

**NOTICE OF SPECIAL MEETING OF THE
ECONOMIC DEVELOPMENT AND MARKETING COMMITTEE**

Notice is hereby given that a special meeting of the Economic Development and Marketing Committee of the Village of Tinley Park, Cook and Will Counties, Illinois, will begin at 5:45 p.m. on Tuesday, February 26, 2019, in the Council Chambers at the Village Hall of Tinley Park, 16250 Oak Park Avenue, Tinley Park, Illinois.

The agenda is as follows:

1. OPEN THE MEETING.
2. CONSIDER THE APPROVAL OF THE MINUTES OF THE SPECIAL ECONOMIC DEVELOPMENT AND MARKETING COMMITTEE MEETING HELD ON JANUARY 29, 2019.
3. DISCUSS OAK PARK AVENUE PLAYBOOK GRANTS – CUZIN’S, 17704 OAK PARK AVENUE.
4. DISCUSS OAK PARK AVENUE PLAYBOOK GRANTS – DOWNTOWN TINLEY DENTAL, 17859 OAK PARK AVENUE.
5. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION
VILLAGE CLERK

MINUTES
Special Meeting of the Economic Development and Marketing Committee
January 29, 2019 – 6:30 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Members Present: C. Berg, Chairman
M. Pannitto, Village Trustee
J. Curran, Village Trustee

Members Absent: None

Other Board Members Present: M. Glotz, Village Trustee

Staff Present: D. Niemeyer, Village Manager
P. Carr, Assistant Village Manager
B. Bettenhausen, Village Treasurer
D. Spale, Village Attorney
P. Hoban, Economic Development Manager
R. Zimmer, Executive Assistant to the Mayor
L. Godette, Deputy Village Clerk

Item #1 - The Special Meeting of the Economic Development and Marketing Committee was called to order at 6:55 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL ECONOMIC DEVELOPMENT AND MARKETING COMMITTEE MEETING HELD ON DECEMBER 4, 2018 – Motion was made by Trustee Pannitto, seconded by Trustee Curran, to approve the minutes of the Special Economic Development and Marketing Committee meeting held on December 4, 2018. Vote by voice call. Chairman Berg declared the motion carried.

Item #3 – DISCUSS OAK PARK AVENUE PLAYBOOK GRANTS - SIP - In October 2018, Neal Hummitsch, owner of Sip, approached Mayor Vandenberg's office about opening up a wine bar, Sip within Tinley Park. Mr. Hummitsch described the business model as one built on innovation and efficiency of service. The wine bar would operate using machines commonly known as "wine dispensers and coolers." The use of these machines is a new approach to the wine bar business, which combines technology with customer service. Each machine would operate using a "key tag" system. Upon arrival, each customer would be given a key tag, which would track usage while at Sip. A customer would select a specific wine from the wine dispenser and cooler and swipe the key tag at the machine which would then bring up their bill and add the cost of the selected wine. Using these machines to track each customer's bill will allow the business to serve samples of wine in much smaller quantities, which is more appropriate for wine tasting.

Sip will be located at 17424 S. Oak Park Avenue. Mr. Hummitsch is requesting an Oak Park Avenue Retail Grant and an Oak Park Avenue Code Compliance Grant to renovate the building in amounts up to \$35,000 for each grant. A single business can request matching funds up to \$70,000 per location. The project includes renovations of the current building, including patios in the front and rear, a kitchen and a two-story addition to the south featuring an 1100 square foot second floor apartment. A new sprinkler system will be required along with significant interior updates. The Oak Park Avenue Playbook Grants

Minutes

Special Meeting of Economic Development and Marketing Committee

January 29, 2019

were created to encourage investment and offset development costs in older commercial buildings located within downtown Tinley Park's Legacy Districts.

Mr. Hummitsch was present to address any questions or concerns.

Motion was made by Chairman Berg, seconded by Trustee Curran, to recommend approval of an Oak Park Avenue Retail Grant and an Oak Park Avenue Code Compliance Grant in the amount of \$35,000 each, for a total of \$70,000 for both grants for Sip be placed on the agenda for the Village Board meeting scheduled for February 5, 2019. Vote by voice. Chairman Berg declared the motion carried.

Item #4 – DISCUSS COOK COUNTY CLASS 6B – TOP TEC HEATING, COOLING,

PLUMBING AND ELECTRICAL, INC., 17620 DUVAN DRIVE – Top Tec Heating, Cooling, Plumbing and Electrical, Inc., plans to expand the business into Tinley Park, to be located at 17620 Duvan Drive. Top Tec Heating, Cooling, Plumbing and Electrical, Inc., is an HVAC, plumbing and electrical maintenance company, creating 12 jobs and investing \$300,000 in vacant property since approximately 2012.

Top Tec Heating, Cooling, Plumbing and Electrical, Inc., requests a class 6B incentive as Cook County provides an incentive program to allow the reclassification of properties to effectively lower their tax assessment from the commercial rate of 25% to the residential rate of 10%. Class 6B reclassifications provide an assessment of 10% of market value for the first ten (10) years, 15% in the eleventh year and 20% in the twelfth year.

The Class 6B Incentive program is designed to assist projects involving substantial rehabilitation of existing structures such as the subject site. The Class 6B reassessment only applies to the value of the building and land. High property taxes are a primary reason for Class 6B incentives and the competition with Will County and Indiana taxes. Top Tec Heating, Cooling, Plumbing and Electrical, Inc. owner and legal representative were present to answer questions.

Top Tec selected the property for its second location, however, was unaware to the degree the property was damaged until after the closing. The roof will need to be replaced before interior and exterior renovations can occur. Trustee Glotz asked the business owner if an inspection was performed on the property prior to purchase, and the business owner stated there was an inspection, but unanticipated costs arose including purchase and installation of a sprinkling system. Trustee Glotz asked if union workers would be hired to renovate the property, and as stated in a letter from Tsonis Law dated November 8, 2018, approximately 40 union workers will be needed to perform work on the property after the roof is replaced.

Motion was made by Trustee Pannitto, seconded by Trustee Curran, to recommend future Village Board approval of a Class 6B Incentive request by Top Tec Heating, Cooling, Plumbing and Electrical, Inc., located at 17620 Duvan Drive. Vote by voice. Chairman Berg declared the motion carried.

Item #5 – DISCUSS COOK COUNTY SPECIAL DESIGNATED AREA – Village staff is requesting the designation of area near the southwest corner of 159th Street and Harlem Avenue and the vacant land on the southern portion of LaGrange Road in Tinley Park as blighted. The blighted designation will allow current and future developers and businesses the ability to immediately access Class 7 incentives with Village approval to attract investment in the high vacancy and underdeveloped areas. Designation of Area is the first eligibility requirement in qualifying for Cook County's Class 7 Assessment program.

Minutes

Special Meeting of Economic Development and Marketing Committee

January 29, 2019

The Class 7 reclassification will provide an assessment at 10% of market value for the first ten (10) years, 15% in the eleventh year and 20% in the twelfth year instead of the 25% commercial assessment rate. High property taxes and the competition with Will County and Indiana taxes are primary reasons for Class 7 incentives.

Discussion of the process of special designation of area ensued.

Motion was made by Trustee Curran, seconded by Chairman Berg, to recommend Cook County Class 7 Assessment program as Special Designated Area be brought forward to the next Village Board meeting for approval. Vote by voice. Chairman Berg declared the motion carried.

Item #6 – DISCUSS CONTRACT WITH TETRA TECH FOR ENVIRONMENTAL STUDY AT THE TINLEY PARK MENTAL HEALTH CENTER PROPERTY – Tetra Tech performed Phase I and Phase II environmental studies on the Mental Health Center in 2014, at a total cost of \$130,372. Phase I identified Recognized Environmental Conditions (RECs) and Phase II investigated those RECs. Phase II study involves a subsurface investigation and collection of samples.

Due to the 5-year shelf life of environmental studies and the need to update the Mental Health Center's development costs in coordination with Melody Square's redevelopment proforma, Village staff is requesting permission to hire Tetra Tech to update the Phase I environmental study, not to exceed \$25,830. Tetra Tech can complete the Phase I study in 45 days. Following completion of the Phase I environmental study update, a request will then be made for a Phase II study update.

As part of the update, Tetra Tech will:

- Review existing documents.
- Conduct a site visit including evaluating existing site conditions, conducting public records review, regulatory records review and interviews of knowledgeable parties.
- Conduct a review of the current conditions and quantities of identified Asbestos-Containing Materials (ACM).
- Prepare a revised Phase I update and remediation cost estimate.

The following steps in the remediation process generally include:

- Enrollment of the site in the Site Remediation Program.
- Submittal of a site investigation report.
- Completion of additional investigation activities as required.
- Preparation of a remedial objectives report and remedial action work plan.
- Completion of remediation activities (including asbestos abatement and demolition activities)
- Submittal of a remedial action completion report.
- Obtain either a draft or final No Further Remediation (NFR) letter from the IEPA.
- If engineered barriers or institutional controls are required, complete these activities.
- Obtain final NFR and within 30 days attached to the deed.

Tetra Tech representatives were present to answer questions and address any concerns. Trustee Pannitto asked what Tetra Tech would do in relation to the Phase I and Phase II environmental study updates and a detailed description was given encompassing evaluation of records and information and a review over the last four years since initial investigation of the property. Trustee Glotz stated he feels the scope of work Tetra Tech would complete would be limited due to changing conditions over the course of four years. An independent third party also would be needed in the future to oversee the project. Timeframe for the updated Phase I environmental study could begin shortly after Village Board approval.

Minutes

Special Meeting of Economic Development and Marketing Committee January 29, 2019

Motion was made by Trustee Pannitto, seconded by Trustee Curran, to recommend Tetra Tech to update the Phase I environmental study, not to exceed \$25,830, be brought forward to the next Village Board meeting for approval. Vote by voice. Chairman Berg declared the motion carried.

Item #7 – RECEIVE COMMENTS FROM THE PUBLIC – Mike Stuckly asked for clarification of who will be going into the sites in the Mental Health Center that are too contaminated. The Tetra Tech representative explained in detail the investigative and evaluation process involved in the Phase I and Phase II environmental studies as well as Tetra Tech being able to access all sites on the property. Mike Mueller asked why the Village would spend the money for the environmental studies as opposed to Melody Square. Trustee Curran stated the Village has not hired Melody Square as of yet and the Phase I and Phase II environmental studies would be to protect the Village. Additionally, Douglas Spale, Village Attorney explained the purpose would be to obtain an updated total cost to utilize as a negotiation tool. Nancy O'Connor stated the state of Illinois is responsible for cleanup of the Mental Health Center as owner of the property by federal law and the Village needs to pursue the state to fulfill their responsibility of site cleanup. Diane Galante asked the Committee to explain why they would vote for Melody Square and Chairman Berg stated senior living is needed within the community. Ms. Galante also stated a concern for hazardous materials on the Mental Health Center property.

ADJOURNMENT

Motion was made by Trustee Pannitto, seconded by Trustee Curran, to adjourn this Special Meeting of the Economic Development and Marketing Committee. Vote by voice call. Chairman Berg declared the motion carried and adjourned the meeting at 8:15 p.m.

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Interoffice Memo

Date: February 26, 2019

To: Economic Development and Marketing Committee

Cc: David Niemeyer, Village Manager
Paula Wallrich, Community Development Director

From: Patrick Hoban, Economic Development Manager

Subject: Cuzin's Oak Park Playbook Code Compliance Grant

Background:

Cuzin's Entertainment, LLC (Applicant), the owner of Cuzin's Pizza and Neighborhood Bar, plans to expand at 17708 S Oak Park Avenue. The project will include a renovation of the current space and the adjacent unit to create additional dining room seating and the addition of two Americans with Disabilities Act (ADA) compliant bathrooms.

Request:

The Applicant is requesting an Oak Park Avenue Code Compliance Grant to renovate 17704-17708 Oak Park Avenue. PIN: 28-31-103-026-1002. The Code Compliance Grant is a matching grant up to \$35,000. A single business can request matching funds up to \$70,000 per location.

The Oak Park Avenue Playbook Grants were created to encourage investment and offset development costs in our older commercial building stock located within downtown Tinley Park's Legacy Districts.

Incentive Policy Checklist:

The following statements are in line with the Village or Tinley Park's incentive policy.

- The project will not create a burden and will effectively utilize the existing Village infrastructure.
- Due to its location in the New Bremen TIF, this project meets the Target Development Area Incentive Policy requirement.

Strategic Plan Checklist:

1. Long-Term Complex, Tier 1 and Economic Development Strategy 4: See ongoing downtown development, and reinvestment continue.

Benefits:

The project will be an enhancement to the Village by filling a vacancy in a targeted development area.

Staff Recommendation:

The Economic and Commercial Commission (ECC) reviewed and recommended a grant not to exceed \$15,000 for approval on February 11th, 2019. Staff suggests a motion to recommend the approval of an Oak Park Avenue Code Compliance Grant for Cuzin's Pizza and Neighborhood Bar in an amount not to exceed \$15,000.



Code Compliance Grant Program

PROGRAM SUMMARY:

The Village of Tinley Park has established a Code Compliance Grant Program to enhance the pedestrian experience and aesthetic quality of the downtown Legacy Districts. The goal is to provide an incentive for property owners to install fire protection systems and improve the quality of the building stock.

The Code Compliance Grant Program provides a matching sign grant of 50% or a maximum of \$35,000 per tax paying business. Funding is provided on a per business basis; if located within a multi-tenant center each business is eligible to apply. Properties may also apply for up to \$2,000 additional funds to assist with the installation of a fire alarm. One site can use up to \$70,000 in matching grants per year. A site is not eligible for grants if they received an incentive over the past 10 years.

Grants will be awarded on a first-come, first-served basis contingent on available funds and eligibility. A written agreement (Code Compliance Grant Program Agreement) between the business owner/property owner (if tenant is leasing) and Village is required; tenants must provide an executed lease; the grant application is reviewed by the Economic Commercial Commission and the Economic Development & Marketing Committee prior to Village Board approval. This program is not eligible for non-property tax paying entities.

The Village will determine the appropriate level of funding available for the Code Compliance Grant Program during the annual budget process; applications will be accepted by the Community Development Department beginning May 1 each year. The grant will be paid on a reimbursement basis once the proposed project has been completed and receipts for eligible expenditures have been verified.

ELIGIBILITY:

The Applicant must be located along a public street within the Legacy District. The grant is for code compliance improvements only; design costs of the improvements are not eligible expenses. A grant may not be awarded to any business, individual or property which is currently in violation of Village codes or ordinances or is overdue in any payments to the Village



Code Compliance Grant Program

ELIGIBLE EXPENSES:

The expenses are eligible for assistance:

- Fire Sprinkler Systems
- Fire Alarm Systems
- Correcting Other code violations

PROCESS:

The applicant must submit a completed application to the Community Development Department. The following steps will occur after staff has reviewed a completed application:

1. Pre-Application Meeting

The applicant is encouraged to meet with Community Development Staff to discuss the feasibility of the proposal.

2. Submittal of Complete Application

- Completed application (attached)
 - Tax Identification Numbers
 - Property owner and business owner contact information
- Proposed Plans shall be folded not to exceed 8 ½ " x 14" in area
- Amount of assistance requested
- Itemized list of eligible expenditures
- Applicant Affidavit of ownership or proposed lease agreement terms
- Business Plan (if start up)

3. Staff Review

Once Staff verifies the application is complete, an inspection of the subject property will be scheduled to ensure the property/structure is in compliance with Village Codes. After all deficiencies have been identified the Staff Review Committee will evaluate the application based on the following criteria:

- Applications will be reviewed on a first come, first served. If requests exceed the amount of available funds, priority will be given to applications from businesses that best complement targeted business categories. Preference will be given to businesses that fill a particular niche and do not compete directly with existing Tinley Park businesses.
- Applicant demonstrates preparedness to move forward with the proposal by providing proof of lease or purchase; preparation of a business plan, sign proposal, and all non-conforming zoning and building issues addressed.
- Property owner/tenant has verified that there is no outstanding debt due to the Village.

4. Commission/Committee Review

Upon Commission/Committee review, revisions to the application may be requested. Please note that the Commission/Committee is advisory and only the Village Board has the final authority to approve or deny an application. When the required revisions have been made, the application will be forwarded to the Village Board.



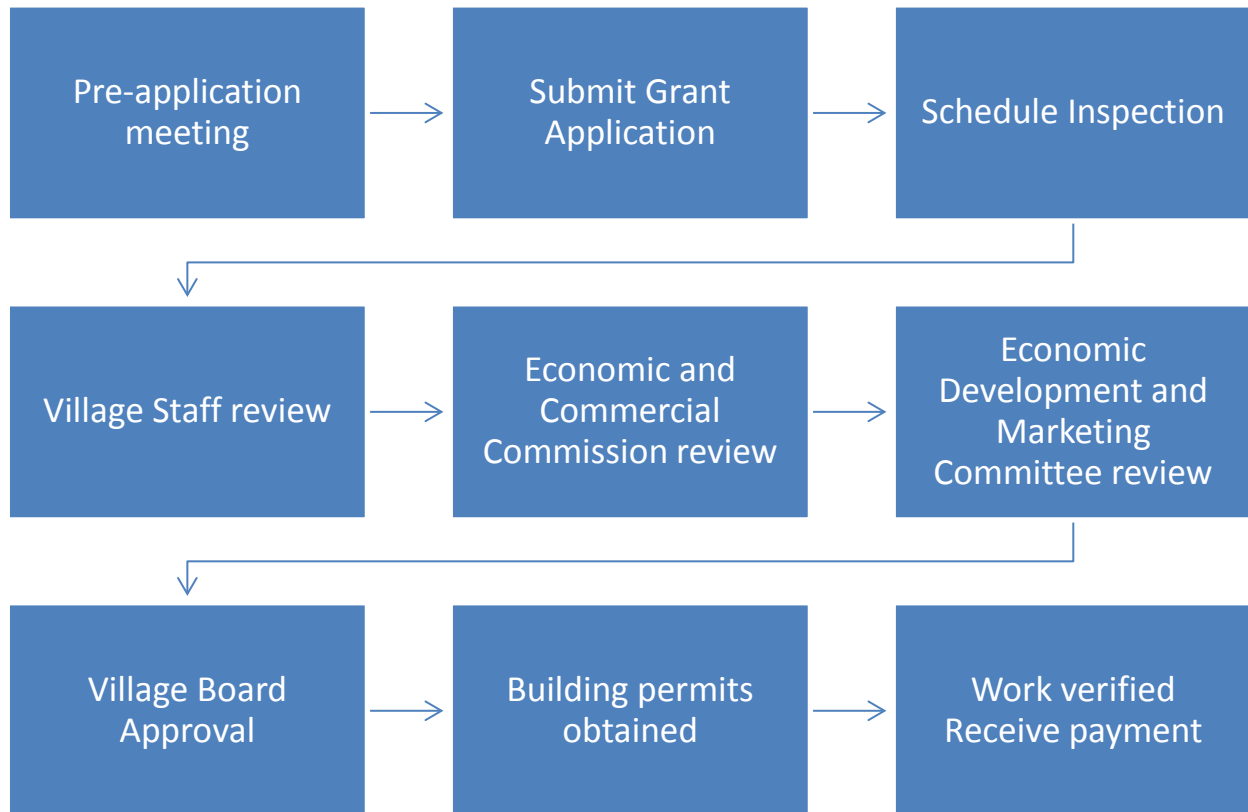
Code Compliance Grant Program

5. Village Board Action

The Village Board will conduct a public review of the application. Upon the conclusion of the public review, the Village Board will make a determination on the grant amount and authorize the execution of the Code Compliance Grant Program Agreement.

6. Reimbursement

The grant will be paid on a reimbursement basis once the proposed project has been completed, all outstanding violations have been corrected and receipts for eligible expenditures have been verified.



Further Information: For more information regarding the Amplify Tinley Park Retail Grant Program, please contact:

Patrick Hoban
Economic Development Manager
(708) 444-5110
phoban@tinleypark.org



Code Compliance Grant Program

Application Form

A. Applicant Information

If Applicant is not the owner of the subject property the owner must sign this application (below) signifying they are aware of the improvements proposed as part of this grant application.

Name: Cuzin's Entertainment, LLC
Mailing Address: 17708 S Oak Park Ave
City, State, Zip: Tinley Park, IL 60477
Phone Number: 312.371.9007
Fax Number: _____
Email Address: Sugs@comcast.net

B. Property Information

The identity of the owner and beneficiary of any land trust.

Property Owner(s): Cuzin's Entertainment, LLC
Mailing Address: 17704 S Oak Park Ave
City, State Zip: Tinley Park, IL 60477
Property Address: 17704 S Oak Park Ave
Permanent Index No. (PINs): 28-31-103-026-1002
Existing land use: Office & Retail
Zoning District: NG
Lot dimensions and area: See attached diagram


C. Application Information

Description of proposed project (use additional sheets or attach a Project Narrative if necessary):

It is the intention to expand Cuzin's Pizza and Neighborhood Bar located at 17704-17706 to the neighboring unit at 17708. This would provide additional dining room seating for customers as well private event space when needed. During this project we would be updating two of the bathrooms to be ADA compliant.

Is the applicant aware of any Variances required from the terms of the Zoning Ordinances? ☐ Yes ☒ No
If yes, explain (note that a separate Variation application will be required to be submitted):

The Applicant certifies that all of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.



Signature of Applicant

1-7-2019

Date

By signing below (next page), the owner of the property, (if not the Applicant) is aware of the Applicant's proposed improvements and approves of the Applicant's request for funding under the Village of Tinley Park's Oak Park Playbook Incentive.

Code Compliance Grant Program



Signature of Owner

1-7-2019

Date

Application Requirements

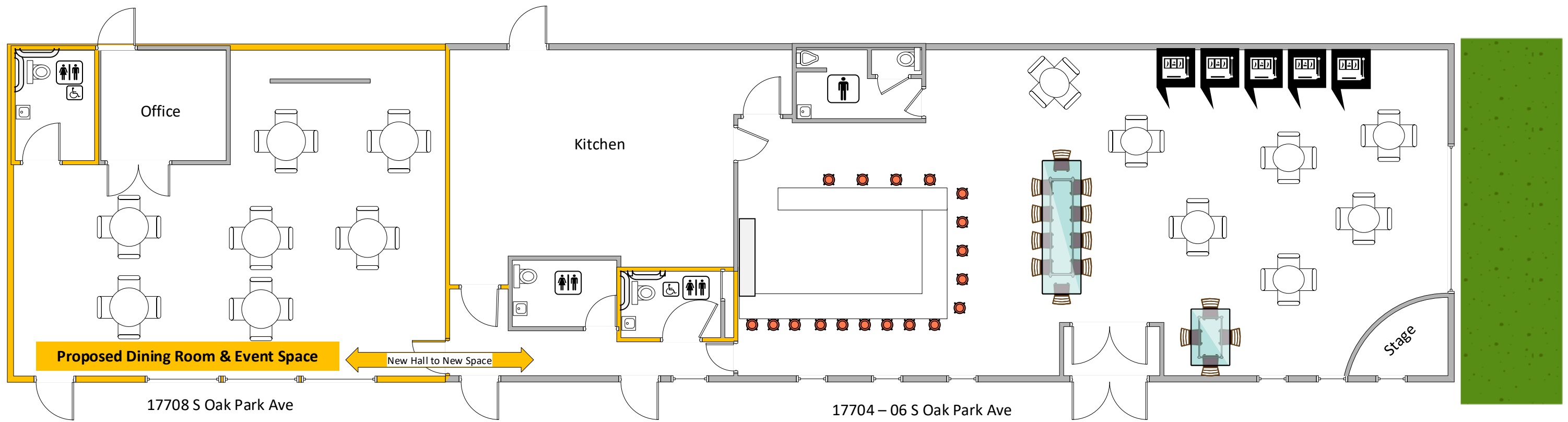
A complete application for approval consists of the following items submitted in a comprehensive package:

1. The application form, completed and signed by the Applicant and/or property owner(s) of record.
2. A written project narrative describing the general nature of the project and outlining specific aspects of the proposal and matching grant funds requested.
3. Plans and any other information pursuant to the Submission Checklist (below).

An application will not be accepted or processed until all of the items above have been submitted.

Checklist for Code Compliance Grant

- ☐ One completed Build-Out Interior Remodel Permit Application.
- ☐ One completed Commercial/Industrial Permit Application, including all contractor/subcontractor information (included in Build Out Interior Remodel Permit Application).
- ☐ One completed emergency information sheet (included in Build Out Interior Remodel Permit Application).
- ☐ Letter of intent describing new occupant's business practice.
- ☐ A letter defining scope of work.
- ☐ Four (4) sets of architecturally stamped and signed plans, showing any building, HVAC, electric, plumbing work. **If water meter is already installed, please indicate placement. If water meter is required, please indicate placement and size of the water meter.**
- ☐ Please indicate placement of fire sprinkler heads. If heads will be relocated, fire protection plans are required. Three (3) copies of engineered plans of any fire suppression/protection system plans with completed permit application submitted to the Fire Department at 17355 S. 68th Court. **Build-out/Remodel permits will not be released until the fire suppression/protection system permit is submitted.**
- ☐ Four (4) copies of a floor plan and layout of furniture/shelving/table, etc., placement must also be submitted.
 - Provide calculations for occupancy load and door width capacities.
 - Provide calculations/documentation for aisle widths areas adjacent to seating.
- ☐ At the Building Officials discretion, architectural stamped and signed plans may be required depending on the extent of work involved.



Cuzin's ADA Restroom

ESTIMATED CONSTRUCTION BUDGET

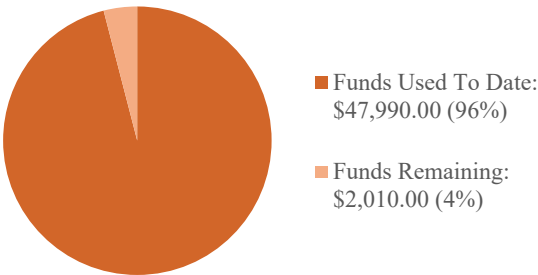


PROJECT INFORMATION

Project Name	17708 ADA Restroom Expansion
Project Description	Take ownership of 17708 for expansion. Additonal space will provide and allow to remodel 2 bathrooms to be ADA compliant. This will also provide additional comfortable dining space for customers who do not desire to eat in tavern atmosphere.
Contractor	Sugs, INC
Contact Name	Dennis Suglich
Phone	312.371.9007
Address	17704 S Oak Park Ave, Tinley Park, IL

FINANCIAL STATUS

Cash Amount	\$50,000
Financed Amount	\$0
Total Allotted Funds	\$50,000
Funds Used To Date	\$47,990
Funds Remaining	\$2,010



Cuzin's List

OF PROJECTED EXPENSES



PROJECT FUNDS ALLOTTED

\$50,000.00

FUNDS ESTIMATE

\$47,990.00

FUNDS REMAINING

\$2,010.00

Item	Category	Amount
Fire suppression	Materials	\$2,000.00
Electrical	Materials	\$2,000.00
Flooring	Materials	\$4,000.00
Framing & Dry Wall	Materials	\$3,000.00
Fire Alarm	Materials	\$1,500.00
Doors	Materials	\$1,750.00
Fixtures	Materials	\$3,500.00
Plumbing	Materials	\$3,500.00
Demolition	Labor	\$3,000.00
Framing & Dry Wall	Labor	\$2,500.00
Floor and Tile installation	Labor	\$3,500.00
Fire suppression	Labor	\$2,000.00
Fire Alarm	Labor	\$1,500.00
Plumbing	Labor	\$5,500.00
Electrical	Labor	\$2,500.00
Waste Removal - Dumpster	Labor	\$600.00
Install Doors	Labor	\$1,250.00
Trim	Labor	\$1,320.00
Paint	Labor	\$1,320.00
Ceiling Grid	Labor	\$1,250.00
Misc	Labor	\$500.00
Total		\$47,990.00



Interoffice Memo

Date: February 26, 2019

To: Economic Development and Marketing Committee

Cc: David Niemeyer, Village Manager
Paula Wallrich, Community Development Director

From: Patrick Hoban, Economic Development Manager

Subject: Downtown Tinley Dental OPA Playbook Sign Grant

Background:

Dr. Peter March (Applicant), the owner of Downtown Tinley Dental, plans to install new signage at 17859 Oak Park Avenue. The project will include the installation of 12" high cast aluminum letters for "Downtown Tinley Dental" on the west wall facing Oak Park Avenue.

Request:

The Applicant is requesting an Oak Park Avenue Sign Grant for 17859 Oak Park Avenue. PIN: 28-31-216-006-0000. The Oak Park Avenue Sign Grant is matching grant up to \$5,000. A single business can request matching funds up to \$70,000 per location.

The Oak Park Avenue Playbook Grants were created to encourage investment and offset development costs in our older commercial building stock located within downtown Tinley Park's Legacy Districts.

Incentive Policy Checklist:

The following statements are in line with the Village or Tinley Park's incentive policy.

- The project will not create a burden and will effectively utilize the existing Village infrastructure.
- Due to its location in the New Bremen TIF, this project meets the Target Development Area Incentive Policy requirement.

Strategic Plan Checklist:

1. Long-Term Complex, Tier 1 and Economic Development Strategy 4: See ongoing downtown development, and reinvestment continue.

Benefits:

The project will be an enhancement to the Village by beautifying a targeted development area.

Staff Recommendation:

The Economic and Commercial Commission (ECC) reviewed and recommended a grant not to exceed \$2,359 for approval on February 11th, 2019. Staff suggests a motion to recommend the approval of an Oak Park Avenue Sign Grant for Downtown Tinley Dental in an amount not to exceed \$2,359.

Sign Grant Program

Application Form

A. Applicant Information

If Applicant is not the owner of the subject property the owner must sign this application (below) signifying they are aware of the improvements proposed as part of this grant application.

Name: Dr. Peter March / Downtown Tinley Dental
Mailing Address: 608 Haas Brinker Ct. 17859 Oak Park Ave
City, State, Zip: Peotone IL 60468 Tinley Park, IL 60477
Phone Number: 708 642 1440 708 532 0091
Fax Number: 708 258 6981
Email Address: empjrn@outlook.com

B. Property Information

Property Owner(s): Peter March
Mailing Address: 608 Haas Brinker
City, State Zip: Peotone IL 60468
Property Address: 17859 Oak Park Ave
Permanent Index No. (PINs): 28-31-216-006-0000
Existing land use: Dental Office
Zoning District: Downtown Legacy District
Lot dimensions and area: 134 x 97 13050 ft²

C. Application Information

Description of proposed project (use additional sheets or attach a Project Narrative if necessary).

Installation of 12" high cast aluminum letters for
"DOWNTOWN TINLEY DENTAL" sign on west wall facing
Oak Park Ave.

Is the applicant aware of any Variances required from the terms of the Zoning Ordinances? ☐ Yes ☒ No
If yes, explain (note that a separate Variation application will be required to be submitted):

Is the applicant aware of any Village Code deficiencies of the property or structure? ☐ Yes ☒ No
If yes, explain:

The Applicant certifies that all of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.

Dr. Peter March
Signature of Applicant

1/8/19
Date



CRAFTED BY CREATIVITY™



Prepared for: Pete March Date: 12 / 17 / 18
Project Details: Exterior Dimensional Letters Proof #: 1
Business / Organization: Downtown Tinley Dental Order #: _____
Approval Signature: X _____ Approval Date: ____ / ____ / ____



Sharp Mill Graphics, Inc.
17121 Olcott Avenue, Tinley Park, Illinois, 60477
Primary Email: Hello@SharpMill.com
Primary Phone: 708 429-3333
www.SharpMill.com



Quote 1012

Quote Request Mon, 17 Dec 2018 15:12:46 -0600

SALES REP INFO
Jeremy Siegers
jeremy@sharpmill.com

QUOTE DATE
12/17/2018
QUOTE EXPIRY DATE
02/15/2019
TERMS
Due on receipt

ORDERED BY
Quote Request

CONTACT INFO

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)
1	Aluminum Dimensional Letters (Downtown Tinley Dental) Custom fabrication of 12" tall x 225" wide x 3/4" thick stud mounted anodized medium bronze cast aluminum dimensional letters. Includes stainless steel stud hardware and paper template for mounting to exterior brick wall. Capital Letters - "DOWNTOWN TINLEY DENTAL" Artwork Setup Includes custom artwork design/layout and setup for production. Installation Includes installation of dimensional letter set on exterior brick wall at Downtown Tinley Dental.	1	Each	\$4,398.00	\$4,398.00

By my signature below, I authorize work to begin and agree to pay the amount due in full according to the terms of this agreement. Sharp Mill Graphics, Inc. accepts checks, ACH bank transfers and credit cards (Visa, MasterCard, American Express, Discover) as forms of payment.

Subtotal:	\$4,398.00
Sales Tax (9.75%):	\$321.07
Total:	\$4,719.07

ownpayment (50.0 %) \$2,359.54

SIGNATURE:

DATE:

PUBLIC COMMENT

ADJOURNMENT