public use or instruments relating to the vacation of land impressed with a public use.
- 8. The conveyance is made to correct descriptions in prior conveyances.
- 9. The sale or exchange of parcels or tracts of land following the division into no more than 2 parts of a particular parcel or tract of land existing on July 17, 1959 and not involving any new streets or easements of access.
- 10. The sale of a single lot of less than 5 acres from a larger tract when a survey is made by a registered surveyor; provided, that this exemption shall not apply to the sale of any subsequent lots from the same larger tract of land, as determined by the dimensions and configuration of the larger tract on October 1, 1973, and that all local requirements applicable to the subdivision of land are met by the attached deed and the tract described therein.

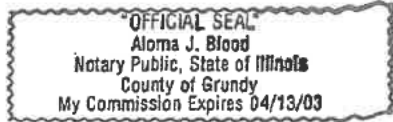
CIRCLE NUMBER ABOVE WHICH APPLICABLE TO ATTACHED DEED.

Affiant further states that he makes this affidavit for the purpose of inducing the Recorder of Deeds of Kendall County, Illinois to accept the attached deed for recording.

  
 David J. Bzdill

Subscribed and sworn to before me this 13<sup>th</sup> day of February, 2003.

  
 Notary Public



200300005709  
Filed for Record in  
KENDALL COUNTY, ILLINOIS  
PAUL ANDERSON  
02-21-2003 At 08:50 AM.  
D IN TRUST 20.00

DEED IN TRUST

THIS INDENTURE WITNESSETH, That the Grantor, PETER J. PASTERIS, JR., married to LAURIE JO PASTERIS, [REDACTED] [REDACTED] for and in consideration of Ten and No/100 (\$10.00) Dollars, and other good and valuable considerations in hand paid, Convey and Quitclaim unto PETER J. PASTERIS, JR., his successor or successors, as Trustee under the provisions of a trust agreement dated the 13th day of February, 2003, and known as the PETER J. PASTERIS, JR. REVOCABLE LIVING TRUST, all my interest being an undivided one-half interest in the following described real estate in the County of Kendall and State of Illinois, to-wit:

A strip of land fifty-four (54) rods wide off the West side of the Northwest Quarter of Section Eleven (11), Township 36 North, Range Eight (8), East of the Third Principal Meridian, situated in the County of Kendall in the State of Illinois, excepting therefrom the west 400 feet of the north 435.60 feet.

PIN: 06-11-100-001

Common Address: Johnson Road, Oswego, IL 60543

THE PROPERTY BEING CONVEYED IS NOT THE HOMESTEAD OF PETER J. PASTERIS, JR.

TO HAVE AND TO HOLD the said premises with the appurtenances, upon the trusts and for uses and purposes herein and in said trust agreement set forth.

Full power and authority is hereby granted to said trustee to improve, manage, protect and subdivide said premises or any part thereof, to dedicate parks, streets, highways or alleys and to vacate any subdivision or part thereof, and to resubdivide said property as often as desired, to contract to sell, to grant options

to purchase, to sell on any terms, to convey, either with or without consideration, to convey said premises or any part thereof directly to a trust grantee or to a successor or successors in trust and to grant to such trust grantee or successor or successors in trust all of the title, estate, powers and authorities vested in said trustee, to donate, to dedicate, to mortgage, pledge or otherwise encumber, said property, or any part thereof, to lease said property, or any part thereof, from time to time, in possession or reversion, by leases to commence in praesenti or in futuro, and upon any terms and for any period or periods of time, not exceeding in the case of any single demise the term of 198 years, and to renew or extend leases upon any terms and for any period or periods of time and to amend, change or modify leases and the terms and provisions thereof at any time or times hereafter, to contract to make leases and to grant options to lease and options to renew leases and options to purchase the whole or any part of the reversion and to contract respecting the manner or fixing the amount of present or future rentals, to partition or to exchange said property, or any part thereof, for other real or personal property, to grant easements or charges of any kind, to release, convey or assign any right, title or interest in or about or easement appurtenant to said premises or any part thereof, and to deal with said property and every part thereof in all other ways and for such other considerations as it would be lawful for any person owning the same to deal with the same, whether similar to or different from the ways above specified, at any time or times hereafter.

In no case shall any party dealing with said trustee in relation to said premises, or to whom said premises or any part thereof shall be conveyed, contracted to be sold, leased or mortgage by said trustee, be obliged to see to the application of any purchase money, rent, or money borrowed or advanced on said premises, or be obliged to see that the terms of this trust have been complied with, or be obliged to inquire into the necessity or expediency of any act of said trustee, or be obliged or privileged to inquire into any of the terms of said trust agreement; and every deed, trust deed, mortgage, lease or other instrument executed by said trustee in relation to said real estate shall be conclusive evidence in favor of every person relying upon or claiming under any such conveyance, lease or other instrument, (a) that at the time of the delivery thereof the trust created by this indenture and by said trust agreement was in full force and effect, (b) that such conveyance or other instrument was executed in accordance with the trusts, conditions and limitations contained in this Indenture

and in said trust agreement or in some amendment thereof and binding upon all beneficiaries thereunder, (c) that said trustee was duly authorized and empowered to execute and deliver every such deed, trust deed, lease, mortgage or other instrument, and (d) if the conveyance is made to a successor or successors in trust, that such successor or successors in trust have been properly appointed and are fully vested with all the title, estate, rights, powers, authorities, duties and obligations of its, his or their predecessor in trust.

If the title to any of the above lands is now or hereafter registered, the Registrar of Titles is hereby directed not to register or note in the certificate of title or duplicate thereof, or memorial, the words "in trust" or "upon condition", or "with limitations", or words of similar import, in accordance with the statute in such cases made and provided.

And the said grantors hereby expressly waive and release any and all right or benefit under and by virtue of any and all statutes of the State of Illinois, providing for the exemption of homesteads from sale on execution or otherwise.

In Witness Whereof, the grantors aforesaid have hereunto set their hands and seals this 13 day of February, 2003.

(SEAL)

  
PETER J. PASTERIS, JR.

STATE OF ILLINOIS, )  
: ss.  
County of Grundy. )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that PETER J. PASTERIS, JR., married to LAURIE JO PASTERIS, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

GIVEN under my hand and notarial seal this 13 day of February, A.D. 2003.

[REDACTED]  
Notary Public

THIS INSTRUMENT WAS PREPARED BY:  
David J. Bzdill, Attorney at Law



AFTER RECORDING MAIL THIS INSTRUMENT TO:  
Hynds, Rooks, Yohnka & Mattingly

MAIL TAX BILL TO:  
Peter J. Pasteris, Jr.

Exempt pursuant to 35 ILCS 200/31-  
45 paragraph (c) Real Estate  
Transfer Tax Law

Buyer, Seller, or Representative  
Date 2/13/03

RECORDER OF DEEDS

AFFIDAVIT - METES AND BOUNDS

STATE OF ILLINOIS)

: SS.

COUNTY OF GRUNDY )

David J. Bzdill, being duly sworn on oath, deposes and states that he resides at [REDACTED]

That the attached deed is not in violation of Chap. 765 ILCS par. 205/1 subsection (b) for one of the following reasons:

1. The sale or exchange is of an entire tract of land not being a part of a larger tract of land.
2. The division or subdivision of land into parcels or tracts of 5 acres or more in size which does not involve any new streets or easements of access.
3. The division is of lots or blocks of less than 1 acre in any recorded subdivision which does not involve any new streets or easements of access.
4. The sale or exchange of parcels of land between owners of adjoining and contiguous land.
5. The conveyance is of parcels of land or interests therein for use as right-of-way for railroads or other public utility facilities which does not involve any new streets or easements of access.
6. The conveyance of land owned by a railroad or other public utility which does not involve any new streets or easements of access.



7. The conveyance of land for highway or other public purposes or grants or conveyances relating to the dedication of land for public use or instruments relating to the vacation of land impressed with a public use.
8. The conveyance is made to correct descriptions in prior conveyances.
9. The sale or exchange of parcels or tracts of land following the division into no more than 2 parts of a particular parcel or tract of land existing on July 17, 1959 and not involving any new streets or easements of access.
10. The sale of a single lot of less than 5 acres from a larger tract when a survey is made by a registered surveyor; provided, that this exemption shall not apply to the sale of any subsequent lots from the same larger tract of land, as determined by the dimensions and configuration of the larger tract on October 1, 1973, and that all local requirements applicable to the subdivision of land are met by the attached deed and the tract described therein.

CIRCLE NUMBER ABOVE WHICH APPLICABLE TO ATTACHED DEED.

Affiant further states that he makes this affidavit for the purpose of inducing the Recorder of Deeds of Kendall County, Illinois to accept the attached deed for recording.

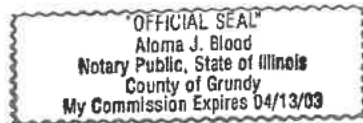
[Redacted Signature]

( David J. Bzdill

Subscribed and sworn to before me this 13<sup>th</sup> day of February, 2003.

[Redacted Signature]

Notary Public



**KENDALL COUNTY  
DISCLOSURE OF BENEFICIARIES FORM**

1. Applicant Peter Pasteris Declaration of Living Trust  
 Address [REDACTED]  
 City [REDACTED] State [REDACTED] Zip [REDACTED]

2. Nature of Benefit Sought Trustee/Landowner

3. Nature of Applicant: (Please check one)
- Natural Person (a)
  - Corporation (b)
  - Land Trust/Trustee (c)
  - Trust/Trustee (d)
  - Partnership (e)
  - Joint Venture (f)

4. If applicant is an entity other than described in Section 3, briefly state the nature and characteristics of the applicant:

5. If your answer to Section 3 you have checked letter b, c, d, e, or f, identify by name and address each person or entity who is a 5% shareholder in case of a corporation, a beneficiary in the case of a trust or land trust, a joint venture in the case of a joint venture, or who otherwise has proprietary interest, interest in profits and losses or right to control such entity:

NAME	ADDRESS	INTEREST
Peter Pasteris	[REDACTED]	100%

6. Name, address, and capacity of person making this disclosure on behalf of the applicant:

Pater Pasteris  [REDACTED]

**VERIFICATION**

I, \_\_\_\_\_, being first duly sworn under oath that I am the person making this disclosure on behalf of the applicant, that I am duly authorized to make the disclosure, that I have read the above and foregoing Disclosure of Beneficiaries, and that the statements contained therein are true in both substance and fact.

Subscribed and sworn to before me this 16th day of September, A.D. 2024

(seal)



[REDACTED]  
Notary Public



Kendall County Soil & Water Conservation District

7775A Route 47, Yorkville, Illinois 60560 • (630)553-5821 extension 3

www.kendallswcd.org

**NATURAL RESOURCE INFORMATION (NRI) REPORT APPLICATION**

Petitioner: Peter and Laurie Jo Pasteris Contact Person: Daniel J. Kramer  
 Address: [Redacted]  
 City, State, Zip: [Redacted]  
 Phone Number: [Redacted]  
 Email: [Redacted]

Please select: How would you like to receive a copy of the NRI Report?  Email  Mail

**Site Location & Proposed Use**

Township Name Na-Au-Say Township 36 N, Range 8 E, Section(s) 10  
 Parcel Index Number(s) 06-11-100-008 and 06-11-100-004 + 06-10-200-001  
 Project or Subdivision Name Pasteris Number of Acres 12.5  
 Current Use of Site Wedding/Special Event Venue Proposed Use Wedding/Special Event Venue  
 Proposed Number of Lots 1 Proposed Number of Structures 1  
 Proposed Water Supply well Proposed type of Wastewater Treatment septic  
 Proposed type of Storm Water Management none

**Type of Request**

Change in Zoning from \_\_\_\_\_ to \_\_\_\_\_  
 Variance (Please describe fully on separate page)  
 Special Use Permit (Please describe fully on separate page) Amendment  
 Name of County or Municipality the request is being filed with: Kendall County Planning, Building, and Zoning

**In addition to this completed application form, please including the following to ensure proper processing:**

- Plat of Survey/Site Plan - showing location, legal description and property measurements
- Concept Plan - showing the locations of proposed lots, buildings, roads, stormwater detention, open areas, etc.
- If available: topography map, field tile map, copy of soil boring and/or wetland studies
- NRI fee (Please make checks payable to Kendall County SWCD)

The NRI fees, as of July 1, 2010, are as follows:

Full Report: \$375.00 for five acres and under, plus \$18.00 per acre for each additional acre or any fraction thereof over five.  
Executive Summary Report: \$300.00 (KCSWCD staff will determine when a summary or full report will be necessary.)

Fee for first five acres and under	\$	<u>375.00</u>
<u>8</u> Additional Acres at \$18.00 each	\$	<u>144.00</u>
<b>Total NRI Fee</b>	<b>\$</b>	<b><u>519.00</u></b>

**NOTE:** Applications are due by the 1<sup>st</sup> of each month to be on that month's SWCD Board Meeting Agenda. Once a completed application is submitted, please allow 30 days for inspection, evaluation and processing of this report.

I (We) understand the filing of this application allows the authorized representative of the Kendall County Soil and Water Conservation District (SWCD) to visit and conduct an evaluation of the site described above. The completed NRI report expiration date will be 3 years after the date reported.

[Redacted] 9/16/24  
 Petitioner or Authorized Agent Date

This report will be issued on a nondiscriminatory basis without regard to race, color, religion, national origin, age, sex, handicap or marital status.

**FOR OFFICE USE ONLY**

NRI# \_\_\_\_\_ Date initially rec'd \_\_\_\_\_ Date all rec'd \_\_\_\_\_ Board Meeting \_\_\_\_\_  
 Fee Due \$ \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_ Check # \_\_\_\_\_ Over/Under Payment \_\_\_\_\_ Refund Due \_\_\_\_\_

**Applicant:** Peter and Laurie Pasteris  
**Contact:** ATTORNEY DANIEL J. KRAMER  
**Address:** 1998 Johnson Road  
 A  
 Oswego, IL 60560

**IDNR Project Number:** 2503791  
**Date:** 09/13/2024

**Project:** Pasteris  
**Address:** 1998 Johnson Road, Oswego

**Description:** Special Use Amendment to construction a permanent building instead of an existing tent

**Natural Resource Review Results**

**Consultation for Endangered Species Protection and Natural Areas Preservation (Part 1075)**

The Illinois Natural Heritage Database contains no record of State-listed threatened or endangered species, Illinois Natural Area Inventory sites, dedicated Illinois Nature Preserves, or registered Land and Water Reserves in the vicinity of the project location.

**Consultation is terminated.** This consultation is valid for two years unless new information becomes available that was not previously considered; the proposed action is modified; or additional species, essential habitat, or Natural Areas are identified in the vicinity. If the project has not been implemented within two years of the date of this letter, or any of the above listed conditions develop, a new consultation is necessary. Termination does not imply IDNR's authorization or endorsement.

**Location**

The applicant is responsible for the accuracy of the location submitted for the project.



**County:** Kendall

**Township, Range, Section:**

36N, 8E, 2  
 36N, 8E, 11

**IL Department of Natural Resources**

**Contact**  
 Adam Rawe  
 217-785-5500  
 Division of Ecosystems & Environment

**Government Jurisdiction**

Kendall Count Planning, Building, and Zoning  
 Matt Asselmeier  
 111 W. Fox Street  
 Yorkville, Illinois 60560

**Disclaimer**

The Illinois Natural Heritage Database cannot provide a conclusive statement on the presence, absence, or condition of natural resources in Illinois. This review reflects the information existing in the Database at the time of this inquiry, and should not be regarded as a final statement on the site being considered, nor should it be a substitute for detailed site surveys or field surveys required for environmental assessments. If additional protected resources are encountered during the project's implementation, compliance with applicable statutes and regulations is required.

## Special Use Findings of Fact

1. There is no negative issue in regard to public health, safety, morals, comfort or general welfare by amending the existing Wedding Venue Special Use. The operation has been run as a first-class venue and has created no imposition on traffic or noise in the area. It has been a very successful operation both in terms of the Owners' operation of the venue as well as providing a number of jobs to local persons, purchases from local vendors, and providing a beautiful setting for farm weddings.
2. Same answer as above.
3. Adequate utilities exist for ingress and egress. The existing project has caused no drainage issues. Adding a permanent building with a septic system will only enhance the Users' use of the facility.
4. Petitioners/Owners will comply in all respects with the Special Use granted for the property by the Kendall County Board and the Kendall County Ordinances that are effect.
5. The proposed Amendment to the Special Use as well as the existing Special Use are in conformity with the Kendall County Land Resource Management Plan.

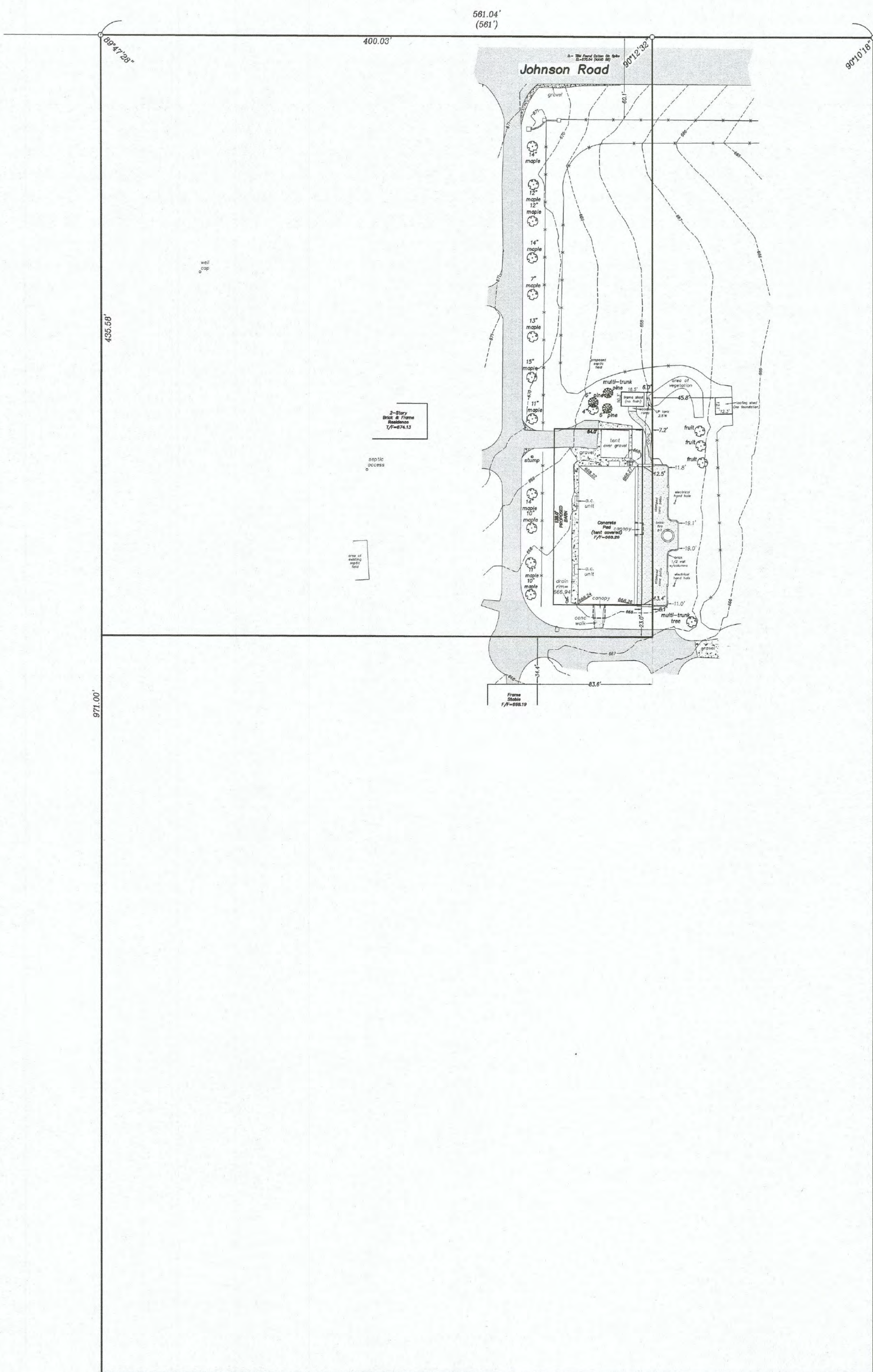
# PLAT OF SURVEY & SITE PLAN

8.50 ACRE TRACT LYING WEST 561 FEET; NORTH 971 FEET IN THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 11, TOWNSHIP 36, RANGE 8 EAST IN THE THIRD PRINCIPAL MERIDIAN, NA-AU-SAY TOWNSHIP, KENDALL COUNTY, ILLINOIS.  
COMMONLY KNOWN AS: 1998 JOHNSON ROAD, OSWEGO, ILLINOIS.

Vicinity Map  
Not to Scale



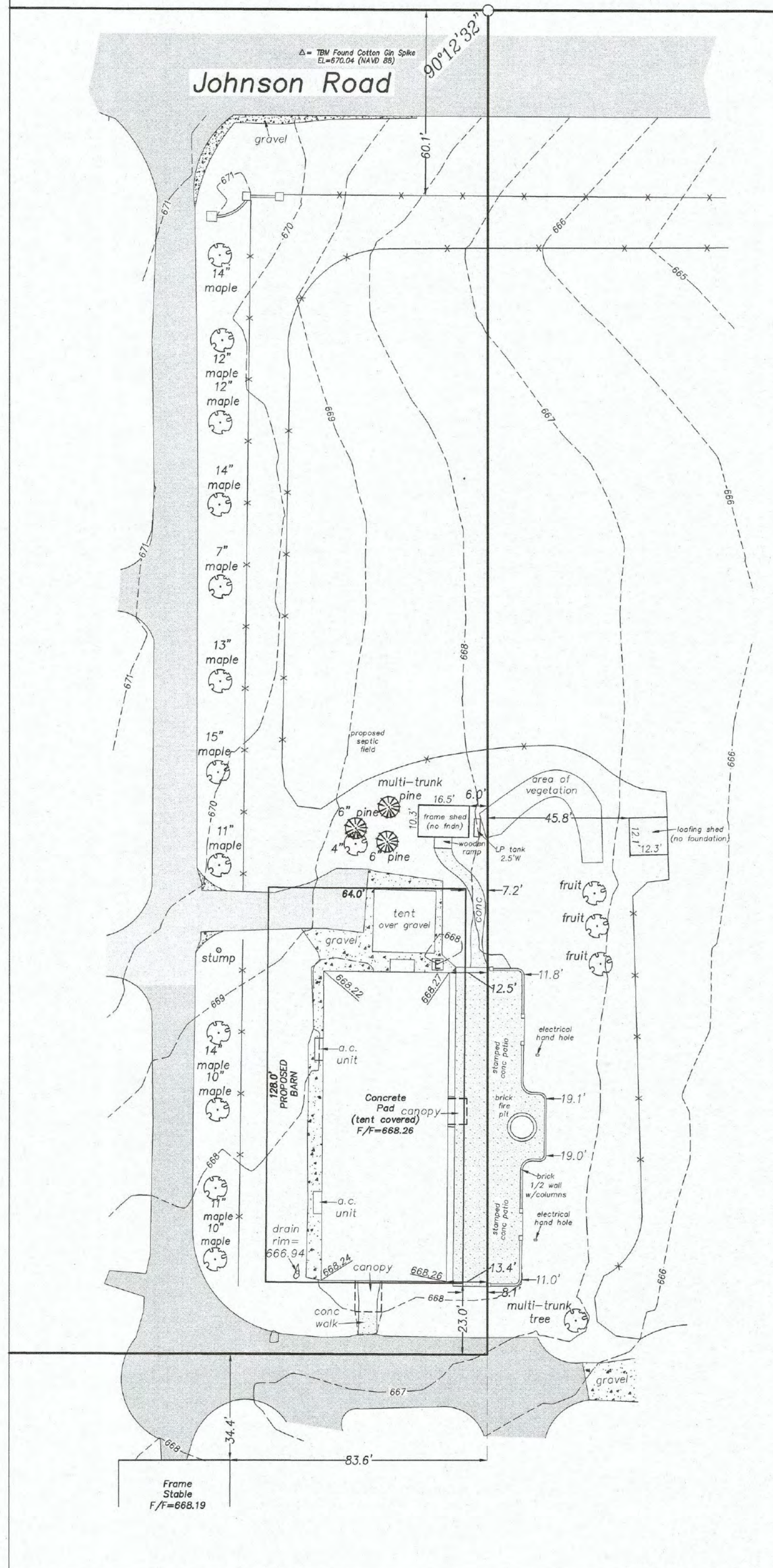
Subject Property



## IMPROVEMENT DETAIL

561.04'  
(561')

Scale: 1" = 30'



STATE OF ILLINOIS )  
 ) SS  
COUNTY OF KENDALL )

WE, CORNERSTONE SURVEYING, P.C., AN ILLINOIS PROFESSIONAL DESIGN FIRM LAND SURVEYOR CORPORATION NO. 184-006522, DO HEREBY CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS WHICH AN ACCURATE TITLE SEARCH MAY DISCLOSE.

DATED AT YORKVILLE, ILLINOIS ON SEPTEMBER 17, 2024



Michel C. Ensalaco, P.L.S. Exp. 11/30/2024  
Eric C. Pokorny, P.L.S. Exp. 11/30/2024

**TODD SURVEYING**  
Professional Land Surveying Services  
"Cornerstone Surveying PC"  
759 John Street, Suite D  
Yorkville, IL 60550  
Phone: 630-892-1309

Client:	Peter Pasteris
Book #:	2621/sh Drawn By: JSEP   Plat #: 14800
Reference:	
Field Work Completed:	9/16/2024
Rev. Date   Rev. Description	
Project Number:	2024-0894

Survey is only valid if original seal is shown in red.

**PUBLIC NOTICE  
KENDALL COUNTY  
\*\*KENDALL COUNTY ZONING, PLATTING,  
ADVISORY COMMITTEE (ZPAC) \*\***

Notice is hereby given that the Kendall County Zoning, Platting Advisory Committee (ZPAC) shall hold their regularly scheduled meetings for Fiscal Year 2024-2025 on the first Tuesday of each month at 9:00 a.m. **in the County Boardroom (Rooms 209 and 210), at 111 W. Fox Street, Yorkville, unless otherwise noted.**

The specific dates of these meetings are as follows:

December 3, 2024	January 7, 2025	February 4, 2025	March 4, 2025
April 1, 2025	May 6, 2025	June 3, 2025	July 1, 2025
August 5, 2025	September 2, 2025	October 7, 2025	November 4, 2025

Questions can be directed to the same department, telephone (630) 553-4139. Fax (630) 553-4179. All interested persons may attend and be heard. Written comments should be directed to the Department but shall only be entered as part of the record at the discretion of the Kendall County Zoning, Platting Advisory Committee (ZPAC).

If special accommodations or arrangements are needed to attend these County meetings, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time.

**KENDALL COUNTY ZONING, PLATTING ADVISORY COMMITTEE (ZPAC)**

**ZONING, PLATTING & ADVISORY COMMITTEE (ZPAC)  
October 1, 2024 – Unapproved Meeting Minutes**

PBZ Chairman Seth Wormley called the meeting to order at 9:01 a.m.

Present:

Meagan Briganti – GIS Department  
Brian Holdiman – PBZ Department  
Alyse Olson – Soil and Water Conservation District  
Aaron Rybski – Health Department  
Seth Wormley – PBZ Committee Chair

Absent:

Matt Asselmeier – PBZ Department  
David Guritz – Forest Preserve  
Greg Chismark – WBK Engineering, LLC  
Commander Jason Langston – Sheriff's Department  
Fran Klaas – Highway Department

Audience:

Peter Pasteris and Dan Kramer

A quorum was not present and the meeting adjourned at 9:01 a.m.

Discussion occurred regarding Petition 24-28, a request by Peter J. and Laurie Jo Pasteris on Behalf of the Peter J. Pasteris, Jr. Revocable Declaration of Living Trust.

Dan Kramer, Attorney for the Petitioner, explained the reasons for erecting a permanent building. The proposed building would be just over eight thousand square feet. The Petitioners would also like to have year-round events. The Petitioners plan to install a septic system. The Petitioners would also like to increase capacity to three hundred (300) people. They would like to add a landscape instead of the existing temporary tent.

Chairman Wormley praised the business and facility; he supported the increase in capacity to three hundred (300).

Mr. Rybski discussed the design of the septic system to the maximum capacity and discussed the type of food service planned and how to handle food waste. Mr. Rybski discussed the well situation if the proposal was approved; the well will be classified as a non-community well.

Peter Pasteris said the business typical does a maximum forty (40) events per year. He discussed their plans for the septic system. There will not be a garbage disposal. Septic areas need to be separated from areas where horses are located.

Chairman Wormley noted that Petition 24-17 and Petition 24-27 were approved by the County Board. Petition 24-21 will go to the County Board in October. Petition 24-23 was approved by the Millbrook Village Board.

Attendees did not have any objections to the proposed FY 2024-2025 meeting calendar.

There were no comments from the public.

The gathering ended at 9:14 a.m.

Respectfully Submitted,  
Matthew H. Asselmeier, AICP, CFM  
Director