



# Village of Winnetka

## Village Council Regular Meeting

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July 15, 2025 at 7:00 PM

Village Hall  
510 Green Bay Road

### **AGENDA**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Quorum**
  - a. August 5, 2025 Regular Meeting & Study Session
  - b. August 12, 2025 Study Session - Cancelled
  - c. August 19, 2025 Regular Meeting
- 4. Public Comments**
- 5. Reports**
- 6. Establishment of Consent Agenda**
- 7. Approval of Consent Agenda**
  - a. Approval of Village Council Minutes
    - i. June 17, 2025 Regular Meeting
  - b. Approval of Warrant List Dated June 27, 2025 - July 10, 2025
  - c. Ordinance No. M-07-2025: Implementing a Municipal Grocery Retailers' Occupation Tax and a Municipal Grocery Service Occupation Tax to Replace the Existing State Tax (Introduction/Adoption)
  - d. Resolution No. R-53-2025: Approving Closed Session Minutes, Determining the Need to Keep Minutes of Certain Closed Meetings of the Village Council Confidential and Authorizing the Destruction of Verbatim Recordings of Certain Closed Meetings of the Village Council (Adoption)
  - e. Resolution No. R-60-2025: Waiving Bidding and Approving an Agreement with Dunnet Bay Construction for Elm Street Structural Repair (Adoption)
  - f. Resolution No. R-61-2025: Approving a Contract Extension for Interim Economic Development Coordinator Services (Adoption)
- 8. Ordinances and Resolutions**
  - a. Ordinance No. M-09-2025: Granting a Special Use Permit and a Certificate of Appropriateness for the Renovation of the Existing Hubbard Woods Train Depot

### **NOTICE**

Village Council meetings are video recorded. All agenda materials are available at [villageofwinnetka.org](https://villageofwinnetka.org) (Governance > Agendas & Minutes); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2<sup>nd</sup> floor). The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator, 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

and Train Platform and the Construction of Improvements Within the R-5 and R-3 Single Family Residential Districts and the C-2 General Retail Commercial District of the Village (1065 Gage Street - Hubbard Woods Metra Train Station) (Introduction/Adoption)

- b. Resolution No. R-62-2025: Approving an Employment Agreement with Kristin Kazenas for the Village Manager of the Village of Winnetka (Adoption)
- c. Resolution No. R-63-2025: Approving a First Amendment to the Employment Agreement with Robert M. Bahan for the Village Manager of the Village of Winnetka (Adoption)

**9. Old Business**

**10. New Business**

**11. Appointments**

- a. Appointment of Environment, Forestry & Sustainability Commission Student Representative - Louisa Hernandez

**12. Closed Session**

**13. Adjournment**



**MINUTES  
WINNETKA VILLAGE COUNCIL  
REGULAR MEETING  
June 17, 2025**

(Approved: xx)

A record of a legally convened regular meeting of the Council of the Village of Winnetka, which was held at the Council Chambers on Tuesday, June 17, 2025, at 7:00 PM.

- 1) Call to Order. President Dearborn called the meeting to order at 7:00 PM. Village Manager Rob Bahan called the roll. Present: Trustees Kirk Albinson, Rob Apatoff, Kim Handler, Scott Myers and Bridget Orsic. Absent: Trustee Tina Dalman. Also present: Deputy Village Manager Kristin Kazenas, Deputy Village Clerk Berina Gradjan, Village Attorney Peter Friedman, Chief Financial Officer Tim Sloth, Sustainability Coordinator Elyse Steiner, Water & Electric Director Nick Narhi, Assistant Water & Electric Director Sam Carrasco, Community Development Director Scott Mangum, and approximately 26 persons in the audience.
- 2) Pledge of Allegiance. Trustee Albinson the group in the Pledge of Allegiance.
- 3) Quorum.
  - a) July 1, 2025 Regular Meeting This meeting will be canceled.
  - b) July 8, 2025 Study Session All of the Council members present said they expect to attend with the exception of Trustee Albinson due to work obligations.
  - c) July 15, 2025 All of the Council members present said they expect to attend with the exception of Trustee Myers due to work obligations.
- 4) Public Comment:
  - a) Ted Wynnychenko addresses Council regarding legal correspondence received by the Village related to 205 Sheridan Road.
- 5) Reports:
  - a) Trustees. No report.
  - b) Attorney. No report.
  - c) Manager. No report.
  - d) Village President. President Dearborn encourages the community to attend the 4<sup>th</sup> of July events in the Village.
- 6) Establishment of the Consent Agenda.

Trustee Albinson seconded by Trustee Apatoff moved to approve the Establishment of the Consent Agenda. By voice vote, the motion carried.

President Dearborn advises that Council will be approving the Contract with DiMeo Brothers, Inc. to repair the elder storm sewer outlet and that the Village and Park District have been collaborating on necessary actions to reopen the beaches. The Village will complete the repairs needed in a timely and coordinated manner once the Park District has a contractor for their portion of the work.

7) Approval of the Consent Agenda

- a) Approval of Village Council Minutes
  - i. May 13, 2025 Study Session
  - ii. May 20, 2025 Regular Meeting
- b) Approval of the Warrant List dated May 30, 2025 – June 12, 2025 in the amount of \$863,067.65.
- c) Resolution No. R-49-2025: Approving a Contract with DiMeo Brothers, Inc. for Construction Services for the Elder Storm Sewer Outfall Replacement Project (Adoption)
- d) Resolution No. R-50-2025: Approving a Contract with M.E Simpson Co., Inc for Leak Detection Service (Adoption)
- e) Resolution No. R-52-2025: Approval of MFT Resolution for the Rebuild Illinois Funds – Willow Road Project (Adoption)
- f) Resolution No. R-54-2025: Approving a Contract with Superior Road Striping for Pavement Marking Services (Adoption)
- g) Resolution No. R-56-2025: Ratifying a Grant Agreement between the State of Illinois, Illinois Law Enforcement Training and Standards Board and the Village of Winnetka for Police Department Cameras (Adoption)
- h) Resolution No. R-59-2025: Approving a Contract with Wesco Distribution, Inc. for the Purchase of 15kV Underground Cable (Adoption)

Trustee Albinson seconded by Trustee Orsic, moved to approve the foregoing items on the Consent Agenda by omnibus vote. By roll call vote, the motion carried. Ayes: Trustees Albinson, Apatoff, Handler, Myers and Orsic. Nays: None. Absent: Trustee Dalman.

8) Ordinances and Resolutions.

- a) Ordinance No. M-08-2025: Approving a Final Plat of Subdivision and Granting a Variation from the Winnetka Zoning Ordinance (557 and 561 Orchard Lane) (Introduction/Adoption)

Community Development Director Scott Mangum advises Council of a request to consolidate two existing lots into a single lot of record. The applicant intends to demolish the existing residence and shed at 557 Orchard Lane and the existing detached garage at 561 Orchard Lane and consolidate the two parcels into a single lot.

Scott Mangum provides information regarding the proposed consolidation, zoning, consolidation plat, and the advisory board reviews recommending approval.

Katherine Kirkpatrick advises Council of the intent to request demolition and consolidation of the existing lots as a result of the narrow driveway and access to additional space for family visitation.

Council commends the consolidation and design of the project.

Trustee Albinson, seconded by Trustee Apatoff, moved to waive introduction of Ordinance No. M-08-2025.

Trustee Albinson, seconded by Trustee Handler, moved to adopt Ordinance No. M-08-2025. By roll call vote, the motion carried. Ayes: Trustees Albinson, Apatoff, Handler,

Myers and Orsic. Nays: None. Absent: Trustee Dalman.

b) Resolution No. R-58-2025: A Commitment to Implement Pillar 4: Sustainability and Climate Action of the Village Comprehensive Plan (Adoption)

As a result of the Comprehensive Plan, Council engaged with the community to identify key themes or pillars that serve as a guide throughout the visioning and planning process. Specifically, Pillar 4, Sustainability and Climate Action of the Village, provided sustainability initiatives that include a sustainability coordinator, installation and commissioning of the Village's 7<sup>th</sup> public EV charging station, sustainability and climate action plan, advanced metering infrastructure and the electric generation study.

Public Comment

Marcus Wedner addresses matters related to permitting and the potential expiration of tax credits regarding solar installation and use.

Trustee Myers suggests amending the resolution, specifically item d; assist homeowners and businesses with rooftop solar by streamlining the approval process, to reflect the following; assist homeowners and businesses with implementation of rooftop solar or other green energy technology.

Trustee Orsic, seconded by Trustee Albinson, moved to adopt Resolution No. R-58-2025, as amended; d) assist homeowners and businesses with implementation of rooftop solar or other green energy technology. By roll call vote, the motion carried. Ayes: Trustees Albinson, Apatoff, Handler, Myers and Orsic. Nays: None. Absent: Trustee Dalman.

c) Ordinance No. M-05-2025: Authorizing the Execution of a New Power Sales Contract and a New Capacity Purchase Agreement with the Illinois Municipal Electric Agency for the Delivery Period Commencing October 1, 2035 (Introduction)

Water & Electric Director Nick Narhi provides an overview of the IMEA item transparency process including the initial review of the draft contract by IMEA board members, study sessions held as well as a regular meeting, participation in the Winnetka Future Energy Coalition forum, evaluation of alternate grid supply approaches, the Village's history with IMEA, and IMEA's goal to reach net zero by 2050.

Council discusses matters related to take or pay with IMEA, billing, smart metering, costs and power usage.

Public Comments

- a) King Poor urges Council to consider engaging an energy lawyer to review the IMEA contract.
- b) Roger Hochschild urges Council to reconsider the contract extension as it relates to costs, power, and risks.
- c) Ken Bayliss advises Council of the risks related to the IMEA contract extension and urges Council to engage an energy lawyer.
- d) Bob Zabors urges Council to reconsider the IMEA contract extension given the risks and lack of community engagement and consultation with energy expertise.
- e) Katie Scullion addresses contract terms and urges Council to consider an extension before reaching a decision on the IMEA contract.

- f) Ivy Sundell expresses concerns related to the Village's transparency and urges Council to reconsider the approval of the IMEA contract extension.
- g) Ted Wynnychenko addresses concerns related to coal use and costs.
- h) Patrick Hanley addresses concerns related to IMEA member contract extensions, costs and risk.
- i) Rory Hackbarth urges Council to delay adopting the ordinance and further engage the community.
- j) Linda Rel expresses concerns regarding uncertainty surrounding future energy supply.
- k) David Mulligan urges Council to reconsider the contract extension and expresses concerns regarding the risks of extending the IMEA contract.

Council discusses community concerns, consultation of an energy attorney, contract extension term similarities to those of the previous agreement, importance of the Village to maintain representation on the IMEA board, and the Council's obligation to ensure the community has access to reliable and affordable power.

Council convened into closed session for the purpose of discussing municipal utility contracts relating to the purchase, sale, or delivery of electricity or natural gas pursuant to section 2(c)(23) of the Open Meetings Act.

Trustee Myers, seconded by Trustee Apatoff, moved to adjourn to closed session for the purpose of discussing municipal utility contracts relating to the purchase, sale, or delivery of electricity or natural gas pursuant to section 2(c)(23) of the Open Meetings Act. By roll call vote, the motion carried. Ayes: Trustees Albinson, Apatoff, Handler, Myers, and Orsic. Nays: None. Absent: Trustee Dalman.

The Council adjourned into closed session at 8:46 p.m.

Following the closed session, the Council reconvened into the regular meeting at 9:02 p.m.

President Dearborn advised of an amendment to the ordinance; whereas, additionally, IMEA has committed to transition from a carbon-based portfolio to a net-zero generation portfolio by 2050, and to properly plan for this transition, while ensuring generation resources are in place to meet future power needs, IMEA has implemented a detailed sustainability plan to achieve zero carbon status, which requires resource planning and transitioning in the near future to secure favorable renewable energy power purchase agreements.

Trustee Albinson, seconded by Trustee Orsic, moved to adopt Ordinance No. M-05-2025, as amended; whereas, additionally, IMEA has committed to transition from a carbon-based portfolio to a net-zero generation portfolio by 2050, and to properly plan for this transition, while ensuring generation resources are in place to meet future power needs, IMEA has implemented a detailed sustainability plan to achieve zero carbon status, which requires resource planning and transitioning in the near future to secure favorable renewable energy power purchase agreements. By roll call vote, the motion carried. Ayes: Trustees Albinson, Apatoff, Handler, Myers and Orsic. Nays: None. Absent: Trustee Dalman.

9) Old Business. None.

10) New Business. None.

11) Appointments:

- a) Appoint Michael Ritter to a full term on the Zoning Board of Appeals (Michael is replacing Kate Casale-MacNally) – his term will be effective July 1, 2025 and will expire on May 1, 2026.
- b) Appoint Peter Evanich to the Design Review Board – (Peter is replacing Michael Ritter) – his term will be effective July 1, 2025 and will expire on May 1, 2027.

Trustee Albinson seconded by Trustee Orsic, moved to appoint the said members to their respective boards as set forth by appointments a and b, by omnibus vote.

12) Closed Session: None.

- 13) Adjournment. Trustee Albinson, seconded by Trustee Myers moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 9:05 p.m.

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Recording Secretary



### **Agenda Item Executive Summary**

**TITLE:** Approval of Warrant List Dated June 27, 2025 - July 10, 2025

**PRESENTER:** Robert M. Bahan

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**AGENDA DATE:** July 15, 2025

**CONSENT:** Yes

**ITEM TYPE:** Consent Agenda

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**ITEM HISTORY:**

None.

**EXECUTIVE SUMMARY:**

The Warrant List Dated June 27, 2025 - July 10, 2025.

**RECOMMENDATION:**

Consider Approving the Warrant List Dated June 27, 2025 - July 10, 2025.

**ATTACHMENTS:**

None



## Agenda Item Executive Summary

**TITLE:** Ordinance No. M-07-2025: Implementing a Municipal Grocery Retailers' Occupation Tax and a Municipal Grocery Service Occupation Tax to Replace the Existing State Tax (Introduction/Adoption)

**PRESENTER:** Tim Sloth

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**AGENDA DATE:** July 15, 2025

**CONSENT:** Yes

**ITEM TYPE:** Consent Agenda

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### ITEM HISTORY:

The State of Illinois currently charges a 1% tax on groceries which applies to “food for human consumption that is to be consumed off the premises where it is sold.” This tax generally applies to most grocery items like packaged food, fruits, and vegetables but excludes items like candy, soft drinks, alcohol as well as food prepared for immediate consumption. The State remits 100% of the grocery tax it collects back to the local municipalities.

On August 5, 2024, Governor Pritzker signed into law Public Act 103-0781 which repealed the 1% statewide grocery tax as part of the State Fiscal Year 2025 budget package. This repeal is set to take effect on January 1, 2026, and is estimated to reduce Village sales taxes by \$205,000, or approximately 10% of the annual sales tax revenue collected. The approved legislation permits municipalities the ability to adopt the same 1% grocery tax as a local tax. The local tax would replace the existing grocery tax while continuing to be collected and distributed by the State. Staff reviewed the impacts of this tax along with other revenue options at the July 8 Village Council meeting.

### EXECUTIVE SUMMARY:

Staff proposes to implement a local grocery tax to replace the lost revenue. The replacement tax would be applied to all grocery purchases currently subject to the State grocery tax. No additional revenue would be generated by the proposed new tax as it simply replaces the state grocery tax. In absence of the local tax, the Village would need to address the revenue shortfall by either raising other taxes such as the property tax, implementing a new tax, or reducing expenses. The estimated revenue provided by the Grocery Tax is \$205,000.

Glencoe, Algonquin, Schaumburg, Wheaton, Elk Grove, Buffalo Grove, Lombard, Wheeling, Des Plaines, Lake Zurich and Carol Stream are among over 200 municipalities across the state that have already approved a local grocery tax to offset the loss of state revenue.

Additionally, staff has confirmed the following local communities are strongly considering or already in the process of adopting the local ordinance: Highland Park, Lake Forest, Northbrook, Glencoe, Glenview, Northfield, and Wilmette.

**RECOMMENDATION:**

Staff recommends approval of Ordinance No. M-07-2025: Implementing a Municipal Grocery Retailers' Occupation Tax and a Municipal Grocery Service Occupation Tax to Replace the Existing State Tax.

**ATTACHMENTS:**

1. Ordinance No. M-07-2025: Implementing a Municipal Grocery Retailers' Occupation Tax and a Municipal Grocery Service Occupation Tax



**AN ORDINANCE IMPLEMENTING A MUNICIPAL  
GROCERY RETAILERS' OCCUPATION TAX AND A  
MUNICIPAL GROCERY SERVICE OCCUPATION TAX  
TO REPLACE THE EXISTING STATE TAX**

**WHEREAS**, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970 and has the authority to exercise any power and perform any function pertaining to its government and affairs; and

**WHEREAS**, the State of Illinois currently charges a 1% Grocery Retailers Occupation / service occupation tax which is collected by the State and remitted in full to the Village of Winnetka; and

**WHEREAS**, on August 5, 2025, Governor Pritzker signed into law Public Act 103-0781 which repealed the statewide grocery tax and transitioned the authority of this tax to local municipalities; and

**WHEREAS**, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and

**WHEREAS**, Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) ("**Act**") provides that, beginning on January 1, 2026, all Illinois municipalities may impose a tax a municipal grocery retailers' occupation tax "upon all persons engaged in the business of selling groceries at retail in the municipality" ("**Municipal Grocery Retailer Tax**"); and

**WHEREAS**, the Act further provides that the Municipal Grocery Retailer Tax may be imposed "at the rate of 1% of the gross receipts from these sales"; and

**WHEREAS**, the Act requires municipalities imposing a Municipal Grocery Retailer Tax to also impose a service occupation tax at the same rate, "upon all persons engaged, in the municipality, in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries" as "an incident to a sale of service" ("**Municipal Grocery Service Tax**"); and

**WHEREAS**, any Municipal Grocery Retailer Tax and Municipal Grocery Service Tax shall be administered, collected and enforced by the Illinois Department of Revenue ("**IDOR**"); and

**WHEREAS**, the Village Council believes that it is appropriate, necessary and in the best interests of the Village and its residents, that the Village levy a Municipal Grocery Retailer Tax and a Municipal Grocery Service Tax to remain existing revenue pursuant to and as permitted by the Act;

**June 3, 2025**

**MC-07-2025**

**NOW, THEREFORE, BE IT ORDAINED** the Council of the Village of Winnetka ordains as follows:

**SECTION 1. RECITALS.** The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

**SECTION 2. MUNICIPAL GROCERY RETAILS' OCCUPATION TAX IMPOSED.** A tax is hereby imposed upon all persons engaged in the business of selling groceries at retail in the Village at the rate of 1% of the gross receipts from such sales made in the course of such business while this Ordinance is in effect. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

**SECTION 3: MUNICIPAL GROCERY SERVICE OCCUPATION TAX.** A tax is hereby imposed upon all persons engaged in the Village in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries as an incident to a sale of service. The rate of this tax shall be the same rate identified in Section 2, above. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

**SECTION 4: IDOR TO ADMINISTER BOTH TAXES.** The taxes imposed pursuant to Sections 2 and 3 of this Ordinance, and all civil penalties that may be assessed as an incident to the taxes, shall be collected and enforced by IDOR. IDOR shall have full power to administer and enforce the provisions of this Ordinance.

**SECTION 5: CLERK TO FILE ORDINANCE IDOR.** As required under Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24), the Clerk is hereby directed to file a certified copy of this Ordinance with IDOR upon adoption but in any event before October 1, 2025.

**SECTION 6: EFFECTIVE DATE OF TAXES IMPOSED.** The taxes imposed pursuant to this Ordinance shall take effect on January 1, 2026.

**SECTION 7: SEVERABILITY.** If any paragraph section, clause or provision of this Ordinance is held invalid, the remainder shall continue in full force and effect without affecting the validity of the remaining portions of the Ordinance.

**SECTION 8: ORDINANCE EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form according to law.

[SIGNATURE DATE FOLLOWS]

**June 3, 2025**

**MC-07-2025**

**PASSED** this 15 day of July, 2025, pursuant to the following roll call vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

Signed:

\_\_\_\_\_  
Village President

Countersigned:

\_\_\_\_\_  
Village Clerk

Published by authority of the  
President and Board of Trustees  
of the Village of Winnetka,  
Illinois, this \_\_\_\_ day of  
\_\_\_\_\_, 2025

Introduced: July 15, 2025

Passed and Approved: \_\_\_\_\_, 2025

**June 3, 2025**

**MC-07-2025**



## **Agenda Item Executive Summary**

**TITLE:** Resolution No. R-53-2025: Approving Closed Session Minutes, Determining the Need to Keep Minutes of Certain Closed Meetings of the Village Council Confidential and Authorizing the Destruction of Verbatim Recordings of Certain Closed Meetings of the Village Council (Adoption)

**PRESENTER:** Kristin Kazenas

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**AGENDA DATE:** July 15, 2025

**CONSENT:** Yes

**ITEM TYPE:** Consent Agenda

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### **ITEM HISTORY:**

None.

### **EXECUTIVE SUMMARY:**

Pursuant to Section 2.06 of the Open Meetings Act (OMA) , the Village must create a verbatim recording of its closed session meetings. The primary purposes of the verbatim recording requirement is to (i) assist public bodies in the preparation of their closed session minutes and (ii) to allow the Attorney General or a court to review what was discussed in closed session should someone challenge the authority of a public body to discuss a certain matter in closed session. However, the General Assembly did not intend for public bodies to keep verbatim recordings indefinitely. Section 2.06(c) provides that public bodies may destroy their verbatim recordings 18 months after the meeting at issue provided that the minutes are approved and the Council authorizes their destruction.

The Village's longtime practice has been to authorize the destruction of verbatim recordings when eligible to do so. Accordingly, the proposed resolution would authorize the destruction of verbatim recordings that are older than 18 months in accordance with the OMA, approve all minutes of closed meetings of the Village Council that have taken place between December 3, 2024 and June 17, 2025, as outlined in Exhibit A; and determine that a need for confidentiality remains as to certain closed minutes, as outlined in Exhibit B. Finally, the resolution authorizes public inspection of the written minutes of all closed meetings that took place prior to June 18, 2025, other than the closed meetings that are outlined in Exhibit B, where a need for confidentiality still exists.

### **RECOMMENDATION:**

Consider adoption of Resolution No. R-53-2025: Approving Closed Session Minutes, Determining the Need to Keep Minutes of Certain Closed Meetings of the Village Council Confidential and Authorizing the Destruction of Verbatim Recordings of Certain Closed Meetings of the Village Council.

**ATTACHMENTS:**

1. R-53-2025 - Approval of Closed Session Minutes

**RESOLUTION NO. R-53-2025**

**A RESOLUTION APPROVING CLOSED SESSION MINUTES, DETERMINING  
THE NEED TO KEEP MINUTES OF CERTAIN CLOSED MEETINGS  
OF THE VILLAGE COUNCIL CONFIDENTIAL, AND AUTHORIZING THE  
DESTRUCTION OF VERBATIM RECORDINGS OF  
CERTAIN CLOSED MEETINGS OF THE VILLAGE COUNCIL**

**WHEREAS**, pursuant to the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* ("**Act**") the Village Council has, from time to time, conducted meetings that that were closed to the public pursuant to the Act (collectively, the "**Closed Meetings**"); and

**WHEREAS**, pursuant to the Act, the Village has approved and maintained written minutes of all Closed Meetings; and

**WHEREAS**, pursuant to Section 2.06(c) of the Act, the Village Council has determined that it will serve and be in the best interest of the Village to destroy the audiotaped verbatim recordings of those Closed Meetings that occurred prior to December 14, 2023; and

**WHEREAS**, pursuant to Section 2.06(d) of the Act, the Village Council has conducted its semi-annual review of all written minutes of the Closed Meetings of the Village Council; and

**WHEREAS**, the Village Council has determined that the need for confidentiality remains for certain minutes of Closed Meetings and the audiotaped verbatim recordings of Closed Meetings;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

**SECTION 1: RECITALS.** The Village Council adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2: APPROVAL OF CLOSED SESSION MINUTES.** The President and Village Council hereby approve the closed session minutes of the Village Council from meetings that are identified in **Exhibit A** to this Resolution.

**SECTION 3: DETERMINATION OF CONFIDENTIALITY.** The President and Village Council have determined that a need for confidentiality still exists with respect to the minutes of all Closed Meetings that are identified in **Exhibit B** to this Resolution.

**SECTION 4: PUBLIC INSPECTION OF WRITTEN MINUTES OF CLOSED MEETINGS.** The President and Village Council hereby authorizes the public inspection of the written minutes of all Closed Meetings that took place prior to June 18, 2025, other than the Closed Meetings that took place on the dates set forth in **Exhibit B** to this Resolution.

**SECTION 5: DESTRUCTION OF VERBATIM RECORDINGS.** The President and Village Council authorize and direct the Village Clerk to destroy all verbatim audio recordings of all Closed Meetings held prior to December 14, 2023.

**July 15, 2025**

**R-53-2025**

**SECTION 6 : CONFIDENTIALITY OF VERBATIM RECORDINGS.** The President and Village Council affirms that a need for confidentiality remains as to the verbatim audio recordings of all Closed Meetings, which verbatim audio recordings will not be made available for public inspection.

**SECTION 7: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

**ADOPTED** this 15th day of July, 2025, pursuant to the following roll call vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Signed:

\_\_\_\_\_  
Village President

Countersigned:

\_\_\_\_\_  
Village Clerk

**EXHIBIT A**

**APPROVAL OF CLOSED SESSION MINUTES OF THE VILLAGE COUNCIL**

December 3, 2024  
January 7, 2025  
February 4, 2025  
February 18, 2025  
February 27, 2025  
April 3, 2025  
April 15, 2025  
May 6, 2025  
May 13, 2025  
June 3, 2025 – 6 PM  
June 3, 2025 – 10:38 PM  
June 17, 2025



## **EXHIBIT B**

### **CLOSED MEETINGS FOR WHICH A NEED FOR CONFIDENTIALITY EXISTS**

|                    |                         |
|--------------------|-------------------------|
| February 14, 2012  | September 21, 2021      |
| March 13, 2012     | October 19, 2021        |
| April 17, 2012     | January 25, 2022        |
| November 8, 2012   | February 15, 2022       |
| January 21, 2014   | March 10, 2022          |
| October 7, 2014    | July 19, 2022           |
| November 18, 2014  | September 13, 2022      |
| December 16, 2014  | October 6, 2022         |
| January 13, 2015   | October 11, 2022        |
| March 3, 2015      | November 15, 2022       |
| April 21, 2015     | December 6, 2022        |
| May 19, 2015       | January 3, 2023         |
| June 2, 2015       | January 31, 2023        |
| June 30, 2015      | March 21, 2023          |
| July 7, 2015       | July 11, 2023           |
| September 15, 2015 | December 12, 2023       |
| December 1, 2015   | January 16, 2024        |
| February 7, 2017   | February 6, 2024        |
| May 16, 2017       | February 13, 2024       |
| June 6, 2017       | March 5, 2024           |
| August 1, 2017     | May 7, 2024             |
| November 21, 2017  | June 4, 2024            |
| June 4, 2019       | June 11, 2024           |
| January 7, 2020    | August 6, 2024          |
| February 18, 2020  | January 7, 2025         |
| March 3, 2020      | February 18, 2025       |
| March 10, 2020     | April 3, 2025           |
| October 28, 2020   | April 15, 2025          |
| December 1, 2020   | May 6, 2025             |
|                    | May 13, 2025            |
|                    | June 3, 2025 – 6 PM     |
|                    | June 3, 2025 – 10:38 PM |
|                    | June 17, 2025           |



## Agenda Item Executive Summary

**TITLE:** Resolution No. R-60-2025: Waiving Bidding and Approving an Agreement with Dunnet Bay Construction for Elm Street Structural Repair (Adoption)

**PRESENTER:** Obaid Khalid

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**AGENDA DATE:** July 15, 2025

**CONSENT:** Yes

**ITEM TYPE:** Consent Agenda

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### ITEM HISTORY:

2025 Budget Item : Account No. 100.35.23-650 - \$150,000

### EXECUTIVE SUMMARY:

As part of the IDOT annual bridge inspections, in August 2024, IDOT identified that one of the structural steel beams of the Elm Street bridge had started to deteriorate due to corrosion and is in need of repair. IDOT inspection recommended the two-step solution. First, the installation of the temporary timber blocking which provides extra support for the beam until the permanent repair is completed. Second, the permanent repair of the structural beam which will ensure that the bridge rating will remain the same as it is currently.

Per the IDOT direction, in September 2024, the Village completed the installation of timber blocking on both sides of the beam web to provide the required support and complete the IDOT documentation and the inspection for acceptance. The Village is programmed for design and permanent repair work in 2025. Working with the Village engineering consultants, Baxter and Woodman, final plans and specifications were developed for the permanent repair work. Anticipating this repair work, the FY 2025 budget authorized \$150,000 in the Engineering Budget, account 100.35.23-650, to perform this work.

Working with the contractor that performed the temporary repair, Dunnet Bay Construction, staff requested a quote to perform the structural steel beam repair, which includes the removal of the portion of the structural steel and the furnishing of the new structural steel as per IDOT requirements. It also includes the cleaning and painting of the repaired beam, which will prevent further deterioration from potential rusting. This work will be done with minimal disturbance and without the closure of the bridge for traffic.

The Dunnet Bay Construction has worked for the Village in the past as the primary contractor for the reconstruction of the Oak and Cherry Street Bridges, both completed in 2020. They also performed the temporary repair work on the Elm Street Bridge in 2024, and are familiar with IDOT's concerns and requirements for the subject beam. The Engineering Department staff believe the contractor will meet the Village's requirements for the permanent repair work.

Staff are recommending that the Village Council consider approving resolution R-60-2025 awarding the contract to Dunnet Bay Construction for Elm Street bridge repair work for an amount not to exceed \$94,450 and waive the formal bidding for this work.

**RECOMMENDATION:**

Consider adopting Resolution No. R-60-2025, which approves the waiving of competitive bidding and executes an agreement with Dunnet Bay Construction to perform the Elm Street bridge repair work for an amount not to exceed \$94,450.

**ATTACHMENTS:**

1. Resolution No. R-60-2025: Waiving Bidding and Approving an Agreement with Dunnet Bay Construction for Elm Street Structural Repair
2. Dunnet Bay Construction Proposal

**RESOLUTION NO. R-60-2025**

**A RESOLUTION WAIVING BIDDING AND APPROVING AN AGREEMENT  
WITH DUNNET BAY CONSTRUCTION FOR  
ELM STREET STRUCTURAL REPAIR**

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village of Winnetka ("***Village***") to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

**WHEREAS**, the Village has appropriated funds for the structural services required to repair one of the steel beams on the Elm Street Bridge ("***Services***"), which Services include, but are not limited to, removing a portion of the structural steel beam and furnishing new structural steel per Illinois Department of Transportation requirements, and cleaning and painting the repaired steel beam to prevent further deterioration; and

**WHEREAS**, the Village requested a proposal from Dunnet Bay Construction to perform the Services; and

**WHEREAS**, Dunnet Bay Construction submitted a proposal to the Village for the performance of the Services in an amount not to exceed \$94,450.00; and

**WHEREAS**, Dunnet Bay Construction has performed services for the Village in the past, to the Village's satisfaction and has prior experience with repairing the Village's bridges; and

**WHEREAS**, the Village has determined that the proposal from Dunnet Bay Construction to perform the Services best meets the needs of the Village; and

**WHEREAS**, Village staff has recommended that the Village Council (i) waive competitive bidding for the Services pursuant to Sections 4.12.010.A and 4.12.010.C of the Village Code, Section IV.3.D of the Village's Purchasing Manual, and the Village's home rule authority; and (ii) enter into an agreement with Dunnet Bay Construction to provide the Services in an amount not to exceed \$94,450.00 ("***Agreement***"); and

**WHEREAS**, the Village Council has determined that it is in the best interests of the Village to (i) waive competitive bidding for the Services; and (ii) enter into the Agreement with Contractor for Contractor to provide the Services;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

**SECTION 1: RECITALS.** The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2: WAIVER OF COMPETITIVE BIDDING.** Pursuant to Sections 4.12.010.A and 4.12.010.C of the Village Code, Section IV.3.D of the Village's Purchasing

**July 15, 2025**

**R-60-2025**

Manual, and the Village’s home rule authority, the Village Council waives the requirement of competitive bidding for the procurement of Services.

**SECTION 3: APPROVAL OF AGREEMENT.** The Village Council hereby approves the Agreement in substantially the form attached to this Resolution as **Exhibit A** and in a final form approved by the Village Attorney.

**SECTION 4: AUTHORIZATION TO EXECUTE AGREEMENT.** The Village Council hereby authorizes and directs the Village President and the Village Clerk to execute and attest, respectively, on behalf of the Village, the final Agreement after receipt by the Village Manager of two executed copies of the final Agreement from Dunnet Bay Construction; provided, however, that if the Village Manager does not receive two executed copies of the final Agreement from Dunnet Bay Construction within 60 days after the date of adoption of this Resolution, then this authority to execute and seal the final Agreement between the Village and Dunnet Bay Construction will, at the option of the Village Council, be null and void.

**SECTION 5: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

**ADOPTED** this 15<sup>th</sup> day of July 2025, pursuant to the following roll call vote:

|          |       |
|----------|-------|
| AYES:    | _____ |
| NAYS:    | _____ |
| ABSENT:  | _____ |
| ABSTAIN: | _____ |

Signed

\_\_\_\_\_  
Village President

Countersigned:

\_\_\_\_\_  
Village Clerk

**July 15, 2025**

**R-60-2025**

**EXHIBIT A**  
**AGREEMENT**

**VILLAGE OF WINNETKA**

**CONTRACT FOR THE**

**ELM STREET BRIDGE STRUCTURAL REPAIR**

Contract Number: 025-015

# VILLAGE OF WINNETKA CONTRACT FOR THE ELM STREET BRIDGE STRUCTURAL REPAIR

Contract Number: 025-015

## TABLE OF CONTENTS

|                                                                                     | <u>Page</u>   |
|-------------------------------------------------------------------------------------|---------------|
| <b>ARTICLE I            The Work .....</b>                                          | <b>1</b>      |
| 1.1    Performance of the Work .....                                                | 1             |
| 1.2    Commencement and Completion Dates .....                                      | 2             |
| 1.3    Required Submittals .....                                                    | 2             |
| 1.4    Review and Interpretation of Contract Provisions .....                       | 3             |
| 1.5    Conditions at the Work Site; Record Drawings .....                           | 3             |
| 1.6    Technical Ability to Perform.....                                            | 4             |
| 1.7    Financial Ability to Perform.....                                            | 4             |
| 1.8    Time.....                                                                    | 4             |
| 1.9    Safety at the Work Site.....                                                 | 5             |
| 1.10   Cleanliness of the Work Site and Environs.....                               | 5             |
| 1.11   Damage to the Work, the Work Site, and Other Property.....                   | 5             |
| 1.12   Subcontractors and Suppliers .....                                           | 6             |
| 1.13   Simultaneous Work By Others .....                                            | 6             |
| 1.14   Occupancy Prior to Final Payment.....                                        | 6             |
| 1.15   Owner's Right to Terminate or Suspend Work for Convenience .....             | 6             |
| <br><b>ARTICLE II           Changes And Delays.....</b>                             | <br><b>7</b>  |
| 2.1    Changes .....                                                                | 7             |
| 2.2    Delays .....                                                                 | 7             |
| <br><b>ARTICLE III          Contractor's Responsibility For Defective Work.....</b> | <br><b>8</b>  |
| 3.1    Inspection; Testing; Correction of Defects.....                              | 8             |
| 3.2    Warranty of Work.....                                                        | 8             |
| 3.3    Owner's Right to Correct .....                                               | 9             |
| <br><b>ARTICLE IV          Financial Assurances.....</b>                            | <br><b>9</b>  |
| 4.1    Bonds.....                                                                   | 9             |
| 4.2    Insurance.....                                                               | 9             |
| 4.3    Indemnification.....                                                         | 10            |
| <br><b>ARTICLE V           Payment.....</b>                                         | <br><b>10</b> |
| 5.1    Contract Price .....                                                         | 10            |



|                    |                                                           |           |
|--------------------|-----------------------------------------------------------|-----------|
| 5.2                | Taxes and Benefits .....                                  | 10        |
| 5.3                | Progress Payments.....                                    | 10        |
| 5.4                | Final Acceptance and Final Payment .....                  | 11        |
| 5.5                | Liens .....                                               | 11        |
| 5.6                | Deductions .....                                          | 12        |
| <b>ARTICLE VI</b>  | <b>Disputes And Remedies.....</b>                         | <b>13</b> |
| 6.1                | Dispute Resolution Procedure .....                        | 13        |
| 6.2                | Contractor's Remedies .....                               | 13        |
| 6.3                | Owner's Remedies.....                                     | 13        |
| 6.4                | Owner's Special Remedy for Delay .....                    | 15        |
| 6.5                | Terminations and Suspensions Deemed for Convenience ..... | 15        |
| <b>ARTICLE VII</b> | <b>Legal Relationships And Requirements .....</b>         | <b>15</b> |
| 7.1                | Binding Effect .....                                      | 15        |
| 7.2                | Relationship of the Parties.....                          | 15        |
| 7.3                | No Collusion/Prohibited Interests .....                   | 15        |
| 7.4                | Assignment .....                                          | 16        |
| 7.5                | Confidential Information .....                            | 16        |
| 7.6                | No Waiver .....                                           | 16        |
| 7.7                | No Third Party Beneficiaries.....                         | 17        |
| 7.8                | Notices .....                                             | 17        |
| 7.9                | Governing Laws .....                                      | 17        |
| 7.10               | Changes in Laws.....                                      | 18        |
| 7.11               | Compliance with Laws .....                                | 18        |
| 7.12               | Compliance with Patents .....                             | 19        |
| 7.13               | Time.....                                                 | 19        |
| 7.14               | Severability .....                                        | 19        |
| 7.15               | Entire Agreement.....                                     | 20        |
| 7.16               | Amendments.....                                           | 20        |

**Contractor's Certification**

|                      |                                         |
|----------------------|-----------------------------------------|
| <b>Attachment A:</b> | Supplemental Schedule of Contract Terms |
| <b>Attachment B:</b> | Specifications                          |
| <b>Attachment C:</b> | List of Drawings                        |
| <b>Appendix 1:</b>   | Prevailing Wage Ordinance               |
| <b>Appendix 2:</b>   | Schedule of Quantities                  |

**VILLAGE OF WINNETKA  
CONTRACT FOR THE  
ELM STREET BRIDGE STRUCTURAL REPAIR**

Contract Number: 025-015

In consideration of the mutual promises set forth below, the Village of Winnetka, 1390 Willow Road, Winnetka, Illinois, 60093 (“*Owner*”), and Dunnet Bay Construction (“*Contractor*”), make this Contract as of July 15th, 2025, (the “*Effective Date*”) and hereby agree as follows:

**ARTICLE I: THE WORK**

**1.1 Performance of the Work**

Contractor, at its sole cost and expense, must provide, perform, and complete all of the following, all of which is herein referred to as the “*Work*”:

1. Labor, Equipment, Materials, and Supplies. Provide, perform, and complete, in the manner described and specified in this Contract, all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data, and other means and items necessary to accomplish the Project at the Work Site, both as defined in Attachment A, in accordance with the specifications attached hereto as Attachment B, the drawings identified in the list attached hereto as Attachment C, and the Special Project Requirements attached hereto as Attachment D.
2. Permits. Except as otherwise provided in Attachment A, procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith.
3. Bonds and Insurance. Procure and furnish all Bonds and all certificates and policies of insurance specified in this Contract.
4. Taxes. Pay all applicable federal, state, and local taxes.
5. Miscellaneous. Do all other things required of Contractor by this Contract, including without limitation arranging for utility and other services needed for the Work and for testing, including the installation of temporary utility lines, wiring, switches, fixtures, hoses, connections, and meters, and providing sufficient sanitary conveniences and shelters to accommodate all workers and all personnel of Owner engaged in the Work.

6. Quality. Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with the highest standards of professional and construction practices and in full compliance with, and as required by or pursuant to, this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged and first quality equipment, materials, and supplies.

## **1.2 Commencement and Completion Dates**

Contractor must commence the Work not later than the “*Commencement Date*” set forth on Attachment A and must diligently and continuously prosecute the Work at such a rate as will allow the Work to be fully provided, performed, and completed in full compliance with this Contract not later than the “*Completion Date*” set forth in Attachment A. The time of commencement, rate of progress, and time of completion are referred to in this Contract as the “*Contract Time*.”

## **1.3 Required Submittals**

A. Submittals Required. Contractor must submit to Owner all documents, data, and information specifically required to be submitted by Contractor under this Contract and must, in addition, submit to Owner all such drawings, specifications, descriptive information, and engineering documents, data, and information as may be required, or as may be requested by Owner, to show the details of the Work, including a complete description of all equipment, materials, and supplies to be provided under this Contract (“*Required Submittals*”). Such details must include, but are not limited to, design data, structural and operating features, principal dimensions, space required or provided, clearances required or provided, type and brand of finish, and all similar matters, for all components of the Work.

B. Number and Format. Contractor must provide *[three]* complete sets for each Required Submittal. All Required Submittals, except drawings, must be prepared on white 8-1/2” x 11”. Two blueline prints and one sepia transparency of each drawing must be provided. All drawings must be clearly marked in the lower right-hand corner with the names of Owner and Contractor.

C. Time of Submission and Owner’s Review. All Required Submittals must be provided to Owner no later than the time, if any, specified in this Contract for their submission or, if no time for submission is specified, in sufficient time, in Owner’s sole opinion, to permit Owner to review the same prior to the commencement of the part of the Work to which they relate and prior to the purchase of any equipment, materials, or supplies that they describe. Owner will have the right to require such corrections as may be necessary to make such submittals conform to this Contract. All such submittals will, after final processing and review with no exception noted by Owner, become a part of this Contract. No Work related to any submittal may be performed by Contractor until Owner has completed review of such submittal with no exception noted. Owner’s review and stamping of any Required Submittal will be for the sole purpose of examining the general management, design, and details of the proposed Work, does not relieve Contractor of the entire

responsibility for the performance of the Work in full compliance with, and as required by or pursuant to this Contract, and may not be regarded as any assumption of risk or liability by Owner.

D. Responsibility for Delay. Contractor is responsible for any delay in the Work due to delay in providing Required Submittals conforming to this Contract.

#### **1.4 Review and Interpretation of Contract Provisions**

Contractor represents and warrants that it has carefully reviewed this Contract, including all of its Attachments, and the drawings identified in Attachment C, all of which are by this reference incorporated into and made a part of this Contract. Contractor must, at no increase in the Contract Price, provide workmanship, equipment, materials, and supplies that fully conform to this Contract. Whenever any equipment, materials or supplies are specified or described in this Contract by using the name or other identifying feature of a proprietary product or the name or other identifying feature of a particular manufacturer or vendor, the specific item mentioned is understood as establishing the type, function and quality desired. Other manufacturers' or vendors' products may be accepted, provided that the products proposed are equivalent in substance and function to those named as determined by Owner in its sole and absolute discretion.

Contractor must promptly notify Owner of any discrepancy, error, omission, ambiguity, or conflict among any of the provisions of this Contract before proceeding with any Work affected thereby. If Contractor fails to give such notice to Owner, then the subsequent decision of Owner as to which provision of this Contract governs is final, and any corrective work required does not entitle Contractor to any damages, to any compensation in excess of the Contract Price, or to any delay or extension of the Contract Time.

When the equipment, materials, or supplies furnished by Contractor cannot be installed as specified in this Contract, Contractor must, without any increase in the Contract Price, make all modifications required to properly install the equipment, materials, or supplies. Any such modification is subject to the prior review and consent of Owner.

#### **1.5 Conditions at the Work Site; Record Drawings**

Contractor represents and warrants that it has had a sufficient opportunity to conduct a thorough investigation of the Work Site and the surrounding area and has completed such investigation to its satisfaction. Contractor will have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time based upon conditions found at, or in the vicinity of, the Work Site. When information pertaining to subsurface, underground or other concealed conditions, soils analysis, borings, test pits, utility locations or conditions, buried structures, condition of existing structures, and other investigations is or has been provided by Owner, or is or has been otherwise made available to Contractor by Owner, such information is or has been provided or made available solely for the convenience of Contractor and is not part of this Contract. Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of such information, and

there is no guaranty or warranty, either expressed or implied, that the conditions indicated are representative of those existing throughout the Work or the Work Site, or that the conditions indicated are representative of those existing at any particular location, or that the conditions indicated may not change, or that unanticipated conditions may not be present.

Contractor is solely responsible for locating all existing underground installations by prospecting no later than two workdays prior to any scheduled excavation or trenching, whichever is earlier. Contractor must check all dimensions, elevations, and quantities indicated in this Contract within the same time period as set forth above for prospecting underground installations. Contractor must lay out the Work in accordance with this Contract and must establish and maintain such locations, lines and levels. Wherever pre-existing work is encountered, Contractor must verify and be responsible for dimensions and location of such pre-existing work. Contractor must notify Owner of any discrepancy between the dimensions, elevations and quantities indicated in this Contract and the conditions of the Work Site or any other errors, omissions or discrepancies which Contractor may discover during such inspections. Full instructions will be furnished by Owner should such error, omission, or discrepancy be discovered, and Contractor must carry out such instructions as if originally specified and without any increase in Contract Price.

Before Final Acceptance of the Work, Contractor must submit to Owner two sets of Drawings of Record, unless a greater number is specified elsewhere in this Contract, indicating all field deviations from Attachment B or the drawings identified in Attachment C.

**1.6 Technical Ability to Perform**

Contractor represents and warrants that it is sufficiently experienced and competent, and has the necessary capital, facilities, plant, organization, and staff, to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

**1.7 Financial Ability to Perform**

Contractor represents and warrants that it is financially solvent, and Contractor has the financial resources necessary to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

**1.8 Time**

Contractor represents and warrants that it is ready, willing, able and prepared to begin the Work on the Commencement Date and that the Contract Time is sufficient time to permit completion of the Work in full compliance with, and as required by or pursuant to, this Contract for the Contract Price, all with due regard to all natural and man-made conditions that may affect the Work or the Work Site and all difficulties, hindrances, and delays that may be incident to the Work.

**1.9 Safety at the Work Site**

Contractor is solely and completely responsible for providing and maintaining safe conditions at the Work Site, including the safety of all persons and property during performance of the Work. This requirement applies continuously and is not limited to normal working hours. Contractor must take all safety precautions as necessary to comply with all applicable laws and to prevent injury to persons and damage to property.

Contractor must conduct all of its operations without interruption or interference with vehicular and pedestrian traffic on public and private rights-of-way, unless it has obtained permits therefor from the proper authorities. If any public or private right-of-way are rendered unsafe by Contractor's operations, Contractor must make such repairs or provide such temporary ways or guards as are acceptable to the proper authorities.

**1.10 Cleanliness of the Work Site and Environs**

Contractor must keep the Work Site and adjacent areas clean at all times during performance of the Work and must, upon completion of the Work, leave the Work Site and adjacent areas in a clean and orderly condition.

**1.11 Damage to the Work, the Work Site, and Other Property**

The Work and everything pertaining thereto is provided, performed, completed, and maintained at the sole risk and cost of Contractor from the Commencement Date until Final Payment. Contractor is fully responsible for the protection of all public and private property and all persons. Without limiting the foregoing, Contractor must, at its own cost and expense, provide all permanent and temporary shoring, anchoring and bracing required by the nature of the Work in order to make all parts absolutely stable and rigid, even when such shoring, anchoring and bracing is not explicitly specified, and support and protect all buildings, bridges, roadways, conduits, wires, water pipes, gas pipes, sewers, pavements, curbs, sidewalks, fixtures and landscaping of all kinds and all other public or private property that may be encountered or endangered in providing, performing and completing the Work. Contractor will have no claim against Owner because of any damage or loss to the Work or to Contractor's equipment, materials, or supplies from any cause whatsoever, including damage or loss due to simultaneous work by others. Contractor must, promptly and without charge to Owner, repair or replace, to the satisfaction of Owner, any damage done to, and any loss suffered by, the Work and any damage done to, and any loss suffered by, the Work Site or other property as a result of the Work. Notwithstanding any other provision of this Contract, Contractor's obligations under this Section exist without regard to, and may not be construed to be waived by, the availability or unavailability of any insurance, either of Owner or Contractor, to indemnify, hold harmless, or reimburse Contractor for the cost of any repair or replacement work required by this Section.

**1.12 Subcontractors and Suppliers**

A. Approval and Use of Subcontractors and Suppliers. Contractor must perform the Work with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by Owner in writing. All subcontractors, suppliers, and subcontracts used by Contractor must be acceptable to, and approved in advance by, Owner. Owner's approval of any subcontractor, supplier, and subcontract does not relieve Contractor of full responsibility and liability for the provision, performance, and completion of the Work in full compliance with, and as required by or pursuant to, this Contract. All Work performed under any subcontract is subject to all of the provisions of this Contract in the same manner as if performed by employees of Contractor. Every reference in this Contract to "*Contractor*" is deemed also to refer to all subcontractors and suppliers of Contractor. Every subcontract must include a provision binding the subcontractor or supplier to all provisions of this Contract.

B. Removal of Subcontractors and Suppliers. If any subcontractor or supplier fails to perform the part of the Work undertaken by it in a manner satisfactory to Owner, Contractor must immediately upon notice from Owner terminate such subcontractor or supplier. Contractor will have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time as a result of any such termination.

**1.13 Simultaneous Work By Others**

Owner has the right to perform or have performed such other work as Owner may desire in, about, or near the Work Site during the performance of the Work by Contractor. Contractor must make every reasonable effort to perform the Work in such manner as to enable both the Work and such other work to be completed without hindrance or interference from each other. Contractor must afford Owner and other contractors reasonable opportunity for the execution of such other work and must properly coordinate the Work with such other work.

**1.14 Occupancy Prior to Final Payment**

Owner will have the right, at its election, to occupy, use, or place in service any part of the Work prior to Final Payment. Such occupancy, use, or placement in service must be conducted in such manner as not to damage any of the Work or to unreasonably interfere with the progress of the Work. No such occupancy, use, or placement in service may be construed as an acceptance of any of the Work or a release or satisfaction of Contractor's duty to insure and protect the Work, nor may it, unless conducted in an unreasonable manner, be considered as an interference with Contractor's provision, performance, or completion of the Work.

**1.15 Owner's Right to Terminate or Suspend Work for Convenience**

A. Termination or Suspension for Convenience. Owner has the right, for its convenience, to terminate or suspend the Work in whole or in part at any time by written

notice to Contractor. Every such notice must state the extent and effective date of such termination or suspension. On such effective date, Contractor must, as and to the extent directed, stop Work under this Contract, cease all placement of further orders or subcontracts, terminate or suspend Work under existing orders and subcontracts, cancel any outstanding orders or subcontracts that may be cancelled, and take any action necessary to protect any property in its possession in which Owner has or may acquire any interest and to dispose of such property in such manner as may be directed by Owner.

B. Payment for Completed Work. In the event of any termination pursuant to Subsection 1.15A above, Owner must pay Contractor (1) such direct costs, excluding overhead, as Contractor has paid or incurred for all Work done in compliance with, and as required by or pursuant to, this Contract up to the effective date of termination together with ten percent of such costs for overhead and profit; and (2) such other costs pertaining to the Work, exclusive of overhead and profit, as Contractor may have reasonably and necessarily incurred as the result of such termination. Any such payment may be offset by any prior payment or payments and is subject to Owner's rights to withhold and deduct as provided in this Contract.

## ARTICLE II: CHANGES AND DELAYS

### 2.1 Changes

Owner has the right, by written order executed by Owner, to make changes in the Contract, the Work, the Work Site, and the Contract Time ("*Change Order*"). If any Change Order causes an increase or decrease in the amount of the Work, an equitable adjustment in the Contract Price or Contract Time may be made. All claims by Contractor for an equitable adjustment in either the Contract Price or the Contract Time must be made within two business days following receipt of such Change Order, and may, if not made prior to such time, be conclusively deemed to have been waived. No decrease in the amount of the Work caused by any Change Order will entitle Contractor to make any claim for damages, anticipated profits, or other compensation.

### 2.2 Delays

A. Extensions for Unavoidable Delays. For any delay that may result from causes that could not be avoided or controlled by Contractor, Contractor must, upon timely written application, be entitled to issuance of a Change Order providing for an extension of the Contract Time for a period of time equal to the delay resulting from such unavoidable cause. No extension of the Contract Time will be allowed for any other delay in completion of the Work.

B. No Compensation for Delays. No payment, compensation, damages, or adjustment of any kind, other than the extension of the Contract Time provided in Subsection 2.2A above, may be made to, or claimed by, Contractor because of hindrances or delays from any cause in the commencement, prosecution, or completion of the Work, whether caused by Owner or any other party and whether avoidable or unavoidable.



### **ARTICLE III: CONTRACTOR'S RESPONSIBILITY FOR DEFECTIVE WORK**

#### **3.1 Inspection; Testing; Correction of Defects**

A. Inspection. Until Final Payment, all parts of the Work are subject to inspection and testing by Owner or its designated representatives. Contractor must furnish, at its own expense, all reasonable access, assistance, and facilities required by Owner for such inspection and testing.

B. Re-Inspection. Re-inspection and re-testing of any Work may be ordered by Owner at any time, and, if so ordered, any covered or closed Work must be uncovered or opened by Contractor. If the Work is found to be in full compliance with this Contract, then Owner must pay the cost of uncovering, opening, re-inspecting, or re-testing, as the case may be. If such Work is not in full compliance with this Contract, then Contractor must pay such cost.

C. Correction. Until Final Payment, Contractor must, promptly and without charge, repair, correct, or replace all or any part of the Work that is defective, damaged, flawed, or unsuitable or that in any way fails to conform strictly to the requirements of this Contract.

#### **3.2 Warranty of Work**

A. Scope of Warranty. Contractor warrants that the Work and all of its components will be free from defects and flaws in design, workmanship, and materials; must strictly conform to the requirements of this Contract; and will be fit, sufficient, and suitable for the purposes expressed in, or reasonably inferred from, this Contract. The warranty herein expressed is in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto Owner.

B. Repairs; Extension of Warranty. Contractor, promptly and without charge, must correct any failure to fulfill the above warranty that may be discovered or develop at any time within one year after Final Payment or such longer period as may be prescribed in Attachment B or Attachment D to this Contract or by law. The above warranty may be extended automatically to cover all repaired and replacement parts and labor provided or performed under such warranty and Contractor's obligation to correct Work may be extended for a period of one year from the date of such repair or replacement. The time period established in this Subsection 3.2B relates only to the specific obligation of Contractor to correct Work and may not be construed to establish a period of limitation with respect to other obligations that Contractor has under this Contract.

C. Subcontractor and Supplier Warranties. Whenever Attachment B or Attachment D requires a subcontractor or supplier to provide a guaranty or warranty, Contractor is solely responsible for obtaining said guaranty or warranty in form satisfactory to

Owner and assigning said warranty or guaranty to Owner. Acceptance of any assigned warranties or guaranties by Owner is a precondition to Final Payment and does not relieve Contractor of any of its guaranty or warranty obligations under this Contract.

### **3.3 Owner's Right to Correct**

If, within two business days after Owner gives Contractor notice of any defect, damage, flaw, unsuitability, nonconformity, or failure to meet warranty subject to correction by Contractor pursuant to Section 3.1 or Section 3.2 of this Contract, Contractor neglects to make, or undertake with due diligence to make, the necessary corrections, then Owner is entitled to make, either with its own forces or with contract forces, the corrections and to recover from Contractor all resulting costs, expenses, losses, or damages, including attorneys' fees and administrative expenses.

## **ARTICLE IV: FINANCIAL ASSURANCES**

### **4.1 Bonds**

Contemporaneous with Contractor's execution of this Contract, Contractor must provide a Performance Bond and a Labor and Material Payment Bond, on forms provided by, or otherwise acceptable to, Owner, from a surety company licensed to do business in the State of Illinois with a general rating of A and a financial size category of Class X or better in Best's Insurance Guide, each in the penal sum of the Contract Price ("*Bonds*"). Contractor, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, must maintain and keep in force, at Contractor's expense, the Bonds required hereunder.

### **4.2 Insurance**

Contemporaneous with Contractor's execution of this Contract, Contractor must provide certificates and policies of insurance evidencing the minimum insurance coverages and limits set forth in Attachment A. For good cause shown, Owner may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as Owner may impose in the exercise of its sole discretion. Such policies must be in a form, and from companies, acceptable to Owner. Such insurance must provide that no change, modification in, or cancellation of any insurance becomes effective until the expiration of 30 days after written notice thereof has have been given by the insurance company to Owner. Contractor must, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the minimum insurance coverages and limits set forth in Attachment A.

### 4.3 **Indemnification**

Contractor hereby agrees to and will indemnify, save harmless, and defend Owner and all of its elected officials, officers, employees, attorneys, agents, and representatives against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of Contractor, except to the extent caused solely by the negligence of Owner.

## ARTICLE V: PAYMENT

### 5.1 **Contract Price**

Owner must pay to Contractor, in accordance with and subject to the terms and conditions set forth in this Article V and Attachment A, and Contractor must accept in full satisfaction for providing, performing, and completing the Work, the amount or amounts set forth in Attachment A (the "*Contract Price*"), subject to any additions, deductions, or withholdings provided for in this Contract.

### 5.2 **Taxes and Benefits**

Owner is exempt from and will not be responsible to pay, or reimburse Contractor for, any state or local sales, use, or excise taxes. The Contract Price includes all other applicable federal, state, and local taxes of every kind and nature applicable to the Work as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, or premium is hereby waived and released by Contractor.

### 5.3 **Progress Payments**

A. **Payment in Installments.** The Contract Price must be paid in monthly installments in the manner set forth in Attachment A ("*Progress Payments*").

B. **Pay Requests.** Contractor must, as a condition precedent to its right to receive each Progress Payment, submit to Owner a pay request in the form provided by Owner ("*Pay Request*"). The first Pay Request must be submitted not sooner than 30 days following commencement of the Work. Owner may, by written notice to Contractor, designate a specific day of each month on or before which Pay Requests must be submitted. Each Pay Request must include (a) Contractor's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and (b) Contractor's certification that all prior Progress Payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

C. Work Entire. This Contract and the Work are entire and the Work as a whole is of the essence of this Contract. Notwithstanding any other provision of this Contract, each and every part of this Contract and of the Work are interdependent and common to one another and to Owner's obligation to pay all or any part of the Contract Price or any other consideration for the Work. Any and all Progress Payments made pursuant to this Article are provided merely for the convenience of Contractor and for no other purpose.

#### **5.4 Final Acceptance and Final Payment**

A. Notice of Completion. When the Work has been completed and is ready in all respects for acceptance by Owner, Contractor must notify Owner and request a final inspection ("*Notice of Completion*"). Contractor's Notice of Completion must be given sufficiently in advance of the Completion Date to allow for scheduling of the final inspection and for completion or correction before the Completion Date of any items identified by such inspection as being defective, damaged, flawed, unsuitable, nonconforming, incomplete, or otherwise not in full compliance with, or as required by or pursuant to, this Contract ("*Punch List Work*").

B. Punch List and Final Acceptance. The Work may be finally accepted when, and only when, the whole and all parts thereof have been completed to the satisfaction of Owner in full compliance with, and as required by or pursuant to, this Contract. Upon receipt of Contractor's Notice of Completion, Owner must make a review of the Work and notify Contractor in writing of all Punch List Work, if any, to be completed or corrected. Following Contractor's completion or correction of all Punch List Work, Owner must make another review of the Work and prepare and deliver to Contractor either a written notice of additional Punch List Work to be completed or corrected or a written notice of final acceptance of the Work ("*Final Acceptance*").

C. Final Payment. As soon as practicable after Final Acceptance, Contractor must submit to Owner a properly completed final Pay Request in the form provided by Owner ("*Final Pay Request*"). Owner must pay to Contractor the balance of the Contract Price, after deducting therefrom all charges against Contractor as provided for in this Contract ("*Final Payment*"). Final Payment must be made not later than 60 days after Owner approves the Final Pay Request. The acceptance by Contractor of Final Payment will operate as a full and complete release of Owner of and from any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses of, by, or to Contractor for anything done, furnished for, arising out of, relating to, or in connection with the Work or for or on account of any act or neglect of Owner arising out of, relating to, or in connection with the Work.

#### **5.5 Liens**

A. Title. Nothing in this Contract may be construed as vesting in Contractor any right of property in any equipment, materials, supplies, and other items provided under this Contract after they have been installed in, incorporated into, attached to, or affixed to, the Work or the Work Site. All such equipment, materials, supplies, and other items will, upon being so installed, incorporated, attached or affixed, become the property of Owner, but such

title will not release Contractor from its duty to insure and protect the Work in accordance with the requirements of this Contract.

B. Waivers of Lien. Contractor must, from time to time at Owner's request and in any event prior to Final Payment, furnish to Owner such receipts, releases, affidavits, certificates, and other evidence as may be necessary to establish, to the reasonable satisfaction of Owner, that no lien against the Work or the public funds held by Owner exists in favor of any person whatsoever for or by reason of any equipment, material, supplies, or other item furnished, labor performed, or other thing done in connection with the Work or this Contract ("*Lien*") and that no right to file any Lien exists in favor of any person whatsoever.

C. Removal of Liens. If at any time any notice of any Lien is filed, then Contractor must, promptly and without charge, discharge, remove, or otherwise dispose of such Lien. Until such discharge, removal, or disposition, Owner will have the right to retain from any money payable hereunder an amount that Owner, in its sole judgment, deems necessary to satisfy such Lien and to pay the costs and expenses, including attorneys' fees and administrative expenses, of any actions brought in connection therewith or by reason thereof.

D. Protection of Owner Only. This Section does not operate to relieve Contractor's surety or sureties from any of their obligations under the Bonds, nor may it be deemed to vest any right, interest, or entitlement in any subcontractor or supplier. Owner's retention of funds pursuant to this Section is deemed solely for the protection of its own interests pending removal of such Liens by Contractor, and Owner will have no obligation to apply such funds to such removal but may, nevertheless, do so where Owner's interests would thereby be served.

## **5.6 Deductions**

A. Owner's Right to Withhold. Notwithstanding any other provision of this Contract and without prejudice to any of Owner's other rights or remedies, Owner will have the right at any time or times, whether before or after approval of any Pay Request, to deduct and withhold from any Progress or Final Payment that may be or become due under this Contract such amount as may reasonably appear necessary to compensate Owner for any actual or prospective loss due to: (1) Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which Contractor is liable under this Contract; (3) state or local sales, use, or excise taxes from which Owner is exempt; (4) Liens or claims of Lien regardless of merit; (5) claims of subcontractors, suppliers, or other persons regardless of merit; (6) delay in the progress or completion of the Work; (7) inability of Contractor to complete the Work; (8) failure of Contractor to properly complete or document any Pay Request; (9) any other failure of Contractor to perform any of its obligations under this Contract; or (10) the cost to Owner, including attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of Owner's remedies set forth in Section 6.3 of this Contract.

B. Use of Withheld Funds. Owner is entitled to retain any and all amounts withheld pursuant to Subsection 5.6A above until Contractor has either performed the

obligations in question or furnished security for such performance satisfactory to Owner. Owner is entitled to apply any money withheld or any other money due Contractor under this Contract to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, attorneys' fees and administrative expenses incurred, suffered, or sustained by Owner and chargeable to Contractor under this Contract.

## **ARTICLE VI: DISPUTES AND REMEDIES**

### **6.1 Dispute Resolution Procedure**

A. Notice of Disputes and Objections. If Contractor disputes or objects to any requirement, direction, instruction, interpretation, determination, or decision of Owner, Contractor may notify Owner in writing of its dispute or objection and of the amount of any equitable adjustment to the Contract Price or Contract Time to which Contractor claims it will be entitled as a result thereof; provided, however, that Contractor must, nevertheless, proceed without delay to perform the Work as required, directed, instructed, interpreted, determined, or decided by Owner, without regard to such dispute or objection. Unless Contractor so notifies Owner within two business days after receipt of such requirement, direction, instruction, interpretation, determination, or decision, Contractor is conclusively deemed to have waived all such disputes or objections and all claims based thereon.

B. Negotiation of Disputes and Objections. To avoid and settle without litigation any such dispute or objection, Owner and Contractor agree to engage in good faith negotiations. Within three business days after Owner's receipt of Contractor's written notice of dispute or objection, a conference between Owner and Contractor will be held to resolve the dispute. Within three business days after the end of the conference, Owner must render its final decision, in writing, to Contractor. If Contractor objects to the final decision of Owner, then it must, within three business days, give Owner notice thereof and, in such notice, must state its final demand for settlement of the dispute. Unless Contractor so notifies Owner, Contractor will be conclusively deemed (1) to have agreed to and accepted Owner's final decision and (2) to have waived all claims based on such final decision.

### **6.2 Contractor's Remedies**

If Owner fails or refuses to satisfy a final demand made by Contractor pursuant to Section 6.1 of this Contract, or to otherwise resolve the dispute which is the subject of such demand to the satisfaction of Contractor, within 10 days after receipt of such demand, then Contractor will be entitled to pursue such remedies, not inconsistent with the provisions of this Contract, as it may have in law or equity.

### **6.3 Owner's Remedies**

If it should appear at any time prior to Final Payment that Contractor has failed or refused to prosecute, or has delayed in the prosecution of, the Work with diligence at a rate that assures completion of the Work in full compliance with the requirements of this Contract on or before the Completion Date, or has attempted to assign this Contract or Contractor's

rights under this Contract, either in whole or in part, or has falsely made any representation or warranty in this Contract, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Contract or has failed to pay its debts as they come due (“*Event of Default*”), and has failed to cure any such Event of Default within five business days after Contractor’s receipt of written notice of such Event of Default, then Owner will have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. Owner may require Contractor, within such reasonable time as may be fixed by Owner, to complete or correct all or any part of the Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; to remove from the Work Site any such Work; to accelerate all or any part of the Work; and to take any or all other action necessary to bring Contractor and the Work into strict compliance with this Contract.
2. Owner may perform or have performed all Work necessary for the accomplishment of the results stated in Paragraph 1 above and withhold or recover from Contractor all the cost and expense, including attorneys’ fees and administrative costs, incurred by Owner in connection therewith.
3. Owner may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Work or part thereof and make an equitable reduction in the Contract Price.
4. Owner may terminate this Contract without liability for further payment of amounts due or to become due under this Contract.
5. Owner may, without terminating this Contract, terminate Contractor’s rights under this Contract and, for the purpose of completing or correcting the Work, evict Contractor and take possession of all equipment, materials, supplies, tools, appliances, plans, specifications, schedules, manuals, drawings, and other papers relating to the Work, whether at the Work Site or elsewhere, and either complete or correct the Work with its own forces or contracted forces, all at Contractor’s expense.
6. Upon any termination of this Contract or of Contractor’s rights under this Contract, and at Owner’s option exercised in writing, any or all subcontracts and supplier contracts of Contractor will be deemed to be assigned to Owner without any further action being required, but Owner may not thereby assume any obligation for payments due under such subcontracts and supplier contracts for any Work provided or performed prior to such assignment.
7. Owner may withhold from any Progress Payment or Final Payment, whether or not previously approved, or may recover from Contractor, any and all costs, including attorneys’ fees and administrative expenses, incurred by Owner as

the result of any Event of Default or as a result of actions taken by Owner in response to any Event of Default.

8. Owner may recover any damages suffered by Owner.

#### **6.4 Owner's Additional Remedy for Delay**

If the Work is not completed by Contractor, in full compliance with, and as required by or pursuant to, this Contract, within the Contract Time as such time may be extended by Change Order, then Owner may invoke its remedies under Section 6.3 of this Contract or may, in the exercise of its sole and absolute discretion, permit Contractor to complete the Work but charge to Contractor, and deduct from any Progress or Final Payments, whether or not previously approved, administrative expenses and costs for each day completion of the Work is delayed beyond the Completion Date, computed on the basis of the "*Per Diem Administrative Charge*" set forth in Attachment A, as well as any additional damages caused by such delay.

#### **6.5 Terminations and Suspensions Deemed for Convenience**

Any termination or suspension of Contractor's rights under this Contract for an alleged default that is ultimately held unjustified will automatically be deemed to be a termination or suspension for the convenience of Owner under Section 1.15 of this Contract.

### **ARTICLE VII: LEGAL RELATIONSHIPS AND REQUIREMENTS**

#### **7.1 Binding Effect**

This Contract is binding on Owner and Contractor and on their respective heirs, executors, administrators, personal representatives, and permitted successors and assigns. Every reference in this Contract to a party is deemed to be a reference to the authorized officers, employees, agents, and representatives of such party.

#### **7.2 Relationship of the Parties**

Contractor will act as an independent contractor in providing and performing the Work. Nothing in, nor done pursuant to, this Contract may be construed (1) to create the relationship of principal and agent, partners, or joint venturers between Owner and Contractor or (2) except as provided in Paragraph 6.3(6) above, to create any relationship between Owner and any subcontractor or supplier of Contractor.

#### **7.3 No Collusion/Prohibited Interests**

Contractor hereby represents that the only persons, firms, or corporations interested in this Contract as principals are those disclosed to Owner prior to the execution of this Contract, and that this Contract is made without collusion with any other person, firm, or corporation.



If at any time it is found that Contractor has, in procuring this Contract, colluded with any other person, firm, or corporation, then Contractor will be liable to Owner for all loss or damage that Owner may suffer thereby, and this Contract will, at Owner's option, be null and void.

Contractor hereby represents and warrants that neither Contractor nor any person affiliated with Contractor or that has an economic interest in Contractor or that has or will have an interest in the Work or will participate, in any manner whatsoever, in the Work is acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism, and neither Contractor nor any person affiliated with Contractor or that has an economic interest in Contractor or that has or will have an interest in the Work or will participate, in any manner whatsoever, in the Work is, directly or indirectly, engaged in, or facilitating, the Work on behalf of any such person, group, entity or nation.

#### **7.4 Assignment**

Contractor may not (1) assign this Contract in whole or in part, (2) assign any of Contractor's rights or obligations under this Contract, or (3) assign any payment due or to become due under this Contract without the prior express written approval of Owner, which approval may be withheld in the sole and unfettered discretion of Owner; provided, however, that Owner's prior written approval will not be required for assignments of accounts, as defined in the Illinois Commercial Code, if to do so would violate Section 9-318 of the Illinois Commercial Code, 810 ILCS 5/9-318. Owner may assign this Contract, in whole or in part, or any or all of its rights or obligations under this Contract, without the consent of Contractor.

#### **7.5 Confidential Information**

All information supplied by Owner to Contractor for or in connection with this Contract or the Work must be held confidential by Contractor and may not, without the prior express written consent of Owner, be used for any purpose other than performance of the Work.

#### **7.6 No Waiver**

No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, nor any order by Owner for the payment of money, nor any payment for, or use, occupancy, possession, or acceptance of, the whole or any part of the Work by Owner, nor any extension of time granted by Owner, nor any delay by Owner in exercising any right under this Contract, nor any other act or omission of Owner may constitute or be deemed to be an acceptance of any defective, damaged, flawed, unsuitable, nonconforming or incomplete Work, equipment, materials, or supplies, nor operate to waive or otherwise diminish the effect of any warranty or representation made by

Contractor; or of any requirement or provision of this Contract; or of any remedy, power, or right of Owner.

**7.7 No Third Party Beneficiaries**

No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than Contractor may be made or be valid against Owner.

**7.8 Notices**

All notices required or permitted to be given under this Contract must be in writing and are deemed received by the addressee thereof when delivered in person on a business day at the address set forth below or on the third business day after being deposited in any main or branch United States post office, for delivery at the address set forth below by properly addressed, postage prepaid, certified or registered mail, return receipt requested.

Notices and communications to Owner must be addressed to, and delivered at, the following address:

Village of Winnetka  
510 Green Bay Road  
Winnetka, IL 60093  
Attention: Timothy Sloth

with a copy to:  
Elrod Friedman LLP  
325 N LaSalle Street, Suite 450  
Chicago, Illinois 60654  
Attention: Peter M. Friedman

Notices and communications to Contractor must be addressed to, and delivered at, the following address:

Contractor Name:  
Contractor Address:  
\_\_\_\_\_

with a copy to:  
Dunne Bay Construction  
115 N. Brandon Drive,  
Glendale Heights, IL 60139

The foregoing may not be deemed to preclude the use of other non-oral means of notification or to invalidate any notice properly given by any such other non-oral means.

By notice complying with the requirements of this Section, Owner and Contractor each have the right to change the address or addressee or both for all future notices to it, but no notice of a change of address is effective until actually received.

**7.9 Governing Laws**

This Contract and the rights of Owner and Contractor under this Contract will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

## 7.10 Changes in Laws

Unless otherwise explicitly provided in this Contract, any reference to laws includes such laws as they may be amended or modified from time to time.

## 7.11 Compliance with Laws

A. Compliance Required. Contractor must give all notices, pay all fees, and take all other action that may be necessary to ensure that the Work is provided, performed, and completed in accordance with all required governmental permits, licenses or other approvals and authorizations that may be required in connection with providing, performing, and completing the Work, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 et seq. (see Subsection C of this Section) (a copy of Owner's ordinance ascertaining the prevailing rate of wages, in effect as of the date of this Contract, has been attached as an Appendix to this Contract; if the Illinois Department of Labor revises the prevailing rate of hourly wages to be paid, the revised rate applies to this Contract); any other applicable prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq.; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and the Public Works Discrimination Act, 775 ILCS 10/0.01 et seq.; and any statutes regarding safety or the performance of the Work, including the Illinois Underground Utility Facilities Damage Prevention Act, 220 ILCS 50/1 et seq., and the Occupational Safety and Health Act of 1970, 29 U.S.C. §§ 651 et seq.

B. Liability for Fines, Penalties. Contractor is solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors' or suppliers', performance of, or failure to perform, the Work or any part thereof.

C. Prevailing Wage Act. Contractor and each subcontractor, in order to comply with the Prevailing Wage Act, 820 ILCS 130/0.01 et seq. (the "*Act*"), must submit to the Village of Winnetka a certified payroll on a monthly basis, in accordance with Section 5 of the Act. The certified payroll must consist of a complete copy of those records required to be made and kept by the Act. The certified payroll must be accompanied by a statement signed by the contractor or subcontractor that certifies that (1) such records are true and accurate, (2) the hourly rate paid is not less than the general prevailing rate of hourly wages required by the Act, and (3) the contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor. Contractor may rely on the certification of a subcontractor, provided that Contractor does not knowingly rely on a subcontractor's false certification. On two business days' notice, Contractor and each subcontractor must make available for inspection the records required to be made and kept by the Act (i) to the Village

of Winnetka and its officers and agents and to the Director of the Illinois Department of Labor and his or her deputies and agents and (ii) at all reasonable hours at a location within the State.

D. Required Provisions Deemed Inserted. Every provision of law required by law to be inserted into this Contract is deemed to be inserted herein.

**7.12 Compliance with Patents**

A. Assumption of Costs, Royalties, and Fees. Contractor will pay or cause to be paid all costs, royalties, and fees arising from the use on, or the incorporation into, the Work, of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions.

B. Effect of Contractor Being Enjoined. Should Contractor be enjoined from furnishing or using any equipment, materials, supplies, tools, appliances, devices, processes, or inventions supplied or required to be supplied or used under this Contract, Contractor must promptly offer substitute equipment, materials, supplies, tools, appliances, devices, processes, or inventions in lieu thereof, of equal efficiency, quality, suitability, and market value, for review by Owner. If Owner should disapprove the offered substitutes and should elect, in lieu of a substitution, to have supplied, and to retain and use, any such equipment, materials, supplies, tools, appliances, devices, processes, or inventions as may by this Contract be required to be supplied, Contractor must pay such royalties and secure such valid licenses as may be requisite and necessary for Owner to use such equipment, materials, supplies, tools, appliances, devices, processes, or inventions without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should Contractor neglect or refuse to make any approved substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then Owner will have the right to make such substitution, or Owner may pay such royalties and secure such licenses and charge the cost thereof against any money due Contractor from Owner or recover the amount thereof from Contractor and its surety or sureties notwithstanding that Final Payment may have been made.

**7.13 Time**

The Contract Time is of the essence of this Contract. Except where otherwise stated, references in this Contract to days is construed to refer to calendar days.

**7.14 Severability**

The provisions of this Contract will be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract is held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract will be in any way affected thereby.

**7.15 Entire Agreement**

This Contract sets forth the entire agreement of Owner and Contractor with respect to the accomplishment of the Work and the payment of the Contract Price therefor, and there are no other understandings or agreements, oral or written, between Owner and Contractor with respect to the Work and the compensation therefor.

**7.16 Amendments**

No modification, addition, deletion, revision, alteration or other change to this Contract is effective unless and until such change is reduced to writing and executed and delivered by Owner and Contractor.

IN WITNESS WHEREOF, Owner and Contractor have caused this Contract to be executed by their properly authorized representatives in two original counterparts as of the Effective Date.

**Village of Winnetka of \_\_\_\_\_**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

***Dunnet Bay Construction***

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF ILLINOIS            )  
                                          )  
COUNTY OF \_\_\_\_\_ )       SS

CONTRACTOR’S CERTIFICATION

***[contractor’s executing officer]***, being first duly sworn on oath, deposes and states that all statements herein made are made on behalf of Contractor, that this deponent is authorized to make them, and that the statements contained herein are true and correct.

Contractor deposes, states, and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of (i) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.; or (ii) a violation of the USA Patriot Act of 2001, 107 Public Law 56 (October 26, 2001) (the “Patriot Act”) or other statutes, orders, rules, and regulations of the United States government and its various executive departments, agencies and offices related to the subject matter of the Patriot Act, including, but not limited to, Executive Order 13224 effective September 24, 2001.

DATED: \_\_\_\_\_, 20\_\_.

***Dunnet Bay Construction***

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Subscribed and Sworn to before me on \_\_\_\_\_, 20\_\_.

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

(SEAL)



June 13, 2025

James J. Bernahl, P.E., CFM  
Director of Engineering/Village Engineer  
Village of Winnetka, Illinois  
1390 Willow Road  
Winnetka, IL 60093

RE: Elm Street Bridge Steel Repair

Mr. Bernahl,

We are submitting for your approval the following pricing with qualifications for Elm Street Structural Steel Repair.

| Description                                      | Qty | UM  | Unit Price   | Total            |
|--------------------------------------------------|-----|-----|--------------|------------------|
| Structural Steel Removal                         | 1   | LS  | \$ 20,000.00 | \$ 24,450.00     |
| Furnish and Erect Structural Steel               | 290 | LBS | \$ 85.00     | \$ 24,650.00     |
| Cleaning and Painting Struct Steel<br>Location 1 | 1   | LS  | \$ 30,000.00 | \$ 30,000.00     |
| Mobilization                                     | 1   | LS  | \$ 15,000.00 | \$ 15,000.00     |
| <b>Total</b>                                     |     |     | <b>\$</b>    | <b>94,450.00</b> |

#### Qualifications

- Engineer shall mark contact surface areas/abatement spots prior to mobilization
- Exclude sandblasting and painting at new galvanized steel.
- Pricing is only valid if the entire package is awarded.
- Pricing is valid for only 30 days.
- Payment from owner within 15 days – No retention
- Pressure Washing / Solvent Cleaning is intended for painting operations only, any heavy cleaning / washing in excess of accumulated dirt, and dust is excluded (i.e. Concrete).
- Painting subcontractor is SSPC QP1/2 certified.



- The bid was based on the utilizing the following manufacturers, Dunnet Bay Construction reserves the right to utilize other approved manufacturers when applicable prior to commencement of award/work: - Sherwin Williams
- All work is quoted for day-time/straight-time operations, 7am thru 3:30pm.
- All concrete removal and replacement required for this work, including any concrete removal and replacement on top of the existing diaphragm(s) shall be performed on T&M within accordance with 109.04 of IDOT SSRBC.
- All structural steel shall be completely shop fabricated with all holes full size. Engineer to provide field measurements that will be required for the fabrication.

### **Exclusions**

- Railroad Insurance
- RR Flagging
- RR Training (if required)
- Engineering or shoring
- Any Concrete removal/replacement
- Touch up paint or finish coat of galvanized and hardware
- Installation of Shear Studs
- Protective Shielding
- Utility Removal or Relocation
- Testing and Inspection, Third Party Inspection, QC/QA
- Site restoration.
- Survey and Layout
- Permits/Fees
- Liquidated Damages
- Bond
- Retention





## **Agenda Item Executive Summary**

**TITLE:** Resolution No. R-61-2025: Approving a Contract Extension for Interim Economic Development Coordinator Services (Adoption)

**PRESENTER:** Kristin Kazenas

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**AGENDA DATE:** July 15, 2025

**CONSENT:** Yes

**ITEM TYPE:** Consent Agenda

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### **ITEM HISTORY:**

None.

### **EXECUTIVE SUMMARY:**

In April 2025, the Economic Development Coordinator position became vacant, and the position has been filled on an interim basis by John Lynch of Lynch Community Development while the Village recruits a permanent replacement. The initial term of the interim contract was April 1, 2025 through June 27, 2025, resulting in a total cost for services of \$41,075. This contract was initially approved under the Village Manager's expenditure authority.

The Village was not successful in filling the position in the initial recruitment, and is continuing to search for the permanent replacement. Therefore, staff is requesting that the Village Council approve extending the contract with Mr. Lynch for a period of June 30, 2025 to August 29, 2025, at a not to exceed cost of \$28,000.

### **RECOMMENDATION:**

Consider adoption of Resolution No. R-61-2025: Approving a Contract Extension for Interim Economic Development Coordinator Services.

### **ATTACHMENTS:**

1. Resolution No. R-61-2025: Approving a Contract Extension for Interim Economic Development Coordinator Services

**RESOLUTION NO. R-61-2025**

**A RESOLUTION APPROVING A CONTRACT EXTENSION FOR  
INTERIM ECONOMIC DEVELOPMENT COORDINATOR SERVICES**

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village of Winnetka (***“Village”***) to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

**WHEREAS**, the Village position of Economic Development Coordinator became vacant in April 2025; and

**WHEREAS**, the Village determined it needed to hire an individual to fill the position of Economic Development Coordinator on an interim basis (***“Services”***) while the Village recruited for a permanent position for the role; and

**WHEREAS**, John Lynch, of Lynch Community Development (***“John Lynch”***) was awarded a contract for the Services for the period of April 1, 2025, through June 27, 2025, for a total cost of \$41,075.00 (***“Contract”***); and

**WHEREAS**, the Village is still recruiting candidates to fill the position of Economic Development Coordinator on a permanent basis, and therefore the Village desires to extend the Contract with John Lynch from June 30, 2025, through August 29, 2025, for a total cost to the Village of \$28,000.00 (***“Extension Contract”***); and

**WHEREAS**, the Village Council has determined that it is in the best interests of the Village to approve the Extension Contract with John Lynch;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

**SECTION 1: RECITALS.** The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

**SECTION 2. APPROVAL OF EXTENSION CONTRACT.** The Village Council hereby approves the Extension Contract in substantially in the form attached to this Resolution as **Exhibit A** and a final form approved by the Village Attorney.

**SECTION 3: AUTHORIZATION TO EXECUTE EXTENSION CONTRACT.** The Village Council hereby authorizes and directs the Village President and the Village Clerk to execute and attest, respectively, on behalf of the Village, the final Extension Contract after receipt by the Village Manager of two executed copies of the final Extension Contract from John Lynch; provided, however, that if the Village Manager does not receive two executed copies of the final Extension Contract from John Lynch within 60 days after the date of adoption of this Resolution, then this authority to execute and seal the final Extension Contract will, at the option of the Village Council, be null and void.

**SECTION 4: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

**ADOPTED** this 15 day of July, 2025, pursuant to the following roll call vote:

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

Signed

\_\_\_\_\_  
Village President

Countersigned:

\_\_\_\_\_  
Village Clerk

**EXHIBIT A**  
**EXTENSION CONTRACT**

## Lynch Community Development

*John Lynch, Principal*

1087 Cherry Street  
Winnetka, Illinois 60093  
Phone: (312) 320-6893

## PROPOSAL

**DATE: 07/09/2025**

**TO:**

Kristin Kazenas  
Assistant Village Manager, Village of Winnetka  
510 Green Bay Road  
Winnetka, Illinois 60093

**FOR:**

Contract services:  
Interim Economic  
Development Coordinator

cc: Ann Eriksson, HR Manager

Thank you for the opportunity to present this cost proposal for contract services to perform the role of Interim Economic Development Coordinator for the Village of Winnetka for the period June 30 through August 31, 2025. Services for this role, which commenced on April 1, have totaled \$41,075 through June 27 for an average of \$3,160 or just under 32 hours per week. With a total of nine weeks remaining through August 29, I am proposing a budget of \$28,800 through this period (32 hours/week x \$100/hour x 9 weeks), with the total amount billed likely to be less than this figure due to the Independence Day holiday and planned vacation in late July. As has been the case to date, the Village will only be billed for actual hours worked.

| PROPOSAL ESTIMATE                               | HOURS  | RATE   | AMOUNT             |
|-------------------------------------------------|--------|--------|--------------------|
| Contract Services to Date (04/01/25 – 06/27/25) | 410.75 | 100.00 | 41,075.00          |
| (13 weeks, avg. approx. 32 hours/week)          |        |        |                    |
| Contract Services 06/30/25 – 08/29/25           | 288    | 100.00 | 28,800.00          |
| (9 weeks at 32 hours/week)                      |        |        |                    |
| <b>TOTAL</b>                                    |        |        | <b>\$69,875.00</b> |

Please do not hesitate to contact me with any questions about this proposal. I have greatly enjoyed working with the Village of Winnetka and look forward to continuing my service this summer.



## Agenda Item Executive Summary

**TITLE:** Ordinance No. M-09-2025: Granting a Special Use Permit and a Certificate of Appropriateness for the Renovation of the Existing Hubbard Woods Train Depot and Train Platform and the Construction of Improvements Within the R-5 and R-3 Single Family Residential Districts and the C-2 General Retail Commercial District of the Village (1065 Gage Street - Hubbard Woods Metra Train Station) (Introduction/Adoption)

**PRESENTER:** Scott Mangum

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**AGENDA DATE:** July 15, 2025

**CONSENT:** No

**ITEM TYPE:** Ordinances and Resolutions

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### ITEM HISTORY:

None

### EXECUTIVE SUMMARY:

#### INTRODUCTION

On July 15, 2025, the Village Council is scheduled to consider Ordinance No. M-09-2025 in response to an application submitted by Metra (the "Applicant"), as lessee of the property located at 1065 Gage Street (the "Subject Property"), which is owned by the Union Pacific Railroad (the "Owner") (**Attachment 1**). The Applicant is proposing renovation of the existing Hubbard Woods train depot and train platform and construction of various external improvements on the Subject Property and requests approval of the following:

1. A **Special Use Permit** to allow renovation of the existing Hubbard Woods train depot and train platforms and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform, and new warming shelters on the Subject Property in the R-5 and R-3 Single Family Residential Zoning Districts and the C-2 General Retail Commercial District; and
2. A **Certificate of Appropriateness** for the design of the proposed renovation and external improvements.

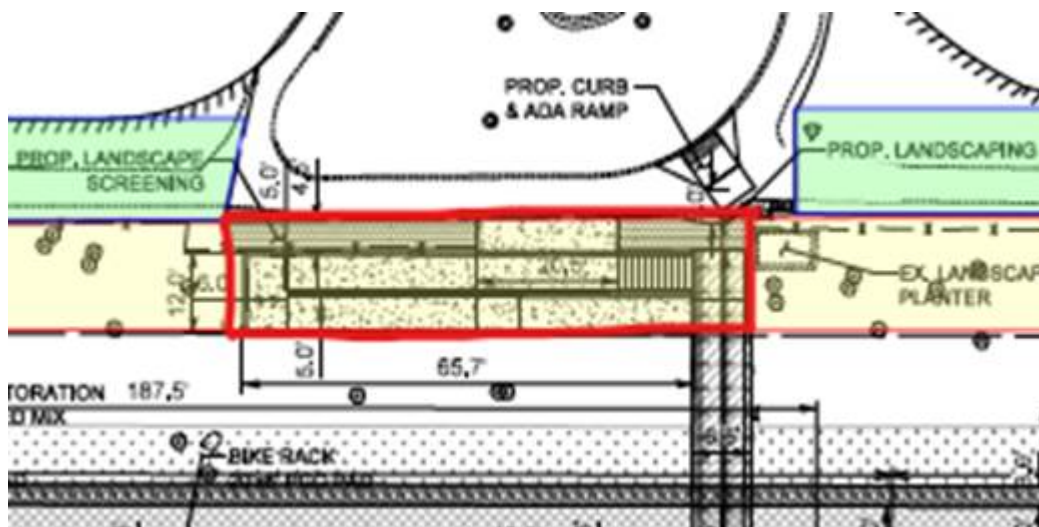
The Applicant intends to renovate the existing Hubbard Woods Train Station, as well as the external elements, to make the station compliant with the Americans with Disabilities Act (ADA), which includes interior spaces of the station building, entrances, and pathways to the platforms. External improvements include the following:

- Replacement of existing pedestrian bridge over the tracks;
- ADA ramps on both the east and west sides for access to the new pedestrian bridge;
- Addition of two (2) elevator towers;

- Replacement of staircases from the pedestrian bridge to train platform level;
- Replacement of platforms;
- Addition of track level warming shelters;
- Replacement of staircases from Scott Avenue to platform (within corporate limits of the Village of Glencoe);
- Landscape screening on west end of Hubbard Place to screen the pedestrian bridge and proposed ADA ramp;
- Installation of exterior lighting on the pedestrian bridge;
- Restoration of the existing windbreak shelters.

In order to accommodate the proposed elevator towers, the proposed plan also calls for a slight relocation of the Green Bay Trail to the east in order to provide clearance around the proposed east elevator tower and the proposed warming shelters.

The proposed east ramp, along with a portion of the pedestrian bridge, and the landscaping on the west end of Hubbard Place are located within Village-owned right-of-way. These improvements are outlined in red in Figure 1 below, with Village-owned property highlighted green and yellow. Given the location of these improvements within Village-owned right-of-way, staff is working with the Applicant on an easement agreement, which must be approved by both parties as a condition of approval of Ordinance M-09-2025.



**Figure 1 – Improvements within Village-Owned Right-of-Way**

Generally, ordinances granting zoning relief require an applicant to commence construction of the proposed improvements within 12 months of the effective date of the ordinance. In this instance, given the additional layers of approval this project requires from various public entities and funding sources, as well as the Union Pacific Railroad, Section 4: Conditions of Ordinance No. M-09-2025 was drafted to include a condition that *“The Applicant must commence construction of the Proposed Improvements no later than 18 months after the effective date of this Ordinance, except that such time limit may be extended by the Village Council, at its discretion, following a written request to do so.”*

#### **ADVISORY BOARD/COMMISSION REVIEW**

Design Review Board (DRB). The DRB first considered a Certificate of Appropriateness for the design of the proposed improvements on April 17, 2025. After hearing a presentation by staff and one by the Applicant, and receiving one written comment from the public, the DRB discussed the design of the proposed improvements. The DRB was complementary of the Elm Street Station improvements and

suggested the Applicant consider matching the details of the elevator towers and pedestrian railing at the Hubbard Woods Station. Ultimately, by a vote of 5-0, the DRB continued the item to its May 15 meeting while requesting that the Applicant consider revisions to: (i) add more detailing to the elevator towers; (ii) revise the color of the railings; (iii) reduce the size of the east entrance signage at Hubbard Place to reflect the residential character of the area; and (iv) address concern of neighbor related to the volume of the audio messages coming from the speakers.

On May 15, 2025, the DRB held a continued public hearing on the Applicant's request. After hearing from staff and the Applicant, including plan revisions to address many of the comments from the previous meeting on April 17, the DRB discussed concerns about the quality of the design of the elevator towers. After a motion to recommend approval of the Certificate of Appropriateness failed (vote of 2-2), a motion to recommend denial passed by a vote of 3-1. However, following additional discussion about potential revisions to the design and the various regulatory agencies involved in the project, a motion to reconsider the recommendation of denial passed by a vote of 4-0. The DRB then engaged in further discussion of potential design revisions to the precast elevators with the Applicant, before approving a motion to continue the item to its June 19 meeting by a vote of 4-0.

In response to DRB comments at the May 15 meeting, the Applicant submitted renderings representing three options for an amended design of the proposed elevator towers and requested staff distribute these options to the DRB in advance of the June 19 meeting in hopes of receiving individual comments from Board members so the Applicant could be better prepared for the June meeting. The Applicant also requested to meet with members in compliance with the Open Meetings Act to explain the details of the options, since the materials consisted of renderings, not plans, so many of the details are not clear in the renderings. On June 5, Chair Moor and Member Niehoff met with the Applicant and staff to provide their individual comments on the amended renderings and to hear the Applicant's explanation of design details.

Taking the individual comments from the DRB on the design options for the elevator towers into consideration, the Applicant provided an "Elevator Tower Refinement." On June 19, the DRB held a continued public hearing on an amended Certificate of Appropriateness for the design of the proposed improvements. After hearing from staff and the Applicant, the DRB discussed the design options for the elevator towers. By a vote of 6-0, the DRB recommended approval of the Certificate of Appropriateness with design "Option 3 Alternate" for the elevator towers. The meeting minutes of the three meetings the DRB considered this request, as well as the "Elevator Tower Refinement", are provided in **Attachment 4**.

Zoning Board of Appeals (ZBA). On May 12, 2025, the ZBA considered the special use permit for the proposed improvements. After hearing from staff and the Applicant, the Board heard from three members of the public. One member of the public explained that he has been writing to officials at Metra since 2008 regarding the condition of the existing pedestrian bridge at the Hubbard Woods Metra Station and the need for its replacement. Another member of the public suggested that Metra consider interior alterations to the existing depot building to provide: (i) an elevator inside the depot to possibly eliminate the need for the east ramp; and (ii) access to the lower level of the depot building since there aren't warming shelters on the west side of the tracks. The third member of the public spoke in favor of the east ramp as it would provide an accessible pathway for the public to access the west side of the tracks and the Hubbard Woods District beyond, not just access for commuters.

The ZBA then discussed the project. One member expressed a strong desire to push the east ramp to the west to provide space for additional, more substantial, landscape screening for the residential neighbors on Hubbard Place. Another member encouraged Metra to reconsider adding a warming shelter on the west side of the tracks for those commuting northbound. ZBA members also commented that the size of the east entrance sign facing Hubbard Place did not need to be so large



since it is facing a residential neighborhood, not a commercial area. Ultimately, by a vote of 6-0, the ZBA recommended approval of the request. The meeting minutes are provided in **Attachment 3**.

Plan Commission (PC). On May 22, 2025, the PC considered the special use permit. **Attachment 2** contains the staff report and minutes of the PC meeting, which summarize the request (a similar report was provided to the ZBA). After hearing from staff and the Applicant, the Commission heard from one member of the public who expressed support for the project and asked if the pedestrian bridge would be constructed of a material suitable for the weather. The Commission then discussed the project. Discussion focused on the size of the ramps and the screening wall on the east ramp. The Commission encouraged the Applicant to pursue a variation from the UP for the 42-inch-high railing over the pedestrian bridge but also acknowledged that the project should not be delayed any longer. Ultimately, by a vote of 6-0, the Commission recommended approval of the request.

#### **RECOMMENDATION:**

Given all three advisory bodies unanimously recommended approval of the request, the Council may wish to (a) consider waiving introduction of Ordinance No. M-09-2025 and consider adoption of the Ordinance, OR (b) consider only introduction of Ordinance No. M-09-2025.

#### **ATTACHMENTS:**

1. Ordinance No. M-09-2025: Granting a Special Use Permit and a Certificate of Appropriateness for Renovation of Hubbard Woods Metra Station
2. May 22, 2025, PC Meeting Staff Report and Meeting Minutes Excerpt
3. May 12, 2025, ZBA Meeting Minutes Excerpt
4. Elevator Tower Refinement provided by Applicant, and April 17, 2025, May 15, 2025, and June 19, 2025, DRB Meeting Minutes Excerpts
5. Additional Public Correspondence Received Not Included in May PC Agenda Packet

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND A CERTIFICATE OF  
APPROPRIATENESS FOR THE RENOVATION OF THE EXISTING HUBBARD  
WOODS TRAIN DEPOT AND TRAIN PLATFORM AND THE  
CONSTRUCTION OF IMPROVEMENTS WITHIN THE  
R-5 AND R-3 SINGLE FAMILY RESIDENTIAL DISTRICTS AND THE  
C-2 GENERAL RETAIL COMMERCIAL DISTRICT OF THE VILLAGE  
(1065 Gage Street – Hubbard Woods Metra Train Station)

WHEREAS, Commuter Rail Division of the Regional Transportation Authority, commonly known as Metra ("***Applicant***"), is the lessee of the property commonly known as 1065 Gage Street, Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("***Subject Property***"); and

WHEREAS, Union Pacific Railroad is the record title owner of the Subject Property ("***Owner***"); and

WHEREAS, the Subject Property is located within the R-3 and R-5 Single Family Residential Districts and the C-2 General Retail Commercial District (collectively, "***Zoning Districts***"); and

WHEREAS, Applicant desires to renovate the existing train depot and train platform, which is known as the Hubbard Woods Train Depot and Train Platform ("***Hubbard Woods Depot***") at the Subject Property; and

WHEREAS, pursuant to Section 17.56.020 of the Winnetka Zoning Ordinance ("***Zoning Ordinance***"), a nonessential public use is permitted in any zoning district within the Village by special use permit; and

WHEREAS, a nonessential public use is defined in the Zoning Ordinance as a "use affected with the public interest, regardless of ownership, except that the term nonessential public use shall not include essential public uses;" and

WHEREAS, the operation and renovation of the Hubbard Woods Depot is a nonessential public use and requires a special use permit; and

WHEREAS, the Applicant desires to renovate the Hubbard Woods Depot to comply with the Americans with Disabilities Act including renovating interior spaces of the station building, entrances, and pathways to the platforms ("***Internal Improvements***"), and making the following external improvements at the Subject Property including (i) replacing the existing pedestrian bridge over the train tracks; (ii) installing ADA ramps on both the east and west sides of the Subject Property for access to the new pedestrian bridge; (iii) installing two elevators; (iv) replacing the staircases from the pedestrian bridge to the train platform level; (v) replacing the platforms; (vi) adding track level warming shelters; (vii) replacing staircases from Scott Avenue to the platform; (viii) installing landscape screening on the west end of Hubbard Place to screen the pedestrian

bridge and proposed ADA ramp; and (ix) installing exterior lighting on the pedestrian bridge (collectively, “*External Improvements*”); and

**WHEREAS**, the Applicant further desires to remove, restore and reinstall the windbreak shelters and relocate the Green Bay Trail to the east to provide clearance around the proposed east elevator tower and the proposed warming shelters (“*Shelter Improvements*” and collectively with the Internal Improvements and External Improvements the “*Proposed Improvements*”); and

**WHEREAS**, on February 27, 2025, Applicant, with the consent of the Owner, filed an application for (i) a special use permit to renovate the Hubbard Woods Depot at the Subject Property and construct the Proposed Improvements (“*Special Use Permit*”); and (ii) a certificate of appropriateness (“*Certificate of Appropriateness*”) pursuant to Section 15.40.010 of the Winnetka Village Code (“*Village Code*”) (the Special Use Permit and the Certificate of Appropriateness are collectively, the “*Requested Relief*”); and

**WHEREAS**, at its meetings on April 17, 2025, May 15, 2025, and June 19, 2025, after due notice thereof, the Design Review Board of the Village met to consider a Certificate of Appropriateness for the Proposed Improvements, and on June 19, 2025, by a vote of six in favor and none opposed, recommended the issuance of a Certificate of Appropriateness for the Proposed Improvements, subject to the condition that the design of the elevator towers be constructed in accordance with the Applicant’s “Option 3 Alternate” design proposal; and

**WHEREAS**, on May 12, 2025, after due notice thereof, the Zoning Board of Appeals (“*ZBA*”) conducted a public hearing on the Special Use Permit and, by a vote of six in favor and none opposed, recommended that the Village Council approve the Special Use Permit; and

**WHEREAS**, on May 22, 2025, after due notice thereof, the Plan Commission conducted a public hearing on the Special Use Permit and, by a vote of six in favor and none opposed, recommended that the Village Council approve the Special Use Permit; and

**WHEREAS**, the Village Council has determined that approval of the Special Use Permit satisfies the standards for the approval of special use permits within the Zoning Districts set forth in Chapter 17.56 of the Zoning Ordinance; and

**WHEREAS**, the Village Council has determined that approval of the Requested Relief for the construction and operation of the Proposed Improvements on the Subject Property within the Zoning Districts is in the best interest of the Village and its residents; and

**NOW, THEREFORE**, the Council of the Village of Winnetka does ordain as follows:

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

**SECTION 2: SPECIAL USE PERMIT.** Subject to, and contingent upon, the terms and conditions set forth in Section 4 of this Ordinance, the Special Use Permit is hereby granted, pursuant to Chapter 17.56 and Section 17.44.020.B of the Zoning Ordinance and the home rule powers of the Village, to allow the operation and renovation of the Hubbard Woods Train Depot by Applicant

at the Subject Property within the R-3 and R-5 Single Family Residential Districts and the C-2 General Retail Commercial District.

**SECTION 3: APPROVAL OF CERTIFICATE OF APPROPRIATENESS.** Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Certificate of Appropriateness is granted for the Subject Property, pursuant to Section 15.40.010 of the Village Code and the home rule powers of the Village.

**SECTION 4: CONDITIONS.** The Approvals granted by Sections 2 and 3 of this Ordinance are subject to, and contingent upon, compliance by Applicant with the following conditions:

- A. Commencement of Construction. The Applicant must commence the construction of the Proposed Improvements no later than 18 months after the effective date of this Ordinance, except that such time limit may be extended by the Village Council, at its discretion, following a written request to do so.
- B. Compliance with Regulations. The development, use, and maintenance of the Subject Property must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time.
- C. Reimbursement of Village Costs. In addition to any other costs, payments, fees, charges, contributions, or dedications required under applicable Village codes, ordinances, resolutions, rules, or regulations, Applicant must pay to the Village, promptly upon presentation of a written demand or demands therefor, of all fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, consideration, and review of this Ordinance. Payment of all such fees, costs, and expenses for which demand has been made shall be made by a certified or cashier's check. Further, Applicant must pay upon demand all costs incurred by the Village for publications and recordings required in connection with the aforesaid matters.
- D. Compliance with Plans. The development, use, and maintenance of the Hubbard Woods Train Depot and Proposed Improvements at the Subject Property must be in strict accordance with the plans prepared by Metra and TYLin, consisting of 22 sheets ("***Plans***"), a copy of which is attached to and, by this reference, made a part of this Ordinance as **Exhibit B**, except for minor changes and site work approved by the Director of Community Development or the Director of Engineering (within their respective permitting authority) in accordance with all applicable Village codes, ordinances, and standards.
- E. Option 3 Alternate. Applicant must construct the elevator towers in accordance with the Option 3 Alternate design proposal.
- F. Easement Agreement. The Applicant must execute an easement agreement with the Village, in substantially the same form as set forth in **Exhibit C**, except for minor changes approved by the Village Attorney ("***Easement Agreement***"), to allow for

the location of the Applicant's proposed Improvements to be installed on a portion of village-owned property. The Easement Agreement must be executed by the Applicant and recorded against the Property prior to the issuance of any demolition and building permits for the Property.

**SECTION 5: RECORDATION; BINDING EFFECT.** A copy of this Ordinance will be recorded with the Recording Division of the Cook County Clerk. This Ordinance and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, Applicant, Owner, and each of their heirs, representatives, successors, and assigns.

**SECTION 6: FAILURE TO COMPLY.** Upon the failure or refusal of Applicant or Owner to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, in addition to all other remedies available to the Village, the Approvals granted in Sections 2 and 3 of this Ordinance will, at the sole discretion of the Village Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Council may not so revoke the Approvals granted in Sections 2 and 3 of this Ordinance unless it first provides Applicant and Owner with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Council. In the event of revocation, the development and use of the Subject Property will be governed solely by the regulations of the applicable zoning district and the applicable provisions of the Zoning Ordinance, as the same may be amended from time to time. Further, in the event of such revocation, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

**SECTION 7: AMENDMENT OF SPECIAL USE PERMIT.** Any amendments to the Special Use Permit granted in Section 2 of this Ordinance that may be requested by Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance.

**SECTION 8: NON-TRANSFERABILITY.** Nothing in this Ordinance will be deemed to allow this Ordinance or the Special Use Permit to be transferred to any person or entity other than Applicant without a new application for approval.

**SECTION 9: EFFECTIVE DATE.**

A. This Ordinance will be effective only upon the occurrence of all of the following events:

1. Passage by the Village Council in the manner required by law;
2. Publication in pamphlet form in the manner required by law; and
3. The filing by Applicant and Owner with the Village Clerk of an Unconditional Agreement and Consent in the form of **Exhibit D** attached to and, by this reference, made a part of this Ordinance, to accept and abide by each and all of the terms, conditions, and limitations set forth in this

Ordinance and to indemnify the Village for any claims that may arise in connection with the approval of this Ordinance.

B. In the event that Applicant and Owner do not file with the Village Clerk a fully executed copy of the unconditional agreement and consent described in Section 9.A.3 of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Council, the Village Council shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

*[SIGNATURE PAGE FOLLOWS]*

**PASSED** this 15 day of July, 2025, pursuant to the following roll call vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

Signed:

\_\_\_\_\_  
Village President

Countersigned:

\_\_\_\_\_  
Village Clerk

Published by authority of the  
President and Board of Trustees  
of the Village of Winnetka,  
Illinois, this \_\_\_\_ day of \_\_\_\_\_,  
2025.

Introduced: July 15, 2025

Passed and Approved: \_\_\_\_\_, 2025

**EXHIBIT A**  
**LEGAL DESCRIPTION OF SUBJECT PROPERTY**

All that part of the right-of-way and depot grounds of the Union Pacific Railroad, bounded on the north by the southerly line of the Scott Avenue right-of-way, and bounded on the south by the northerly line of the Gage Street right-of-way, as shown in Gages Second Addition to Lakeside Subdivision, recorded September 19, 1874 as Document Number 191481, a subdivision in the East Half of the Northwest Quarter of Section 17, Township 42 North, Range 13 East of the Third Principal Meridian, in Cook County, Illinois.

Commonly known as 1065 Gage Street, Winnetka, Illinois.

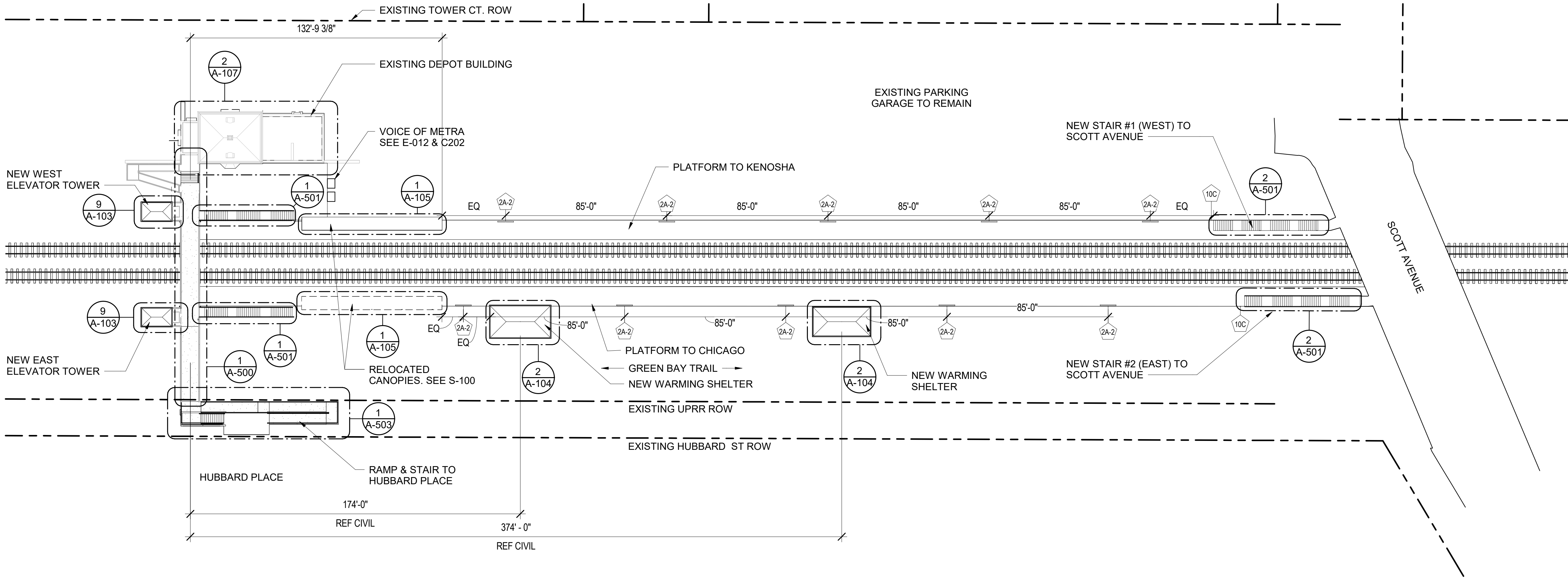
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**EXHIBIT B**  
**PLANS**  
**(SEE ATTACHED EXHIBIT B)**

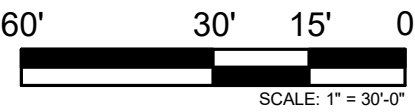
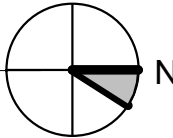
SITE PLAN NOTES

1. SEE A-800 SHEETS FOR SIGNAGE SCHEDULE AND DETAILS.
2. REFER TO SHEET C-002 FOR TOPOGRAPHIC SURVEY



1 ARCHITECTURAL SITE PLAN

1" = 30'-0"



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| REV | DATE       | BY | APP | DESCRIPTION     |
|-----|------------|----|-----|-----------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |

SUB CONSULTANT



700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184

PRIMARY CONSULTANT

SEAL/ SIGNATURE

PRIMARY CONSULTANT:



200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

|           |              |
|-----------|--------------|
| DESIGNED: | V. WIEGAND   |
| DRAWN:    | V. WIEGAND   |
| CHECKED:  | K. KORAB     |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |

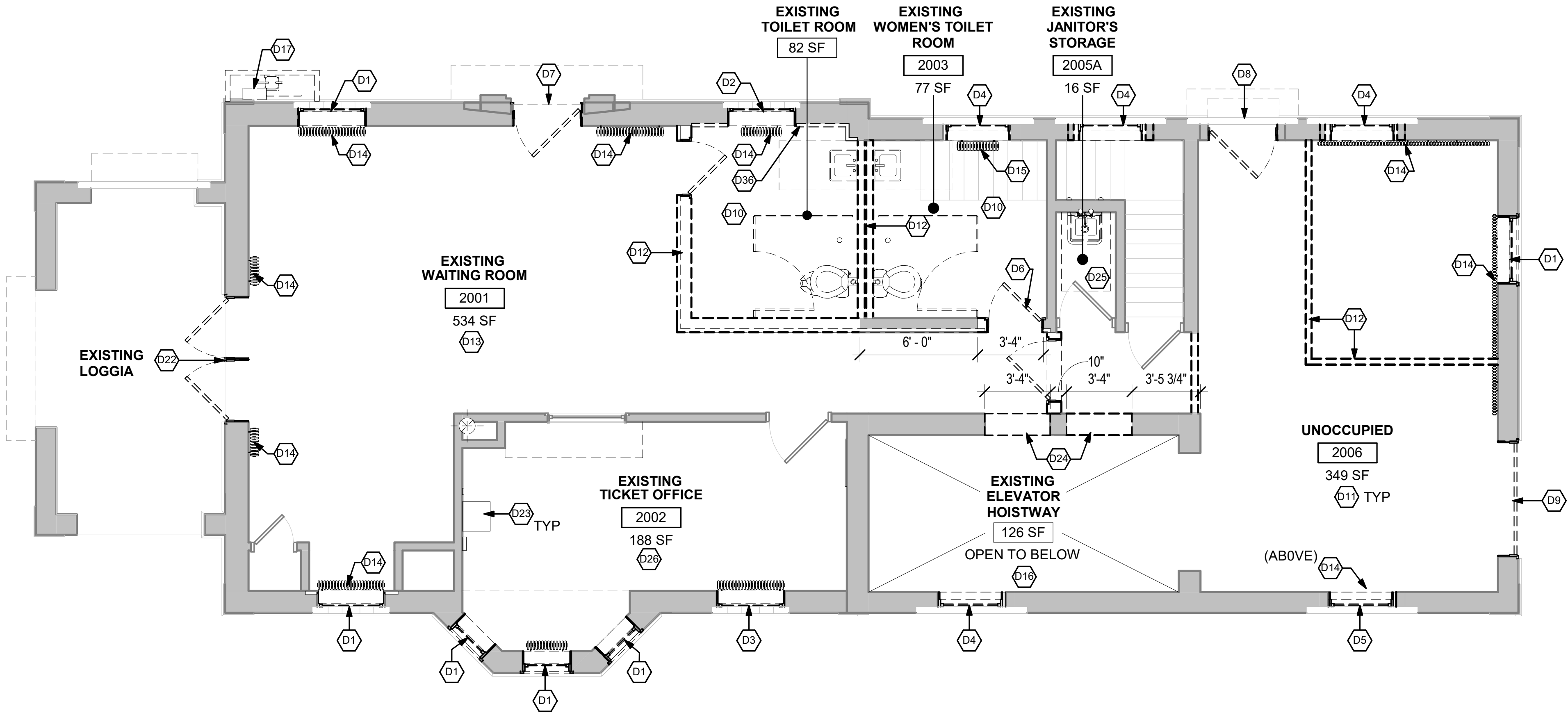


ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

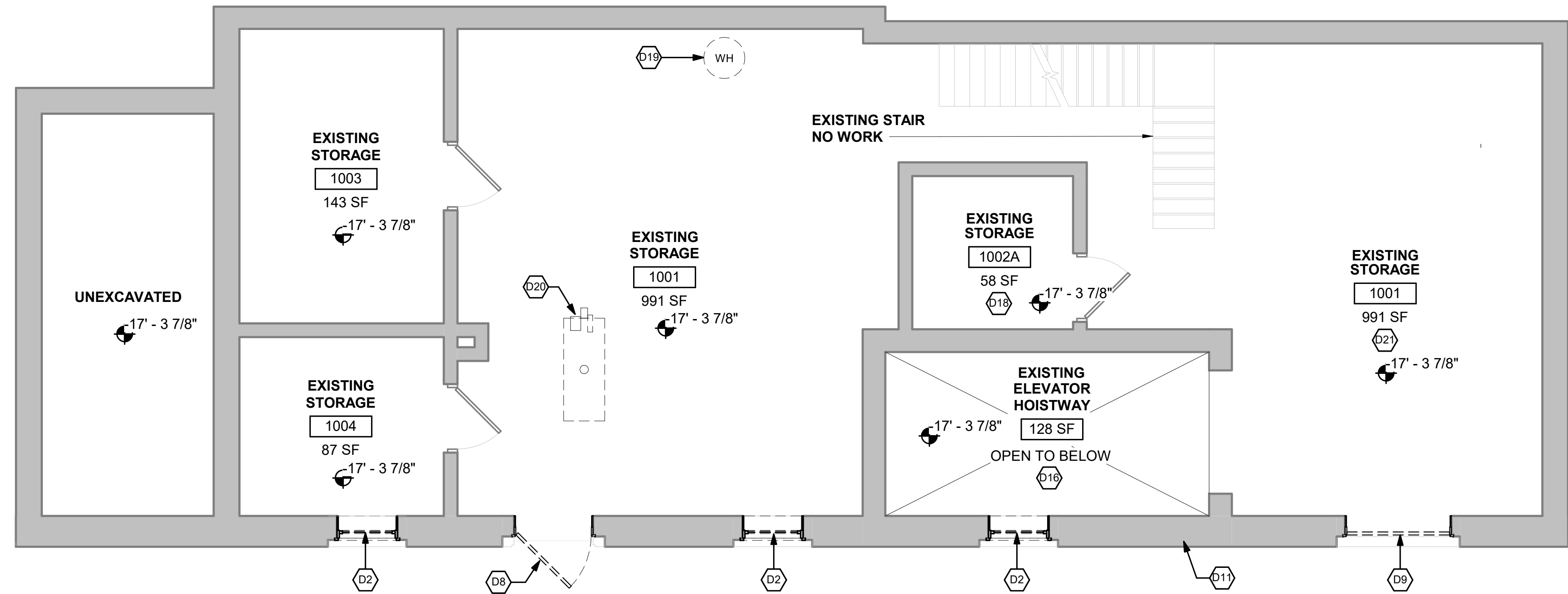
|                                                           |
|-----------------------------------------------------------|
| LOCATION NAME:<br><b>HUBBARD WOODS STATION</b>            |
| TITLE:<br><br><b>ARCHITECTURAL SITE AND LOCATION PLAN</b> |

|                                          |                           |
|------------------------------------------|---------------------------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-100.dgn | DISTRICT:<br>UP-N         |
| SCALE:<br>AS INDICATED                   | SHEET NO.<br><b>A-100</b> |
| PROJECT NO:<br>JP5194                    |                           |
| MILE POST NO.<br>UP-N17.70               |                           |





1 DEMOLITION PLAN - STATION LEVEL  
1/4" = 1'-0"



2 DEMOLITION PLAN - PLATFORM LEVEL  
1/4" = 1'-0"

## KEYNOTES - DEMO PLANS

- D1 REMOVE WINDOW AND FRAME TO BE REPAIRED FROM ROUGH OPENING. REINSTALL REPAIRED WINDOW IN ROUGH OPENING DURING CONSTRUCTION. REFER HAZARDOUS BUILDING MATERIAL SURVEY REPORT DATED 5/24/2018 AND SPECIFICATION 02 71 00 FOR ABATEMENT AT WINDOWS TYP.
- D2 REMOVE INFILL PANEL FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION. REFER TO ENVIRONMENTAL REPORT DATED 5/24/2018 AND SPECIFICATION 02 71 00 FOR ABATEMENT AT WINDOWS
- D3 REMOVE INFILL PANEL, AND AIR CONDITIONING WINDOW UNIT FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- D4 REMOVED INFILL PANEL(S) FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION. REFER TO ENVIRONMENTAL REPORT AND SPECIFICATION 02 71 00 FOR ABATEMENT AT WINDOWS
- D5 REMOVE INFILL PANEL(S), AND AIR CONDITIONING UNIT FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- D6 REMOVE EXISTING DOOR AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME. REMOVE MASONRY TO ENLARGE ROUGH OPENING FOR NEW ADA COMPLIANT DOOR AND FRAME.
- D7 DEMOLISH EXISTING DOOR AND DOOR FRAME ADDRESS PLATE. SALVAGE EXISTING DOOR FRAME AND TRANSOM WINDOW FROM ROUGH OPENING TO BE REPAIRED AND REUSED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- D8 REMOVE EXISTING DOOR FRAME, TRANSOM WINDOW, AND INFILL PANEL FROM ROUGH OPENING TO BE REPLACED WITH NEW DOOR. INSTALL NEW DOOR, REPAIRED FRAME, AND REPAIRED TRANSOM WINDOW IN ORIGINAL ROUGH OPENING. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- D9 REMOVE ORIGINAL DOOR, FRAME, AND DOOR OPENER ASSEMBLY FROM ROUGH OPENING TO BE REPAIRED. REMOVE TEMPORARY EXTERIOR CLADDING FURRED OVER OPENING.
- D10 REMOVE ALL PLUMBING FIXTURES, TOILET PARTITIONS, AND ASSOCIATED PIPING FROM EXISTING ROOM. REFER TO PLUMBING DRAWINGS. ABATE AND REMOVE FINISH FLOOR TO ORIGINAL CONCRETE SLAB. REFER TO ENVIRONMENTAL REPORT IN PROJECT MANUAL

- D11 REMOVE LOOSE PAINT, AND DEBRIS FROM EXISTING WALLS.
- D12 REMOVE INTERIOR WALLS IN THEIR ENTIRETY, INCLUDING BUT NOT LIMITED TO DOORS AND FRAMES, WINDOWS, WALL MOUNTED SHELVING, ETC. SALVAGE TERRACOTTA WALL TILES AND BASE FOR REUSE. REPAIR FLOOR FROM WALL DEMOLITION.
- D13 ABATE AND REMOVE FINISH FLOOR TO ORIGINAL CONCRETE SLAB. REFER TO ENVIRONMENTAL REPORT IN PROJECT MANUAL.
- D14 REMOVE AND REFINISH EXISTING RADIATOR(S) FOR REINSTALLATION. REFER TO MD-101 & M-101.
- D15 REMOVE AND REFINISH EXISTING RADIATOR AND REINSTALL IN NEW LOCATION. REFER TO MD-101 & M-101.
- D16 REMOVE ELEVATOR CAB, RAILS, ENTRANCES, AND SILLS FOR A COMPLETE REMOVAL OF ALL COMPONENTS.
- D17 REMOVE GAS METER TO BE RELOCATED. REMOVE PROTECTIVE SHROUD.
- D18 REMOVE ELEVATOR MACHINERY AND ALL COMPONENTS FOR COMPLETE REMOVAL OF ELEVATOR. REFER TO KEYNOTE D16.
- D19 REMOVE EXISTING WATER HEATER. REFER TO PD-101.
- D20 REMOVE AND REPLACE EXISTING BOILER. REFER TO MD-101 & M-101.
- D21 ALL UNION PACIFIC CARTS AND EQUIPMENT TO REMAIN. PROTECT FROM DAMAGE.
- D22 REMOVE EXISTING DOOR(S) AND FRAME FROM ROUGH OPENING TO BE REPLACED WITH NEW DOOR(S) AND FRAME.
- D23 WALL MOUNTED AUDIO/VISUAL AND VOM DEVICES TO REMAIN.
- D24 REMOVE MASONRY TO CREATE NEW ADA COMPLIANT DOOR OPENING.
- D25 REMOVE EXISTING SINK, SHELVING, AND MOP RACK. REMOVE LIGHT FIXTURE, REFER TO ED-202 & PD-101.
- D26 NO WORK IN THIS AREA. ALL FIXTURES, FINISHES, AND EQUIPMENT TO REMAIN.
- D30 REMOVE EXISTING TERRACOTTA TILE AND PLASTER.

DEMO KEYNOTES D27 - D35 ON SHEET AD-102

## DEMOLITION LEGEND

- DEMOLISH WALL OR ELEMENT (UNO)
- EXISTING CONSTRUCTION TO REMAIN

## GENERAL NOTES - DEMO PLANS

- CONTRACTOR TO COORDINATE ALL REMOVAL WITH THE REQUIREMENTS OF NEW CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR COMPLETE REMOVAL, SALVAGE, AND DISPOSAL OF ALL ITEMS ASSOCIATED WITHIN THE DEMOLISHED AREA.
- WALLS TO BE REMOVED ARE TO BE REMOVED FROM FLOOR TO THE DECK, U.N.O. CONTRACTOR TO VERIFY CEILING HEIGHTS IN THE FIELD DURING BIDDING.
- SEE SHEET AD-101 FOR ADDITIONAL INFORMATION.
- CONTRACTOR TO DEVELOP A PLAN THAT IS COORDINATED TO FULFILL ALL REQUIREMENTS OUTLINED IN THE PROJECT PHASING CONTRACT DOCUMENTS FOR REVIEW AND APPROVAL BY METRA.
- REFERENCE MECH., ELEC., PLUMB., STRUC., AND CIVIL DEMO DRAWINGS FOR ASSOCIATED DEMO SCOPE.
- SEE SHEETS MD-101, ED-010, ED-011, ED-201 AND PD-101 FOR ASSOCIATED DEMO SCOPE.
- REFER TO ENVIRONMENTAL REPORT AND SPECIFICATION 02 72 00 FOR INFORMATION REGARDING LOCATIONS OF BUILDING MATERIALS IN NEED OF ABATEMENT FOR HAZARDOUS MATERIALS. CONTRACTOR TO COORDINATE REPORTS WITH ABATEMENT SCOPE AS NEEDED FOR THE PROJECT IMPROVEMENTS.

8' 4' 2' 0'  
SCALE: 1/4" = 1'-0"

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| REV | DATE       | BY | APP | DESCRIPTION             | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-------------------------|-----|------|----|-----|-------------|
| 5   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL         |     |      |    |     |             |
| 4   | 12-14-2021 | JH | KJK | 90% SUBMITTAL           |     |      |    |     |             |
| 3   | 08-06-2021 | NT | VAW | 60% SUBMITTAL           |     |      |    |     |             |
| 2   | 05-19-2021 | VW | KJK | UPDATED HISTORIC REPORT |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL           |     |      |    |     |             |

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DRAWN: V.WIEGAND  
CHECKED: K.KORAB  
METRA PM: R. BASARIRAD  
DATE: 07-15-2024

**Metra**

ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
**HUBBARD WOODS STATION**

DEMOLITION PLANS DEPOT

CAD FILE NUMBER:  
UP-N17.70\_AD-100lgn

SCALE:  
AS INDICATED

PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

DISTRICT:  
UP-N

SHEET NO.

AD-100

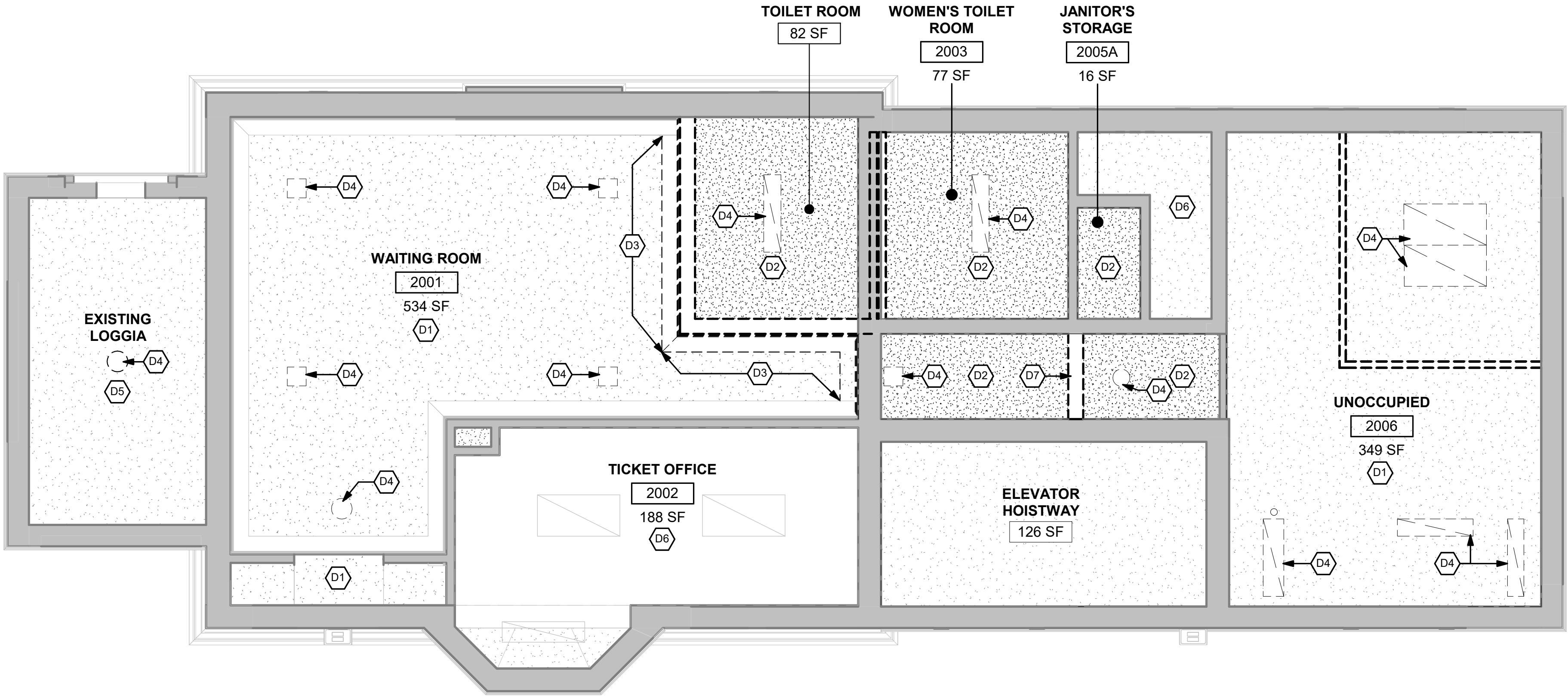


KEYNOTES - DEMO RCP

- D1 EXISTING PLASTER CEILING TO REMAIN. REMOVE PEELING PAINT, PATCH, AND REPAIR CEILING AND CROWN MOLDING (WHERE APPLICABLE) AS REQUIRED FOR NEW FINISHES.
- D2 REMOVE EXISTING PLASTER CEILING.
- D3 REMOVE EXISTING CROWN MOLDING. REFER TO HAZARDOUS BUILDING MATERIAL SURVEY REPORT DATED 5/24/2018 AND SPECIFICATION 02 71 00 FOR ABATEMENT AT WINDOWS TYP.
- D4 REMOVE EXISTING LIGHT FIXTURES. REFER TO ED-202.
- D5 REMOVE PEELING PAINT, REPLACE DAMAGED PLASTER.
- D6 NO WORK, THIS AREA.
- D7 REMOVE EXISTING SOFFIT.

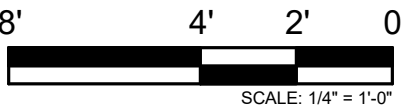
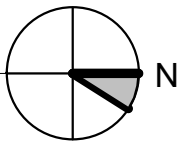
DEMOLITION LEGEND - RCP

- DEMOLISH WALL OR SOFFIT (UNO)
- EXISTING LIGHT FIXTURES TO REMAIN
- EXISTING LIGHT FIXTURES TO BE REMOVED
- PLASTER CEILING TO BE REMOVED
- EXISTING PLASTER CEILING TO REMAIN



1 DEMOLITION REFLECTED CEILING PLAN - STATION LEVEL

1/4" = 1'-0"



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| DRAWN:    | V. WIEGAND   |
| CHECKED:  | K. KORAB     |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
  
DEMOLITION REFLECTED CEILING PLAN DEPOT

CAD FILE NUMBER:  
UP-N17.70\_AD-1011gn

SCALE:  
AS INDICATED

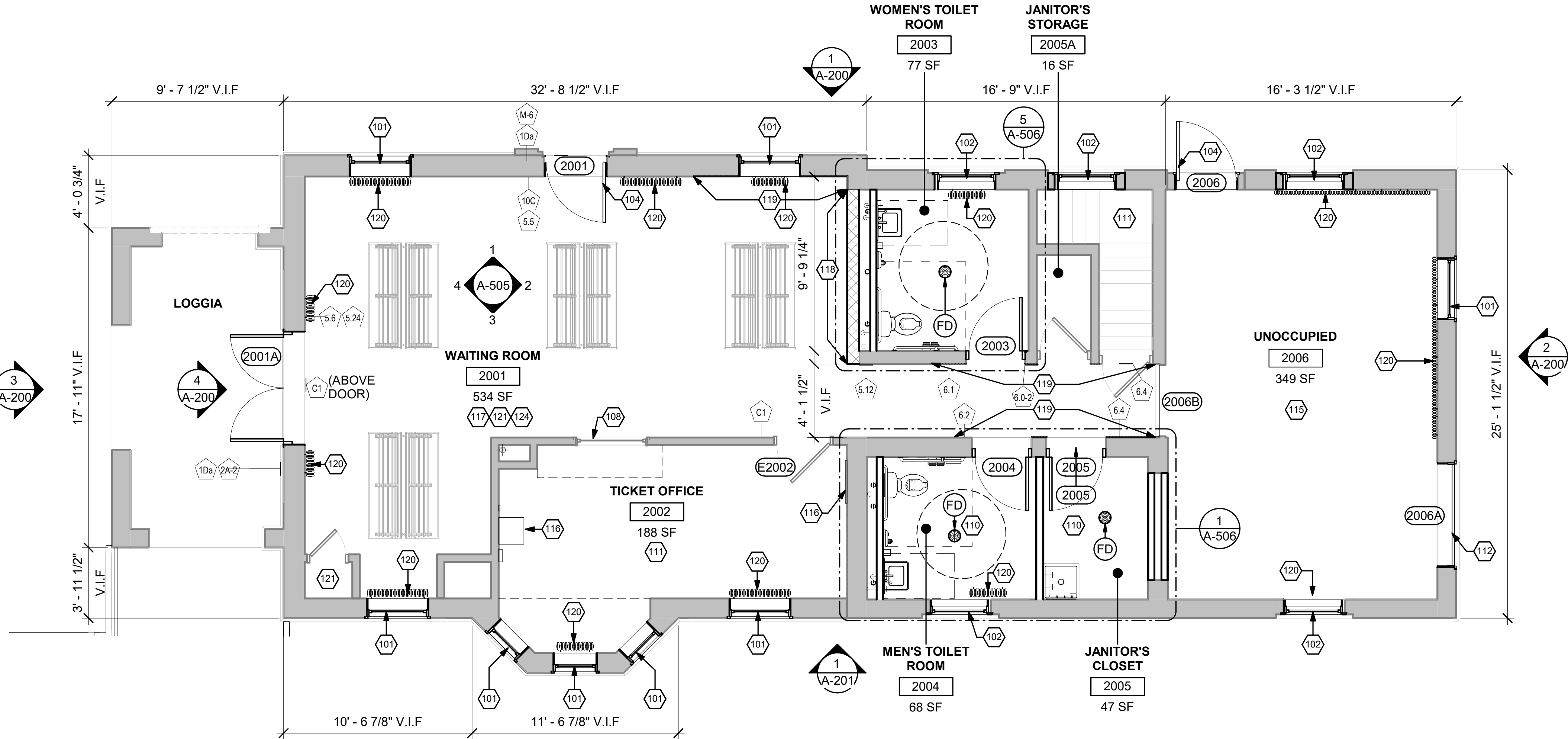
PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

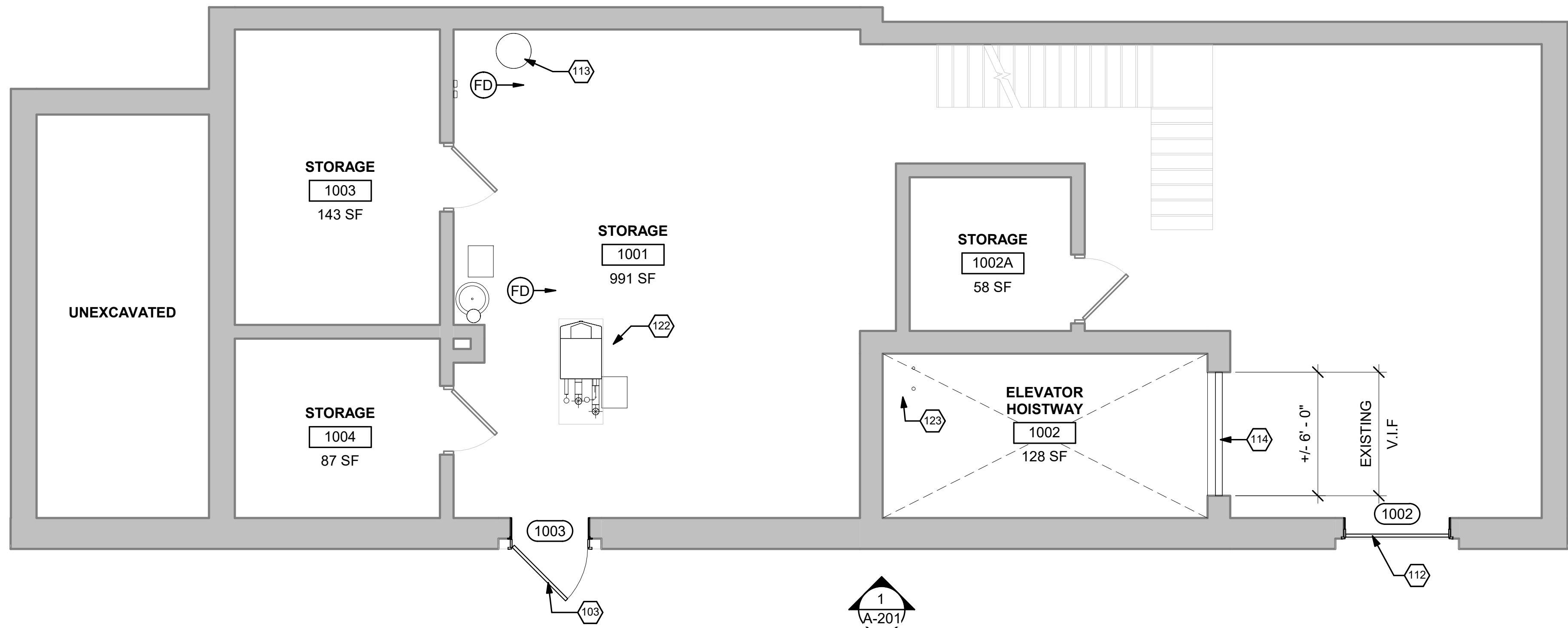
DISTRICT:  
UP-N

SHEET NO.  
AD-101





**1 STREET LEVEL FLOOR PLAN**  
1/4" = 1'-0"



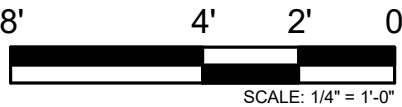
**2 PLATFORM LEVEL FLOOR PLAN**  
1/4" = 1'-0"

**FLOOR PLAN NOTES**

- ALL DIMENSIONS AT EXISTING CONSTRUCTION ARE FOR REFERENCE ONLY. CONTRACTOR TO VERIFY ALL EXISTING DIMENSIONS IN FIELD PRIOR TO START OF CONSTRUCTION.
- ROOM FINISH SCHEDULE, SEE SHEET A-700.
- DOOR SCHEDULE, SEE SHEET A-600.
- PARTITION TYPES AND DETAILS, SEE SHEET A-605
- CONTRACTOR TO COORDINATE CODE REQUIRED SIZES FOR CONCRETE PADS OF MEP EQUIPMENT. SEE M-102.
- MEP COMPONENTS, INCLUDING BUT NOT LIMITED TO, CONDUIT AND PIPES/DOWNSPOUTS, ARE SHOWN ON ARCHITECTURAL PLANS FOR REFERENCE ONLY. NOT ALL PENETRATIONS AND MEP COMPONENTS ARE SHOWN. CONTRACTOR TO COORDINATE AND ADJUST CHASES AND COLUMN ENCLOSURES AS REQUIRED TO FIT MEP COMPONENTS UPON ARCHITECT'S APPROVAL. SEE A-602 AND A-603 FOR WINDOW RESTORATION DETAILS.

**KEYNOTES - FLOOR PLANS**

- REINSTALL REPAIRED WINDOW AND FRAME IN ORIGINAL WINDOW OPENING.
- REINSTALL REPAIRED WINDOW AND FRAME, AND TRANSOM WINDOW IN ORIGINAL WINDOW OPENING.
- REINSTALL REPAIRED DOOR AND FRAME IN ORIGINAL DOOR OPENING.
- REINSTALL NEW DOOR, REPAIRED FRAME, AND REPAIRED TRANSOM WINDOW IN ORIGINAL ROUGH OPENING. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- NOT USED.
- NOT USED.
- NOT USED.
- TICKET WINDOW TO REMAIN. DEAL TRAY TO BE COVERED, AND SHADOW BOX CONSTRUCTION.
- NOT USED.
- NEW CONCRETE FLOOR. REFER TO S-101. FLOOR FINISH AS SCHEDULED.
- NO WORK, THIS AREA. UNLESS NOTED OTHERWISE
- INSTALL REPAIRED OVERHEAD DOOR AND FRAME TO BE FASTENED SHUT IN ORIGINAL OPENING.
- INSTALL NEW WATER HEATER. SEE P-101
- INSTALL FULL HEIGHT CHAIN LINK FENCE IN EXISTING OPENING.
- FUTURE TENANT SPACE. PATCH AND PAINT PLASTER WALLS, AS SCHEDULED. REFER TO MEP DRAWINGS FOR UTILITY ROUGH-INS.
- ELECTRICAL PANEL, FIRE ALARM CONTROL PANEL (FACP), SECURITY PANEL AND NETWORK SWITCHES TO REMAIN.
- REPLACE DAMAGED TERRACOTTA WALL AND BASE TILES WITH SALVAGED TILES, THROUGHOUT WAITING AREA.
- INSTALL SALVAGED TERRACOTTA TILES AND BASE AT NEW PARTITION. WHERE SALVAGED TILES ARE NOT AVAILABLE, USE NEW TILES TO MATCH ORIGINAL.
- INSTALL SALVAGED TERRACOTTA TILES AND BASE AT EXISTING PARTITION. WHERE SALVAGED TILES ARE NOT AVAILABLE, USE NEW TILES TO MATCH ORIGINAL.
- REINSTALL EXISTING RADIATOR. REFER TO MD-101.
- REPAIR, PATCH AND PAINT PLASTER WALLS.
- NEW CONDENSING BOILER, SEE M-101.
- NEW SUMP PUMP, SEE P-101.
- NEW TERRAZZO FLOORING ON EXISTING CONCRETE SLAB.
- NEW PLASTER FOR TERAZZO TILE



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| 5   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL         |     |      |    |     |             |
| 4   | 12-14-2021 | JH | KJK | 90% SUBMITTAL           |     |      |    |     |             |
| 3   | 08-06-2021 | NT | VAW | 60% SUBMITTAL           |     |      |    |     |             |
| 2   | 05-19-2021 | VW | KJK | UPDATED HISTORIC REPORT |     |      |    |     |             |
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DRAWN: V.WIEGAND

CHECKED: K.KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024

**Metra**

ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
**HUBBARD WOODS STATION**

TITLE:  
**FLOOR PLANS DEPOT**

CAD FILE NUMBER:  
UP-N17.70\_ A-102.dgn

SCALE:  
AS INDICATED

PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

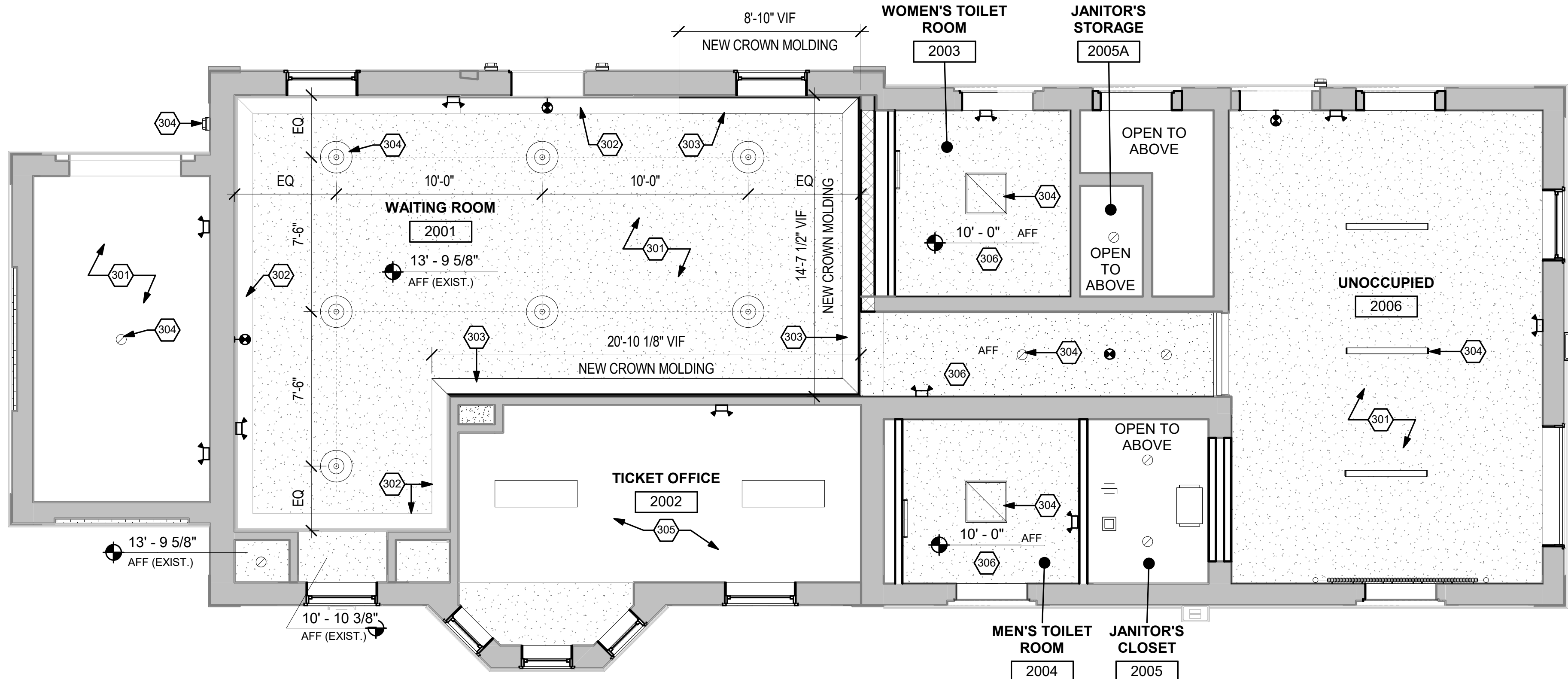
DISTRICT:  
UP-N

SHEET NO.  
**A-102**









RCP LEGEND

- GWB CEILING, PTD
- EXISTING BEADBOARD CEILING
- SURFACE MOUNTED LED LIGHT FIXTURE
- 2x2 LAY-IN LIGHT FIXTURE
- RECESSED DOWNLIGHT FIXTURE (CLG MTD)
- PENDANT DOWNLIGHT FIXTURE (CLG MTD)
- EXHAUST LOUVER
- EMERGENCY LIGHTING
- EXIT SIGN
- WALL PACK LED FIXTURE

NOTE: SEE E-200 SERIES SHEETS FOR ADDITIONAL INFORMATION

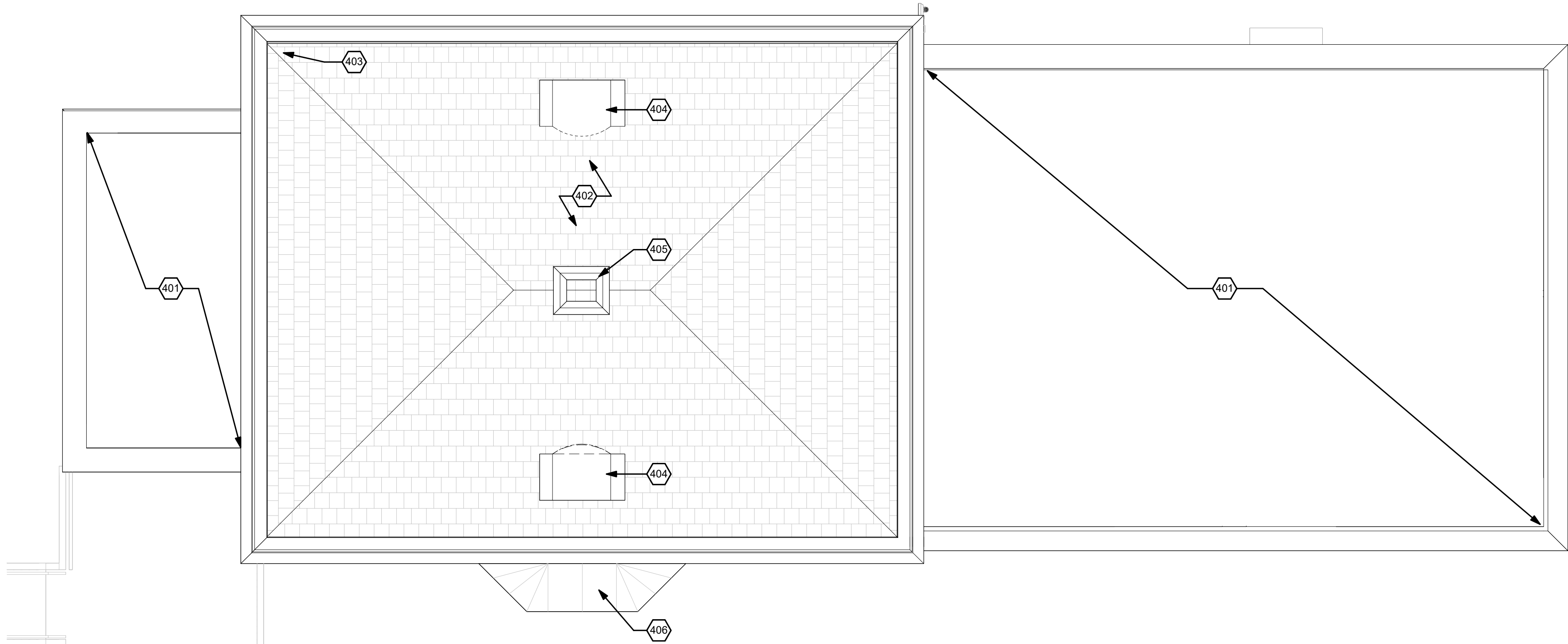
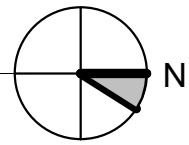
RCP NOTES

- ROOM FINISH SCHEDULE, SEE SHEET A-700.
- MATERIAL FINISH LEGEND, SEE SHEET A-700.
- LIGHTING FIXTURES, REF E-200 SERIES SHEETS.
- ALL CEILING FIXTURES AND DEVICES TO BE CENTERED IN CEILING AND/OR ALIGNED WITH ARCHITECTURAL ELEMENTS UNLESS NOTED OTHERWISE.
- PROVIDE ACCESS PANELS IN CEILING AND WALLS AS REQUIRED. SEE MECHANICAL DRAWINGS AND SPECS FOR MORE INFORMATION. OBTAIN APPROVAL OF LOCATIONS, FINISH, AND COLOR WITH OWNER/ARCHITECT DURING ACCESS PANEL PRE-INSTALLATION CONFERENCE. REFERENCE E-401 FOR ADDITIONAL LIGHT FIXTURE INFO.
- ALL GYPSUM BOARD, PLASTER, AND CEMENT BOARD CEILINGS AND SOFFITS SHALL BE PAINTED (PT-1).
- PROVIDE CEILING & SOFFIT CONTROL JOINTS AS SHOWN AND PER SPECIFICATION 09 29 00.

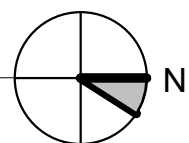
KEYNOTES - RCP

- EXISTING CEILING. PATCH/REPAIR FOR LIKE NEW APPEARANCE AND PAINT AS SCHEDULED.
- EXISTING PLASTER CROWN MOLDING. PATCH/REPAIR FOR LIKE NEW APPEARANCE AND PAINT TO MATCH CEILING.
- NEW CROWN MOLDING TO MATCH EXISTING.
- NEW LIGHTING, TYP. REFER TO ELECTRICAL DRAWINGS.
- NO WORK, THIS AREA. ALL EXISTING CEILING AND FIXTURES TO REMAIN.
- NEW GWB CEILING, PAINTED. SEE FINISH SCHEDULE.

1 REFLECTED CEILING PLAN DEPOT  
1/4" = 1'-0"



2 ROOF PLAN DEPOT  
1/4" = 1'-0"

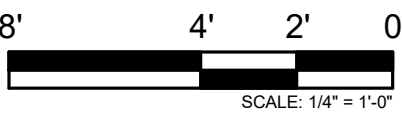


ROOF PLAN NOTES

- ROOF DETAILS, SEE SHEET A-400 FOR ELEVATOR TOWERS AND A-302 FOR WARMING SHELTER
- REFERENCE P-101 FOR ROOF DRAIN AND VTR INFORMATION.

KEYNOTES - ROOF PLAN

- EXISTING FLAT ROOF TO REMAIN
- EXISTING SLATE SHINGLE ROOF TO REMAIN.
- REPLACE BROKEN SLATE SHINGLES WITH NEW TO MATCH EXISTING, WHERE OCCURS.
- EXISTING DORMER TO REMAIN
- EXISTING CHIMNEY TO REMAIN
- EXISTING STANDING SEAM ROOF ON BAY WINDOW TO REMAIN



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| REV | DATE       | BY | APP | DESCRIPTION     |
|-----|------------|----|-----|-----------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |

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| DESIGNED: | V. WIEGAND   |
| DRAWN:    | V. WIEGAND   |
| CHECKED:  | K. KORAB     |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |

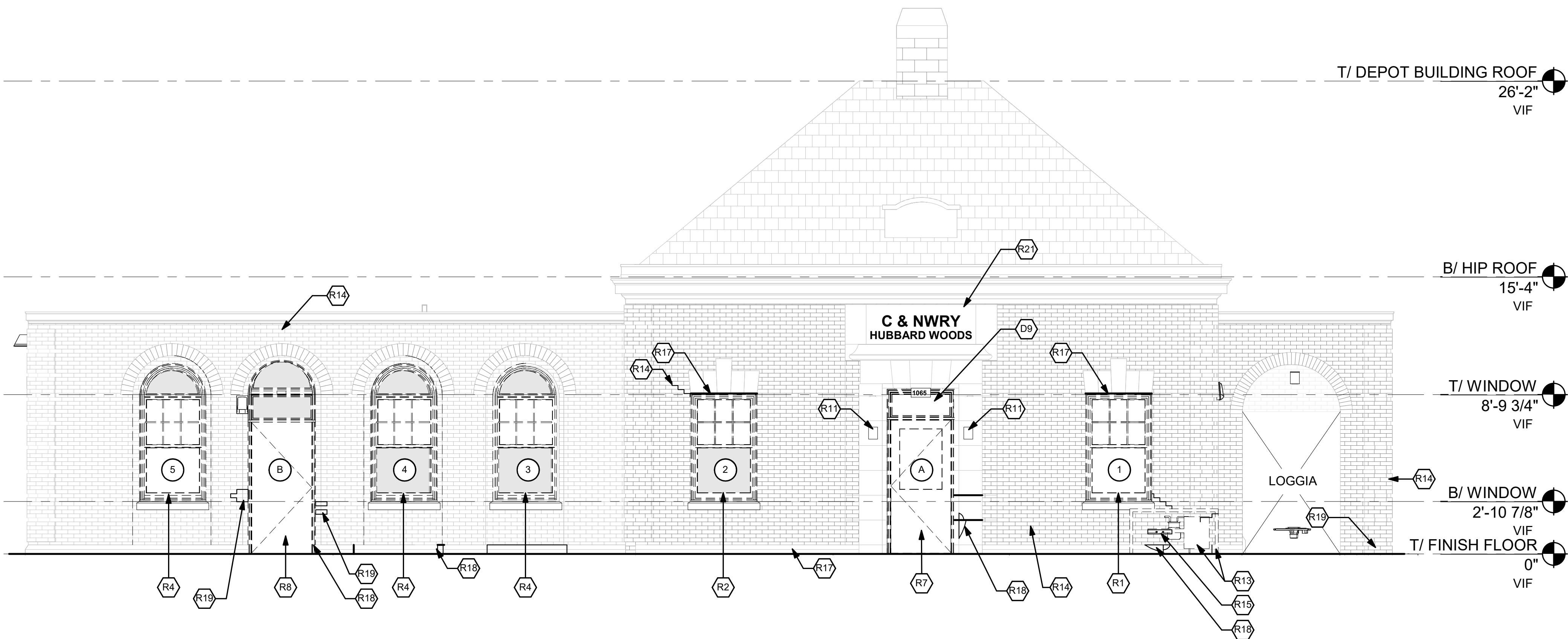


ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

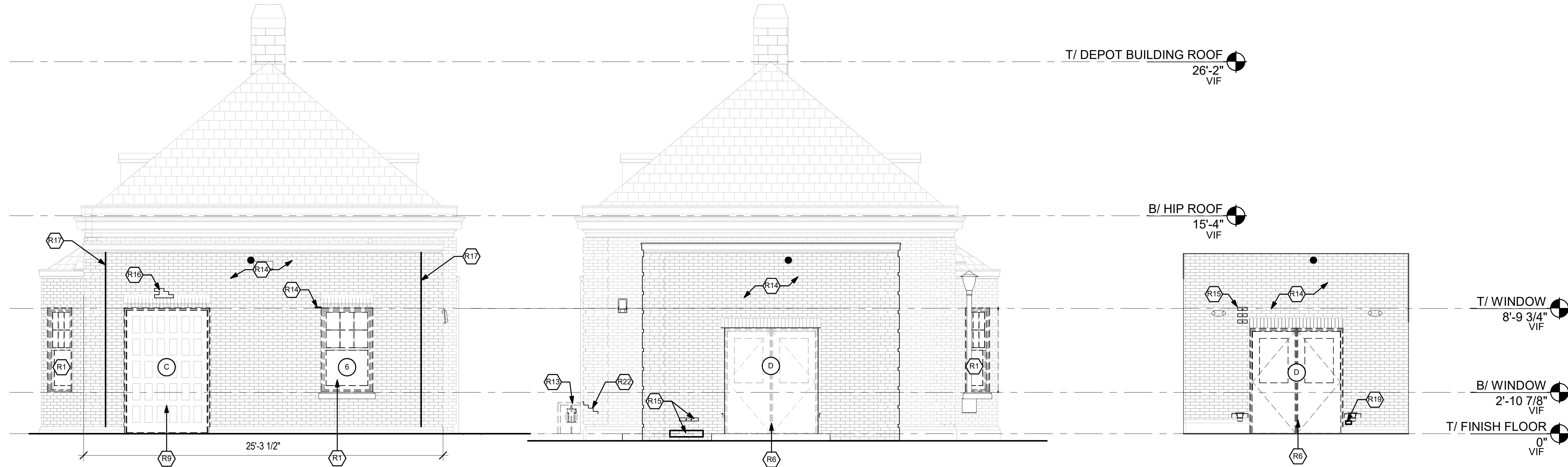
|                |                                      |
|----------------|--------------------------------------|
| LOCATION NAME: | HUBBARD WOODS STATION                |
| TITLE:         | ROOF & REFLECTED CEILING PLANS DEPOT |

|                  |                     |             |        |
|------------------|---------------------|-------------|--------|
| CAD FILE NUMBER: | UP-N17.70_A-107.dgn | DISTRICT:   | UP-N   |
| SCALE:           | AS INDICATED        | PROJECT NO: | JP5194 |
| MILE POST NO:    | UP-N17.70           | SHEET NO.   | A-107  |





1 WEST EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"



2 NORTH EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

3 SOUTH EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

4 SOUTH EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

## GENERAL NOTES

- CONTRACTOR TO COORDINATE ALL REMOVAL WITH THE REQUIREMENTS OF NEW CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR COMPLETE REMOVAL OF ALL ITEMS ASSOCIATED WITHIN THE DEMOLISHED AREA.
- WALLS TO BE REMOVED ARE TO BE REMOVED TO THE DECK, U.N.O. CONTRACTOR TO VERIFY CEILING HEIGHTS IN THE FIELD DURING BIDDING.
- SEE SHEET AD-100 AND AD-101 FOR ADDITIONAL DEMOLITION INFORMATION.
- SEE SHEET A-602 TO A-605 FOR WINDOWS AND DOORS RESTORATION DETAILS.
- SEE SHEET A-403 FOR MASONRY RESTORATION DETAILS.
- CONTRACTOR TO DEVELOP A PLAN THAT IS COORDINATED TO FULFILL ALL REQUIREMENTS OUTLINED IN THE PROJECT PHASING CONTRACT DOCUMENTS
- REFERENCE MECH., ELEC., PLUMB., STRUC., AND CIVIL DEMO DRAWINGS FOR ASSOCIATED DEMO SCOPE.

## RESTORATION LEGEND

- DEMOLISH WALL OR ELEMENT (UNO)
- RESTORATION WINDOW TAG  
SEE A-600 SHEETS

## KEYNOTES - RESTORATION ELEVATIONS

- R1 REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R2 REMOVE INFILL PANEL FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R3 REMOVE INFILL PANEL, AND AIR CONDITIONING WINDOW UNIT FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R4 REMOVE INFILL PANEL(S) FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R5 REMOVE INFILL PANEL(S), AND AIR CONDITIONING UNIT FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ORIGINAL ROUGH OPENING TO REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R6 REMOVE EXISTING DOOR AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME.
- R7 DEMOLISH EXISTING DOOR AND ADDRESS PLATE. SALVAGE EXISTING DOOR FRAME AND TRANSOM WINDOW FROM ROUGH OPENING TO BE REPAIRED AND REUSED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R8 REMOVE EXISTING DOOR AND FRAME, TRANSOM WINDOW, AND INFILL PANEL FROM ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME. INSTALL NEW DOOR, REPAIRED FRAME, AND REPAIRED TRANSOM WINDOW IN ORIGINAL ROUGH OPENING. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R9 REMOVE INFILL PANEL OVER ORIGINAL DOOR AND FRAME. REMOVE TEMPORARY EXTERIOR CLADDING FURRED OVER OPENING. REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R10 REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R11 REMOVE EXISTING LIGHT FIXTURE(S). PATCH EXISTING HOLES IN MASONRY TO ENSURE COMPLETE COVERAGE BY NEW FIXTURE(S). INSTALL NEW LIGHT FIXTURE(S), REFER TO ED-202 AND E-201.
- R12 REMOVE LOOSE PAINT AND DEBRIS FROM EXISTING WALL AND PATCH EXISTING MASONRY.
- R13 REMOVE GAS METER TO BE RELOCATED. REMOVE PROTECTIVE SHROUD AND PATCH EXISTING MASONRY.
- R14 REPOINT MORTAR ON ENTIRE FACADE. MATCH EXISTING COLOR/TINT. PROVIDE MOCK-UP FOR OWNER AND ARCHITECT APPROVAL.
- R15 REMOVE ANCHOR IN MASONRY UNIT. REPLACE WITH NEW MASONRY UNIT TO MATCH EXISTING.
- R16 REMOVE NON-ORIGINAL MASONRY UNITS, TO BE REPLACED WITH NEW UNITS TO MATCH ORIGINAL.
- R17 REPLACE SEALANT, SEE 2/A-403.
- R18 REPAIR PRECAST PANEL IN KIND.
- R19 REPLACE DAMAGED MASONRY UNITS WITH NEW UNITS TO MATCH EXISTING.
- R20 NEW MECHANICAL LOUVER, REF MECHANICAL, SEE 1/M-101
- R21 PROTECT EXISTING LIMESTONE DURING CONSTRUCTION.
- R22 REPAIR CRACK IN MASONRY UNITS
- R23 PROVIDE NEW LIGHT FIXTURE, REF ELECTRICAL DWGS.
- R24 PROVIDE NEW FLUE VENT, REF MECH DWG 6/M-502.



| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                      |                                                                     |
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| SUB CONSULTANT                                                                       |                                                                     |
|  | 700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184 |
| MULLER2                                                                              | 2024, Muller & Muller, Ltd.                                         |

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|--------------------|--|
| PRIMARY CONSULTANT |  |
| SEAL/ SIGNATURE    |  |

|                                                                                       |                                                                        |
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| PRIMARY CONSULTANT:                                                                   |                                                                        |
|  | 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |

|                        |  |
|------------------------|--|
| DESIGNED: V. WIEGAND   |  |
| DRAWN: V. WIEGAND      |  |
| CHECKED: K. KORAB      |  |
| METRA PM: R. BASARIRAD |  |
| DATE: 07-15-2024       |  |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
|  |  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661         |  |

|                                                 |  |
|-------------------------------------------------|--|
| LOCATION NAME:<br>HUBBARD WOODS STATION         |  |
| TITLE:<br>EXTERIOR ELEVATIONS DEPOT RESTORATION |  |

|                                          |                    |
|------------------------------------------|--------------------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-200.dgn | DISTRICT:<br>UP-N  |
| PROJECT NO:<br>JP5194                    | SHEET NO.<br>A-200 |
| MILE POST NO.<br>UP-N17.70               |                    |



GENERAL NOTES

1. CONTRACTOR TO COORDINATE ALL REMOVAL WITH THE REQUIREMENTS OF NEW CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR COMPLETE REMOVAL OF ALL ITEMS ASSOCIATED WITHIN THE DEMOLISHED AREA.
2. WALLS TO BE REMOVED ARE TO BE REMOVED TO THE DECK, U.N.O. CONTRACTOR TO VERIFY CEILING HEIGHTS IN THE FIELD DURING BIDDING.
3. SEE SHEET AD-100 AND AD-101 FOR ADDITIONAL DEMOLITION INFORMATION.
4. SEE SHEET A-602 TO A-605 FOR WINDOWS AND DOORS RESTORATION DETAILS.
5. SEE SHEET A-403 FOR MASONRY RESTORATION DETAILS.
6. CONTRACTOR TO DEVELOP A PLAN THAT IS COORDINATED TO FULFILL ALL REQUIREMENTS OUTLINED IN THE PROJECT PHASING CONTRACT DOCUMENTS
7. REFERENCE MECH., ELEC., PLUMB., STRUC., AND CIVIL DEMO DRAWINGS FOR ASSOCIATED DEMO SCOPE.

KEYNOTES -  
RESTORATION ELEVATIONS

- R1

REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R2

REMOVE INFILL PANEL FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R3

REMOVE INFILL PANEL, AND AIR CONDITIONING WINDOW UNIT FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R4

REMOVE INFILL PANEL(S) FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R5

REMOVE INFILL PANEL(S), AND AIR CONDITIONING UNIT FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ORIGINAL ROUGH OPENING TO REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R6

REMOVE EXISTING DOOR AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME.
- R7

DEMOLISH EXISTING DOOR AND ADDRESS PLATE. SALVAGE EXISTING DOOR FRAME AND TRANSOM WINDOW FROM ROUGH OPENING TO BE REPAIRED AND REUSED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R8

REMOVE EXISTING DOOR AND FRAME, TRANSOM WINDOW, AND INFILL PANEL FROM ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME. INSTALL NEW DOOR, REPAIRED FRAME, AND REPAIRED TRANSOM WINDOW IN ORIGINAL ROUGH OPENING. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R9

REMOVE INFILL PANEL OVER ORIGINAL DOOR AND FRAME. REMOVE TEMPORARY EXTERIOR CLADDING FURRED OVER OPENING. REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R10

REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R11

REMOVE EXISTING LIGHT FIXTURE(S). PATCH EXISTING HOLES IN MASONRY TO ENSURE COMPLETE COVERAGE BY NEW FIXTURE(S). INSTALL NEW LIGHT FIXTURE(S), REFER TO ED-202 AND E-201.
- R12

REMOVE LOOSE PAINT AND DEBRIS FROM EXISTING WALL AND PATCH EXISTING MASONRY.
- R13

REMOVE GAS METER TO BE RELOCATED. REMOVE PROTECTIVE SHROUD AND PATCH EXISTING MASONRY.
- R14

REPOINT MORTAR ON ENTIRE FACADE. MATCH EXISTING COLOR/TINT. PROVIDE MOCK-UP FOR OWNER AND ARCHITECT APPROVAL.
- R15

REMOVE ANCHOR IN MASONRY UNIT. REPLACE WITH NEW MASONRY UNIT TO MATCH EXISTING.
- R16

REMOVE NON-ORIGINAL MASONRY UNITS, TO BE REPLACED WITH NEW UNITS TO MATCH ORIGINAL.
- R17

REPLACE SEALANT, SEE 2/A-403.
- R18

REPAIR PRECAST PANEL IN KIND.
- R19

REPLACE DAMAGED MASONRY UNITS WITH NEW UNITS TO MATCH EXISTING.
- R20

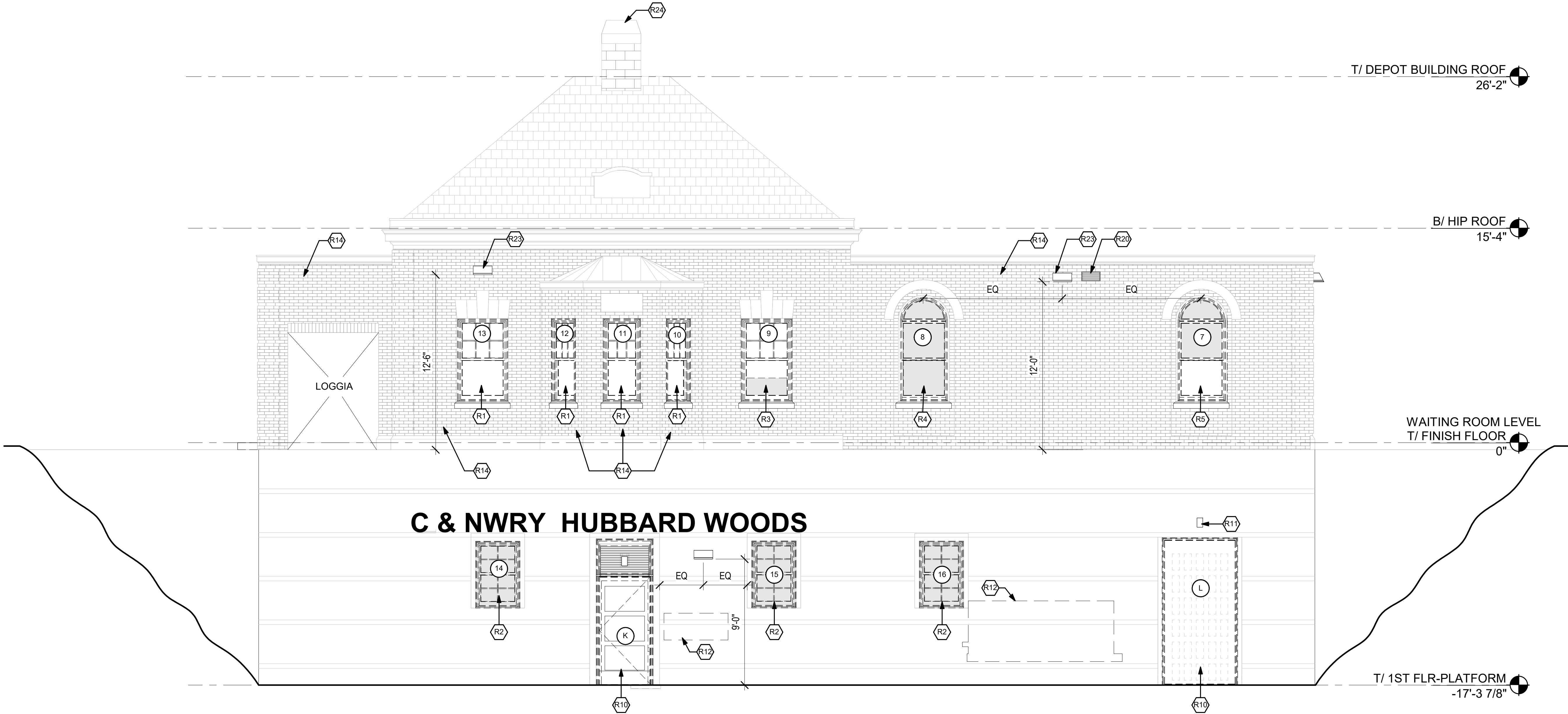
NEW MECHANICAL LOUVER, REF MECHANICAL, SEE 1/M-101
- R21

PROTECT EXISTING LIMESTONE DURING CONSTRUCTION.
- R22

REPAIR CRACK IN MASONRY UNITS
- R23

PROVIDE NEW LIGHT FIXTURE, REF ELECTRICAL DWGS.
- R24

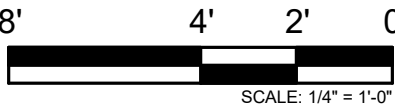
PROVIDE NEW FLUE VENT, REF MECH DWG 6/M-502.



1 EAST EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

RESTORATION LEGEND

## RESTORATION WINDOW TAG  
SEE A-600 SHEETS



| REV | DATE       | BY | APP | DESCRIPTION           | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL       |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL         |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL         |     |      |    |     |             |
| 1   | 12-14-2020 | VW | KJK | 30% SUBMITTAL REVISED |     |      |    |     |             |

SUB CONSULTANT

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PRIMARY CONSULTANT:

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200 S. WACKER DR. SUITE 1400  
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TEL: 312-777-2900

DESIGNED: V. WIEGAND

DRAWN: V. WIEGAND

CHECKED: K. KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024

Metra

ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
EXTERIOR ELEVATIONS DEPOT RESTORATION

CAD FILE NUMBER:  
UP-N17.70\_ A-201.dgn

SCALE:  
AS INDICATED

PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

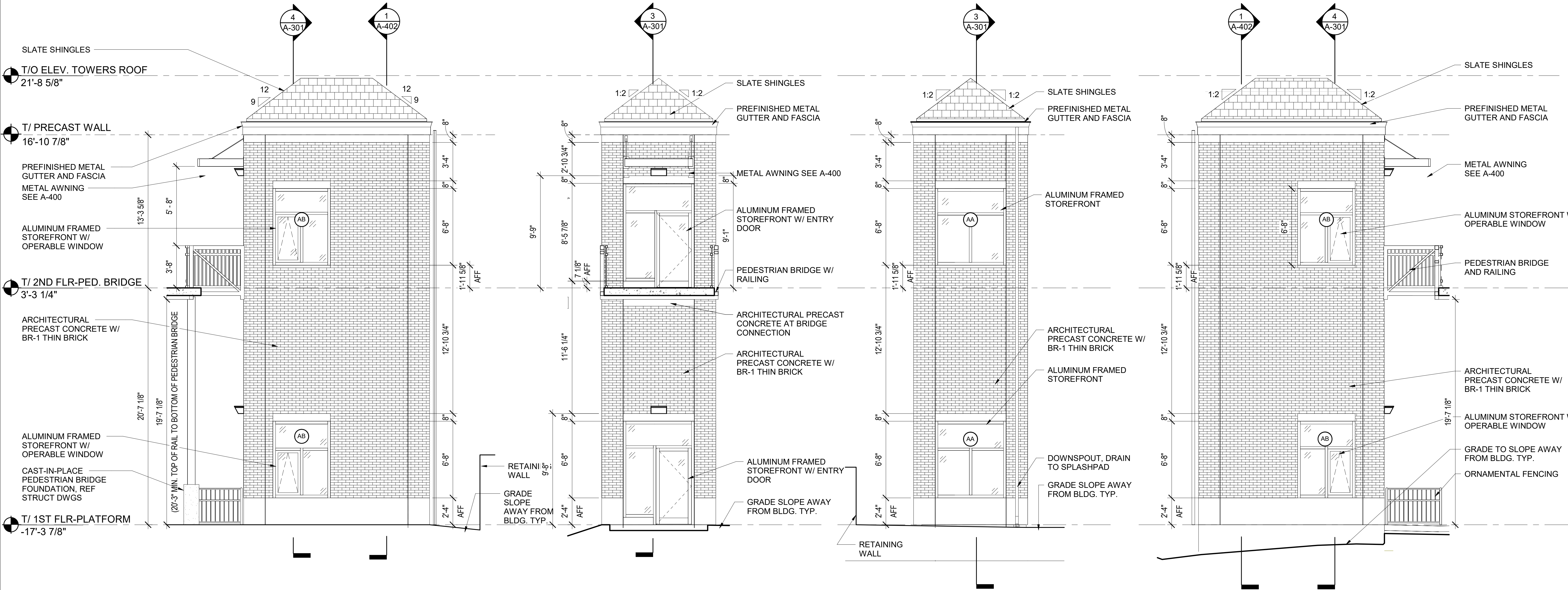
DISTRICT:  
UP-N

SHEET NO.  
A-201



ELEVATION NOTES

- 1. MATERIAL FINISH LEGEND, SEE SHEET A-700.
- 2. SIGN TYPES; REFERENCE ARCHITECTURAL SITE PLAN AND LOCATION PLAN, A-100.
- 3. SIGNAGE GRAPHICS; SEE A-800 SHEETS.
- 4. SEE S-101 FOR FOUNDATION INFORMATION
- 5. SEE SHEET A-500 FOR BRIDGE RAILING DETAILS

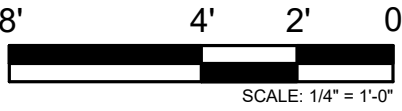


1 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
WEST ELEVATION  
1/4" = 1'-0"

2 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
NORTH ELEVATION  
1/4" = 1'-0"

3 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
SOUTH ELEVATION  
1/4" = 1'-0"

4 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
EAST ELEVATION  
1/4" = 1'-0"



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| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT



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2024, Muller & Muller, Ltd.

PRIMARY CONSULTANT

SEAL/ SIGNATURE

PRIMARY CONSULTANT:



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TEL: 312-777-2900

DESIGNED: V.WIEGAND

DRAWN: V.WIEGAND

CHECKED: K.KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
  
EXTERIOR ELEVATIONS WEST ELEVATOR TOWER

CAD FILE NUMBER:  
UP-N17.70\_ A-202.dgn

SCALE:  
AS INDICATED

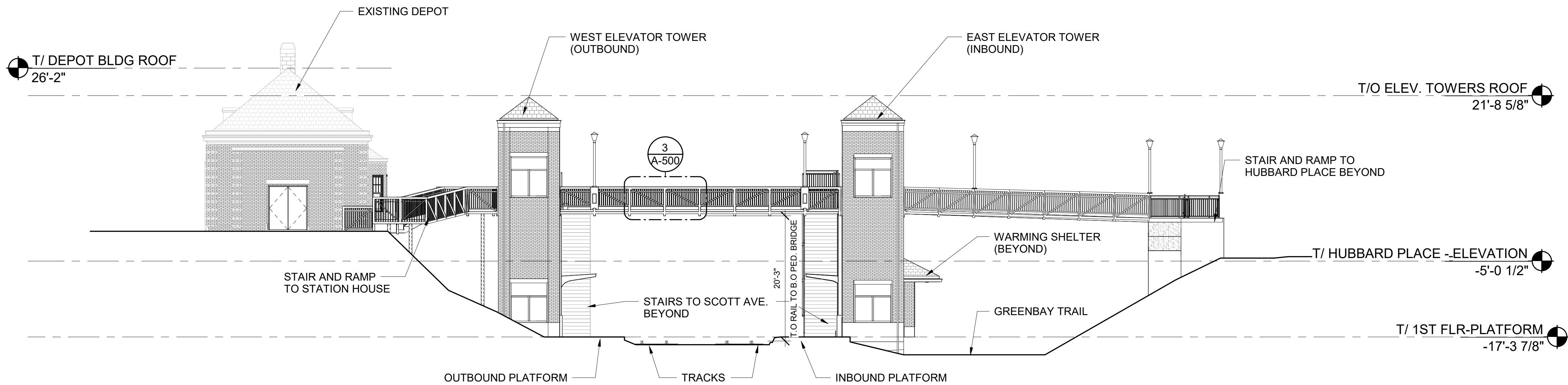
PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

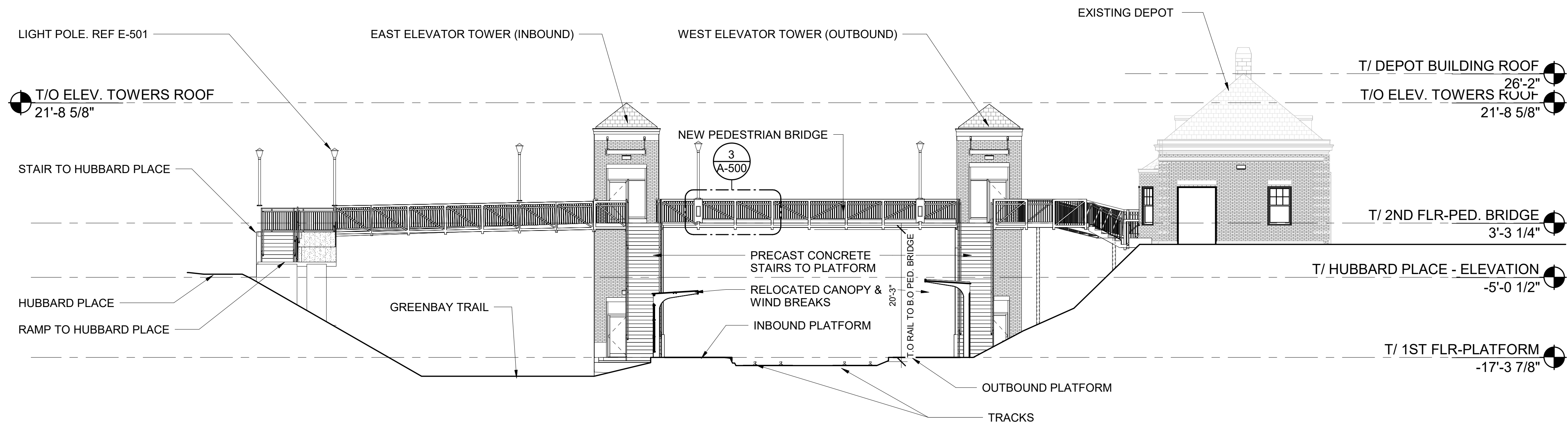
DISTRICT:  
UP-N

SHEET NO.  
A-202

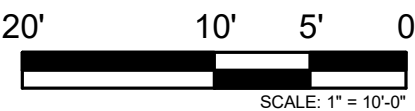




1 SITE SECTION  
1" = 10'-0"



2 SITE SECTION  
1" = 10'-0"



| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
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SUB CONSULTANT



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|           |              |
|-----------|--------------|
| DESIGNED: | V.WIEGAND    |
| DRAWN:    | V.WIEGAND    |
| CHECKED:  | K.KORAB      |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
SITE SECTIONS

CAD FILE NUMBER:  
UP-N17.70\_ A-300.dgn

SCALE:  
AS INDICATED

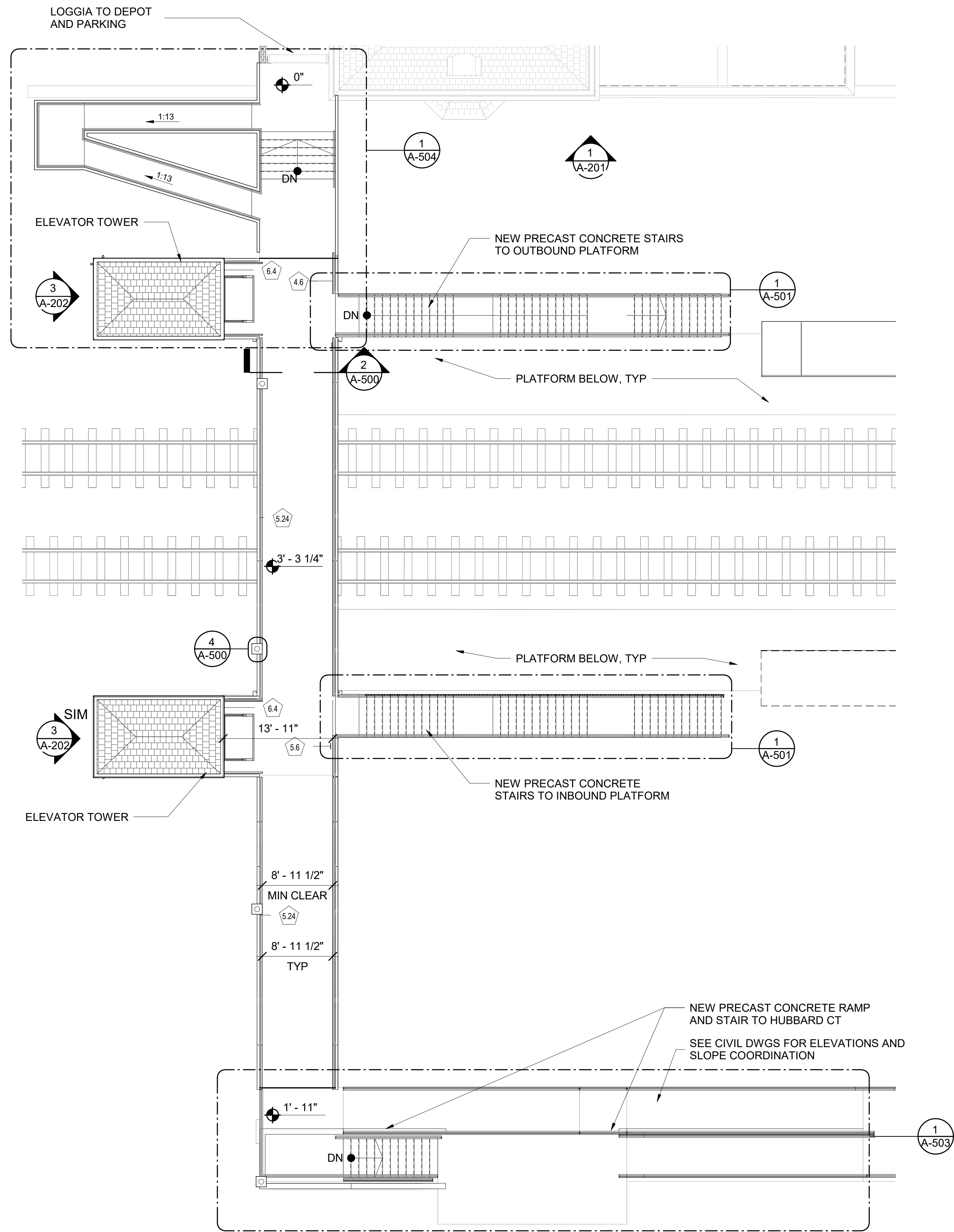
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JP5194

MILE POST NO.  
UP-N17.70

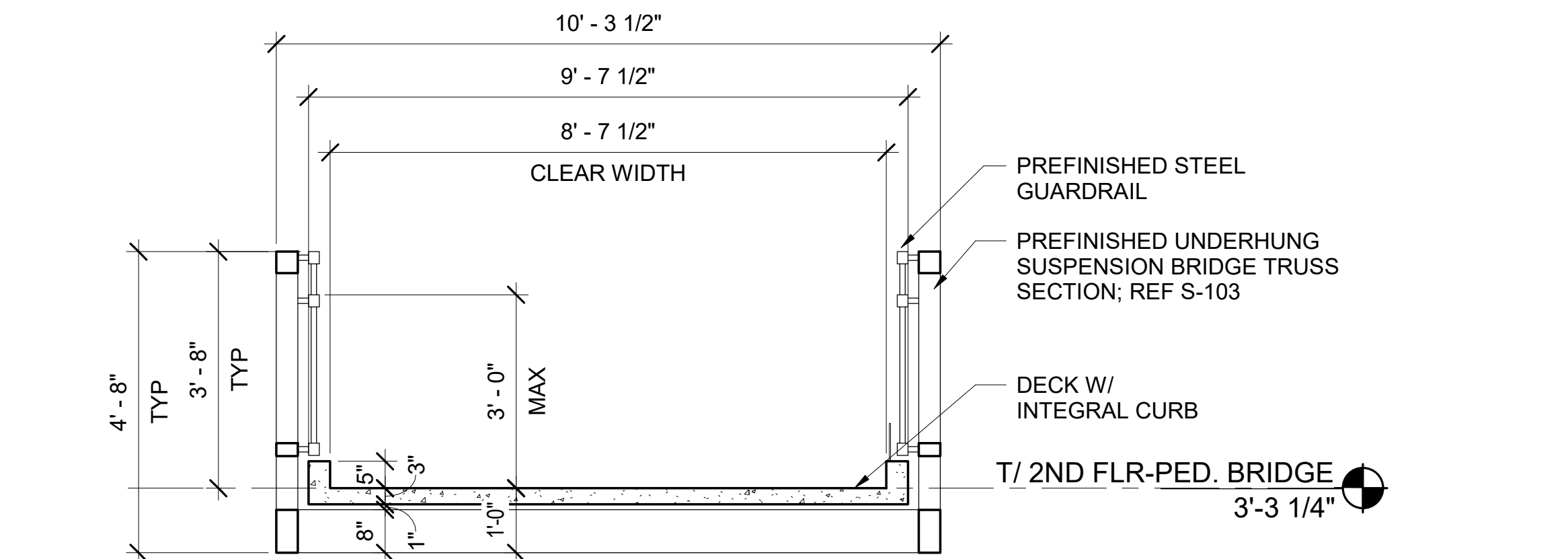
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SHEET NO.  
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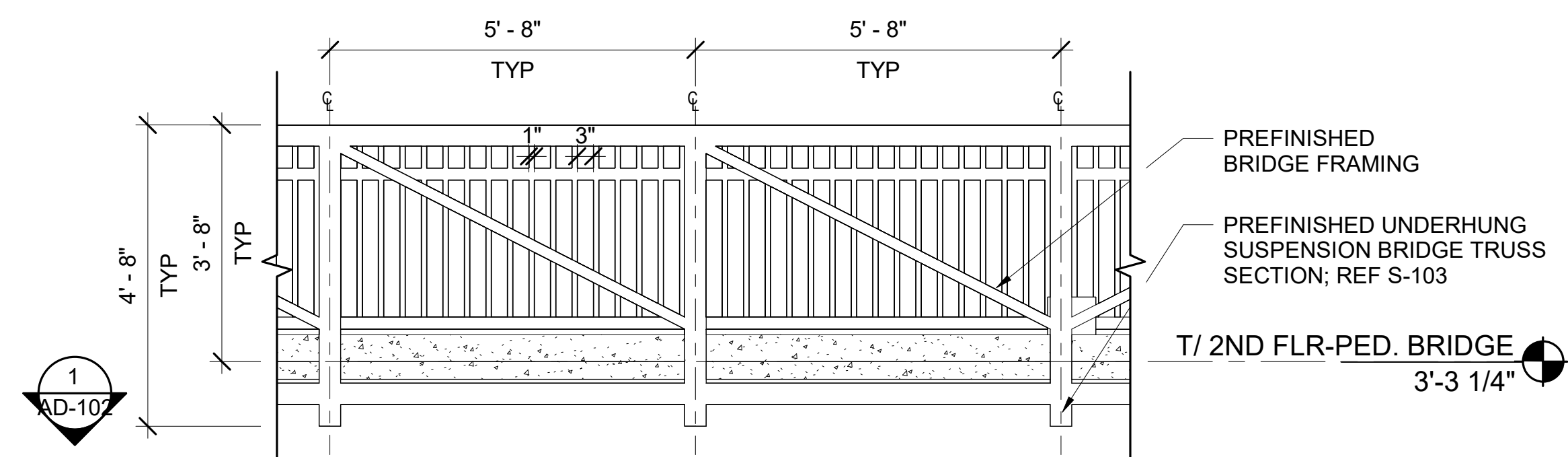




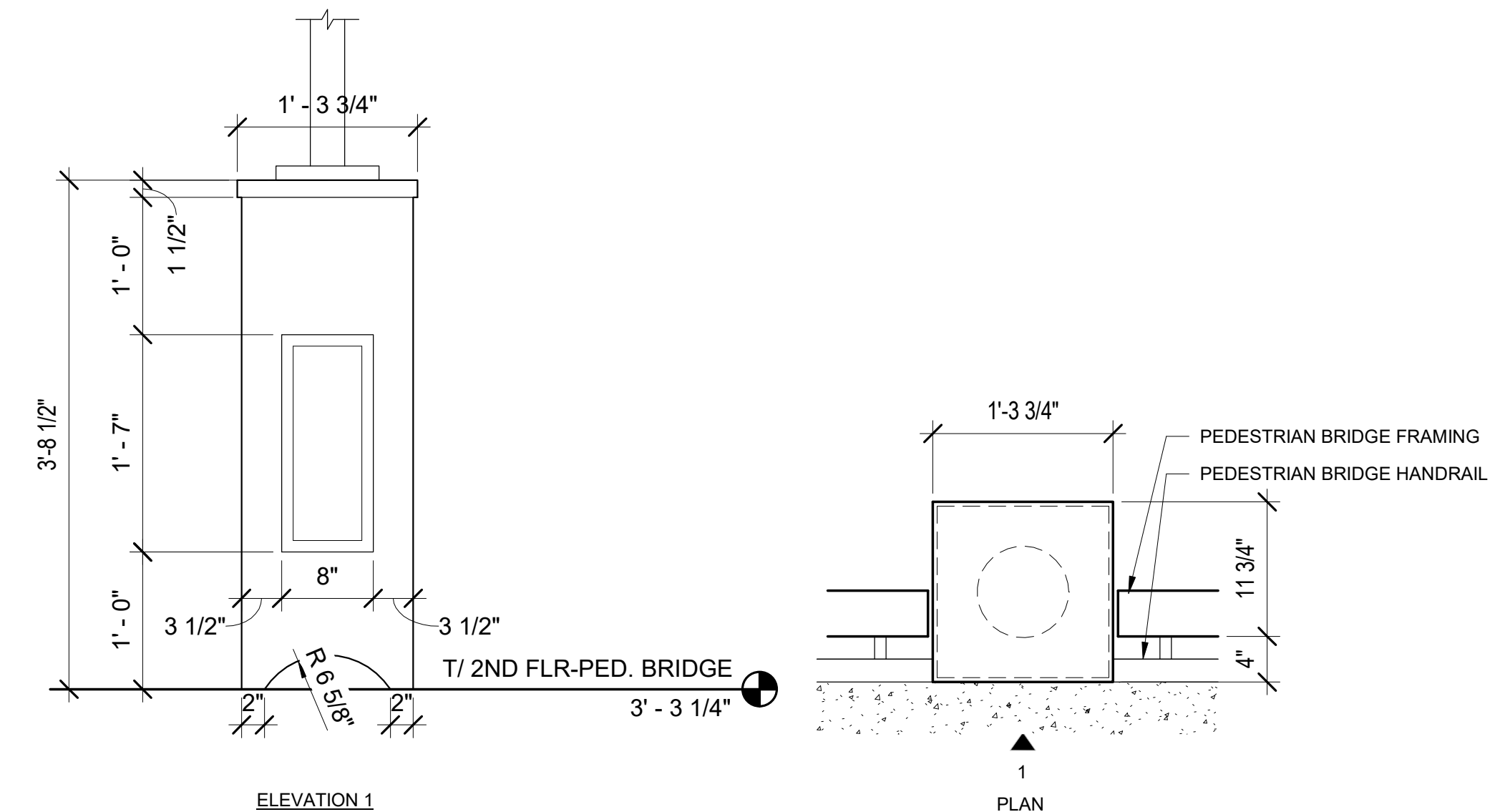
**1 ENLARGED PLAN  
PEDESTRIAN BRIDGE**  
1/8" = 1'-0"



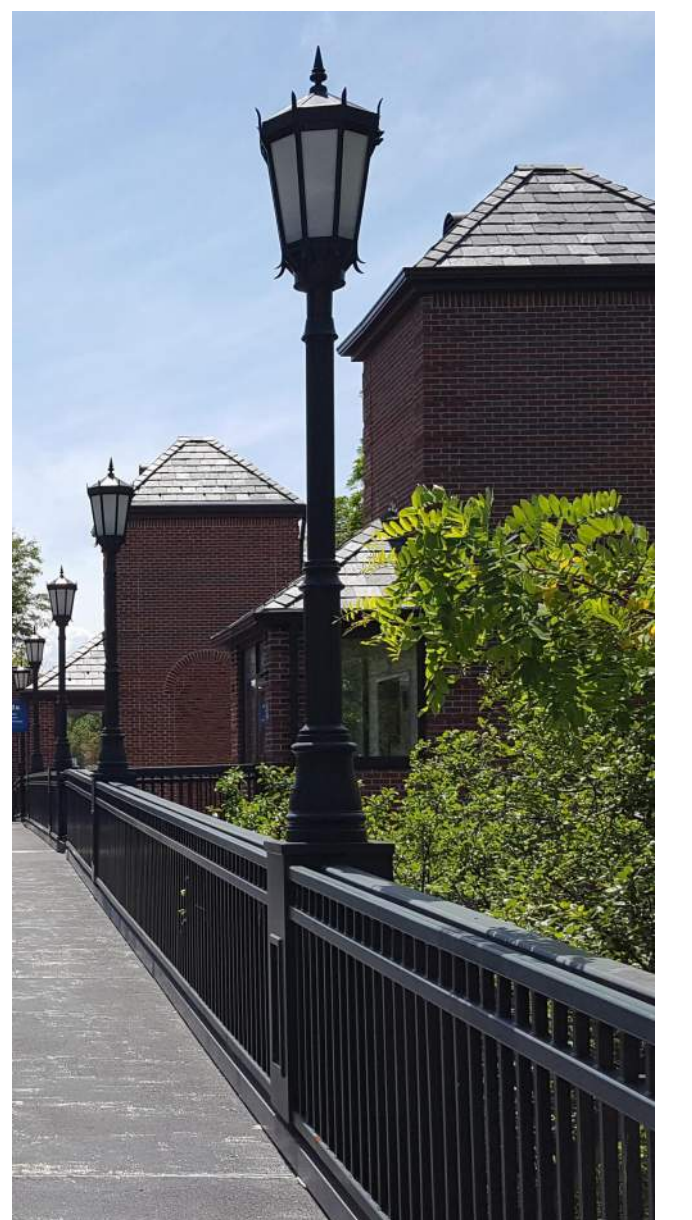
**2 PEDESTRIAN BRIDGE TYPICAL SECTION**  
1/2" = 1'-0"



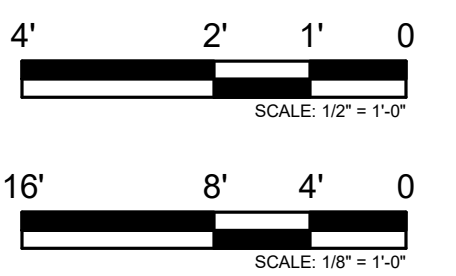
**3 PEDESTRIAN BRIDGE TYPICAL RAILING ELEVATION**  
1/2" = 1'-0"



**4 LAMP POST SUPPORT**  
1" = 1'-0"



LIGHT POST BASE TO MATCH THOSE AT  
WINNETKA STATION PEDESTRIAN BRIDGE



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| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
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|                                                                                      |                                                                     |
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| SUB CONSULTANT                                                                       |                                                                     |
|  | 700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184 |
|                                                                                      | 2024, Muller & Muller, Ltd.                                         |

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|---------------------------------------|--|
| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |  |
|---------------------------------------|--|

|                                                                        |  |
|------------------------------------------------------------------------|--|
| PRIMARY CONSULTANT:                                                    |  |
| <b>TYLin</b>                                                           |  |
| 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |  |

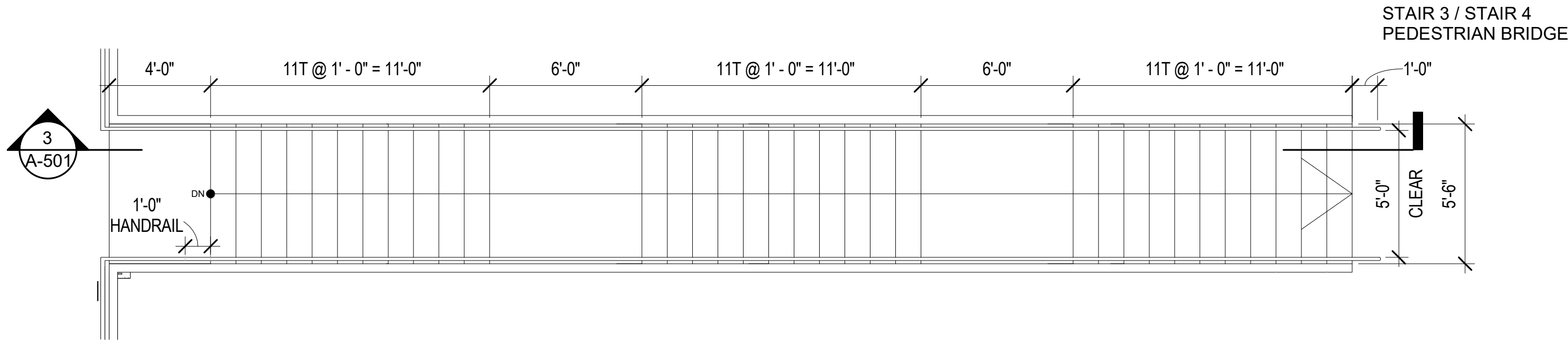
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|------------------------|--|
| DESIGNED: V. WIEGAND   |  |
| DRAWN: V. WIEGAND      |  |
| CHECKED: K. KORAB      |  |
| METRA PM: R. BASARIRAD |  |
| DATE: 07-15-2024       |  |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
|  |  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661         |  |

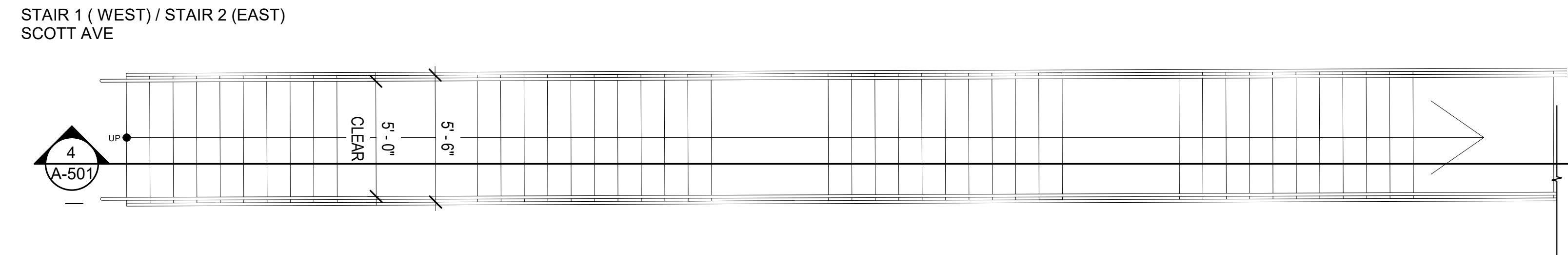
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|-------------------------------------------------------------------------------------------|--|
| LOCATION NAME:<br><b>HUBBARD WOODS STATION</b>                                            |  |
| TITLE:<br><b>ENLARGED PEDESTRIAN BRIDGE PLANS, SECTIONS,<br/>ELEVATIONS &amp; DETAILS</b> |  |

|                                          |                    |
|------------------------------------------|--------------------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-500.dgn | DISTRICT:<br>UP-N  |
| SCALE:<br>AS INDICATED                   | SHEET NO.<br>A-500 |
| PROJECT NO:<br>JP5194                    |                    |
| MILE POST NO.<br>UP-N17.70               |                    |

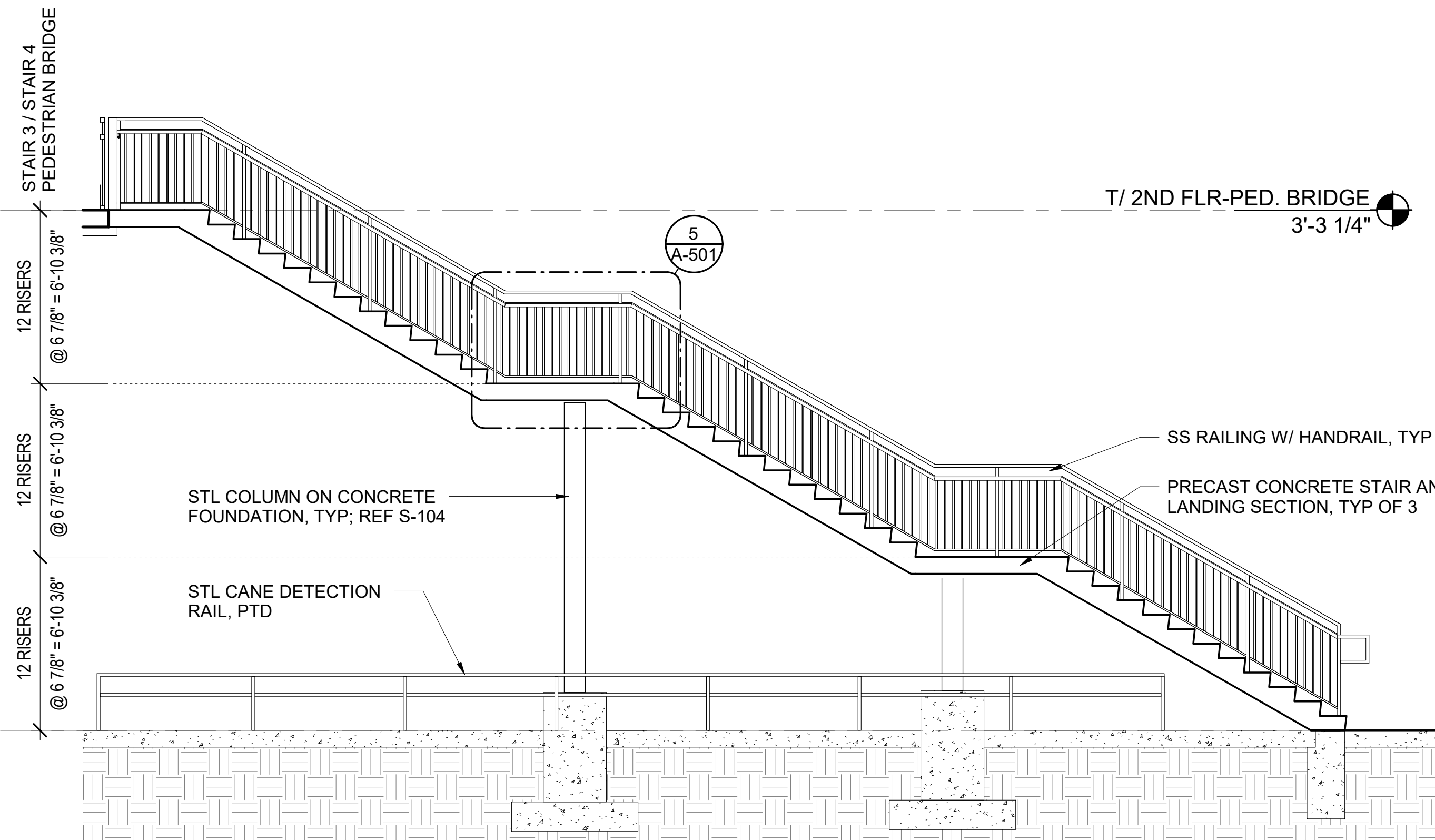




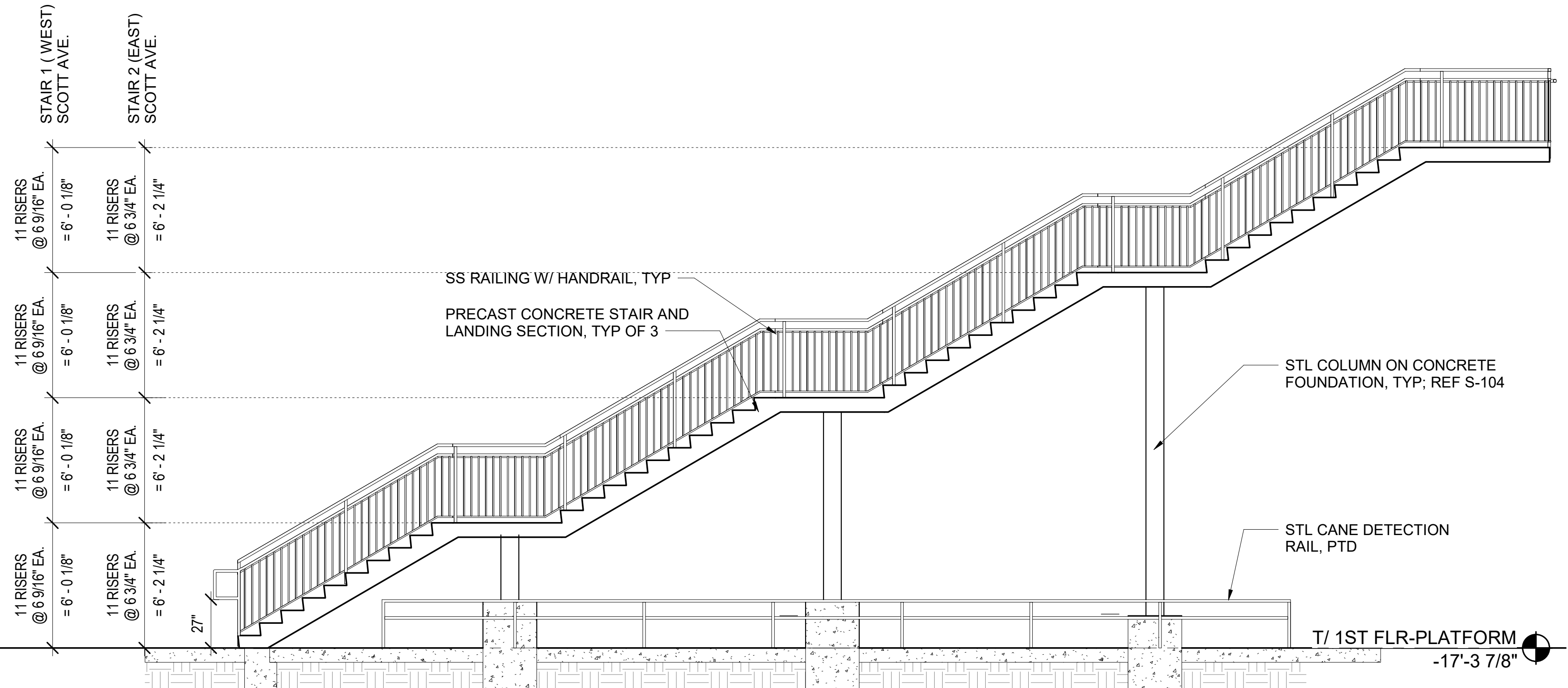
1 PLATFORM STAIRS PLAN  
1/4" = 1'-0"



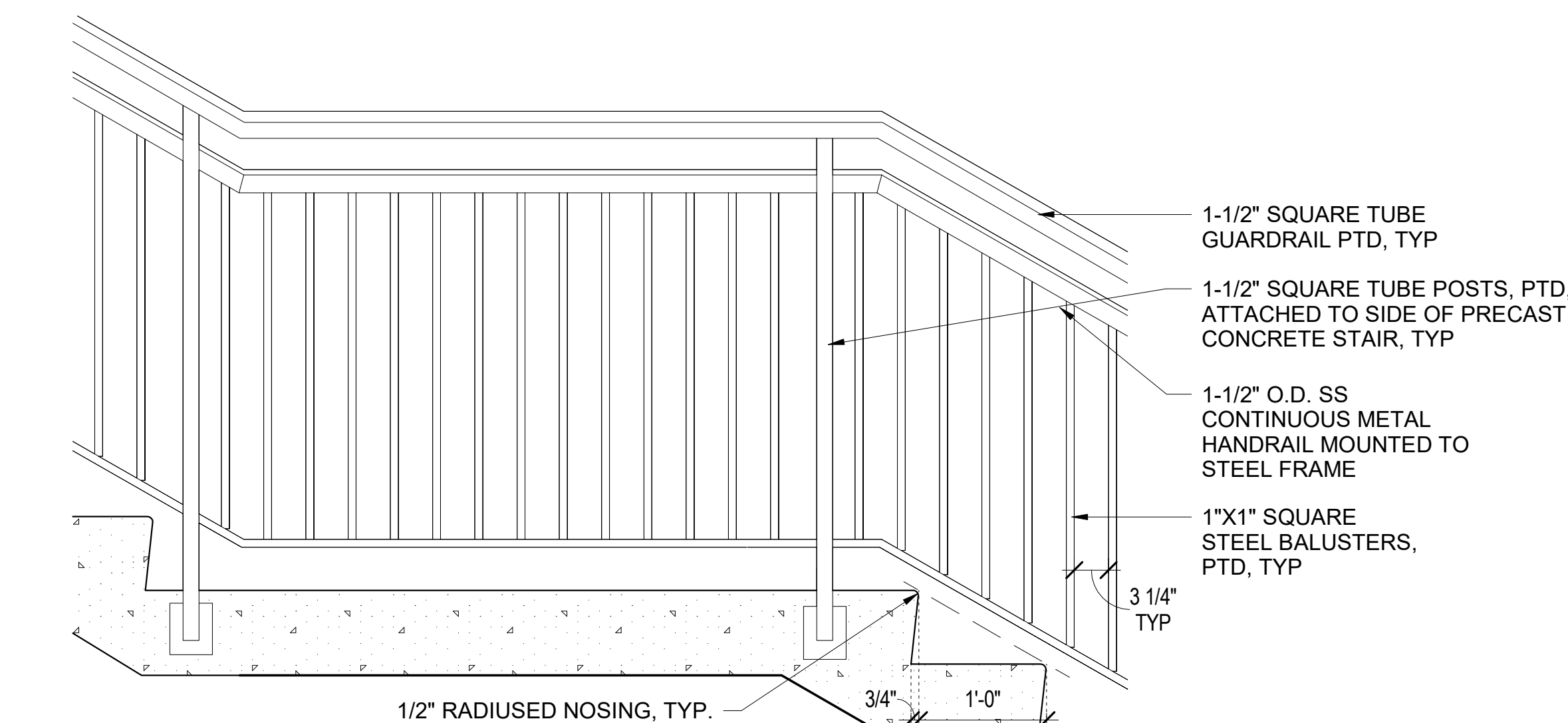
2 SCOTT AVE. STAIRS PLAN  
1/4" = 1'-0"



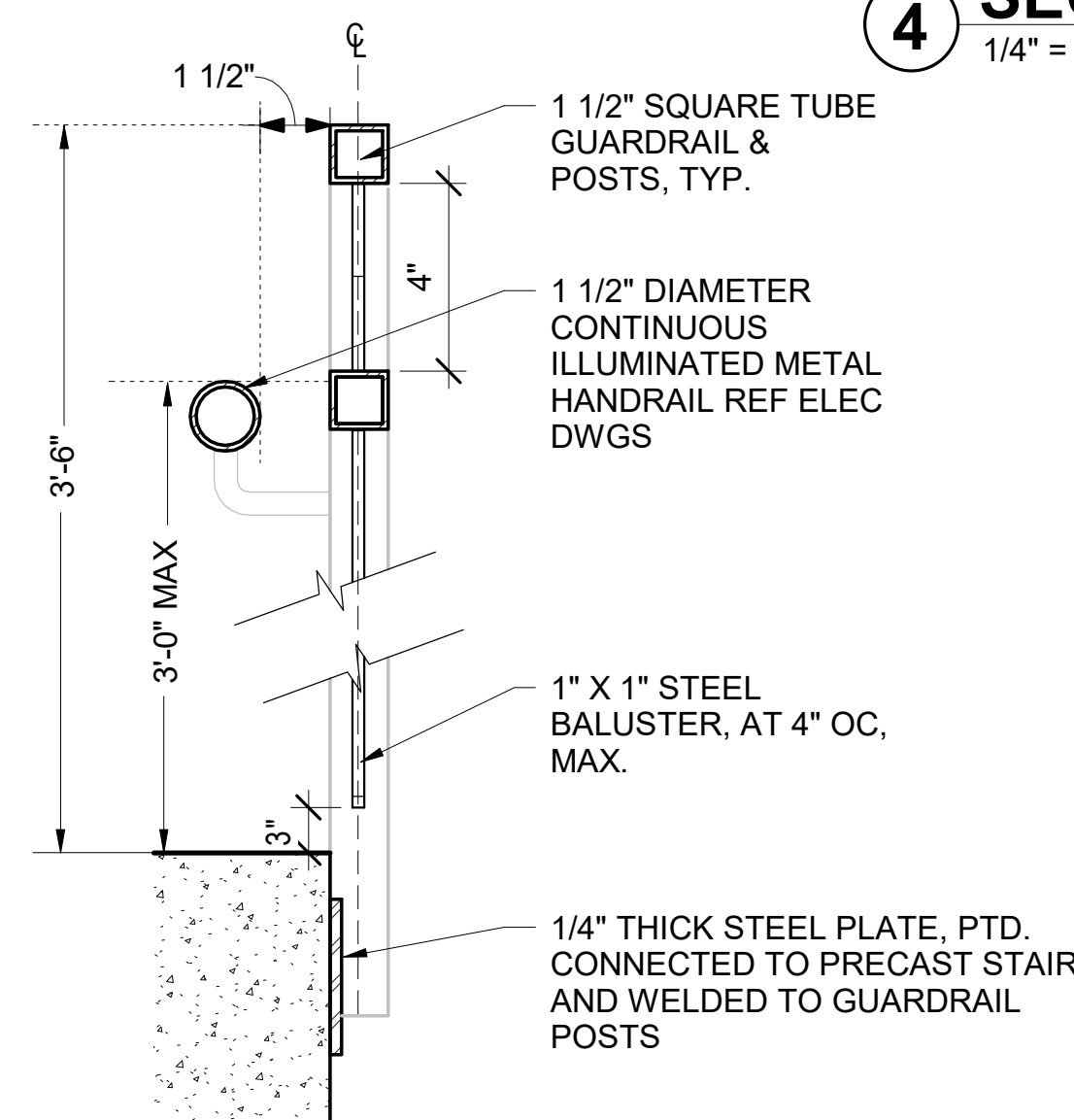
3 SECTION AT PLATFORM TYPICAL STAIR  
1/4" = 1'-0"



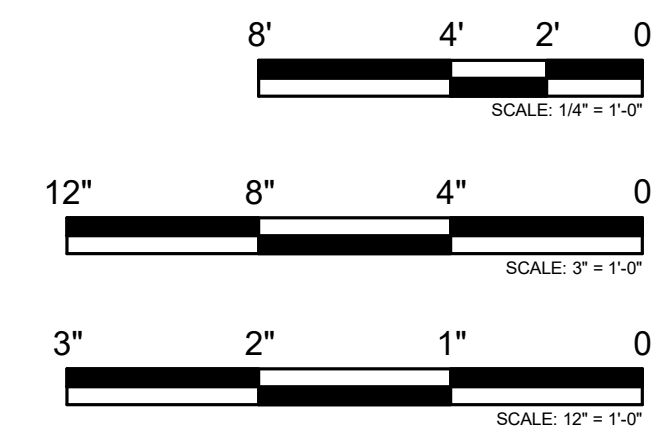
4 SECTION AT SCOTT AVE TYPICAL STAIR  
1/4" = 1'-0"



5 TYPICAL GUARDRAIL ELEVATION  
1" = 1'-0"



6 TYPICAL GUARDRAIL DETAIL @ PLATFORM STAIRS  
3" = 1'-0"



PRINTED ON: 7/12/2024 5:39:00 PM

| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT

**M** 700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184  
MULLER2 2024, Muller & Muller, Ltd.

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT:

**TYLin**  
200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

DESIGNED: V. WIEGAND  
DRAWN: V. WIEGAND  
CHECKED: K. KORAB  
METRA PM: R. BASARIRAD  
DATE: 07-15-2024

**Metra**  
ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
**HUBBARD WOODS STATION**

TITLE:  
**ENLARGED STAIR PLANS, SECTIONS & DETAILS**

CAD FILE NUMBER:  
UP-N17.70\_A-501.dgn

SCALE:  
AS INDICATED

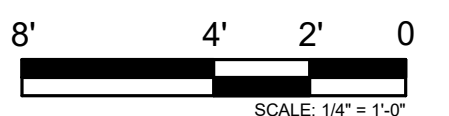
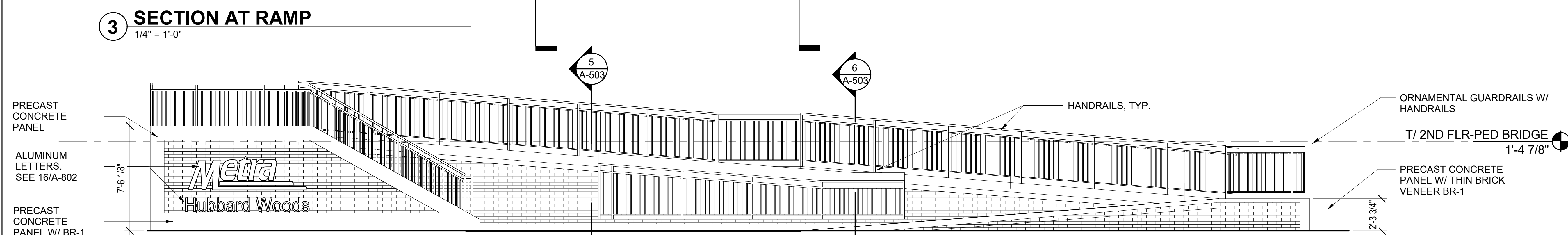
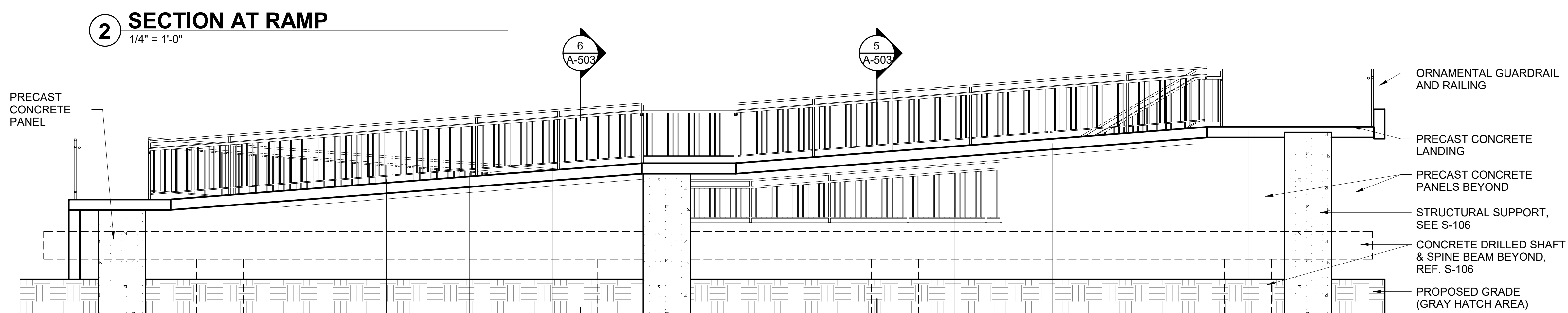
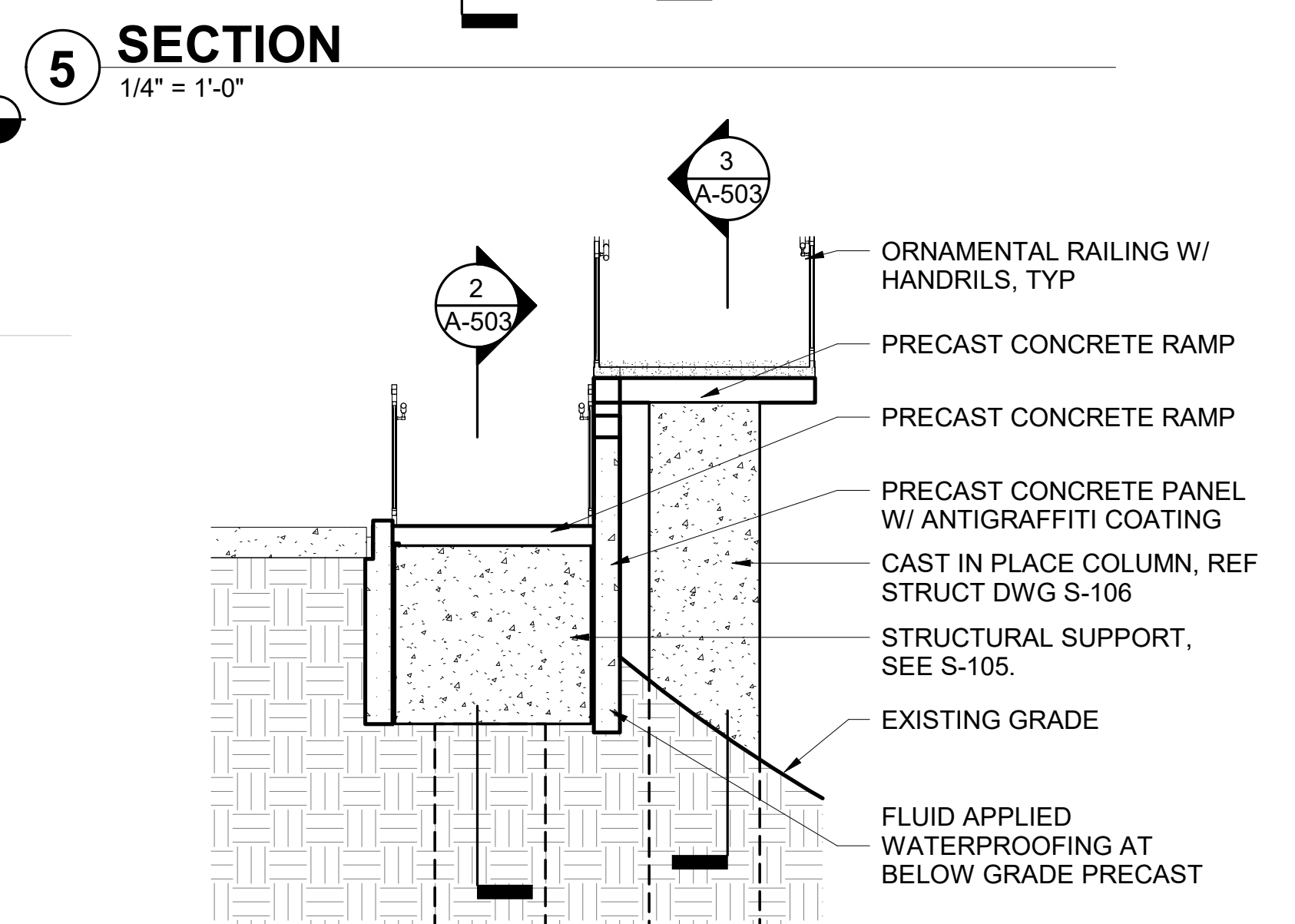
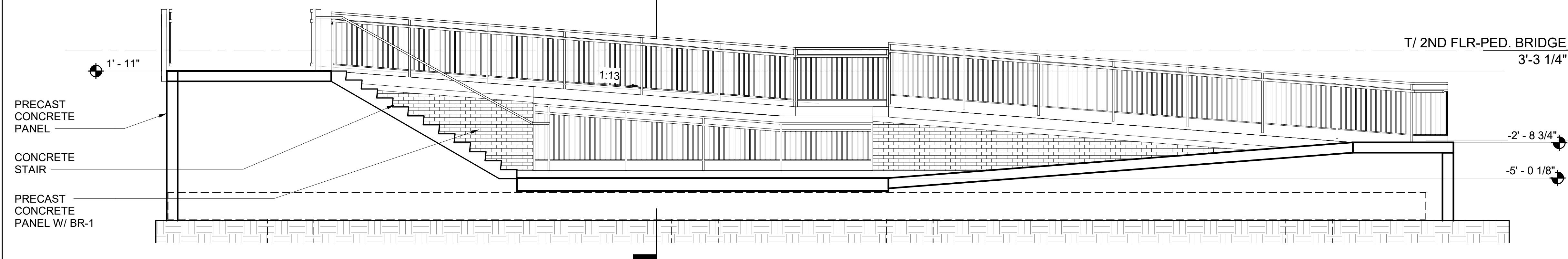
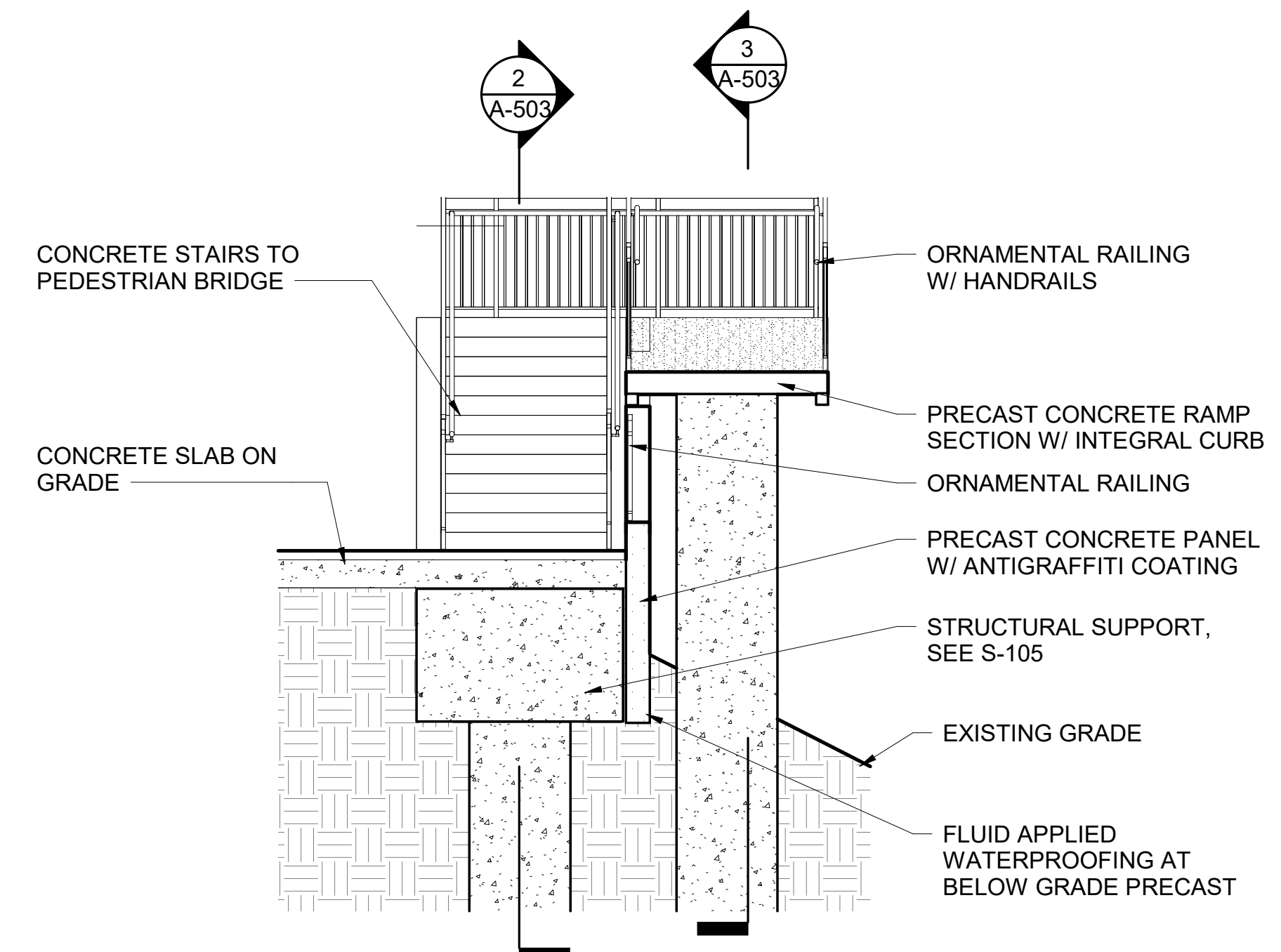
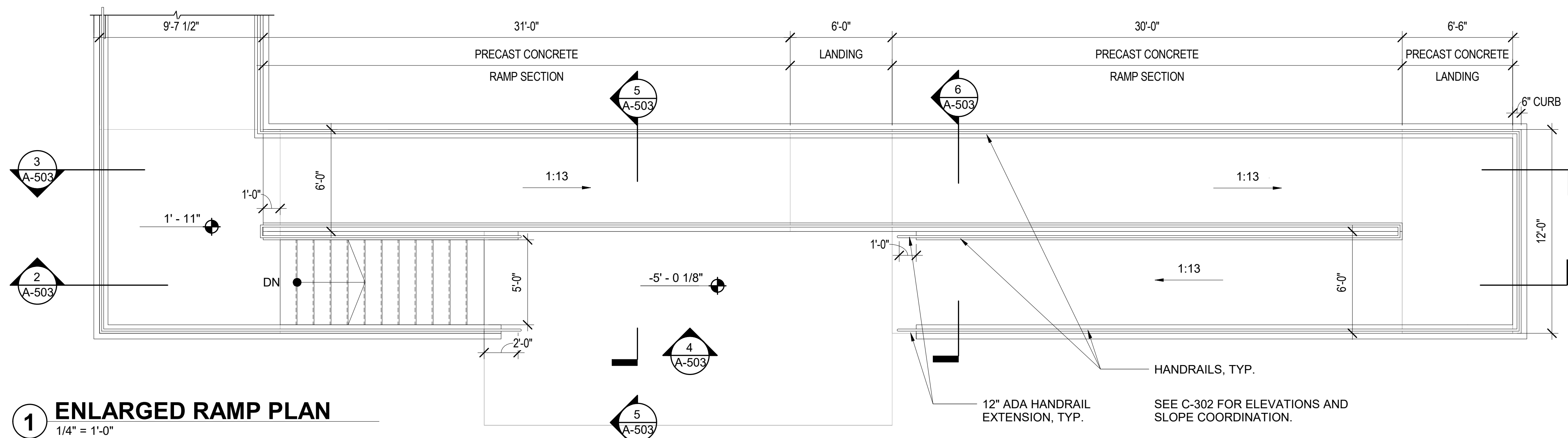
PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

DISTRICT:  
UP-N

SHEET NO.  
**A-501**





MAIL BOX 4307/21 110 931 NINJA

[illegible]

SUB CONSULTANT



700 N Sangamon  
Chicago, IL 60642

t 312.432.4180  
f 312.432.4184

2024, Muller & Muller, Ltd.

|                                               |
|-----------------------------------------------|
| <p>PRIMARY CONSULTANT<br/>SEAL/ SIGNATURE</p> |
|-----------------------------------------------|

PRIMARY CONSULTANT:

**TYLin**

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CHICAGO, IL 60606  
TEL: 312-777-2900

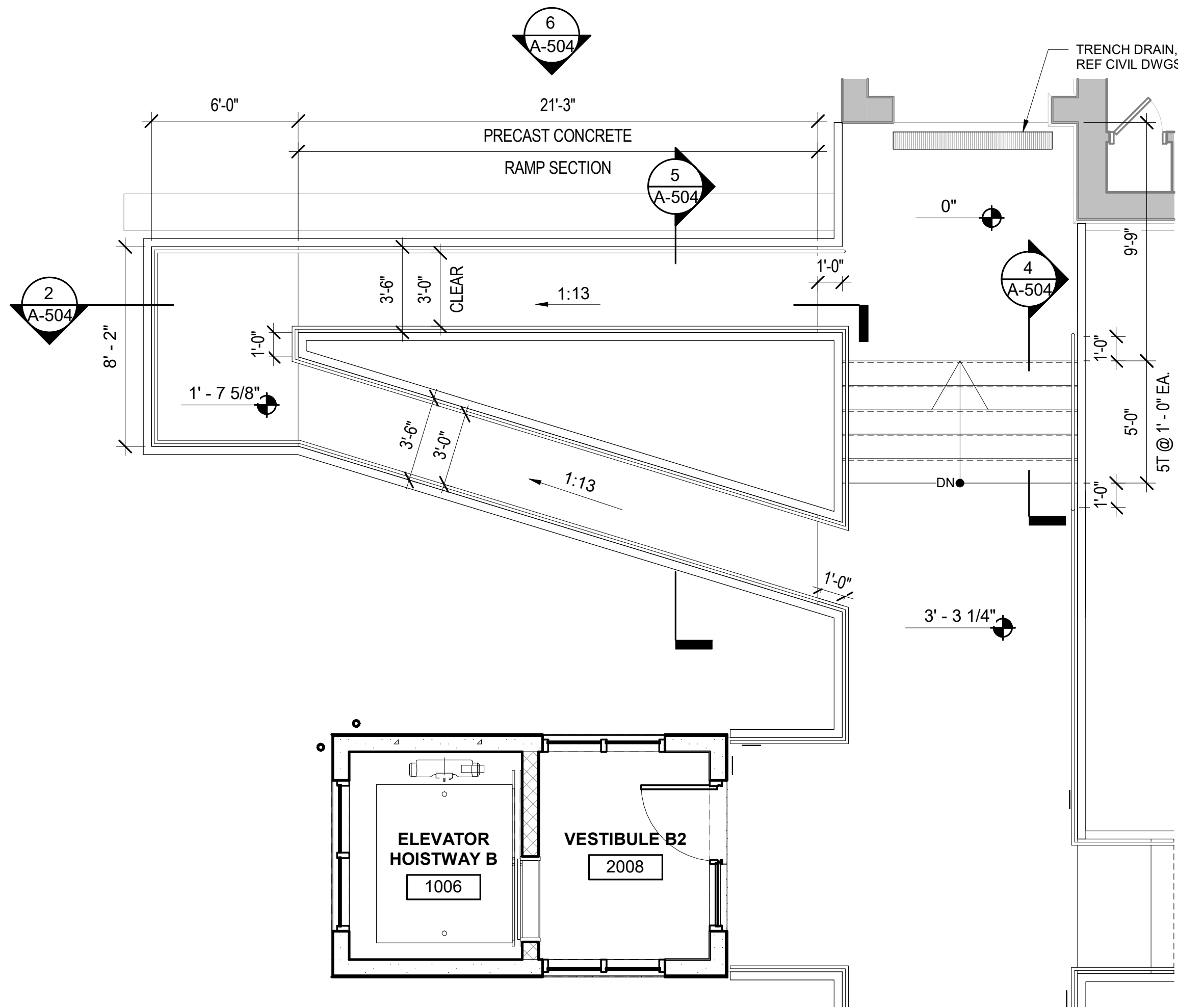
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|-----------|--------------|
| DESIGNED: | V. WIEGAND   |
| DRAWN:    | V. WIEGAND   |
| CHECKED:  | K. KORAB     |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |

**Metra**  
ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

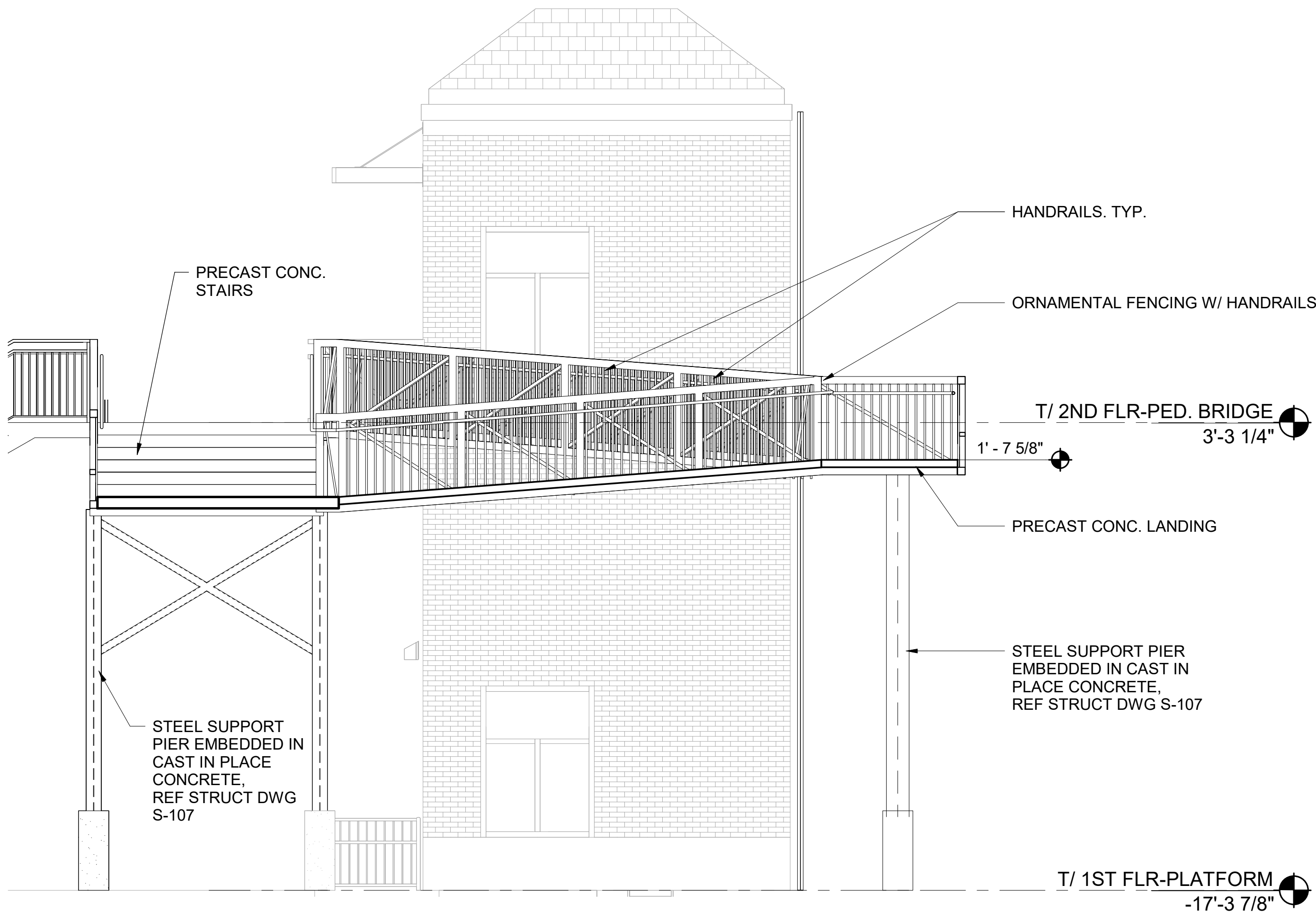
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|----------------|---------------------------------------------------|
| LOCATION NAME: | <b>HUBBARD WOODS STATION</b>                      |
| TITLE:         | <b>ENLARGED RAMP PLAN, SECTIONS &amp; DETAILS</b> |

|                                          |                   |       |
|------------------------------------------|-------------------|-------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-503.dgn |                   |       |
| SCALE:<br>AS INDICATED                   | DISTRICT:<br>UP-N | A-503 |
| PROJECT NO:<br>JP5194                    | SHEET NO.         |       |
| MILE POST NO.<br>UP-N17.70               |                   |       |

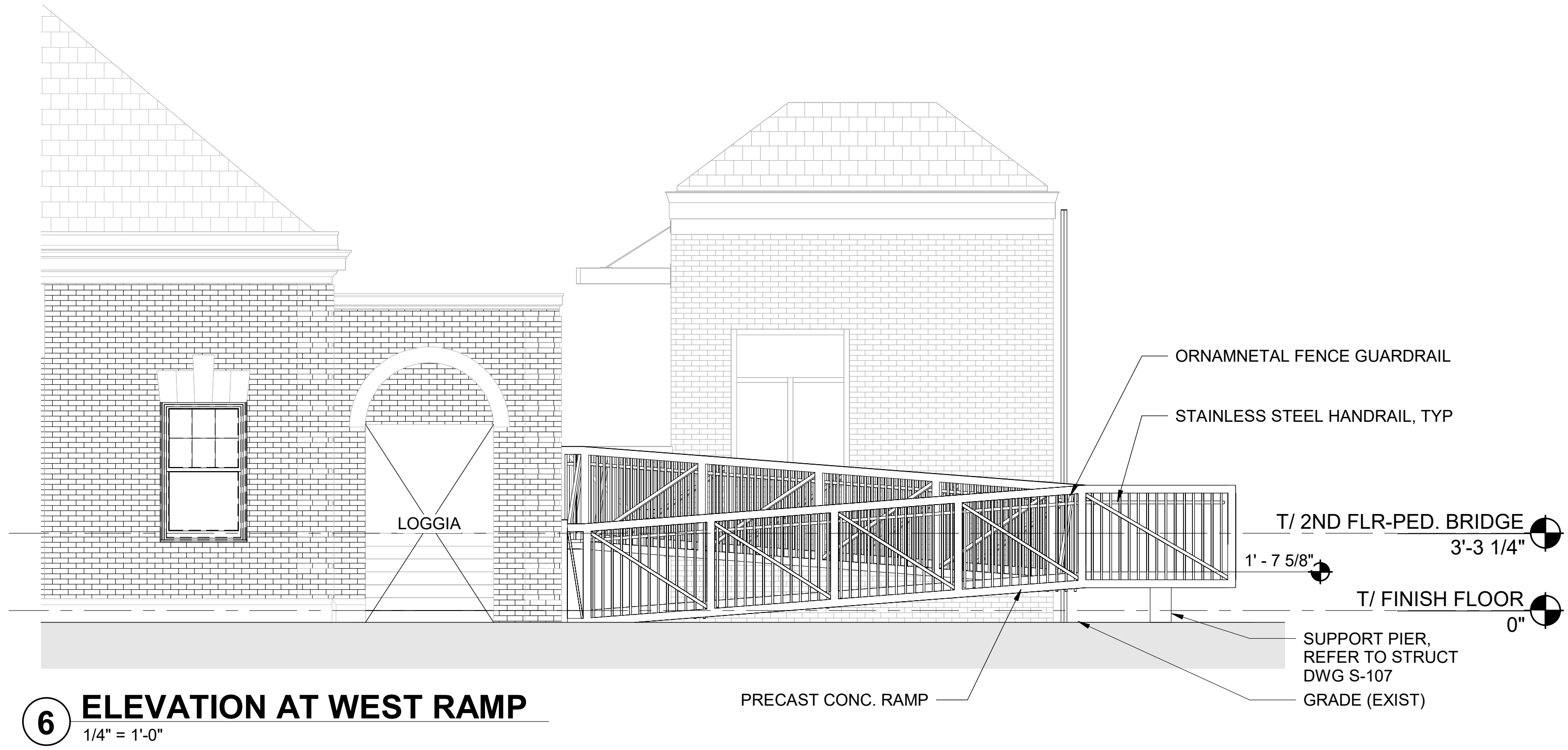




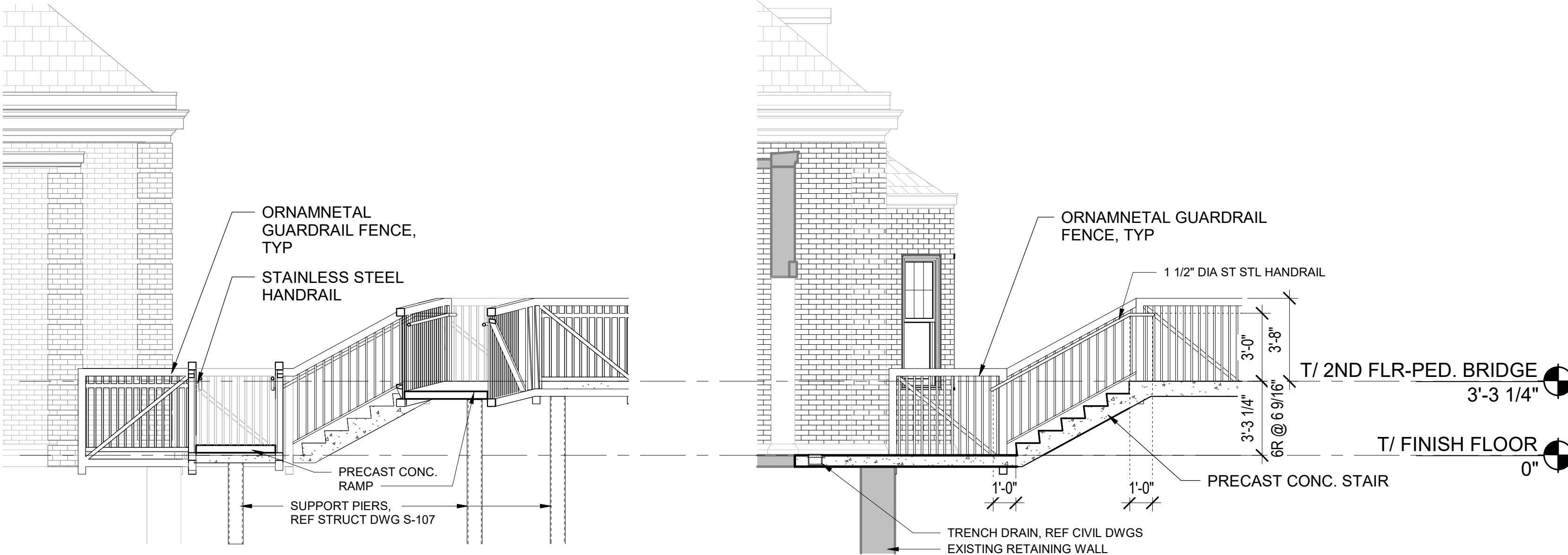
1 ENLARGED WEST RAMP PLAN  
1/4" = 1'-0"



2 SECTION AT WEST RAMP  
1/4" = 1'-0"

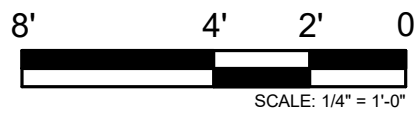


6 ELEVATION AT WEST RAMP  
1/4" = 1'-0"



5 SECTION THROUGH WEST RAMP  
1/4" = 1'-0"

4 SECTION THROUGH WEST STAIR  
1/4" = 1'-0"



PRINTED ON: 7/12/2024 5:39:03 PM

| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT

**MULLER2**

700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184  
2024, Muller & Muller, Ltd.

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT:

**TYLin**

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CHICAGO, IL 60606  
TEL: 312-777-2900

|           |              |
|-----------|--------------|
| DESIGNED: | V. WIEGAND   |
| DRAWN:    | V. WIEGAND   |
| CHECKED:  | K. KORAB     |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |

**Metra**

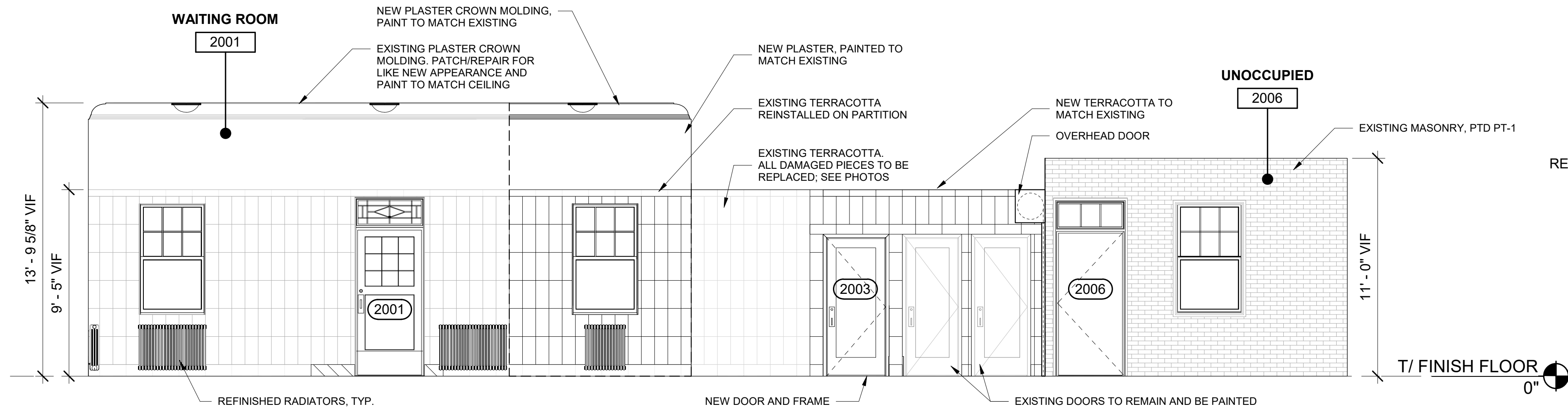
ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
**HUBBARD WOODS STATION**

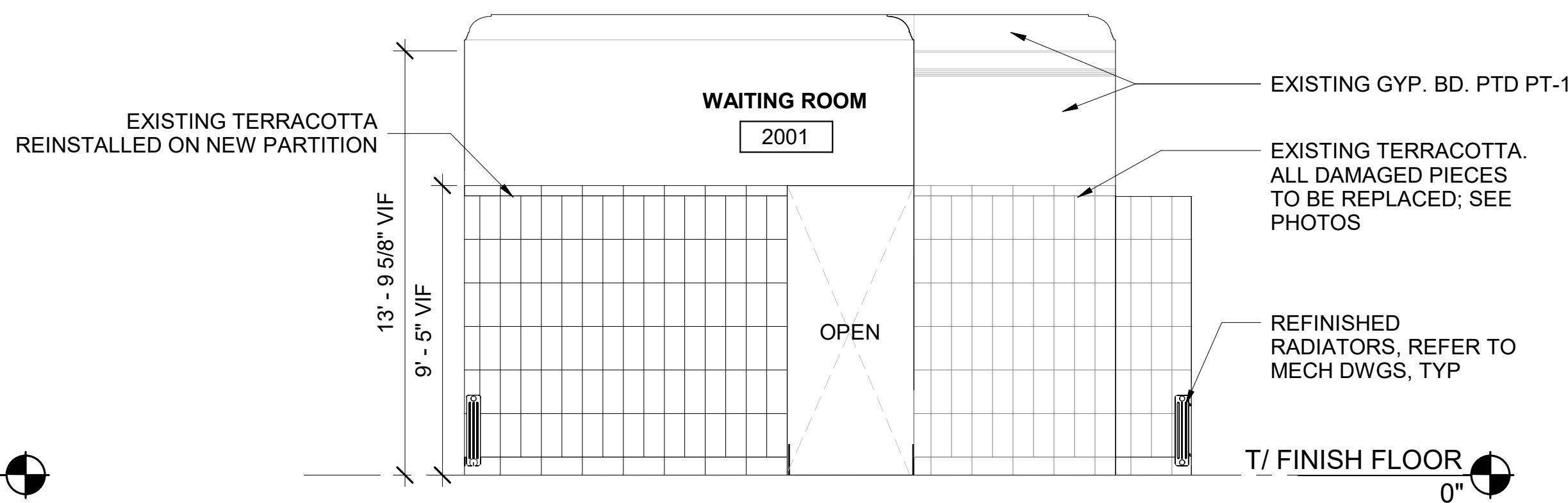
TITLE:  
**ENLARGED RAMP PLAN, SECTIONS & DETAILS**

|                                          |                    |
|------------------------------------------|--------------------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-504.dgn | DISTRICT:<br>UP-N  |
| SCALE:<br>AS INDICATED                   | SHEET NO.<br>A-504 |
| PROJECT NO:<br>JP5194                    |                    |
| MILE POST NO.<br>UP-N17.70               |                    |

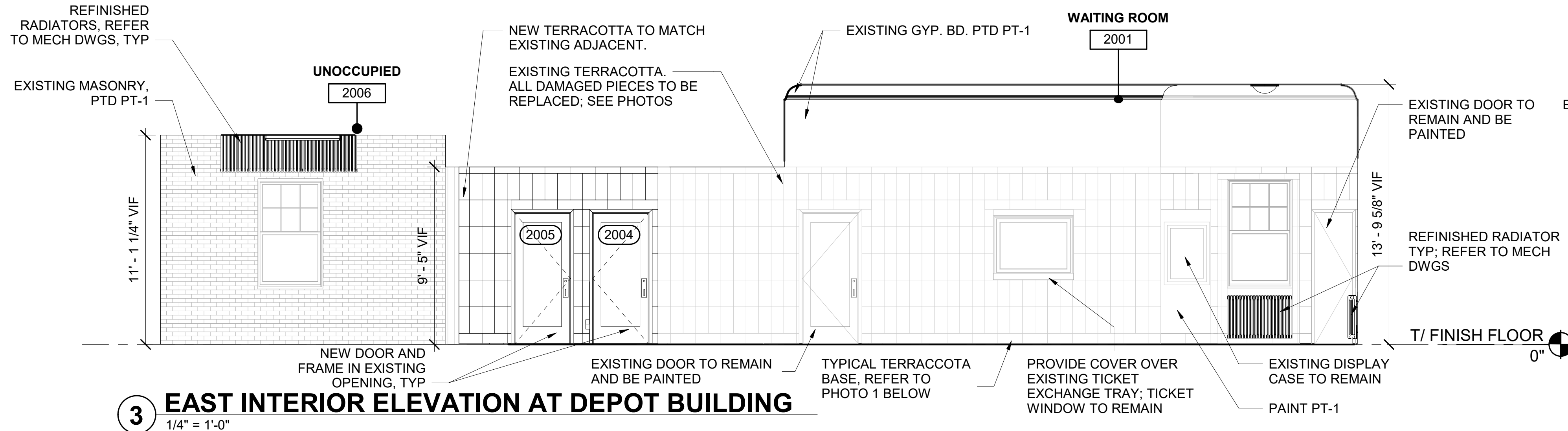




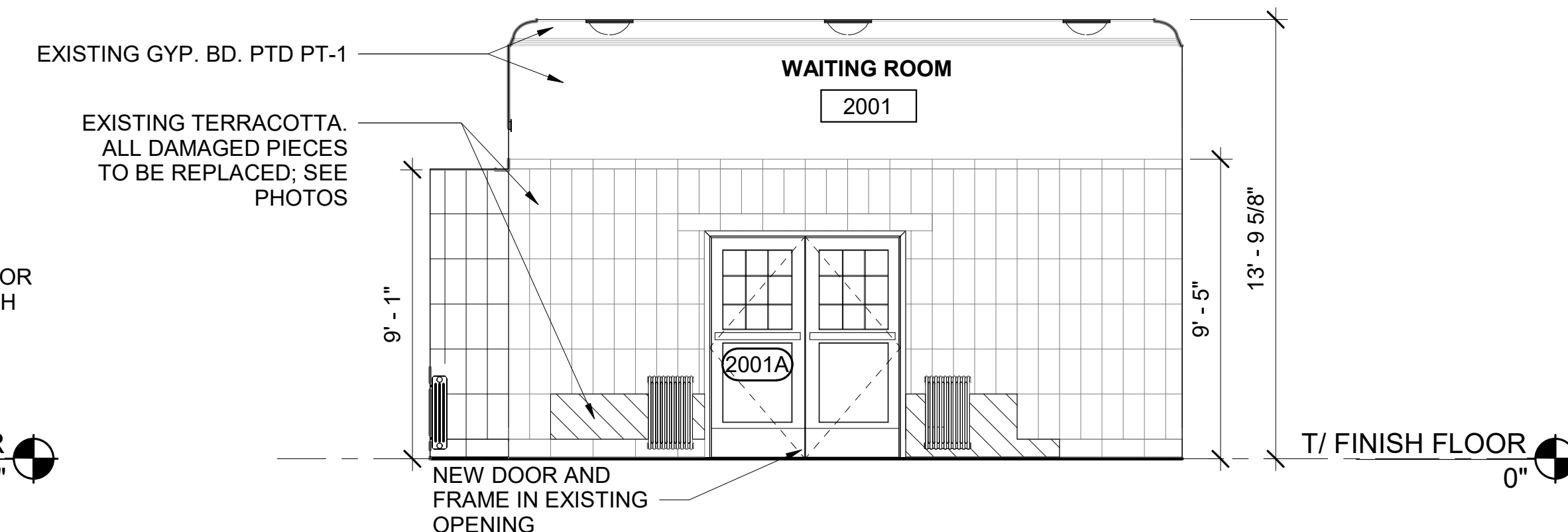
1 WEST INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"



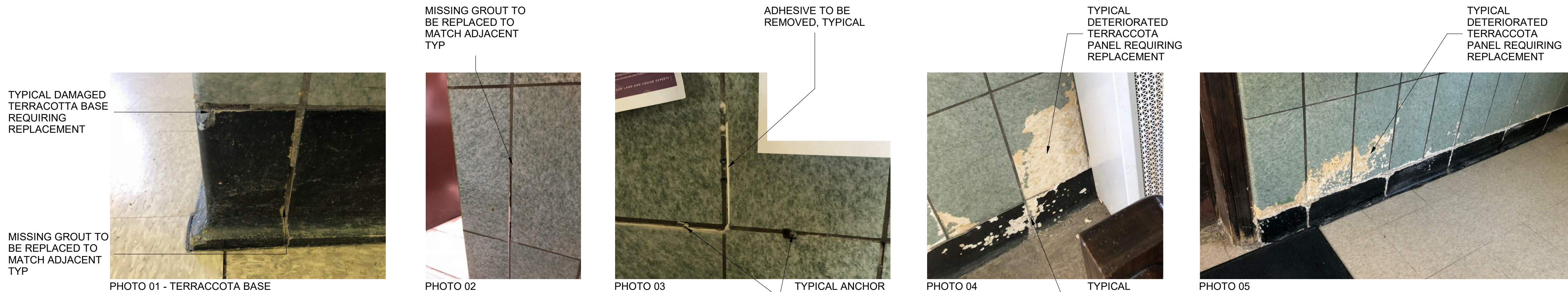
2 NORTH INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"



3 EAST INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"

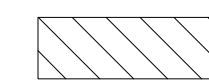


4 SOUTH INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"



5 DAMAGED TERRACOTTA PHOTOS  
1/4" = 1'-0"

## LEGEND

 TERRACOTTA REQUIRING REPLACEMENT AND/OR REPAIR

## GENERAL NOTES

1. MATERIAL FINISH LEGEND, SEE SHEET A-700.
2. DOOR SCHEDULE, SEE SHEET A-600.
3. REFER TO SHEET A-605 FOR PARTITION TYPES AND DETAILS



| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SUB CONSULTANT                                                                                                                                                                             |
| <br>700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184<br>2024, Muller & Muller, Ltd. |

|                                       |
|---------------------------------------|
| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |
|---------------------------------------|

|                                                                                        |
|----------------------------------------------------------------------------------------|
| PRIMARY CONSULTANT:                                                                    |
| <b>TYLin</b><br>200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |

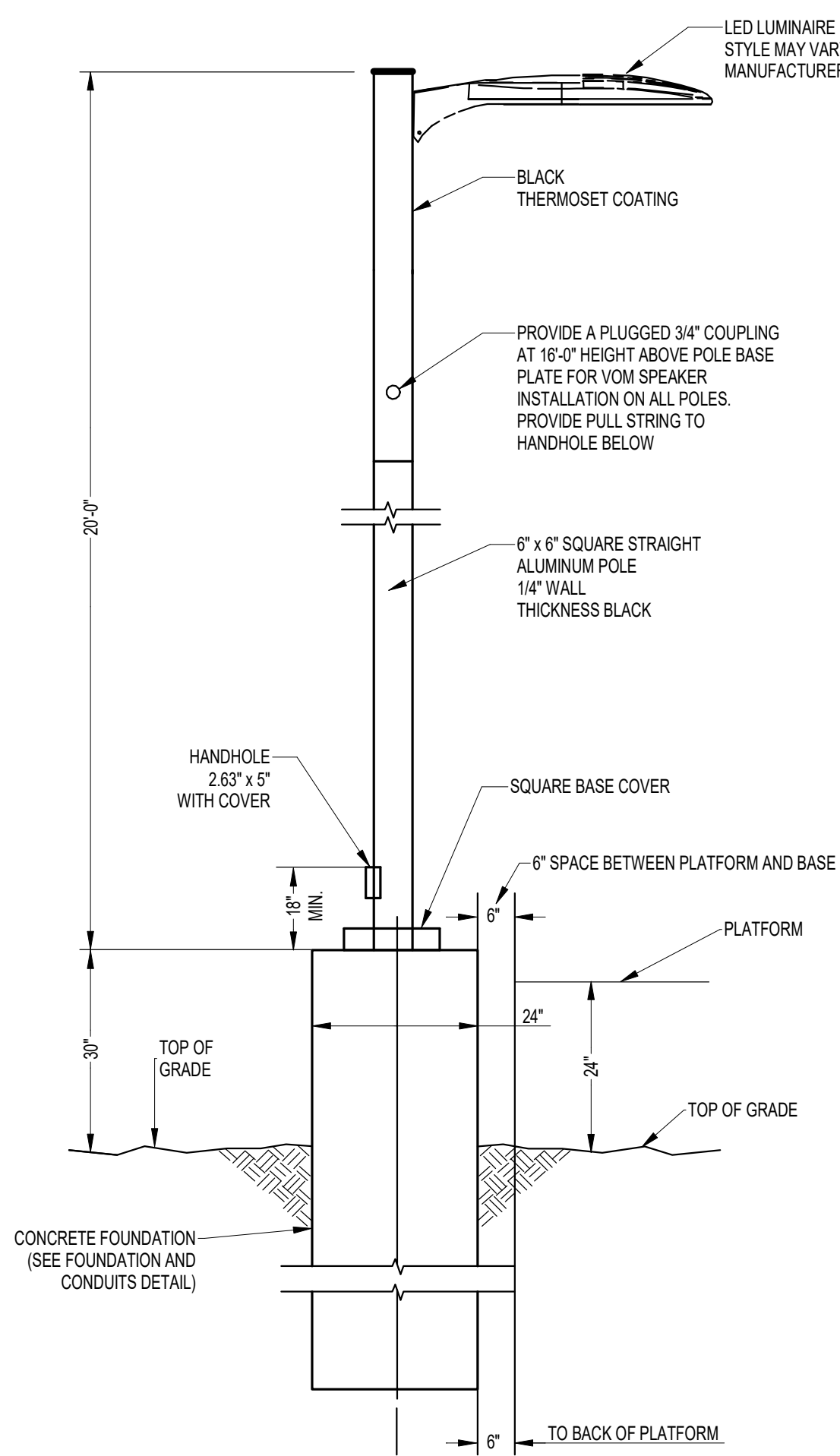
|                        |
|------------------------|
| DESIGNED: V. WIEGAND   |
| DRAWN: V. WIEGAND      |
| CHECKED: K. KORAB      |
| METRA PM: R. BASARIRAD |
| DATE: 07-15-2024       |

|                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <br>ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

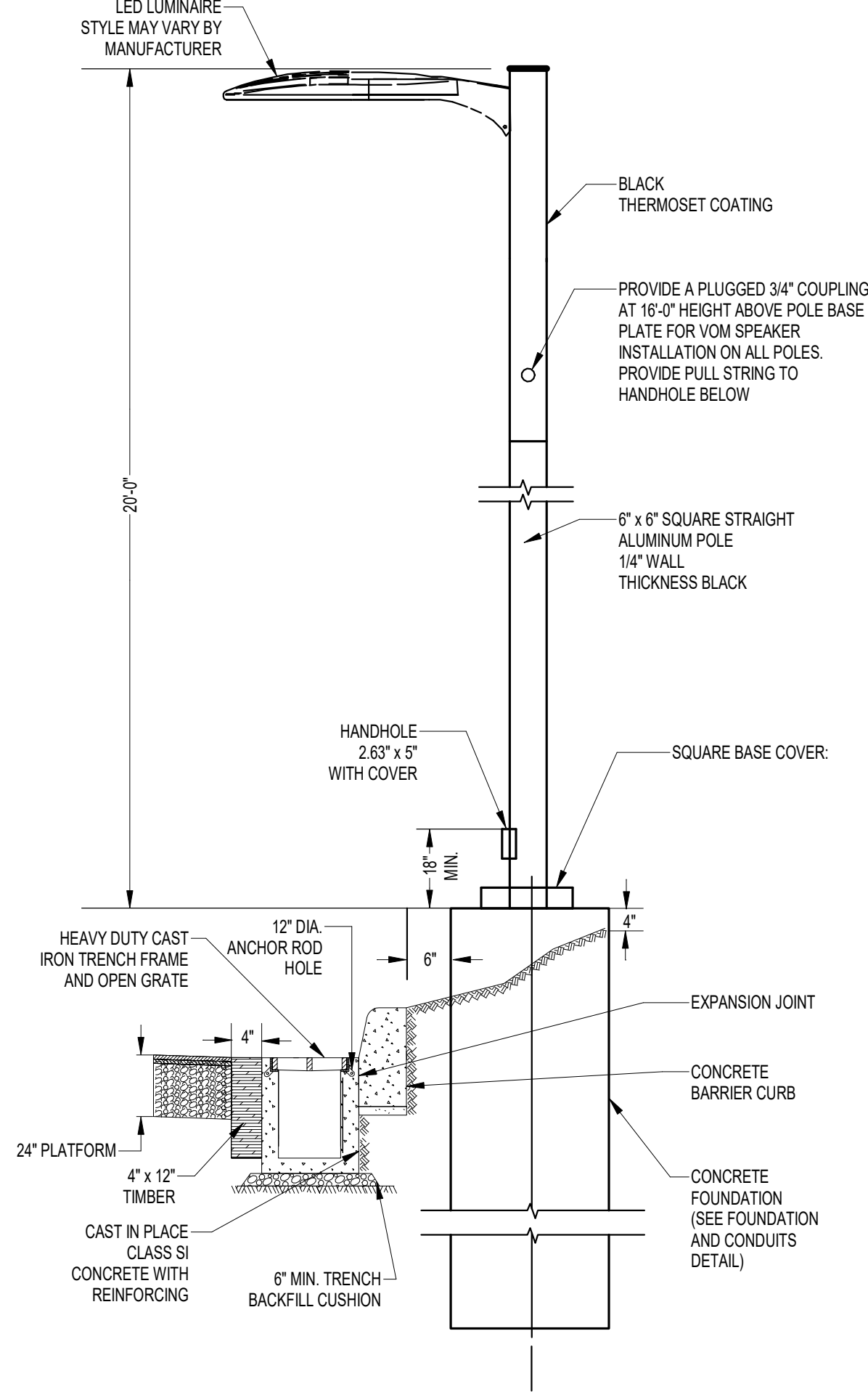
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|------------------------------------------------|
| LOCATION NAME:<br><b>HUBBARD WOODS STATION</b> |
| TITLE:<br><b>INTERIOR ELEVATIONS DEPOT</b>     |

|                                          |                    |
|------------------------------------------|--------------------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-505.dgn | DISTRICT:<br>UP-N  |
| SCALE:<br>AS INDICATED                   | SHEET NO.<br>A-505 |
| PROJECT NO:<br>JP5194                    |                    |
| MILE POST NO.<br>UP-N17.70               |                    |

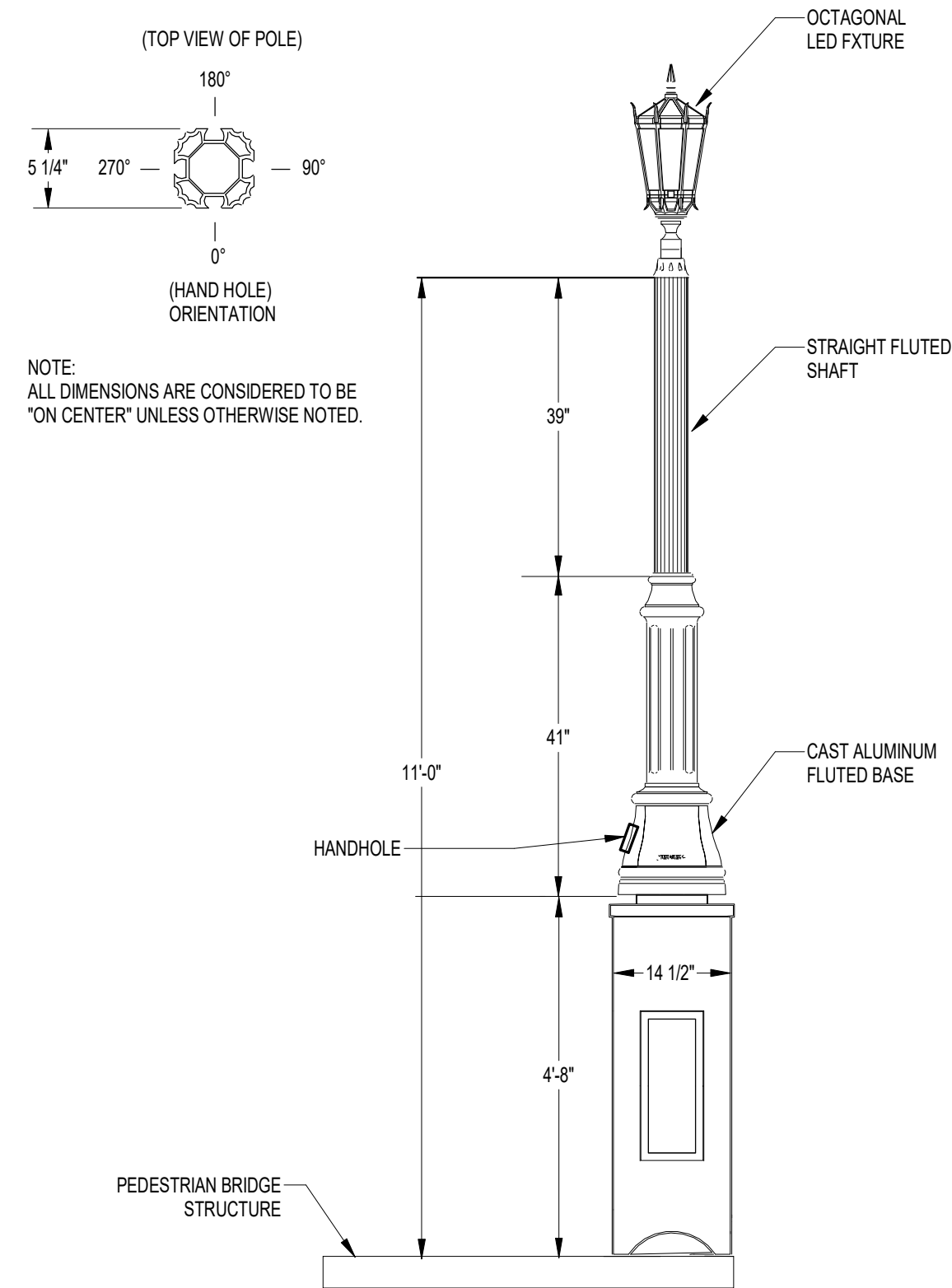




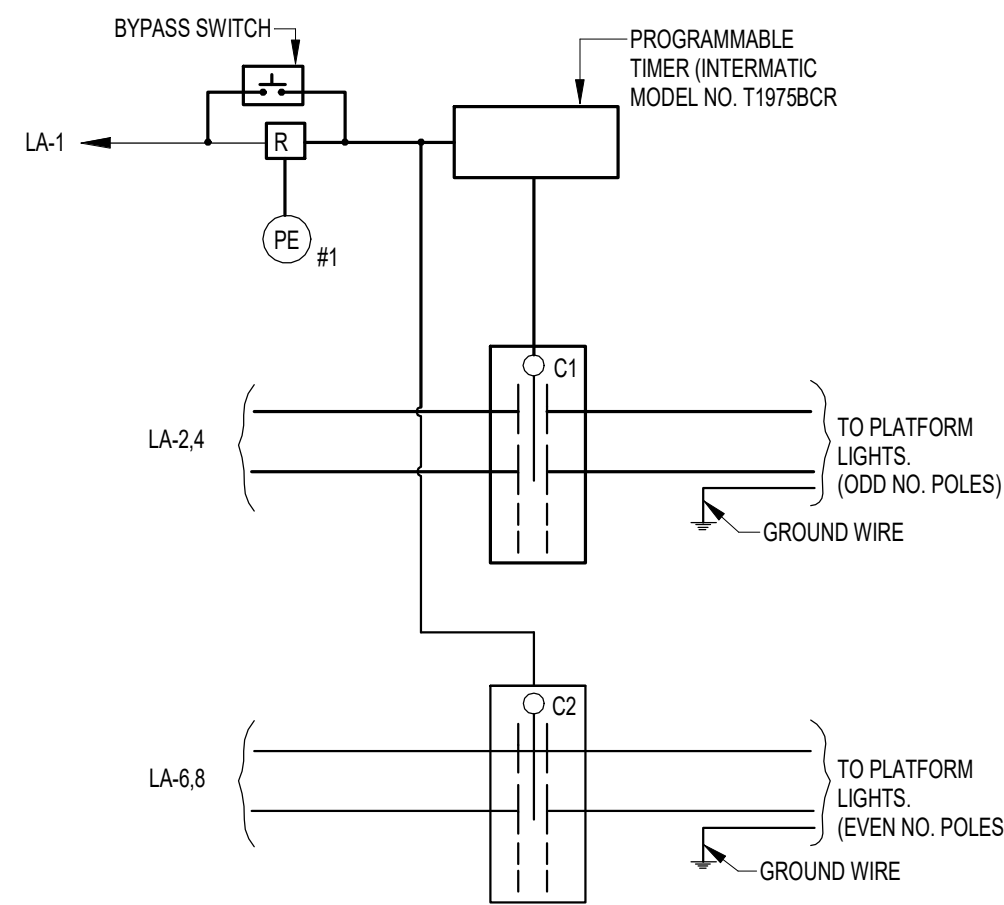
1 EAST PLATFORM LIGHT POLE DETAIL  
3" = 1'-0"



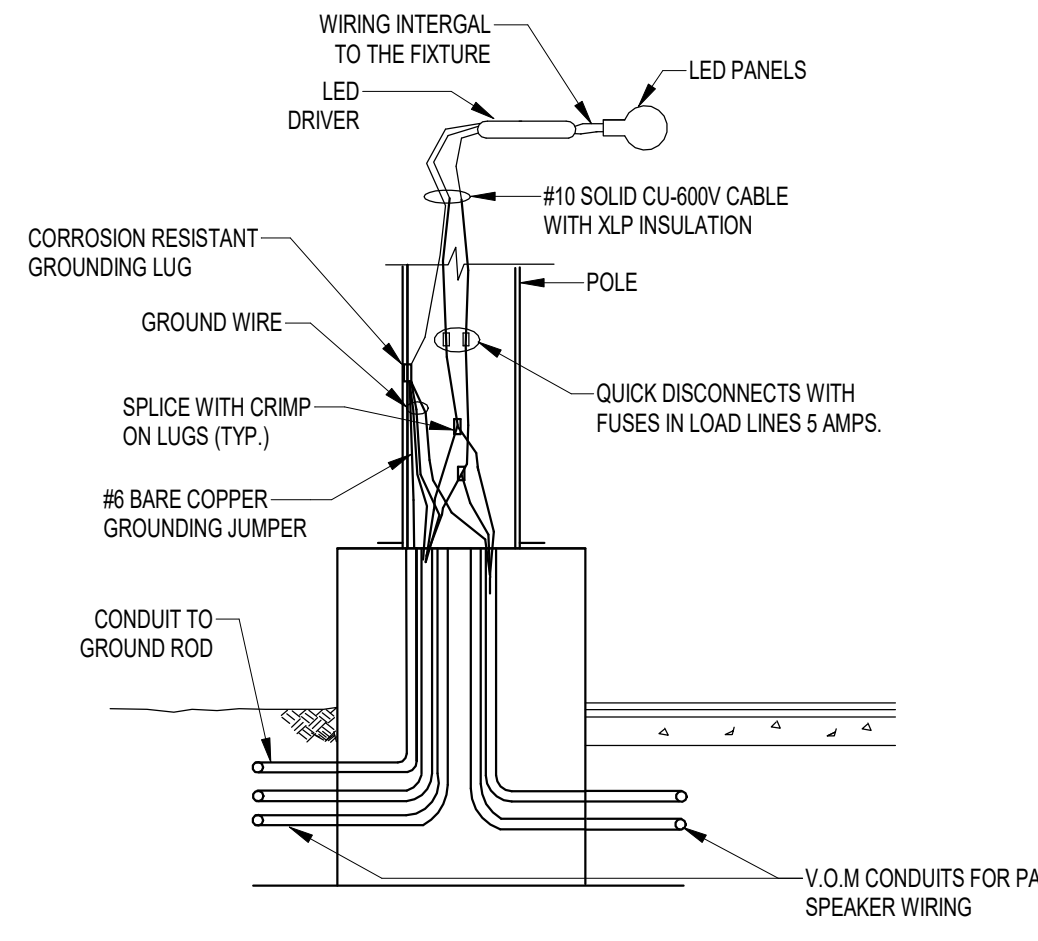
2 WEST PLATFORM LIGHT POLE DETAIL  
3" = 1'-0"



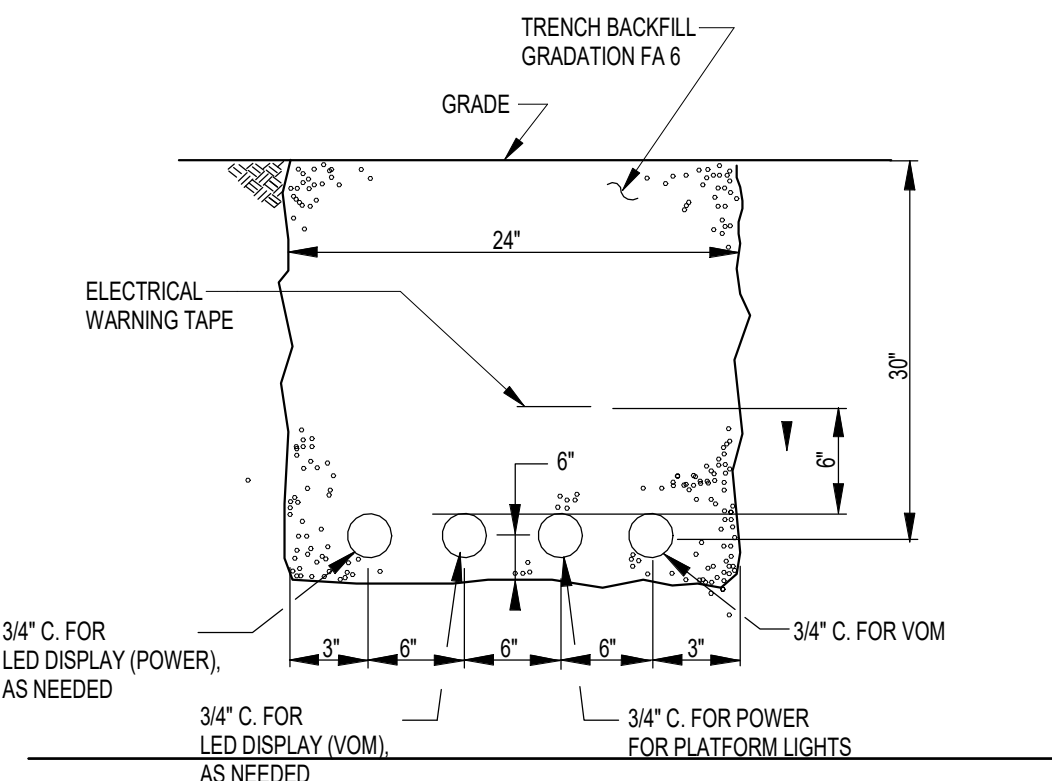
3 PEDESTRIAN BRIDGE LIGHT POLE DETAIL  
NO SCALE



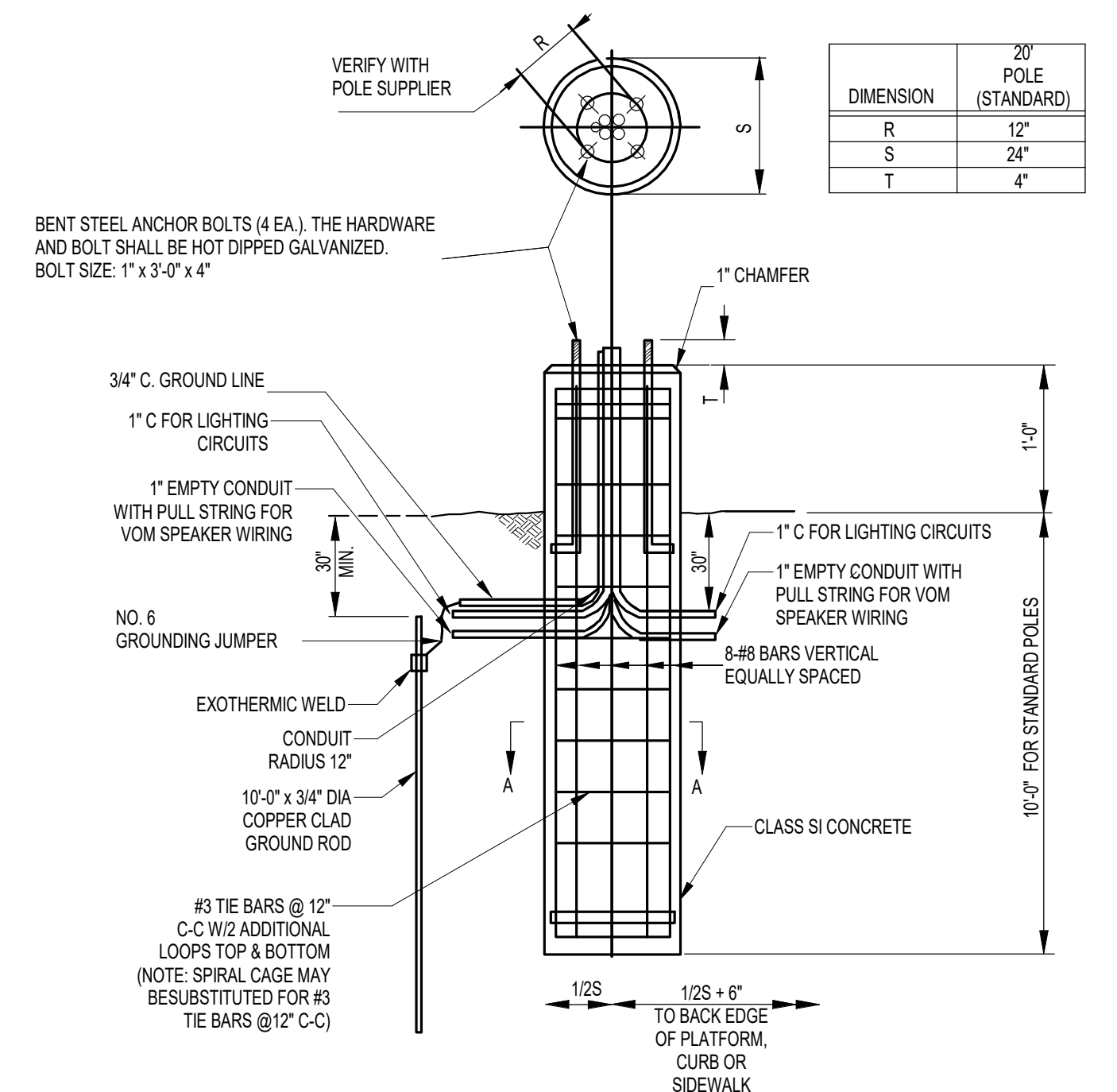
4 LIGHTING CONTROL WIRING DETAIL  
NO SCALE



5 TYPICAL POLE WIRING  
NO SCALE



6 POWER AND CONTROL CONDUITS TRENCH DETAIL  
NO SCALE



- NOTES:
- CONTRACTOR TO PROVIDE FOR REVIEW SHOP DRAWINGS OF FINISHED ARCHITECTURAL FEATURES TO SCALE OF TOP OF THIS FOUNDATION. NO FORMS OR FOUNDATIONS WILL BE ACCEPTED WITHOUT APPROVAL.

8 FOUNDATION AND CONDUITS DETAIL  
NO SCALE

PRINTED ON: 7/12/2024 1:59:06 PM

| REV | DATE     | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|----------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/24 | RD | JBH | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12/14/21 | RD | JBH | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08/06/21 | RD | JBH | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07/17/20 | RD | JBH | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                  |
|----------------------------------------------------------------------------------|
| SUB CONSULTANT                                                                   |
| <b>SINGH</b>                                                                     |
| SINGH & ASSOCIATES, INC.<br>230 W. MONROE ST.<br>SUITE 1400<br>CHICAGO, IL 60606 |

|                                       |
|---------------------------------------|
| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |
|---------------------------------------|

|                                                                        |
|------------------------------------------------------------------------|
| PRIMARY CONSULTANT:                                                    |
| <b>TYLin</b>                                                           |
| 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |

|                        |
|------------------------|
| DESIGNED: R.DAWOOD     |
| DRAWN: R.DAWOOD        |
| CHECKED: J.HOLT        |
| METRA PM: R. BASIRIRAD |
| DATE: 07/15/2024       |

|                                                                               |
|-------------------------------------------------------------------------------|
| <b>Metra</b>                                                                  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661 |

|                       |
|-----------------------|
| LOCATION NAME:        |
| HUBBARD WOODS STATION |

|                            |
|----------------------------|
| TITLE:                     |
| ELECTRICAL DETAILS SHEET-1 |

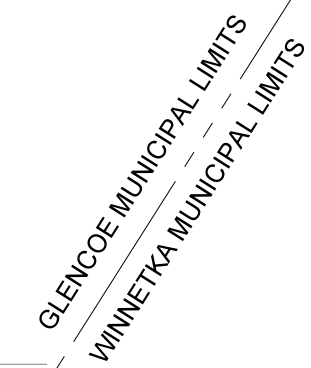
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| CAD FILE NUMBER:     |
| UPN 17.70_ E-501.dgn |

|               |
|---------------|
| SCALE:        |
| AS INDICATED  |
| PROJECT NO:   |
| JP5194        |
| MILE POST NO. |
| UPN 17.70     |

|           |
|-----------|
| DISTRICT: |
| UPN       |
| SHEET NO. |
| E-501     |

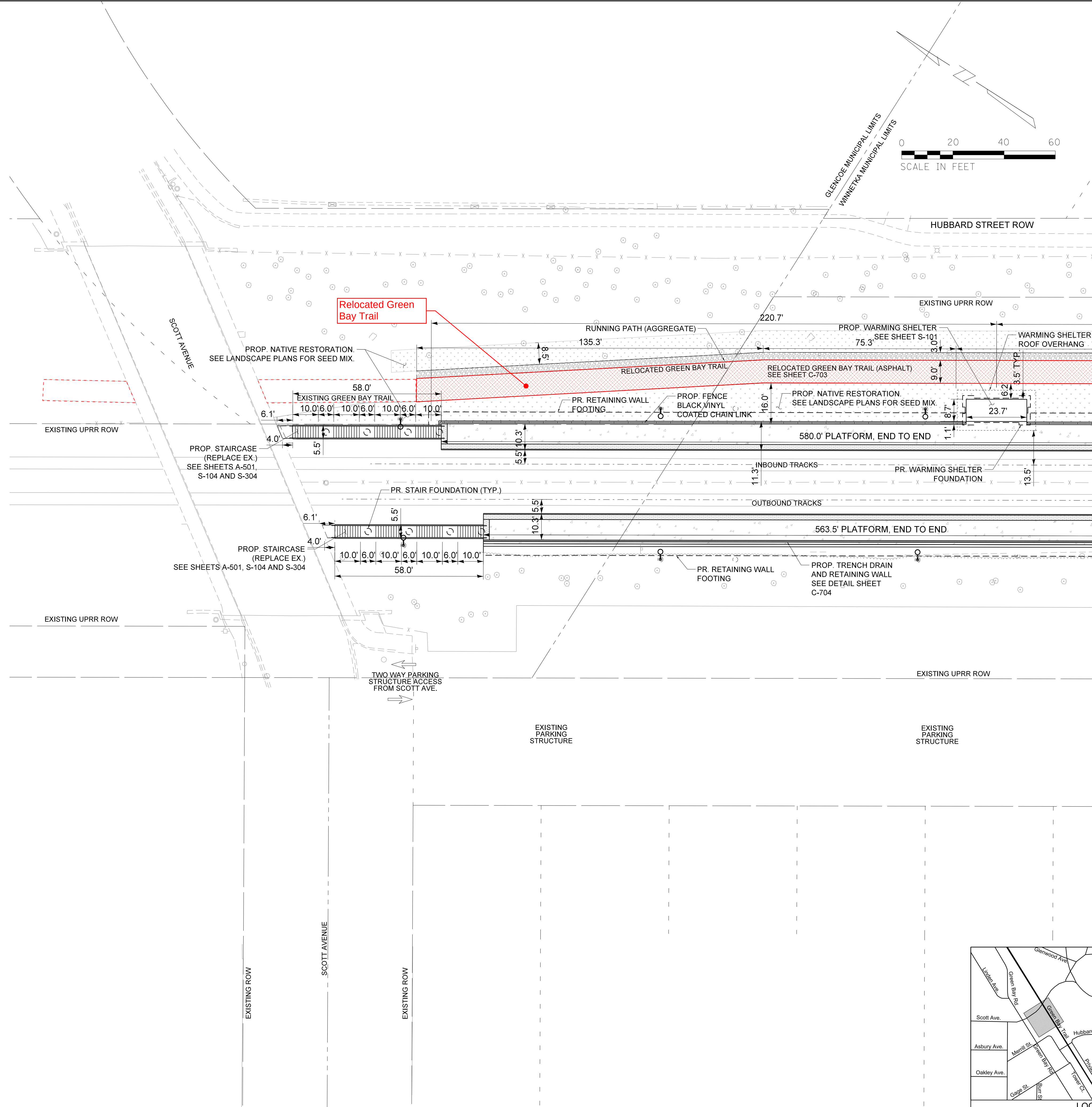


1. QUANTITIES SHOWN FOR INFORMATION ONLY
2. QUANTITIES SHOWN FOR CIVIL SHEETS C-201 & C-202
3. SEE LANDSCAPING PLANS FOR SEED TYPE.

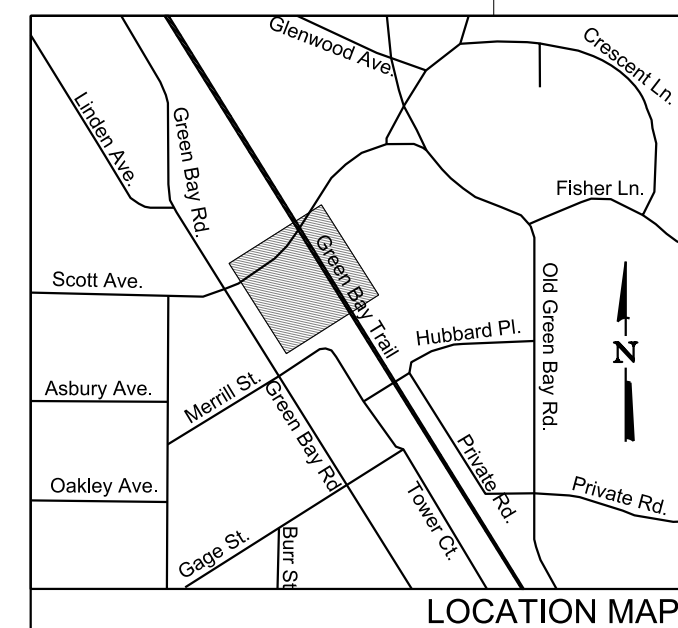


|                                                                                   |                                                                    |                                                                                                                                    |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
|  | ASPHALT TRAIL                                                      | 7,741 SQFT                                                                                                                         |
|  | AGGREGATE TRAIL                                                    | 2,581 SQFT                                                                                                                         |
|  | BRICK PAVERS                                                       | 2,149 SQFT                                                                                                                         |
|  | PEDESTRIAN BRIDGE                                                  | 1,199 SQFT                                                                                                                         |
|  | DETECTABLE WARNING                                                 | INBOUND = 600 LF<br>OUTBOUND = 576 LF<br>ADA = 86 LF                                                                               |
|  | LANDSCAPING - STREET LEVEL                                         | 538 SQFT                                                                                                                           |
|  | NATIVE SEED MIX                                                    | 2,326 SQYD                                                                                                                         |
|  | PCC CONCRETE                                                       | SIDEWALK = 6,528 SQFT                                                                                                              |
|  | ASPHALT SURFACE<br>REPLACEMENT (1-1/2"<br>DEPTH) & LEVELING BINDER | 13,287 SQFT                                                                                                                        |
|  | PLATFORM WINDBREAK                                                 |                                                                                                                                    |
|  | PCC B.6.12 CURB & GUTTER                                           | 1,350 LF                                                                                                                           |
|  | TRENCH DRAIN                                                       | 404 LF                                                                                                                             |
|                                                                                   | COMMUTER RAIL PLATFORM<br>(CONCRETE TIMBER BOX)                    | INBOUND = 584 FT END TO END<br>OUTBOUND = 560 FT END TO END<br><br>INBOUND = 4,639 SQFT = 515 SY<br>OUTBOUND = 4,441 SQFT = 493 SY |
|  | FOUNDATION                                                         |                                                                                                                                    |
|  | LIGHT POLE                                                         |                                                                                                                                    |

| CURVE DATA (COORDINATES TO BACK OF CURB, TYP.) |             |            |             |            |                    |
|------------------------------------------------|-------------|------------|-------------|------------|--------------------|
| CURVE NO.                                      | PC NORTHING | PC EASTING | PT NORTHING | PT EASTING | RADIUS TO B/C (FT) |
| C-1                                            | 1986231.26  | 1144128.55 | 1986214.84  | 1144134.48 | 40                 |
| C-2                                            | 1986214.84  | 1144134.48 | 1986204.46  | 1144138.26 | 25                 |
| C-3                                            | 1986125.71  | 1144188.21 | 1986118.01  | 1144195.89 | 25                 |
| C-4                                            | 1986118.01  | 1144195.89 | 1986105.70  | 1144208.18 | 40                 |
| C-5                                            | 1986229.93  | 1144164.06 | 1986210.94  | 1144167.31 | 25                 |
| C-6                                            | 1986140.88  | 1144211.74 | 1986134.24  | 1144216.47 | 76.16              |
| C-7                                            | 1986125.23  | 1144223.70 | 1986118.53  | 1144228.48 | 75                 |
| C-8                                            | 1986338.21  | 1144107.43 | 1986330.98  | 1144116.71 | 17.47              |

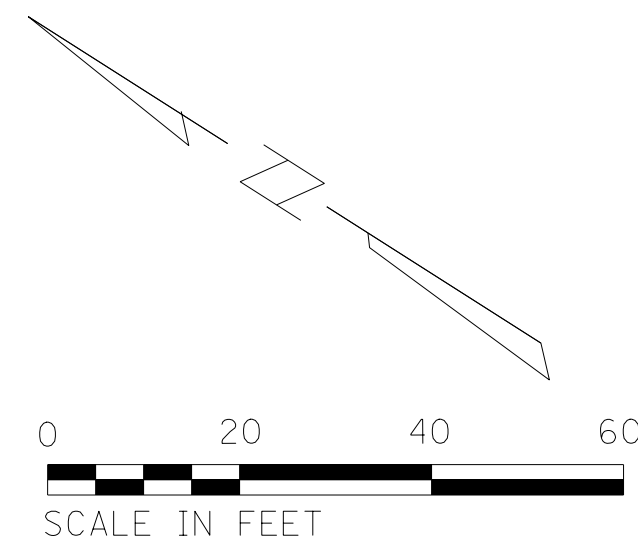


MATCH LINE - SEE SHEET C-202



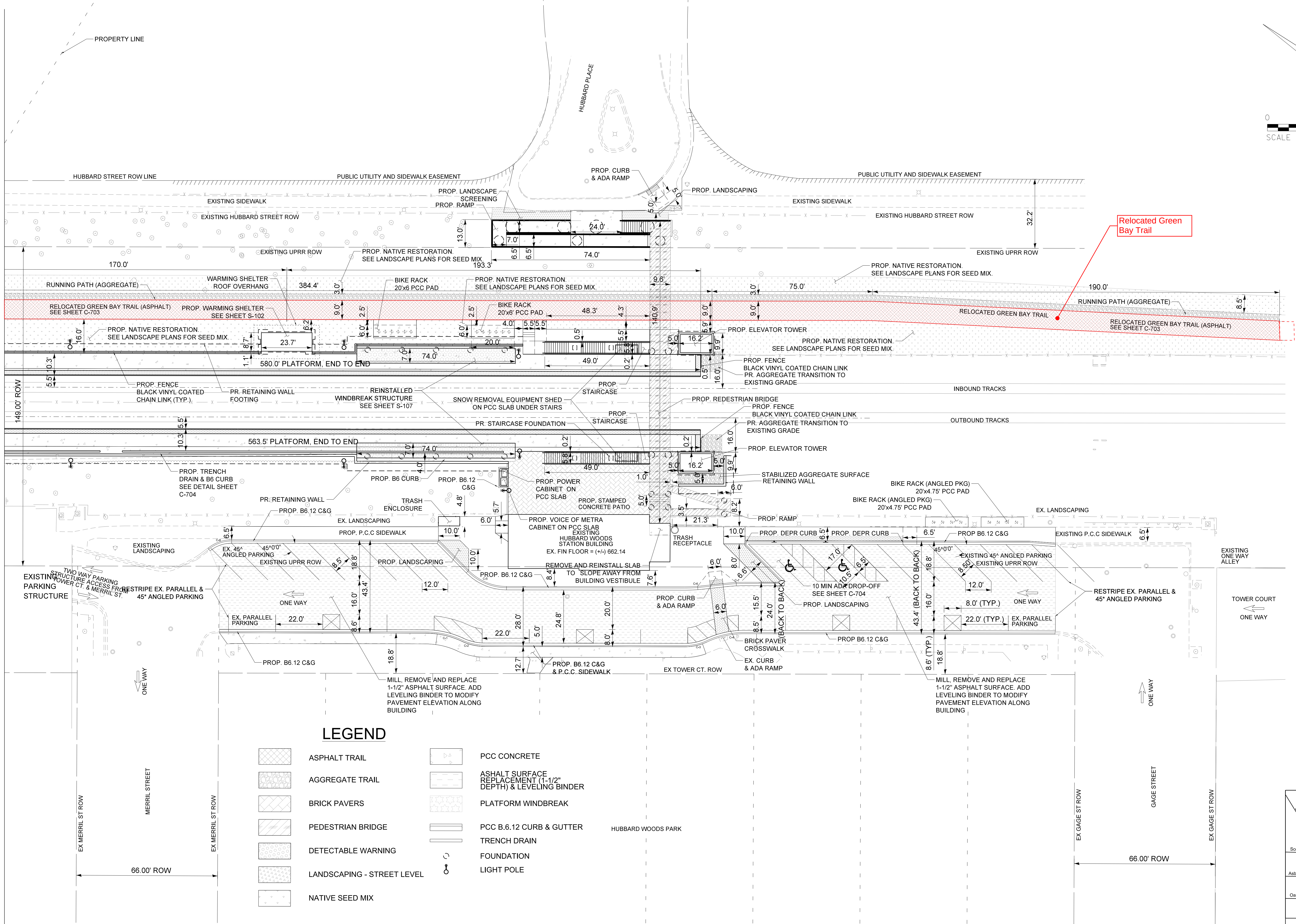
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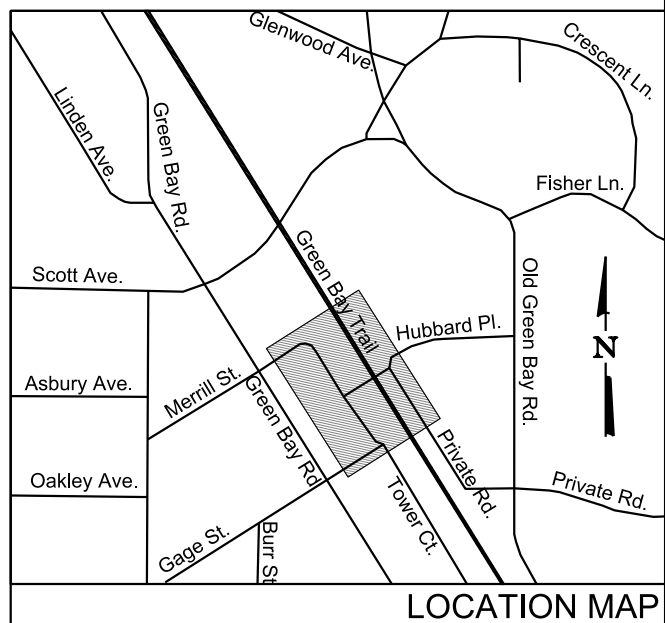
NOTES:  
TOWER COURT PARKING COUNT:  
EXISTING: 32 STD + 1 ADA SPACES  
PROPOSED: 31 STD + 2 ADA SPACES

MATCH LINE - SEE SHEET C-201



LEGEND

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|  | ASPHALT TRAIL              |  | PCC CONCRETE                                                |
|  | AGGREGATE TRAIL            |  | ASHALT SURFACE REPLACEMENT (1-1/2" DEPTH) & LEVELING BINDER |
|  | BRICK PAVERS               |  | PLATFORM WINDBREAK                                          |
|  | PEDESTRIAN BRIDGE          |  | PCC B.6.12 CURB & GUTTER                                    |
|  | DETECTABLE WARNING         |  | TRENCH DRAIN                                                |
|  | LANDSCAPING - STREET LEVEL |  | FOUNDATION                                                  |
|  | NATIVE SEED MIX            |  | LIGHT POLE                                                  |



|    |  |          |  |     |     |                         |  |  |  |  |  |  |  |  |                |  |  |  |  |                                       |  |  |  |  |                                                                                                                                          |                         |  |  |  |                       |                         |  |  |  |                                                                                                                           |                              |  |  |  |                                      |                 |  |  |  |                                     |               |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  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LEGEND

LOW PROFILE PRAIRIE SEED MIX

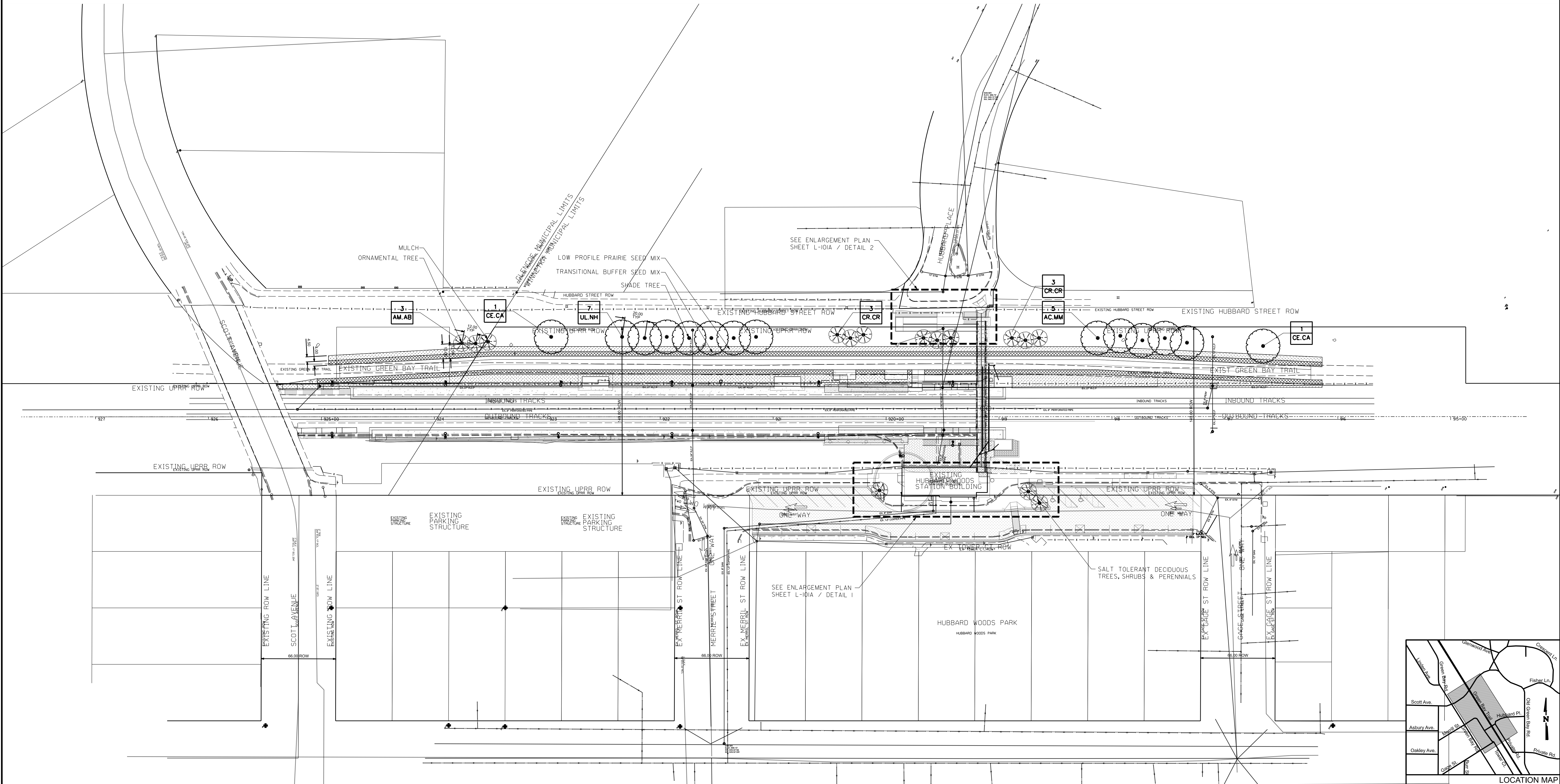
TRANSITIONAL BUFFER SEED MIX

MULCH

SHADE TREE

ORNAMENTAL TREE

| PLANT PALETTE    |     |                                                      |                                |      |          |                |
|------------------|-----|------------------------------------------------------|--------------------------------|------|----------|----------------|
| CODE             | QTY | BOTANICAL NAME                                       | COMMON NAME                    | ROOT | SIZE     | REMARKS        |
| SHADE TREES      |     |                                                      |                                |      |          |                |
| AC.MM            | 5   | <i>Acer miyabei</i> 'Morton'                         | State Street Miyabe's Maple    | B&B  | 2.5" cal | matching heads |
| CE.CA            | 2   | <i>Cercis canadensis</i>                             | Eastern Redbud                 | B&B  | 8' ht    |                |
| CR.CR            | 6   | <i>Crataegus crus-galli</i> var. <i>inermis</i>      | Thornless Cockspur Hawthorn    | B&B  | 2.5"     | Matching Heads |
| UL.NH            | 7   | <i>Ulmus</i> 'New Horizon'                           | New Horizon Elm                | B&B  | 2.5" cal | matching heads |
| ORNAMENTAL TREES |     |                                                      |                                |      |          |                |
| AM.AB            | 3   | <i>Amelanchier x grandiflora</i> 'Autumn Brilliance' | Autumn Brilliance Serviceberry | B&B  | 8' H     | multi-stem     |



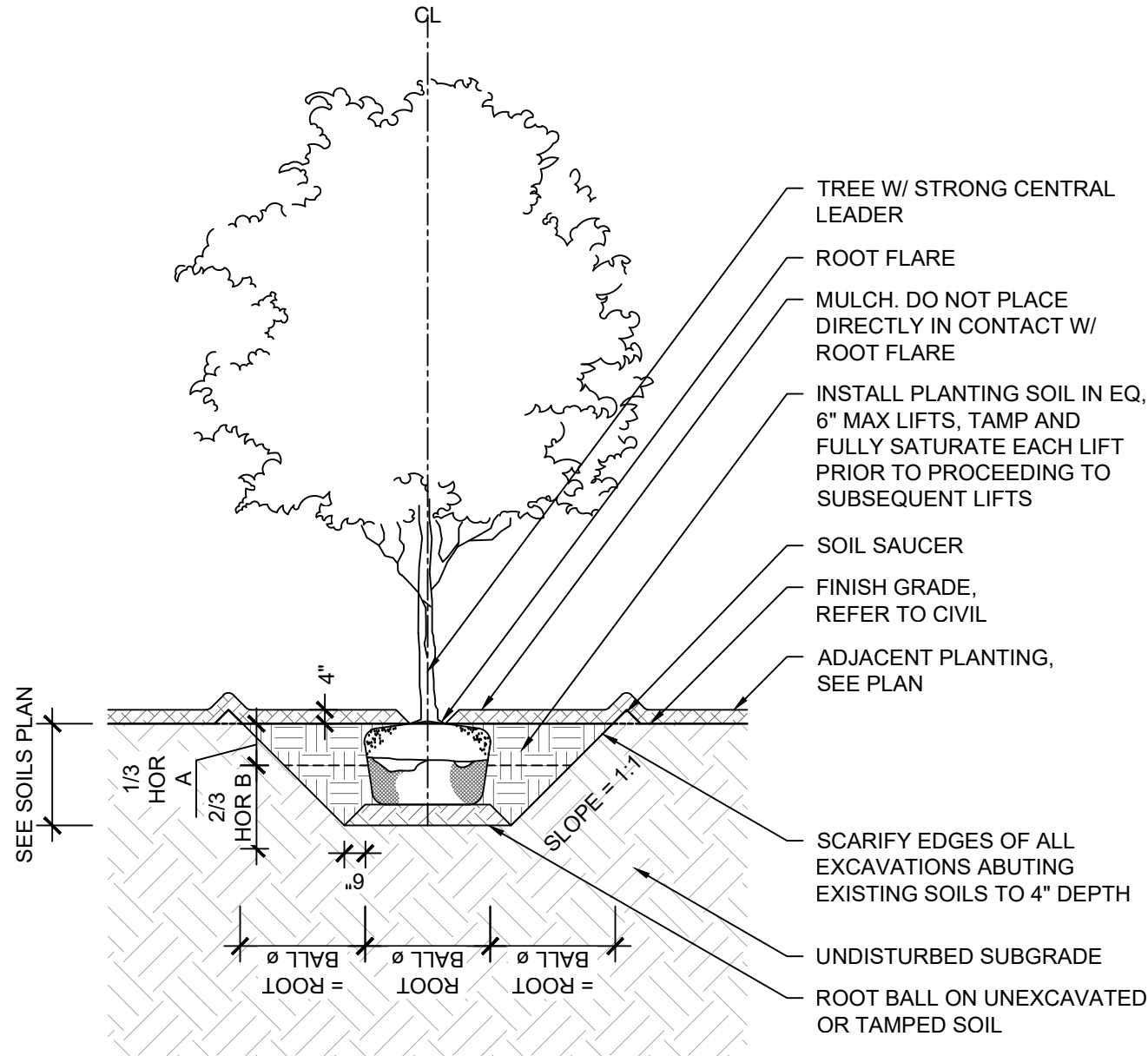
|                                               |  |      |  |    |  |     |  |             |  |                                                                                                                                                                                            |  |      |  |                                                                                                                                                                               |  |     |  |                         |  |                   |  |                    |  |                                                                                                                                                                                      |  |                                      |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |
|-----------------------------------------------|--|------|--|----|--|-----|--|-------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----|--|-------------------------|--|-------------------|--|--------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------|--|--|--|---------------------------|--|--|--|--|--|--|--|--|--|--|--|
|                                               |  |      |  |    |  |     |  |             |  | SUB CONSULTANT                                                                                                                                                                             |  |      |  | PRIMARY CONSULTANT                                                                                                                                                            |  |     |  | PRIMARY CONSULTANT      |  |                   |  | DESIGNED: MM       |  | <div><br/>ENGINEERING DEPARTMENT<br/>547 W. JACKSON BOULEVARD<br/>CHICAGO, ILLINOIS 60661</div> |  | LOCATION NAME: HUBBARD WOODS STATION |  |  |  | CAD FILE NUMBER: UPN17.7C |  |  |  |  |  |  |  |  |  |  |  |
|                                               |  |      |  |    |  |     |  |             |  | <div><br/>888 South Michigan Ave<br/>Suite 1000<br/>Chicago, IL 60605<br/>Phone: (312) 427-7240</div> |  |      |  | <div><br/>200 S. WACKER DR. SUITE 1400<br/>CHICAGO, IL 60606<br/>TEL: 312-777-2900</div> |  |     |  | DRAWN: JT               |  | TITLE:            |  | SCALE: 1" = 40'    |  |                                                                                                                                                                                      |  | DISTRICT: UPN                        |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |
| 3A 03/31/25 DN MM REVISED PER WINNETKA REVIEW |  |      |  |    |  |     |  |             |  |                                                                                                                                                                                            |  |      |  |                                                                                                                                                                               |  |     |  | CHECKED: BM             |  | OVERALL SITE PLAN |  | PROJECT NO. JP5194 |  |                                                                                                                                                                                      |  | SHEET NO. L-101                      |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |
| 3 7/15/24 DN MM 90% RESUBMITTAL               |  |      |  |    |  |     |  |             |  |                                                                                                                                                                                            |  |      |  |                                                                                                                                                                               |  |     |  | METRA P.M. R. BASIRIRAD |  |                   |  | MILE POST NO.      |  |                                                                                                                                                                                      |  |                                      |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |
| 3 12/14/21 JT MM 90% SUBMITTAL                |  |      |  |    |  |     |  |             |  |                                                                                                                                                                                            |  |      |  |                                                                                                                                                                               |  |     |  | DATE: 07/15/2024        |  |                   |  | UPN 17.70          |  |                                                                                                                                                                                      |  |                                      |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |
| 2 8/06/21 JT MM 60% SUBMITTAL                 |  |      |  |    |  |     |  |             |  |                                                                                                                                                                                            |  |      |  |                                                                                                                                                                               |  |     |  |                         |  |                   |  |                    |  |                                                                                                                                                                                      |  |                                      |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |
| 1 7/17/20 JT MM 30% SUBMITTAL                 |  |      |  |    |  |     |  |             |  |                                                                                                                                                                                            |  |      |  |                                                                                                                                                                               |  |     |  |                         |  |                   |  |                    |  |                                                                                                                                                                                      |  |                                      |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |
| REV                                           |  | DATE |  | BY |  | APP |  | DESCRIPTION |  | REV                                                                                                                                                                                        |  | DATE |  | BY                                                                                                                                                                            |  | APP |  | DESCRIPTION             |  |                   |  |                    |  |                                                                                                                                                                                      |  |                                      |  |  |  |                           |  |  |  |  |  |  |  |  |  |  |  |





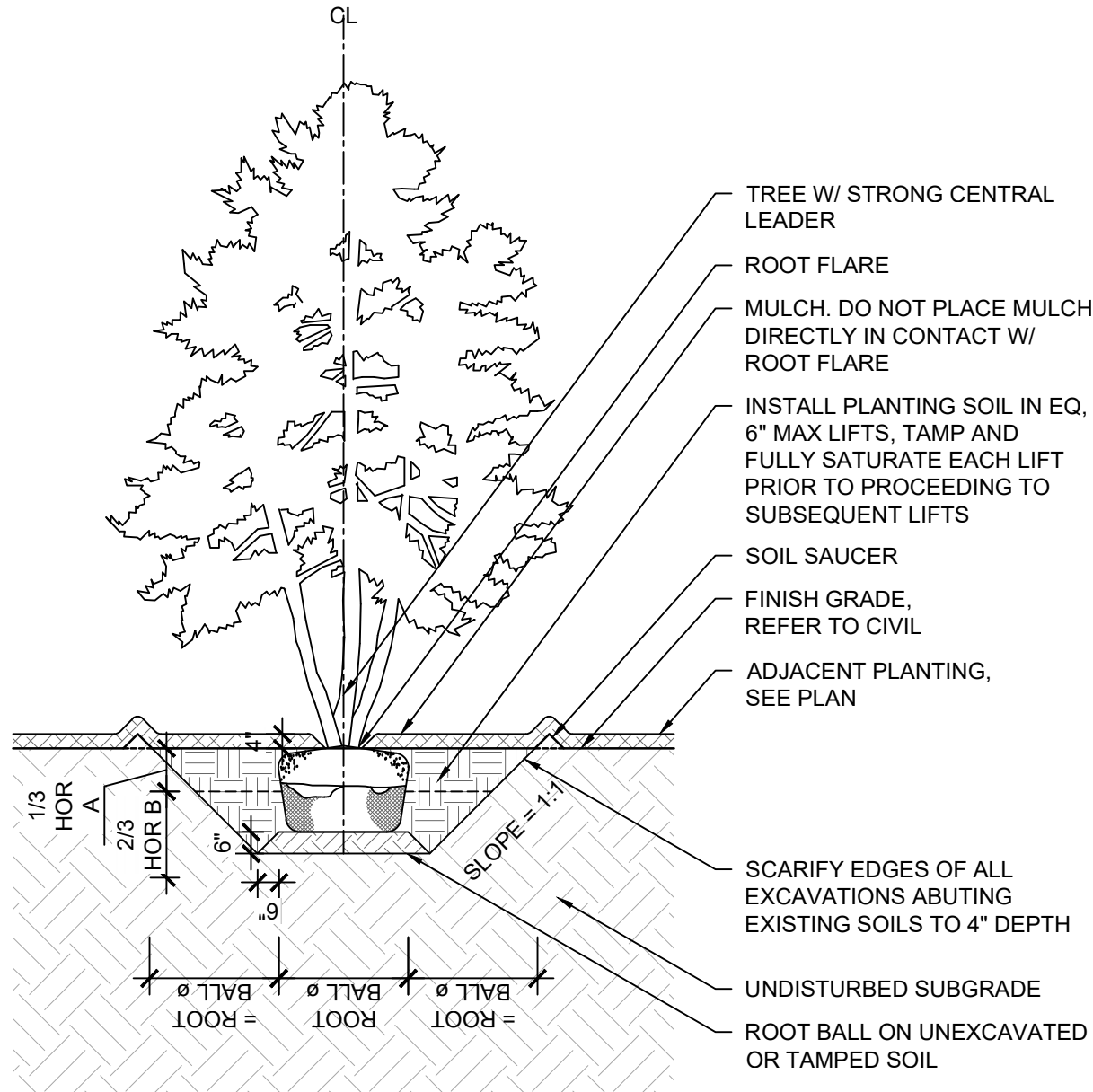


- NOTES:
1. ALIGN TRUNKS WHEN PLANTED IN A LINE
  2. ORIENT TREE PER LA TREE SEALS, RIBBON, AND/OR OTHER MARKINGS AS COORDINATED W/ NURSERY VISITS PER SPECIFICATIONS
  3. DO NOT PRUNE OR THIN CANOPY UNLESS DIRECTED BY LA
  4. REMOVE ALL TWINE, ROPE, WIRE, AND BURLAP FROM TOP HALF OF ROOT BALL (IF PLANT IS SHIPPED W/ WIRE BASKET AROUND ROOT BALL, CUT WIRE IN FOUR PLACES AND REMOVE TOP HALF
  5. SET ROOTBALL AND BASE OF ROOT FLARE 2" HIGHER THAN FINISH GRADE
  6. ENSURE TRUNK AND LEADER ARE PLUMB
  7. REMOVE EXCESS FILL ON TOP OF ROOT BALL TO ENSURE ROOT FLARE IS VISIBLE



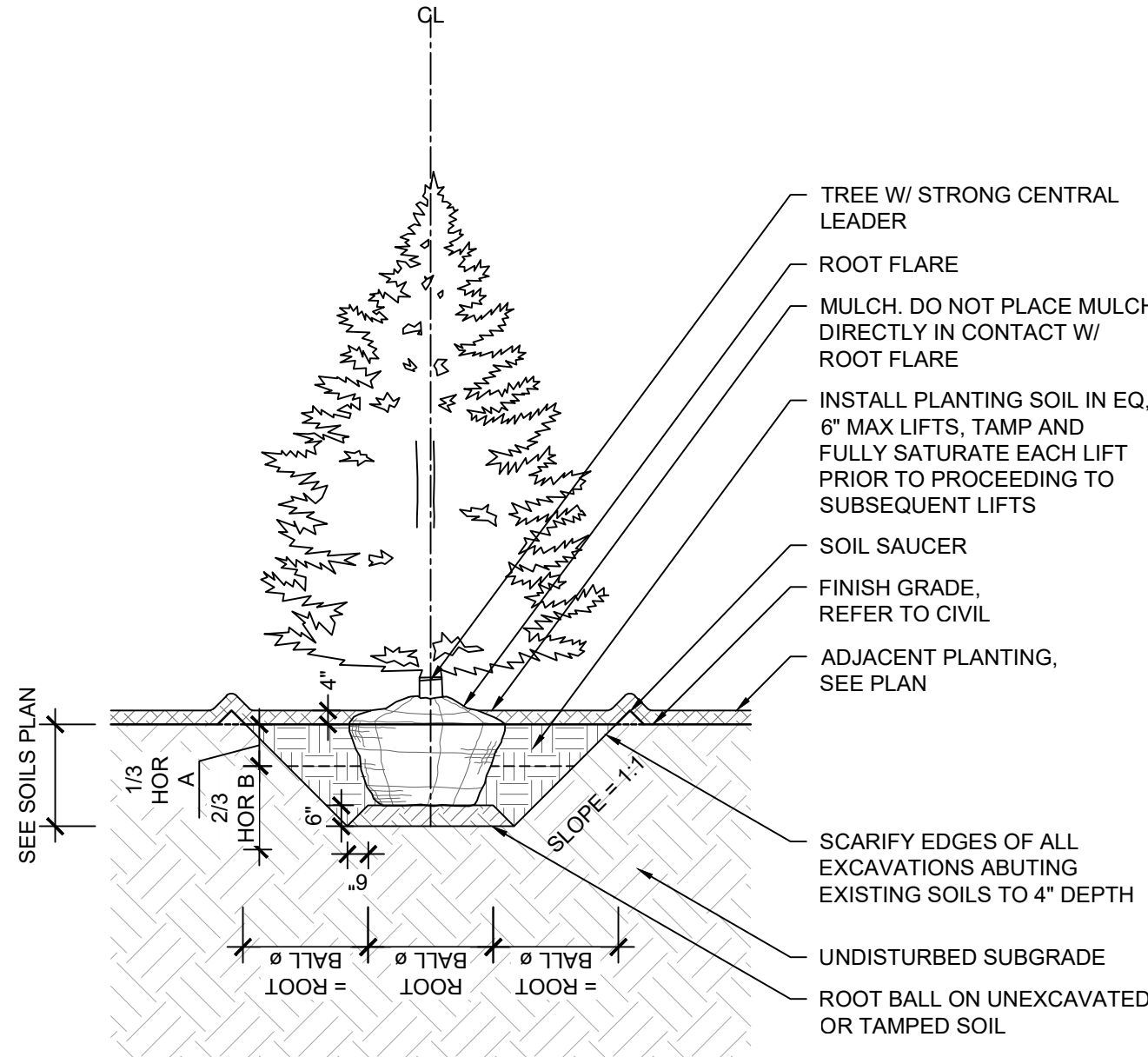
1 **SHADE TREE SECTION**  
1/4" = 1'-0"

- NOTES:
1. ALIGN TRUNKS WHEN PLANTED IN A LINE
  2. ORIENT TREE PER LA TREE SEALS, RIBBON, AND/OR OTHER MARKINGS AS COORDINATED W/ NURSERY VISITS PER SPECIFICATIONS
  3. DO NOT PRUNE OR THIN CANOPY UNLESS DIRECTED BY LA
  4. REMOVE ALL TWINE, ROPE, WIRE, AND BURLAP FROM TOP HALF OF ROOT BALL (IF PLANT IS SHIPPED W/ WIRE BASKET AROUND ROOT BALL, CUT WIRE IN FOUR PLACES AND REMOVE TOP HALF
  5. SET ROOTBALL AND BASE OF ROOT FLARE 2" HIGHER THAN FINISH GRADE
  6. ENSURE TRUNK AND LEADER ARE PLUMB
  7. REMOVE EXCESS FILL ON TOP OF ROOT BALL TO ENSURE ROOT FLARE IS VISIBLE



2 **MULTI-STEM TREE SECTION**  
1/4" = 1'-0"

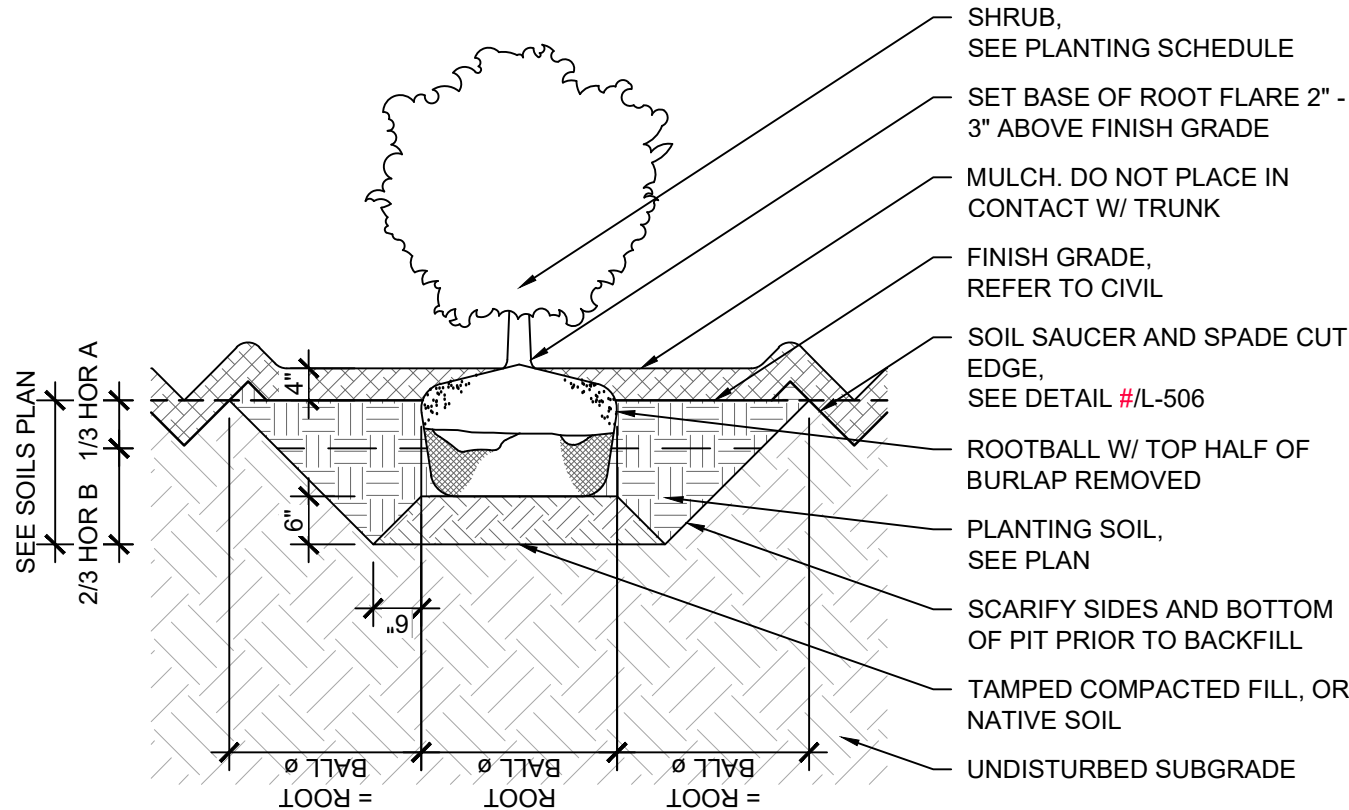
- NOTES:
1. ALIGN TRUNKS WHEN PLANTED IN A LINE
  2. ORIENT TREE PER LA TREE SEALS, RIBBON, AND/OR OTHER MARKINGS AS COORDINATED W/ NURSERY VISITS PER SPECIFICATIONS
  3. DO NOT PRUNE OR THIN CANOPY UNLESS DIRECTED BY LA
  4. REMOVE ALL TWINE, ROPE, WIRE, AND BURLAP FROM TOP HALF OF ROOT BALL (IF PLANT IS SHIPPED W/ WIRE BASKET AROUND ROOT BALL, CUT WIRE IN FOUR PLACES AND REMOVE TOP HALF
  5. SET ROOTBALL AND BASE OF ROOT FLARE 2" HIGHER THAN FINISH GRADE
  6. ENSURE TRUNK AND LEADER ARE PLUMB
  7. REMOVE EXCESS FILL ON TOP OF ROOT BALL TO ENSURE ROOT FLARE IS VISIBLE



3 **EVERGREEN TREE SECTION**  
1/4" = 1'-0"

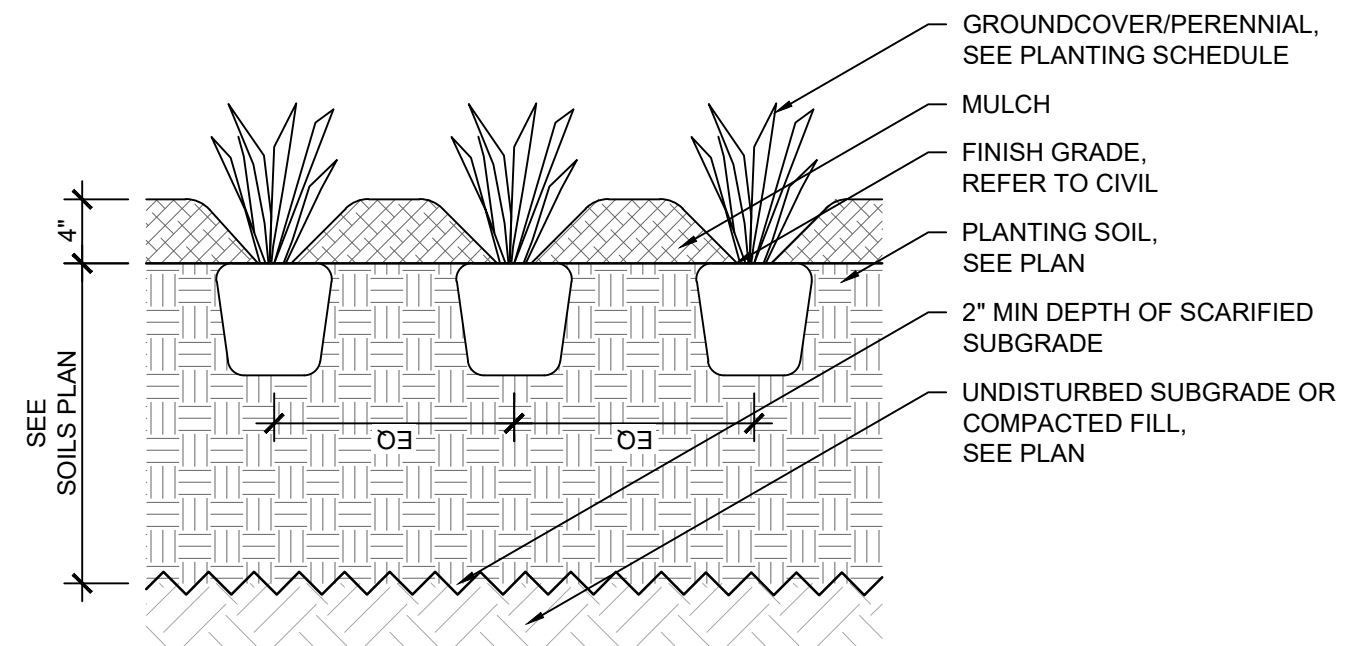
**GENERAL PLANTING NOTES**

1. DETERMINE EXACT LOCATIONS OF ALL UNDERGROUND UTILITIES AND VERIFY IN FIELD. REPORT ANY CONFLICTS TO METRA PRIOR TO BEGINNING WORK.
2. INFORM METRA AS EACH PHASE OF WORK IS UNDERTAKEN.
3. PROTECT EXISTING VEGETATION INCLUDING ALL EXISTING PARKWAY AND INTERIOR TREES. REPLACE DAMAGED VEGETATION WITH APPROVED SIMILAR MATERIAL.
4. MAINTAIN SITE DRAINAGE DURING LANDSCAPE INSTALLATION.
5. SLOPE ALL PLANTING AREAS AWAY FROM BUILDING AT 2% MINIMUM GRADE UNLESS NOTED OTHERWISE.
6. PRIOR TO LANDSCAPE INSTALLATION, VERIFY PLANTING AREAS ARE GRADED AT +/- 0.1 FOOT TO FINISH GRADE.
7. IN LANDSCAPE AREAS, FINISH GRADE TO 4" MINIMUM BELOW ADJACENT BUILDING FINISH FLOOR ELEVATION UNLESS NOTED OTHERWISE.
8. FINISH GRADE TO BE THE SAME ELEVATION AS FINISH PAVING SURFACE IN LAWN AREAS AND THE SAME ELEVATION IN PLANTING AREAS.
9. CONFIRM ALL PLANT QUANTITIES. PROVIDE PLANT MATERIALS SUFFICIENT TO COVER AREAS SHOWN ON PLANS AT THE SPACINGS INDICATED.
10. PROVIDE SINGLE TRUNK STANDARD TREES UNLESS NOTED OTHERWISE.
11. PROVIDE IDENTIFICATION TAG FROM THE SUPPLYING NURSERY SHOWING COMMON AND BOTANICAL PLANT NAMES FOR AT LEAST ONE PLANT OF EACH SPECIES DELIVERED TO THE SITE. PROTECT ALL PLANTS AGAINST HEAT, SUN, WIND AND FROST DURING TRANSPORTATION TO THE SITE AND WHILE BEING HELD AT THE SITE. DO NOT STORE PLANTS IN TOTAL DARKNESS MORE THAN ONE DAY.
12. DO NOT DAMAGE PLANT ROOT BALL DURING TRANSPORTATION OR PLANTING.
13. NOTIFY THE METRA AT THE TIME OF DELIVERY OF ANY PLANT MATERIAL THAT IS DAMAGED OR IN POOR CONDITION.
14. METRA RESERVES THE RIGHT TO INSPECT ALL PLANT MATERIALS BEFORE PLANTING. MATERIAL MAY BE REJECTED AT ANY TIME DUE TO CONDITION, FORM OR DAMAGE BEFORE OR AFTER PLANTING.
15. REMOVE ALL ROCK AND DEBRIS 1" AND LARGER FROM PLANTING AREAS. LEGALLY DISPOSE ALL EXCESS MATERIALS RESULTING FROM THE WORK.
16. IN PLANTING SOIL PIT, REMOVE CRUSHED AGGREGATE TO AN ADEQUATE DEPTH TO ENSURE THAT NO PART OF THE PLANT MATERIAL IS IN CONTACT OR AFFECTED BY THE LIME OR LIMESTONE IN THE AGGREGATE
17. PROVIDE NEW TOPSOIL THAT IS FERTILE, FRIABLE AND NATURAL LOAM SURFACE SOIL, FREE OF SUBSOIL, CLAY, CLAY LUMPS, BRUSH, WEEDS, AND OTHER LITTER AND FREE OF ROOTS, STUMPS, STONES LARGER THAN 3/4" IN ANY DIMENSION AND OTHER EXTRANEIOUS OR TOXIC MATTER HARMFUL TO PLANT GROWTH. OBTAIN TOPSOIL FROM LOCAL SOURCES OR FROM AREAS HAVING SIMILAR SOIL CHARACTERISTICS TO THAT NECESSARY FOR VIGOROUS GROWTH OF SPECIFIED PLANTINGS. OBTAIN TOPSOIL THAT OCCURS IN A DEPTH OF NOT LESS THAN 6". DO NOT OBTAIN SOIL FROM BOGS OR MARSHES. SEE SPECIFICATIONS 32 93 11 PLANTINGS.
18. MIX SOIL AMENDMENTS AND FERTILIZERS WITH TOPSOIL ON A SITE SPECIFIC BASIS AT RATES APPROPRIATE FOR PLANTINGS IN ACCORDANCE WITH SPECIFICATION SECTION 32 93 11 PLANTINGS.
19. STAKE LOCATION OF ALL TREES, HEDGE LINES AND PLANTING BEDS AND NOTIFY METRA FOR REVIEW PRIOR TO PLANTING.
20. THE PLANTING PLANS ARE DIAGRAMMATIC. SPOT PLANT MATERIALS APPROXIMATELY AS SHOWN ON THE LANDSCAPE DRAWING AND NOTIFY METRA FOR REVIEW BEFORE REMOVING FROM CONTAINERS.
21. INSTALL ALL PLANT MATERIAL IN ACCORDANCE WITH DETAILS AND SPECIFICATIONS.
22. REMOVE ALL PLANT TYING MATERIAL AND MARKING TAPES AT THE TIME OF PLANTING.
23. INSTALL A MINIMUM 3" LAYER OF HARDWOOD BARK MULCH AROUND ALL TREES AND IN ALL PLANTING AREAS UNLESS NOTED OTHERWISE. CREATE A NATURAL SPADED EDGE WHERE PLANTING BEDS MEET TURF AREAS. SEE SPECIFICATION SECTION 32 93 11 PLANTINGS.
24. WATER ALL PLANTS IMMEDIATELY AFTER PLANTING. FLOOD PLANTS TWICE DURING FIRST TWENTY-FOUR HOUR PERIOD OF PLANTING.
25. GUY AND STAKE TREES, AS DIRECTED BY METRA, IMMEDIATELY AFTER PLANTING. PROVIDE A MINIMUM OF TWO GUY WIRES PER TREE ON THE UPHILL SIDE OF TREES PLANTED ON SLOPES STEEPER THAN 3:1.
26. PRUNE ALL DECIDUOUS SHADE TREES FOR A MINIMUM LOWEST BRANCH HEIGHT OF 7 FEET.
27. PROTECT SEEDED AREAS AND SLOPES AGAINST EROSION AND SEED LOSS DUE TO BIRDS AND OTHER WILDLIFE BY APPLYING SHORT TERM, BIODEGRADABLE EROSION CONTROL BLANKETS, MATS, AND/OR NETTING AFTER COMPLETION OF SEEDING OPERATIONS. ADHERE TO MANUFACTURER'S SPECIFICATIONS FOR REQUIRED PLACEMENT AND STAKING.
28. WARRANTY ALL PLANTS AND LAWN EXPERIENCING DEATH AND DEFECTS INCLUDING UNSATISFACTORY GROWTH, EXCEPT FOR DEFECTS RESULTING FROM NEGLIGENCE BY OWNER, ABUSE OR DAMAGE BY OTHERS OR UNUSUAL PHENOMENON OR INCIDENTS WHICH ARE BEYOND CONTRACTOR'S CONTROL.
29. REFER TO CIVIL PLANS FOR EXISTING TREE REMOVAL.



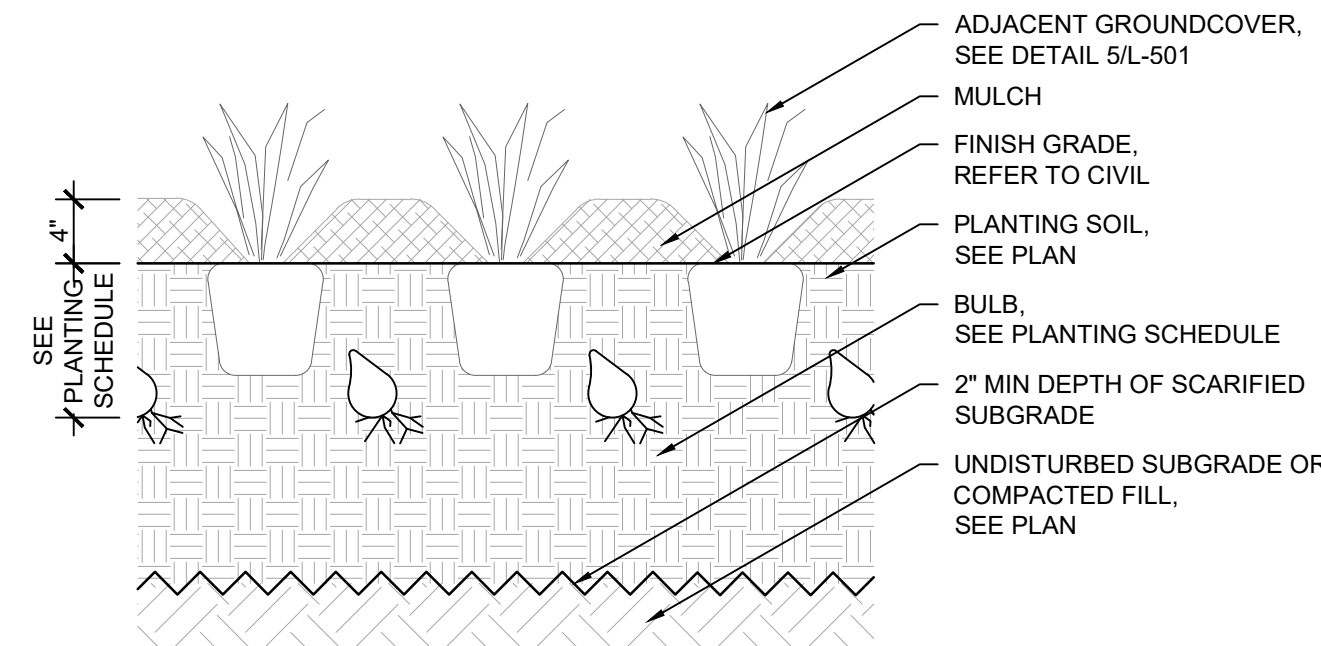
4 **SHRUB SECTION**  
1/2" = 1'-0"

- NOTES:
1. RAISE PLANTING BED FOR ADEQUATE DRAINAGE. PROPOSED DRAINAGE, REFER TO CIVIL
  2. PLANT SHALL BE HANDLED BY CONTAINER, NOT BY STEMS OR BRANCHES

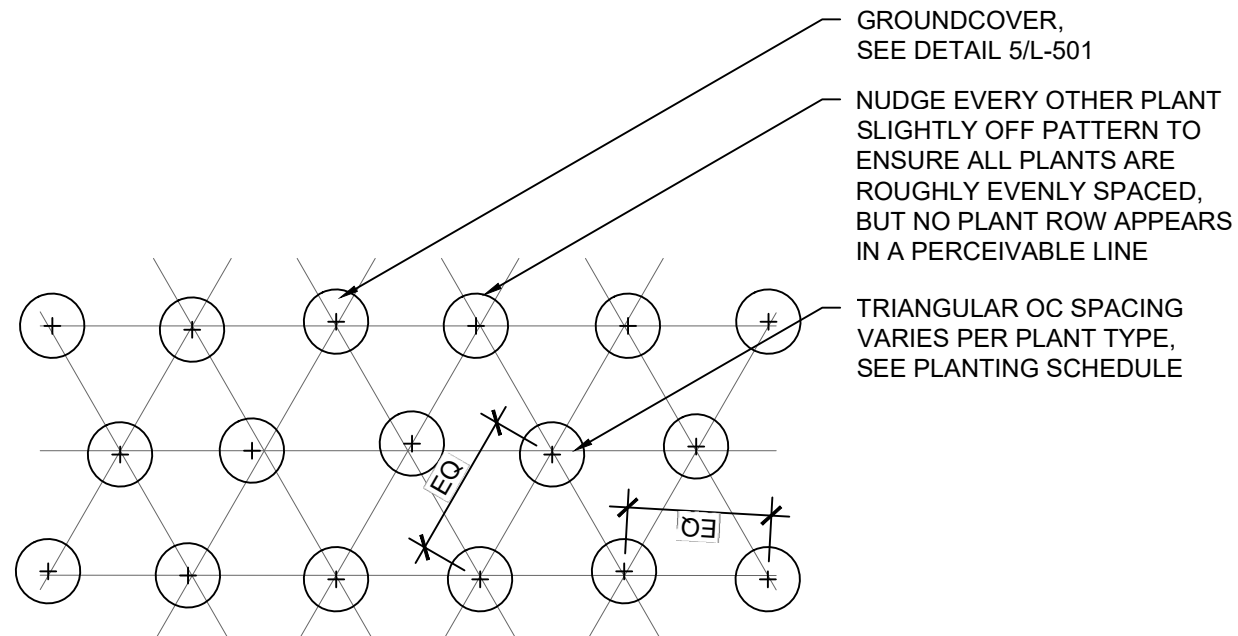


5 **GROUNDCOVER/PERENNIAL SECTION**  
1" = 1'-0"

- NOTES:
1. PLANT SINGLE BULB, OR CLUMPS OF BULBS BETWEEN GROUNDCOVERS AS SHOWN IN ENLARGEMENT PLANTING PLANS



6 **BULB SECTION**  
1" = 1'-0"



7 **TRIANGULAR SPACING PLANTING PLAN**  
NTS

|     |          |    |     |                             |  |  |  |     |      |                |     |             |  |                                       |  |  |  |                    |  |  |  |              |               |                                      |           |                           |  |
|-----|----------|----|-----|-----------------------------|--|--|--|-----|------|----------------|-----|-------------|--|---------------------------------------|--|--|--|--------------------|--|--|--|--------------|---------------|--------------------------------------|-----------|---------------------------|--|
|     |          |    |     |                             |  |  |  |     |      | SUB CONSULTANT |     |             |  | PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |  |  |  | PRIMARY CONSULTANT |  |  |  | DESIGNED: MM |               | LOCATION NAME: HUBBARD WOODS STATION |           | CAD FILE NUMBER: UPN17.7C |  |
| 3A  | 03/31/25 | DN | MM  | REVISED PER WINNETKA REVIEW |  |  |  |     |      |                |     |             |  |                                       |  |  |  |                    |  |  |  |              | TITLE:        |                                      | SCALE:    | DISTRICT: UPN             |  |
| 3   | 7/15/24  | DN | MM  | 90% RESUBMITTAL             |  |  |  |     |      |                |     |             |  |                                       |  |  |  |                    |  |  |  |              |               | PROJECT NO.                          | SHEET NO. |                           |  |
| 3   | 12/14/21 | JT | MM  | 90% SUBMITTAL               |  |  |  |     |      |                |     |             |  |                                       |  |  |  |                    |  |  |  |              |               | JPS194                               | L-501     |                           |  |
| 2   | 8/06/21  | JT | MM  | 60% SUBMITTAL               |  |  |  |     |      |                |     |             |  |                                       |  |  |  |                    |  |  |  |              | MILE POST NO. |                                      |           |                           |  |
| 1   | 7/17/20  | JT | MM  | 30% SUBMITTAL               |  |  |  |     |      |                |     |             |  |                                       |  |  |  |                    |  |  |  |              |               | UPN 17.70                            |           |                           |  |
| REV | DATE     | BY | APP | DESCRIPTION                 |  |  |  | REV | DATE | BY             | APP | DESCRIPTION |  |                                       |  |  |  |                    |  |  |  |              |               |                                      |           |                           |  |

Site

888 South Michigan Ave  
Suite 1000  
Chicago, IL 60605  
Phone: (312) 427-7240

Page 88 of 272

TYLin

200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

Page 88 of 272

Metra

ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

DESIGNED: MM

DRAWN: JT

CHECKED: BM

METRA P.M. R. BASIRIRAD

DATE: 07/15/2024





OPTION 3 ALTERNATE: Horizontal Banding 1.5" Offset

**EXHIBIT C**  
**EASEMENT AGREEMENT**  
**(SEE ATTACHED EXHIBIT C)**



## EXHIBIT C

**THIS DOCUMENT  
PREPARED BY AND AFTER  
RECORDING RETURN TO:**

Courtney P. Trefil  
Elrod Friedman LLP  
350 N. Clark Street, Second Floor  
Chicago, IL 60654

*For Recorder's Use Only*

**PERMANENT EASEMENT AGREEMENT  
(Hubbard Woods Train Depot and Train Platform)**

**THIS AGREEMENT** ("**Agreement**") is dated as of the \_\_\_\_ day of \_\_\_\_\_, 2025, ("**Effective Date**") and is by and between **COMMUTER RAIL DIVISION OF THE REGIONAL TRANSPORTATION AUTHORITY ("Metra")**, and the **VILLAGE OF WINNETKA**, an Illinois home rule municipal corporation ("**Village**").

**WITNESSETH:**

**WHEREAS**, Metra desires to renovate and install new improvements at the existing train depot and train platform located at 1065 Gage Street, Winnetka, Illinois ("**Property**") and commonly known as the Hubbard Woods Train Depot and Train Platform ("**Project**"); and

**WHEREAS**, as part of the Project, Metra desires to install a ramp and related ramp improvements ("**Improvements**") on the east side of the Hubbard Woods Train Depot and Train Platform; and

**WHEREAS**, the Property abuts Village-owed publicly dedicated right of way, as depicted in **Exhibit A** attached to and, by this reference, made a part of this Agreement ("**Right-of-Way**") and part of the Improvements will need to be located in the Right-of-Way); and

**WHEREAS**, to construct, install, maintain, and repair the Improvements on the Right-of-Way, Metra desires to obtain from Village, and Village desires to grant to Metra, a permanent easement on that portion of the Right-of-Way depicted in **Exhibit B** attached to and, by this reference, made a part of this Agreement ("**Easement Premises**"); and

**WHEREAS**, Metra and the Village have each determined that it is in each of their best interests to enter into this Agreement;

**NOW, THEREFORE**, in consideration of the recitals, mutual covenants, and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Metra and the Village agree as follows:

**SECTION ONE.**      **RECITALS.** The foregoing recitals are fully incorporated into this Agreement.

**SECTION TWO.**      **GRANT AND USE OF PERMANENT EASEMENT.** The Village grants, conveys, and dedicates to Metra a permanent non-exclusive easement in, upon, over, under, through, along, and across the Easement Premises (collectively, “*Permanent Easement*”) and a perpetual license to access a reasonable portion of the Right-of-Way for ingress and egress to the Permanent Easement and to engage in the construction, operation, maintenance, repair, and replacement of the Improvements from time to time, subject to the terms and conditions of this Agreement, together with all reasonable rights of ingress and egress over, along, upon, and across the Easement Premises and the immediately abutting areas of the Right-of-Way, if necessary, for the exercise of the rights granted in this Agreement. The Easement Premises shall not be used or operated in a manner that materially interferes with the Village’s use of the Right-of-Way now or in the future; provided, however, that the installation and construction of the Improvements and the normal operation, maintenance, repair, and replacement of the Improvements shall not be considered material interference.

**SECTION THREE.**      **RESTORATION.** Upon completion of construction, maintenance, or repair of the Improvements, Metra shall: (a) replace any paving damaged or removed by Metra as a direct result of the its construction, maintenance, or repair of the Improvements with patching of a type and quality customarily used by the Village; and (b) repair any damage caused by Metra’s negligence or intentional misconduct to the any portion of the Right-of-Way outside of the Easement Premises. Metra acknowledges and agrees that Metra, upon completion of any construction, maintenance, or repair of the Improvements, is responsible for restoring the Easement Premises to the condition immediately preceding the construction, maintenance, or repair.

**SECTION FOUR.**      **RESERVED RIGHTS.**

A.      The Village hereby reserves the right to the full use and enjoyment of the Easement Premises and the Right-of-Way in any manner that does not prevent or interfere in any way with the exercise by Metra of the easement rights granted pursuant to this Agreement; provided, however, that the Village shall not permanently improve, disturb, damage, destroy, injure, or obstruct the Easement Premises, nor intentionally permit the Easement Premises to be permanently improved, disturbed, damaged, destroyed, injured, or obstructed, at any time whatsoever, without the express prior written consent of Metra.

B.      The Village shall have the right to grant other non-exclusive easements over, along, upon, or across the Easement Premises provided, however, that any such other easements shall be subject to this Agreement and the rights granted hereby.

**SECTION FIVE.**      **ASSIGNMENT OF RIGHTS.** Metra acknowledges and agrees that is will not assign its rights or delegate its duties under this Easement Agreement, in whole or in part, without the consent of the Village.

**SECTION SIX.**      **COVENANTS RUNNING WITH THE LAND.** The easements and rights granted in this Agreement, the duties and restrictions imposed by this Agreement, and the agreements and covenants contained in this Agreement are easements, rights, restrictions, agreements, and covenants running with the land, are to be recorded against the Easement Premises and are binding upon and inure to the benefit of Metra and the Village, and their respective heirs, executors, administrators, grantees, successors, assigns, agents, licensees, invitees, and representatives, including, without limitation, all subsequent owners of the Easement Premises, or any portion thereof, and all persons claiming under them. If any of the easements, rights, restrictions, agreements, or covenants

created by this Agreement would otherwise be unlawful or void for violation of (a) the rule against perpetuities or some analogous statutory provision, (b) the rule restricting restraints on alienation, or (c) any other statutory or common law rules imposing time limits, then such easements, rights, restrictions, agreements, or covenants will continue only until 21 years after the death of the last survivor of the now living lawful descendants of the current President of the United States.

**SECTION SEVEN. GENERAL PROVISIONS.**

**A. Notices.** All notices required or permitted to be given under this Agreement must be given by the parties by: (i) personal delivery; (ii) notice via electronic mail; (iii) deposit in the United States mail, enclosed in a sealed envelope with first class postage thereon; or (iv) deposit with a nationally-recognized overnight delivery service, addressed as stated in this Section 7.A. The address of any party may be changed by written notice to the other parties. Any mailed notice will be deemed to have been given and received within three days after the same has been mailed and any notice given by overnight courier will be deemed to have been given and received within 24 hours after deposit. Notices and communications to the parties must be addressed to, and delivered at, the following addresses:

If to the Village:                      Village of Winnetka  
510 Green Bay Road  
Winnetka, IL 60093  
Attention: Village Manager  
Email: R.bahan@winnetka.org

with a copy to:                      Elrod Friedman LLP  
350 N. Clark Street, Second Floor  
Chicago, IL 60654  
Attention: Peter M. Friedman, Village Attorney  
Email: peter.friedman@elrodfriedman.com

If to Metra:                      Commuter Rail Division of the Regional  
Transportation Authority  
\_\_\_\_\_  
\_\_\_\_\_  
Attention: \_\_\_\_\_  
Email: \_\_\_\_\_

with a copy to:                      \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Attention: \_\_\_\_\_  
Email: \_\_\_\_\_

**B. Amendment.** No amendment or modification to this Agreement will be effective until it is reduced to writing and approved and executed by the governing boards of each party to this Agreement in accordance with all applicable statutory procedures.

**C. Authority to Execute.** The Village hereby warrants and represents to Metra that: (i) the Village is the record and beneficial owner of fee simple title to the Easement Premises; (ii) no other person has any legal, beneficial, contractual, or security interest in the Easement Premises; (iii) the Village has the full and complete right, power, and authority to enter into this Agreement, to agree to



the terms, provisions, and conditions set forth in this Agreement, and to bind the Easement Premises as set forth in this Agreement; (iv) all legal actions needed to authorize the execution, delivery, and performance of this Agreement have been taken; and (v) neither the execution of this Agreement nor the performance of the obligations assumed by the Village will violate any statute, law, restriction, court order, or agreement to which the Village or the Easement Premises are subject.

**D. Recording.** The Village will record this Agreement, at Metra's sole cost and expense, against the Easement Premises with the Recording Division of the Cook County Clerk promptly following the approval and full execution of this agreement by the parties.

**E. Non-Waiver.** Metra and the Village shall be under no obligation to exercise any of the rights granted to each of them in this Agreement. The failure of either party to exercise at any time any right granted to such party shall not be deemed or construed to be a waiver of that right, nor shall the failure void or affect either party's right to enforce that right or any other right.

**F. No Waiver of Tort Immunity.** Nothing contained in this Agreement shall constitute a waiver by the Village of any right, privilege or defense which it has under statutory or common law, included but not limited to the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*

**G. Severability.** If any provision of this Agreement is construed or held to be void, invalid, illegal, or unenforceable in any respect, the remaining part of that provision and the remaining provisions of this Agreement shall not be affected, impaired, or invalidated thereby, but shall remain in full force and effect. The unenforceability of any provision of this Agreement shall not affect the enforceability of that provision in any other situation.

**H. Interpretation.** This Agreement shall be construed without regard to the identity of the party who drafted the various provisions of this agreement. Moreover, each and every provision of this Agreement shall be construed as though all parties participated equally in the drafting of this Agreement. As a result of the foregoing, any rule or construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

**I. Survival.** All representations and warranties contained herein shall survive the execution and recordation of this Agreement and shall not be merged.

**J. Entire Agreement.** This Agreement constitutes the entire agreement between the parties, and supersedes any and all prior agreements and negotiations between the parties whether written or oral, relating to the Easement granted pursuant to this Agreement.

**K. No Third-Party Beneficiaries.** No claim as a third-party beneficiary under this Agreement by any person may be made, or be valid, against the Village or Metra.

*[SIGNATURE PAGE FOLLOWS]*

**IN WITNESS WHEREOF**, the parties hereto have caused this instrument to be executed on the date first above written.

ATTEST:

**VILLAGE OF WINNETKA,**  
an Illinois home rule municipal corporation

\_\_\_\_\_  
Kristin Kazenas, Deputy Village Clerk

By \_\_\_\_\_  
Robert Bahan  
Its: Village Manager

ATTEST:

**COMMUTER RAIL DIVISION OF THE  
REGIONAL TRANSPORTATION  
AUTHORITY**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

## ACKNOWLEDGEMENTS

STATE OF ILLINOIS                    )  
                                                  ) ss.  
COUNTY OF COOK                    )

I, the undersigned, a Notary Public in and for Cook County, Illinois, do hereby certify that Robert Bahan, personally known to me to be the Village Manager of the Village of Winnetka, an Illinois home rule municipal corporation, and Kristin Kazenas, personally known to me to be the Deputy Village Clerk of the Village of Winnetka, and personally known to me to be the same persons whose names are subscribed to the foregoing Easement Agreement, each appeared before me this day in person and acknowledged that, as the Village Manager and Deputy Village Clerk, they signed and delivered the Easement Agreement, pursuant to the authority given by the Village, as their free and voluntary act and as the free and voluntary act and deed of the Village, for the uses and purposes set forth in the Easement Agreement.

Given under my hand and official seal this \_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Notary Public

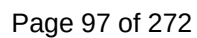
STATE OF \_\_\_\_\_                    )  
                                                  ) ss.  
COUNTY OF \_\_\_\_\_                    )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that \_\_\_\_\_, personally known to me to be the \_\_\_\_\_ of \_\_\_\_\_, a \_\_\_\_\_, and \_\_\_\_\_, personally known to me to be the \_\_\_\_\_ of the \_\_\_\_\_, and personally known to me to be the same persons whose names are subscribed to the foregoing Easement Agreement, each appeared before me this day in person and acknowledged that, as the \_\_\_\_\_ and \_\_\_\_\_, they signed and delivered the Easement Agreement, pursuant to the authority given by the \_\_\_\_\_, as their free and voluntary act and as the free and voluntary act and deed of the \_\_\_\_\_, for the uses and purposes set forth in the Easement Agreement.

Given under my hand and official seal this \_\_\_\_ day of \_\_\_\_\_ 2025.

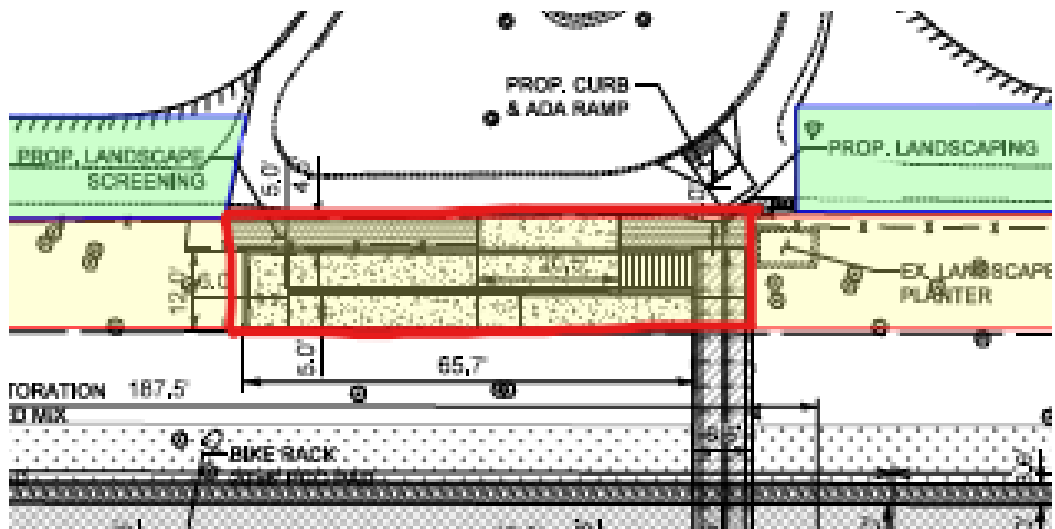
\_\_\_\_\_  
Notary Public

DEPICTION OF RIGHT-OF-WAY  
(EXCERPT OF AUGUST 14, 2024, TOPOGRAPHIC SURVEY)



## EXHIBIT B

### DEPICTION OF EASEMENT PREMISES





**EXHIBIT D**  
**UNCONDITIONAL AGREEMENT AND CONSENT**

TO: The Village of Winnetka, Illinois ("***Village***"):

**WHEREAS**, Commuter Rail Division of the Regional Transportation Authority, commonly known as Metra ("***Applicant***"), is the lessee of the property commonly known as 1065 Gage Street, Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("***Subject Property***"); and

**WHEREAS**, Union Pacific Railroad is the record title owner of the Subject Property ("***Owner***"); and

**WHEREAS**, the Subject Property is located within the R-3 and R-5 Single Family Residential Districts and the C-2 General Retail Commercial District (collectively, "***Zoning Districts***"); and

**WHEREAS**, Applicant desires to renovate the existing train depot and train platform, which is known as the Hubbard Woods Train Depot and Train Platform ("***Hubbard Woods Depot***") at the Subject Property; and

**WHEREAS**, pursuant to Section 17.56.020 of the Winnetka Zoning Ordinance ("***Zoning Ordinance***"), a nonessential public use is permitted in any zoning district within the Village by special use permit; and

**WHEREAS**, a nonessential public use is defined in the Zoning Ordinance as a "use affected with the public interest, regardless of ownership, except that the term nonessential public use shall not include essential public uses;" and

**WHEREAS**, the operation and renovation of the Hubbard Woods Depot is a nonessential public use and requires a special use permit; and

**WHEREAS**, the Applicant desires to renovate the Hubbard Woods Depot to comply with the Americans with Disabilities Act including renovating interior spaces of the station building, entrances, and pathways to the platforms ("***Internal Improvements***"), and making the following external improvements at the Subject Property including (i) replacing the existing pedestrian bridge over the train tracks; (ii) installing ADA ramps on both the east and west sides of the Subject Property for access to the new pedestrian bridge; (iii) installing two elevators; (iv) replacing the staircases from the pedestrian bridge to the train platform level; (v) replacing the platforms; (vi) adding track level warming shelters; (vii) replacing staircases from Scott Avenue to the platform; (viii) installing landscape screening on the west end of Hubbard Place to screen the pedestrian bridge and proposed ADA ramp; and (ix) installing exterior lighting on the pedestrian bridge (collectively, "***External Improvements***"); and

**WHEREAS**, the Applicant further desires to remove, restore and reinstall the windbreak shelters and relocate the Green Bay Trail to the east to provide clearance around the proposed east

elevator tower and the proposed warming shelters ("***Shelter Improvements***") and collectively with the Internal Improvements and External Improvements the "***Proposed Improvements***"; and

**WHEREAS**, on February 27, 2025, Applicant, with the consent of the Owner, filed an application for (i) a special use permit to renovate the Hubbard Woods Depot at the Subject Property and construct the Proposed Improvements ("***Special Use Permit***"); and (ii) a certificate appropriateness ("***Certificate of Appropriateness***") pursuant to Section 15.40.010 of the Winnetka Village Code ("***Village Code***") (the Special Use Permit and the Certificate of Appropriateness are collectively, the "***Requested Relief***"); and

**WHEREAS**, Ordinance No. M-09-2025, adopted by the Village Council on \_\_\_\_\_, 2025 ("***Ordinance***"), grants the Requested Relief to Applicant; and

**WHEREAS**, Section 9 of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until Applicant and Owner have filed, within 60 days following the passage of the Ordinance, their unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

**NOW, THEREFORE**, Applicant and Owner do hereby agree and covenant as follows:

1. Applicant and Owner do hereby unconditionally agree to accept, consent to, and abide by each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.

2. Applicant and Owner acknowledge that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, have considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. Applicant and Owner acknowledge and agree that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's grant of the Requested Relief for the Subject Property or its adoption of the Ordinance, and that the Village's Approvals do not, and will not, in any way, be deemed to insure Applicant or Owner against damage or injury of any kind and at any time.

4. Applicant and Owner do hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Ordinance granting the Requested Relief for the Subject Property.

5. Applicant and Owner hereby agree to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses will include all out-of-pocket expenses, such as attorneys' and experts' fees, and will also include the reasonable value of any services rendered by any employees of the Village.

Dated: \_\_\_\_\_, 2025

ATTEST:

**COMMUTER RAIL DIVISION OF THE  
REGIONAL TRANSPORTION AUTHORITY**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

ATTEST:

**UNION PACIFIC RAILROAD**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_



# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** PLAN COMMISSION  
**FROM:** ANN KLAASSEN, ASSISTANT DIRECTOR  
**DATE:** MAY 14, 2025  
**SUBJECT:** HUBBARD WOODS METRA TRAIN STATION - 1065 GAGE STREET  
SPECIAL USE PERMIT (CASE NO. 25-03-SU)

---

### INTRODUCTION

On May 22, 2025, the Plan Commission is scheduled to hold a public hearing on an application submitted by Metra (the "Applicant"), as lessee of the property located at 1065 Gage Street (the "Subject Property"), which is owned by the Union Pacific Railroad (the "Owner"). The Applicant is seeking approval of a **Special Use Permit** to allow renovation of the existing Hubbard Woods train depot and train platform and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform, and new warming shelters on the Subject Property.

The Zoning Board of Appeals (ZBA) considered the special use permit on May 12, 2025; by a vote of 6-0, the ZBA recommended approval of the request. The Applicant has also submitted an application for a **Certificate of Appropriateness** for the design of the proposed improvements. The Design Review Board (DRB) considered the certificate of appropriateness at its April 17, 2025, meeting and continued the item to its May 15 meeting. Details regarding both the ZBA's and the DRB's considerations are provided later in this report.

A mail notice was sent to property owners within 250 feet of the Subject Property, in compliance with Zoning Ordinance, informing them of the public hearing before the Plan Commission. The hearing was also properly noticed in the *Winnetka Talk* on May 1, 2025. Additionally, a public notice sign was posted on the Subject Property informing the public of the May 22 Plan Commission meeting. As of the date of this memo, staff has received three written comments from the public regarding this application. The comments are provided in **Attachment B**.

***The Village Council has final jurisdiction on this request as only the Council has the authority to grant or amend a Special Use Permit.***

### PROPERTY DESCRIPTION

The Subject Property is generally located along the Union Pacific Railroad between Tower Road and Scott Avenue, is zoned R-5 and R-3 Single Family Residential and C-2 General Retail Commercial, and contains the Metra Hubbard Woods Train Station (Figures 1 and 2). The Comprehensive Plan designates the Subject Property as appropriate for "Transportation, Utilities, Communications" uses (Figure 3).

The Zoning Ordinance allows nonessential public uses in any zoning district within the Village by special use permit approval. A "nonessential public use" means a "use affected with the public interest, regardless

of ownership, except that the term nonessential public use shall not include essential public uses.” For reference, “essential public use” means the “use of any real property, building or other structure owned and operated by the Village for the purpose of providing an essential public service or for the purpose of providing communications for or between any development of the Village.”

The Applicant’s use of the Subject Property as a railroad and train station is generally consistent with the Comprehensive Plan land use designation and the zoning.

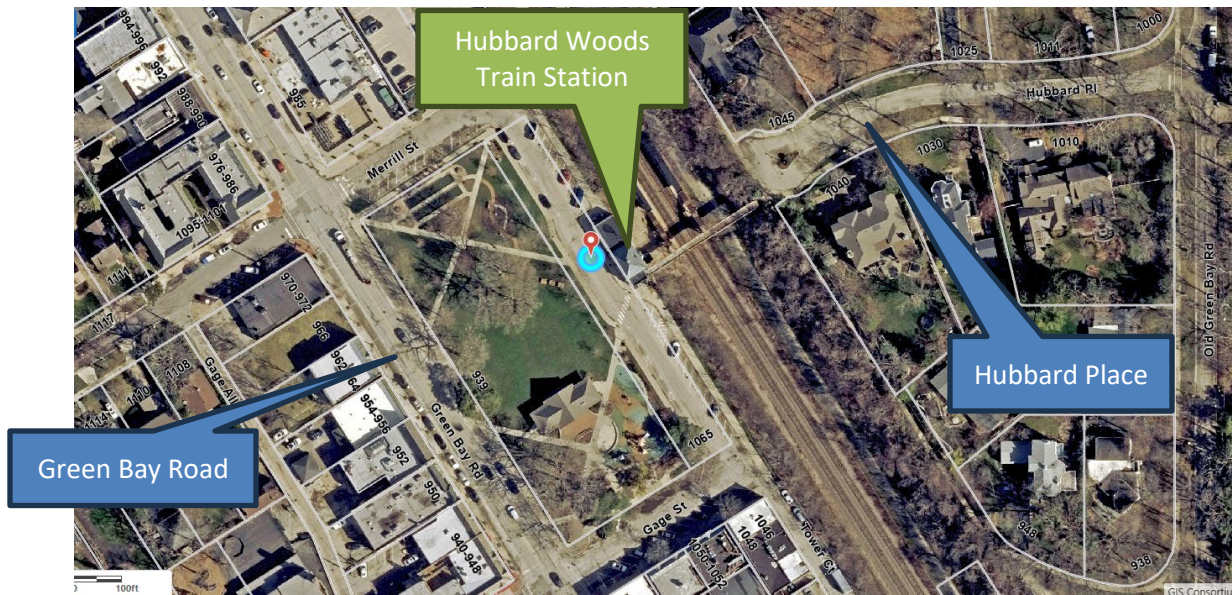


Figure 1 – Location Map

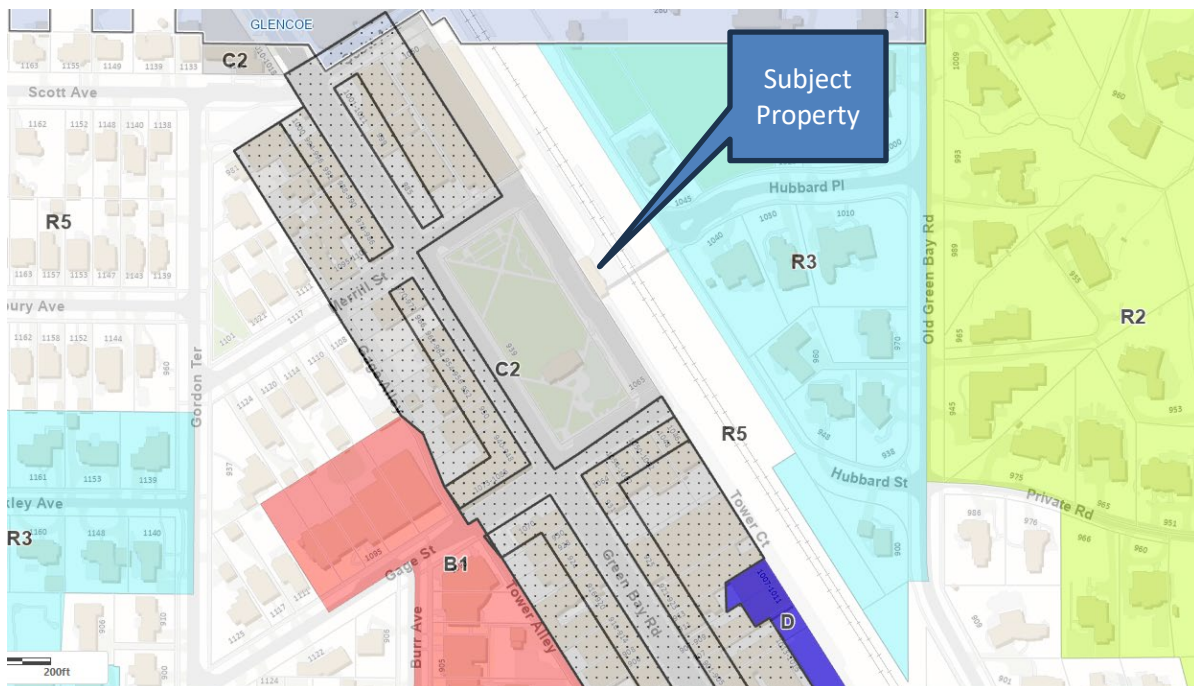
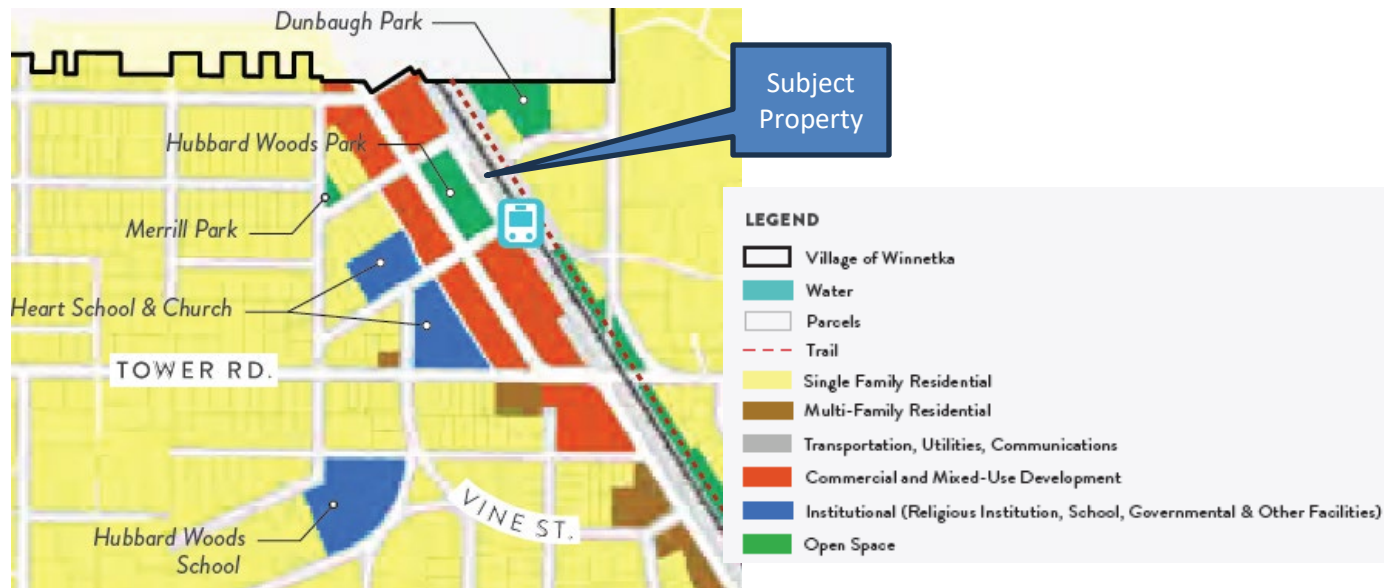


Figure 2 – Zoning Map





**Figure 3 – Comprehensive Plan Land Use Map – Winnetka Futures 2040 Plan**

The Comprehensive Plan also contains the following vision statement and goal relevant to the proposed improvements:

***Pillar 8 - Mobility & Accessibility:** A progressive community with forethought in developing safe and efficient local and regional mobility connections for all through public transportation, regional trails and pedestrian and bike friendly neighborhood street networks.*

***Goal 8.4:** The Village will continue to support quality transit service and encourage increased ridership.*

***Initiative 8.4.1:** Improve the experience of accessing Metra by upgrading and concentrating amenities at the three stations, such as upgraded and sheltered bicycle parking.*

***Initiative 8.4.2:** Recognizing the role transit plays in achieving community goals like health, equity, and sustainability ensure zoning regulations support and encourage development around transit stops, generating pedestrian traffic that mutually benefits local businesses, transit users, and transit agencies.*

## **PROPERTY HISTORY AND PREVIOUS ZONING APPLICATIONS**

The original date of construction of the train station cannot be determined from Village records. However, according to the Applicant, the existing train station was constructed in 1943. There are no previous zoning cases for the Subject Property.

Figures 4 through 12 on the following pages are photos taken in March 2025 of the train station building and external elements associated with Metra's use of the Subject Property.



**Figure 4 – Hubbard Woods Train Station – West & South Elevations**



**Figure 5 – Hubbard Woods Train Station – West & North Elevations**





**Figure 6 – Hubbard Woods Train Station – East Elevation**



**Figure 7 – Pedestrian Bridge, Stairs to Platforms & Windbreak Shelters**





**Figure 8 – Pedestrian Bridge Over Tracks**



**Figure 9 – East Windbreak Shelter**





**Figure 10 – West Windbreak Shelter**



**Figure 11 – Stairs from Hubbard Place to Pedestrian Bridge**





**Figure 12 - Stairs from Platform to Scott Avenue**

## **PROPOSED PLAN**

The Applicant is proposing renovation of the existing Hubbard Woods Train Station as well as the external elements. As noted by the Applicant in the narrative included in **Attachment A**, a priority of the project is to make the station compliant with the Americans with Disabilities Act (ADA), this includes interior spaces of the station building, entrances, and pathways to the platforms. External improvements include the following:

- Replacement of existing pedestrian bridge over the tracks;
- ADA ramps on both the east and west sides for access to the new pedestrian bridge;
- Addition of two (2) elevators;
- Replacement of staircases from the pedestrian bridge to train platform level;
- Replacement of platforms;
- Addition of track level warming shelters;
- Replacement of staircases from Scott Avenue to platform (within corporate limits of the Village of Glencoe);
- Landscape screening on west end of Hubbard Place to screen the pedestrian bridge and proposed ADA ramp.

The existing windbreak shelters would be removed, restored, and reinstalled. The proposed plan also calls for a slight relocation of the Green Bay Trail to the east in order to provide clearance around the proposed east elevator tower and the proposed warming shelters.

As described by the Applicant in the attached application materials, due to the ongoing review by the Owner of the proposed improvements, Metra and its design team have provided options for the

pedestrian bridge railing. The original option (Option 1) was designed to match the Elm Street Metra station pedestrian bridge (Figure 13). However, the Owner's design guidelines have changed since the Elm Street pedestrian bridge was renovated. Therefore, two other options are being presented by the Applicant. Option 2 is similar in style to Option 1, but the railing would be 6 feet in height rather than 42 inches (Figure 14). Option 3 is the Owner's guideline standard, which consists of an arched chain-link fence over the railroad track area (Figure 15). The Applicant indicates that it will propose Option 2 and request a variance for this option from the Owner.



**Figure 13 – Rendering of Pedestrian Bridge Railing – Option 1 (Elm Street Station)**



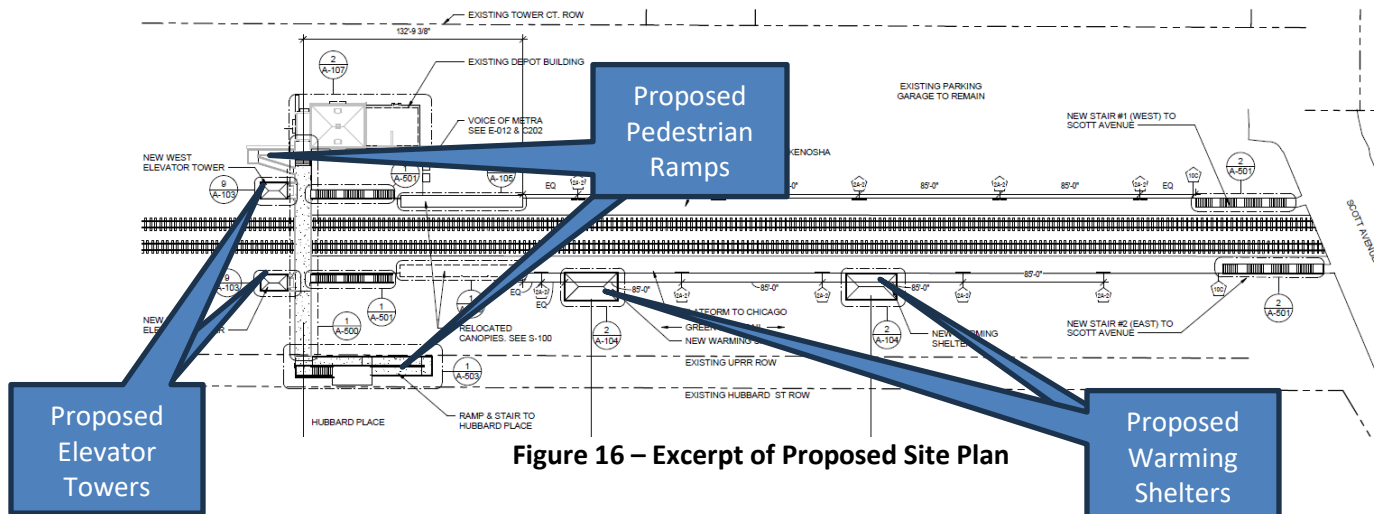


Figure 14 - Rendering of Pedestrian Bridge Railing – Option 2 (Proposed by Applicant)

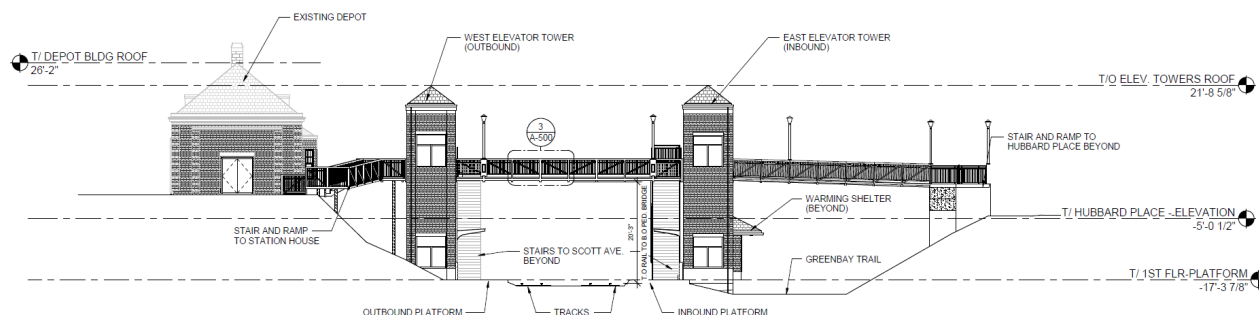


Figure 15 - Rendering of Pedestrian Bridge Railing - Option 3 (UPRR Standard)

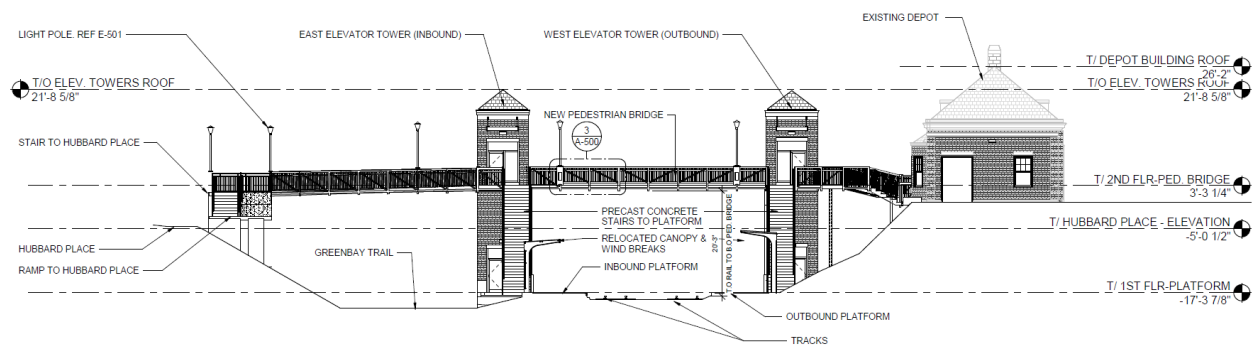
An excerpt of the proposed site plan, site sections, and additional renderings of the proposed improvements are provided below and on the following pages as Figures 16 through 24. The complete submittal is included in the application materials provided in **Attachment A**.



**Figure 16 – Excerpt of Proposed Site Plan**



**Figure 17 – Site Section (South Elevation)**



**Figure 18 – Site Section (North Elevation)**





**Figure 19 – North Aerial Perspective**



**Figure 20 – Southeast Aerial Perspective**





**Figure 21 – Rendering - Green Bay Trail Looking North**



**Figure 22 – Rendering of North Façade**

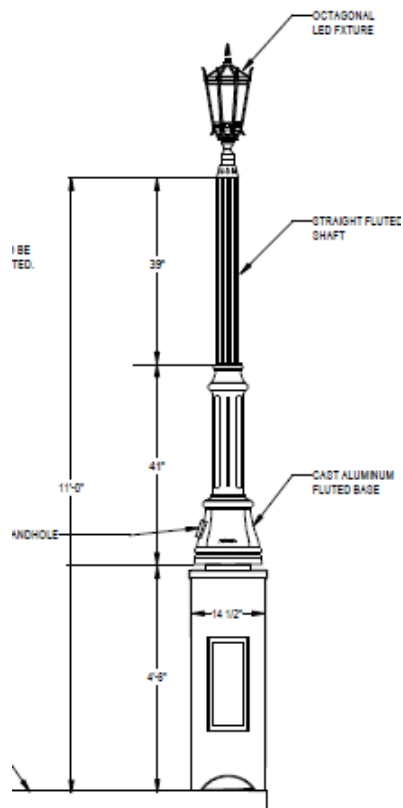


**Figure 23 – Rendering of East Façade**

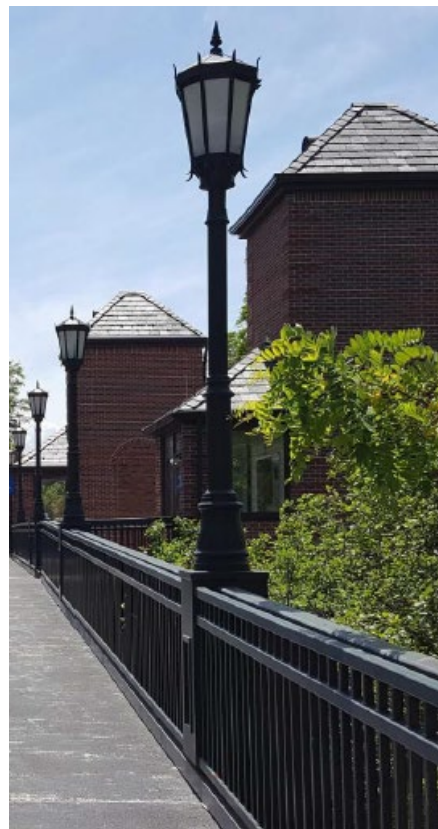


**Figure 24 – Rendering East Façade (Hubbard Place)**

Exterior lighting. The proposed site improvements include installation of lights on the pedestrian bridge (Figure 25). The proposed lights are intended to match the existing lights on the Elm Street pedestrian bridge (Figure 26). (The renderings do not depict the proposed fixture.)



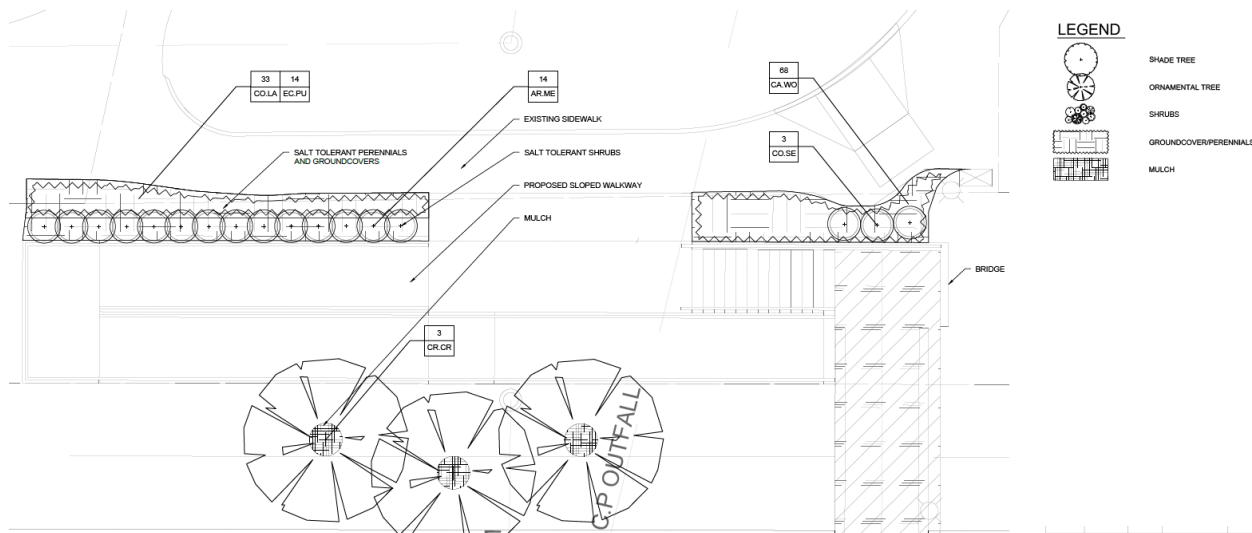
**Figure 25 – Proposed Pedestrian Bridge Lights**



**Figure 26 – Photo of Light Fixtures at Elm Street Station**

Landscaping. Included in the application materials is a proposed landscape plan and plant schedule. The Applicant is proposing landscaping on the west end of Hubbard Place to screen the pedestrian bridge and proposed ADA ramp. Please refer to the tree and plant schedule for details.





**Figure 27 – Excerpt of Landscape Plan**

### **CONSIDERATION BY OTHER ADVISORY BOARDS/COMMISSIONS**

Design Review Board (DRB). The DRB considered a Certificate of Appropriateness for the proposed improvements on April 17, 2025. After hearing a presentation by staff and one by the Applicant, and receiving one written comment from the public (included in **Attachment B**), the DRB discussed the design of the proposed improvements. The DRB was complementary of Elm Street Station improvements and suggested the Applicant consider matching the details of the elevator towers and pedestrian railing at the Hubbard Woods Station. Ultimately, by a vote of 5-0, the DRB continued the item to its May 15 meeting while requesting that the Applicant consider revisions to: (i) add more detailing to the elevator towers; (ii) revise color of the railings; (iii) reduce the size of the east entrance signage at Hubbard Place to reflect the residential character of the area; and (iv) address concern of neighbor related to the volume of the audio messages coming from the speakers.

In response to comments at the April DRB meeting, the Applicant has provided a written response. Primary changes include (i) changing the color of the railings to a dark bronze; (ii) reducing the size of the east entrance sign at Hubbard Place by 25%; (iii) increasing the number of speakers to 26 from the existing 16 speakers to allow for the reduction of volume to provide the same coverage at the platform level while reducing the sound level spilling onto adjacent properties. The Applicant has also provided a memo outlining the review process for the design of elevator towers. A compilation of these materials is included in **Attachment A**.

Zoning Board of Appeals (ZBA). The ZBA considered the Special Use Permit on May 12, 2025. After hearing from staff and the Applicant, the Board heard from three members of the public. One member of the public explained that he has been writing to officials at Metra since 2008 regarding the condition of the existing pedestrian bridge at the Hubbard Woods Metra Station and the need for its replacement. He provided his written correspondence to the ZBA, which is included in Attachment B. Another member of the public suggested that Metra consider interior alterations to the existing depot building to provide: (i) an elevator inside the depot to possibly eliminate the need for the east ramp; and (ii) access to the lower level of the depot building since there aren't warming shelters on the west side of the tracks. The third member of the public spoke in favor of the east ramp as it would provide an accessible pathway for the public to access the west side of the tracks, not just access for commuters. The ZBA then discussed the project. One member expressed a strong desire to push the east ramp to the west to provide space for additional, more substantial, landscape screening for the residential neighbors on Hubbard Place.



Another member encouraged Metra to reconsider adding a warming shelter on the west side of the tracks for those commuting northbound. Members also commented that the size of the east entrance sign facing Hubbard Place did not need to be so large since it is facing a residential neighborhood, not a commercial area. Ultimately, by a vote of 6-0, the ZBA recommended approval of the request.

## FINDINGS & RECOMMENDATION

The Plan Commission is to consider whether or not the requested special use to allow the proposed improvements to the existing Hubbard Woods Metra Train Station is consistent with the Village's Comprehensive Plan and with the Village's six standards for granting special use permits. In the attached application materials submitted by the Applicant, the Applicant has provided a statement of justification regarding how the Special Use Permit meets the standards for granting special use permits.

After hearing from the Applicant and the public, the Commission may decide to take action on one or two options:

- 1) Continue the public hearing to a specific date to provide the Applicant and/or staff with additional time to address questions and comments from the Commission or the public; or
- 2) Consider a motion recommending approval or denial of the Special Use. If the Commission is prepared to make a recommendation to the Village Council regarding the requested relief, a Commissioner may wish to make a motion recommending approval or recommending denial based upon the following:

Move to recommend **approval [denial]** a **Special Use Permit** to allow renovation of the existing Hubbard Woods train depot and train platform and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform, and new warming shelters on the Subject Property, based on evidence in the record, or a public document, and upon the following findings of fact:

1. The proposed improvements **are [are not]** consistent with the Comprehensive Plan's Land Use Map designation of the Subject Property as appropriate for "Transportation, Utilities, Communications" uses; and
2. The proposed improvements **are consistent [are not consistent]** with the Standards for the granting of Special Use Permits, as follows:
  - a. That the establishment, maintenance and operation of the special use will not be detrimental to or endanger the public health, safety, comfort, morals or general welfare;
  - b. That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity;
  - c. That the establishment of the special use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern;
  - d. That adequate measures have been or will be taken to provide ingress and egress in a manner which minimizes pedestrian and vehicular traffic congestion in the public ways;

- e. That adequate parking, utilities, access roads, drainage and other facilities necessary to the operation of the special use exist or are to be provided; and
- f. That the special use in all other respects conforms to the applicable regulations of this and other Village ordinances and codes.

***[If the Commission chooses to place conditions as part of its recommendation of approval, it will want to include the conditions here.]***

**ATTACHMENTS**

Attachment A: Application Materials

Attachment B: Public Correspondence

Village of Winnetka – Special Use Permit Application  
Application Materials

# Renovation of Hubbard Woods Station

1065 Gage Street  
Winnetka, IL 60626

Metra Project Number: 5194

Village of Winnetka Case No. 25-03-SU

Prepared for:  
Metra  
547 W. Jackson Blvd.  
Chicago, IL 60093

Prepared by:  
TYLin  
200 S. Wacker Dr., Suite 1400  
Chicago, IL 60606

Date: 3/31/2025



VILLAGE OF WINNETKA, ILLINOIS  
DEPARTMENT OF COMMUNITY DEVELOPMENT

SPECIAL USE PERMIT APPLICATION

Case No. 25-03-SU

Property Information

Site Address: 1065 Gage Street, Winnetka, IL

Applicant Information

Name: Metra  
Mark Delaney  
Primary Contact: Chief Capital Delivery Officer  
Address: 547 W. Jackson Blvd.  
City, State, ZIP: Chicago, IL 60601  
Phone No. 312-322-6915  
Email: mdelaney@METRARR.com

Architect Information

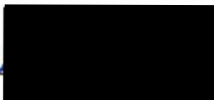
Name: TY Lin International  
Primary Contact: Patricia Davidson, P.E.  
Address: 200 S. Wacker Drive  
City, State, ZIP: Chicago, IL 60606  
Phone No. 312-777-2886  
Email: patricia.davidson@tylin.com

Owner Information

Name: Union Pacific Railroad  
Primary Contact: Dana Brummund  
Address: 1400 Douglas Street  
City, State, ZIP: Omaha, NE 68179  
Phone No. 402-544-8644  
Email: dlbrummund@up.com

Attorney Information

Name: Metra  
Primary Contact: Keith H. Pardonnet  
Address: 547 W. Jackson Blvd.  
City, State, Zip: Chicago, IL 60601  
Phone No. 312-322-6779  
Email: khpardonnet@MetraRR.com

Applicant Signature: 

Date: 2/27/25

Property Owner Signature:

Date:

Please refer to the attached official letter from Dana Brummund, Union Pacific RR  
Printed Name of Owner: Dated January 29, 2025



January 29, 2025

David Schoon  
Director  
Village of Winnetka Community Development  
510 Green Bay Rd.  
Winnetka, IL 60093

Robert Bahan  
Village Manager  
Village of Winnetka  
510 Green Bay Rd.  
Winnetka, IL 60093

Subject: Special Use Permit Application (SUPA), Metra Hubbard Woods Station,  
MP 17.66, Kenosha Sub, Winnetka, IL

Mr. Schoon and Mr. Bahan,

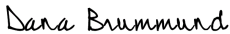
Regarding the Winnetka Special Use Permit Application (SUPA), the Union Pacific Railroad Company (UPRR) received the Hubbard Woods Station 90% milestone improvement plans in July 2024 for review and is aware of the proposed improvements within the building and at the track level. UPRR subsequently received the SUPA for the Hubbard Woods Station project to sign as the owner. However, UPRR will not sign the application because UPRR does not control the project or maintain the station. The station is currently under lease by the Village of Winnetka; therefore, Winnetka, as lessee, may complete and sign the SUPA or choose to waive it. Either Metra or Winnetka will be the party performing any requirements and satisfying any conditions in any permit obtained for the project.

UPRR is aware of the project and consents to the proposed improvements.

Please contact our office with any questions.

Sincerely,

DocuSigned by:

 Dana Brummund

85453D5C74EE4CE...  
Dana Brummund

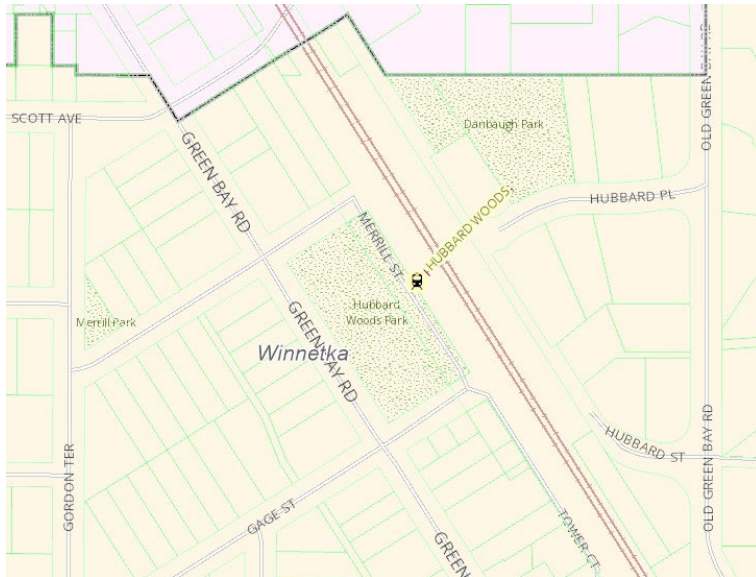
Union Pacific Railroad Company

## Narrative - Description of Project

### Existing Conditions

#### Location:

The Metra Hubbard Woods Station Building is located at 1065 Gage Street in Winnetka along the westerly side of the Union Pacific North Line (UP-N) tracks.



Cook County GIS Viewer – Metra Hubbard Woods Location Exhibit, August 2021

#### Station Building:



View of 1065 Gage Street, October 2019.

Constructed in 1943, this two-story, Georgian Revival train station is clad in light red brick with limestone ornamentation. The building is rectangular in plan with a hipped roof clad in slate shingles. As a utilitarian building, the station features limited architectural ornamentation and embellishments. The resource maintains its key character-defining features including the visual aspects and physical features which define the type of resource, architectural style, and sense of time and place. Character-defining elements include the

overall shape of the building, its materials, craftsmanship, decorative details, interior spaces and features, as well as the various aspects of its site and environment. Architectural character-defining features at the exterior include the original four-over-one and six-over-one wood double-hung windows set within round arch brick openings, limestone

splayed lintels, a projecting bay window at the east façade, limestone entrance surround, rusticated limestone base at the platform level, limestone cornice, and brick quoins. Alterations to the exterior include the replacement of the asphalt roof shingles with slate, and masonry renovations in 1995.

On the interior, the building retains character-defining features including its original configuration, wood paneled doors, furniture, and the original blueish-grey terra cotta wall tile and black terra cotta wall base (pictured in the left and center photograph below).



Left and Center Photo: View of Waiting Room; Right Photo: View of the Ticket Office. All photographs taken in October 2019.

### Station External Entities:

Exterior elements include a pedestrian bridge with stairs to access each platform. Historic windbreaks flank the platforms at the foot of these stairs. The platforms extend from the pedestrian bridge to the Scott Avenue bridge. The Green Bay Trail parallels the track along the east side, this multi-use trail facility spans several municipalities.



Pedestrian bridge stairs to track level, historic windbreaks, and Green Bay Trail, January 2017





Stairs from Hubbard Place to Pedestrian Bridge, Jan 2017



Stairs from Scott Street to Metra platform, January 2017

At the east end of the pedestrian bridge are stairs leading to the Hubbard Place sidewalk. Two additional staircases connect the platforms to Scott Avenue.

## Renovations

A priority of the project is to make this station ADA-compliant, including interior spaces, entrances, and pathways to the platforms. The Hubbard Woods Station renovation project consists of renovation of the Hubbard Woods Station building and external elements.

External improvements include replacement of the existing pedestrian bridge over the tracks, which will include ADA ramps at both the east and west end for bridge access, the addition of two elevators and the replacement of two staircases from the pedestrian bridge to platform level, the replacement of platforms, the addition of track level warming shelters, and the replacement of two staircases from the north end of the platform to Scott Street. Landscape screening will be provided at the west end of Hubbard Place. Lighting of external spaces will be designed to be sensitive to nearby residents. The two existing windbreak shelters will be removed, restored, and reinstalled. The Green Bay Trail will be realigned slightly. The Gage Street pavement and sidewalk will be modified to provide ADA access to the building. The bulk of the renovations occur in Winnetka, however the two staircases to Scott Street are within the Glencoe village limits.

Within the building, the two toilet rooms will be modified to ADA accessible standards. The existing janitor closet will be relocated and enlarged. The existing freight elevator space will be included in a roughed in vendor space. Existing doors and windows will be repaired. The existing radiators will be removed, restored, and reinstalled. Mechanicals and plumbing will be upgraded as required. The existing terra cotta wall and wall base will be restored, replacing pieces as needed. Floor tile will be replaced. The ticket booth space will remain however it will not be staffed for ticket sales. The interior walls and ceilings will be painted. No work is proposed to the lower level.

The project required review by the State Historic Preservation Office (SHPO). Direction from SHPO included retaining the Ticket Office Space internal to the building, restoration of existing windows and doors, maintaining the terra cotta tiles though out the waiting room area, and retaining the two Windbreak Structures at track level. The proposed elevator facade was also modified to comply with the direction of SHPO.



The Green Bay Trail is a linear park facility approximately nine miles in length and it meanders parallel to the Union Pacific North Line (UP-N). The project impacts a portion of the Trail which is under the jurisdiction of the Village of Winnetka, the Winnetka Park District, and the Village of Glencoe. Approximately 435 feet of the Green Bay Trail is to be permanently relocated 10 feet east. There are two 190' tapers that the realigned trail tapers back to the existing alignment (total 380'). The realignment of the Green Bay Trail was proposed to provide a clear zone between the new warming shelters and the Trail. This realignment required a Section 4(f) study for approval of impacts. The construction operations will be staged to maintain the use of the Trail by constructing the realigned segment prior to closing the original Trail.

**The Special Use Permit Standards are addressed as follows:**

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

The station requires maintenance and replacement of aging elements. The renovation of the existing Hubbard Woods Station will provide an improved facility for the public use, including providing a fully ADA accessible station.

2. *That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity.*

Landscape screening will be provided at the west end of Hubbard Place to screen the pedestrian bridge and ADA ramp. The façade of the east end of the pedestrian bridge and ADA ramp has been thoughtfully designed to coordinate (match) the brick and limestone elements of the station. The elevator towers will also have façade material in the language of the station building, including slate roof. Lighting of external entities (pedestrian bridge, associated ADA ramp, and platforms) will be designed to be sensitive to nearby residences and properties, photometric plots will be reviewed to verify limits of light encroachment on adjacent property.

3. *That the establishment of the special use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern.*

This project focus is maintenance/renovation however including ADA Accessibility improvements. This project is unlikely to have any impact on development of adjacent properties in the immediate vicinity. The project was reviewed by SHPO for adverse impacts to and the finding was no adverse effects.

4. *That adequate measures have been or will be taken to provide ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways.*

The Station and Trail will remain open during construction. Construction staging will be developed to minimize inconvenience to the commuters using the Station and Green Bay Trail. Adjacent roadways and ingress/egress to private and public property will remain open for the duration of the construction operations from start to completion of the work. Construction Traffic routing will be discussed and coordinated with the Village of Winnetka to minimize impact to the public way. Village festivals or other significant events will be identified for construction scheduling.

5. *That adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the special use exists or are to be provided.*

As this is a maintenance/renovation project, the existing parking, access roads, utilities, drainage, and other facilities will remain as is or be upgraded. The modification of existing facilities required will be staged to avoid gaps in service. Maintenance of traffic as necessary for improvements will be coordinated with the Village to minimize impact.

6. *That the special use in all other respects conforms to the applicable regulations of this and other village ordinances and codes.*

Plans and specifications will be designed to meet all current local, state and federal codes. Project documents will be provided to the Village of Winnetka for review. The project will be presented at all Village of Winnetka board meetings for review, comment and approval.

Village of Winnetka – Special Use Permit Application

# Renovation of Hubbard Woods Station Plat of Survey



ELIZABETH FEELEY RESUB.  
REC. MARCH 14, 1990  
DOC. NO. 90113647

1

ENRICO PLATT'S SUB.  
REC. MAY 11, 1989  
DOC. NO. 89213427

1

HUBBARD WOODS SURVEY BENCHMARKS:

BM 2373  
CHISELED SQUARE ON CONCRETE BASE OF LAMP POLE WEST SIDE OF TOWER CT.  
AT THE CROSSWALK FROM HUBBARD PARK TO TRAIN STATION AND PEDESTRIAN  
BRIDGE.  
ELEV. = 661.17

BM 3527  
CHISELED SQUARE ON BASE OF THIRD LAMP POLE NORTH OF PASSENGER  
SHELTER AT BACK OF PLATFORM STATION SIDE OF TRAIN TRACKS.  
ELEV. = 646.53

CP #1444 - SET MAG NAIL  
N - 1986123.305  
E - 1144367.862  
EL = 642.62

CP #100 - SET MAG NAIL  
N - 1986296.076  
E - 1144395.636  
EL = 657.19

CP #103 - SET X  
N - 1986135.347  
E - 1144179.910  
EL = 661.38

BM #2373 - CHISELED SQUARE  
N - 1986098.9  
E - 1144205.3  
EL = 661.17

CP #104 - SET MAG NAIL  
N - 1985970.043  
E - 1144329.468  
EL = 659.70

LEGEND

- CATCH BASIN
- CONTROL BOX
- DROP INLET
- FIRE HYDRANT
- HANDHOLE
- JUNCTION BOX
- LAMP POLE
- MANHOLE
- SIGN
- TREE (DECIDUOUS)
- TREE (NON-DECIDUOUS)
- VALVE / VAULT
- CONTROL POINT / BENCHMARK
- FENCE
- GUARDRAIL
- RIGHT-OF-WAY-LINE
- CONTOUR LINE - ELEVATION
- SPOT ELEVATION (50')
- RECORD DIMENSION
- STRUCTURE NUMBER & ELEVATION

0 10 20 30 40  
HORIZONTAL SCALE IN FEET  
BEARINGS AND COORDINATES ARE  
REFERENCED TO THE ILLINOIS STATE  
PLANE COORDINATE SYSTEM, EAST ZONE,  
NORTH AMERICAN DATUM OF 1983  
(2011 ADJUSTMENT).

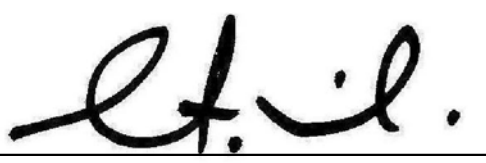
SEE SHEET C-002

STATE OF ILLINOIS )  
COUNTY OF COOK ) SS

I, COVENTINE FIDIS, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY  
CERTIFY THAT I HAVE SURVEYED THE PROPERTY SHOWN ABOVE, THAT THE PLAT  
DRAWN HEREON IS A TRUE REPRESENTATION OF SAID SURVEY, AND THAT THIS  
PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM  
STANDARDS FOR TOPOGRAPHIC SURVEY.

THE FIELDWORK WAS COMPLETED ON AUGUST 12, 2024.

DATED THIS 14TH DAY OF AUGUST, 2024 AT CHICAGO, ILLINOIS.

BY:   
COVENTINE FIDIS  
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-2159  
LICENSE EXPIRATION DATE 11/30/2024

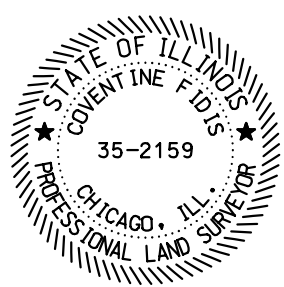
THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS  
MINIMUM STANDARDS FOR A TOPOGRAPHIC SURVEY

LAKESIDE JARED GAGES SUB.  
REC. FEB. 8, 1872  
DOC. NO. 12387

BLOCK 4

BLOCK 5

LAKESIDE JARED GAGES SUB.  
REC. FEB. 8, 1872  
DOC. NO. 12387



PRINTED ON: 8/14/2024 4:50:28 PM

| REV | DATE     | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|----------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 7/15/24  | MB | CF  | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12/14/21 | ES | CF  | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 8/6/21   | ES | CF  | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 7/17/20  | ES | CF  | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SUB CONSULTANT                                                                                                                                                                                                                                                              |
|  <b>AMERICAN</b><br>SURVEYING & ENGINEERING, P.C.<br>200 N. LaSALLE ST., SUITE 2630<br>CHICAGO, ILLINOIS 60601<br>TEL: 312-277-2000<br>ILLINOIS PROFESSIONAL DESIGN FIRM NO. 184-003192 |

|                                       |
|---------------------------------------|
| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |
|                                       |

|                                                                                        |
|----------------------------------------------------------------------------------------|
| PRIMARY CONSULTANT                                                                     |
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|                         |
|-------------------------|
| DESIGNED: E. SLADEK     |
| DRAWN: M. BARAN         |
| CHECKED: C. FIDIS       |
| METRA P.M. R. BASIRIRAD |
| DATE: 07/15/2024        |

|                                                                                       |
|---------------------------------------------------------------------------------------|
|  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661         |

|                                      |
|--------------------------------------|
| LOCATION NAME: HUBBARD WOODS STATION |
| TITLE: TOPOGRAPHIC SURVEY (SOUTH)    |

|                                     |
|-------------------------------------|
| CAD FILE NUMBER: UPN17.7C001_90.dgn |
| SCALE: 1" = 20'                     |
| DISTRICT: UPN                       |
| PROJECT NO. JP5194                  |
| SHEET NO. C-001                     |
| MILE POST NO. UPN 17.70             |





Village of Winnetka – Special Use Permit Application

# Renovation of Hubbard Woods Station

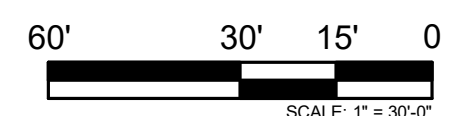
## Selection of Project Plans

(Full Set Provided under Separate Cover)

- Existing and Proposed Floor Plans
- Exterior Elevations
- Renderings
- Civil Site Plan
- Landscape Plans



1. SEE A-800 SHEETS FOR SIGNAGE SCHEDULE AND DETAILS.
2. REFER TO SHEET C-002 FOR TOPOGRAPHIC SURVEY

[illegible]

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- D11** REMOVE LOOSE PAINT, AND DEBRIS FROM EXISTING WALLS.

**D12** REMOVE INTERIOR WALLS IN THEIR ENTIRETY, INCLUDING BUT NOT LIMITED TO DOORS AND FRAMES, WINDOWS, WALL MOUNTED SHELVING, ETC. SALVAGE TERRACOTTA WALL TILES AND BASE FOR REUSE. REPAIR FLOOR FROM WALL DEMOLITION.

**D13** ABATE AND REMOVE FINISH FLOOR TO ORIGINAL CONCRETE SLAB. REFER TO ENVIRONMENTAL REPORT IN PROJECT MANUAL.

**D14** REMOVE AND REFINISH EXISTING RADIATOR(S) FOR REINSTALLATION. REFER TO MD-101 & M-101.

**D15** REMOVE AND REFINISH EXISTING RADIATOR AND REINSTALL IN NEW LOCATION. REFER TO MD-101 & M-101.

**D16** REMOVE ELEVATOR CAB, RAILS, ENTRANCES, AND SILLS FOR A COMPLETE REMOVAL OF ALL COMPONENTS.

**D17** REMOVE GAS METER TO BE RELOCATED. REMOVE PROTECTIVE SHROUD.

**D18** REMOVE ELEVATOR MACHINERY AND ALL COMPONENTS FOR COMPLETE REMOVAL OF ELEVATOR. REFER TO KEYNOTE D16.

**D19** REMOVE EXISTING WATER HEATER. REFER TO PD-101.

**D20** REMOVE AND REPLACE EXISTING BOILER. REFER TO MD-101 & M-101.

**D21** ALL UNION PACIFIC CARTS AND EQUIPMENT TO REMAIN. PROTECT FROM DAMAGE.

**D22** REMOVE EXISTING DOOR(S) AND FRAME FROM ROUGH OPENING TO BE REPLACED WITH NEW DOOR(S) AND FRAME.

**D23** WALL MOUNTED AUDIO/VISUAL AND VOM DEVICES TO REMAIN.

**D24** REMOVE MASONRY TO CREATE NEW ADA COMPLIANT DOOR OPENING.

**D25** REMOVE EXISTING SINK, SHELVING, AND MOP RACK. REMOVE LIGHT FIXTURE, REFER TO ED-202 & PD-101.

**D26** NO WORK IN THIS AREA. ALL FIXTURES, FINISHES, AND EQUIPMENT TO REMAIN.

DEMO KEYNOTES D27 - D35 ON SHEET AD-102

**D36** REMOVE EXISTING TERRACOTTA TILE AND PLASTER.

|                                                                                       |                                    |
|---------------------------------------------------------------------------------------|------------------------------------|
|  | DEMOLISH WALL OR<br>ELEMENT (UNO)  |
|  | EXISTING CONSTRUCTION<br>TO REMAIN |



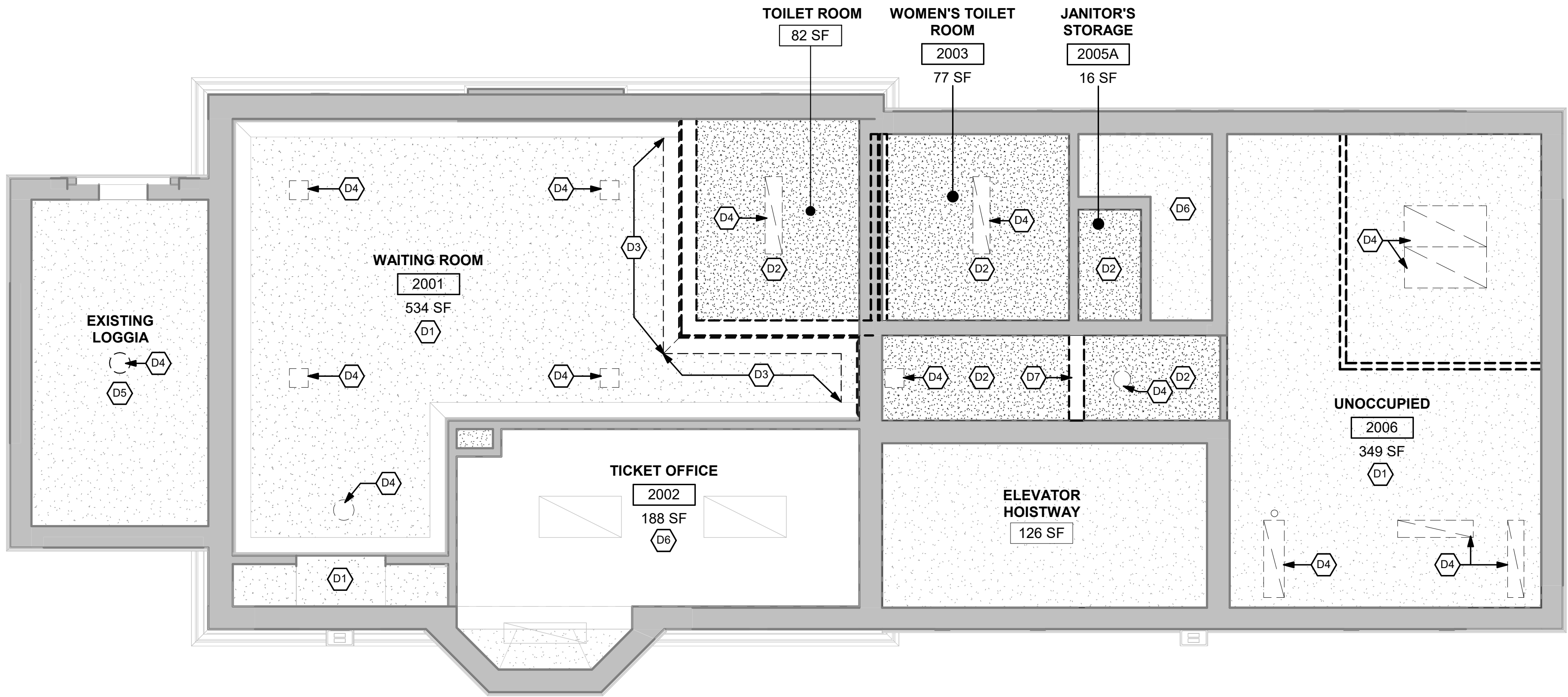


KEYNOTES - DEMO RCP

- D1 EXISTING PLASTER CEILING TO REMAIN. REMOVE PEELING PAINT, PATCH, AND REPAIR CEILING AND CROWN MOLDING (WHERE APPLICABLE) AS REQUIRED FOR NEW FINISHES.
- D2 REMOVE EXISTING PLASTER CEILING.
- D3 REMOVE EXISTING CROWN MOLDING. REFER TO HAZARDOUS BUILDING MATERIAL SURVEY REPORT DATED 5/24/2018 AND SPECIFICATION 02 71 00 FOR ABATEMENT AT WINDOWS TYP.
- D4 REMOVE EXISTING LIGHT FIXTURES. REFER TO ED-202.
- D5 REMOVE PEELING PAINT, REPLACE DAMAGED PLASTER.
- D6 NO WORK, THIS AREA.
- D7 REMOVE EXISTING SOFFIT.

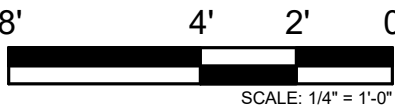
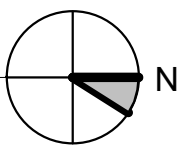
DEMOLITION LEGEND - RCP

- DEMOLISH WALL OR SOFFIT (UNO)
- EXISTING LIGHT FIXTURES TO REMAIN
- EXISTING LIGHT FIXTURES TO BE REMOVED
- PLASTER CEILING TO BE REMOVED
- EXISTING PLASTER CEILING TO REMAIN



1 DEMOLITION REFLECTED CEILING PLAN - STATION LEVEL

1/4" = 1'-0"



| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT



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SEAL/ SIGNATURE

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TEL: 312-777-2900

DESIGNED: V. WIEGAND

DRAWN: V. WIEGAND

CHECKED: K. KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
DEMOLITION REFLECTED CEILING PLAN DEPOT

CAD FILE NUMBER:  
UP-N17.70\_AD-101ign

SCALE:  
AS INDICATED

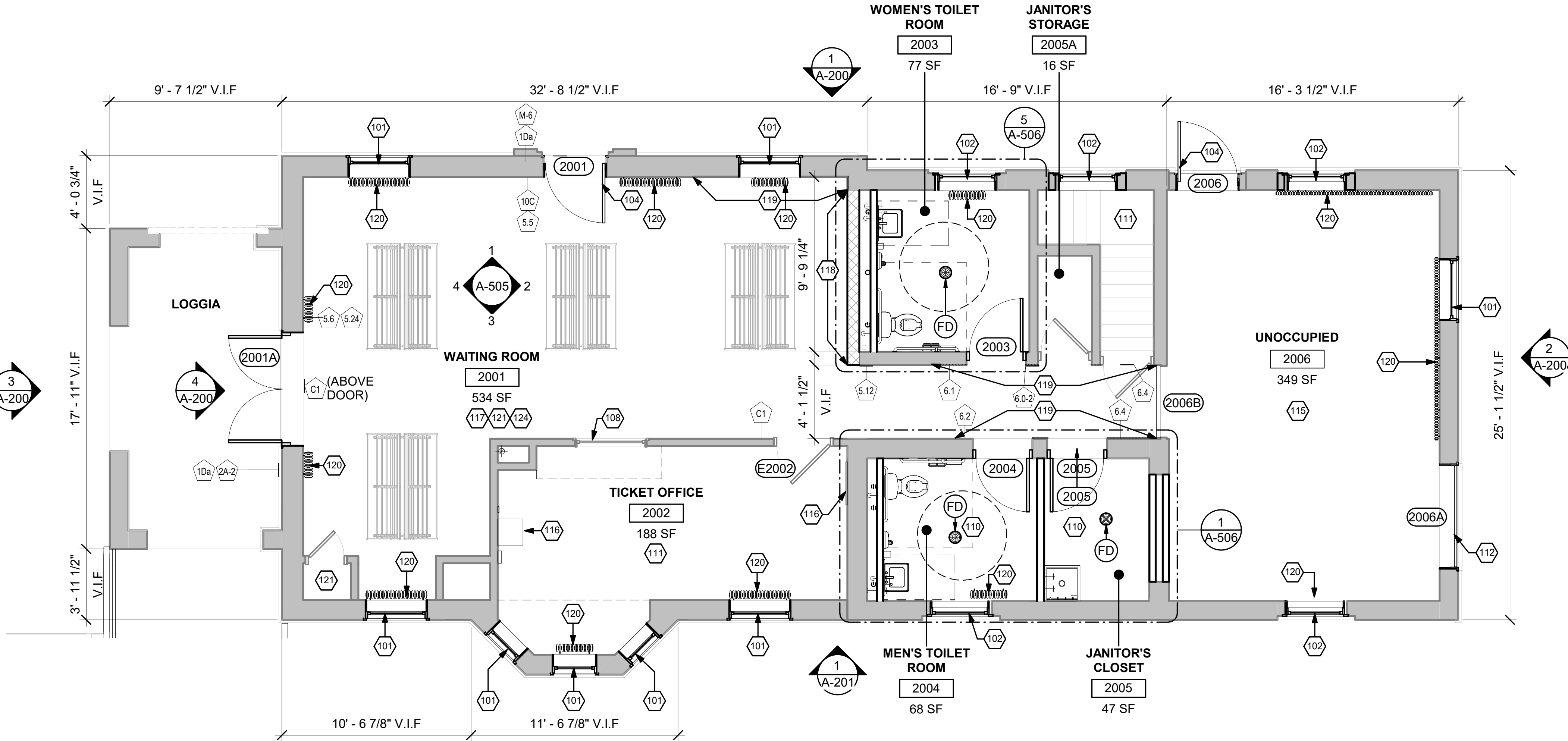
PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

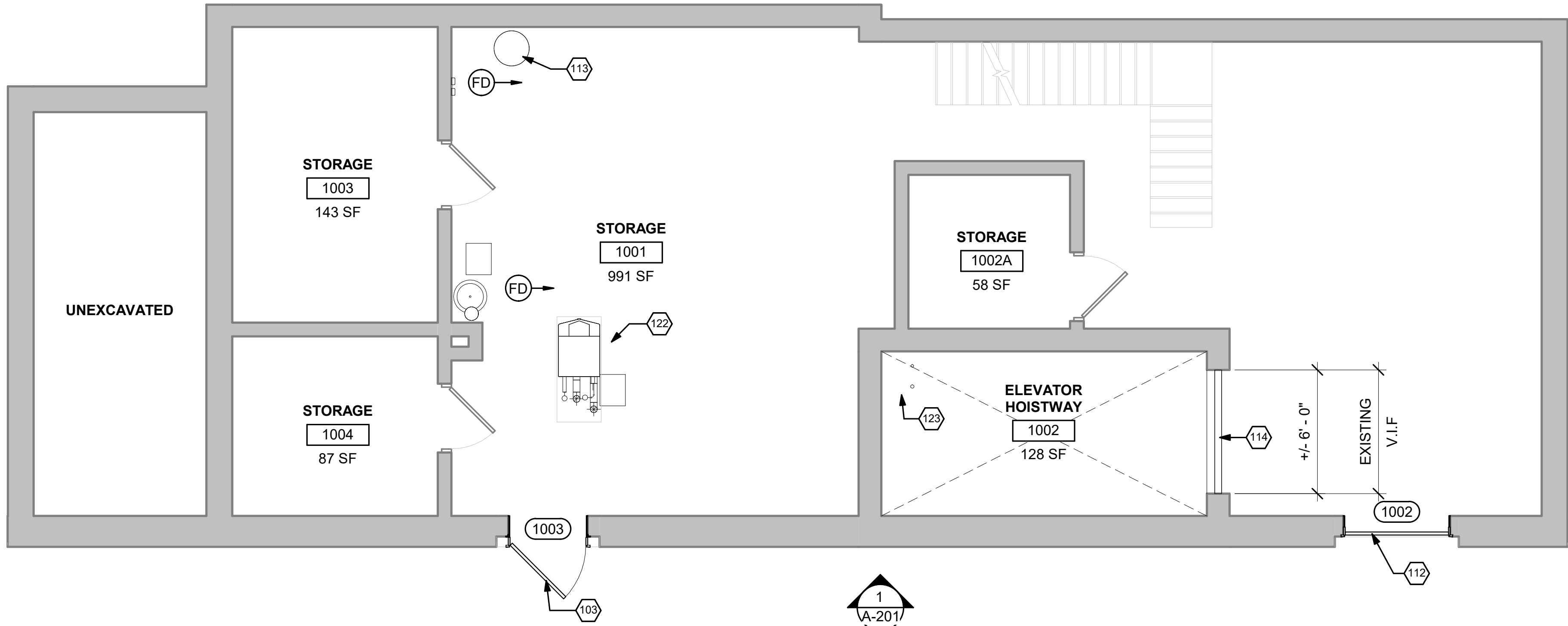
DISTRICT:  
UP-N

SHEET NO.  
AD-101





**1 STREET LEVEL FLOOR PLAN**  
1/4" = 1'-0"



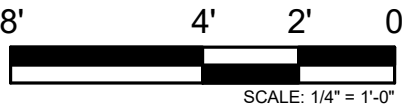
**2 PLATFORM LEVEL FLOOR PLAN**  
1/4" = 1'-0"

**FLOOR PLAN NOTES**

- ALL DIMENSIONS AT EXISTING CONSTRUCTION ARE FOR REFERENCE ONLY. CONTRACTOR TO VERIFY ALL EXISTING DIMENSIONS IN FIELD PRIOR TO START OF CONSTRUCTION.
- ROOM FINISH SCHEDULE, SEE SHEET A-700.
- DOOR SCHEDULE, SEE SHEET A-600.
- PARTITION TYPES AND DETAILS, SEE SHEET A-605
- CONTRACTOR TO COORDINATE CODE REQUIRED SIZES FOR CONCRETE PADS OF MEP EQUIPMENT. SEE M-102.
- MEP COMPONENTS, INCLUDING BUT NOT LIMITED TO, CONDUIT AND PIPES/DOWNSPOUTS, ARE SHOWN ON ARCHITECTURAL PLANS FOR REFERENCE ONLY. NOT ALL PENETRATIONS AND MEP COMPONENTS ARE SHOWN. CONTRACTOR TO COORDINATE AND ADJUST CHASES AND COLUMN ENCLOSURES AS REQUIRED TO FIT MEP COMPONENTS UPON ARCHITECT'S APPROVAL. SEE A-602 AND A-603 FOR WINDOW RESTORATION DETAILS.

**KEYNOTES - FLOOR PLANS**

- REINSTALL REPAIRED WINDOW AND FRAME IN ORIGINAL WINDOW OPENING.
- REINSTALL REPAIRED WINDOW AND FRAME, AND TRANSOM WINDOW IN ORIGINAL WINDOW OPENING.
- REINSTALL REPAIRED DOOR AND FRAME IN ORIGINAL DOOR OPENING.
- REINSTALL NEW DOOR, REPAIRED FRAME, AND REPAIRED TRANSOM WINDOW IN ORIGINAL ROUGH OPENING. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- NOT USED.
- NOT USED.
- NOT USED.
- TICKET WINDOW TO REMAIN. DEAL TRAY TO BE COVERED, AND SHADOW BOX CONSTRUCTION.
- NOT USED.
- NEW CONCRETE FLOOR. REFER TO S-101. FLOOR FINISH AS SCHEDULED.
- NO WORK, THIS AREA. UNLESS NOTED OTHERWISE
- INSTALL REPAIRED OVERHEAD DOOR AND FRAME TO BE FASTENED SHUT IN ORIGINAL OPENING.
- INSTALL NEW WATER HEATER. SEE P-101
- INSTALL FULL HEIGHT CHAIN LINK FENCE IN EXISTING OPENING.
- FUTURE TENANT SPACE. PATCH AND PAINT PLASTER WALLS, AS SCHEDULED. REFER TO MEP DRAWINGS FOR UTILITY ROUGH-INS.
- ELECTRICAL PANEL, FIRE ALARM CONTROL PANEL (FACP), SECURITY PANEL AND NETWORK SWITCHES TO REMAIN.
- REPLACE DAMAGED TERRACOTTA WALL AND BASE TILES WITH SALVAGED TILES, THROUGHOUT WAITING AREA.
- INSTALL SALVAGED TERRACOTTA TILES AND BASE AT NEW PARTITION. WHERE SALVAGED TILES ARE NOT AVAILABLE, USE NEW TILES TO MATCH ORIGINAL.
- INSTALL SALVAGED TERRACOTTA TILES AND BASE AT EXISTING PARTITION. WHERE SALVAGED TILES ARE NOT AVAILABLE, USE NEW TILES TO MATCH ORIGINAL.
- REINSTALL EXISTING RADIATOR. REFER TO MD-101.
- REPAIR, PATCH AND PAINT PLASTER WALLS.
- NEW CONDENSING BOILER, SEE M-101.
- NEW SUMP PUMP, SEE P-101.
- NEW TERRAZZO FLOORING ON EXISTING CONCRETE SLAB.
- NEW PLASTER FOR TERRAZZO TILE



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| REV | DATE       | BY | APP | DESCRIPTION             | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-------------------------|-----|------|----|-----|-------------|
| 5   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL         |     |      |    |     |             |
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| 2   | 05-19-2021 | VW | KJK | UPDATED HISTORIC REPORT |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL           |     |      |    |     |             |

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TEL: 312-777-2900

DESIGNED: V.WIEGAND

DRAWN: V.WIEGAND

CHECKED: K.KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024

**Metra**

ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
**HUBBARD WOODS STATION**

TITLE:  
**FLOOR PLANS DEPOT**

CAD FILE NUMBER:  
UP-N17.70\_ A-102.dgn

SCALE:  
AS INDICATED

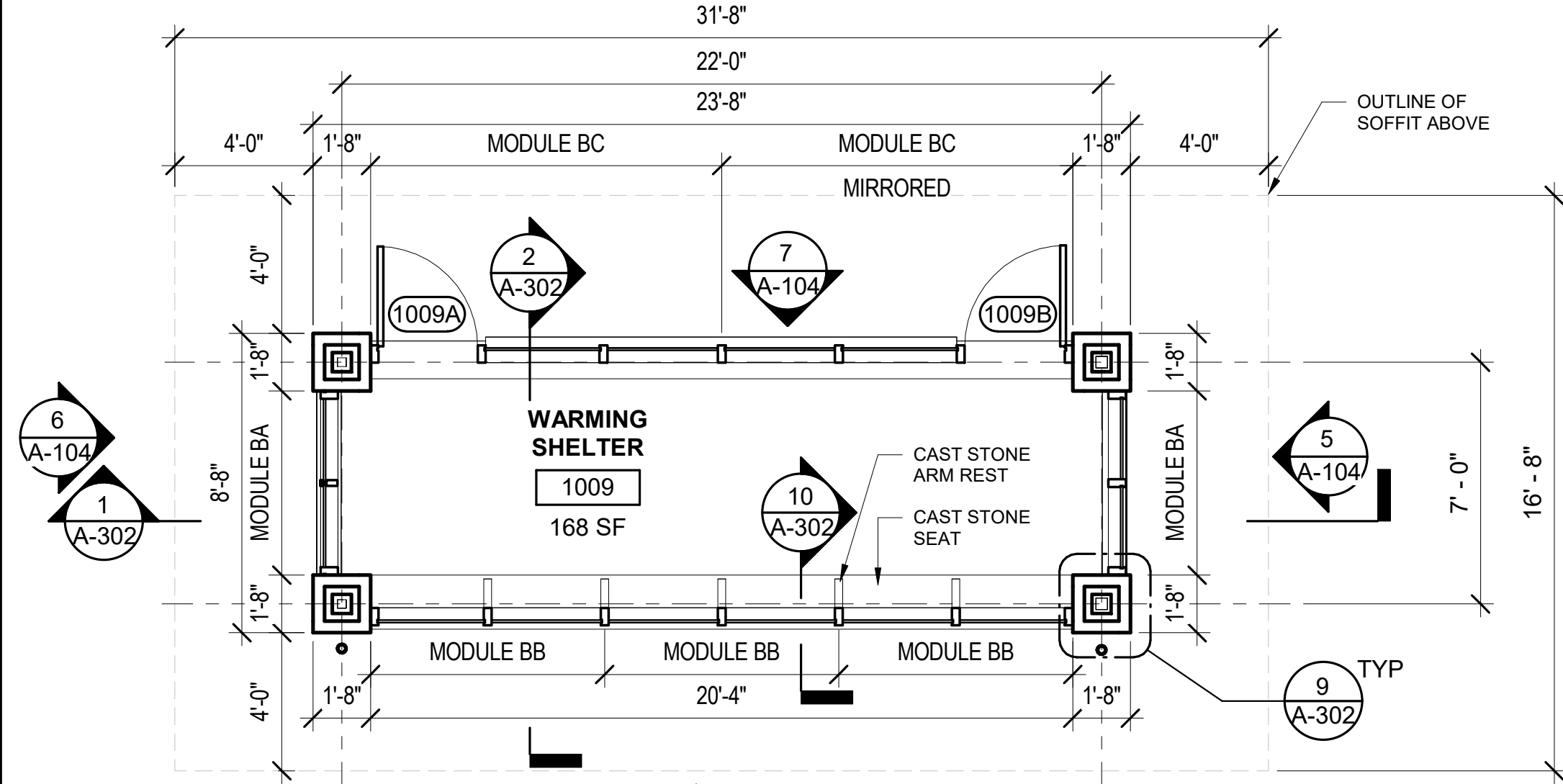
PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

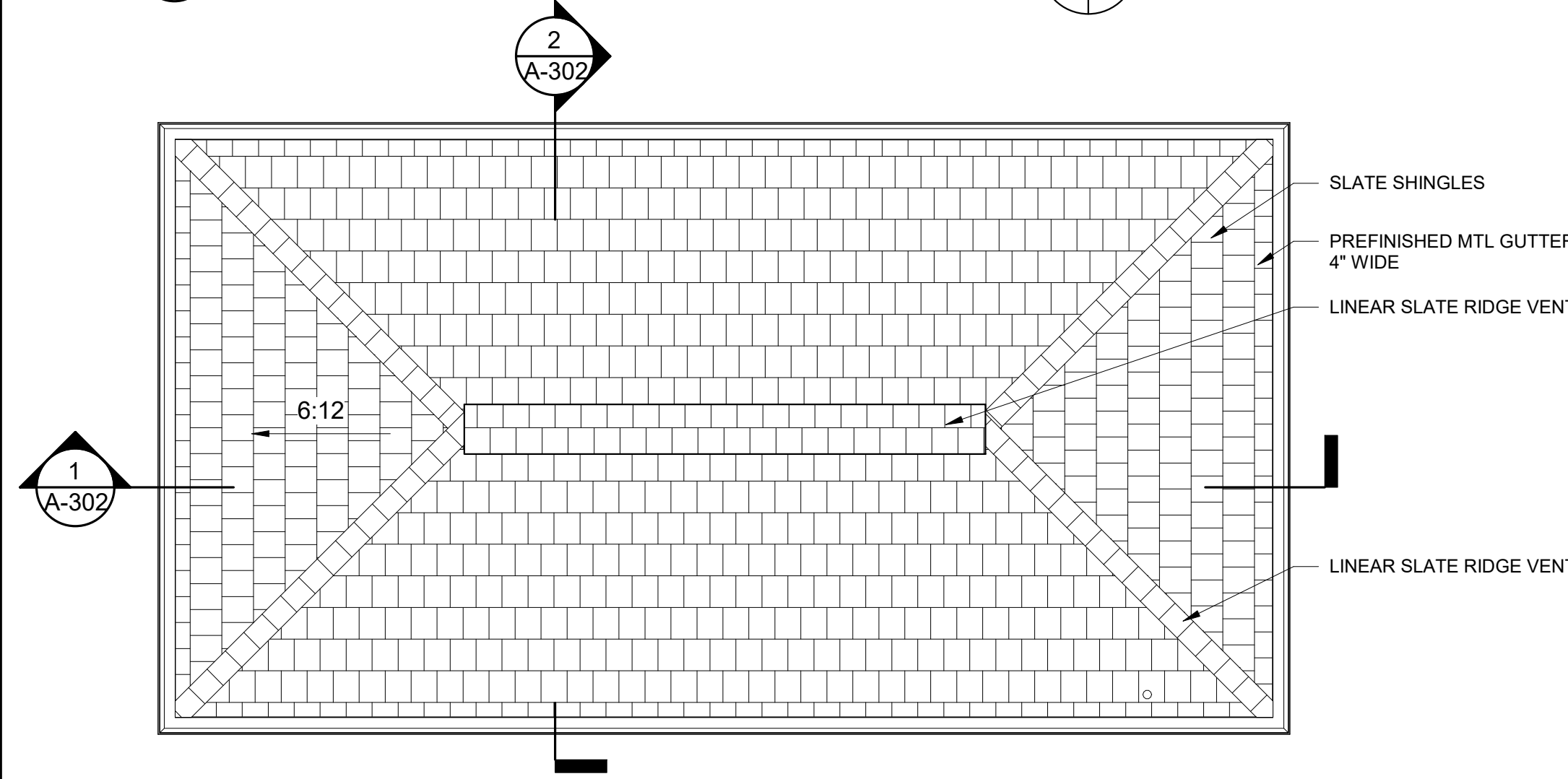
DISTRICT:  
UP-N

SHEET NO.  
**A-102**

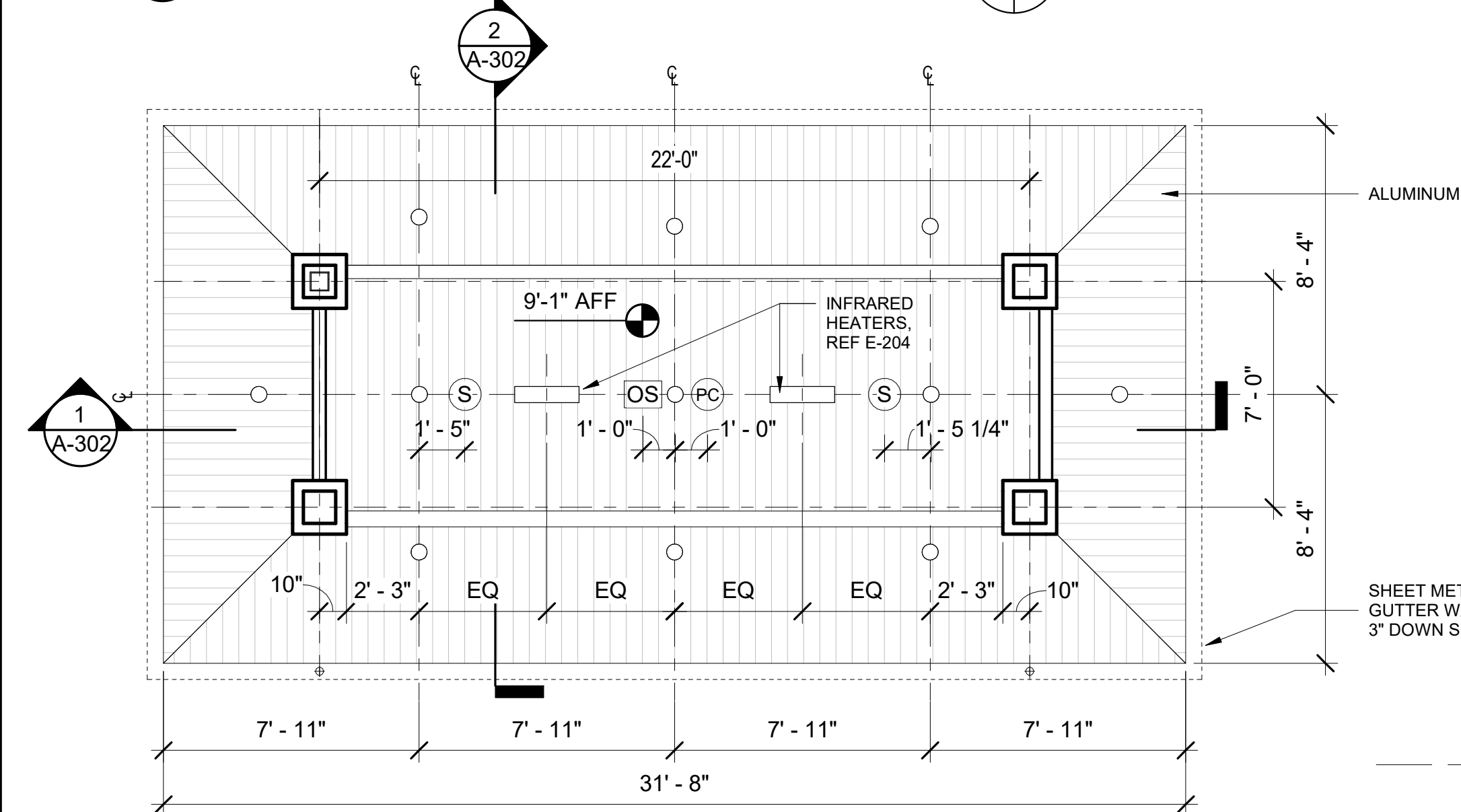




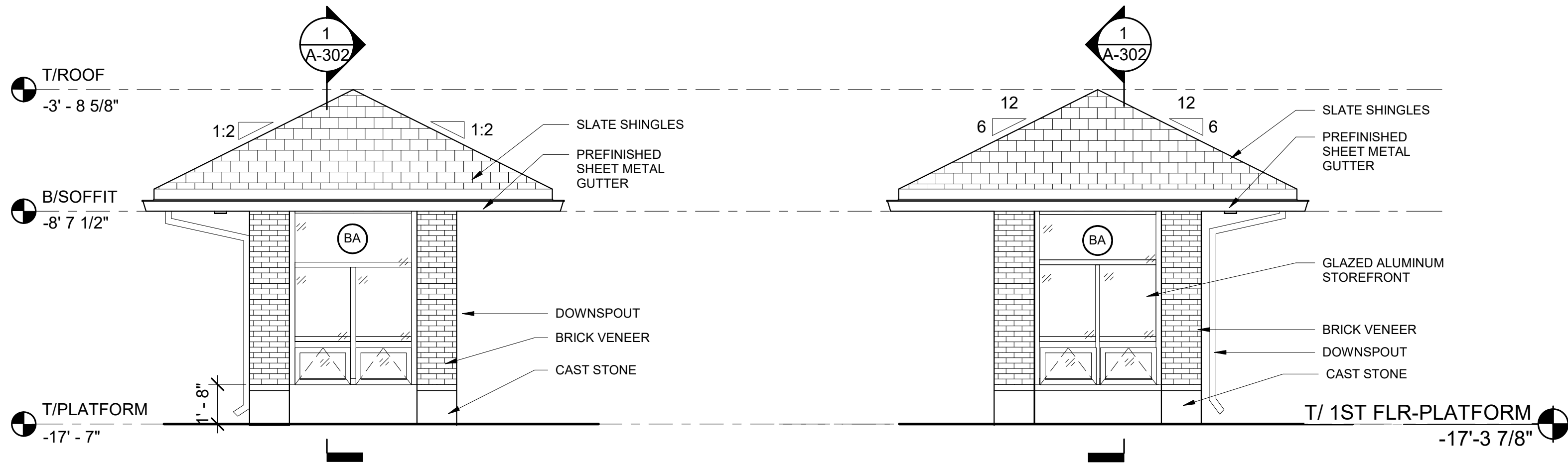
**FLOOR PLAN -  
TYPICAL WARMING SHELTER**  
1/4" = 1'-0"



**ROOF PLAN -  
TYPICAL WARMING SHELTER**  
1/4" = 1'-0"

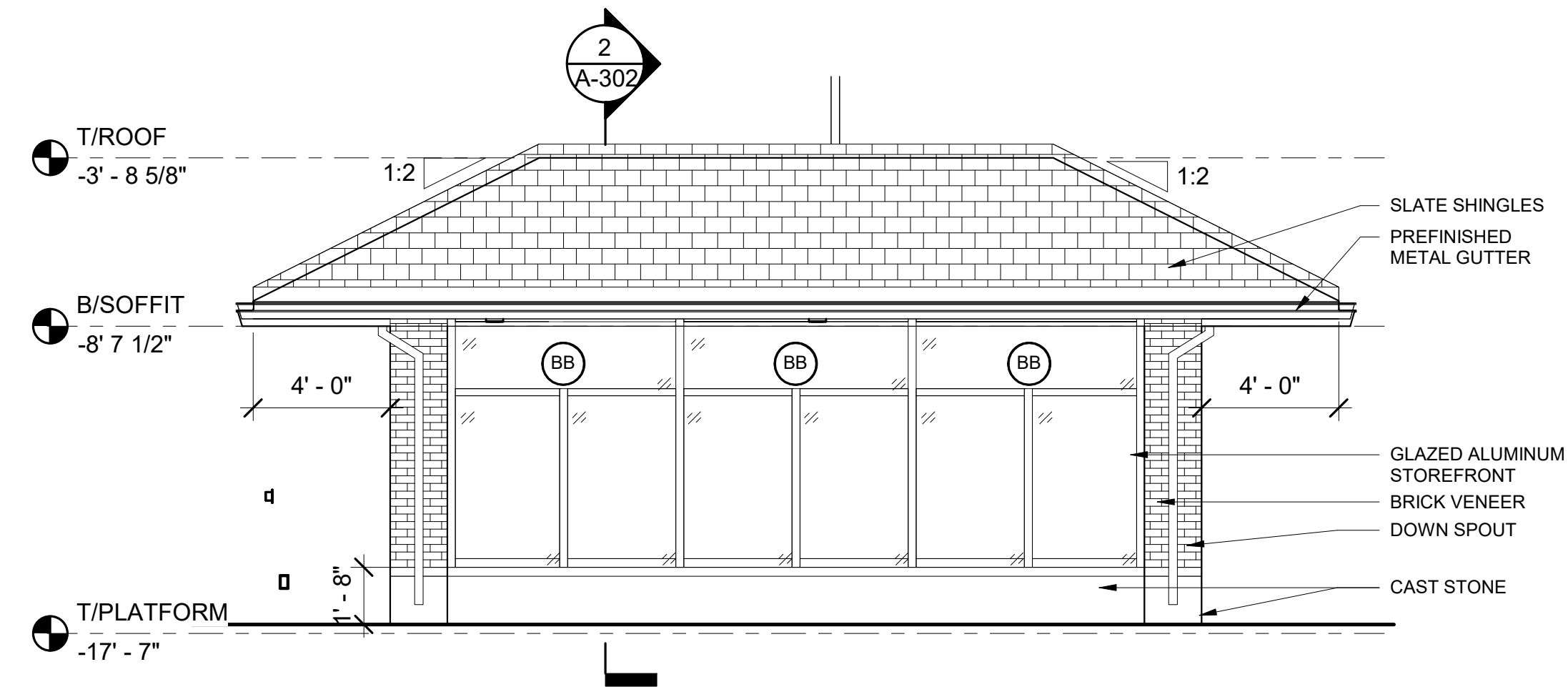


**REFLECTED CEILING PLAN -  
TYPICAL WARMING SHELTER**  
1/4" = 1'-0"

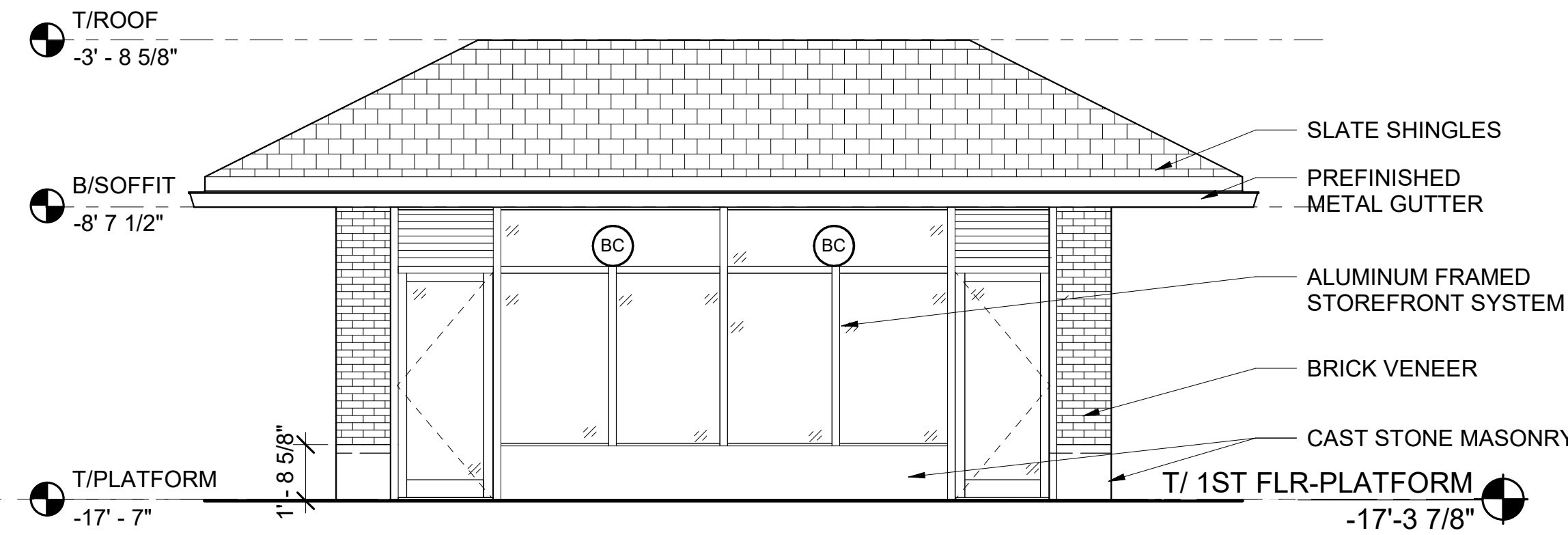


**EXTERIOR  
ELEVATION  
NORTH ELEVATION**  
1/4" = 1'-0"

**EXTERIOR  
ELEVATION  
SOUTH ELEVATION**  
1/4" = 1'-0"



**EXTERIOR ELEVATION - EAST ELEVATION**  
1/4" = 1'-0"



**EXTERIOR ELEVATION - WEST ELEVATION**  
1/4" = 1'-0"

## FLOOR PLAN NOTES

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- ROOM FINISH SCHEDULE, SEE SHEET A-700.
- DOOR SCHEDULE, SEE SHEET A-600.
- PARTITION TYPES AND DETAILS, SEE SHEET A-605
- CONTRACTOR TO COORDINATE CODE REQUIRED SIZES FOR CONCRETE PADS OF MEP EQUIPMENT. SEE M-102.
- MEP COMPONENTS, INCLUDING BUT NOT LIMITED TO, CONDUIT AND PIPES/DOWNSPOUTS, ARE SHOWN ON ARCHITECTURAL PLANS FOR REFERENCE ONLY. NOT ALL PENETRATIONS AND MEP COMPONENTS ARE SHOWN. CONTRACTOR TO COORDINATE AND ADJUST CHASES AND COLUMN ENCLOSURES AS REQUIRED TO FIT MEP COMPONENTS UPON ARCHITECT'S APPROVAL.
- SEE A-602 AND A-603 FOR WINDOW RESTORATION DETAILS.

## ROOF PLAN NOTES

- ROOF DETAILS, SEE SHEET A-400 FOR ELEVATOR TOWERS AND A-302 FOR WARMING SHELTER
- REFERENCE P-101 FOR ROOF DRAIN AND VTR INFORMATION.

## RCP NOTES

- ROOM FINISH SCHEDULE, SEE SHEET A-700.
- MATERIAL FINISH LEGEND, SEE SHEET A-700.
- LIGHTING FIXTURES; REF E-200 SERIES SHEETS.
- ALL CEILING FIXTURES AND DEVICES TO BE CENTERED IN CEILING AND/OR ALIGNED WITH ARCHITECTURAL ELEMENTS UNLESS NOTED OTHERWISE.
- PROVIDE ACCESS PANELS IN CEILING AND WALLS AS REQUIRED. SEE MECHANICAL DRAWINGS AND SPECS FOR MORE INFORMATION. OBTAIN APPROVAL OF LOCATIONS, FINISH, AND COLOR WITH OWNER/ARCHITECT DURING ACCESS PANEL PRE-INSTALLATION CONFERENCE. REFERENCE E-401 FOR ADDITIONAL LIGHT FIXTURE INFO.
- ALL GYPSUM BOARD, PLASTER, AND CEMENT BOARD CEILINGS AND SOFFITS SHALL BE PAINTED (PT-1).
- PROVIDE CEILING & SOFFIT CONTROL JOINTS AS SHOWN AND PER SPECIFICATION 09 29 00.

## ELEVATION NOTES

- MATERIAL FINISH LEGEND, SEE SHEET A-700.
- SIGN TYPES; REFERENCE ARCHITECTURAL SITE PLAN AND LOCATION PLAN, A-100.
- SIGNAGE GRAPHICS; SEE A-800 SHEETS.
- SEE S-101 FOR FOUNDATION INFORMATION
- SEE SHEET A-500 FOR BRIDGE RAILING DETAILS

## RCP LEGEND

- ALUMINUM SOFFIT
- RECESSED DOWNLIGHT FIXTURE (CLG MTD); REF ELEC DWGS
- OCCUPANCY SENSOR; REF ELEC DWGS
- SPEAKER (CLG MTD); REF ELEC DWGS
- ON-DEMAND HEAT; REF MECH DWGS



| REV | DATE       | BY | APP | DESCRIPTION             | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-------------------------|-----|------|----|-----|-------------|
| 5   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL         |     |      |    |     |             |
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| 2   | 05-19-2021 | VW | KJK | UPDATED HISTORIC REPORT |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL           |     |      |    |     |             |

|                                                                                      |                                                                     |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| SUB CONSULTANT                                                                       |                                                                     |
|  | 700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184 |
| MULLER2                                                                              | 2024, Muller & Muller, Ltd.                                         |

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| PRIMARY CONSULTANT |  |
| SEAL/ SIGNATURE    |  |

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| PRIMARY CONSULTANT:                                                                   |  |
|  |  |
| 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900                |  |

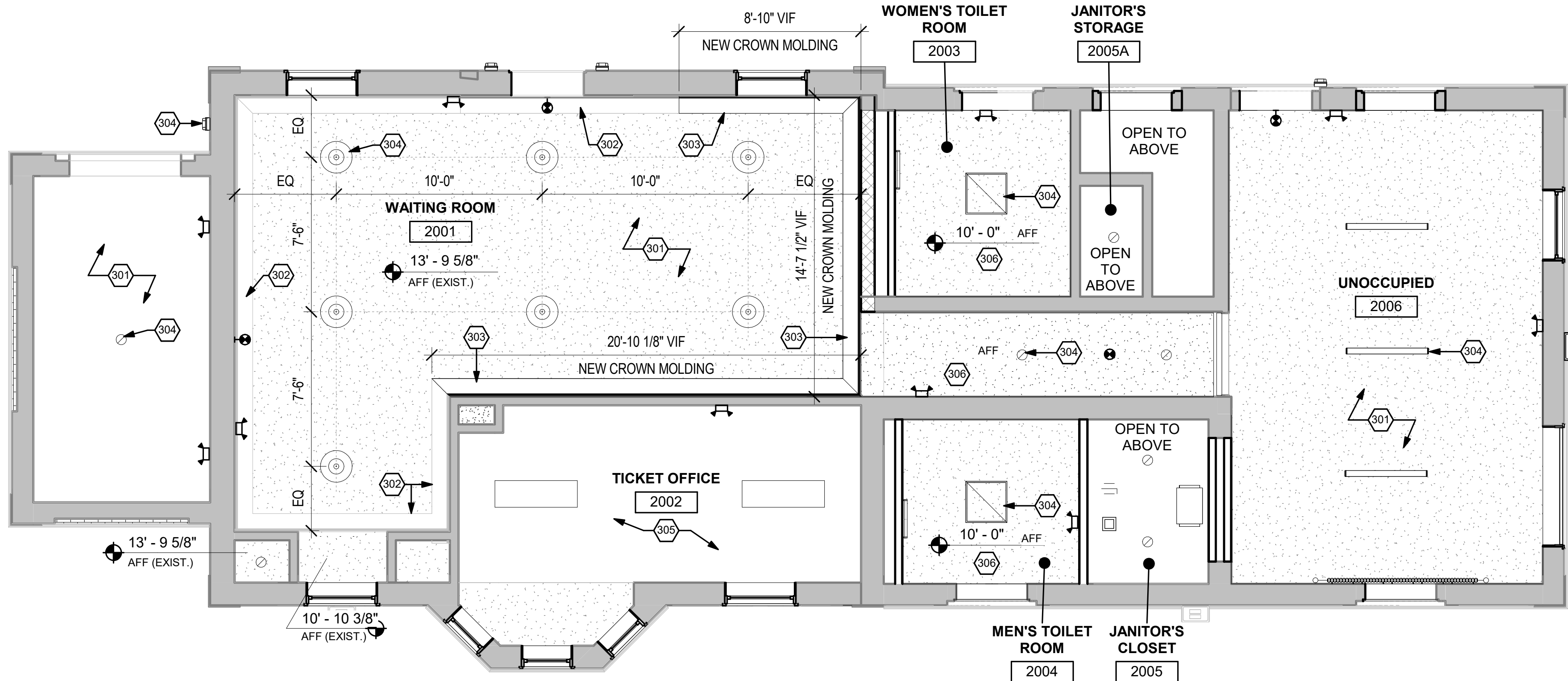
|                        |  |
|------------------------|--|
| DESIGNED: V. WIEGAND   |  |
| DRAWN: V. WIEGAND      |  |
| CHECKED: K. KORAB      |  |
| METRA PM: R. BASARIRAD |  |
| DATE: 07-15-2024       |  |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
|  |  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661         |  |

|                                                                                          |  |
|------------------------------------------------------------------------------------------|--|
| LOCATION NAME:<br>HUBBARD WOODS STATION                                                  |  |
| TITLE:<br>FLOOR PLAN, ROOF PLAN, ELEVATIONS, & REFLECTED<br>CEILING PLAN WARMING SHELTER |  |

|                                          |                    |
|------------------------------------------|--------------------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-104.dgn | DISTRICT:<br>UP-N  |
| SCALE:<br>AS INDICATED                   | SHEET NO.<br>A-104 |
| PROJECT NO:<br>JP5194                    |                    |
| MILE POST NO.<br>UP-N17.70               |                    |





### RCP LEGEND

- GWB CEILING, PTD
- EXISTING BEADBOARD CEILING
- SURFACE MOUNTED LED LIGHT FIXTURE
- 2x2 LAY-IN LIGHT FIXTURE
- RECESSED DOWNLIGHT FIXTURE (CLG MTD)
- PENDANT DOWNLIGHT FIXTURE (CLG MTD)
- EXHAUST LOUVER
- EMERGENCY LIGHTING
- EXIT SIGN
- WALL PACK LED FIXTURE

NOTE: SEE E-200 SERIES SHEETS FOR ADDITIONAL INFORMATION

### RCP NOTES

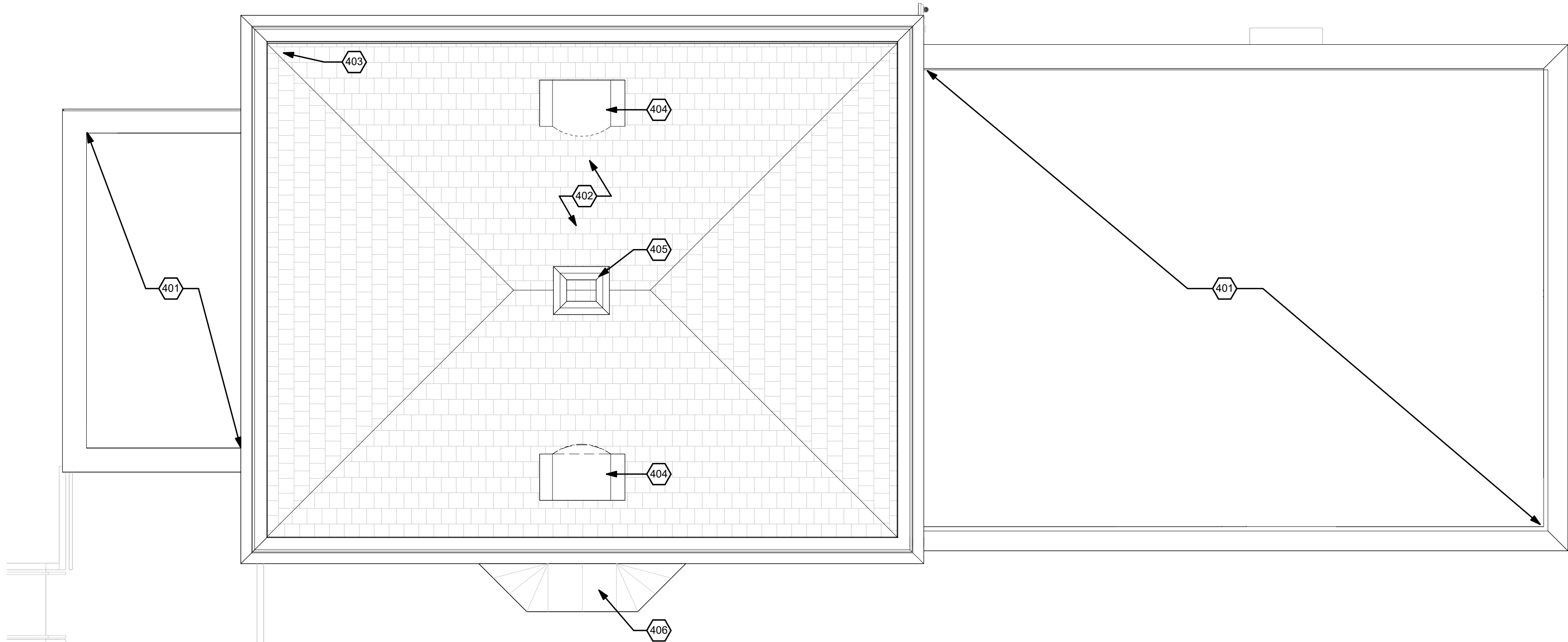
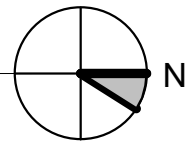
- ROOM FINISH SCHEDULE, SEE SHEET A-700.
- MATERIAL FINISH LEGEND, SEE SHEET A-700.
- LIGHTING FIXTURES, REF E-200 SERIES SHEETS.
- ALL CEILING FIXTURES AND DEVICES TO BE CENTERED IN CEILING AND/OR ALIGNED WITH ARCHITECTURAL ELEMENTS UNLESS NOTED OTHERWISE.
- PROVIDE ACCESS PANELS IN CEILING AND WALLS AS REQUIRED. SEE MECHANICAL DRAWINGS AND SPECS FOR MORE INFORMATION. OBTAIN APPROVAL OF LOCATIONS, FINISH, AND COLOR WITH OWNER/ARCHITECT DURING ACCESS PANEL PRE-INSTALLATION CONFERENCE. REFERENCE E-401 FOR ADDITIONAL LIGHT FIXTURE INFO.
- ALL GYPSUM BOARD, PLASTER, AND CEMENT BOARD CEILINGS AND SOFFITS SHALL BE PAINTED (PT-1).
- PROVIDE CEILING & SOFFIT CONTROL JOINTS AS SHOWN AND PER SPECIFICATION 09 29 00.

### KEYNOTES - RCP

- EXISTING CEILING. PATCH/REPAIR FOR LIKE NEW APPEARANCE AND PAINT AS SCHEDULED.
- EXISTING PLASTER CROWN MOLDING. PATCH/REPAIR FOR LIKE NEW APPEARANCE AND PAINT TO MATCH CEILING.
- NEW CROWN MOLDING TO MATCH EXISTING.
- NEW LIGHTING, TYP. REFER TO ELECTRICAL DRAWINGS.
- NO WORK, THIS AREA. ALL EXISTING CEILING AND FIXTURES TO REMAIN.
- NEW GWB CEILING, PAINTED. SEE FINISH SCHEDULE.

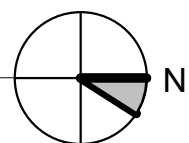
### 1 REFLECTED CEILING PLAN DEPOT

1/4" = 1'-0"



### 2 ROOF PLAN DEPOT

1/4" = 1'-0"

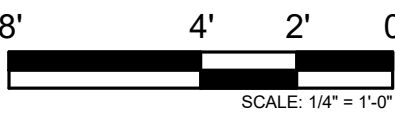


### ROOF PLAN NOTES

- ROOF DETAILS, SEE SHEET A-400 FOR ELEVATOR TOWERS AND A-302 FOR WARMING SHELTER.
- REFERENCE P-101 FOR ROOF DRAIN AND VTR INFORMATION.

### KEYNOTES - ROOF PLAN

- EXISTING FLAT ROOF TO REMAIN
- EXISTING SLATE SHINGLE ROOF TO REMAIN.
- REPLACE BROKEN SLATE SHINGLES WITH NEW TO MATCH EXISTING, WHERE OCCURS.
- EXISTING DORMER TO REMAIN
- EXISTING CHIMNEY TO REMAIN
- EXISTING STANDING SEAM ROOF ON BAY WINDOW TO REMAIN



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| REV | DATE       | BY | APP | DESCRIPTION     |
|-----|------------|----|-----|-----------------|
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|                                                                                      |                                                                     |
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|                                                                                      | 2024, Muller & Muller, Ltd.                                         |

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| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |  |
|---------------------------------------|--|

|                                                                        |  |
|------------------------------------------------------------------------|--|
| PRIMARY CONSULTANT:                                                    |  |
| <b>TYLin</b>                                                           |  |
| 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |  |

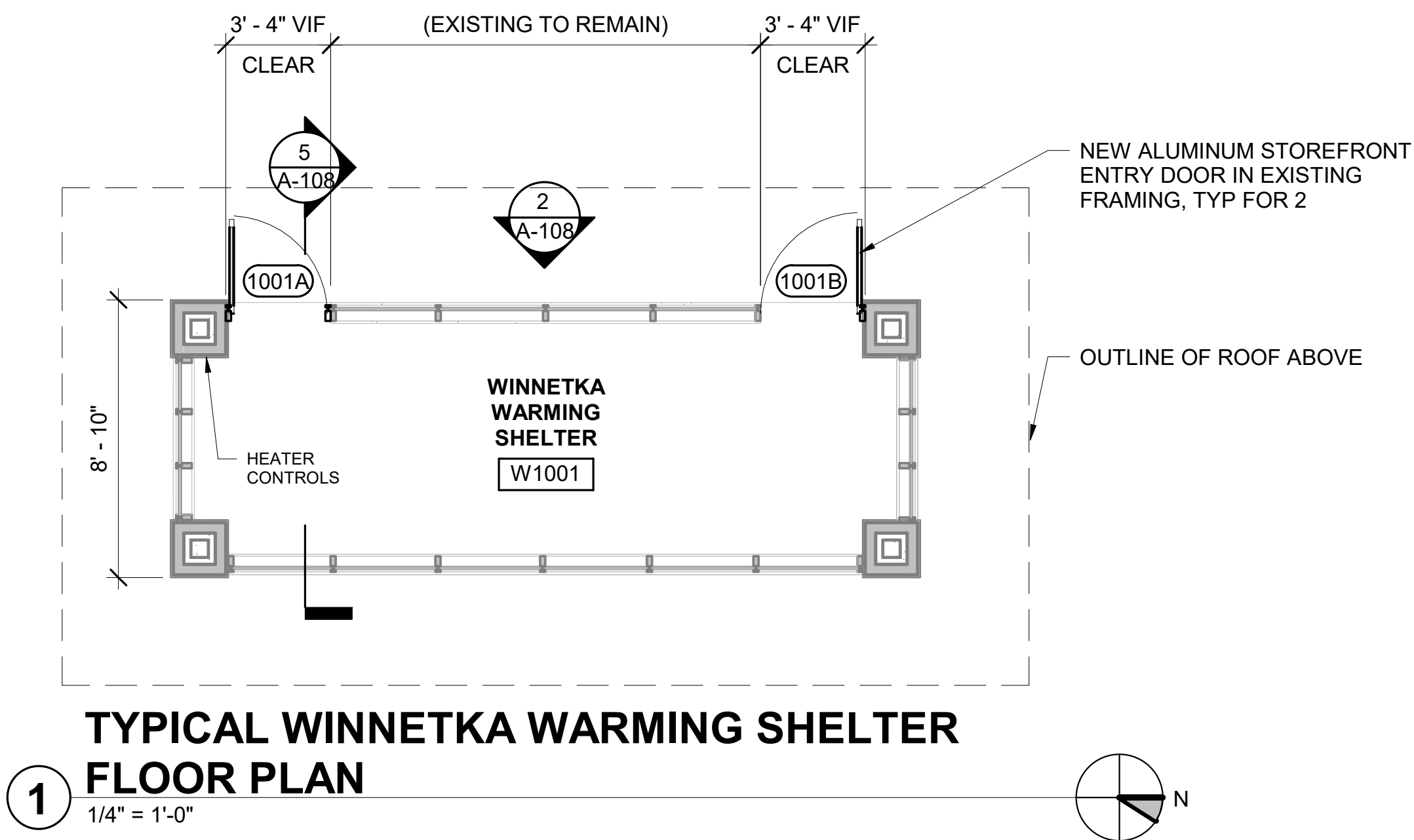
|                        |  |
|------------------------|--|
| DESIGNED: V. WIEGAND   |  |
| DRAWN: V. WIEGAND      |  |
| CHECKED: K. KORAB      |  |
| METRA PM: R. BASARIRAD |  |
| DATE: 07-15-2024       |  |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
|  |  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661         |  |

|                                                           |  |
|-----------------------------------------------------------|--|
| LOCATION NAME:<br><b>HUBBARD WOODS STATION</b>            |  |
| TITLE:<br><b>ROOF &amp; REFLECTED CEILING PLANS DEPOT</b> |  |

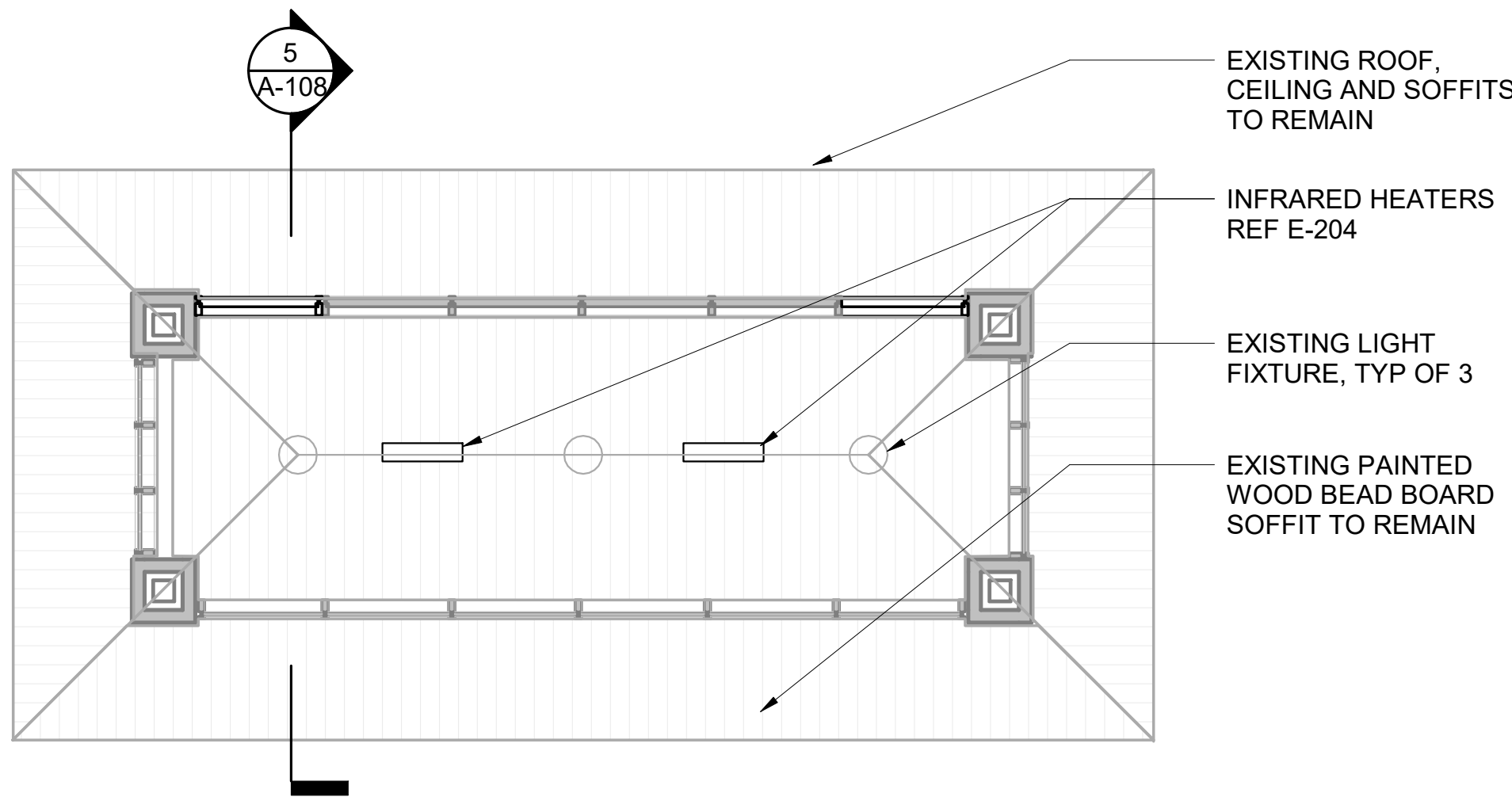
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| CAD FILE NUMBER:<br>UP-N17.70_A-107.dgn | DISTRICT:<br>UP-N  |
| SCALE:<br>AS INDICATED                  | SHEET NO.<br>A-107 |
| PROJECT NO:<br>JP5194                   |                    |
| MILE POST NO.<br>UP-N17.70              |                    |





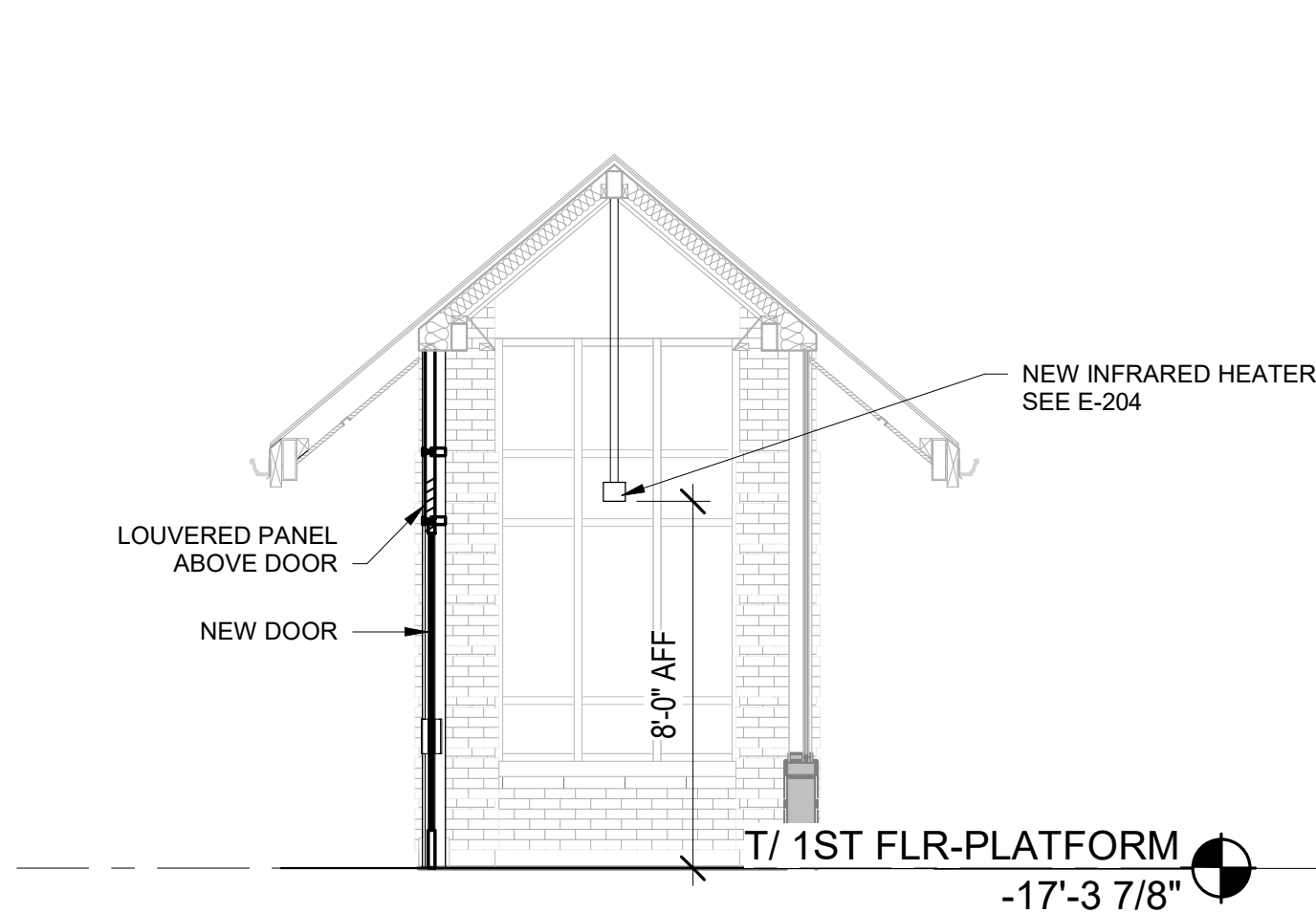
**TYPICAL WINNETKA WARMING SHELTER FLOOR PLAN**

1/4" = 1'-0"



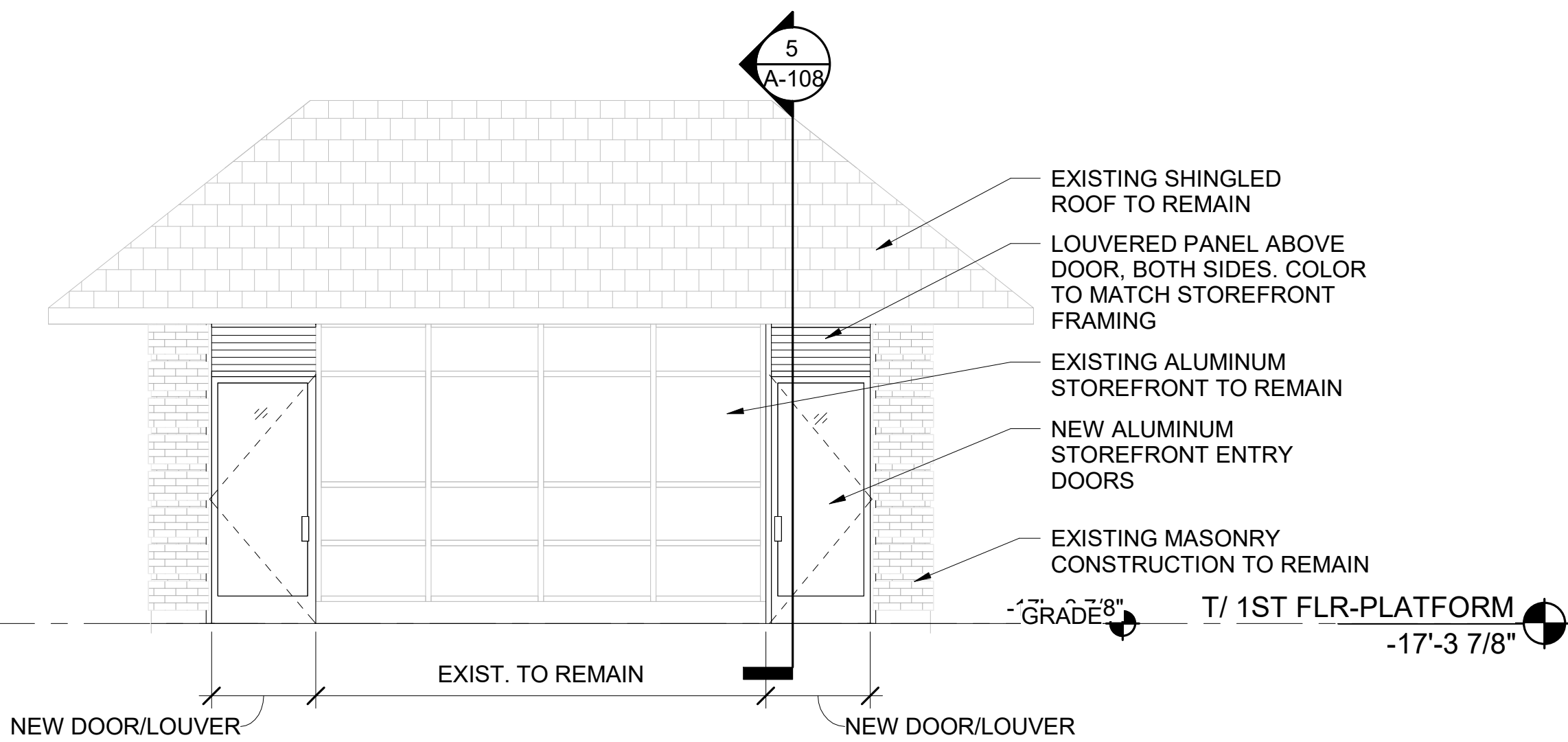
**TYPICAL WARMING SHELTER REFLECTED CEILING PLAN**

1/4" = 1'-0"



**BUILDING SECTION - WINNETKA WARMING SHELTER**

1/4" = 1'-0"

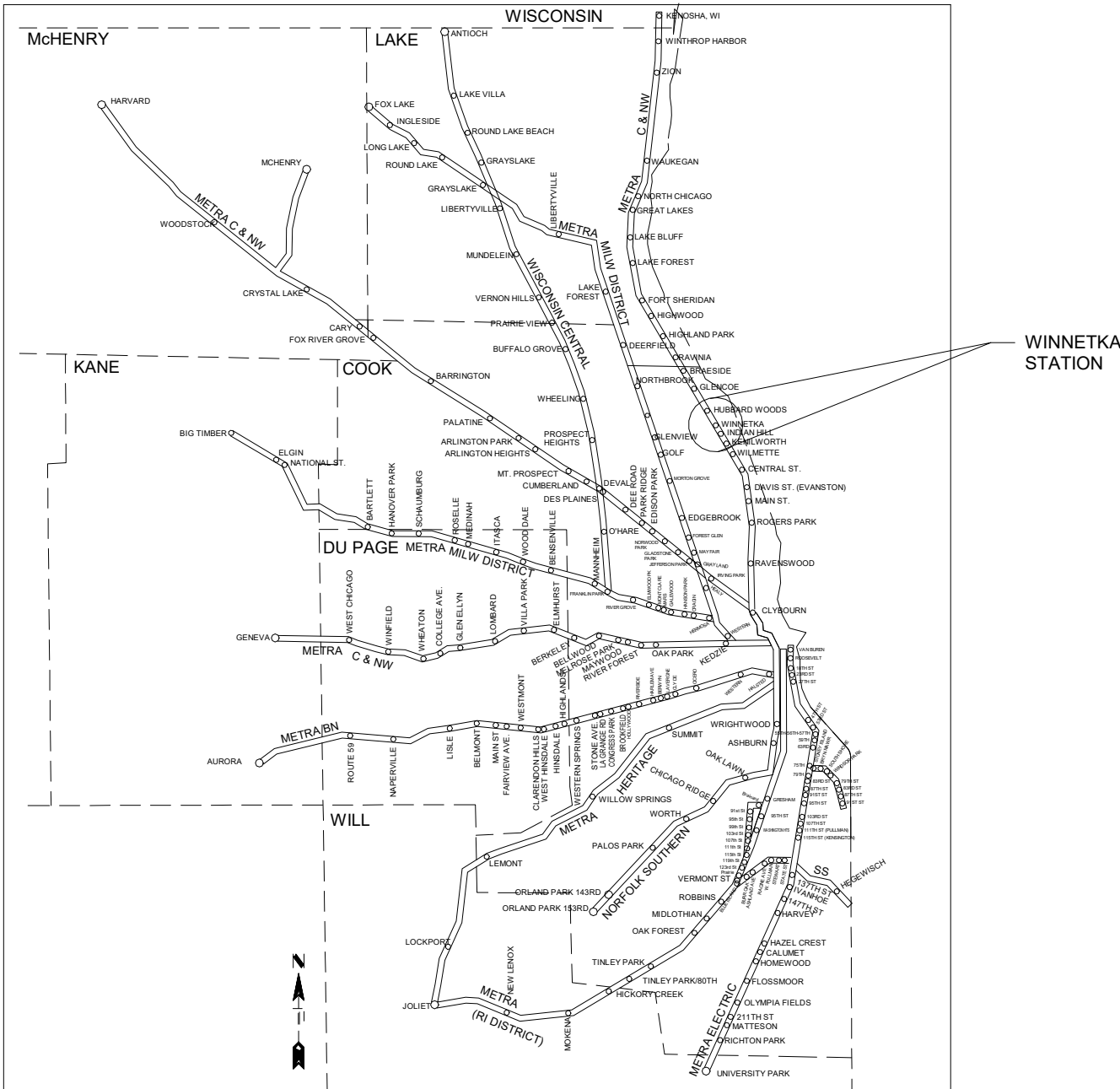


**WINNETKA WARMING SHELTER TYPICAL ELEVATION**

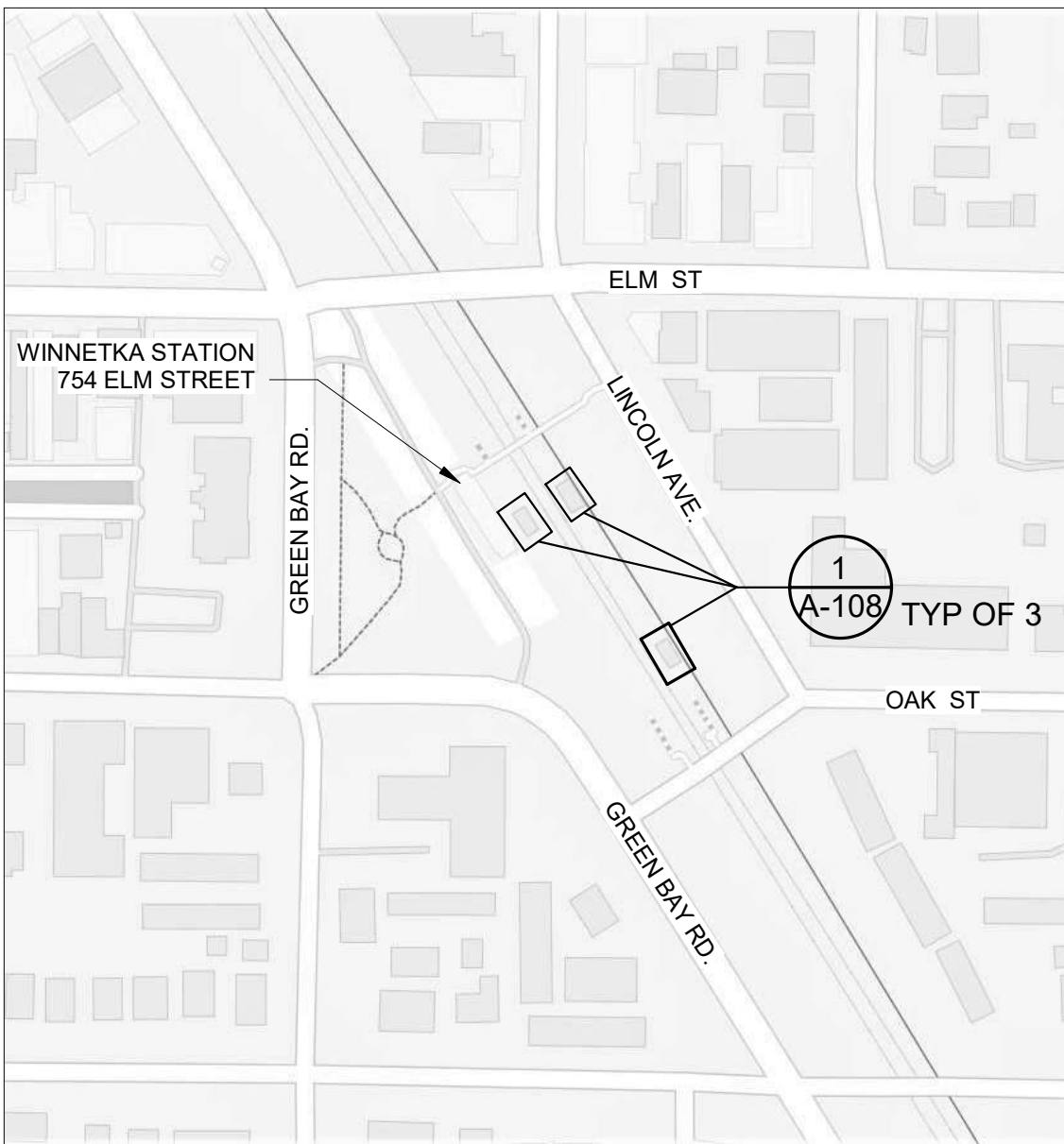
1/4" = 1'-0"

## METRA WINNETKA STATION

WARMING SHELTERS PART OF  
METRA WINNETKA STATION,  
754 W ELM ST, WINNETKA, IL 60093



SYSTEM MAP



LOCATION MAP

### GENERAL NOTES

- DOOR SCHEDULE, SEE SHEET A-600.
- MEP COMPONENTS, INCLUDING BUT NOT LIMITED TO, CONDUIT AND PIPES/DOWNSPOUTS, ARE SHOWN ON ARCHITECTURAL PLANS FOR REFERENCE ONLY. NOT ALL PENETRATIONS AND MEP COMPONENTS ARE SHOWN. CONTRACTOR TO COORDINATE AND ADJUST CHASES AND COLUMN ENCLOSURES AS REQUIRED TO FIT MEP COMPONENTS UPON ARCHITECT'S APPROVAL.
- STATION ADDRESS: 754 ELM ST, WINNETKA, IL 60093

WINNETKA STATION SCOPE OF WORK REMOVE AND REPLACE EXISTING STOREFRONT DOOR AND LOUVER PANELS AND REPLACE EXISTING INFRARED HEATERS AT WINNETKA STATION.

| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                      |                                                                     |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| SUB CONSULTANT                                                                       |                                                                     |
|  | 700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184 |
| MULLER2                                                                              | 2024, Muller & Muller, Ltd.                                         |

|                                       |  |
|---------------------------------------|--|
| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |  |
|---------------------------------------|--|

|                                                                        |  |
|------------------------------------------------------------------------|--|
| PRIMARY CONSULTANT:                                                    |  |
| <b>TYLin</b>                                                           |  |
| 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |  |

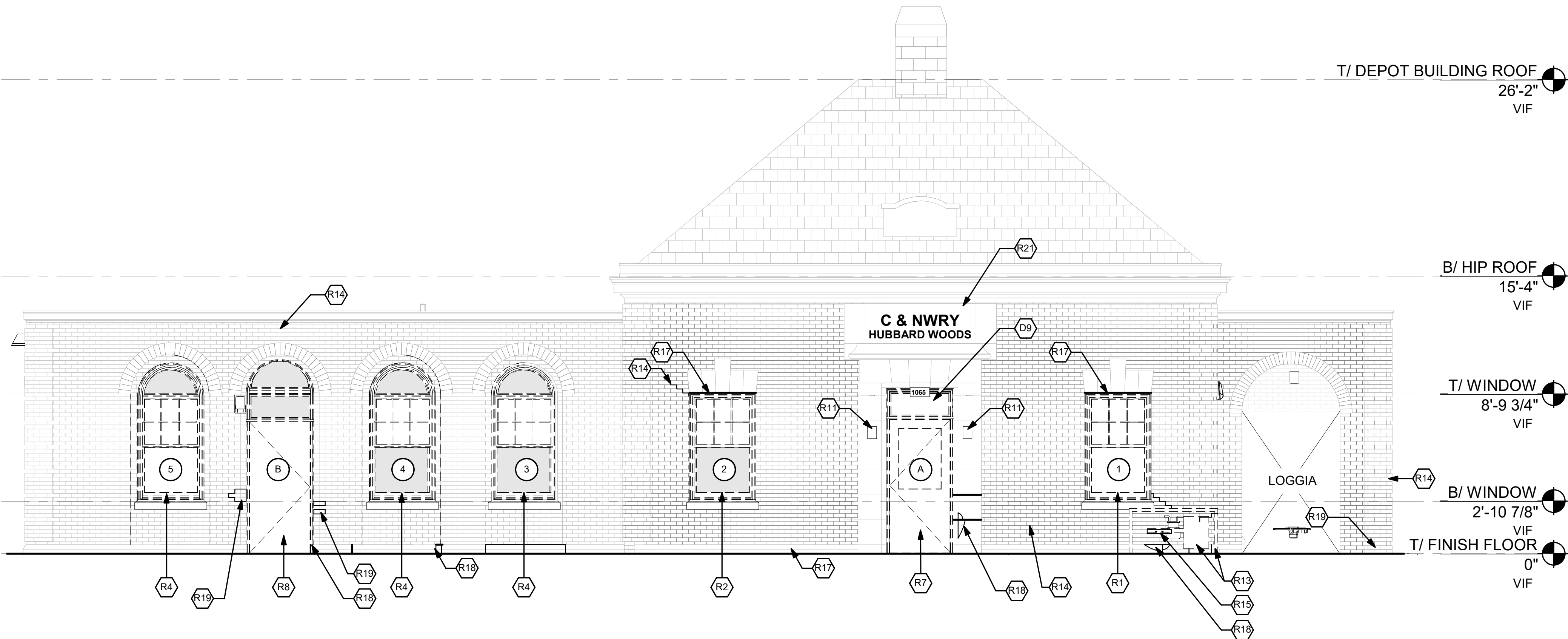
|                        |  |
|------------------------|--|
| DESIGNED: V. WIEGAND   |  |
| DRAWN: V. WIEGAND      |  |
| CHECKED: K. KORAB      |  |
| METRA PM: R. BASARIRAD |  |
| DATE: 07-15-2024       |  |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
|  |  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661         |  |

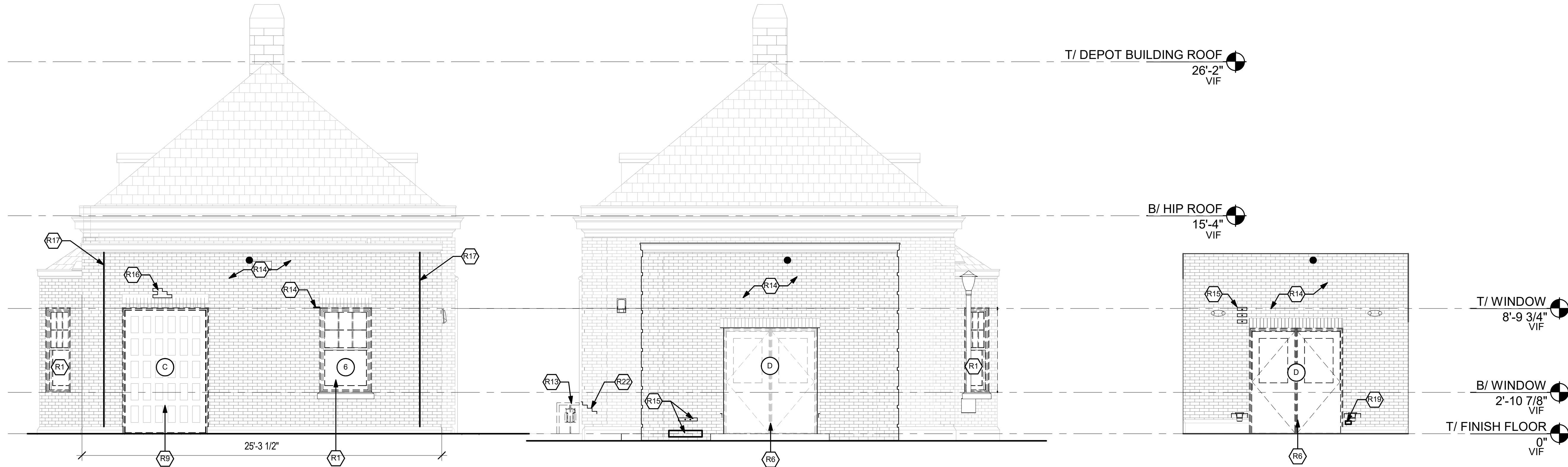
|                                                                                                     |  |
|-----------------------------------------------------------------------------------------------------|--|
| LOCATION NAME:<br>HUBBARD WOODS STATION                                                             |  |
| TITLE:<br>WINNETKA WARMING SHELTER - FLOOR PLAN, REFLECTED<br>CEILING PLAN, ELEVATIONS, AND SECTION |  |

|                                         |                    |
|-----------------------------------------|--------------------|
| CAD FILE NUMBER:<br>UP-N17.70_A-108.dgn |                    |
| SCALE:<br>AS INDICATED                  | DISTRICT:<br>UP-N  |
| PROJECT NO:<br>JP5194                   | SHEET NO.<br>A-108 |
| MILE POST NO.<br>UP-N17.70              |                    |





1 WEST EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"



2 NORTH EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

3 SOUTH EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

4 SOUTH EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

## GENERAL NOTES

- CONTRACTOR TO COORDINATE ALL REMOVAL WITH THE REQUIREMENTS OF NEW CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR COMPLETE REMOVAL OF ALL ITEMS ASSOCIATED WITHIN THE DEMOLISHED AREA.
- WALLS TO BE REMOVED ARE TO BE REMOVED TO THE DECK, U.N.O. CONTRACTOR TO VERIFY CEILING HEIGHTS IN THE FIELD DURING BIDDING.
- SEE SHEET AD-100 AND AD-101 FOR ADDITIONAL DEMOLITION INFORMATION.
- SEE SHEET A-602 TO A-605 FOR WINDOWS AND DOORS RESTORATION DETAILS.
- SEE SHEET A-403 FOR MASONRY RESTORATION DETAILS.
- CONTRACTOR TO DEVELOP A PLAN THAT IS COORDINATED TO FULFILL ALL REQUIREMENTS OUTLINED IN THE PROJECT PHASING CONTRACT DOCUMENTS
- REFERENCE MECH., ELEC., PLUMB., STRUC., AND CIVIL DEMO DRAWINGS FOR ASSOCIATED DEMO SCOPE.

## RESTORATION LEGEND

- DEMOLISH WALL OR ELEMENT (UNO)
- RESTORATION WINDOW TAG  
SEE A-600 SHEETS

## KEYNOTES - RESTORATION ELEVATIONS

- R1 REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R2 REMOVE INFILL PANEL FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R3 REMOVE INFILL PANEL, AND AIR CONDITIONING WINDOW UNIT FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R4 REMOVE INFILL PANEL(S) FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R5 REMOVE INFILL PANEL(S), AND AIR CONDITIONING UNIT FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R6 REMOVE EXISTING DOOR AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME.
- R7 DEMOLISH EXISTING DOOR AND ADDRESS PLATE. SALVAGE EXISTING DOOR FRAME AND TRANSOM WINDOW FROM ROUGH OPENING TO BE REPAIRED AND REUSED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R8 REMOVE EXISTING DOOR AND FRAME, TRANSOM WINDOW, AND INFILL PANEL FROM ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME. INSTALL NEW DOOR, REPAIRED FRAME, AND REPAIRED TRANSOM WINDOW IN ORIGINAL ROUGH OPENING. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R9 REMOVE INFILL PANEL OVER ORIGINAL DOOR AND FRAME. REMOVE TEMPORARY EXTERIOR CLADDING FURRED OVER OPENING. REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R10 REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R11 REMOVE EXISTING LIGHT FIXTURE(S). PATCH EXISTING HOLES IN MASONRY TO ENSURE COMPLETE COVERAGE BY NEW FIXTURE(S). INSTALL NEW LIGHT FIXTURE(S), REFER TO ED-202 AND E-201.
- R12 REMOVE LOOSE PAINT AND DEBRIS FROM EXISTING WALL AND PATCH EXISTING MASONRY.
- R13 REMOVE GAS METER TO BE RELOCATED. REMOVE PROTECTIVE SHROUD AND PATCH EXISTING MASONRY.
- R14 REPOINT MORTAR ON ENTIRE FACADE. MATCH EXISTING COLOR/TINT. PROVIDE MOCK-UP FOR OWNER AND ARCHITECT APPROVAL.
- R15 REMOVE ANCHOR IN MASONRY UNIT. REPLACE WITH NEW MASONRY UNIT TO MATCH EXISTING.
- R16 REMOVE NON-ORIGINAL MASONRY UNITS, TO BE REPLACED WITH NEW UNITS TO MATCH ORIGINAL.
- R17 REPLACE SEALANT, SEE 2/A-403.
- R18 REPAIR PRECAST PANEL IN KIND.
- R19 REPLACE DAMAGED MASONRY UNITS WITH NEW UNITS TO MATCH EXISTING.
- R20 NEW MECHANICAL LOUVER, REF MECHANICAL, SEE 1/M-101
- R21 PROTECT EXISTING LIMESTONE DURING CONSTRUCTION.
- R22 REPAIR CRACK IN MASONRY UNITS
- R23 PROVIDE NEW LIGHT FIXTURE, REF ELECTRICAL DWGS.
- R24 PROVIDE NEW FLUE VENT, REF MECH DWG 6/M-502.



| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                      |                                                                     |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| SUB CONSULTANT                                                                       |                                                                     |
|  | 700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184 |
| MULLER2                                                                              | 2024, Muller & Muller, Ltd.                                         |

|                    |  |
|--------------------|--|
| PRIMARY CONSULTANT |  |
| SEAL/ SIGNATURE    |  |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
| PRIMARY CONSULTANT:                                                                   |  |
|  |  |
| 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900                |  |

|                        |  |
|------------------------|--|
| DESIGNED: V. WIEGAND   |  |
| DRAWN: V. WIEGAND      |  |
| CHECKED: K. KORAB      |  |
| METRA PM: R. BASARIRAD |  |
| DATE: 07-15-2024       |  |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
|  |  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661         |  |

|                                                 |  |
|-------------------------------------------------|--|
| LOCATION NAME:<br>HUBBARD WOODS STATION         |  |
| TITLE:<br>EXTERIOR ELEVATIONS DEPOT RESTORATION |  |

|                                          |                    |
|------------------------------------------|--------------------|
| CAD FILE NUMBER:<br>UP-N17.70_ A-200.dgn | DISTRICT:<br>UP-N  |
| PROJECT NO:<br>JP5194                    | SHEET NO.<br>A-200 |
| MILE POST NO.<br>UP-N17.70               |                    |



GENERAL NOTES

1. CONTRACTOR TO COORDINATE ALL REMOVAL WITH THE REQUIREMENTS OF NEW CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR COMPLETE REMOVAL OF ALL ITEMS ASSOCIATED WITHIN THE DEMOLISHED AREA.
2. WALLS TO BE REMOVED ARE TO BE REMOVED TO THE DECK, U.N.O. CONTRACTOR TO VERIFY CEILING HEIGHTS IN THE FIELD DURING BIDDING.
3. SEE SHEET AD-100 AND AD-101 FOR ADDITIONAL DEMOLITION INFORMATION.
4. SEE SHEET A-602 TO A-605 FOR WINDOWS AND DOORS RESTORATION DETAILS.
5. SEE SHEET A-403 FOR MASONRY RESTORATION DETAILS.
6. CONTRACTOR TO DEVELOP A PLAN THAT IS COORDINATED TO FULFILL ALL REQUIREMENTS OUTLINED IN THE PROJECT PHASING CONTRACT DOCUMENTS
7. REFERENCE MECH., ELEC., PLUMB., STRUC., AND CIVIL DEMO DRAWINGS FOR ASSOCIATED DEMO SCOPE.

KEYNOTES -  
RESTORATION ELEVATIONS

- R1

REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R2

REMOVE INFILL PANEL FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R3

REMOVE INFILL PANEL, AND AIR CONDITIONING WINDOW UNIT FROM ORIGINAL WINDOW. REMOVE ORIGINAL WINDOW AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R4

REMOVE INFILL PANEL(S) FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R5

REMOVE INFILL PANEL(S), AND AIR CONDITIONING UNIT FROM ORIGINAL WINDOW AND TRANSOM. REMOVE ORIGINAL WINDOW AND TRANSOM FROM ORIGINAL ROUGH OPENING TO REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R6

REMOVE EXISTING DOOR AND FRAME FROM ORIGINAL ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME.
- R7

DEMOLISH EXISTING DOOR AND ADDRESS PLATE. SALVAGE EXISTING DOOR FRAME AND TRANSOM WINDOW FROM ROUGH OPENING TO BE REPAIRED AND REUSED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R8

REMOVE EXISTING DOOR AND FRAME, TRANSOM WINDOW, AND INFILL PANEL FROM ROUGH OPENING TO BE REPLACED WITH NEW DOOR AND FRAME. INSTALL NEW DOOR, REPAIRED FRAME, AND REPAIRED TRANSOM WINDOW IN ORIGINAL ROUGH OPENING. PROVIDE NEW ADDRESS NUMBERS AS A VINYL GRAPHIC ON TRANSOM GLASS.
- R9

REMOVE INFILL PANEL OVER ORIGINAL DOOR AND FRAME. REMOVE TEMPORARY EXTERIOR CLADDING FURRED OVER OPENING. REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R10

REMOVE ORIGINAL DOOR AND FRAME, AND DOOR OPENER ASSEMBLY FROM ORIGINAL ROUGH OPENING TO BE REPAIRED. REINSTALL IN ORIGINAL OPENING DURING NEW CONSTRUCTION.
- R11

REMOVE EXISTING LIGHT FIXTURE(S). PATCH EXISTING HOLES IN MASONRY TO ENSURE COMPLETE COVERAGE BY NEW FIXTURE(S). INSTALL NEW LIGHT FIXTURE(S), REFER TO ED-202 AND E-201.
- R12

REMOVE LOOSE PAINT AND DEBRIS FROM EXISTING WALL AND PATCH EXISTING MASONRY.
- R13

REMOVE GAS METER TO BE RELOCATED. REMOVE PROTECTIVE SHROUD AND PATCH EXISTING MASONRY.
- R14

REPOINT MORTAR ON ENTIRE FACADE. MATCH EXISTING COLOR/TINT. PROVIDE MOCK-UP FOR OWNER AND ARCHITECT APPROVAL.
- R15

REMOVE ANCHOR IN MASONRY UNIT. REPLACE WITH NEW MASONRY UNIT TO MATCH EXISTING.
- R16

REMOVE NON-ORIGINAL MASONRY UNITS, TO BE REPLACED WITH NEW UNITS TO MATCH ORIGINAL.
- R17

REPLACE SEALANT, SEE 2/A-403.
- R18

REPAIR PRECAST PANEL IN KIND.
- R19

REPLACE DAMAGED MASONRY UNITS WITH NEW UNITS TO MATCH EXISTING.
- R20

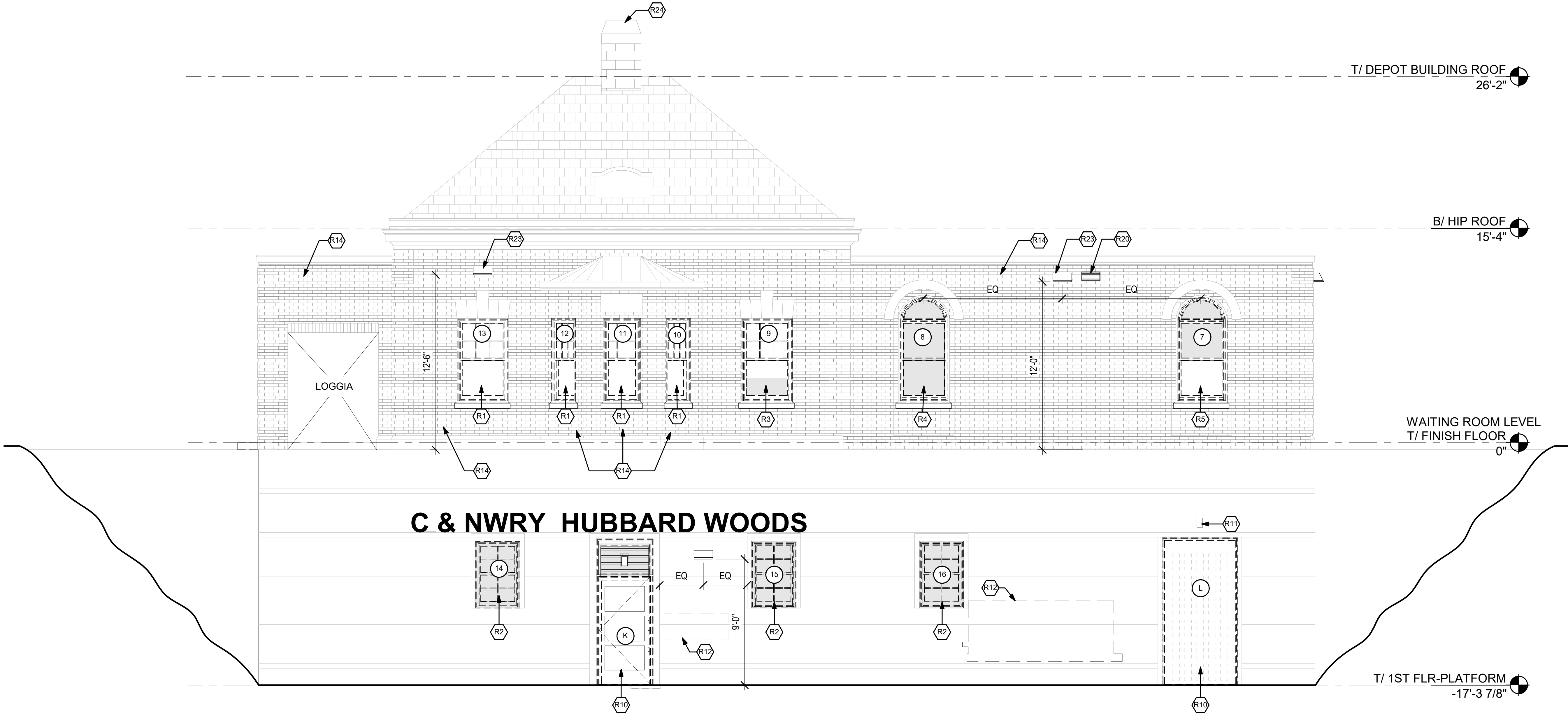
NEW MECHANICAL LOUVER, REF MECHANICAL, SEE 1/M-101
- R21

PROTECT EXISTING LIMESTONE DURING CONSTRUCTION.
- R22

REPAIR CRACK IN MASONRY UNITS
- R23

PROVIDE NEW LIGHT FIXTURE, REF ELECTRICAL DWGS.
- R24

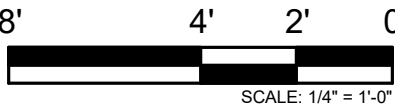
PROVIDE NEW FLUE VENT, REF MECH DWG 6/M-502.



1 EAST EXTERIOR ELEVATION - RESTORATION  
1/4" = 1'-0"

RESTORATION LEGEND

## RESTORATION WINDOW TAG  
SEE A-600 SHEETS



| REV | DATE       | BY | APP | DESCRIPTION           | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL       |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL         |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL         |     |      |    |     |             |
| 1   | 12-14-2020 | VW | KJK | 30% SUBMITTAL REVISED |     |      |    |     |             |

SUB CONSULTANT

MULLER2

700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184  
2024, Muller & Muller, Ltd.

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT:

TYLin

200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

DESIGNED: V. WIEGAND

DRAWN: V. WIEGAND

CHECKED: K. KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024

Metra

ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
EXTERIOR ELEVATIONS DEPOT RESTORATION

CAD FILE NUMBER:  
UP-N17.70\_ A-201.dgn

SCALE:  
AS INDICATED

PROJECT NO:  
JP5194

MALE POST NO.  
UP-N17.70

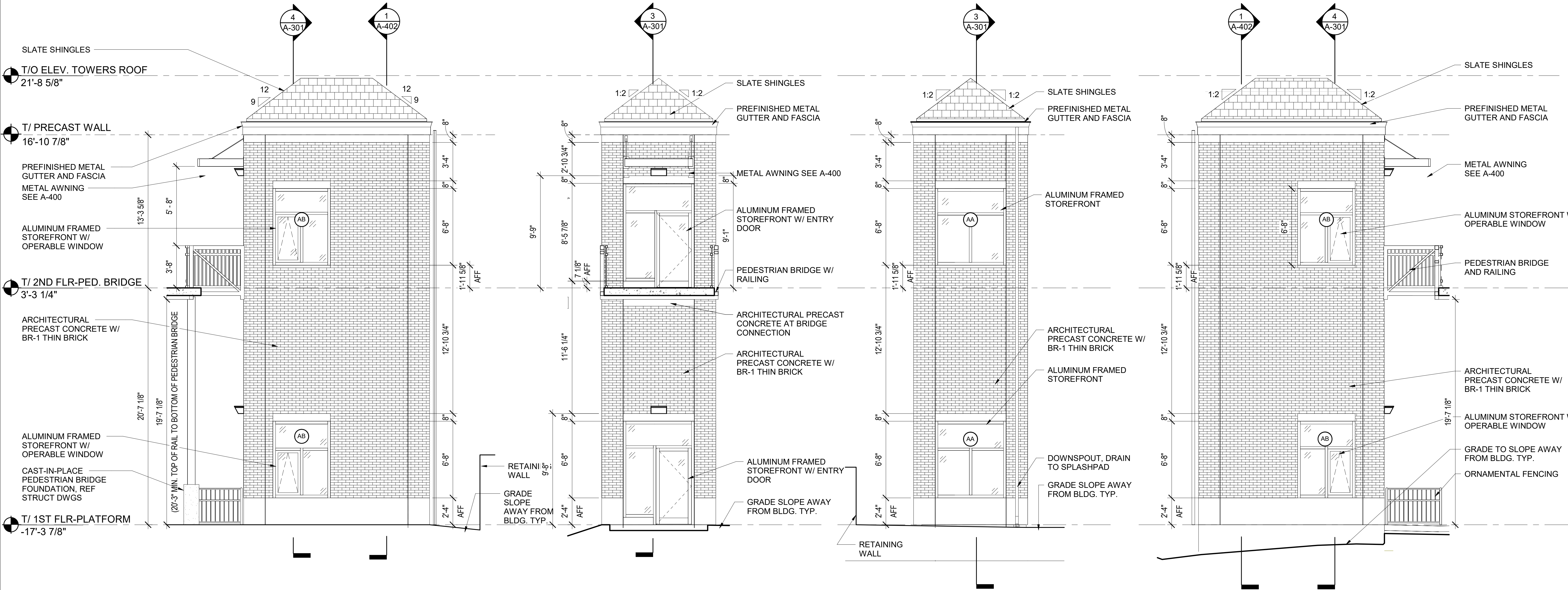
DISTRICT:  
UP-N

SHEET NO.  
A-201



ELEVATION NOTES

- 1. MATERIAL FINISH LEGEND, SEE SHEET A-700.
- 2. SIGN TYPES; REFERENCE ARCHITECTURAL SITE PLAN AND LOCATION PLAN, A-100.
- 3. SIGNAGE GRAPHICS; SEE A-800 SHEETS.
- 4. SEE S-101 FOR FOUNDATION INFORMATION
- 5. SEE SHEET A-500 FOR BRIDGE RAILING DETAILS

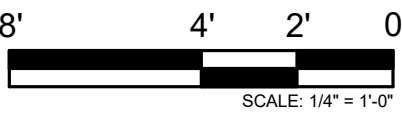


1 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
WEST ELEVATION  
1/4" = 1'-0"

2 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
NORTH ELEVATION  
1/4" = 1'-0"

3 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
SOUTH ELEVATION  
1/4" = 1'-0"

4 EXTERIOR ELEVATION  
WEST ELEVATOR TOWER  
EAST ELEVATION  
1/4" = 1'-0"



PRINTED ON: 7/12/2024 5:38:47 PM

| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT



700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184  
2024, Muller & Muller, Ltd.

PRIMARY CONSULTANT

SEAL/ SIGNATURE

PRIMARY CONSULTANT:



200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

DESIGNED: V. WIEGAND

DRAWN: V. WIEGAND

CHECKED: K. KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:

HUBBARD WOODS STATION

TITLE:

EXTERIOR ELEVATIONS WEST ELEVATOR TOWER

CAD FILE NUMBER:

UP-N17.70\_A-202.dgn

SCALE:

AS INDICATED

PROJECT NO:

JP5194

MILE POST NO.

UP-N17.70

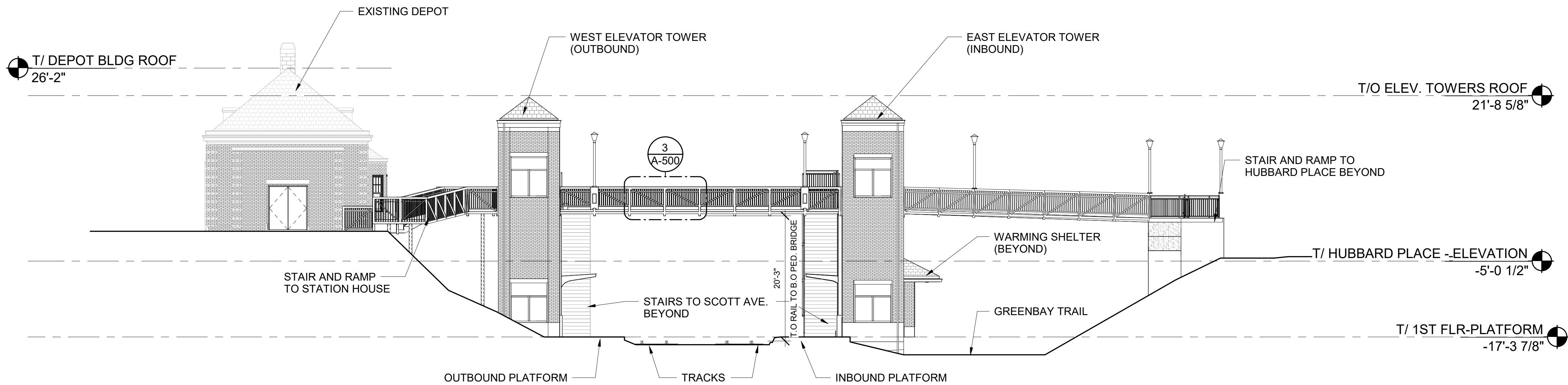
DISTRICT:

UP-N

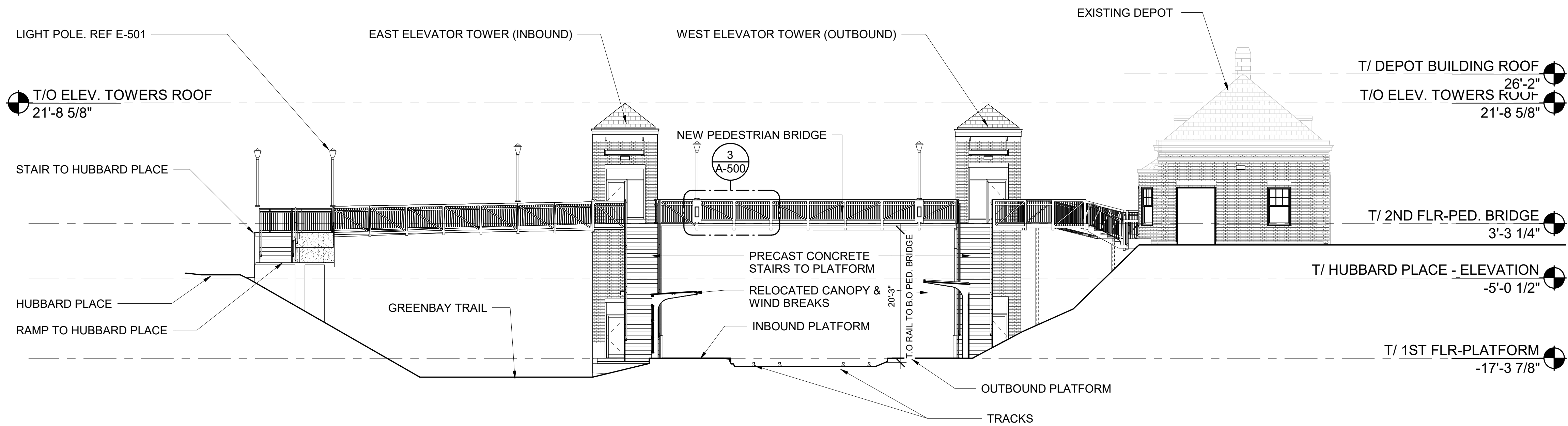
SHEET NO.

A-202

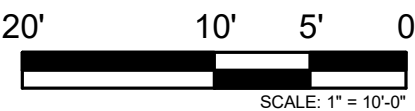




1 SITE SECTION  
1" = 10'-0"



2 SITE SECTION  
1" = 10'-0"



| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT



700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184

PRIMARY CONSULTANT

SEAL/ SIGNATURE

PRIMARY CONSULTANT:



200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

|           |              |
|-----------|--------------|
| DESIGNED: | V.WIEGAND    |
| DRAWN:    | V.WIEGAND    |
| CHECKED:  | K.KORAB      |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
SITE SECTIONS

CAD FILE NUMBER:  
UP-N17.70\_ A-300.dgn

SCALE:  
AS INDICATED

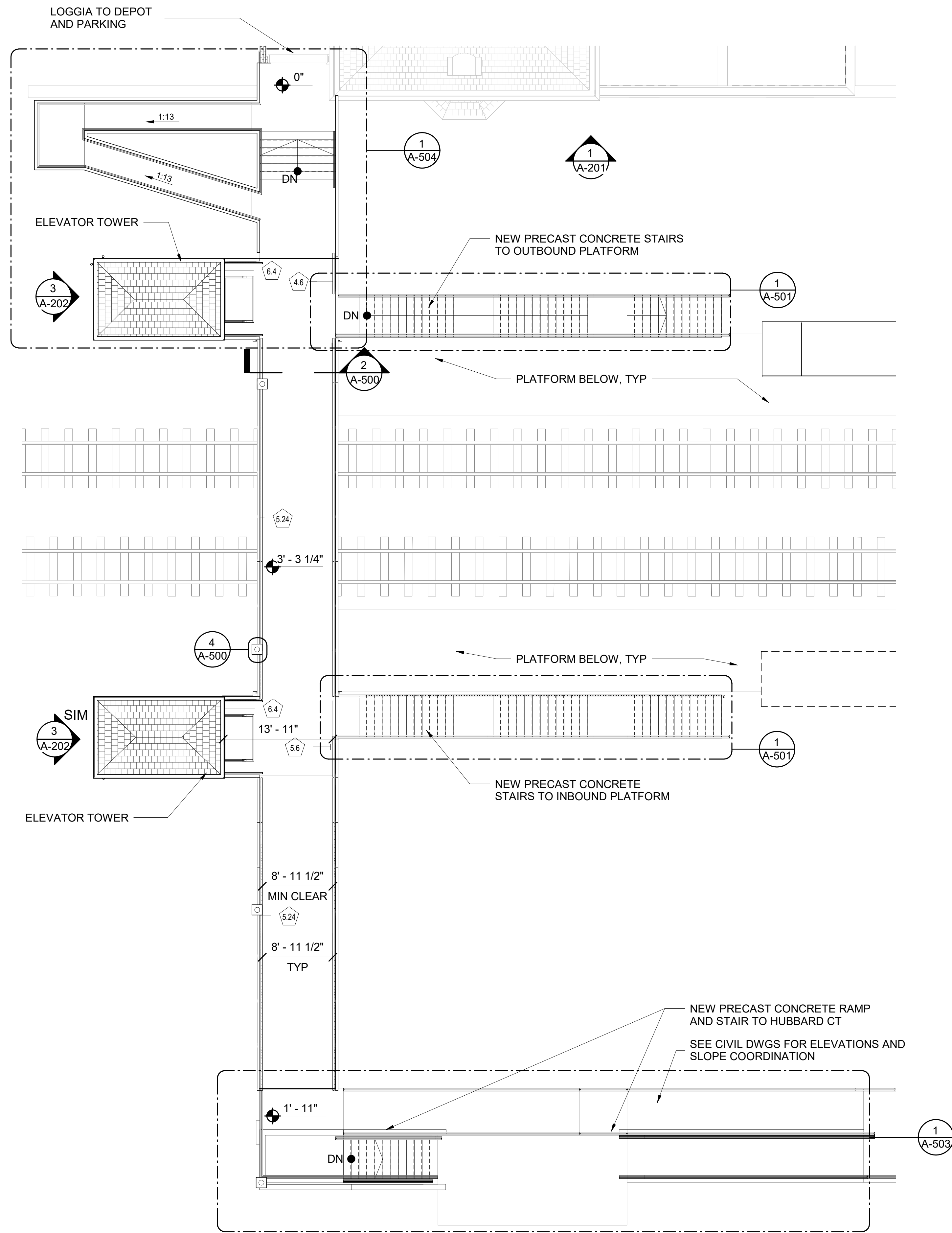
PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

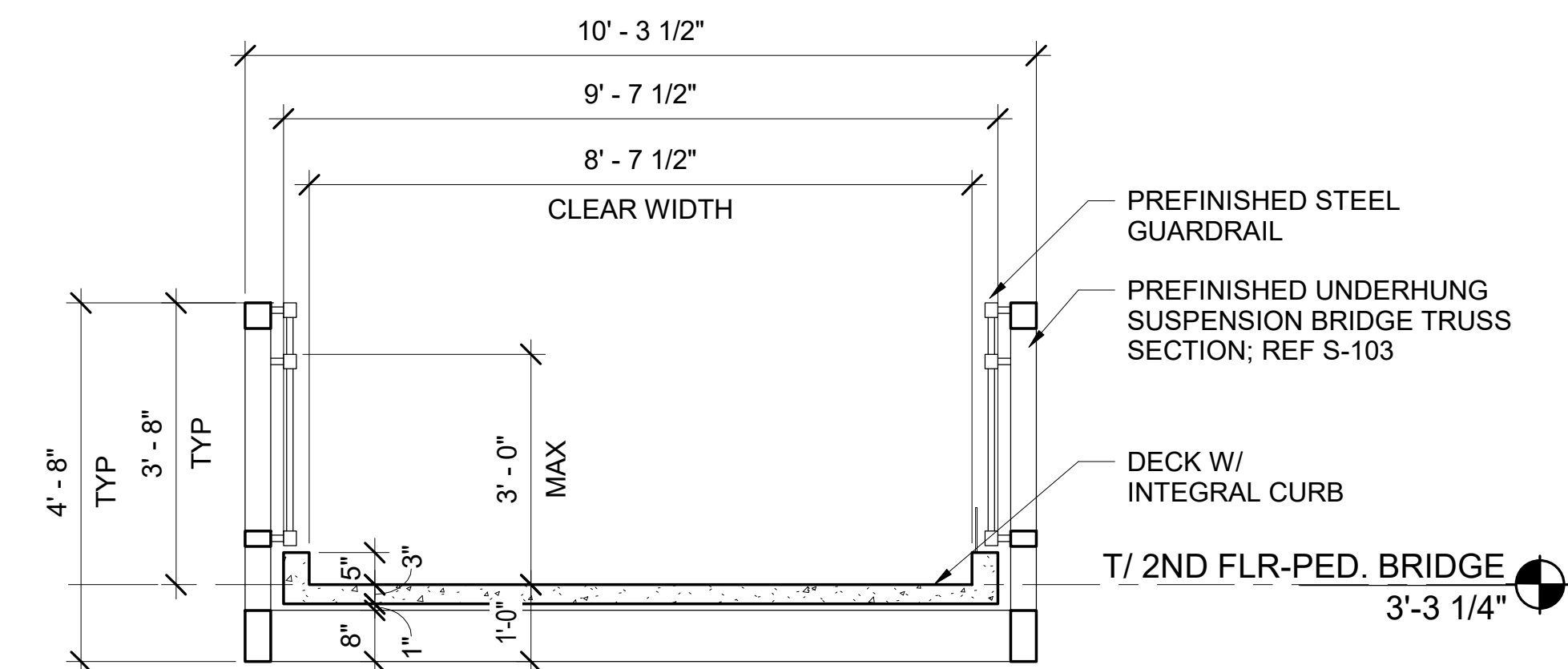
DISTRICT:  
UP-N

SHEET NO.  
A-300

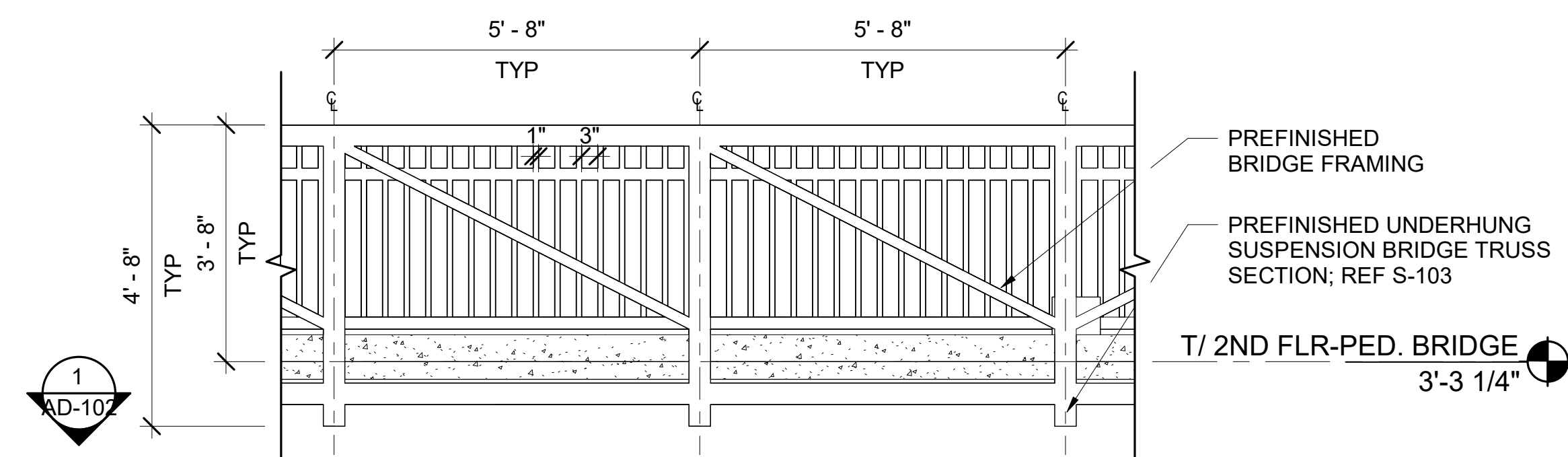




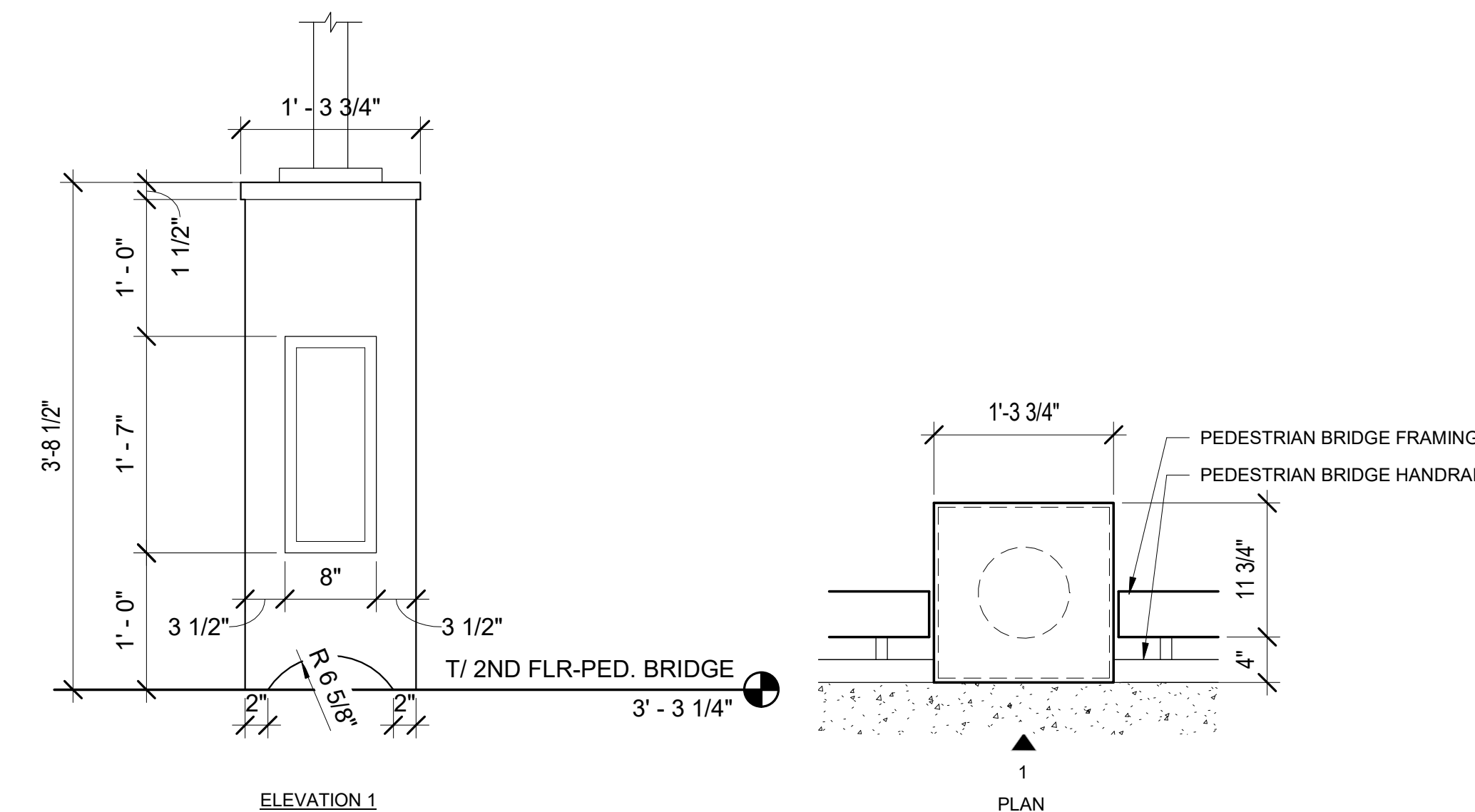
**1 ENLARGED PLAN  
PEDESTRIAN BRIDGE**  
1/8" = 1'-0"



**2 PEDESTRIAN BRIDGE TYPICAL SECTION**  
1/2" = 1'-0"

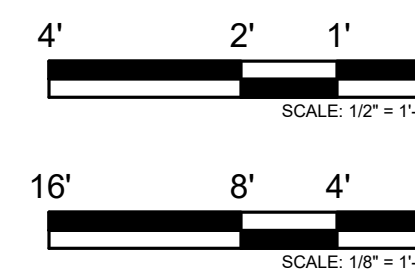


**3 PEDESTRIAN BRIDGE TYPICAL RAILING ELEVATION**  
1/2" = 1'-0"



LIGHT POST BASE TO MATCH THOSE AT  
WINNETKA STATION PEDESTRIAN BRIDGE

**4 LAMP POST SUPPORT**  
1" = 1'-0"



PRINTED ON: 7/12/2024 5:38:59 PM

| REV | DATE       | BY | APP | DESCRIPTION     |
|-----|------------|----|-----|-----------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |

|                |                                                                     |
|----------------|---------------------------------------------------------------------|
| SUB CONSULTANT | 700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184 |
| MULLER2        | 2024, Muller & Muller, Ltd.                                         |

|                                       |  |
|---------------------------------------|--|
| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |  |
|---------------------------------------|--|

|                                                                                                               |
|---------------------------------------------------------------------------------------------------------------|
| PRIMARY CONSULTANT:<br><b>TYLin</b><br>200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |
|---------------------------------------------------------------------------------------------------------------|

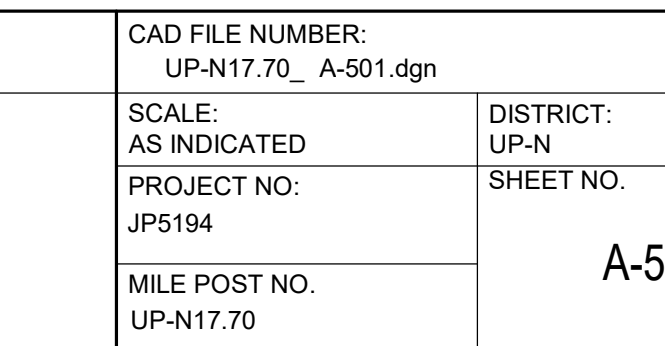
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|------------------------|
| DESIGNED: V. WIEGAND   |
| DRAWN: V. WIEGAND      |
| CHECKED: K. KORAB      |
| METRA PM: R. BASARIRAD |
| DATE: 07-15-2024       |

|                                                                                               |
|-----------------------------------------------------------------------------------------------|
| <b>Metra</b><br>ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661 |
|-----------------------------------------------------------------------------------------------|

|                                                                                           |
|-------------------------------------------------------------------------------------------|
| LOCATION NAME:<br><b>HUBBARD WOODS STATION</b>                                            |
| TITLE:<br><b>ENLARGED PEDESTRIAN BRIDGE PLANS, SECTIONS,<br/>ELEVATIONS &amp; DETAILS</b> |

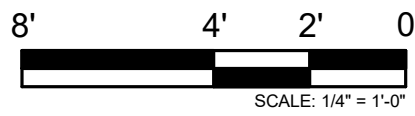
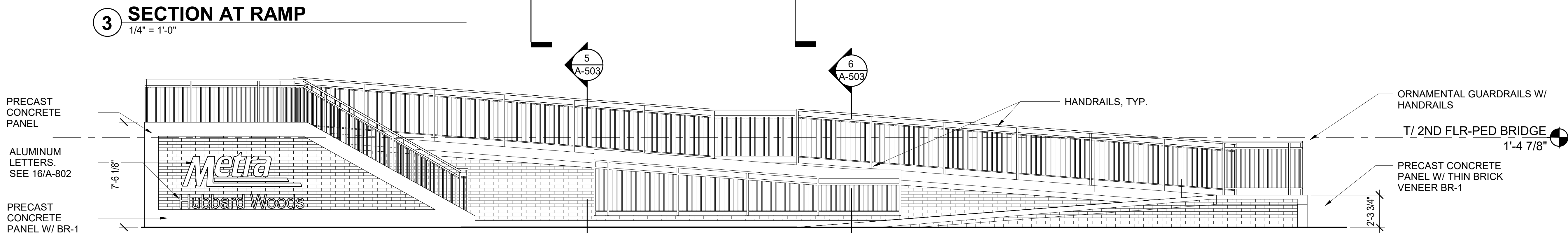
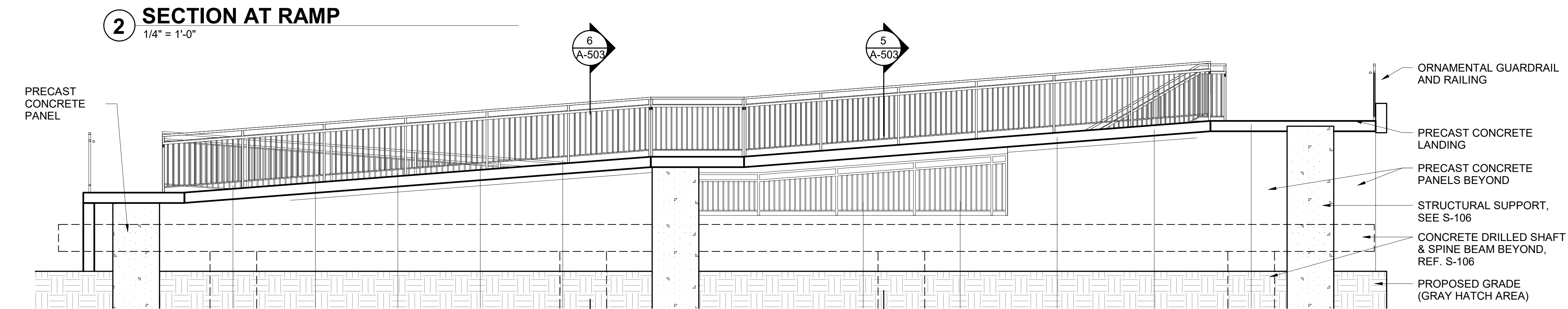
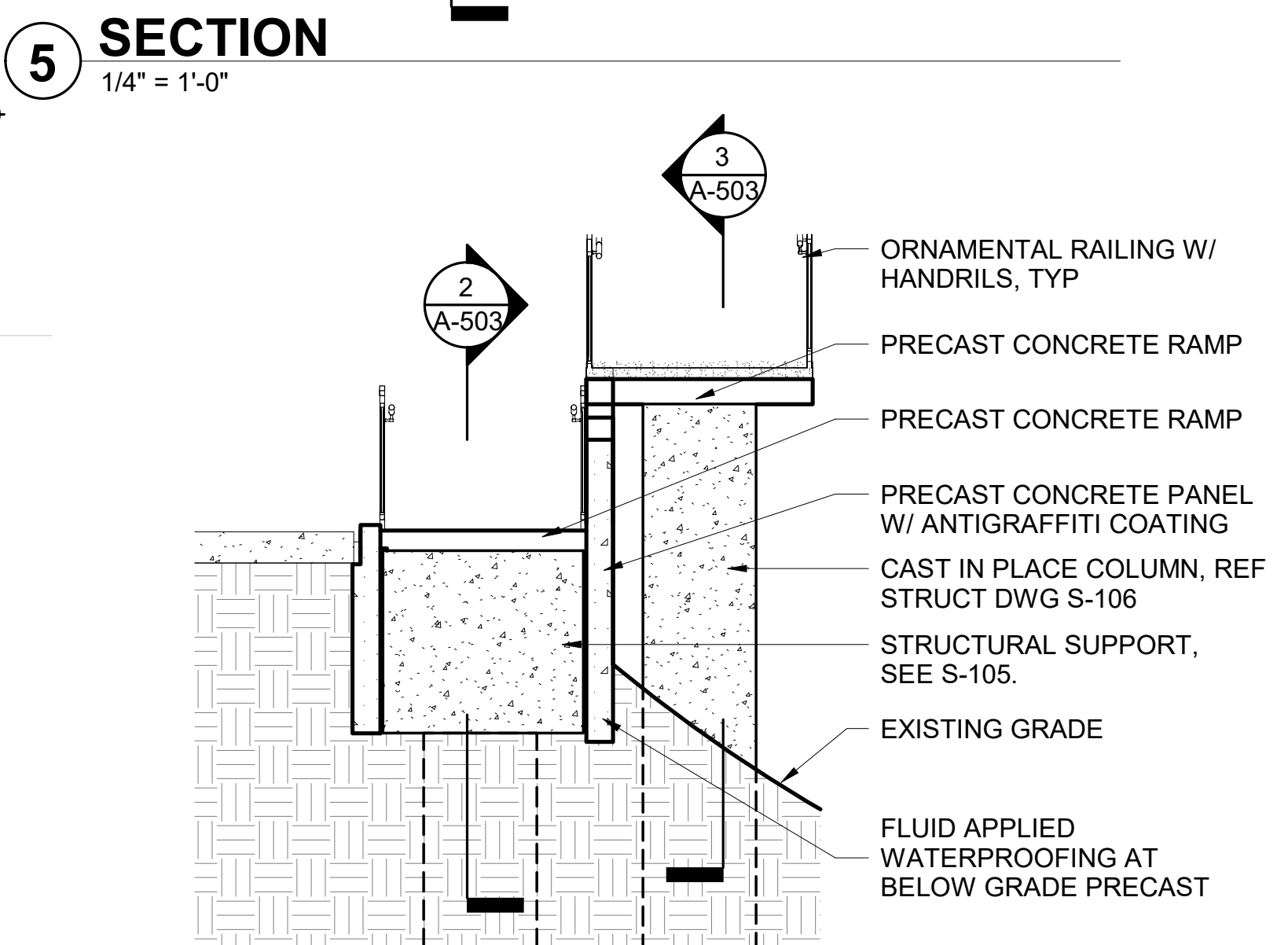
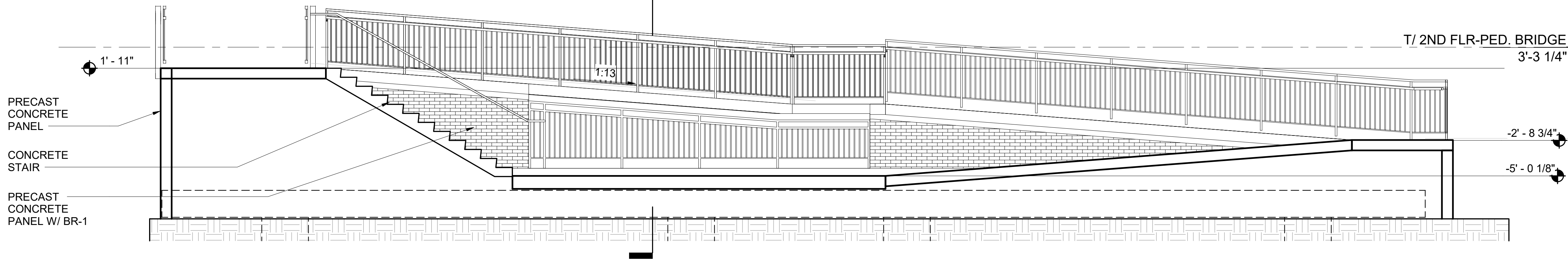
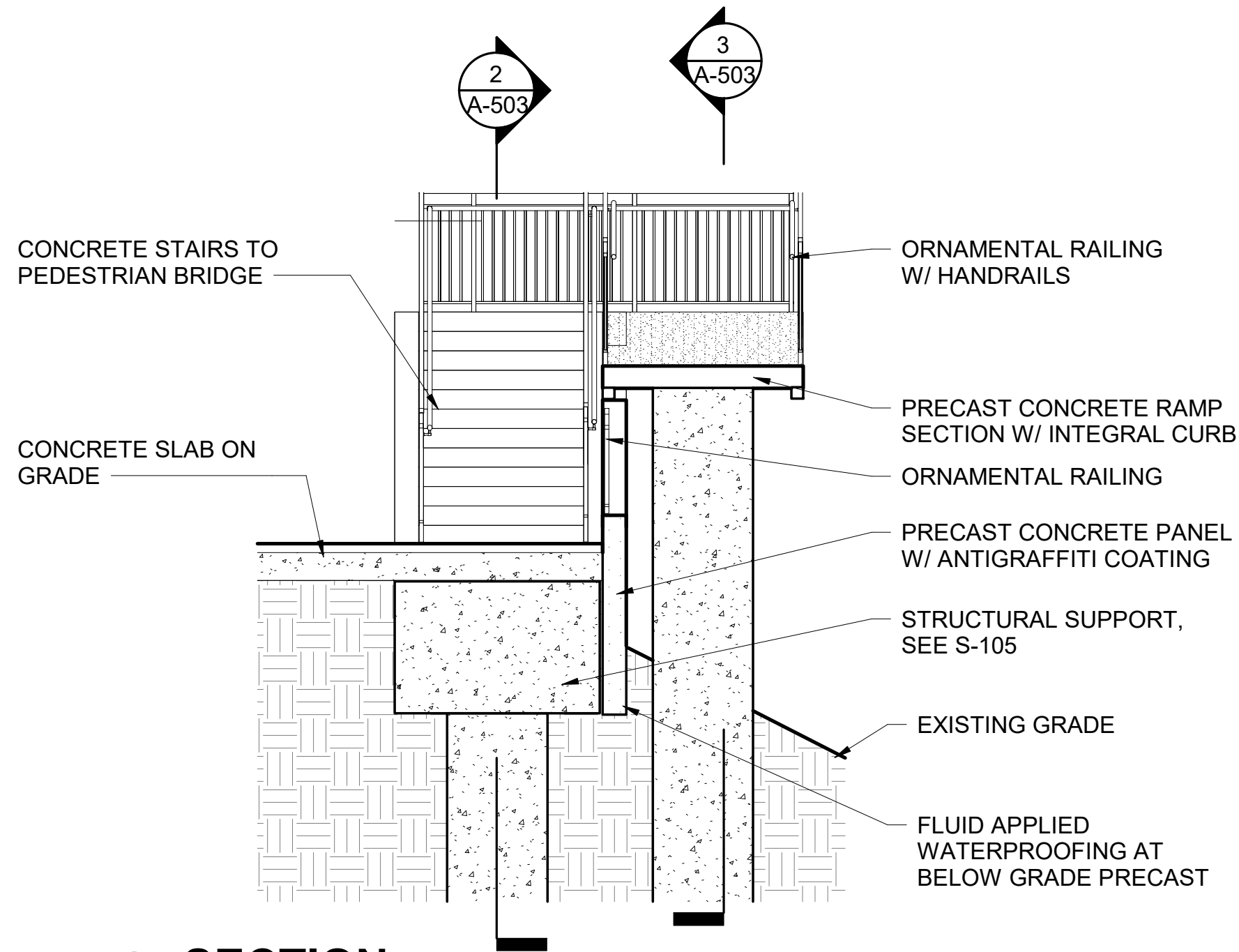
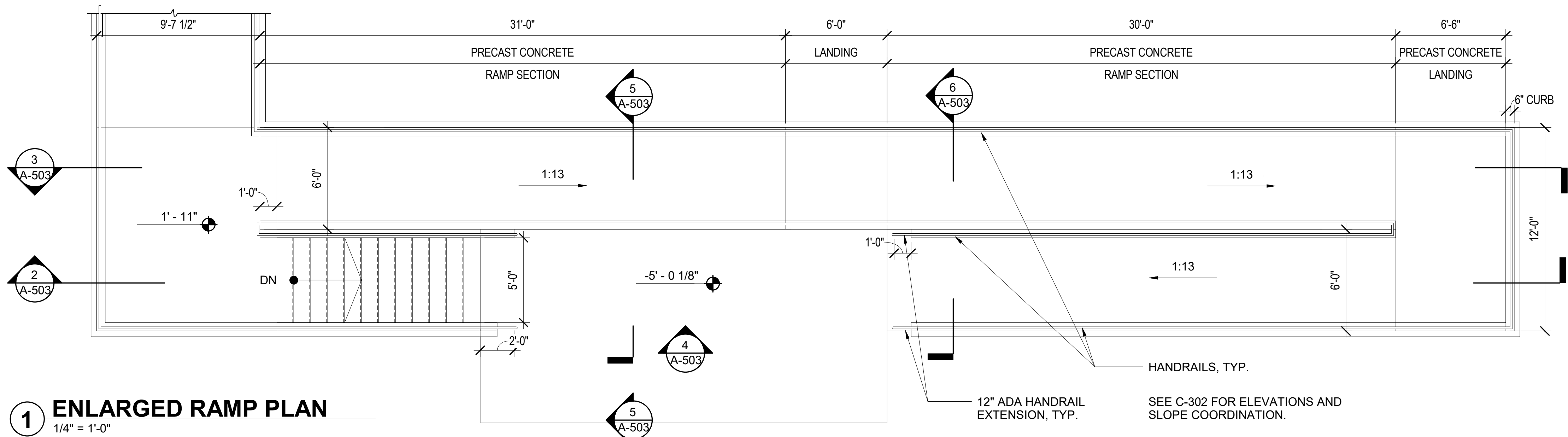
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| CAD FILE NUMBER:<br>UP-N17.70_ A-500.dgn | DISTRICT:<br>UP-N  |
| SCALE:<br>AS INDICATED                   | SHEET NO.<br>A-500 |
| PROJECT NO:<br>JP5194                    |                    |
| MILE POST NO.<br>UP-N17.70               |                    |





|                                         |                   |
|-----------------------------------------|-------------------|
| CAD FILE NUMBER:<br>UP-N17.70_A-501.dgn |                   |
| SCALE:<br>AS INDICATED                  | DISTRICT:<br>UP-N |
| PROJECT NO:<br>JP5194                   | SHEET NO.         |
| MILE POST NO.<br>UP-N17.70              | A-501             |





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| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | IAV | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | IAV | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT



700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT:



200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

DESIGNED: V. WIEGAND

DRAWN: V. WIEGAND

CHECKED: K. KORAB

METRA PM: R. BASARIRAD

DATE: 07-15-2024



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
ENLARGED RAMP PLAN, SECTIONS & DETAILS

CAD FILE NUMBER:  
UP-N17.70\_ A-503.dgn

SCALE:  
AS INDICATED

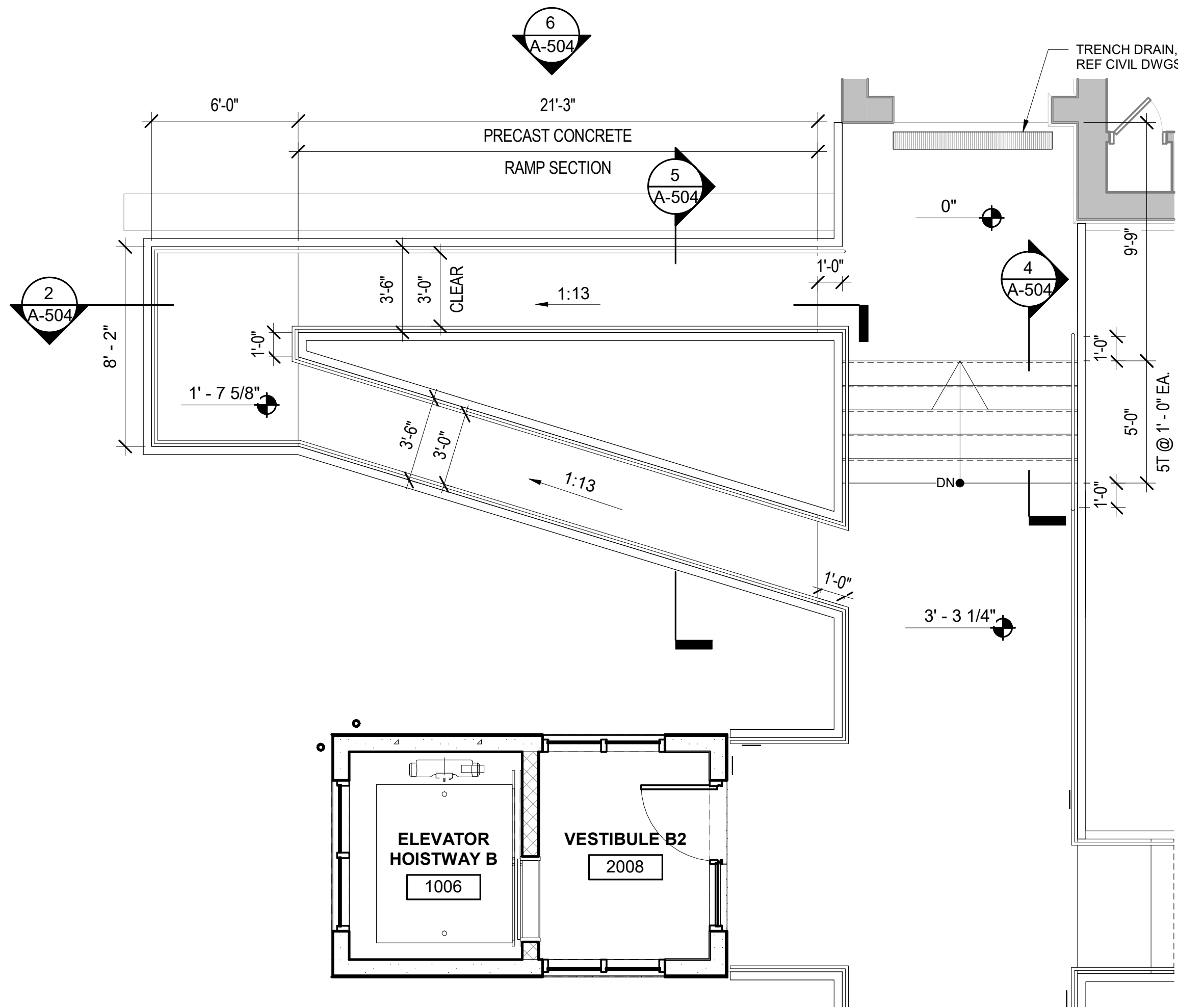
PROJECT NO:  
JP5194

MILE POST NO:  
UP-N17.70

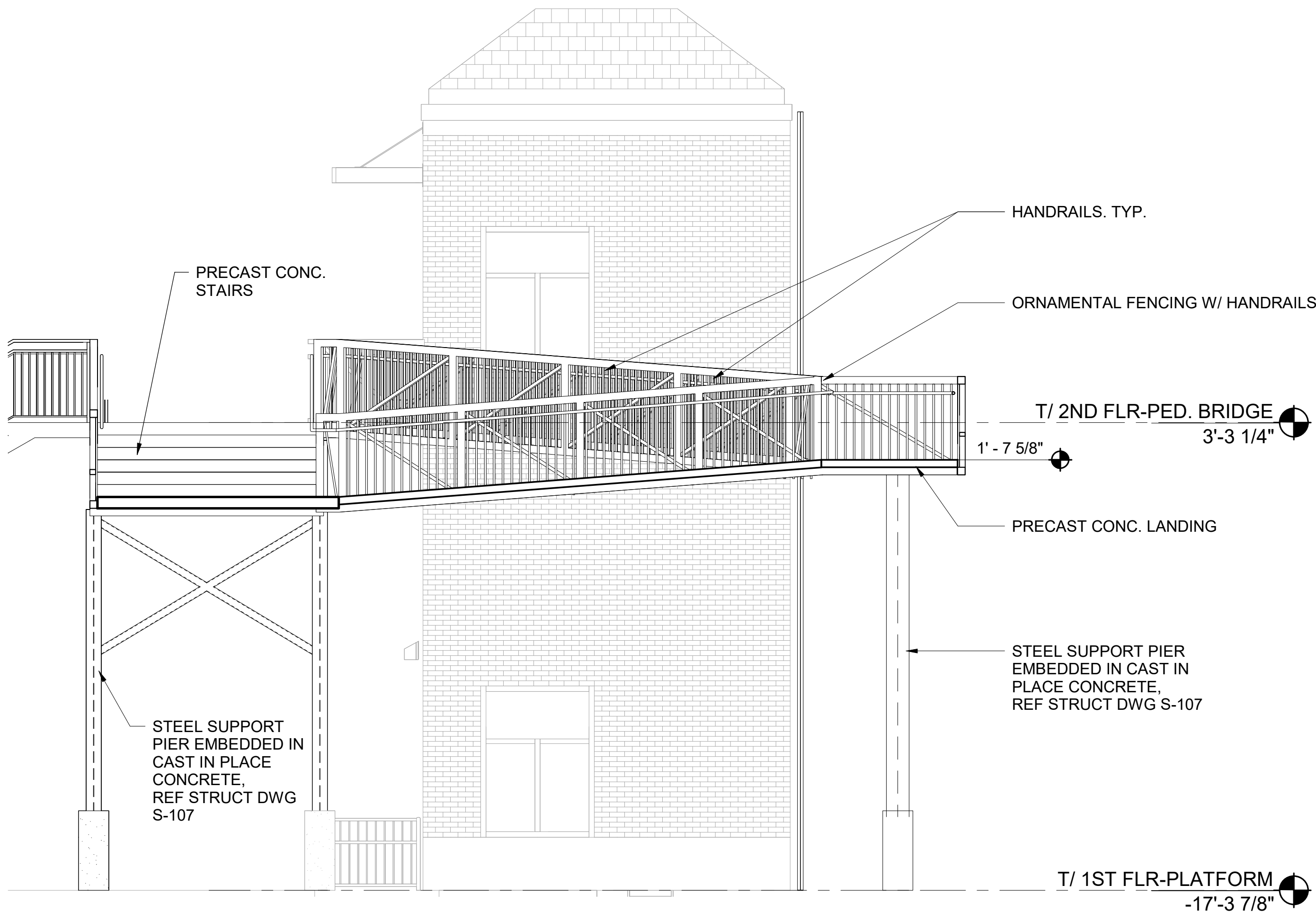
DISTRICT:  
UP-N

SHEET NO.  
A-503

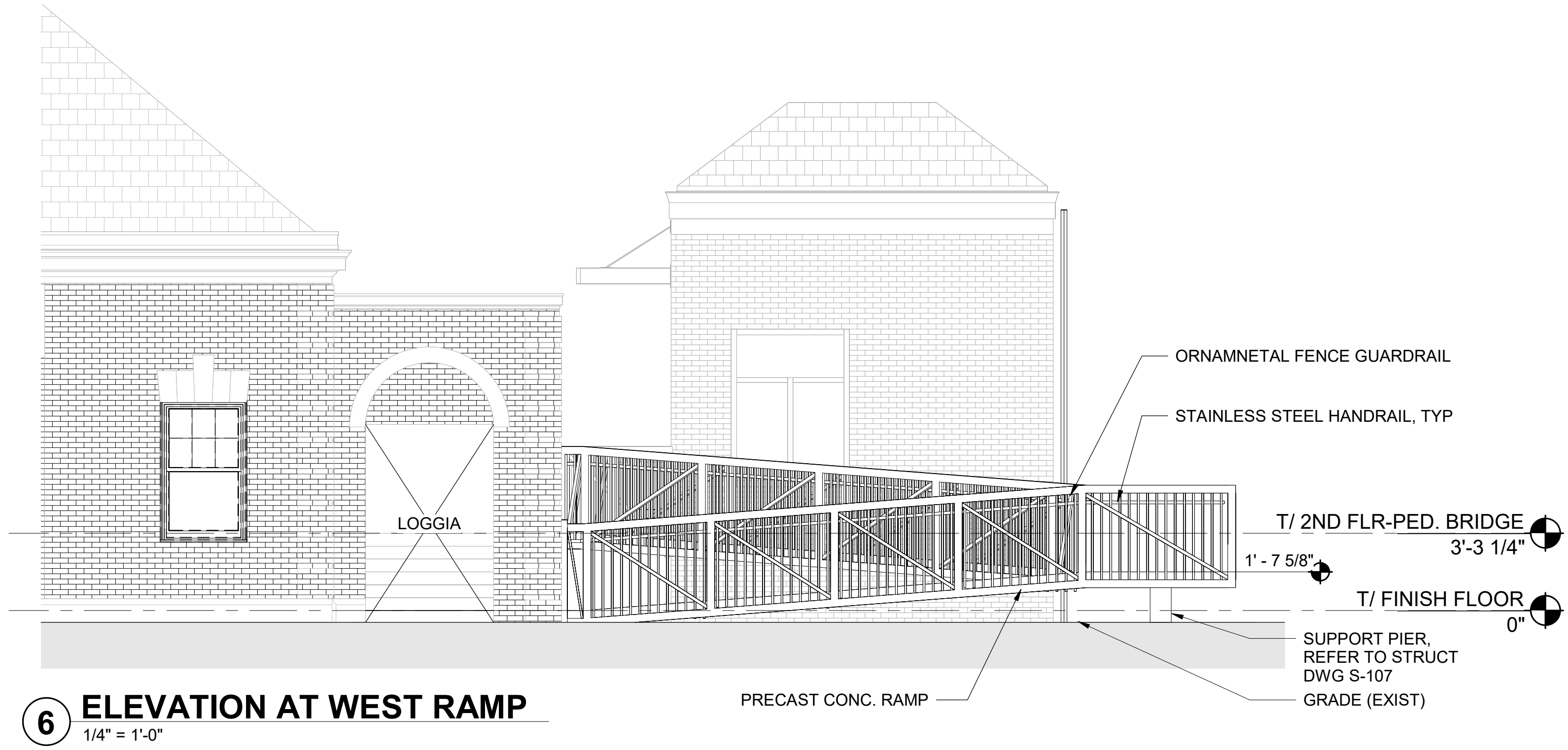




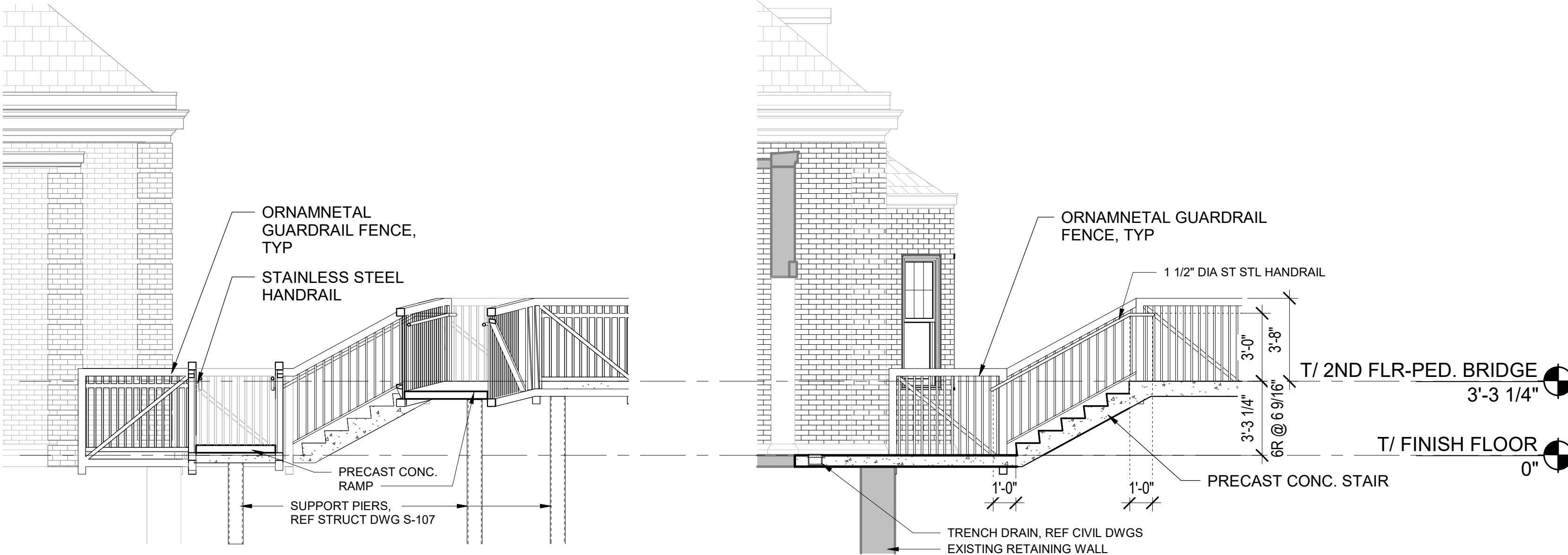
1 ENLARGED WEST RAMP PLAN  
1/4" = 1'-0"



2 SECTION AT WEST RAMP  
1/4" = 1'-0"



6 ELEVATION AT WEST RAMP  
1/4" = 1'-0"



5 SECTION THROUGH WEST RAMP  
1/4" = 1'-0"

4 SECTION THROUGH WEST STAIR  
1/4" = 1'-0"

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| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT

**MULLER2**

700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184  
2024, Muller & Muller, Ltd.

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT:

**TYLin**

200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

DESIGNED: V. WIEGAND  
DRAWN: V. WIEGAND  
CHECKED: K. KORAB  
METRA PM: R. BASARIRAD  
DATE: 07-15-2024

**Metra**

ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
**HUBBARD WOODS STATION**

TITLE:  
**ENLARGED RAMP PLAN, SECTIONS & DETAILS**

CAD FILE NUMBER:  
UP-N17.70\_ A-504.dgn

SCALE:  
AS INDICATED

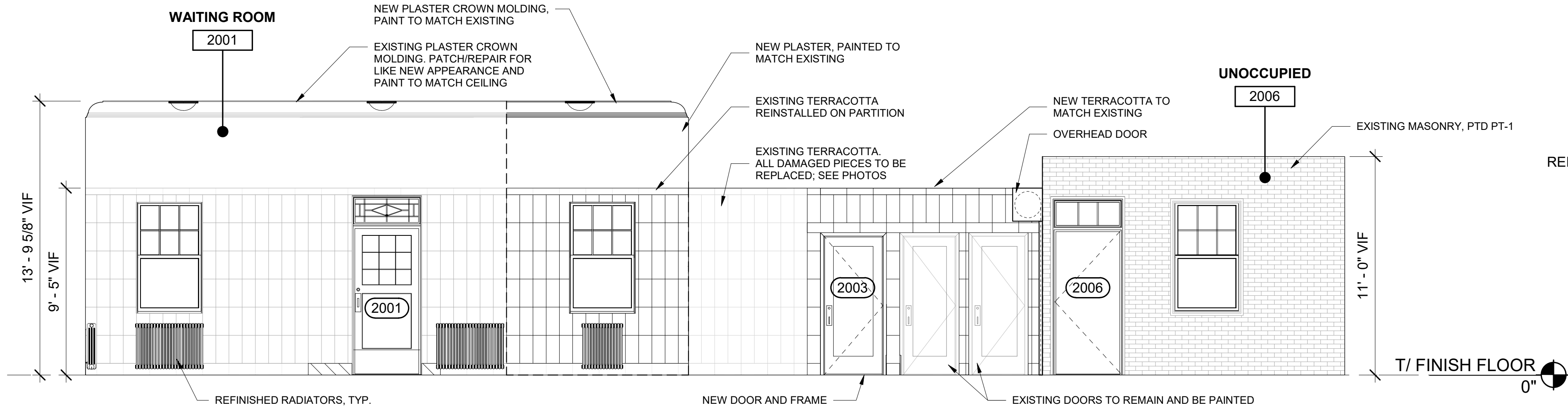
PROJECT NO:  
JP5194

MALE POST NO.  
UP-N17.70

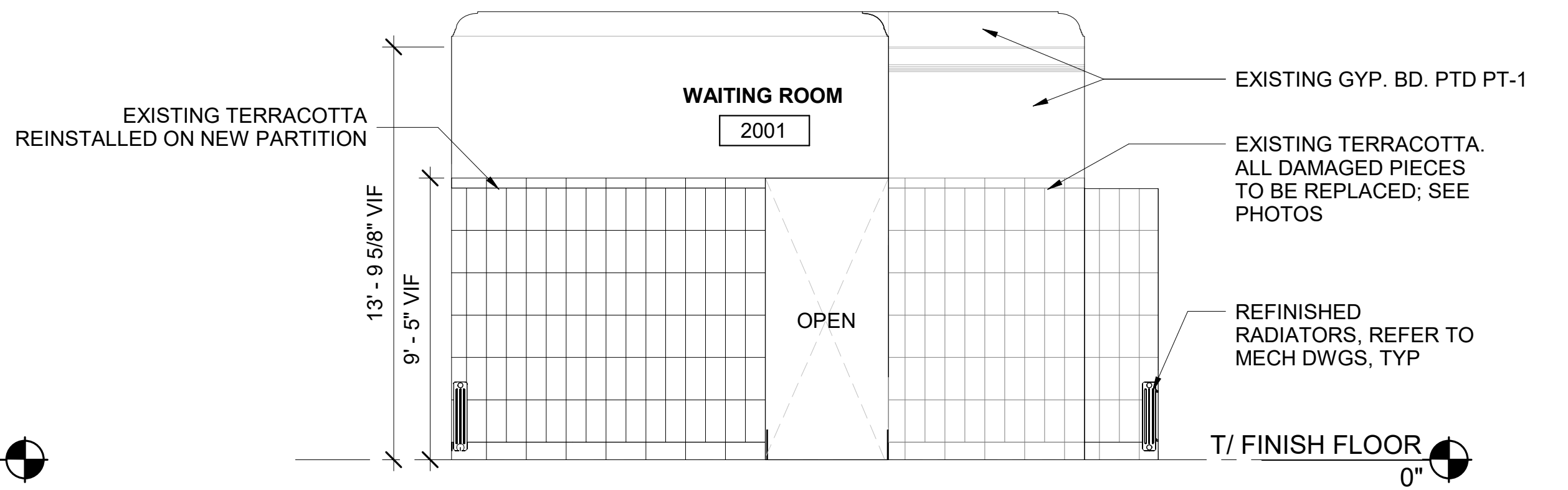
DISTRICT:  
UP-N

SHEET NO.  
**A-504**

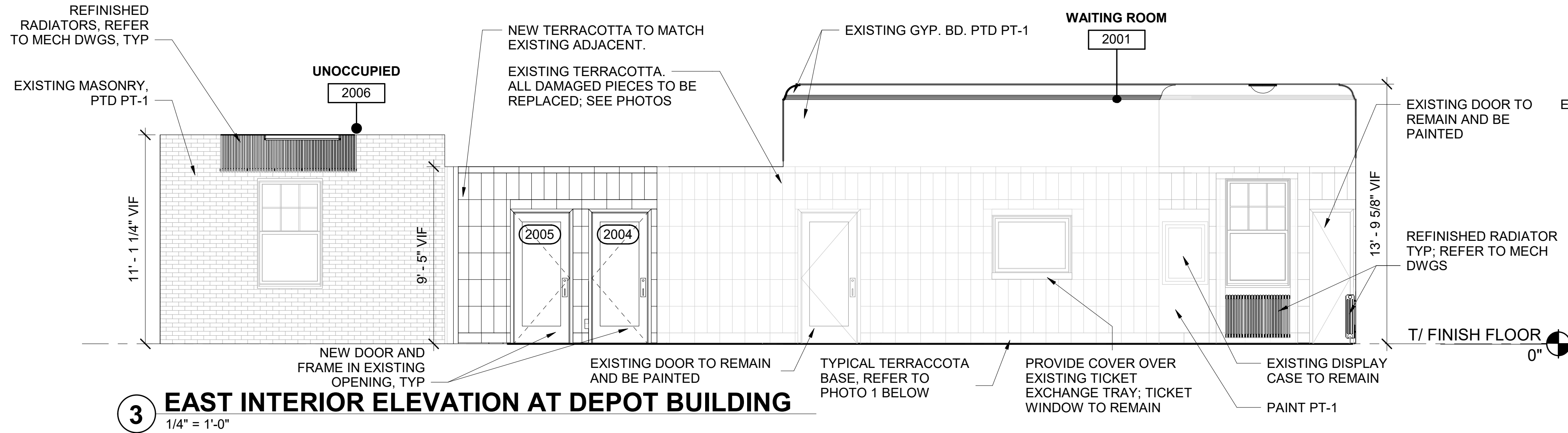




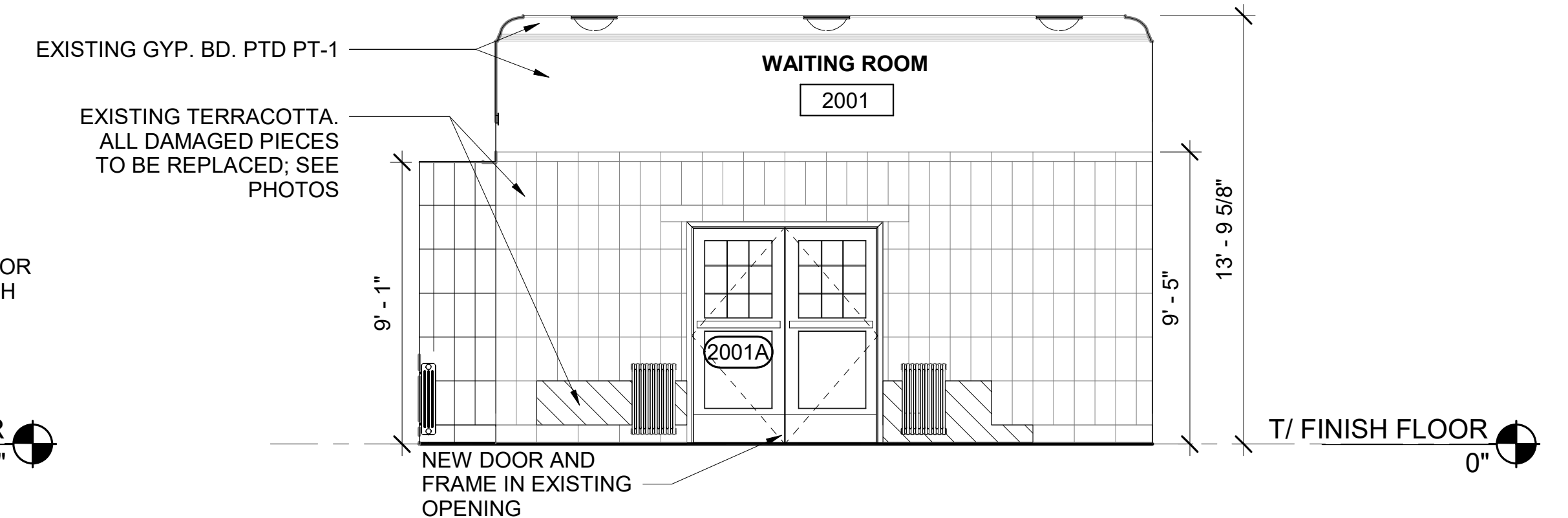
1 WEST INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"



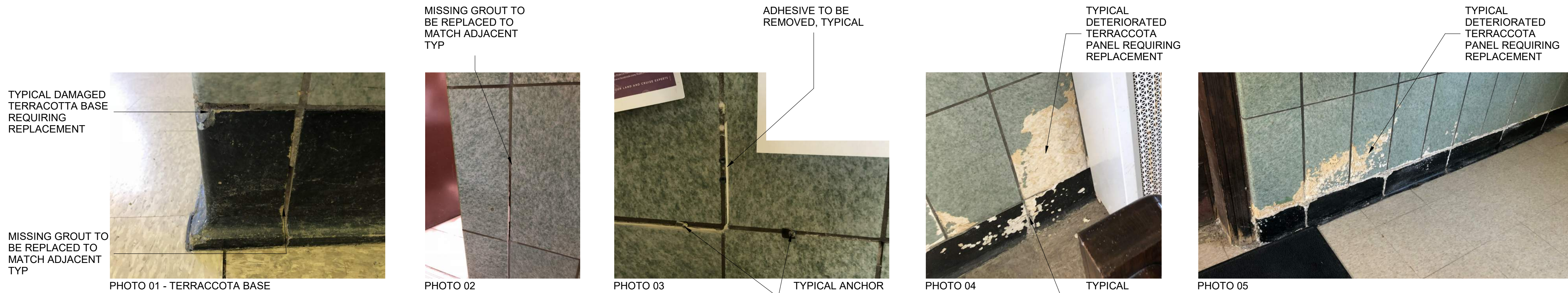
2 NORTH INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"



3 EAST INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"



4 SOUTH INTERIOR ELEVATION AT DEPOT BUILDING  
1/4" = 1'-0"



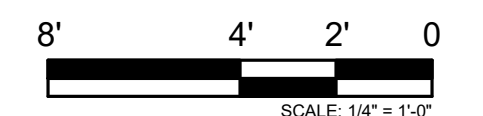
5 DAMAGED TERRACOTTA PHOTOS  
1/4" = 1'-0"

### LEGEND

TERRACOTTA REQUIRING REPLACEMENT AND/OR REPAIR

### GENERAL NOTES

- MATERIAL FINISH LEGEND, SEE SHEET A-700.
- DOOR SCHEDULE, SEE SHEET A-600.
- REFER TO SHEET A-605 FOR PARTITION TYPES AND DETAILS



PRINTED ON: 7/12/2024 5:38:11 PM

| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
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| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                      |                                                                     |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| SUB CONSULTANT                                                                       |                                                                     |
|  | 700 N Sangamon<br>Chicago, IL 60642<br>312.432.4180<br>312.432.4184 |
| MULLER2                                                                              | 2024, Muller & Muller, Ltd.                                         |

|                    |  |
|--------------------|--|
| PRIMARY CONSULTANT |  |
| SEAL/ SIGNATURE    |  |

|                              |  |
|------------------------------|--|
| PRIMARY CONSULTANT:          |  |
| <b>TYLin</b>                 |  |
| 200 S. WACKER DR. SUITE 1400 |  |
| CHICAGO, IL 60606            |  |
| TEL: 312-777-2900            |  |

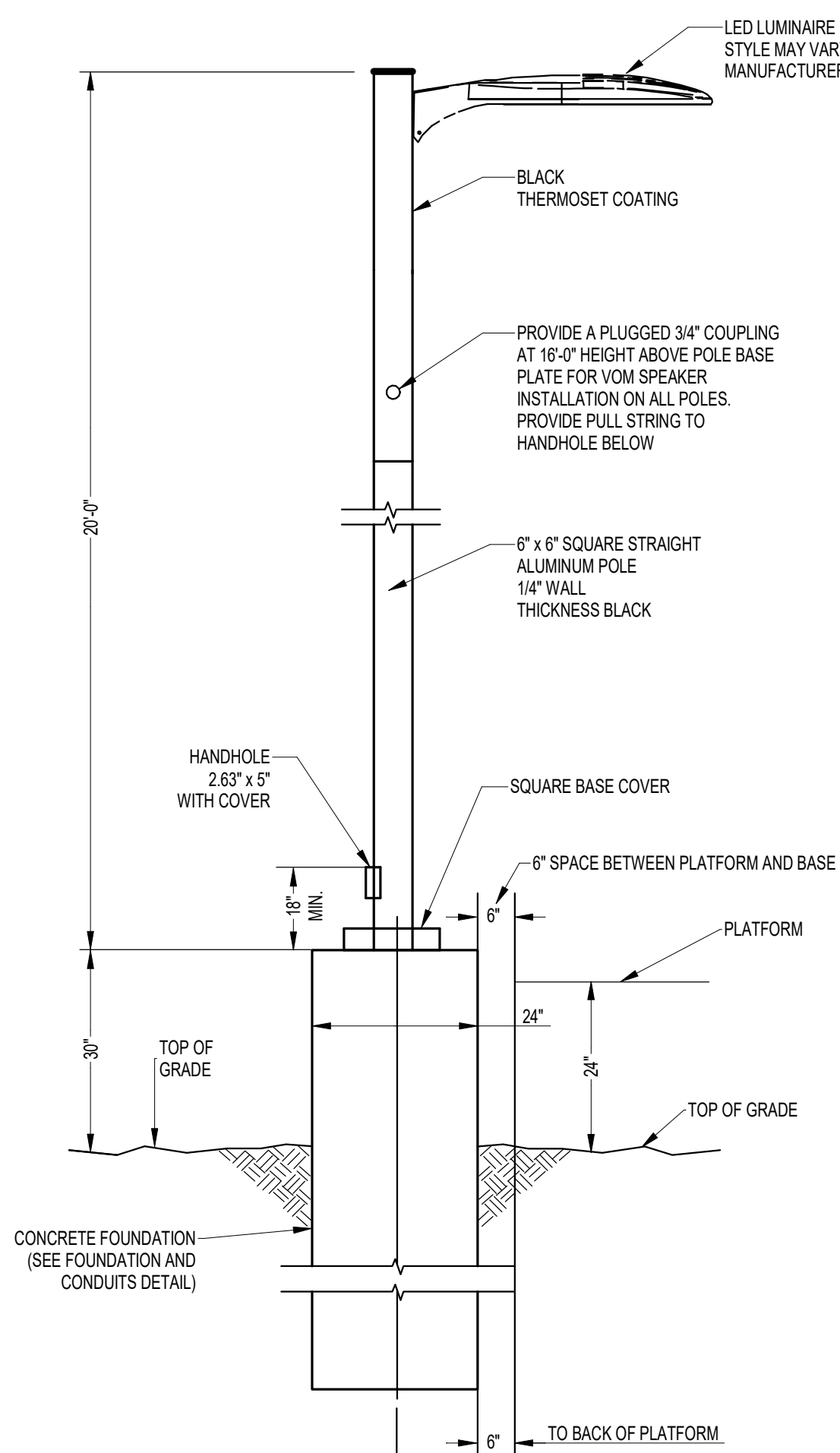
|           |              |
|-----------|--------------|
| DESIGNED: | V. WIEGAND   |
| DRAWN:    | V. WIEGAND   |
| CHECKED:  | K. KORAB     |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |

|                                                                                       |  |
|---------------------------------------------------------------------------------------|--|
|  |  |
| ENGINEERING DEPARTMENT                                                                |  |
| 547 W. JACKSON BOULEVARD                                                              |  |
| CHICAGO, ILLINOIS 60661                                                               |  |

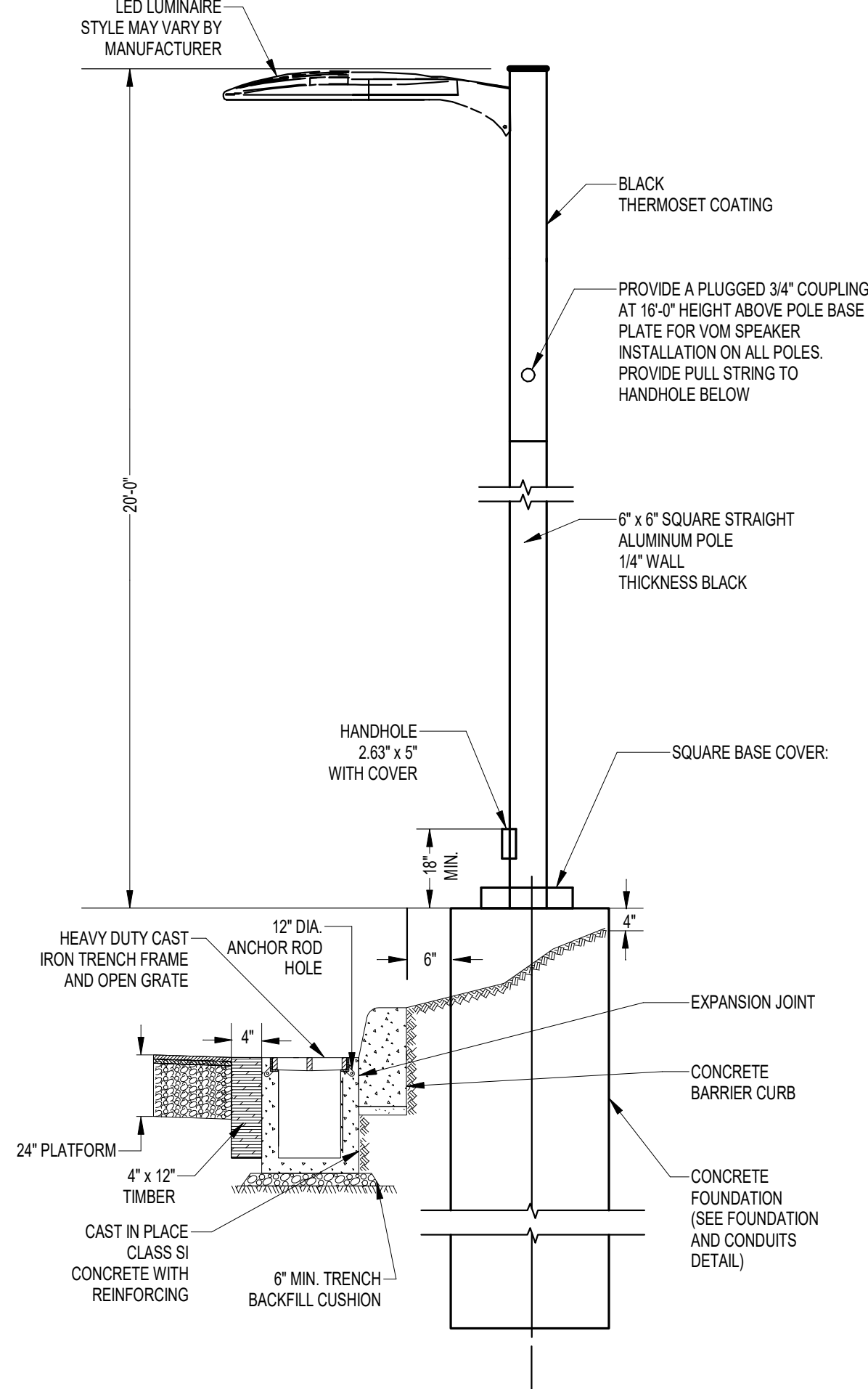
|                  |                       |
|------------------|-----------------------|
| LOCATION NAME:   | HUBBARD WOODS STATION |
| CAD FILE NUMBER: | UP-N17.70_A-505.dgn   |
| SCALE:           | AS INDICATED          |
| PROJECT NO:      | JP5194                |
| MILE POST NO.    | UP-N17.70             |
| DISTRICT:        | UP-N                  |
| SHEET NO.        | A-505                 |

INTERIOR ELEVATIONS DEPOT

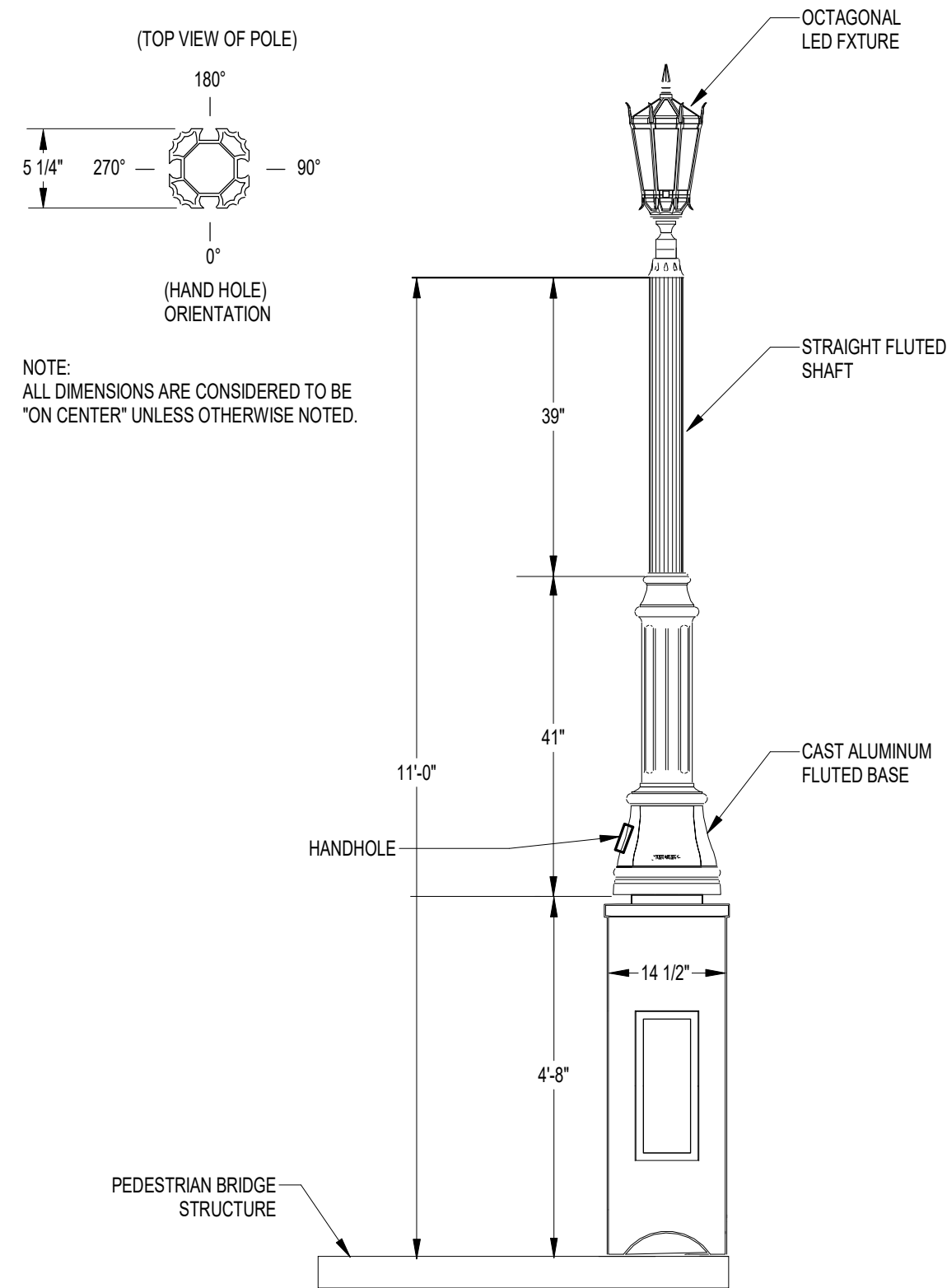




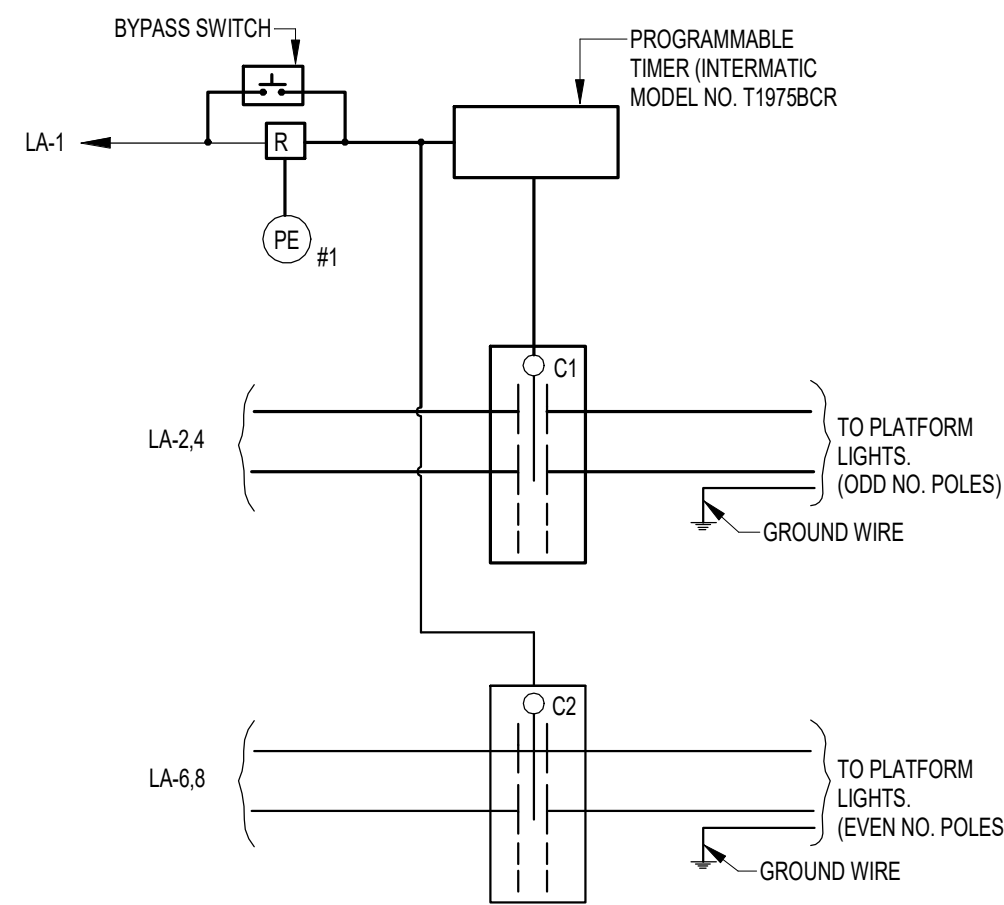
1 EAST PLATFORM LIGHT POLE DETAIL  
3" = 1'-0"



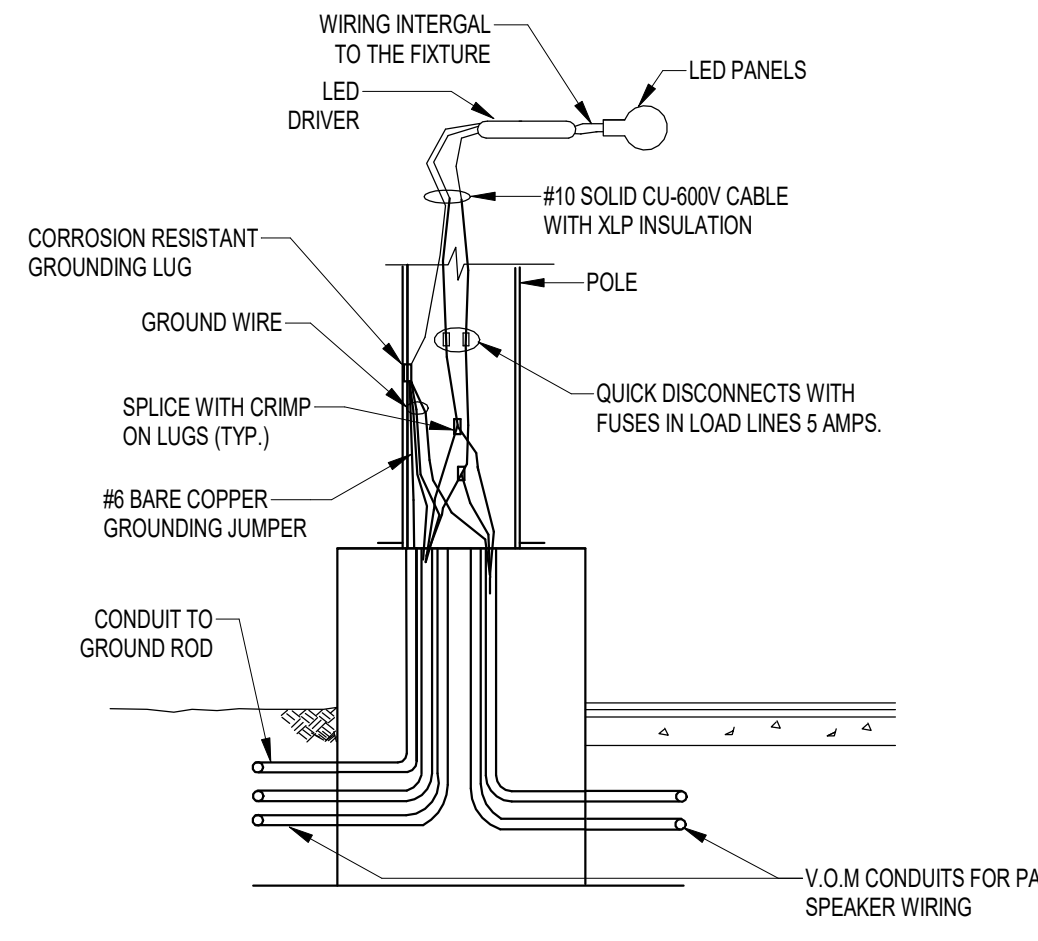
2 WEST PLATFORM LIGHT POLE DETAIL  
3" = 1'-0"



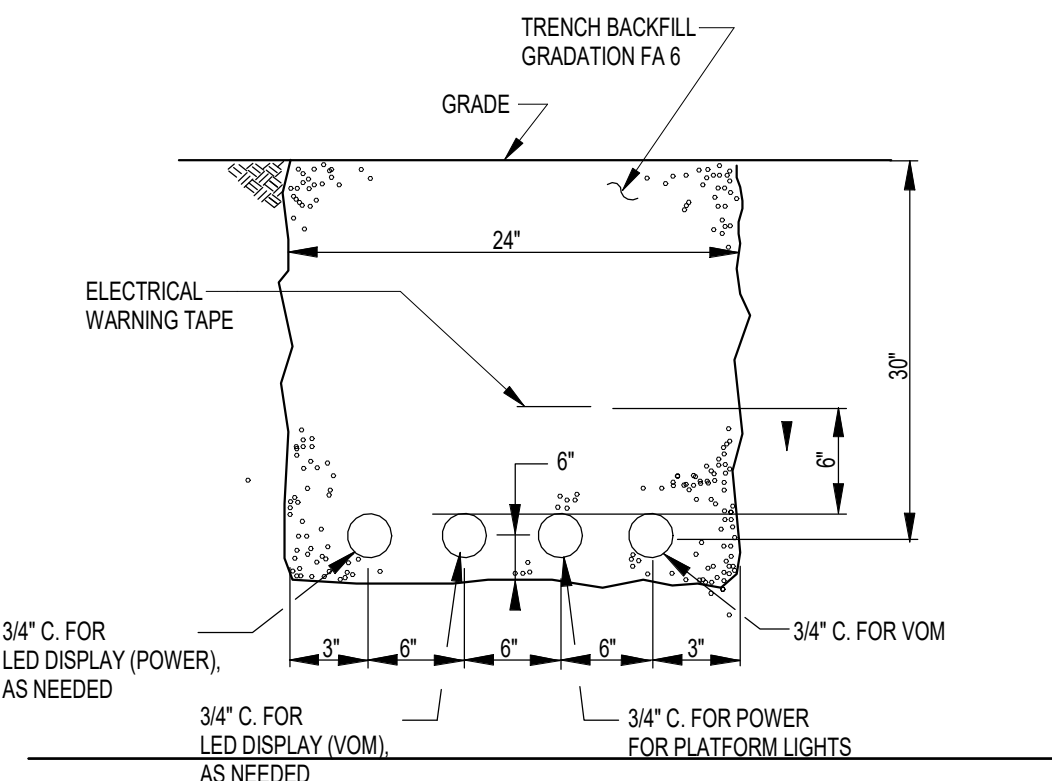
3 PEDESTRIAN BRIDGE LIGHT POLE DETAIL  
NO SCALE



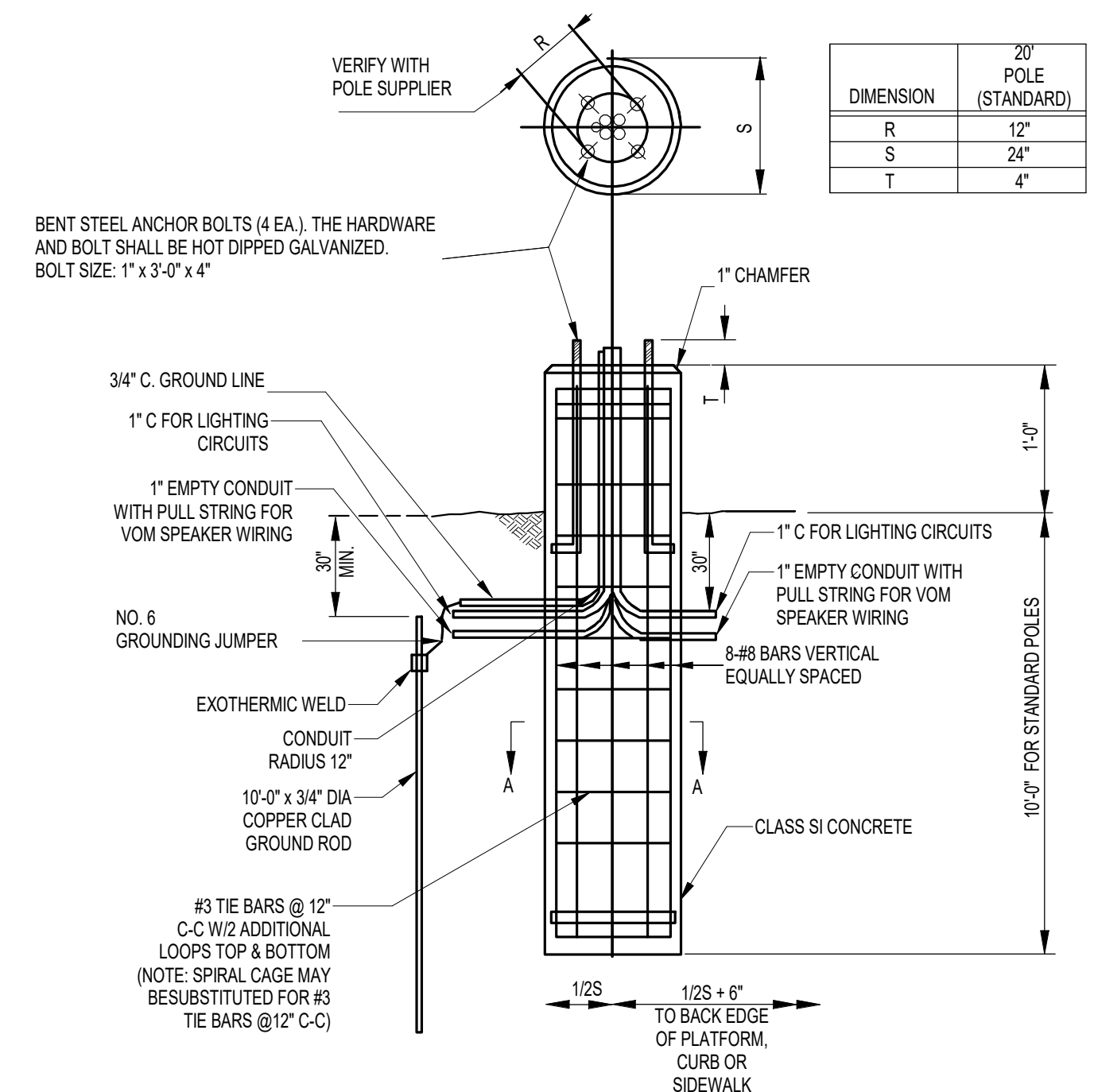
4 LIGHTING CONTROL WIRING DETAIL  
NO SCALE



5 TYPICAL POLE WIRING  
NO SCALE



6 POWER AND CONTROL CONDUITS TRENCH DETAIL  
NO SCALE



NOTES:  
1. CONTRACTOR TO PROVIDE FOR REVIEW SHOP DRAWINGS OF FINISHED ARCHITECTURAL FEATURES TO SCALE OF TOP OF THIS FOUNDATION. NO FORMS OR FOUNDATIONS WILL BE ACCEPTED WITHOUT APPROVAL.

8 FOUNDATION AND CONDUITS DETAIL  
NO SCALE

PRINTED ON: 7/12/2024 1:59:06 PM

| REV | DATE     | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|----------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/24 | RD | JBH | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12/14/21 | RD | JBH | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08/06/21 | RD | JBH | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07/17/20 | RD | JBH | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                  |
|----------------------------------------------------------------------------------|
| SUB CONSULTANT                                                                   |
| <b>SINGH</b>                                                                     |
| SINGH & ASSOCIATES, INC.<br>230 W. MONROE ST.<br>SUITE 1400<br>CHICAGO, IL 60606 |

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT:  
**TYLin**  
200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

DESIGNED: R.DAWOOD  
DRAWN: R.DAWOOD  
CHECKED: J.HOLT  
METRA PM: R. BASIRIRAD  
DATE: 07/15/2024

**Metra**  
ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME: HUBBARD WOODS STATION

TITLE: ELECTRICAL DETAILS SHEET-1

CAD FILE NUMBER:  
UPN 17.70\_ E-501.dgn

SCALE:  
AS INDICATED  
PROJECT NO:  
JP5194  
MILE POST NO.  
UPN 17.70

DISTRICT:  
UPN  
SHEET NO.  
E-501

Village of Winnetka – Special Use Permit Application

# Renovation of Hubbard Woods Station

## Selection of Project Plans

(Full Set Provided under Separate Cover)

- Renderings























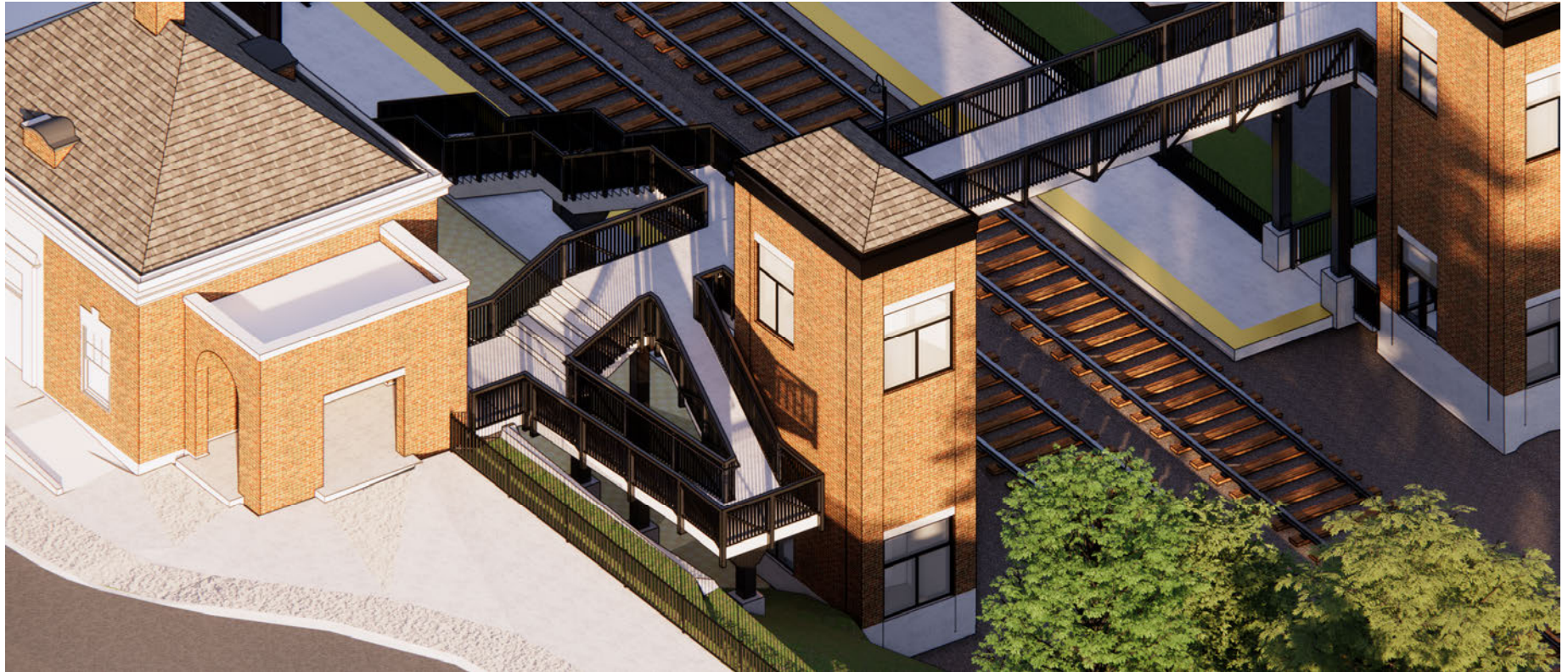








## Proposed West Ramp – Scissor Shape





#### Pedestrian Bridge Railing Options:

Due to ongoing UPRR review, Metra and the Design team have developed options for the pedestrian bridge railing. The original option (Option 1) was designed to closely match the Winnetka Metra Station pedestrian bridge. However, the UPRR design guidelines have changed so two other options have been presented in renderings.

Option 2 - similar in style to Option 1, but 6'-0" tall over the railroad track area.

Option 3 - the UPRR guideline standard, is an arched chain link fence over the railroad track area.

Metra will propose and request a variance for Option 2 to UPRR



RENDERING  
RAILING OPTION 1  
BIRDS EYE





RENDERING  
RAILING OPTION 1  
EYE LEVEL





RENDERING  
RAILING OPTION 2  
BIRDS EYE





RENDERING  
RAILING OPTION 3  
BIRDS EYE





RENDERING  
RAILING OPTION 3  
EYE LEVEL





Village of Winnetka – Special Use Permit Application



# Renovation of Hubbard Woods Station

## Selection of Project Plans

(Full Set Provided under Separate Cover)

- Civil Site Plan

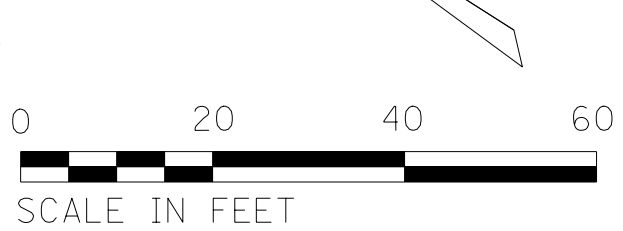
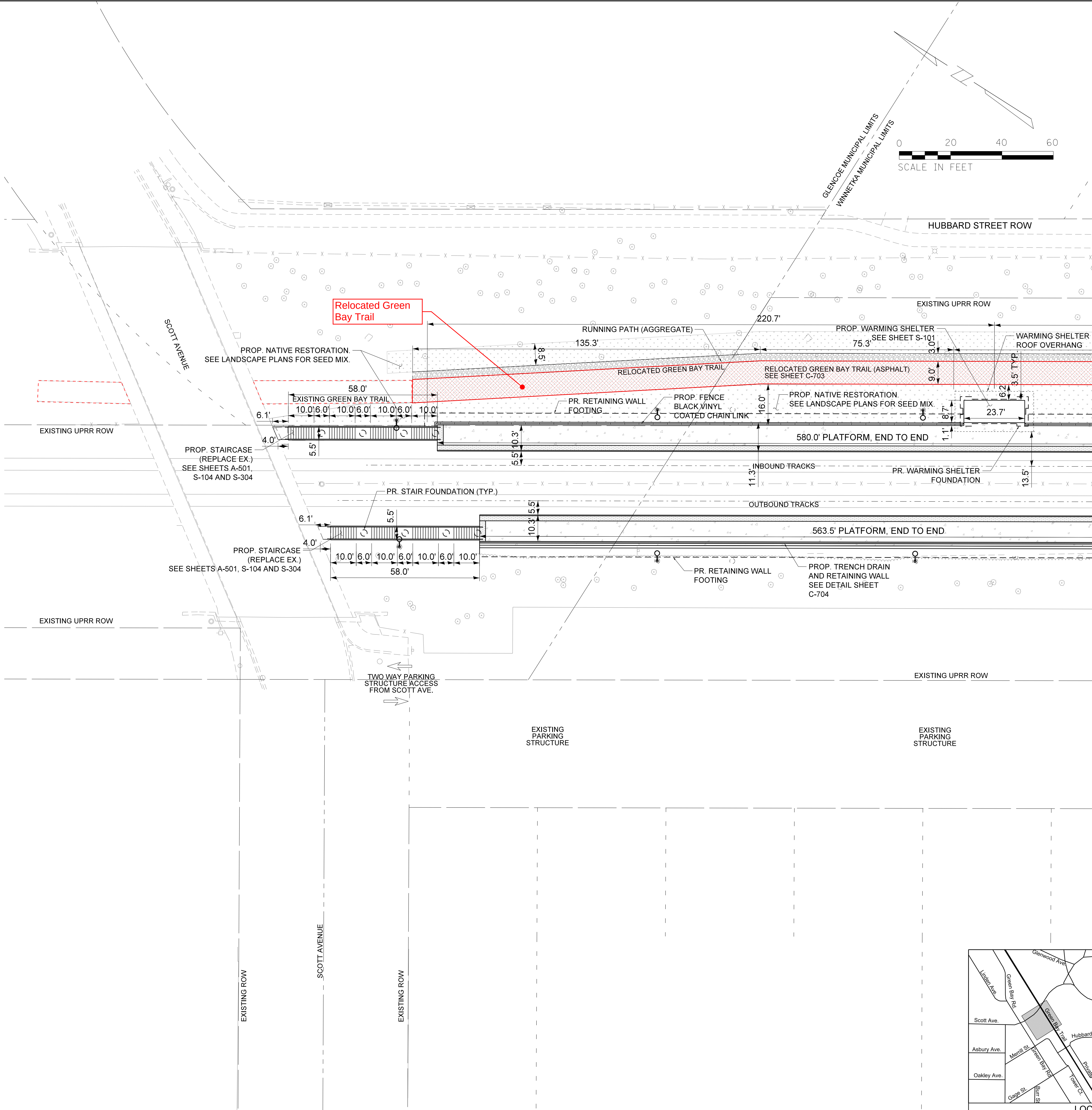
NOTES:

1. QUANTITIES SHOWN FOR INFORMATION ONLY  
2. QUANTITIES SHOWN FOR CIVIL SHEETS C-201 & C-202  
3. SEE LANDSCAPING PLANS FOR SEED TYPE.

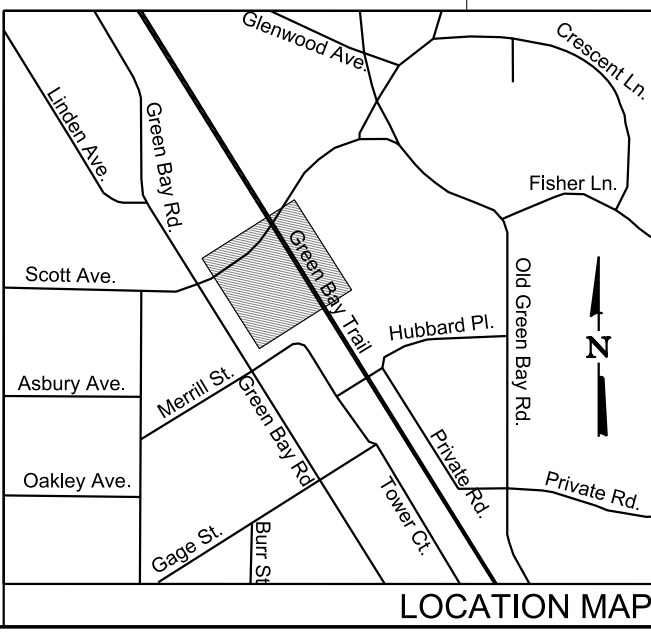
LEGEND

|  |                                                              |                                                                                                                                |
|--|--------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
|  | ASPHALT TRAIL                                                | 7,741 SQFT                                                                                                                     |
|  | AGGREGATE TRAIL                                              | 2,581 SQFT                                                                                                                     |
|  | BRICK PAVERS                                                 | 2,149 SQFT                                                                                                                     |
|  | PEDESTRIAN BRIDGE                                            | 1,199 SQFT                                                                                                                     |
|  | DETECTABLE WARNING                                           | INBOUND = 600 LF<br>OUTBOUND = 576 LF<br>ADA = 86 LF                                                                           |
|  | LANDSCAPING - STREET LEVEL                                   | 538 SQFT                                                                                                                       |
|  | NATIVE SEED MIX                                              | 2,326 SQYD                                                                                                                     |
|  | PCC CONCRETE                                                 | SIDEWALK = 6,528 SQFT                                                                                                          |
|  | ASPHALT SURFACE REPLACEMENT (1-1/2" DEPTH) & LEVELING BINDER | 13,287 SQFT                                                                                                                    |
|  | PLATFORM WINDBREAK                                           |                                                                                                                                |
|  | PCC B.6.12 CURB & GUTTER                                     | 1,350 LF                                                                                                                       |
|  | TRENCH DRAIN                                                 | 404 LF                                                                                                                         |
|  | COMMUTER RAIL PLATFORM (CONCRETE TIMBER BOX)                 | INBOUND = 584 FT END TO END<br>OUTBOUND = 560 FT END TO END<br>INBOUND = 4,639 SQFT = 515 SY<br>OUTBOUND = 4,441 SQFT = 493 SY |
|  | FOUNDATION                                                   |                                                                                                                                |
|  | LIGHT POLE                                                   |                                                                                                                                |

| CURVE DATA (COORDINATES TO BACK OF CURB, TYP.) |             |            |             |            |                    |
|------------------------------------------------|-------------|------------|-------------|------------|--------------------|
| CURVE NO.                                      | PC NORTHING | PC EASTING | PT NORTHING | PT EASTING | RADIUS TO B/C (FT) |
| C-1                                            | 1986231.26  | 1144128.55 | 1986214.84  | 1144134.48 | 40                 |
| C-2                                            | 1986214.84  | 1144134.48 | 1986204.46  | 1144138.26 | 25                 |
| C-3                                            | 1986125.71  | 1144188.21 | 1986118.01  | 1144195.89 | 25                 |
| C-4                                            | 1986118.01  | 1144195.89 | 1986105.70  | 1144208.18 | 40                 |
| C-5                                            | 1986229.93  | 1144164.06 | 1986210.94  | 1144167.31 | 25                 |
| C-6                                            | 1986140.88  | 1144211.74 | 1986134.24  | 1144216.47 | 76.16              |
| C-7                                            | 1986125.23  | 1144223.70 | 1986118.53  | 1144228.48 | 75                 |
| C-8                                            | 1986338.21  | 1144107.43 | 1986330.98  | 1144116.71 | 17.47              |

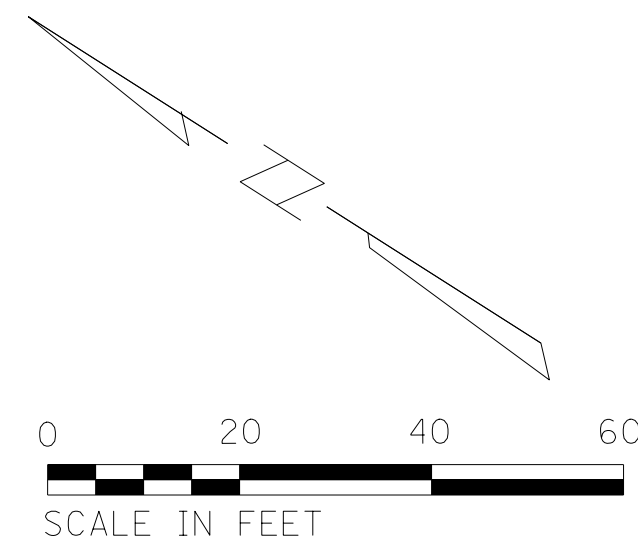


MATCH LINE - SEE SHEET C-202



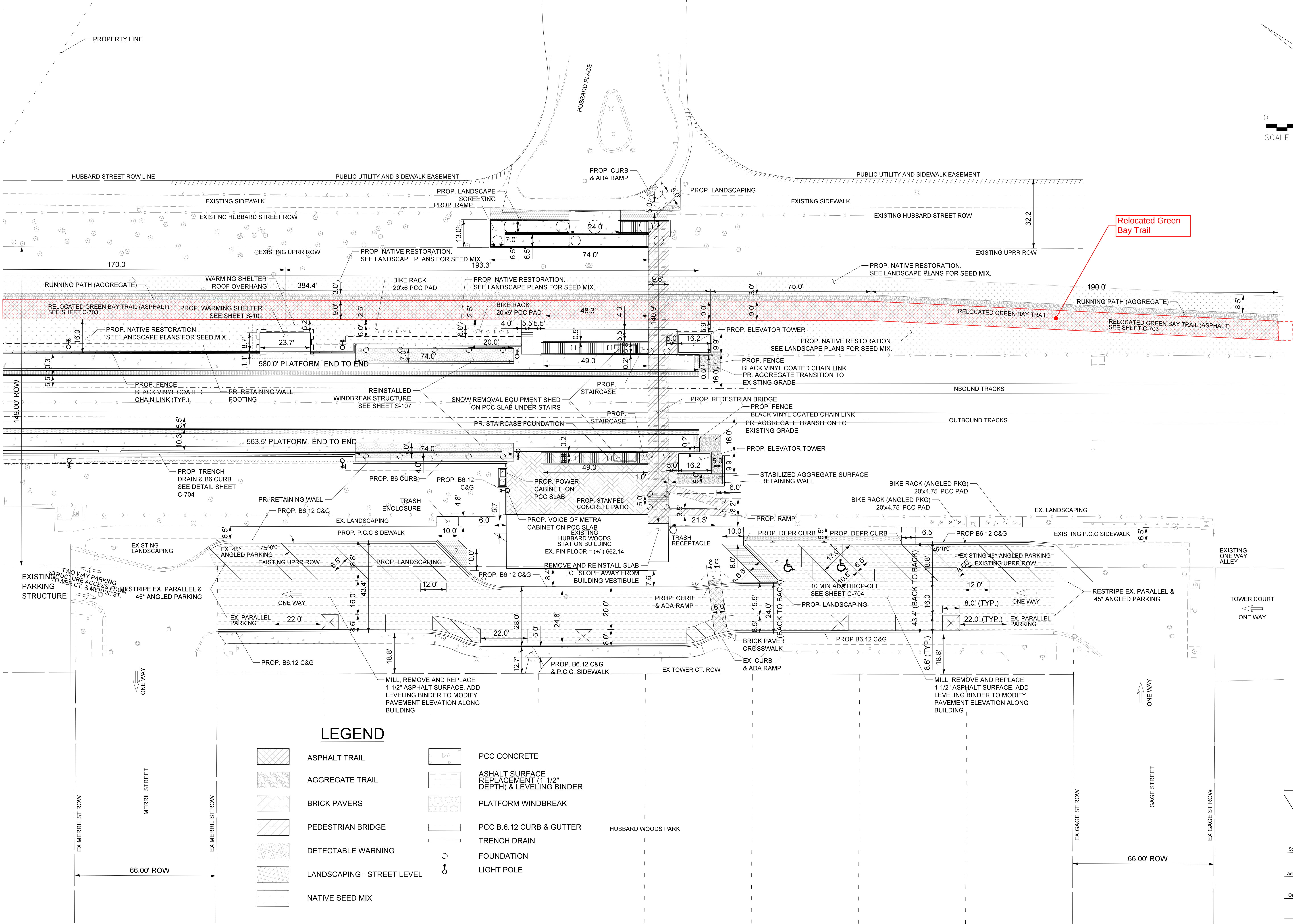
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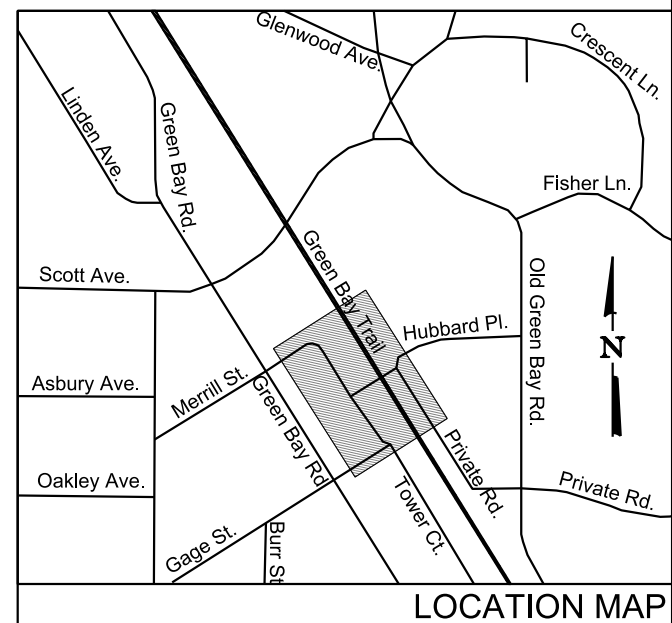
NOTES:  
TOWER COURT PARKING COUNT:  
EXISTING: 32 STD + 1 ADA SPACES  
PROPOSED: 31 STD + 2 ADA SPACES

MATCH LINE - SEE SHEET C-201



LEGEND

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|  | ASPHALT TRAIL              |  | PCC CONCRETE                                                |
|  | AGGREGATE TRAIL            |  | ASHALT SURFACE REPLACEMENT (1-1/2" DEPTH) & LEVELING BINDER |
|  | BRICK PAVERS               |  | PLATFORM WINDBREAK                                          |
|  | PEDESTRIAN BRIDGE          |  | PCC B.6.12 CURB & GUTTER                                    |
|  | DETECTABLE WARNING         |  | TRENCH DRAIN                                                |
|  | LANDSCAPING - STREET LEVEL |  | FOUNDATION                                                  |
|  | NATIVE SEED MIX            |  | LIGHT POLE                                                  |



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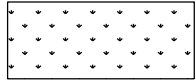
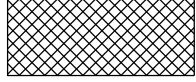
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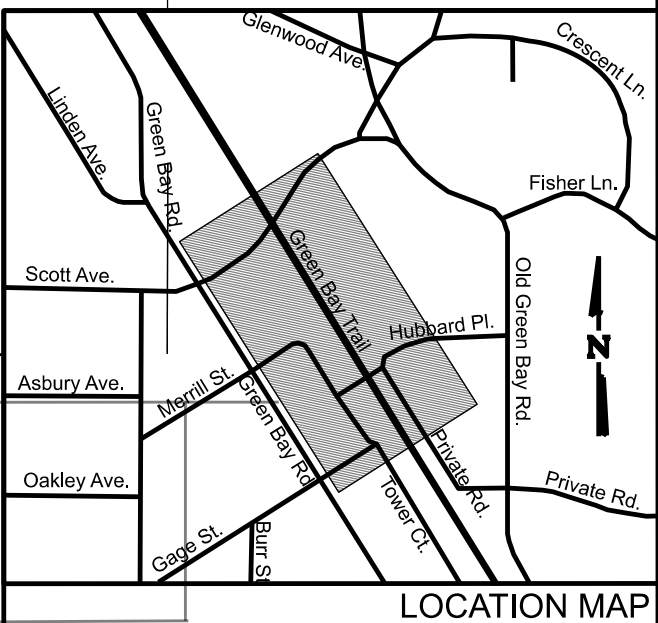
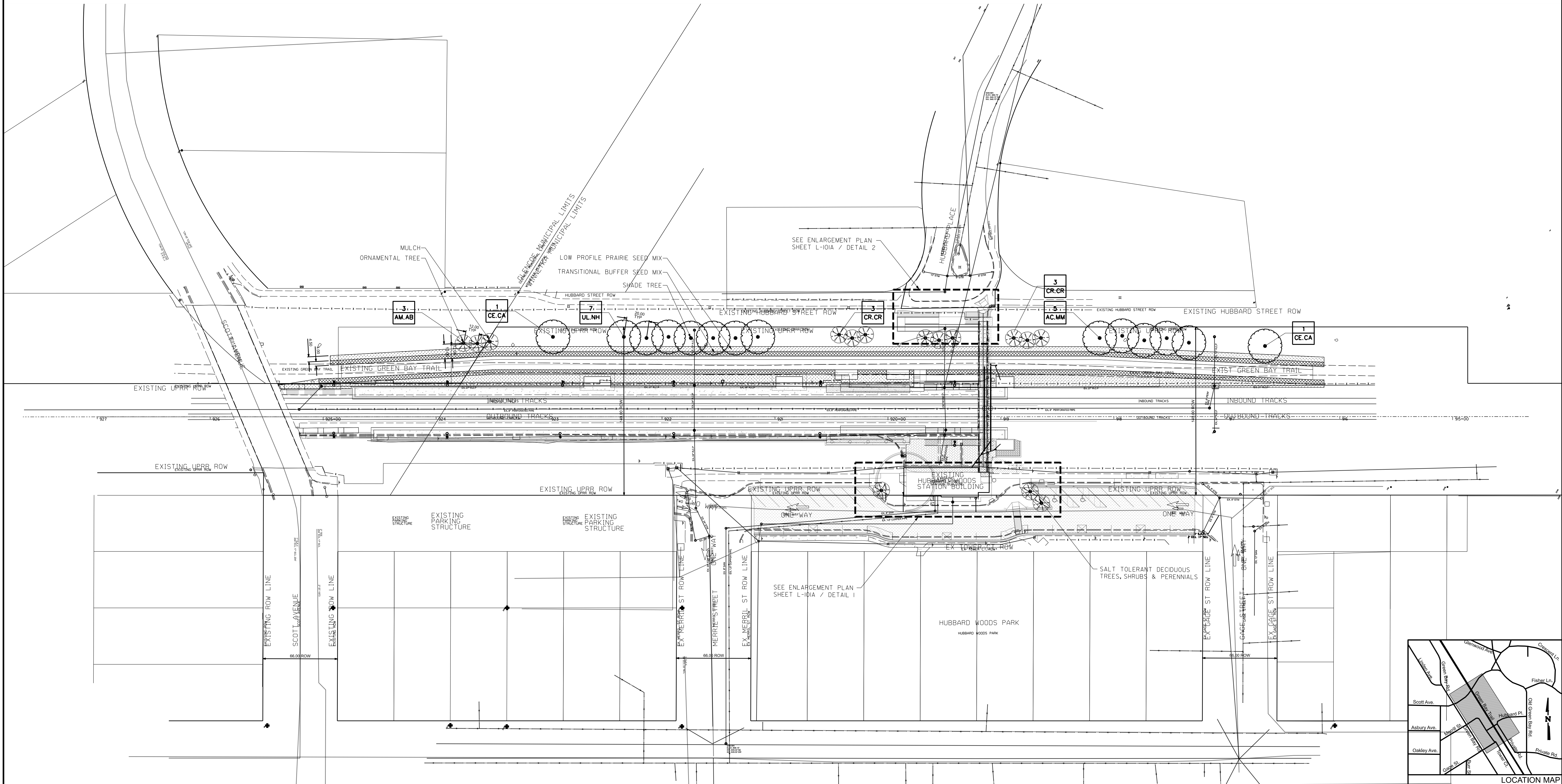
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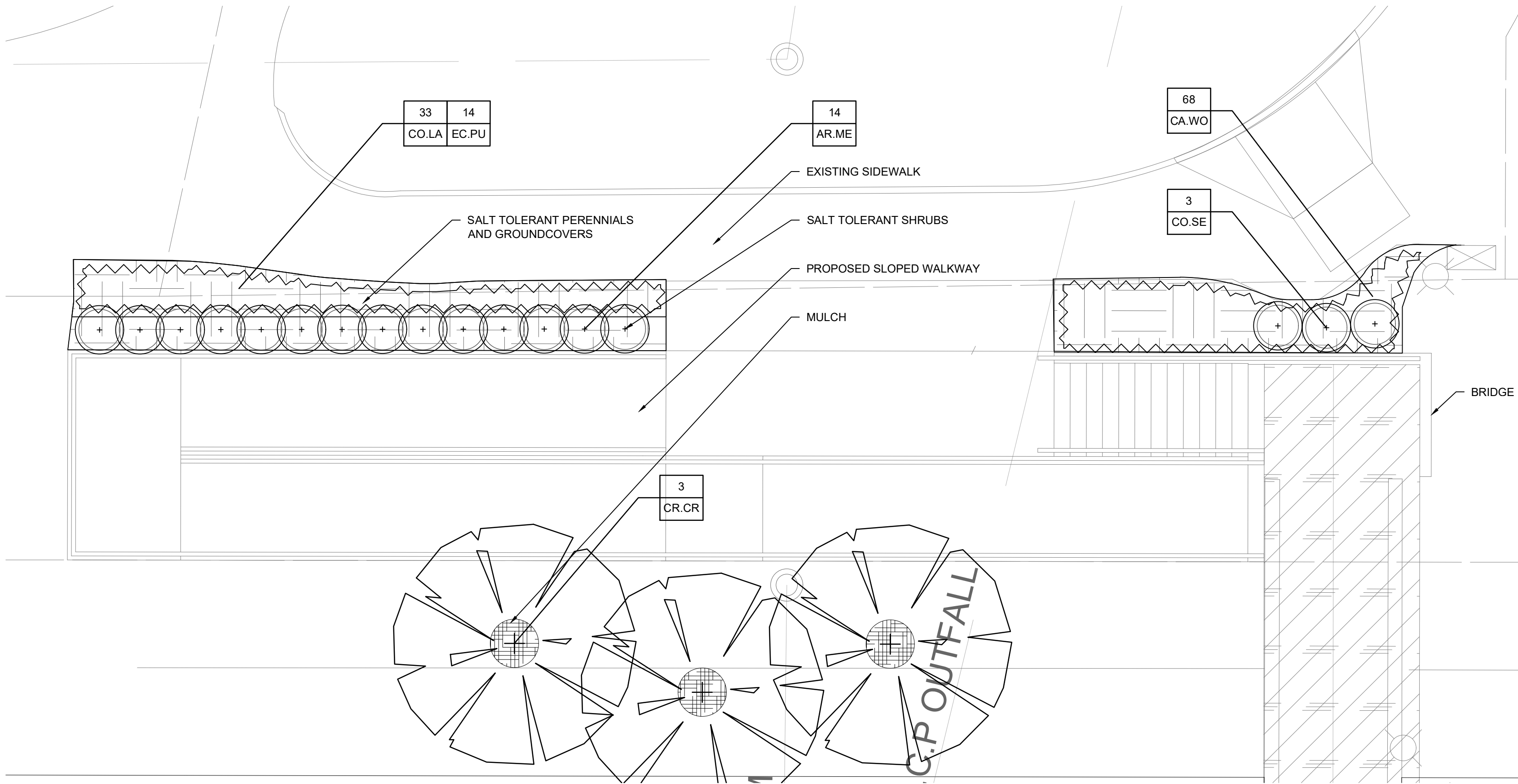
-  LOW PROFILE PRAIRIE SEED MIX
-  TRANSITIONAL BUFFER SEED MIX
-  MULCH
-  SHADE TREE
-  ORNAMENTAL TREE

| PLANT PALETTE    |     |                                                      |                                |      |          |                |
|------------------|-----|------------------------------------------------------|--------------------------------|------|----------|----------------|
| CODE             | QTY | BOTANICAL NAME                                       | COMMON NAME                    | ROOT | SIZE     | REMARKS        |
| SHADE TREES      |     |                                                      |                                |      |          |                |
| AC.MM            | 5   | <i>Acer miyabei</i> 'Morton'                         | State Street Miyabe's Maple    | B&B  | 2.5" cal | matching heads |
| CE.CA            | 2   | <i>Cercis canadensis</i>                             | Eastern Redbud                 | B&B  | 8' ht    |                |
| CR.CR            | 6   | <i>Crataegus crus-galli</i> var. <i>inermis</i>      | Thornless Cockspur Hawthorn    | B&B  | 2.5"     | Matching Heads |
| UL.NH            | 7   | <i>Ulmus</i> 'New Horizon'                           | New Horizon Elm                | B&B  | 2.5" cal | matching heads |
| ORNAMENTAL TREES |     |                                                      |                                |      |          |                |
| AM.AB            | 3   | <i>Amelanchier x grandiflora</i> 'Autumn Brilliance' | Autumn Brilliance Serviceberry | B&B  | 8' H     | multi-stem     |

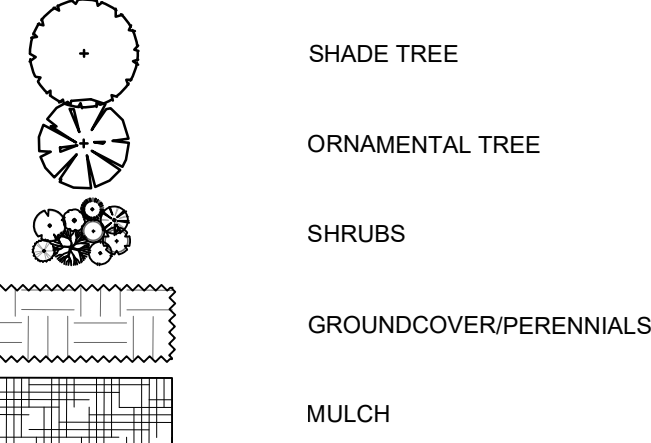


|                                                |                     |                                               |                                       |                                        |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
|------------------------------------------------|---------------------|-----------------------------------------------|---------------------------------------|----------------------------------------|----------------|-----------------|---------------|----------------|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|--|--------------------------------------|--|
|                                                |                     |                                               |                                       |                                        |                |                 |               |                |                        | <div>SUB CONSULTANT</div> <div><div>Site</div><div>888 South Michigan Ave<br/>Suite 1000<br/>Chicago, IL 60605<br/>Phone: (312) 427-7240</div></div> | <div>PRIMARY CONSULTANT</div> <div>SEAL/ SIGNATURE</div> | <div>PRIMARY CONSULTANT</div> <div><div>TYLin</div><div>200 S. WACKER DR. SUITE 1400<br/>CHICAGO, IL 60606<br/>TEL: 312-777-2900</div></div> | <div>DESIGNED: MM</div> <div>DRAWN: JT</div> <div>CHECKED: BM</div> <div>METRA P.M. R. BASIRIRAD</div> <div>DATE: 07/15/2024</div> | <div><div>Metra</div><div>ENGINEERING DEPARTMENT<br/>547 W. JACKSON BOULEVARD<br/>CHICAGO, ILLINOIS 60661</div></div> | <div>LOCATION NAME:</div> <div>HUBBARD WOODS STATION</div> |  | <div>CAD FILE NUMBER: UPN17.7C</div> |  |
| <div>TITLE:</div> <div>OVERALL SITE PLAN</div> |                     | <div>SCALE:</div> <div>1" = 40'</div>         | <div>DISTRICT: UPN</div>              |                                        |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
|                                                |                     | <div>PROJECT NO.</div> <div>JP5194</div>      | <div>SHEET NO.</div> <div>L-101</div> |                                        |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
|                                                |                     | <div>MILE POST NO.</div> <div>UPN 17.70</div> |                                       |                                        |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
|                                                |                     |                                               |                                       |                                        |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
| <div>3A</div>                                  | <div>03/31/25</div> | <div>DN</div>                                 | <div>MM</div>                         | <div>REVISED PER WINNETKA REVIEW</div> |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
| <div>3</div>                                   | <div>7/15/24</div>  | <div>DN</div>                                 | <div>MM</div>                         | <div>90% RESUBMITTAL</div>             |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
| <div>3</div>                                   | <div>12/14/21</div> | <div>JT</div>                                 | <div>MM</div>                         | <div>90% SUBMITTAL</div>               |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
| <div>2</div>                                   | <div>8/06/21</div>  | <div>JT</div>                                 | <div>MM</div>                         | <div>60% SUBMITTAL</div>               |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
| <div>1</div>                                   | <div>7/17/20</div>  | <div>JT</div>                                 | <div>MM</div>                         | <div>30% SUBMITTAL</div>               |                |                 |               |                |                        |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |
| <div>REV</div>                                 | <div>DATE</div>     | <div>BY</div>                                 | <div>APP</div>                        | <div>DESCRIPTION</div>                 | <div>REV</div> | <div>DATE</div> | <div>BY</div> | <div>APP</div> | <div>DESCRIPTION</div> |                                                                                                                                                      |                                                          |                                                                                                                                              |                                                                                                                                    |                                                                                                                       |                                                            |  |                                      |  |





LEGEND

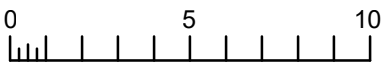
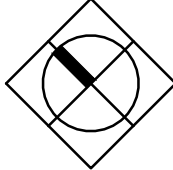


| PLANT PALETTE                                   |     |                                                      |                                |      |       |
|-------------------------------------------------|-----|------------------------------------------------------|--------------------------------|------|-------|
| CODE                                            | QTY | BOTANICAL NAME                                       | COMMON NAME                    | ROOT | SIZE  |
| ORNAMENTAL TREES                                |     |                                                      |                                |      |       |
| AMCA                                            | 3   | <i>Amelanchier x grandiflora 'Autumn Brilliance'</i> | Autumn Brilliance Serviceberry | B&B  | 6' ht |
| CR.CR                                           | 3   | <i>Crataegus crus-galli var. inermis</i>             | Thornless Cockspur Hawthorn    | B&B  | 2.5"  |
| SHRUBS                                          |     |                                                      |                                |      |       |
| AR.ME                                           | 19  | <i>Aronia melanocarpa</i>                            | Low Scape Mound                | pot  | #5    |
| CO.SE                                           | 3   | <i>Cornus sericea 'Farrow'</i>                       | Arctic Fire Red Twig Dogwood   | pot  | #5    |
| ORNAMENTAL GRASSES, PERENNIALS, AND GROUNDCOVER |     |                                                      |                                |      |       |
| CO.LA                                           | 118 | <i>Coreopsis lanceolata</i>                          | Lance-leaved Coreopsis         | pot  | #1    |
| CA.WO                                           | 68  | <i>Carex woodii</i>                                  | Wood's Sedge                   | pot  | #1    |
| EC.PU                                           | 46  | <i>Echinacea 'Kim's Knee High'</i>                   | Kim's Knee High Cntflower      | pot  | #1    |

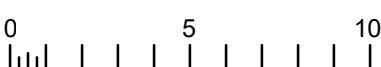
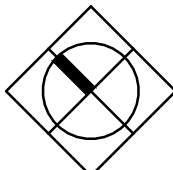
TREE REMOVAL CALCULATIONS

| TREE TAG # | TREE POINT # | 2020 DBH | COMMON NAME      | LATIN NAME                    | CONDITION | COMMENTS                                     | REPLACEMENT REQUIRED? | REASON           | REMOVAL DBH CALCULATIONS | Required Replacement Inches | PROPOSED REPLACEMENT TREE CALCULATIONS                             | REPLACEMENT | DBH SUM | TREES |
|------------|--------------|----------|------------------|-------------------------------|-----------|----------------------------------------------|-----------------------|------------------|--------------------------|-----------------------------|--------------------------------------------------------------------|-------------|---------|-------|
| None       | 3510         | 6        | Colorado Blue    | <i>Picea pungens 'glauca'</i> | Good      | In w ooden planter box                       | NO                    | Less than 8" DBH | 9                        | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 45  | REQUIRED    | 45      | 15    |
| 1464       | 2422         | 9        | Common Buckthorn | <i>Rhamnus cathartica</i>     | Fair      | multi-stem                                   | ENCOURAGED            | Good forestry    | 18                       | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1465       | 2417         | 18       | Black Locust     | <i>Robinia pseudoacacia</i>   | Poor      | large cavity                                 | ENCOURAGED            | Tree in decline  | 18                       | 3                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1466       | 2418         | 6        | Ash              | <i>Fraxinus spp.</i>          | Dead      | multi-stem                                   | NO                    | Less than 8" DBH | 18                       | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1467       | 2419         | 6        | Unknown n- Dead  |                               | Dead      | trunk only, no canopy                        | NO                    | Less than 8" DBH | 18                       | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1468       | 2421         | 8        | Common Buckthorn | <i>Rhamnus cathartica</i>     | Fair      | multi-stem                                   | ENCOURAGED            | Good forestry    | 8                        | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1469       | 2423         | 9        | Black Locust     | <i>Robinia pseudoacacia</i>   | Dead      | multi-stem                                   | ENCOURAGED            | Tree is dead     | 9                        | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1470       | 2424         | 16       | Black Locust     | <i>Robinia pseudoacacia</i>   | Poor      | large cavity                                 | ENCOURAGED            | Tree in decline  | 16                       | 4                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1471       | 2425         | 11       | White Mulberry   | <i>Morus alba</i>             | Fair      |                                              | ENCOURAGED            | Good forestry    | 11                       | 6                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1472       | 2426         | 12       | Black Locust     | <i>Robinia pseudoacacia</i>   | Fair      | small basal cavity                           | YES                   | Good forestry    | 12                       | 8                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1473       | 2427         | 8        | Unknown n- Dead  |                               | Dead      | trunk only, no canopy                        | ENCOURAGED            | Tree is dead     | 8                        | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1474       | 2430         | 10       | Norw ay Maple    | <i>Acer platanoides</i>       | Good      |                                              | YES                   | Good forestry    | 10                       | 8                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1475       | 2428         | 15       | Black Locust     | <i>Robinia pseudoacacia</i>   | Fair      |                                              | YES                   | Good forestry    | 15                       | 10                          | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1476       | 2432         | 7        | Ash              | <i>Fraxinus spp.</i>          | Dead      |                                              | NO                    | Less than 8" DBH | 15                       | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1477       | 2433         | 13       | Black Locust     | <i>Robinia pseudoacacia</i>   | Poor      |                                              | ENCOURAGED            | Tree in decline  | 13                       | 6                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1478       | 2434         | 8        | Norw ay Maple    | <i>Acer platanoides</i>       | Good      |                                              | YES                   | Good forestry    | 8                        | 8                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1480       | 2435         | 11       | Skippery Elm     | <i>Ulmus rubra</i>            | Fair      | Adjacent #1481 causing trunk only, no canopy | ENCOURAGED            | Good forestry    | 11                       | 6                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
| 1481       | 2436         | 10       | Black Locust     | <i>Robinia pseudoacacia</i>   | Dead      |                                              | ENCOURAGED            | Tree is dead     | 10                       | 0                           | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |
|            |              |          |                  |                               |           |                                              |                       |                  | 158                      | 59                          | Sum of DBH of all protected trees w ith replacement REQUIRED = 113 | ENCOURAGED  | 113     | 38    |

2 PLANTING PLAN ENLARGEMENT  
3/16" = 1'-0"



1 PLANTING PLAN ENLARGEMENT  
3/16" = 1'-0"



| REV | DATE     | BY | APP | DESCRIPTION                 | REV | DATE | BY | APP | DESCRIPTION |
|-----|----------|----|-----|-----------------------------|-----|------|----|-----|-------------|
| 3A  | 03/31/25 | DN | MM  | REVISED PER WINNETKA REVIEW |     |      |    |     |             |
| 3   | 7/15/24  | DN | MM  | 90% RESUBMITTAL             |     |      |    |     |             |
| 3   | 12/14/21 | JT | MM  | 90% SUBMITTAL               |     |      |    |     |             |
| 2   | 8/06/21  | JT | MM  | 60% SUBMITTAL               |     |      |    |     |             |
| 1   | 7/17/20  | JT | MM  | 30% SUBMITTAL               |     |      |    |     |             |

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PRIMARY CONSULTANT  
SEAL/ SIGNATURE

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DESIGNED: MM  
DRAWN: JT  
CHECKED: BM  
METRA P.M. R. BASIRIRAD  
DATE: 07/15/2024

  
ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME: HUBBARD WOODS STATION

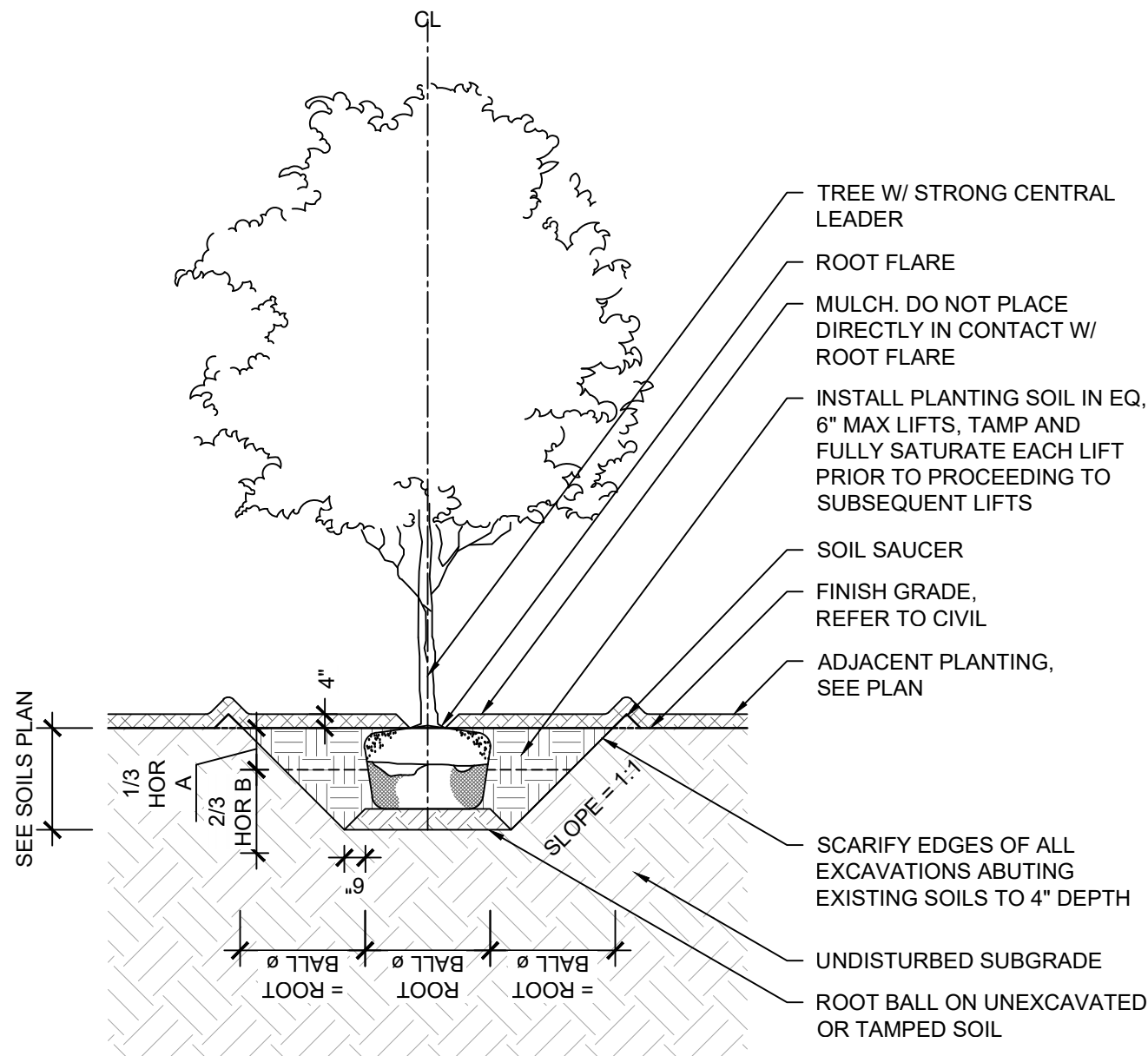
TITLE: PLANTING PLAN ENLARGEMENTS

CAD FILE NUMBER: UPN17.7C

SCALE: DISTRICT: UPN  
PROJECT NO. SHEET NO.  
JP5194 L-101A  
MILE POST NO.  
UPN 17.70

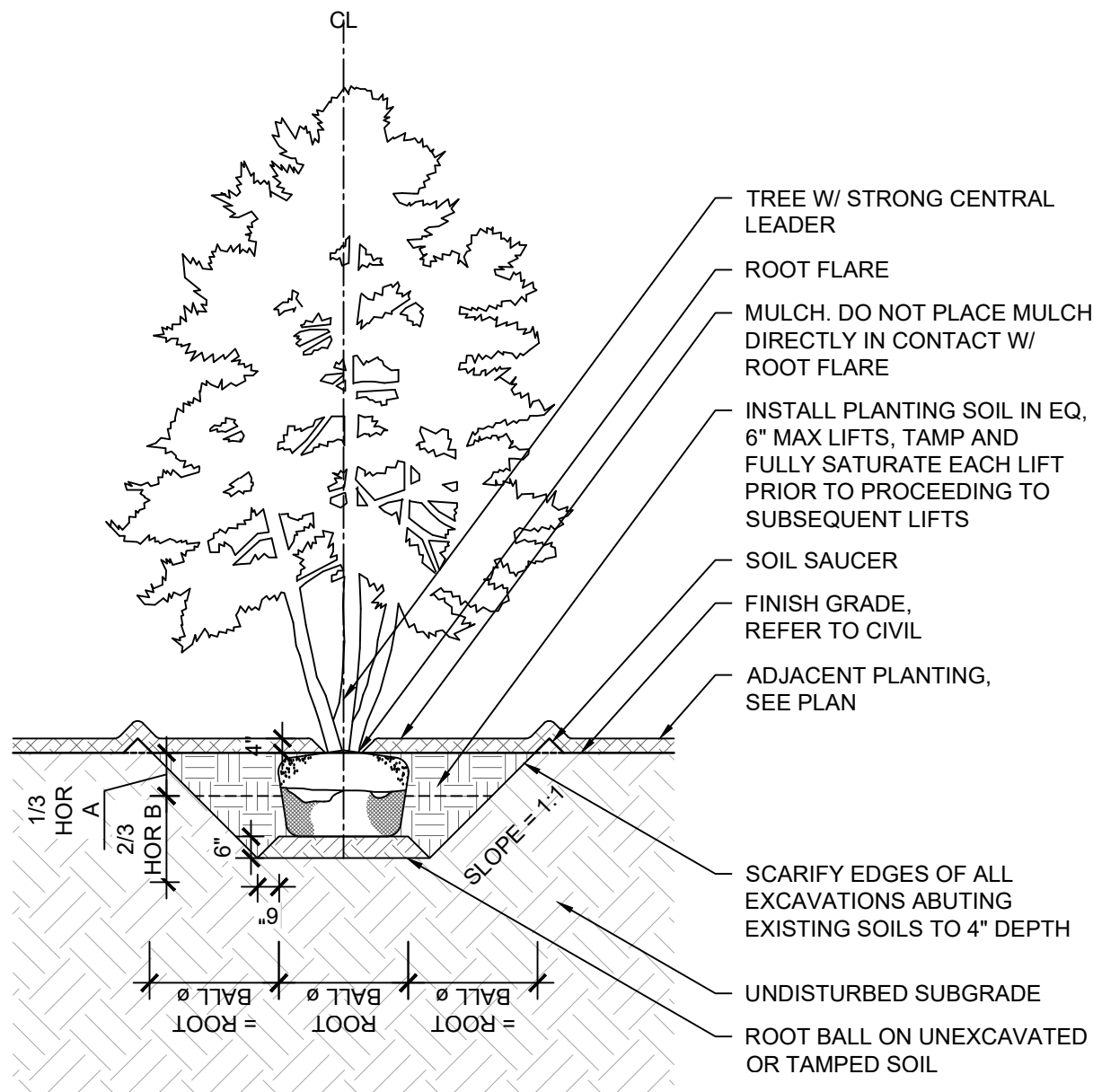


- NOTES:
1. ALIGN TRUNKS WHEN PLANTED IN A LINE
  2. ORIENT TREE PER LA TREE SEALS, RIBBON, AND/OR OTHER MARKINGS AS COORDINATED W/ NURSERY VISITS PER SPECIFICATIONS
  3. DO NOT PRUNE OR THIN CANOPY UNLESS DIRECTED BY LA
  4. REMOVE ALL TWINE, ROPE, WIRE, AND BURLAP FROM TOP HALF OF ROOT BALL (IF PLANT IS SHIPPED W/ WIRE BASKET AROUND ROOT BALL, CUT WIRE IN FOUR PLACES AND REMOVE TOP HALF
  5. SET ROOTBALL AND BASE OF ROOT FLARE 2" HIGHER THAN FINISH GRADE
  6. ENSURE TRUNK AND LEADER ARE PLUMB
  7. REMOVE EXCESS FILL ON TOP OF ROOT BALL TO ENSURE ROOT FLARE IS VISIBLE



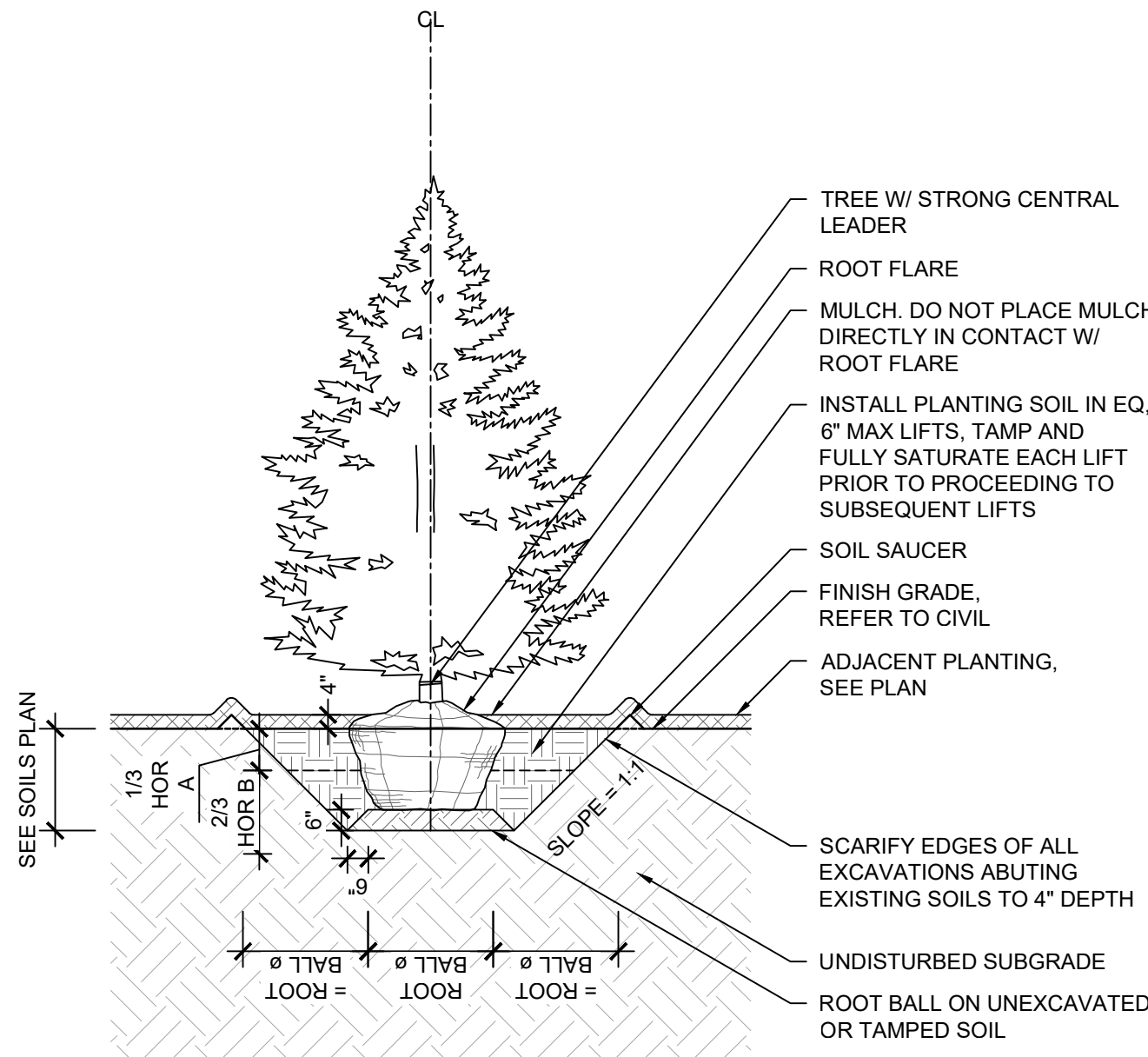
1 **SHADE TREE SECTION**  
1/4" = 1'-0"

- NOTES:
1. ALIGN TRUNKS WHEN PLANTED IN A LINE
  2. ORIENT TREE PER LA TREE SEALS, RIBBON, AND/OR OTHER MARKINGS AS COORDINATED W/ NURSERY VISITS PER SPECIFICATIONS
  3. DO NOT PRUNE OR THIN CANOPY UNLESS DIRECTED BY LA
  4. REMOVE ALL TWINE, ROPE, WIRE, AND BURLAP FROM TOP HALF OF ROOT BALL (IF PLANT IS SHIPPED W/ WIRE BASKET AROUND ROOT BALL, CUT WIRE IN FOUR PLACES AND REMOVE TOP HALF
  5. SET ROOTBALL AND BASE OF ROOT FLARE 2" HIGHER THAN FINISH GRADE
  6. ENSURE TRUNK AND LEADER ARE PLUMB
  7. REMOVE EXCESS FILL ON TOP OF ROOT BALL TO ENSURE ROOT FLARE IS VISIBLE



2 **MULTI-STEM TREE SECTION**  
1/4" = 1'-0"

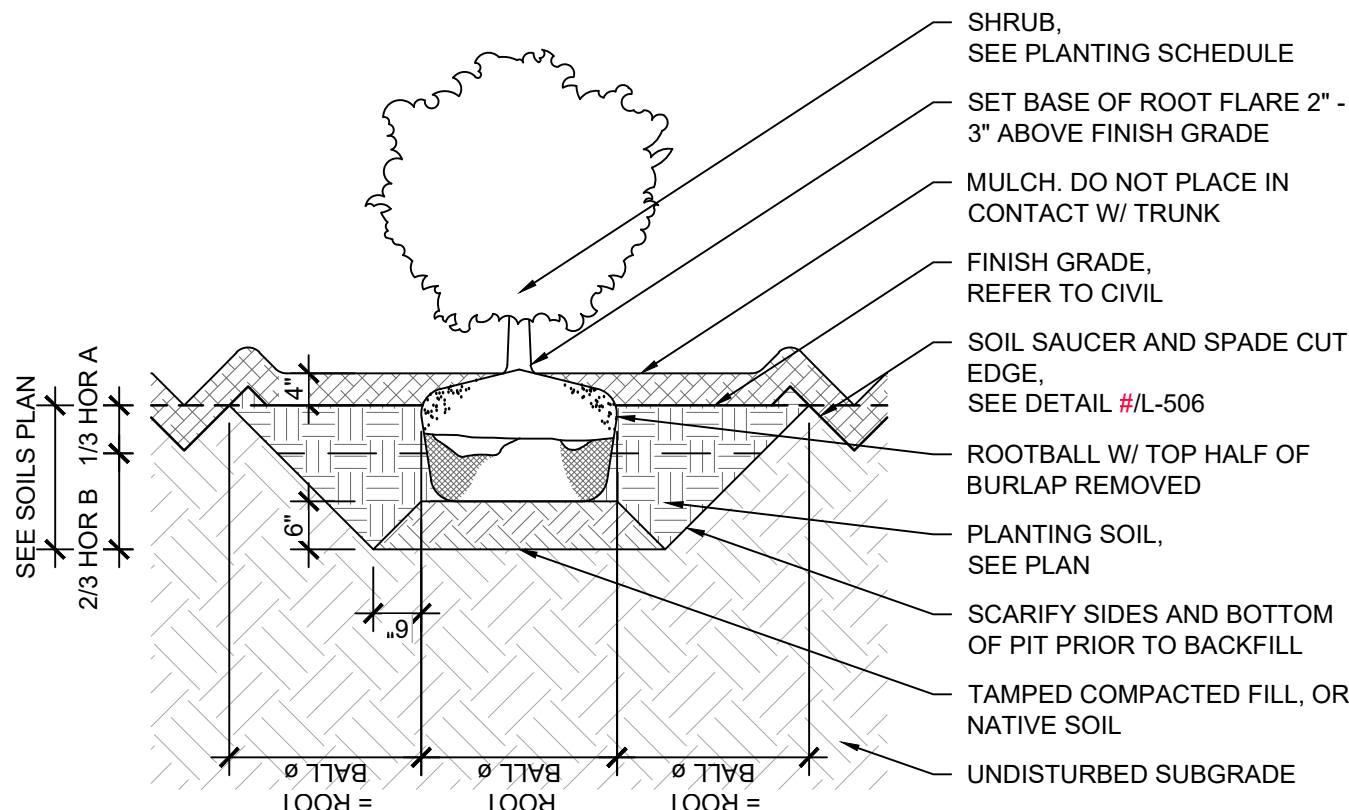
- NOTES:
1. ALIGN TRUNKS WHEN PLANTED IN A LINE
  2. ORIENT TREE PER LA TREE SEALS, RIBBON, AND/OR OTHER MARKINGS AS COORDINATED W/ NURSERY VISITS PER SPECIFICATIONS
  3. DO NOT PRUNE OR THIN CANOPY UNLESS DIRECTED BY LA
  4. REMOVE ALL TWINE, ROPE, WIRE, AND BURLAP FROM TOP HALF OF ROOT BALL (IF PLANT IS SHIPPED W/ WIRE BASKET AROUND ROOT BALL, CUT WIRE IN FOUR PLACES AND REMOVE TOP HALF
  5. SET ROOTBALL AND BASE OF ROOT FLARE 2" HIGHER THAN FINISH GRADE
  6. ENSURE TRUNK AND LEADER ARE PLUMB
  7. REMOVE EXCESS FILL ON TOP OF ROOT BALL TO ENSURE ROOT FLARE IS VISIBLE



3 **EVERGREEN TREE SECTION**  
1/4" = 1'-0"

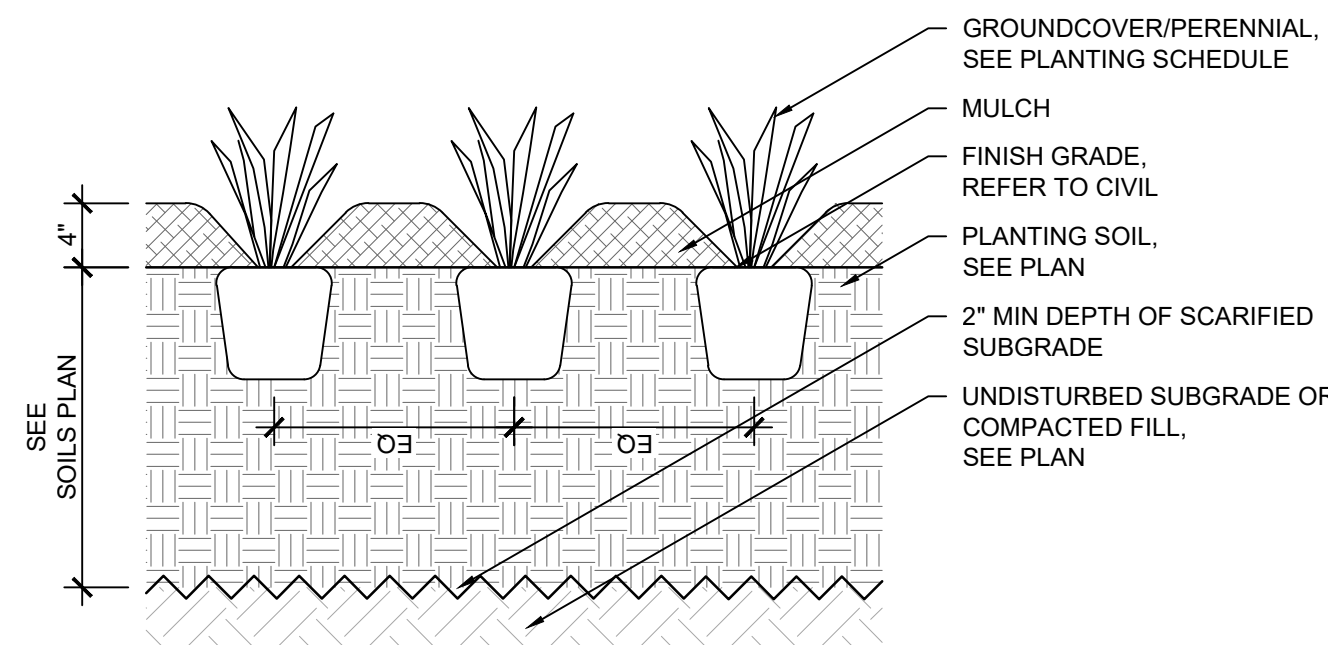
**GENERAL PLANTING NOTES**

1. DETERMINE EXACT LOCATIONS OF ALL UNDERGROUND UTILITIES AND VERIFY IN FIELD. REPORT ANY CONFLICTS TO METRA PRIOR TO BEGINNING WORK.
2. INFORM METRA AS EACH PHASE OF WORK IS UNDERTAKEN.
3. PROTECT EXISTING VEGETATION INCLUDING ALL EXISTING PARKWAY AND INTERIOR TREES. REPLACE DAMAGED VEGETATION WITH APPROVED SIMILAR MATERIAL.
4. MAINTAIN SITE DRAINAGE DURING LANDSCAPE INSTALLATION.
5. SLOPE ALL PLANTING AREAS AWAY FROM BUILDING AT 2% MINIMUM GRADE UNLESS NOTED OTHERWISE.
6. PRIOR TO LANDSCAPE INSTALLATION, VERIFY PLANTING AREAS ARE GRADED AT +/- 0.1 FOOT TO FINISH GRADE.
7. IN LANDSCAPE AREAS, FINISH GRADE TO 4" MINIMUM BELOW ADJACENT BUILDING FINISH FLOOR ELEVATION UNLESS NOTED OTHERWISE.
8. FINISH GRADE TO BE THE SAME ELEVATION AS FINISH PAVING SURFACE IN LAWN AREAS AND THE SAME ELEVATION IN PLANTING AREAS.
9. CONFIRM ALL PLANT QUANTITIES. PROVIDE PLANT MATERIALS SUFFICIENT TO COVER AREAS SHOWN ON PLANS AT THE SPACINGS INDICATED.
10. PROVIDE SINGLE TRUNK STANDARD TREES UNLESS NOTED OTHERWISE.
11. PROVIDE IDENTIFICATION TAG FROM THE SUPPLYING NURSERY SHOWING COMMON AND BOTANICAL PLANT NAMES FOR AT LEAST ONE PLANT OF EACH SPECIES DELIVERED TO THE SITE. PROTECT ALL PLANTS AGAINST HEAT, SUN, WIND AND FROST DURING TRANSPORTATION TO THE SITE AND WHILE BEING HELD AT THE SITE. DO NOT STORE PLANTS IN TOTAL DARKNESS MORE THAN ONE DAY.
12. DO NOT DAMAGE PLANT ROOT BALL DURING TRANSPORTATION OR PLANTING.
13. NOTIFY THE METRA AT THE TIME OF DELIVERY OF ANY PLANT MATERIAL THAT IS DAMAGED OR IN POOR CONDITION.
14. METRA RESERVES THE RIGHT TO INSPECT ALL PLANT MATERIALS BEFORE PLANTING. MATERIAL MAY BE REJECTED AT ANY TIME DUE TO CONDITION, FORM OR DAMAGE BEFORE OR AFTER PLANTING.
15. REMOVE ALL ROCK AND DEBRIS 1" AND LARGER FROM PLANTING AREAS. LEGALLY DISPOSE ALL EXCESS MATERIALS RESULTING FROM THE WORK.
16. IN PLANTING SOIL PIT, REMOVE CRUSHED AGGREGATE TO AN ADEQUATE DEPTH TO ENSURE THAT NO PART OF THE PLANT MATERIAL IS IN CONTACT OR AFFECTED BY THE LIME OR LIMESTONE IN THE AGGREGATE
17. PROVIDE NEW TOPSOIL THAT IS FERTILE, FRIABLE AND NATURAL LOAM SURFACE SOIL, FREE OF SUBSOIL, CLAY, CLAY LUMPS, BRUSH, WEEDS, AND OTHER LITTER AND FREE OF ROOTS, STUMPS, STONES LARGER THAN 3/4" IN ANY DIMENSION AND OTHER EXTRANEIOUS OR TOXIC MATTER HARMFUL TO PLANT GROWTH. OBTAIN TOPSOIL FROM LOCAL SOURCES OR FROM AREAS HAVING SIMILAR SOIL CHARACTERISTICS TO THAT NECESSARY FOR VIGOROUS GROWTH OF SPECIFIED PLANTINGS. OBTAIN TOPSOIL THAT OCCURS IN A DEPTH OF NOT LESS THAN 6". DO NOT OBTAIN SOIL FROM BOGS OR MARSHES. SEE SPECIFICATIONS 32 93 11 PLANTINGS.
18. MIX SOIL AMENDMENTS AND FERTILIZERS WITH TOPSOIL ON A SITE SPECIFIC BASIS AT RATES APPROPRIATE FOR PLANTINGS IN ACCORDANCE WITH SPECIFICATION SECTION 32 93 11 PLANTINGS.
19. STAKE LOCATION OF ALL TREES, HEDGE LINES AND PLANTING BEDS AND NOTIFY METRA FOR REVIEW PRIOR TO PLANTING.
20. THE PLANTING PLANS ARE DIAGRAMMATIC. SPOT PLANT MATERIALS APPROXIMATELY AS SHOWN ON THE LANDSCAPE DRAWING AND NOTIFY METRA FOR REVIEW BEFORE REMOVING FROM CONTAINERS.
21. INSTALL ALL PLANT MATERIAL IN ACCORDANCE WITH DETAILS AND SPECIFICATIONS.
22. REMOVE ALL PLANT TYING MATERIAL AND MARKING TAPES AT THE TIME OF PLANTING.
23. INSTALL A MINIMUM 3" LAYER OF HARDWOOD BARK MULCH AROUND ALL TREES AND IN ALL PLANTING AREAS UNLESS NOTED OTHERWISE. CREATE A NATURAL SPADED EDGE WHERE PLANTING BEDS MEET TURF AREAS. SEE SPECIFICATION SECTION 32 93 11 PLANTINGS.
24. WATER ALL PLANTS IMMEDIATELY AFTER PLANTING. FLOOD PLANTS TWICE DURING FIRST TWENTY-FOUR HOUR PERIOD OF PLANTING.
25. GUY AND STAKE TREES, AS DIRECTED BY METRA, IMMEDIATELY AFTER PLANTING. PROVIDE A MINIMUM OF TWO GUY WIRES PER TREE ON THE UPHILL SIDE OF TREES PLANTED ON SLOPES STEEPER THAN 3:1.
26. PRUNE ALL DECIDUOUS SHADE TREES FOR A MINIMUM LOWEST BRANCH HEIGHT OF 7 FEET.
27. PROTECT SEEDER AREAS AND SLOPES AGAINST EROSION AND SEED LOSS DUE TO BIRDS AND OTHER WILDLIFE BY APPLYING SHORT TERM, BIODEGRADABLE EROSION CONTROL BLANKETS, MATS, AND/OR NETTING AFTER COMPLETION OF SEEDING OPERATIONS. ADHERE TO MANUFACTURER'S SPECIFICATIONS FOR REQUIRED PLACEMENT AND STAKING.
28. WARRANTY ALL PLANTS AND LAWN EXPERIENCING DEATH AND DEFECTS INCLUDING UNSATISFACTORY GROWTH, EXCEPT FOR DEFECTS RESULTING FROM NEGLIGENCE BY OWNER, ABUSE OR DAMAGE BY OTHERS OR UNUSUAL PHENOMENON OR INCIDENTS WHICH ARE BEYOND CONTRACTOR'S CONTROL.
29. REFER TO CIVIL PLANS FOR EXISTING TREE REMOVAL.



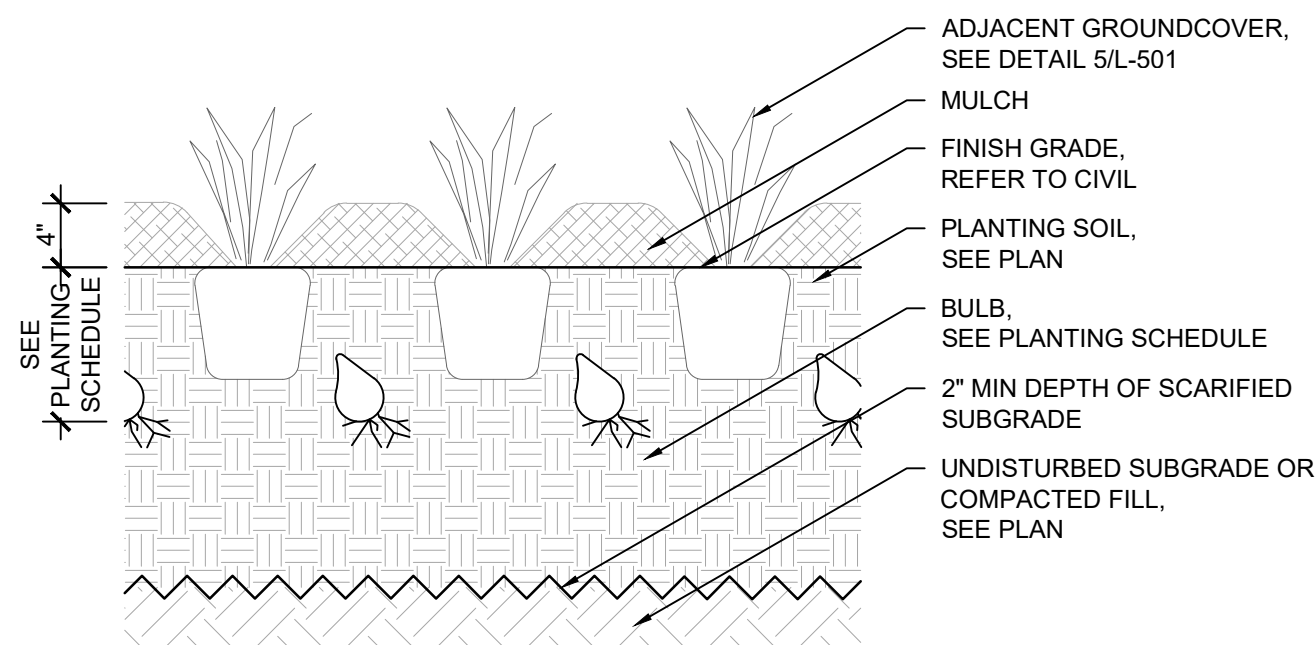
4 **SHRUB SECTION**  
1/2" = 1'-0"

- NOTES:
1. RAISE PLANTING BED FOR ADEQUATE DRAINAGE. PROPOSED DRAINAGE, REFER TO CIVIL
  2. PLANT SHALL BE HANDLED BY CONTAINER, NOT BY STEMS OR BRANCHES

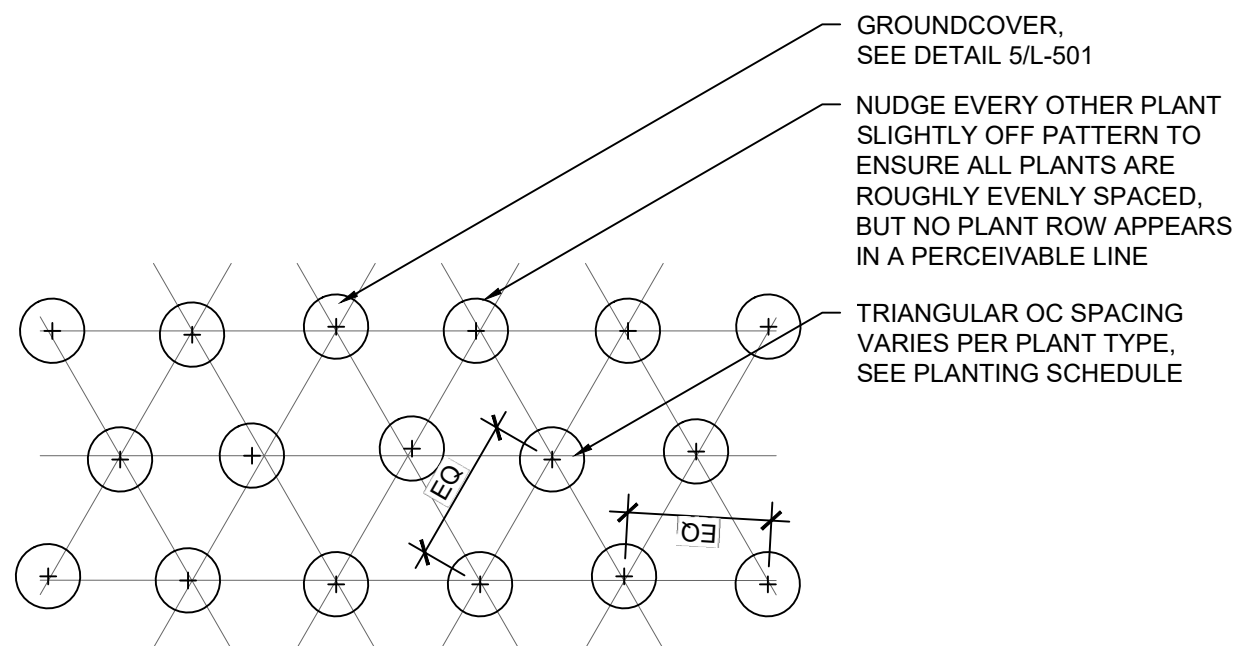


5 **GROUNDCOVER/PERENNIAL SECTION**  
1" = 1'-0"

- NOTES:
1. PLANT SINGLE BULB, OR CLUMPS OF BULBS BETWEEN GROUNDCOVERS AS SHOWN IN ENLARGEMENT PLANTING PLANS



6 **BULB SECTION**  
1" = 1'-0"



7 **TRIANGULAR SPACING PLANTING PLAN**  
NTS

| REV | DATE     | BY | APP | DESCRIPTION                 | REV | DATE | BY | APP | DESCRIPTION |
|-----|----------|----|-----|-----------------------------|-----|------|----|-----|-------------|
| 3A  | 03/31/25 | DN | MM  | REVISED PER WINNETKA REVIEW |     |      |    |     |             |
| 3   | 7/15/24  | DN | MM  | 90% RESUBMITTAL             |     |      |    |     |             |
| 3   | 12/14/21 | JT | MM  | 90% SUBMITTAL               |     |      |    |     |             |
| 2   | 8/06/21  | JT | MM  | 60% SUBMITTAL               |     |      |    |     |             |
| 1   | 7/17/20  | JT | MM  | 30% SUBMITTAL               |     |      |    |     |             |

SITE  
888 South Michigan Ave  
Suite 1000  
Chicago, IL 60605  
Phone: (312) 427-7240

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT  
**TYLin**  
200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

DESIGNED: MM  
DRAWN: JT  
CHECKED: BM  
METRA P.M. R. BASIRIRAD  
DATE: 07/15/2024

**Metra**  
ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME: HUBBARD WOODS STATION

TITLE: LANDSCAPE DETAILS

CAD FILE NUMBER: UPN17.7C

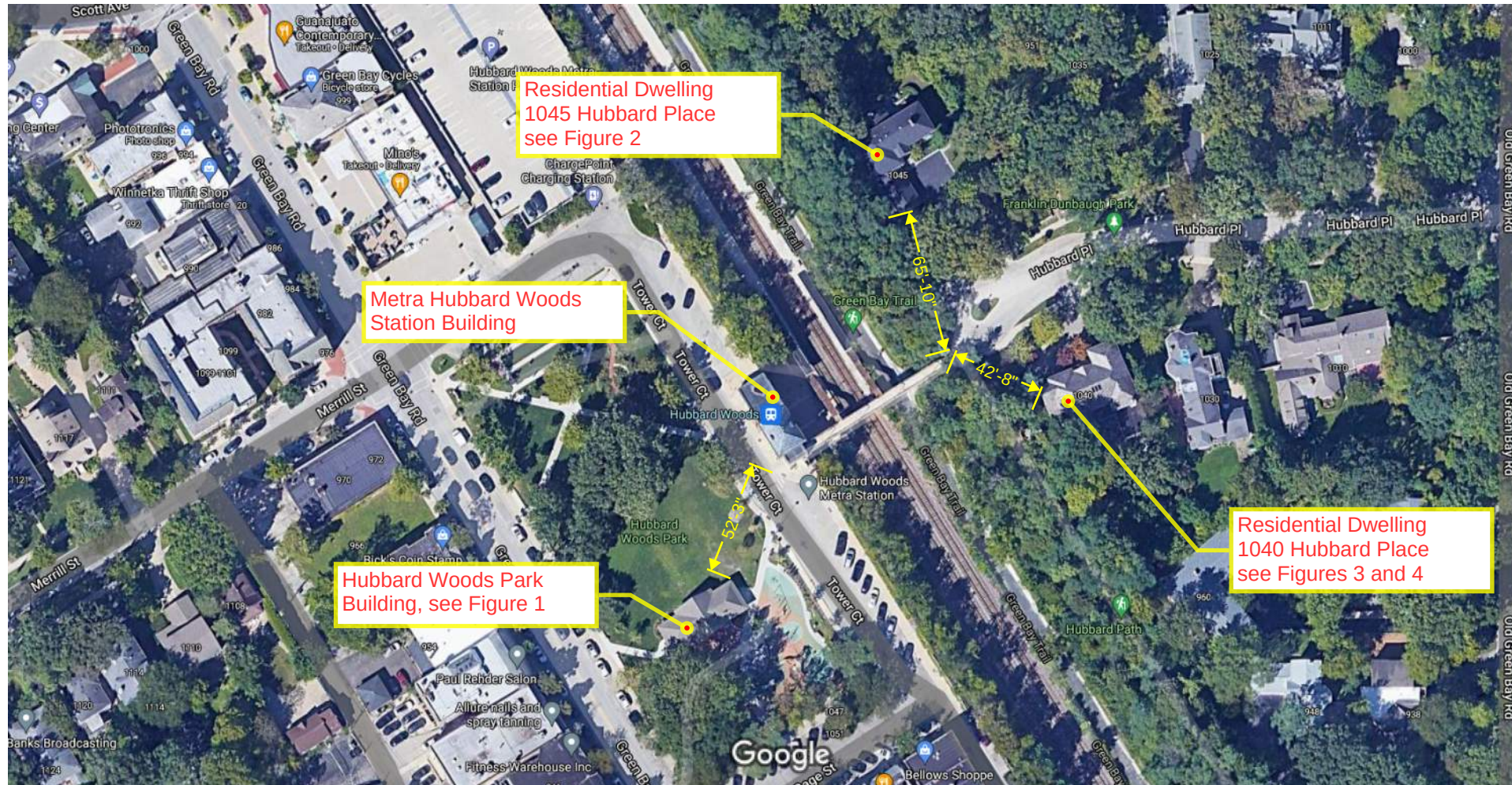
SCALE: DISTRICT: UPN  
PROJECT NO. SHEET NO.  
JP5194 L-501  
MILE POST NO.  
UPN 17.70



Village of Winnetka – Certificate of Appropriateness  
Application

# Renovation of Hubbard Woods Station Neighborhood / Adjacent Building Context





Imagery ©2021 Maxar Technologies, U.S. Geological Survey, Map data ©2021

50 ft







Figure 1 - Hubbard Woods Park Building, 1047 Gage Street; Structure is approximately 52' from Station drive aisle.



Figure 2 - Residential Dwelling at 1045 Hubbard Place, Structure is approximately 65' from pedestrian bridge and ADA ramp





Figure 3 - Residential Dwelling at 1040 Hubbard Place, Structure is approximately 43' from pedestrian bridge and ADA ramp.

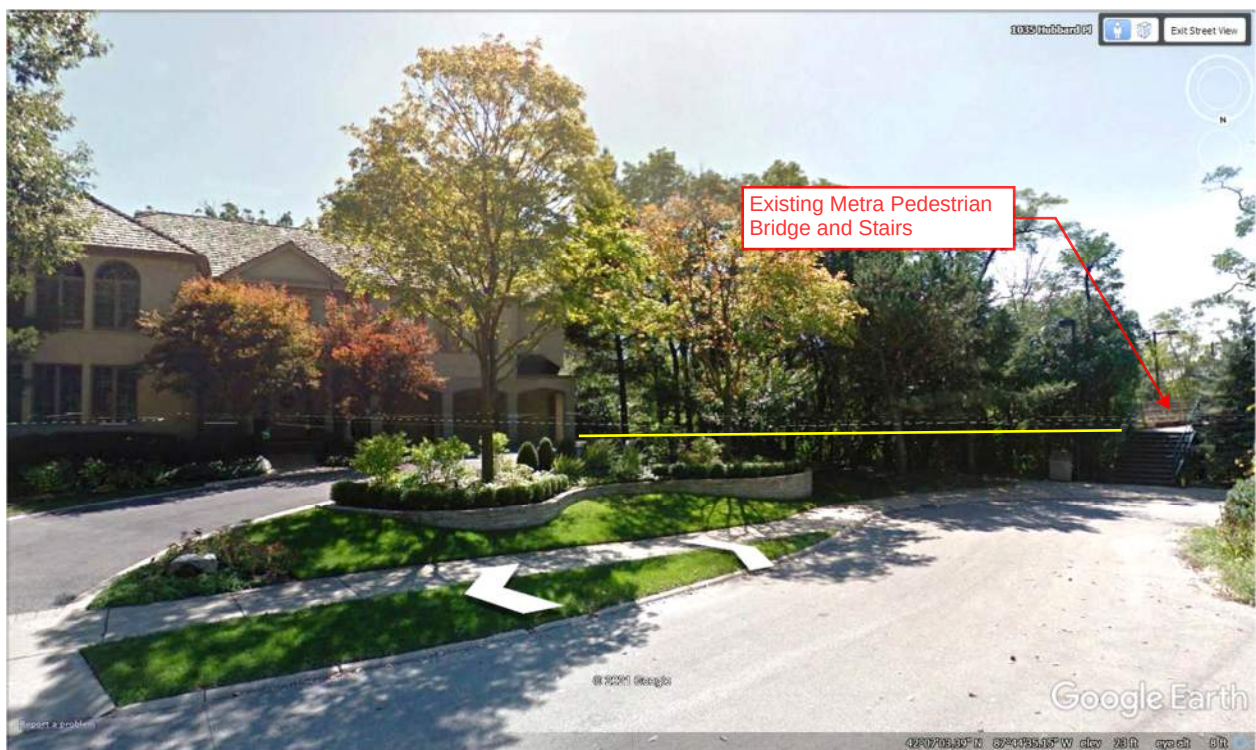


Figure 4 - Residential Dwelling at 1040 Hubbard Place, Illustrates reference height of existing pedestrian bridge stairs to residential dwelling.



Date: May 5, 2025

To: Village of Winnetka

Attn: Ann Klaassen  
Assistant Director – Village of Winnetka Community Development

From: Patricia Davidson, PE  
Senior Project Manager, TYLin International

Re: Metra Hubbard Woods Station  
Winnetka Design Review Board 4/17/25 Meeting Comment Responses

As the Third-Party Contractor and on behalf of Metra, TYLin is providing the following responses to the Village of Winnetka Design Review Board Member comments stated in the Design Review Board Meeting held on 4/17/2025. One additional comment from the public is also identified and responded to. The Design Review Board moved and voted to continue the case at the next Design Review Board Meeting due to pending resolution to the outstanding comments.

The comment is reiterated, and the response follows in bold italic text.

Design Review Board Comments and Responses:

1. H. Niehoff and the board preferred that the guardrail match the color of the Elm St. station guardrails (a graphite color rather than black).  
***Metra will use the agreed upon color as previously chosen in the Consulting Parties Meeting on 1/7/2021. This color is stated in the meeting minutes to be a dark bronze. The Village of Winnetka (Brian Norkus), and the Winnetka Historical Society (Mary Trieschmann) agreed on this color.***
2. H. Niehoff requested that Metra consider matching the pedestrian bridge lantern style and quantity to the Elm St. station.  
***The design intent is to use the same lantern style fixture as used at the Elm Street station at the Winnetka Station including the fixtures on the pedestrian bridge. These are shown on Plan Sheet A-300. Pedestrian bridge lighting intent is also shown on plan sheet E-501. (See attached sheets). Rendering exhibits will be revised accordingly.***
3. The board noted that the size of the Metra Hubbard Woods signage mounted on the east stair to Hubbard Place was too large for the neighborhood context.  
***Metra will reduce the sign to 75% of the original size. The 'Metra' logo letters will be reduced to 1'-6" from 2'-0" and the 'HUBBARD WOODS' letters will be reduced to 9" from 1'-0".***
4. H. Niehoff recommended that Metra Consider adding detail to the brickwork/windows and more roof overhang to the elevator towers to be more architecturally similar/contextual with the Elm St. station elevator towers.



# TYLin

***TYLin responded to this comment during the Design Review Board meeting on 4/17/25 that the design of the elevator towers was modified per direction of the State Historic Preservation Office (SHPO) to differentiate the towers from the architectural period of the historic depot building. The current design of the elevator towers (2021/2024) received approval from FTA and concurrence from SHPO.***

***Prior design of the elevator towers (2020) reflects modifications that the Winnetka Design Review Board members requested, however, the SHPO rejected the previous proposed tower design due to imitating or copying overall elements and not differentiating new construction from that of the historic depot.***

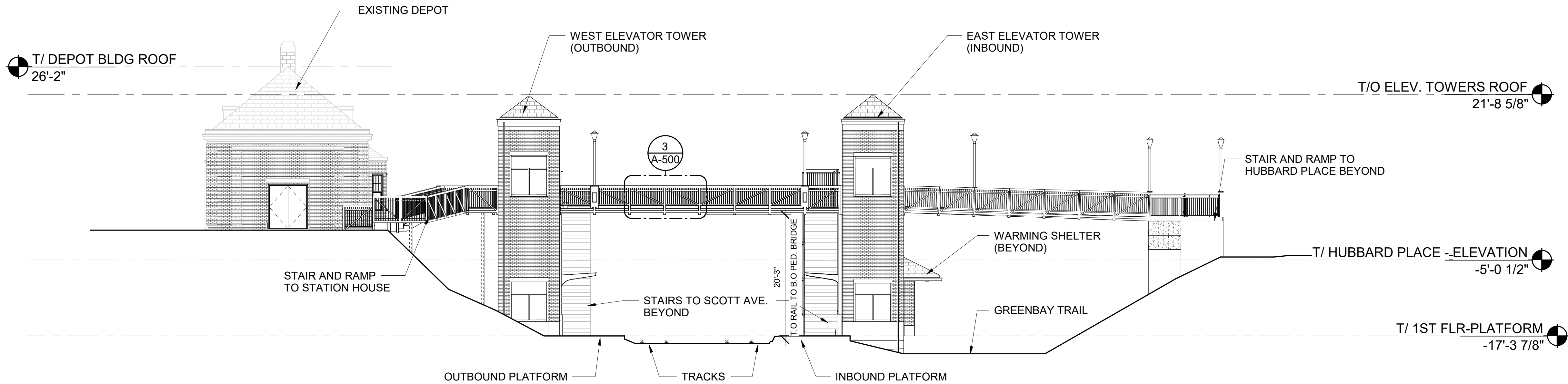
***The Village of Winnetka, the Winnetka Historical Society, SHPO, and FTA representatives were present at the Consulting Parties Meeting held on 1/7/2021 and agreed upon the modifications to the elevator towers.***

***TYLin and Metra have assembled a separate memo identifying the coordination process with SHPO and Consulting Parties to obtain approval. A separate memo outlining the process is provided for the Village's use/review.***

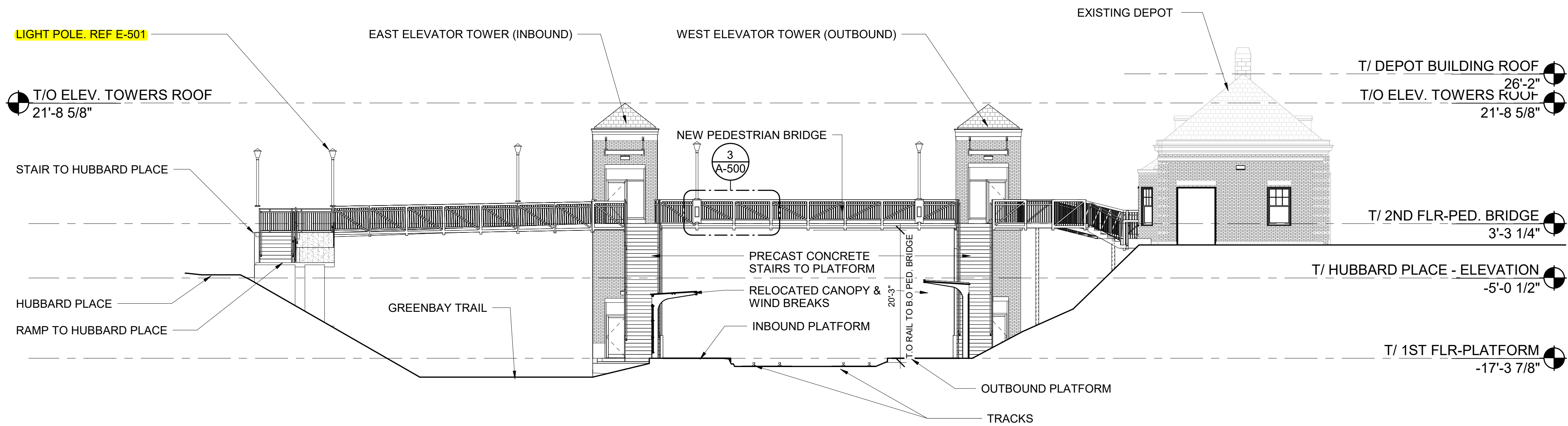
5. The board indicated preference for the 42" railing height on the pedestrian bridge. ***TYLin indicated the UPRR current guidelines are the arched fencing over the entire UPRR ROW, however a variance is in progress to request the higher 6'-0" vertical railing be used over the tracks (between the elevator towers). The 42" railing was rejected by UPRR in a previous review.***

## Public Comment and Responses:

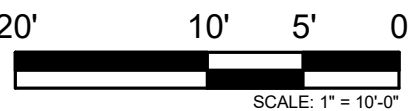
1. The very loud announcements impact the neighborhood. (The mechanical sound of the train does not bother us). At times, the announcements have been so loud and so repetitive that they have impacted our enjoyment of our yard..... Would it be possible to include an electronic sign that updates the train arrivals and departures? Can the speakers be targeted to the warming shelters and the platforms? Perhaps the speakers could be lowered to reach the people waiting for the train, and low height would ensure that the sound does not blast the neighborhood.  
***The Hubbard Woods Station currently has 16 speakers. Metra proposes to increase the number of speakers to 26 and reduce the volume to provide the same coverage at the platform level while reducing the sound straying into the adjacent properties. Note that visual signage is provided, however, audible announcements are required for stations as well.***



1 SITE SECTION  
1" = 10'-0"



2 SITE SECTION  
1" = 10'-0"



| REV | DATE       | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|------------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/2024 | MB | VAW | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12-14-2021 | JH | KJK | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08-06-2021 | NT | VAW | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07-17-2020 | VW | KJK | 30% SUBMITTAL   |     |      |    |     |             |

SUB CONSULTANT



700 N Sangamon  
Chicago, IL 60642  
312.432.4180  
312.432.4184  
2024, Muller & Muller, Ltd.

PRIMARY CONSULTANT  
SEAL/ SIGNATURE

PRIMARY CONSULTANT:



200 S. WACKER DR. SUITE 1400  
CHICAGO, IL 60606  
TEL: 312-777-2900

|           |              |
|-----------|--------------|
| DESIGNED: | V.WIEGAND    |
| DRAWN:    | V.WIEGAND    |
| CHECKED:  | K.KORAB      |
| METRA PM: | R. BASARIRAD |
| DATE:     | 07-15-2024   |



ENGINEERING DEPARTMENT  
547 W. JACKSON BOULEVARD  
CHICAGO, ILLINOIS 60661

LOCATION NAME:  
HUBBARD WOODS STATION

TITLE:  
SITE SECTIONS

CAD FILE NUMBER:  
UP-N17.70\_ A-300.dgn

SCALE:  
AS INDICATED

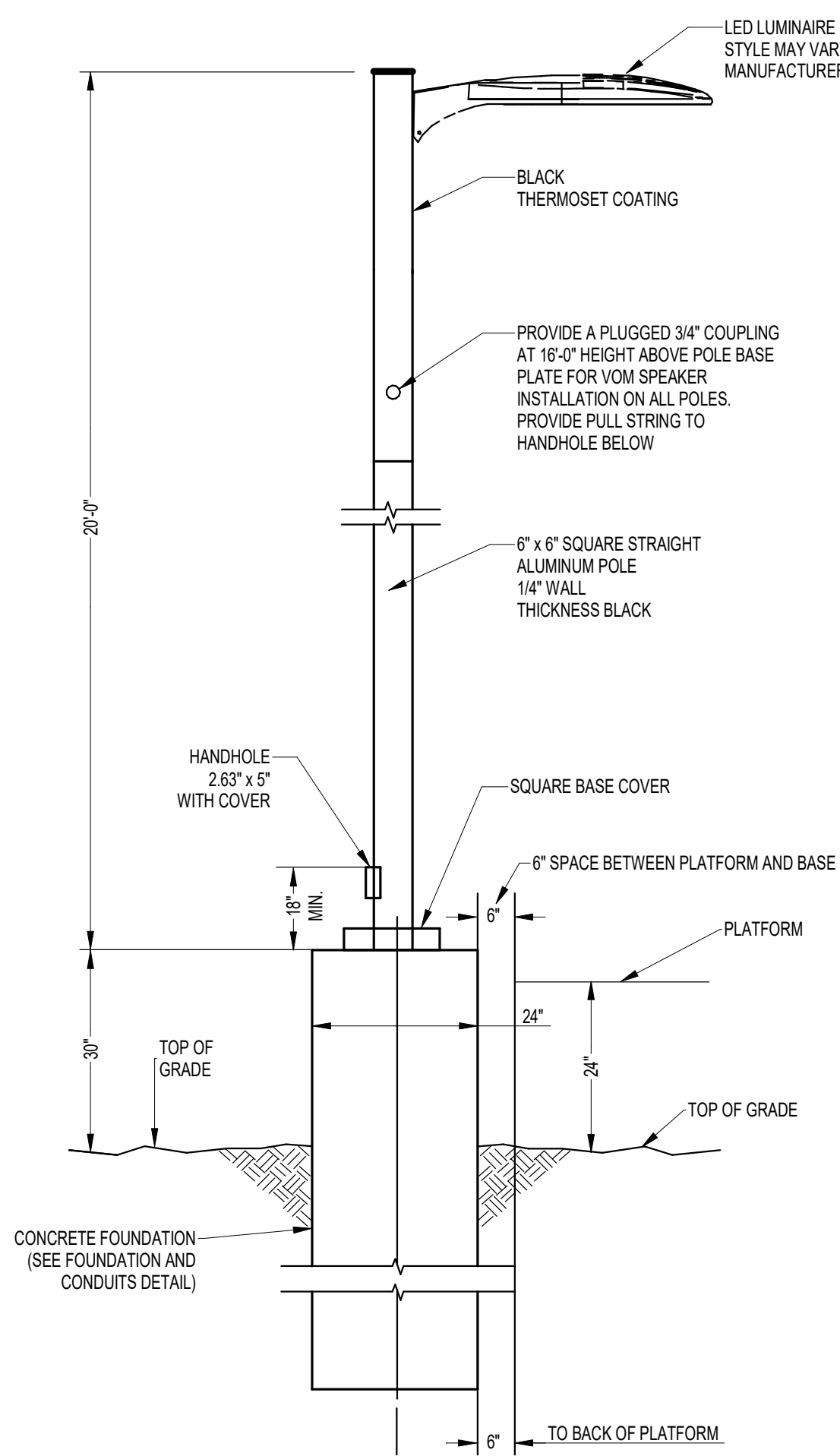
PROJECT NO:  
JP5194

MILE POST NO.  
UP-N17.70

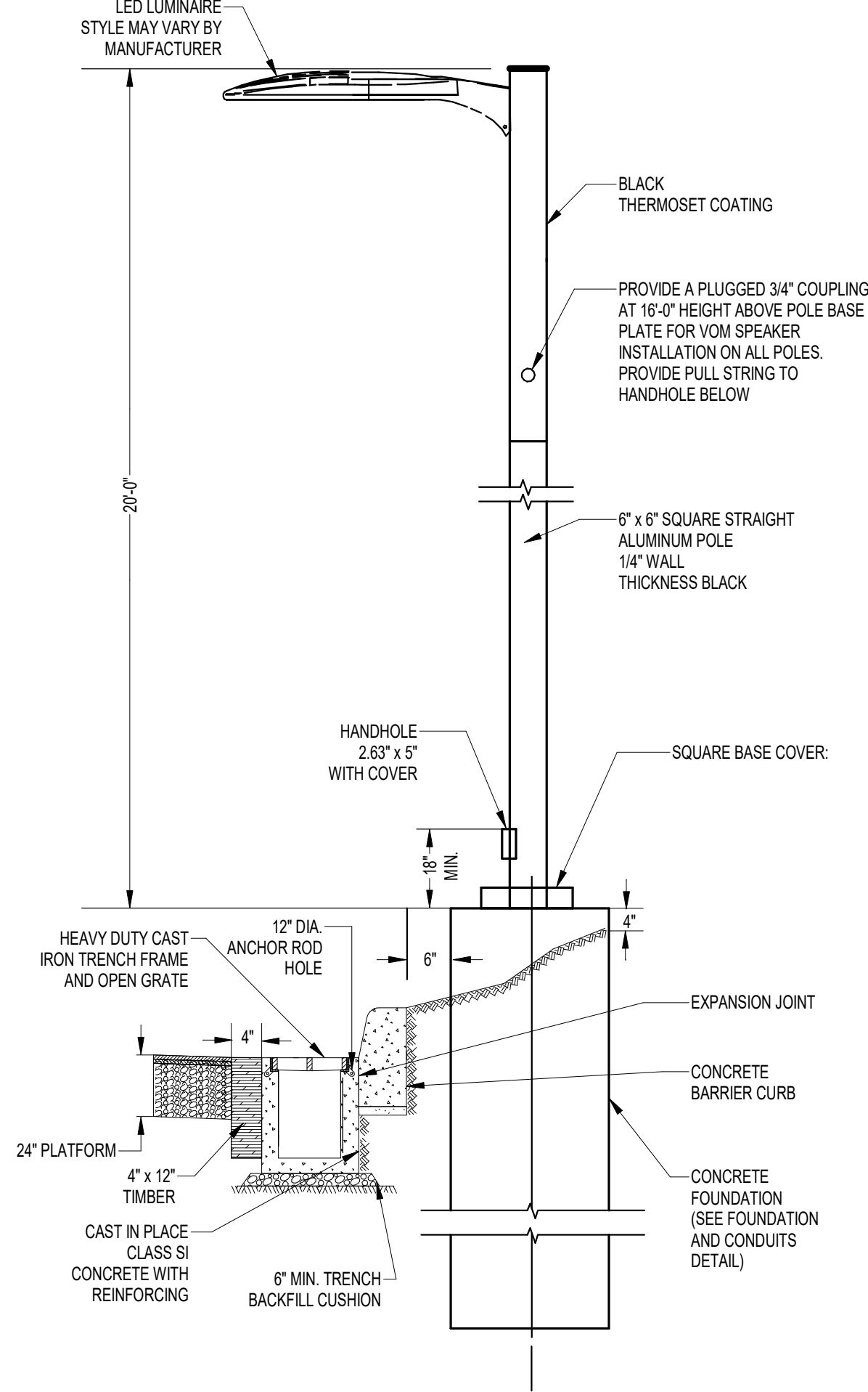
DISTRICT:  
UP-N

SHEET NO.  
A-300

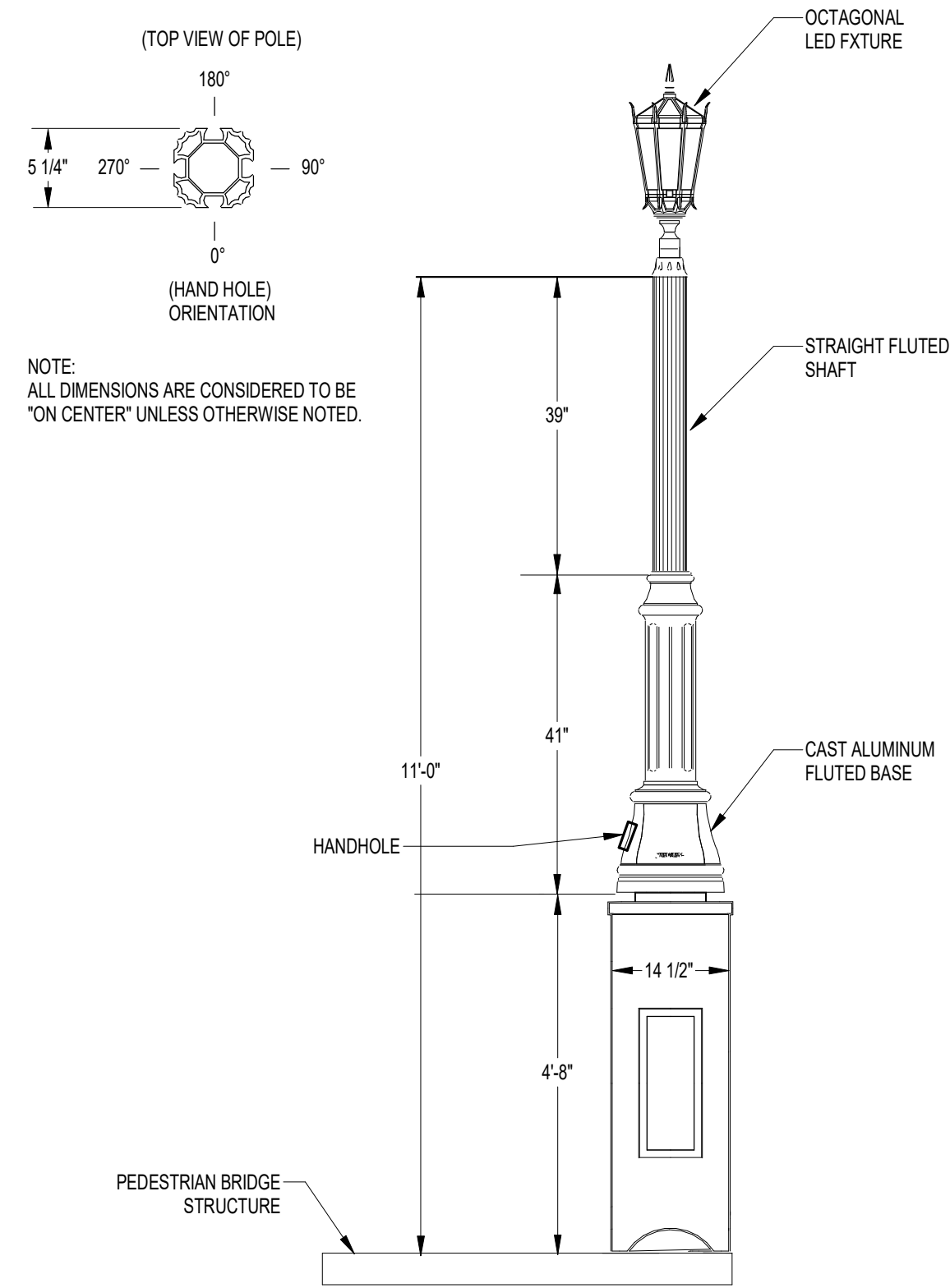




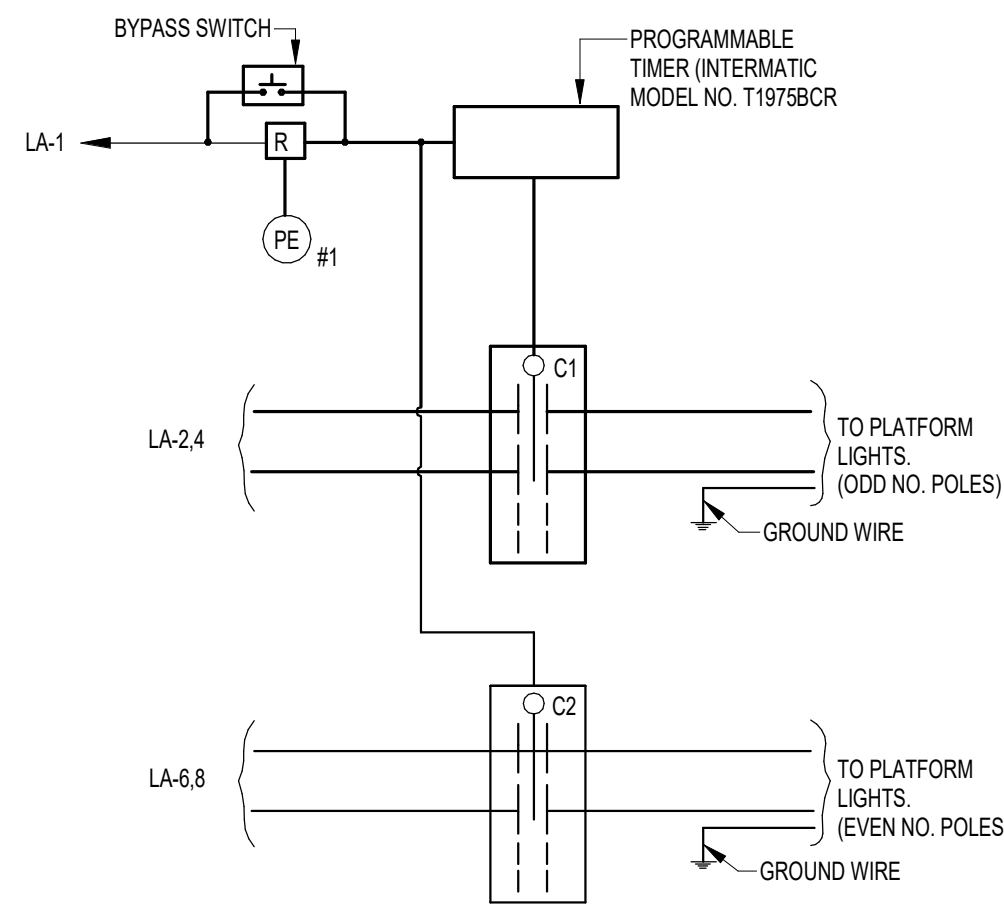
1 EAST PLATFORM LIGHT POLE DETAIL  
3" = 1'-0"



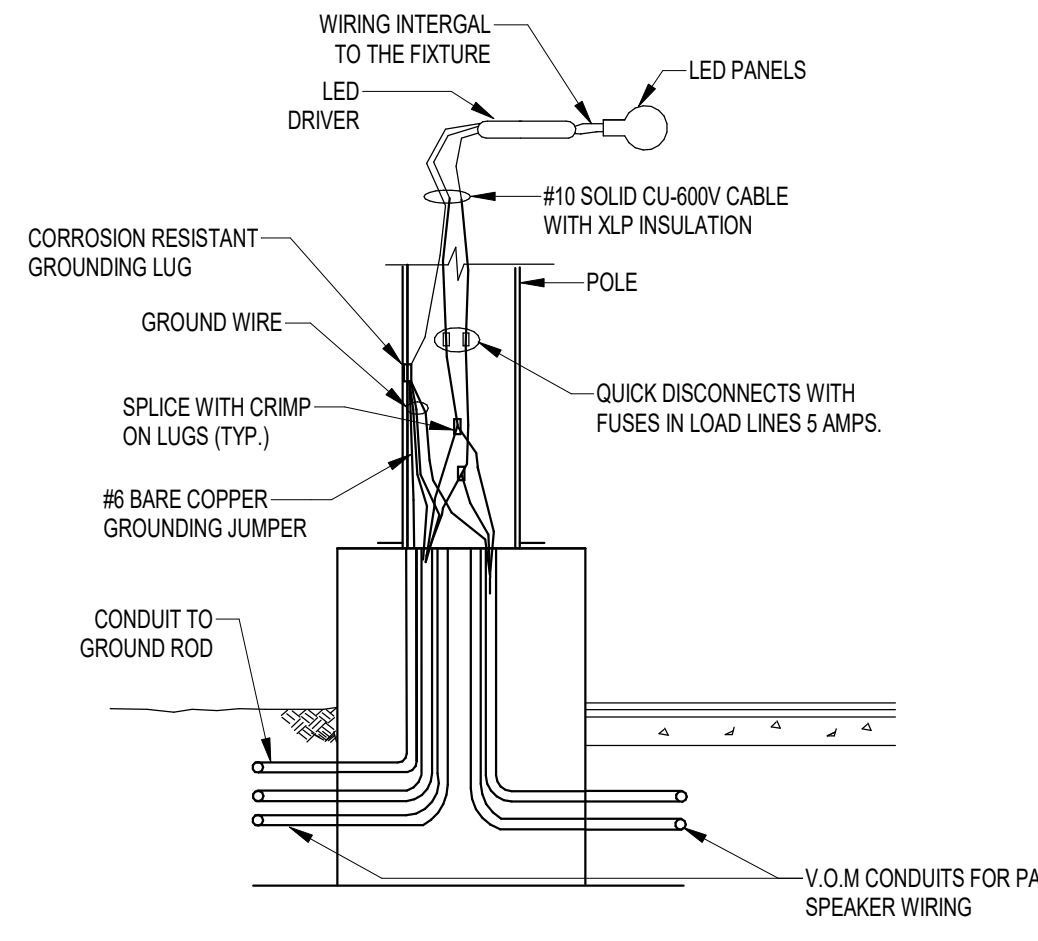
2 WEST PLATFORM LIGHT POLE DETAIL  
3" = 1'-0"



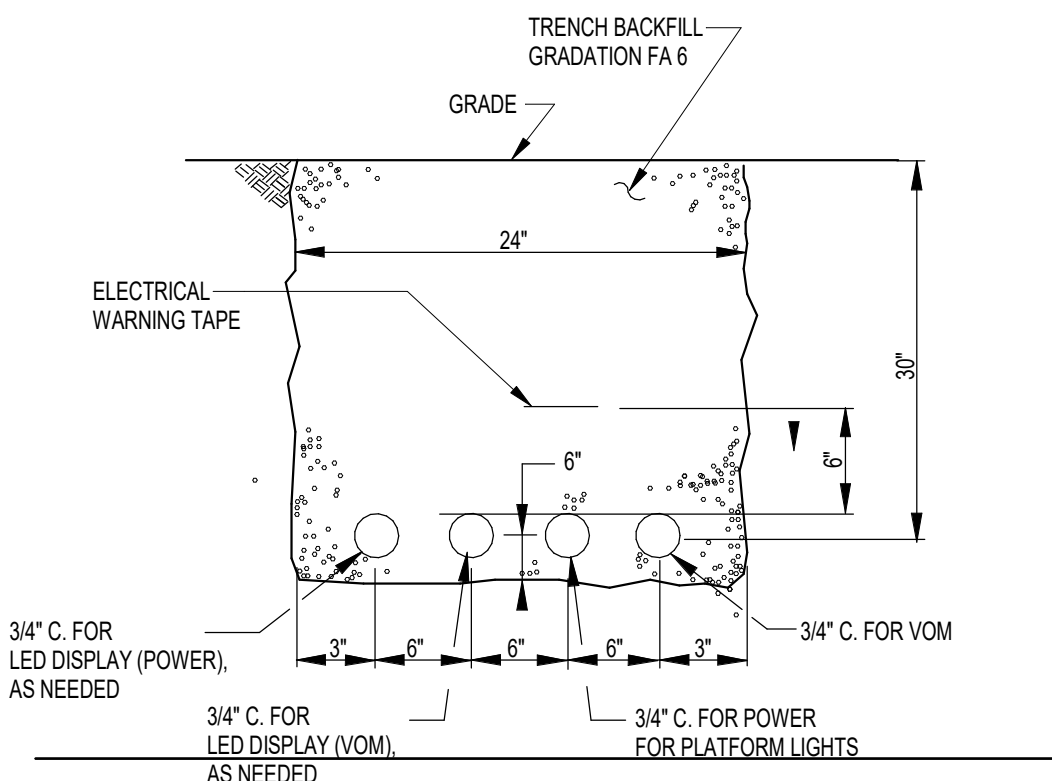
3 PEDESTRIAN BRIDGE LIGHT POLE DETAIL  
NO SCALE



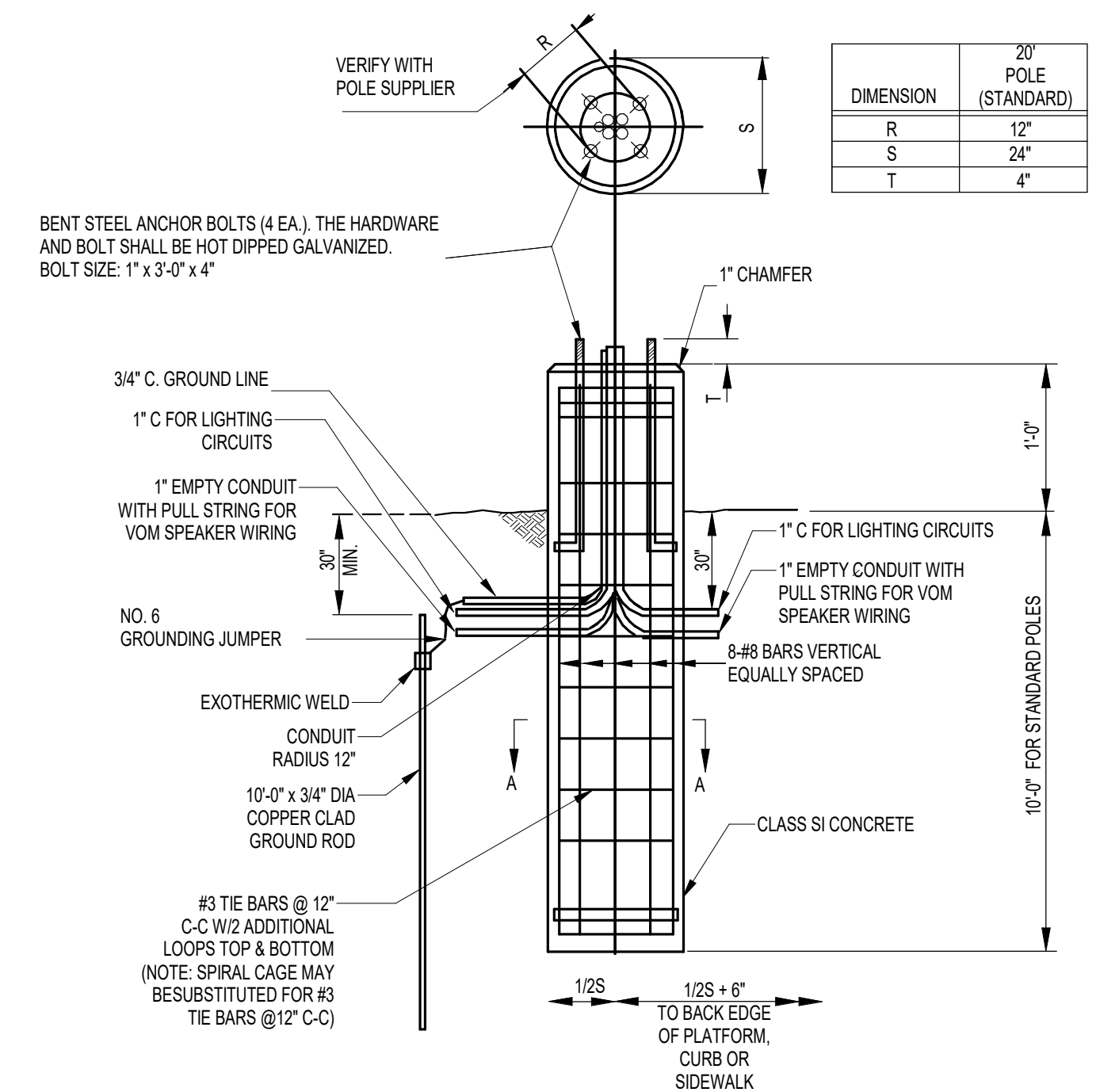
4 LIGHTING CONTROL WIRING DETAIL  
NO SCALE



5 TYPICAL POLE WIRING  
NO SCALE



6 POWER AND CONTROL CONDUITS TRENCH DETAIL  
NO SCALE



NOTES:

1. CONTRACTOR TO PROVIDE FOR REVIEW SHOP DRAWINGS OF FINISHED ARCHITECTURAL FEATURES TO SCALE OF TOP OF THIS FOUNDATION. NO FORMS OR FOUNDATIONS WILL BE ACCEPTED WITHOUT APPROVAL.

8 FOUNDATION AND CONDUITS DETAIL  
NO SCALE

PRINTED ON: 7/12/2024 1:59:06 PM

| REV | DATE     | BY | APP | DESCRIPTION     | REV | DATE | BY | APP | DESCRIPTION |
|-----|----------|----|-----|-----------------|-----|------|----|-----|-------------|
| 4   | 07/15/24 | RD | JBH | 90% RESUBMITTAL |     |      |    |     |             |
| 3   | 12/14/21 | RD | JBH | 90% SUBMITTAL   |     |      |    |     |             |
| 2   | 08/06/21 | RD | JBH | 60% SUBMITTAL   |     |      |    |     |             |
| 1   | 07/17/20 | RD | JBH | 30% SUBMITTAL   |     |      |    |     |             |

|                                                                                  |
|----------------------------------------------------------------------------------|
| SUB CONSULTANT                                                                   |
| <b>SINGH</b>                                                                     |
| SINGH & ASSOCIATES, INC.<br>230 W. MONROE ST.<br>SUITE 1400<br>CHICAGO, IL 60606 |

|                                       |
|---------------------------------------|
| PRIMARY CONSULTANT<br>SEAL/ SIGNATURE |
|---------------------------------------|

|                                                                        |
|------------------------------------------------------------------------|
| PRIMARY CONSULTANT:                                                    |
| <b>TYLin</b>                                                           |
| 200 S. WACKER DR. SUITE 1400<br>CHICAGO, IL 60606<br>TEL: 312-777-2900 |

|                        |
|------------------------|
| DESIGNED: R.DAWOOD     |
| DRAWN: R.DAWOOD        |
| CHECKED: J.HOLT        |
| METRA PM: R. BASIRIRAD |
| DATE: 07/15/2024       |

|                                                                               |
|-------------------------------------------------------------------------------|
| <b>Metra</b>                                                                  |
| ENGINEERING DEPARTMENT<br>547 W. JACKSON BOULEVARD<br>CHICAGO, ILLINOIS 60661 |

|                       |
|-----------------------|
| LOCATION NAME:        |
| HUBBARD WOODS STATION |

|                            |
|----------------------------|
| TITLE:                     |
| ELECTRICAL DETAILS SHEET-1 |

|                      |
|----------------------|
| CAD FILE NUMBER:     |
| UPN 17.70_ E-501.dgn |

|               |
|---------------|
| SCALE:        |
| AS INDICATED  |
| PROJECT NO:   |
| JP5194        |
| MILE POST NO. |
| UPN 17.70     |

|           |
|-----------|
| DISTRICT: |
| UPN       |
| SHEET NO. |
| E-501     |



**From:** [REDACTED]  
**To:** [Planning](#)  
**Cc:** [REDACTED]  
**Subject:** Hubbard Woods Train Station Renovation  
**Date:** Saturday, April 12, 2025 4:38:23 PM

---

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

>> Dear Design Review Board,

>>

>> I live near the Hubbard Woods Train Station and I support renovating the station. It is old and rusty in places, and definitely needs to be updated. The proposal looks nice.

>>

>> I write to bring up the loud train announcements. We live in a nice residential neighborhood, east of the station. The very loud announcements impact the neighborhood. (The mechanical sound of the train does not bother us). At times, the announcements have been so loud and so repetitive that they have impacted our enjoyment of our yard.

>>

>> I request that you, the Design Review Board, is sensitive to the impact of the announcements, as you study and approve the renovation of this station. Would it be possible to include an electronic sign that updates the train arrivals and departures? Can the speakers be targeted to the warming shelters and the platforms? Perhaps the speakers could be lowered to reach the people waiting for the train, and low height would ensure that the sound does not blast the neighborhood.

>>

>> Thank you very much,

>>

>>

>> Katherine Hazelwood

>> 270 Scott Ave

>> Winnetka, IL 60093

>>

>> [REDACTED]





Date: May 5, 2025

To: Village of Winnetka

Attn: Ann Klaassen  
Assistant Director – Village of Winnetka Community Development

From: Patricia Davidson, PE  
Senior Project Manager, TYLin International

Re: Metra Hubbard Woods Station  
Winnetka Design Review Board 4/17/25 Meeting  
Section 106 Activities and Timeline with respect to the Elevator Tower Design

As the Third-Party Contractor and on behalf of Metra, TYLin is providing the attached memorandum to outline the process involved in the coordination Section 106 Activities and Timeline with respect to the Elevator Tower Design.

Metra Hubbard Woods Station  
SECTION 106 ACTIVITIES TIMELINE

Project Description

The Hubbard Woods Station Project will rehabilitate this Metra Station along the Union Pacific North Line in Winnetka, IL. Project scope includes interior and exterior renovations of the historic depot, replacement of platforms, new warming shelters, improved ADA routes, a new pedestrian overpass, and new elevator towers. The Project will also include the renovation and relocation of the historic canopy, including lighting, landscaping, signage, and furniture.

Fall of 2018

Metra sent the first draft of the Project Description to FTA, the federal agency in charge.

March 2019

FTA sent comments on the Project Description, Section 106, and Section 4(f) analysis.

April 2, 2020

Metra sent a revised, updated package back to FTA.

May 18, 2020

FTA provided comments to Metra.

June 2, 2020

Metra sent a revised package to FTA addressing comments received.

June 26, 2020

FTA initiated consultation with SHPO. FTA provided SHPO with an Area of Potential Effects Map and Assessment of Eligibility and Effects to Historic Properties (DOE) for the proposed Project.

August 6, 2020

Following review of the DOE and conceptual design plans, SHPO identified that three elements of the Project would result in adverse effect including:

- demolition of the historic ticket office,
- demolition of the original platform canopy supports, and
- construction of new elevator towers (the design and associated viewshed impacts).

August 11, 2020

FTA met with Metra, Project Design Team, and SOI-qualified subconsultant to discuss SHPO concerns regarding the design of the elevator towers and resulting adverse effects.

- SHPO direction was not to imitate the architectural styling of the historic depot in the elevator towers.
- the Secretary of the Interior's "Standards for Rehabilitation" require that new construction will be differentiated from the old.
- The Village of Winnetka commented on their desire to have the same architectural style for harmony. As a result, FTA concluded with the need for a consulting party meeting to have all parties on the table.

October 16, 2020

FTA initiated a Consulting Parties process for the Project. Invitations and packets containing corresponding project information were sent to the Village of Winnetka, the Winnetka Historical Society,



and the Winnetka Landmarks Preservation Commission. The Village of Winnetka and the Winnetka Historical Society elected to participate.

January 7, 2021

Consulting Parties Meeting occurred, see attached meeting minutes. At this meeting, design alternates to the three elements that would result in adverse effects were presented:

- the ticket window would remain in situ,
- a revised design for the elevators towers that does not incorporate or imitate design of the historic depot and would be recognized as new construction, and
- keeping and restoring the platform canopy supports.

FTA, SHPO, Metra, and Consulting Parties discussed and agreed upon scope of work changes to achieve a No Adverse Effect to Historic Properties.

June 1, 2021

FTA submitted a revised plan, containing the agreed upon design alternatives, to SHPO. FTA determined that the Project would result in No Adverse Effect to Historic Properties. FTA sought concurrence from SHPO for the Project.

June 16, 2021

SHPO reviewed Section 106 documentation and determined that submitted plans meet the Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings." SHPO concurred that the Project would result in No Adverse Effect.

August 20, 2024

FTA re-initiated Section 106 consultation with SHPO for this Project. This submission provided information on Project refinements and sought concurrence with FTA's finding of No Adverse Effect. As originally proposed, the Project included interior rehabilitation of the Hubbard Woods Station, construction of a new warming shelter, and improved access to the recessed platforms from the station and street levels via a new pedestrian bridge and elevator towers. Since that time, Union Pacific Railroad (UPRR) has provided updated operational requirements regarding vertical clearance beneath the station's pedestrian bridge. Due to the required increase in height of the pedestrian bridge as a result of UPRR's requirements, several station improvements connected to the pedestrian bridge and platform access require further modifications.

September 13, 2024

SHPO reviewed Project refinements and found that the proposed work meets the Secretary of the Interior's "Standards for Rehabilitation" and concurred that the revised project will not adversely affect any historic resources within the APE.



## Meeting Minutes

**Project Name: Renovation of Hubbard Woods Station**  
**Project #: JP5194**

**Contract #: K60450**

**Task #: 2**

### Agency Meeting # 3

| Date   | Start   | End     | Next Meeting | Next Time | Prepared By | Company |
|--------|---------|---------|--------------|-----------|-------------|---------|
| 1/7/21 | 1:00 PM | 2:00 PM | N/A          | N/A       | P. Davidson | TY Lin  |

### Project Information

**Award Date: April 18, 2018**

**NTP Date: 4/18/2018**

**End Date: April 18, 2019; Rev. End Date: March 12, 2021**

**Calendar Days: 365**

**10% Complete**

**Project Status: ☒ On Schedule ☐ Behind ☐ Ahead**

| Purpose                          | Location      | Next Location |
|----------------------------------|---------------|---------------|
| FTA, SHPO, Winnetka Coordination | Teams Meeting | TBD           |

| Attended By | Non-Attendees |
|-------------|---------------|
|-------------|---------------|

Anthony Greep – FTA Community Planner  
Elizabeth Breiseth – FTA Env. Protection Specialist  
Carol Wallace – SHPO Cultural Resource Coordinator  
Darius Bryjka – SHPO Project Reviewer  
Meagan McChesney – Winnetka Historical Society  
Mary Trieschmann – Winnetka Historical Society  
Brian Norkus – Village of Winnetka – Community Dev.  
Noe Gallardo – Metra Public Relations  
Andy Roth – Metra/ Director - Stations  
Roya Basirirad – Metra/ Project Manager  
Brian Stepp – Metra Grants  
Daniel Thomas – Metra Grants  
Rita Yamin – Metra Grants  
Ken Korab – Muller / PM Architect  
Victoria Wiegand – Muller/ Architect  
Erica Ruggiero – MIA/ SOI Historic Consultant  
Patricia Davidson – TYLI/ Project Manager

### Discussion Notes

The meeting was held to discuss the concerns that SHPO had identified with the Concept Hubbard Woods Renovation plans, and the modifications to plans made by Metra to address the concerns.

- I. Project refresher – Metra reviewed the history of the project with respect to the agency coordination.
- II. Presentation slides – Metra presented the attached slide presentation.
- III. Comment and discussion
  - a. Ticket office (two alternates)
    - i. Darius (SHPO) indicated either alternative is acceptable
    - ii. Mary (Winnetka Historical Society – WHS) noted both are acceptable
    - iii. Brian Norkus (Winnetka) indicated both are acceptable, but noted that Alternate 2 provides more available space for a vendor
    - iv. Elizabeth (FTA) supports both alternatives
    - v. Andy (Metra) summarized that both alternatives are acceptable



b. Elevator Towers and Pedestrian Bridge

i. Darius (SHPO) recapped the previous concerns

1. Initial feedback was that the towers were too similar to the station building, particularly the rustication of the lower half of the towers.
2. The towers themselves were a change – however that is unavoidable due to the necessity of the elevators. Subsequent research by FTA located a historic photo illustrating a structure along the pedestrian bridge. SHPO requested the photo be included in FTA's resubmittal to SHPO.
3. The compatibility standards allow the towers to be compatible with the building
4. Darius had the following two questions (materials):
  - a. What is the finish on the windows?
  - b. What is the finish on the standing seem roof?

ii. Elizabeth (FTA)

1. Reiterated the historic photo (40's – 50's) showed there was a structure on the east side of the tracks connected to pedestrian bridge
2. Due to purpose and need of accessibility, the elevators are necessary
3. Metra did a good job addressing the SHPO comments

iii. Andy (Metra)

1. Noted the structure along the pedestrian bridge served the commuter trains that ran on the third rail line that previously existed along the east of the Metra /UPRR tracks.

iv. Brian N (Winnetka)

1. Comment on materials, approval process involves taking design package to Winnetka Review Board
2. Roofing materials the Review Board will want to see are
  - a. Architectural Grade Shingles
  - b. Slate Product

v. Darius

1. Requirements not necessarily in conflict
2. Overall construction should be different but not in every aspect
3. Roofing material close to the station is acceptable, including shingle or slate (but not wood shake shingle)

vi. Mary (WHS)

1. Agree with Brian N regarding appearance (roof material)

vii. Andy (Metra) – Summary

1. Elevator Towers are acceptable in location shown
2. Elevator brick material and windows as shown in slide is acceptable
3. Elevator roof material will be changed to slate

viii. Ken K (Muller) – respond to Darius questions on materials

1. Window frame finish will be dark color Kynar or Anodized finish
2. Finish of standing seem roof is moot.

ix. Darius – no clear finish

x. Brian (Winnetka) - Agree with Darius, no clear finish. Village prefers dark bronze anodized paint

xi. Mary (WHS)- agree with above remarks

c. Platform Canopy Structural Posts (windbreaks)

i. Andy (Metra)

1. Noted the windbreaks had been removed, restored (sanded and painted, openings repaired), and reinstalled with previous station renovation project.



## Meeting Minutes

2. Same process will be repeated now but reinstalled at slightly different location – offset a few feet to the north to avoid conflict with stairs, and a few feet further away from the track to avoid foundation conflict with platform.

ii. Darius (SHPO)

1. Slight modification of location is in keeping with SOI guidelines
2. Supports are retained and kept in nearly the same location
3. No major change

iii. Brian (Winnetka)

1. Appreciated that the windbreaks are to remain, they are a link to the historical nature of the station, and a favorite part of the project.

iv. Mary (WHS)

1. No issue with the slight shift

#### IV. Conclusion

- a. Action Items – FTA to include the historic photo of the shelter attached to the pedestrian bridge in the report submitted to SHPO
- b. Next Steps – Elizabeth will coordinate with Brian Stepp to get materials back to SHPO.
- c. Any additional questions should be directed to Brian Stepp at Metra – contact information on final page of slide presentation

| Item No. | Category/Action                                                                                                    | Resp. Party | Status | Entry Date<br>Due Date<br>Com. Date |
|----------|--------------------------------------------------------------------------------------------------------------------|-------------|--------|-------------------------------------|
| 1        | FTA to include the historic photo of the shelter attached to the pedestrian bridge in the report submitted to SHPO | FTA/Metra   | open   | 1/8/21<br>TBD/NA<br>Com. Date       |
| 2        | Elizabeth will coordinate with Brian Stepp to get materials back to SHPO.                                          | FTA/Metra   | open   | 1/8/21<br>TBD/NA<br>Com. Date       |
|          |                                                                                                                    |             |        |                                     |
|          |                                                                                                                    |             |        |                                     |

Any comments, additions, or corrections are to be submitted in writing, within five (5) business days of the issue date of these minutes. If no comments, additions, or corrections are received within five (5) business days of the issue date, these minutes shall be deemed approved, and shall be binding on all parties.





# Meeting Attendance Sheet

**Project Name:** Hubbard Woods Station Renovation

**Project #:** JP5194

**Contract #:** K60450

**Task #:** 2

**Consultant:** TY Lin International

| Date                   | Start                   | Location                   | Purpose             |       |     |  |
|------------------------|-------------------------|----------------------------|---------------------|-------|-----|--|
| 1/7/2021               | 1:00 PM                 | Virtual Teams              | Agency Coordination |       |     |  |
| Name (print) / initial | Company                 | Title                      | Email Address       | Voice | Fax |  |
| Daniel Thomas X        | Metra                   | Grants                     |                     |       |     |  |
| Brian Stepp X          | Metra                   | Grants                     |                     |       |     |  |
| Andrew Roth X          | Metra                   | Director - Stations        |                     |       |     |  |
| Roya Basirirad X       | Metra                   | Project Manager            |                     |       |     |  |
| Noe Gallardo X         | Metra                   | Public Relations           |                     |       |     |  |
| Rita Yamin X           | Metra                   | Grants                     |                     |       |     |  |
| Anthony Greep X        | FTA                     | Community Planner          |                     |       |     |  |
| Elizabeth Breiseth X   | FTA                     | Env. Protection Specialist |                     |       |     |  |
| Carol Wallace X        | SHPO                    | Cultural Resource Coord    |                     |       |     |  |
| Darius Bryjka X        | SHPO                    | Project Reviewer           |                     |       |     |  |
| Brian Norkus X         | Village of Winnetka     | Community Development      |                     |       |     |  |
| Meagan McChesney X     | Winnetka Historical Soc | Curator                    |                     |       |     |  |
| Mary Trieschmann X     | Winnetka Historical Soc | Executive Director         |                     |       |     |  |
| Kenneth Korab X        | Muller & Muller         | Architect/PM               |                     |       |     |  |
| Victoria Wiegand X     | Muller & Muller         | Architect                  |                     |       |     |  |
| Erica Ruggiero X       | MIA Architects          | SOI / Historic Consultant  |                     |       |     |  |
| Patricia Davidson X    | TY Lin International    | Project Manager            |                     |       |     |  |
|                        |                         |                            |                     |       |     |  |
|                        |                         |                            |                     |       |     |  |
|                        |                         |                            |                     |       |     |  |
|                        |                         |                            |                     |       |     |  |



---

**Project Name: Renovation of Hubbard Woods Station**  
**Project #: JP5194                      Contract #: K60450**

**TASK: 02**

**Municipality-Agency Meeting 03**

| Date     | Start   |
|----------|---------|
| 01/07/21 | 1:00 pm |

**Purpose**  
Agency coordination

**Agenda Items**

- I.      Introductions
- II.     Meeting purpose
- III.    Project refresher
- IV.    Presentation slides
- V.     Comment and discussion
  - a.    Ticket office
  - b.    Elevator Towers and Pedestrian Bridge
  - c.    Platform Canopy Structural Posts
- VI.    Conclusion
  - a.    Action Items
  - b.    Next Steps



# Hubbard Woods Metra Station Rehabilitation project

Scope of Work Revisions

Summary report for Section 106 Consulting Parties:

IL State Historic Preservation Office

Village of Winnetka

Winnetka Historical Society

# Initial Design Perspectives

*August 2020 Design Plans*



Aerial View



Eye level view from the platform



Three elements of the original scope of work were identified to not meet the Secretary of the Interior's Standards for Rehabilitation

1. Ticket Office
2. Elevator Towers and Pedestrian Bridge
3. Platform Canopy Structural Posts

## Scope Element 2: Elevator Towers and Pedestrian Bridge

The proposed design of the elevator towers imitates the architectural design of the historic Hubbard Woods Train station. The towers may not be recognized new construction.

### Initial Proposed Design





# Scope Element 2: Elevator Towers and Pedestrian Bridge

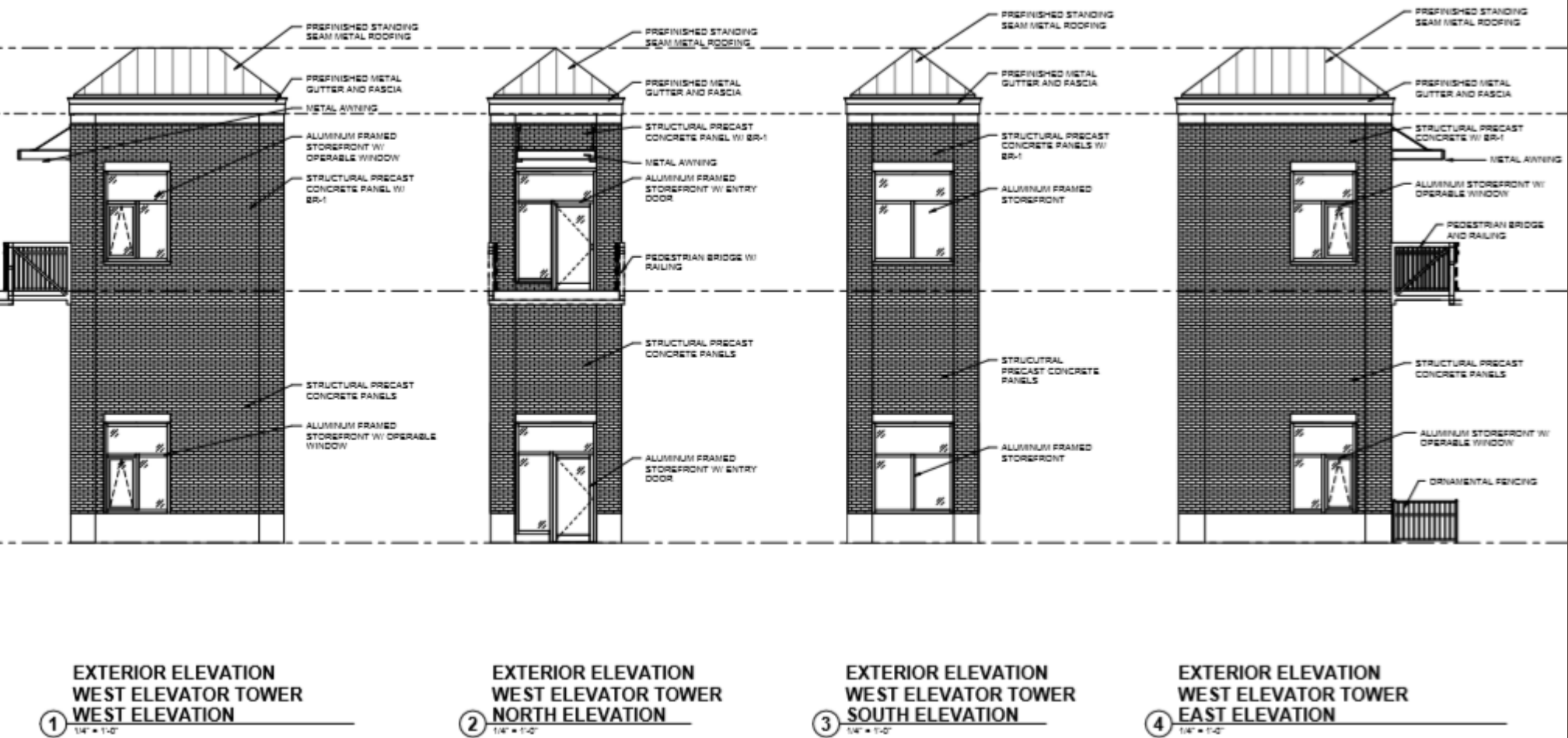
## Revised Proposal

The roof style of the elevator towers is different from the one on the depot. They are seam metal with **lower hip and no eaves**.

Using a larger portion of brick and limited amount of stone on the **facade** will differentiate between the depot structure and the elevator towers.

The aluminum framed **windows** are different from those on the depot in material, color, shape, and size.

A **plaque** will be installed on each elevator tower at the bridge level and will outline the date of the construction.



# Next Steps

- Collect formal comments from consulting parties on the design alternatives to the three scope elements in question
- Metra revises project plans in response to comments
- Revised plans submitted to FTA
- FTA makes any necessary revisions to finding of effect pursuant to 36 CFR 800
- FTA issues package with finding of eligibility and effect, and requests SHPO concurrence.



# Questions or Comments:

## Contact:

Brian Stepp

Metra

Director, Grant Administration

547 W. Jackson Boulevard, 11 West

Chicago, IL, 60661

312-322 -2805

[BStepp@METRARR.COM](mailto:BStepp@METRARR.COM)



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION V  
Illinois, Indiana,  
Michigan, Minnesota,  
Ohio, Wisconsin

200 West Adams Street  
Suite 320  
Chicago, IL 60606-5253  
312-353-2789  
312-886-0351 (fax)

August 25, 2021

Brian Stepp  
Metra  
547 W. Jackson Blvd.  
Chicago, IL 60661

Re: Metra Hubbard Woods Station Renovation Project - Environmental Review Approval

Dear Mr. Stepp:

The Federal Transit Administration (FTA) has evaluated environmental review documents submitted by the Northeast Illinois Regional Commuter Railroad Corporation DBA Metra for the proposed Hubbard Woods Station Renovation Project (Project) in Winnetka, Illinois. FTA finds that the proposed Project meets the criteria for a National Environmental Policy Act (NEPA) categorical exclusion in accordance with 23 C.F.R. § 771.118(c)(8), *Maintenance, rehabilitation, and reconstruction of facilities that occupy substantially the same geographic footprint and do not result in a change in functional use, such as: improvements to bridges, tunnels, storage yards, buildings, stations, and terminals; construction of platform extensions, passing track, and retaining walls; and improvements to tracks and railbeds.*

The proposed undertaking would renovate the Metra Hubbard Woods Station on the Union Pacific Railroad North Line (UP-N) to improve passenger facilities and amenities, maintain the historic depot building, and improve ADA access. Renovations will include improvements to the interior of the station, a new warming shelter, and access to the platforms from the station and street level. Materials used in the depot renovation will match the existing for type, color, and texture in order to match the original design intent. Condition assessments have detailed that the depot interior and exterior are deteriorated, including the interior glazed brick and exterior doors and windows. Additionally, the pedestrian bridge and stairs, and the platforms, are deteriorated and require replacement. A critical part of the project is to make this station ADA accessible, including interior spaces, entrances and pathways to the platforms.

On June 26, 2020, in accordance with 36 C.F.R. § 800 – Protection of Historic Properties and the National Historic Preservation Act (NHPA), FTA provided the Illinois State Historic Preservation Office (SHPO) with the Area of Potential Effect (APE) determination and the eligibility and effects determinations for the proposed Project. SHPO requested additional project information in August 2020 and identified project elements of concern to their office. Subsequently, FTA and Metra invited the Village of Winnetka, the Winnetka Historic Society, and the Winnetka Landmarks Commission to participate as Section 106 Consulting Parties. In a consulting party meeting held on January 7, 2021, FTA, SHPO, Metra, and other consulting parties came to agreement on a scope of work that would result in no adverse effect to historic properties. On June 1, 2021, FTA submitted revised documentation to SHPO and determined that the proposed Project would result in ***no adverse effect*** to historic properties. On June 16, 2021,



SHPO provided concurrence with this determination. FTA finds, in accordance with 36 C.F.R. Part 800, that the Section 106 coordination and consultation requirements for the proposed Project have been fulfilled.

The proposed Project will use a portion of the Green Bay Trail which is under the jurisdiction of the Village of Winnetka and the Winnetka Park District the owners with jurisdiction (OWJs). The Green Bay Trail is a publicly owned parkland, and thus eligible for protection by Section 4(f) of the Department of Transportation Act of 1966 (23 C.F.R. Part 774). The trail is a linear park facility approximately nine miles in length lying parallel to the UP-N line that lies within the UP-N right-of-way (ROW). The new track level warming shelter will extend beyond the original footprint of the platform, which will cause the need to permanently relocate (shift) a portion (535-ft) of the Green Bay Trail approximately eight-feet to the east of the current location, with 20:1 tapers back to the existing trail alignment. Avoidance options have been investigated, however due to the addition of a warming shelter at track level and need for ADA circulation on the platform, the use of the Green Bay Trail was unavoidable.

Metra posted notices along the Green Bay Trail and on the Village of Winnetka website in an effort to encourage all users of this segment of the trail to participate in the public comment process. Metra received several responses during the public comment period. On August 16, 2021, following the public comment period, the OWJs provided written concurrence that the proposed Project would not adversely affect or otherwise restrict the features, attributes, or activities of the resource qualifying the property for protection under Section 4(f). Therefore, with this letter, FTA finds that Metra's use of the Green Bay Trail is *de minimis* under Section 4(f).

The use of any Federal funds for this proposed Project is contingent upon the following condition:

- Metra will continue to coordinate with the Village of Winnetka and the Winnetka Park District during the design and construction phases of platform work that impacts the Green Bay Trail.

This determination applies only to the proposed Project as described in the aforementioned correspondence and supporting materials. Any changes to the proposed Project which would result in environmental impacts not outlined in this documentation, including the disclosure of new information or previously unidentified environmental concerns, will require re-evaluation of this action.

This confirmation of a categorical exclusion does not provide FTA commitment that future Federal funds will be approved for this proposed Project. Any costs incurred under FTA pre-award authority must meet all Federal requirements prior to those costs being incurred in order to retain eligibility of those costs for future FTA grant assistance.

If you have further questions regarding this determination, please contact Susan Weber, Community Planner, at (312) 353-3888 or [susan.weber@dot.gov](mailto:susan.weber@dot.gov). Thank you.

Sincerely,

**Tony Greep**

Digitally signed by Tony Greep  
Date: 2021.08.25 07:47:47  
-05'00'

Tony Greep

Acting Director, Office of Financial Management and Program Oversight

cc: Susan Weber, FTA  
Elizabeth Breiseth, FTA  
Dan Thomas, Metra

## ATTACHMENT B

**From:** [REDACTED]  
**To:** [Planning](#)  
**Cc:** [REDACTED]  
**Subject:** Hubbard Woods Train Station Renovation  
**Date:** Saturday, April 12, 2025 4:38:23 PM

---

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

>> Dear Design Review Board,

>>

>> I live near the Hubbard Woods Train Station and I support renovating the station. It is old and rusty in places, and definitely needs to be updated. The proposal looks nice.

>>

>> I write to bring up the loud train announcements. We live in a nice residential neighborhood, east of the station. The very loud announcements impact the neighborhood. (The mechanical sound of the train does not bother us). At times, the announcements have been so loud and so repetitive that they have impacted our enjoyment of our yard.

>>

>> I request that you, the Design Review Board, is sensitive to the impact of the announcements, as you study and approve the renovation of this station. Would it be possible to include an electronic sign that updates the train arrivals and departures? Can the speakers be targeted to the warming shelters and the platforms? Perhaps the speakers could be lowered to reach the people waiting for the train, and low height would ensure that the sound does not blast the neighborhood.

>>

>> Thank you very much,

>>

>>

>> Katherine Hazelwood

>> 270 Scott Ave

>> Winnetka, IL 60093

>>

>> [REDACTED]



**From:** [REDACTED]  
**To:** [Planning](#)  
**Cc:** [Robert Bahan](#)  
**Subject:** Case No. 25-03-SU: Hubbard Woods Metra Train Station (1065 Gage Street) May 12, 2025  
**Date:** Sunday, May 11, 2025 4:55:38 PM

---

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

Dear Zoning Board of Appeals,

We have lived in Hubbard Woods since moving to Winnetka nearly 30 years ago and have been regular commuters via the Hubbard Woods Metra station, traveling to Chicago for both work and entertainment.

Over the years, we've witnessed the steady deterioration of this station — from broken concrete and rusted staircases to persistent water and ice accumulation on the pedestrian bridge, which necessitated drilling holes just to partially facilitate drainage. The interior of the station has also become increasingly dilapidated. Of particular concern is the structural integrity of the pedestrian bridge. Commuters have voiced their concerns about these issues for years. Following the renovation of the Winnetka station some time ago, we had hoped the Hubbard Woods station would be next, given that its condition was just as poor—if not worse. We are very pleased to finally see attention being given to this longstanding public safety hazard and aesthetic blight, which does not reflect Winnetka's otherwise high standards.

We wholeheartedly support the proposed renovation. We encourage the use of materials, lighting, and railings (Option 1) that match the Winnetka Elm Street Station, and which are consistent with the character of our community.

We've noticed that the illustrations of the renovated platform shelters appear to show the removal of the existing short perpendicular walls at the north and south midpoints of the inbound-side shelter. We would prefer that these walls (and the accompanying benches) be retained, as they help block the wind for those of us waiting there on cold winter days.

Additionally, we recommend minimizing the visual impact of the pedestrian bridge entrance on the east side by reducing signage and enhancing landscaping. Unlike the west side, which faces a commercial district, the east side functions more as a modest access point for the adjacent quiet residential neighborhood.

Thank you for your consideration and for prioritizing the improvement of this vital community asset.

Sincerely,

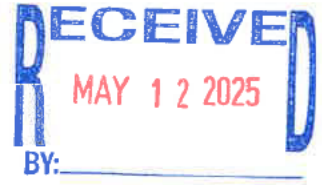
Jessica and Creed Tucker, Winnetka



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LARGE LOSS AND DESIGN PROCESS INVESTIGATIONS

[www.halesgooch.com](http://www.halesgooch.com)



[REDACTED]  
Winnetka, IL 60093, USA  
[crispin@halesgooch.com](mailto:crispin@halesgooch.com)

Office: +1-847-501-3765  
[REDACTED]

March 17, 2008

Mr. James Dodge, Director  
Metra - Suburban Cook County  
Commuter Rail Division of the Regional Transportation Authority  
Northeast Illinois Regional Commuter Railroad Corporation  
Metra Offices  
547 W. Jackson Boulevard, 13th Floor  
Chicago, IL 60661

## Re: Railroad Footbridge at Hubbard Woods Station

Dear Mr. Dodge:

As a longtime Metra customer, living in northeast Winnetka, I routinely use the footbridge that crosses the tracks to the Hubbard Woods Station. Over the years the steel corrosion and concrete spalling from heavy use of salt in the winter has caused progressive deterioration of the bridge structure. During the past two years the rate of deterioration has increased rapidly and now that the snow cover is gone from this winter it is clear that the bridge urgently needs repairs. For example:

1. The steel columns are severely wasted at the riveted connections with the overhead beams
2. The doubling plates connecting horizontal beams have failed on the eastern end of the bridge
3. The southeastern footing for the east stairway down to Hubbard Place is missing, so that improper moment forces are transmitted to the eastern end of the bridge structure when the stairs are loaded.
4. The concrete is broken away on both sides of the bridge deck, exposing formerly encased steel directly to salt-laden moisture with consequent rapid corrosion.

I suggest that you organize an engineering inspection of the bridge structure immediately and that appropriate repairs are carried out before any major structural failure occurs.

Yours sincerely,

[REDACTED]  
Crispin Hales, PhD, CEng.  
Principal Mechanical Engineer

Cc. Edmund C. Woodbury, President, Village of Winnetka

## Crispin Hales

---

**From:** Crispin Hales [crispin@halesgooch.com]  
**Sent:** Tuesday, August 19, 2008 2:10 PM  
**To:** Crispin Hales  
**Subject:** FW: Hubbard Woods Footbridge  
**Attachments:** Ltr to UPRR Hubbard Woods Bridge.PDF

**From:** Liz Rosenthal [mailto:L.Rosenthal@winnetka.org]  
**Sent:** Thursday, April 03, 2008 10:25 AM  
**To:** [crispin@halesgooch.com](mailto:crispin@halesgooch.com)  
**Cc:** Steve Saunders; Doug Williams  
**Subject:** Hubbard Woods Footbridge

Dear Mr. Hales,

Thank you for sending a copy of your March 17<sup>th</sup> letter to Metra to President Woodbury, which he, in turn, forwarded to the Village Manager's Office. Please find attached a copy of the Village's letter to Union Pacific regarding the matter.

Should you have any questions regarding this matter, please feel free to contact either me or the Village Engineer, Steven Saunders, (847) 716-3534 or [ssaunders@winnetka.org](mailto:ssaunders@winnetka.org).

*Liz Rosenthal  
Asst. to Village Manager  
Village of Winnetka  
510 Green Bay Rd.  
Winnetka, IL 60093  
phone: (847) 716-3540  
fax: (847) 501-3180*



Please do not print this email unless it is absolutely necessary. Spread environmental awareness.





# VILLAGE OF WINNETKA

*Incorporated in 1869*

*Office of the Public Works Director  
(847) 716-3534  
e-mail: [ssaunders@winnetka.org](mailto:ssaunders@winnetka.org)*

April 2, 2008

Mr. Tom Zapler  
Director – Public Affairs  
Union Pacific Railroad  
101 North Wacker Drive  
Suite 1910  
Chicago, IL 60606

Dear Tom:

I am writing to call your attention to the condition of the existing pedestrian bridge at the Hubbard Woods Station on the Union Pacific North Line in the Village of Winnetka. The Village received a copy (enclosed) of a letter from one of our residents to James Dodge of Metra, detailing deteriorated conditions at the pedestrian bridge. As a result of this letter, the Village's engineering staff reviewed the condition of the bridge, which is described in the enclosed memorandum from Assistant Village Engineer Susan Chen, P.E. While several areas of deterioration were noted, a particular concern is the disconnected foundation support for the eastern set of stairs.

In light of the conditions noted during this observation of the bridge, I am requesting that the Union Pacific Railroad consider temporarily closing the footbridge until it can complete a detailed structural inspection to determine if the bridge poses a public safety hazard. I recognize that this will be an inconvenience to users of the station, since the only other access to the platforms is via stairs off the Scott Avenue Bridge. In an attempt to mitigate this inconvenience, the Village will assist the Union Pacific by providing any necessary signage to direct riders from the station and parking areas to the stairs at the north end of the platform.

Please contact me at (847) 716-3534 to inform me of your plans, or if you have any questions.

Sincerely,

  
Steven M. Saunders  
Director of Public Works/Village Engineer

Cc: Doug Williams, Village Manager

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[www.halesgooch.com](http://www.halesgooch.com)

1000 Glenhurst Road  
Winnetka, IL 60093, USA  
[crispin@halesgooch.com](mailto:crispin@halesgooch.com)

Office: +1-847-501-3765

August 19, 2008

Mr. Tom Zapler  
Director – Public Affairs  
Union Pacific Railroad  
101 North Wacker Drive  
Suite 1910  
Chicago, IL 60606

## **Re: Railroad Footbridge at Hubbard Woods Station**

Dear Mr. Zapler:

With reference to my letter of March 17, 2008 to Mr. James Dodge at Metra concerning the structural deterioration of the above bridge it was pleasing for us all to see a maintenance crew at work replacing two of the steel columns and associated components shortly thereafter. I understand that the Village of Winnetka inspected the bridge and wrote to you about it in early April.

Now that the most severely corroded structural members have been replaced and painted externally the condition of the bridge is certainly much improved, and we appreciate the work that has been done. While I was looking at some of the repair details the crew mentioned that it was only four years since they were last working on the same bridge, which highlights the problem of rapid deterioration of the steelwork caused by heavy use of salt in the winter. We hope that the now bolted joints at the top of the new columns will be adequately protected against the same salt water corrosion prior to the start of the forthcoming winter season.

With many thanks for attending to the welfare of this bridge. It is much appreciated.

Yours sincerely,



Crispin Hales, PhD, CEng.  
Principal Mechanical Engineer

Cc. Village of Winnetka



# **HALES & GOOCH LTD.**

LARGE LOSS AND DESIGN PROCESS INVESTIGATIONS

[www.halesgooch.com](http://www.halesgooch.com)

Winnetka, IL 60093, USA

[crispin@halesgooch.com](mailto:crispin@halesgooch.com)

Office: +1-847-501-3765

November 6, 2014

Martin J. Oberman  
Chairman, Metra Board of Directors  
Metra Offices  
547 W. Jackson Boulevard, 13th Floor  
Chicago, IL 60661

## **Re: Railroad Footbridge at Hubbard Woods Station**

Dear Mr. Oberman:

Further to my two previous letters in 2008 that are attached for reference, I have continued to use and observe the deteriorating footbridge that crosses the railroad tracks to the Hubbard Woods Metra Station. During the past several years the concrete decking sections have sagged to the point where someone drilled holes through the concrete to help drain the water that pooled on top during wet weather. **Figures 1 & 2** show water pooling on top of the decking in 2013 when several of these drain holes plugged up and how the side concrete has broken away exposing the remains of the reinforcing steel. The depth of the pooled water indicates the extent of the sag in the deck sections and the brown stains across the deck under the water indicate that the reinforcing steel within the concrete deck has been seriously compromised by progressive corrosion over the years.



Figure 1 Hubbard Woods Bridge - sagged deck sections



Figure 2 Pooling, missing concrete and exposed reinforcing

During this year the sagging of the deck sections has become more pronounced and at three locations across the bridge it is now a matter of several inches. It has reached the point where, as a concerned user and engineer, I again suggest that you carry out a professional structural inspection of this bridge. Any type of failure would create a major hazard to those using the bridge, those using the trains and those using the bicycle path alongside the tracks.

Some details of the corroded steelwork are shown in **Figures 3 & 4** and the current state of the bridge as viewed from below can be seen in **Figures 5 & 6**.



Figure 3 Typical corroded upper column bolted joint



Figure 4 Typical corroded steel support framework



Figure 5 View below on 10/26/2014



Figure 6 More details of corroded structure and failing concrete from below

Within a few weeks the bridge will again be covered with a mixture of snow and salt making a thorough inspection extremely difficult. This was once an excellent bridge and to this day it is in regular use by many Winnetka residents. All it ever needed was some reasonable care and attention. Now it is crying out for help but perhaps you are too tied up with more important matters to listen.

Yours sincerely,

[Redacted Signature]

Crispin Hales, PhD, CEng.  
Principal Mechanical Engineer

cc E. Gene Greable, Village Council President, Winnetka  
Richard Kates, Village Council Trustee, Winnetka



P 312 777 2037  
F 312 777 2020

December 2, 2014

Mr. Crispin Hales  
[REDACTED]

Winnetka, IL 60093

**Re: Pedestrian Bridge at Hubbard Woods Metra Station**

Dear Mr. Hales,

Thank you for reaching out to Union Pacific Railroad ("UP") to express your concerns regarding the pedestrian bridge at the Hubbard Woods Metra Station. UP's top priority of bridge operations is always the safety of citizens and employees. In response to your letter, UP Engineering inspected the bridge immediately after receiving your correspondence and found the bridge to be safe and structurally sound.

Please know, all of the bridge structures within the Village are annually inspected per the requirements of the Federal Railroad Administration (which has jurisdiction over railroad bridges), and through 2014 have all been deemed to meet the federal standards for safety and structural soundness. In fact, UP meets that standard and goes beyond by inspecting its bridges twice a year, along with cursory inspections throughout. As part of this process, UP bridge inspectors are trained to inspect all of the bridge components and determine what, if any, issues are present and need to be addressed. Our bridge inspectors focus on the soundness of the bridge structure as opposed to the aesthetic presentation.

As to this pedestrian bridge, although UP Engineering did find areas of corrosion, the steel frame and component connections are structurally sound. They also witnessed minimal pooling along a portion of the concrete deck, but that is a result of finish work and not sagging. The concrete along the side of the bridge was installed as filler in the web for decorative purposes, not structural. UP Engineering did find areas of deteriorating and spalling concrete, and have since removed it. We will continue to monitor this bridge through the winter season, and address any further maintenance as needed.

As funding becomes available for capital improvement projects, UP and Metra will keep this pedestrian bridge in consideration. Thanks again for your commitment to safety.

Sincerely,  
[REDACTED]

cc: Martin Oberman – Metra  
Lynn Corrao – Metra  
Robert Bahan – Village of Winnetka

**WINNETKA PLAN COMMISSION SPECIAL MEETING MINUTES EXCERPT  
MAY 22, 2025**

**Members Present:**

Layla Danley, Chairperson  
Jonathan Alt  
Matthew Bradley  
Mamie Case  
Chris Enck  
Liz Kunkle  
Cyrus Subawalla

**Members Absent:**

None

**Non-Voting Members Present:**

Rob Trustee Apatoff

**Village Staff:**

Scott Mangum, Community Development Director  
Ann Klaassen, Assistant Director of Community  
Development

\*\*\*

**a. Case No. 25-03-SU: Hubbard Woods Metra Train Station (1065 Gage Street): An application seeking approval of a Special Use Permit to allow renovation of the existing train depot and train platform and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform and new warming shelters. The Village Council has final jurisdiction on this request.**

Ms. Klaassen summarized the special use permit application for the train depot renovation, new pedestrian bridge construction, new ADA accessible ramps, stairs and elevators to the train platform as well as new warming stations. She then identified the property's location, zoning classification and allowable uses via special use permit approval as well as the Comprehensive Plan designation. Ms. Klaassen referred to site photos of the existing improvements and various elevation renderings. She then stated that due to the ongoing review by the Union Pacific Railroad (UP) of the proposed site improvements, Metra and the applicant have provided options for the pedestrian bridge railing which she described for the Commission and explained the need for a variation from the UP for option 2, which is suggested by the applicant. Ms. Klaassen informed the Commission the ZBA and DRB were supportive of option no. 2. She then identified the proposed landscaping plan which was reviewed and approved by the Village Forester. She also summarized the DRB's and ZBA's review of the application and recommendations of approval.

Ms. Klaassen stated following the applicant's presentation, public comment and Commission discussion, a Commission Member may make a motion to either continue the matter to a date certain or consider a motion recommending approval or denial with draft language included on page nos. 21 and 22. She stated additional public correspondence was provided to the Commission and asked if there were any questions.

Chairperson Danley asked if the DRB's review only related to the elevator towers. Ms. Klaassen responded that the DRB's only concern was with respect to the design of the proposed elevator towers and that they were supportive of the application in other respects. Chairperson Danley asked if there would be no landscaping in front of a sign she identified. Ms. Klaassen stated the applicant can provide more details with respect to the proposed landscaping, but the intent would be that proposed landscaping would not



1 block the sign.

2  
3 Mr. Enck asked if there is usable space underneath the east ramp. Ms. Klaassen responded no, the  
4 renderings may not correctly depict the improvements below the ramp. Mr. Enck also asked if the elevator  
5 towers are similar to those at the Elm Street station. Ms. Klaassen responded they are not similar and the  
6 applicant can provide further information to explain the differences. Mr. Enck then referred to the railing  
7 height discussion and asked if there are other 6 foot high railings in the Village. Ms. Klaassen confirmed  
8 the Elm Street railings are not 6 feet. Mr. Bradley summarized the ZBA's discussion of the options and the  
9 option presented would require a variation. He stated there would ultimately be a mandate for all of the  
10 stations to be retrofitted to follow this railing height recommendation. Mr. Subawalla asked if the  
11 applicant considered using a lift versus the ramp, which would have been less obtrusive. Ms. Klaassen  
12 stated the applicant could respond to that question. No additional questions were raised at this time.

13  
14 Chairperson Danley swore in those speaking to this matter. Glen Peters, Metra Senior Director of Capital  
15 Projects, Patricia Davidson, TYLin International Project Manager and Roya Basirirad, Metra Project  
16 Manager, introduced themselves to the Commission. Ms. Davidson asked if there were any questions.

17  
18 Mr. Subawalla asked if there would not be warming shelters on the northbound side and questioned the  
19 thought process behind the selection of option no. 2. He also questioned why the restored windbreaks  
20 are so close to the warming shelter. Ms. Davidson referred to the greater amount of ridership going south  
21 and noted the lower level of the elevator tower would be heated which would provide shelter. Mr. Peters  
22 stated the 42 inch railing height would be similar to that at Elm Street but UP insisted on safety in terms  
23 of the proposed height. He further explained the rationale for the proposed railing height. Mr. Alt stated  
24 there have been no incidents in terms of safety. Mr. Peters stated they can start the request at 42 inches  
25 and explained the timeline in terms of receiving a response from UP.

26  
27 Ms. Case suggested there be warming shelters on the north side as well. Mr. Peters stated there is also  
28 the depot in addition to the elevator tower to provide warmth. He added they do not want to overbuild.  
29 Ms. Case asked for an explanation in terms of the elevator towers. Mr. Peters summarized the DRB's  
30 concerns. He also stated adjustments can be made to the speakers in terms of noise, if necessary. Trustee  
31 Apatoff asked if a lift was considered. Mr. Peters responded in terms of meeting ADA requirements; he  
32 identified the main concern as inclement weather in connection with maintenance of a lift. Mr. Bradley  
33 summarized the ZBA's concerns relating to whether the ramp can be mitigated in size and scope. Ms.  
34 Davidson confirmed the ramp size met the minimum ADA requirements.

35  
36 Mr. Enck referred to the Green Bay Trail and the gap between the road and the train below. Mr. Subawalla  
37 referred to the massive retaining wall. The Commission Members and the applicant discussed an  
38 illustration showing the proposed landscaping in that area and possible alternatives. Ms. Davidson  
39 identified the precast wall elements and asked the Commission Members if they would prefer for them  
40 to be left open. Mr. Bradley questioned why the bridge height is set where it is to justify the steps in  
41 relation to the grade. Ms. Davidson responded it is a UP requirement to raise the bridge at that level which  
42 necessitates the switchback. Mr. Peters provided further information relating to the bridge height  
43 requirements. Mr. Bradley stated that the design of the west ramp was not presented or discussed at the  
44 ZBA meeting and it appeared to be very steep. Ms. Davidson confirmed it would be fully ADA accessible  
45 at a 5% incline. The Commission Members and the applicant discussed the ramp positioning in detail.

46  
47 Chairperson Danley asked if there are speaker volume standards in terms of announcements. Mr. Peters  
48 responded the riders need to be able to hear the announcements and with more speakers added, the

1 volume can be reduced. The Commission Members and the applicant further discussed the length and  
2 width of the ramp and its elevations. No additional questions were raised at this time.

3  
4 Chairperson Danley asked for public comment. She then swore in those speaking to this matter.

5  
6 Michael Egan referred to the deteriorating bridge in downtown Winnetka and asked if the new bridge  
7 would be more suitably constructed to endure the weather. Mr. Peters confirmed it would be constructed  
8 with a reinforced polymer with a non-slip surface. No additional comments were made at this time.

9  
10 Chairperson Danley then called the matter in for discussion. Mr. Bradley described the project as long  
11 overdue and he did not want to hold up the project which is needed with it only being a matter of time  
12 before there is a safety incident. He suggested they move with haste to get the approval done. Ms. Kunkle  
13 described the Hubbard Woods station as unsafe and as an EFC member, she has received numerous  
14 questions asking if anything can be done with regard to the train station. She described the request as a  
15 no-brainer and added she would be okay with any of the height option iterations. Ms. Kunkle commented  
16 a good job was done on the elevator towers and all of the aspects of the request with minor aesthetic  
17 concerns that can be addressed later. Ms. Kunkle concluded she is in favor of the request. Mr. Enck agreed  
18 with the comments made and initially would have suggested a compromise be reached in terms of a lower  
19 bridge height. He concluded he is in favor of the request. Mr. Alt thanked the applicant for their  
20 presentation and stated he would be in favor of option no. 1. Ms. Case stated she would be in favor of the  
21 option presented, not the third option, and the applicant addressed her questions relating to noise  
22 reduction. She added she would like to see another shelter on the west side and would be in favor of the  
23 request. Mr. Subawalla agreed with the comments made and suggested consideration be given to  
24 covering the retaining wall with landscaping and that a 42 inch railing height would be fine. Trustee  
25 Apatoff stated a 6 foot height would make it appear more urban and he would be in favor of approving  
26 the request. Chairperson Danley agreed the renovation is far overdue and with regard to the railings, the  
27 smaller railing would be more contextually consistent with the neighborhood although the applicant has  
28 numerous bodies administering requirements that must be adhered to. She agreed they do not want to  
29 delay approval of the request and the Commission Members are not suggesting conditions be included  
30 with an approval recommendation but suggestions be presented to the Village Council.

31  
32 Chairperson Danley asked for a motion to recommend approval. A motion was made by Ms. Case to  
33 recommend approval of the special use permit as outlined on page 16 to allow for the renovation of the  
34 existing Hubbard Woods train depot and platform, construction of a new pedestrian bridge, new  
35 accessible ramps, new stairs, elevators to the train platform and new warming shelters on the property  
36 based on the evidence on record and findings of fact nos. 1-2 and (a)-(f). The motion was seconded by Ms.  
37 Kunkle. A vote was taken and the motion unanimously passed, 6 to 0:

38 AYES: Alt, Case, Danley, Enck, Kunkle, Subawalla

39 NAYS: None

40 NON-VOTING: Apatoff, Bradley

41  
42 \*\*\*

43  
44 Respectfully submitted,

45  
46 Antionette Johnson

47 Recording Secretary



# ATTACHMENT 3

Minutes adopted 06.09.2025

## WINNETKA ZONING BOARD OF APPEALS MEETING MINUTES EXCERPT MAY 12, 2025

**Zoning Board Members Present:** Matt Bradley, Chairman  
Mark Haller  
Lynn Hanley  
Kathryn Leister  
Kate Casale MacNally  
Mike Nielsen

**Zoning Board Members Absent:** Todd Vender

**Village Staff:** Steve Mangum, Director of Community Development  
Ann Klaassen, Assistant Director of Community Development

\*\*\*

### **New Cases:**

a. **Case No. 25-03-SU: Hubbard Woods Metra Train Station (1065 Gage Street):** An application seeking approval of a Special Use Permit to allow renovation of the existing train depot and train platform and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform, and new warming shelters. The Village Council has final jurisdiction on this request.

Ms. Klaassen described the proposed exterior improvements which include a new pedestrian bridge, new ADA accessible ramps, new stairs and elevators to the train platform. She stated the proposal also includes new warming shelters and renovations to the existing train depot, and windbreak shelters, which required special use approval. She then identified the property's location and zoning classification. Ms. Klaassen then referred to photos of the site and identified the items to be repaired and replaced. She noted an important component of the project included ADA accessibility. Ms. Klaassen noted due to the UP's ongoing review, Metra and its design team have identified options for the pedestrian bridge railing. She then explained the options for the pedestrian bridge railing. Ms. Klaassen noted that the applicant has submitted a landscape plan that has been reviewed by the Village Forester who noted that the shade and ornamental trees listed on the plan are acceptable to the Village. She then explained that all trees installed on Village property, which includes the plantings on the west end of Hubbard Place, must meet certain standards and be inspected by the Village Forester at planting.

Ms. Klaassen summarized the Design Review Board's review of the proposal with the Plan Commission to consider the special use permit at their May 22, 2025, meeting. She referred to the standards the Board is to consider and stated following the applicant's presentation, public comment and Board discussion, the Board may either continue the application to a date certain or move to recommend approval or denial with draft language for a motion provided on page nos. 24 and 25 of the agenda packet. Ms. Klaassen noted additional public correspondence was provided to the Board and then asked if there were any questions.

Ms. Casale MacNally asked with regard to the height of option nos. 1, 2 and 3, if the Elm Street station height would continue to be grandfathered in. Ms. Klaassen responded that the railing height is a UP

1 standard; when the railing needs replaced the UP will need to review and approve the railing. No  
2 additional questions were raised at this time.

3  
4 Chairman Bradley swore in those speaking to this matter. Patricia Davidson, Ty Lin International Project  
5 Manager, referred the Board to illustrations and summarized their responses to the special use standards.  
6 She then asked if there were any questions.

7  
8 Chairman Bradley asked which elements of the project are ADA focused. Ms. Davidson identified the step  
9 and grade modifications for access to the depot, the area leading from the pedestrian bridge over the UP  
10 railroad and the ADA accessible platforms from the bike trail. She further explained how the proposed  
11 design structure was determined compared to what is required in order to become ADA compliant.

12  
13 Mr. Haller commented the design is great and stated he is only concerned with the east side. He described  
14 egress points at other Metra stations being in commercial areas, not residential like this instance, and  
15 suggested additional landscaping be installed to benefit the residential neighbors, which might require  
16 pushing the east ramp to the west. Mr. Haller questioned the rationale of Metra leaving the stations open  
17 in terms of its profile. Ms. Davidson responded it is due to the ramp and stairs' location which is currently  
18 outside the UP right-of-way but pushing the east ramp to the west would put those improvements inside  
19 the UP right-of-way. She also stated 50% of the entrances are required to be ADA accessible and explained  
20 the other entrances at the train station. Mr. Haller questioned the effect on property values on that side  
21 of the street.

22  
23 Ms. Hanley asked what is it built on now if it is not currently on the UP right-of-way on the west side. Ms.  
24 Davidson responded there is an existing roadway right-of-way between the UP right-of-way and Hubbard  
25 Place. It was confirmed the Village owned the vacated easement. Ms. Hanley asked what is the amount  
26 of ridership at that station. Ms. Davidson stated she did not have that information and confirmed there  
27 would be no ticket agent. Ms. Davidson noted they would not be upgrading the lower level of the depot.  
28 Ms. Hanley asked if there would continue to be heaters in the windbreaks. Ms. Davidson responded she  
29 would have to review the plans with regard to that detail. Ms. Hanley questioned how likely it would be  
30 for the applicant to obtain approval for the pedestrian bridge railings. Ms. Davidson stated a variation  
31 would have to be submitted to UP and described the safety issues relating to the fence height. She also  
32 provided information relating to maintenance and snow clearance issues. The Board Members discussed  
33 safety issues relating to the gap with regard to potential safety hazards. No additional questions were  
34 raised at this time.

35  
36 Chairman Bradley asked for public comment and swore in those speaking to this matter.

37  
38 Crispin Hales, 1000 Sheridan Road, provided information which he documented over the years with regard  
39 to safety issues relating to the bridge and the response he received from Metra. He stated he is pleased  
40 that the bridge would be replaced.

41  
42 Charles Billington, a Glencoe resident, described the freight shaft and dumbwaiter elevator usage and  
43 suggested it be used as an ADA accessible elevator. He also identified an area which could be used as a  
44 warming shelter.

45  
46 Craig Lan, referred to the previous comments with regard to making the east ramp area less intrusive and  
47 stated he is in favor of the proposed ADA accessibility improvements and the ramp. No additional public  
48 comments were made at this time.



1 Chairman Bradley questioned the project's timeline. Ms. Davidson responded the plans are at 90% and  
2 summarized their permit process as well as their presentation to the other Boards. She stated they  
3 planned to begin construction in the early spring with no plans to close the station during construction.  
4 Ms. Davidson also provided information relating to work to be done on the Green Bay Trail and estimated  
5 construction to take 18-24 months.

6  
7 Chairman Bradley called the matter in for discussion. Mr. Haller stated his only concern related to the  
8 second standard in that the size and scale of the east ramp and the building's exposure in a commercial  
9 sense would be a burden on the homeowners on Hubbard Place. He suggested consideration be given to  
10 push the entire ramp system back to the west and reduce the scale of the opening of the center section.  
11 Mr. Haller also referred to the amount of screening and concluded he is fine with other aspects of the  
12 project. Ms. Hanley indicated that may not be practical or an option due to the easement. The Board  
13 Members discussed possible alternatives and the second standard being addressed.

14  
15 Mr. Nielsen stated he would lean toward approval and referred to Ms. Hanley's and Ms. Casale MacNally's  
16 questions relating to the design. He stated reconsideration is definitely in line and the project has not  
17 been rushed. Mr. Nielsen concluded by stating the Board's comments would be clear and referred to the  
18 fact that there was not more public comment against the request.

19  
20 Ms. Casale MacNally stated she is in favor of the request and referred to the amount of support for the  
21 project. She stated addressing the ADA accessibility concerns is well past due. Ms. Hanley also stated she  
22 is in favor of the request and commented she is disappointed that there is not a warming station on both  
23 sides. She then stated in terms of the design, she commented it is lovely and agreed the bridge has been  
24 over salted for years. Ms. Hanley commented she is glad to see the station being renovated and agreed  
25 with Ms. Casale MacNally's comments relating to ADA compliance. Ms. Leister stated she is also in favor  
26 of the request and asked for the Plan Commission to closely consider the east side which appeared more  
27 commercial looking with an attempt to make it fit in more with the neighborhood.

28  
29 Chairman Bradley stated he also is in favor of recommending approval and agreed the project is long  
30 overdue and would improve safety concerns and increase ADA accessibility. He referred to one neighbor's  
31 comment to request the signage size be reduced and to increase landscaping on the residential side.  
32 Chairman Bradley stated with regard to option no. 2 for the railing design, he would be in favor of aligning  
33 with UP's approach so as to not delay the project.

34  
35 Chairman Bradley then asked for a motion to recommend approval of the request as indicated on page  
36 no. 24 of the agenda packet. A motion to recommend approval was made by Ms. Casale MacNally. Mr.  
37 Nielsen seconded the motion. A vote was taken and the motion unanimously passed, 6 to 0:

38 AYES: Bradley, Haller, Hanley, Leister, Casale MacNally, Nielsen

39 NAYS: None

40  
41 \*\*\*

42  
43 Respectfully submitted,

44  
45 Antionette Johnson

46 Recording Secretary



# HUBBARD WOODS STATION

## ELEVATOR TOWER REFINEMENT





# CURRENT DESIGN

Reviewed and Approved by Consulting Parties, FTA, and SHPO in 2020.

## REFINEMENT CONSIDERATIONS:

- Window proportions refined for better balance.
- Consider enhancing or integrating the lintel to strengthen the opening.
- Wall surface appears flat: opportunities for added depth or relief.
- Explore ways to express brick in a contemporary manner through detailing.



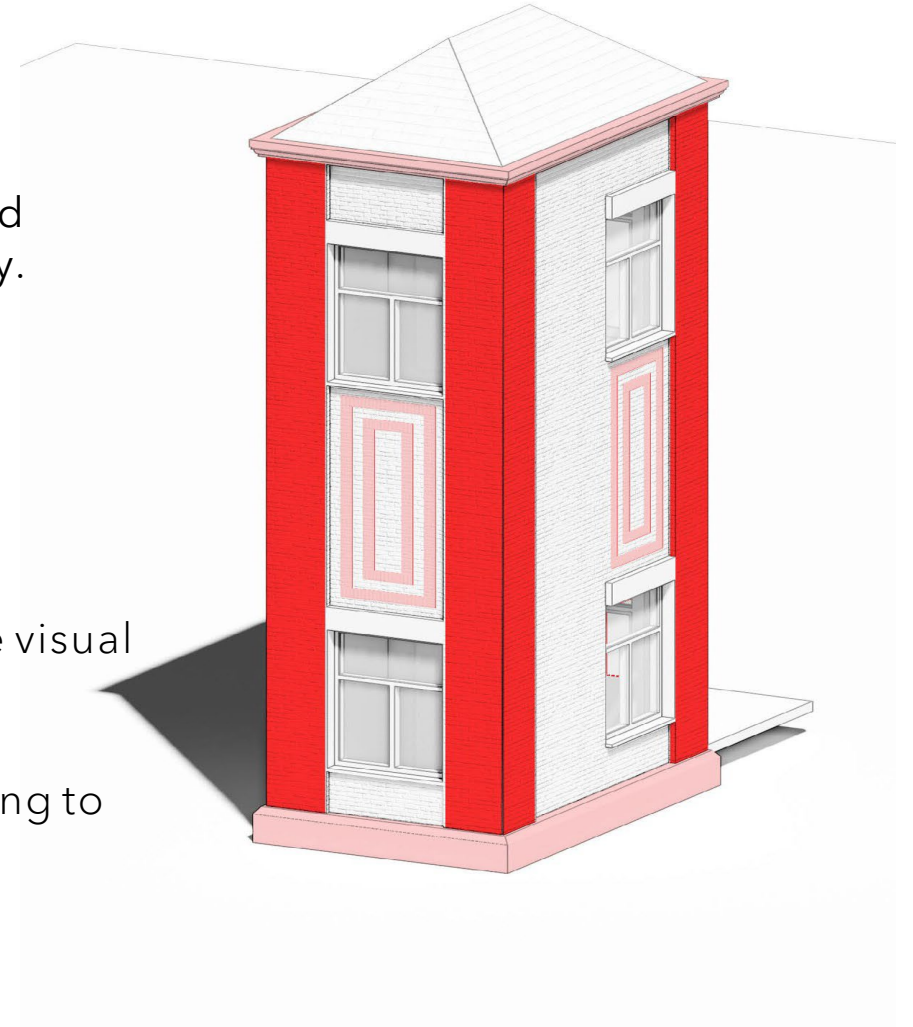
# ELEVATOR TOWER REFINEMENT

## OPTION 1

- Vertical corner pier widened and projected to reinforce verticality.

Constructed with 10" thickened "L"-shaped corner precast concrete and widened to 2.5'.

- Window lintel height and depth increased.
- Foundation lowered to enhance visual connection with roof.
- Brick pattern added while relating to context.







OPTION 1





OPTION 1

GFT

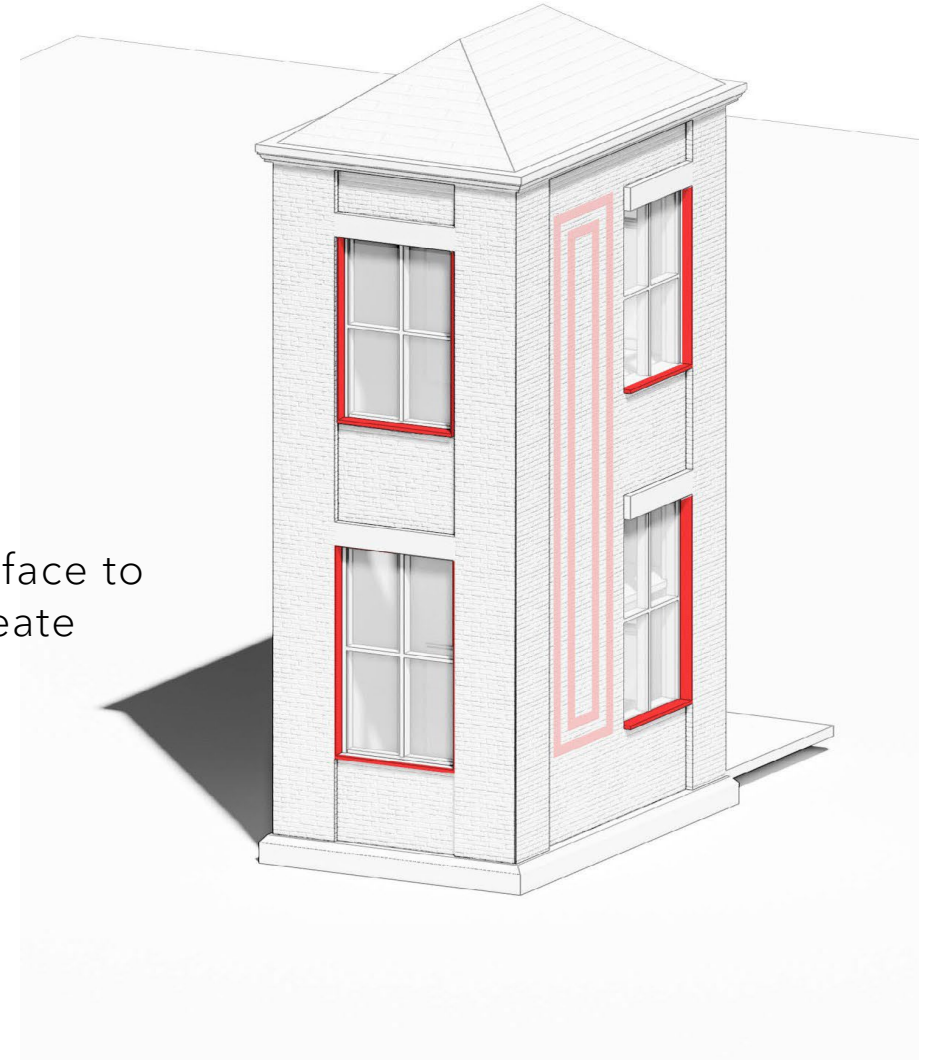


# ELEVATOR TOWER REFINEMENT

## OPTION 2

These features are in addition to items listed in Option 1:

- Window proportion better matches overall tower height and verticality.
- Brick pattern added to side surface to activate negative space and create increase visual interest.











OPTION 2

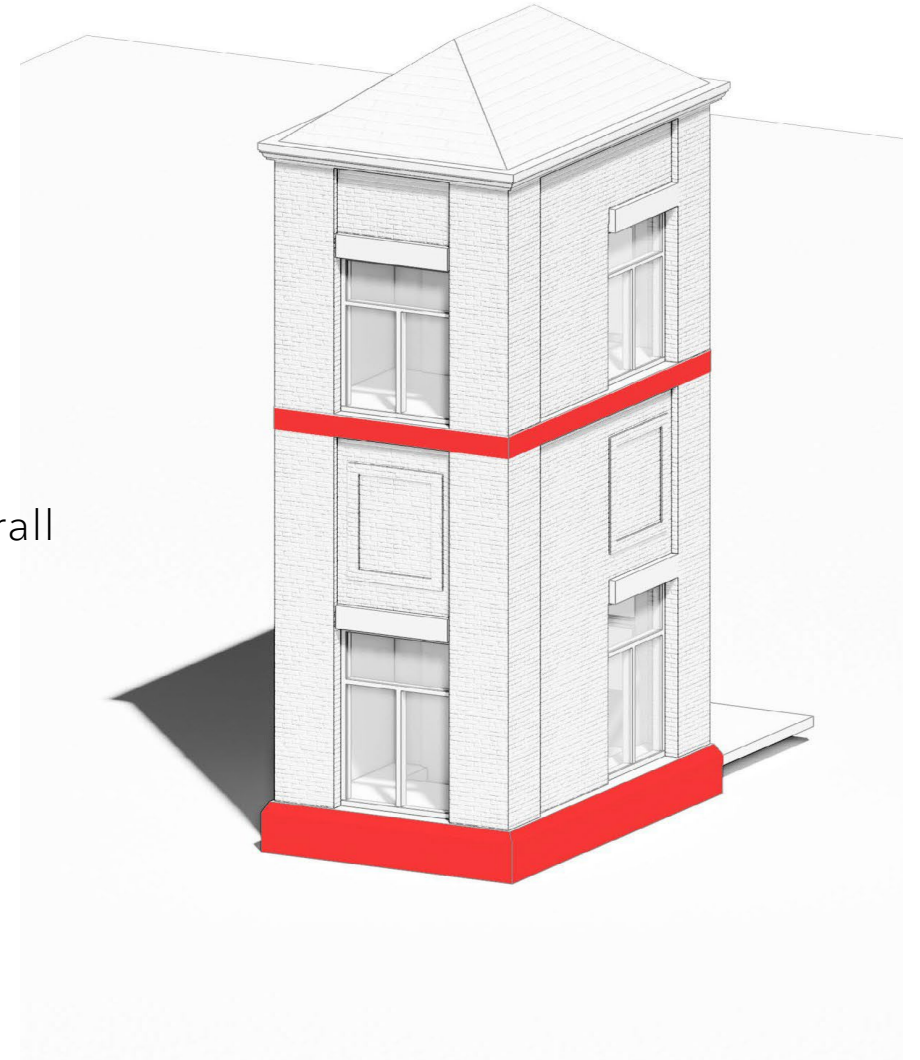
GFT



# ELEVATOR TOWER REFINEMENT

## OPTION 3

- Horizontal banding added and aligns with bridge elevation.
- Reveals added at bridge level and window base.
- Raised foundation to unify overall horizontal design language.













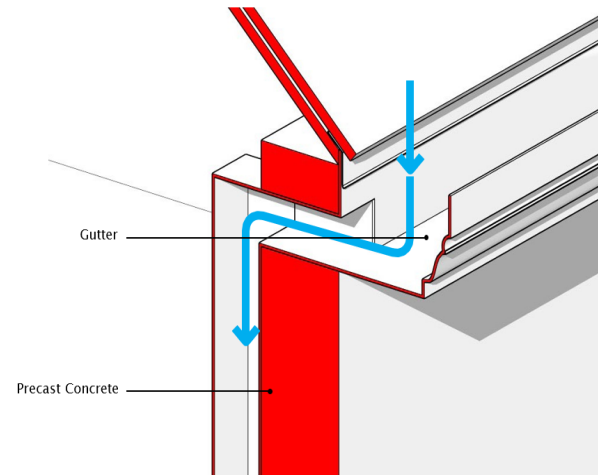


OPTION 3



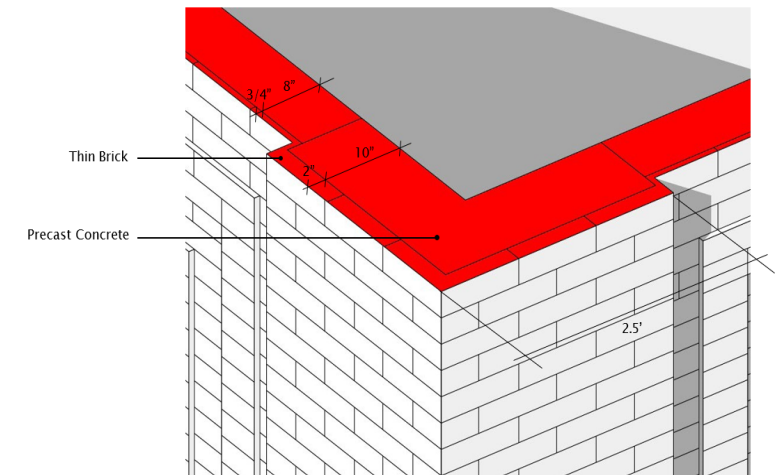
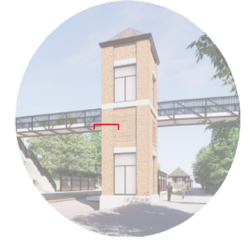
# ELEVATOR TOWER REFINEMENT

## CONSTRUCTION DETAILS



GUTTER

Water flows through the precast concrete wall into the building interior.

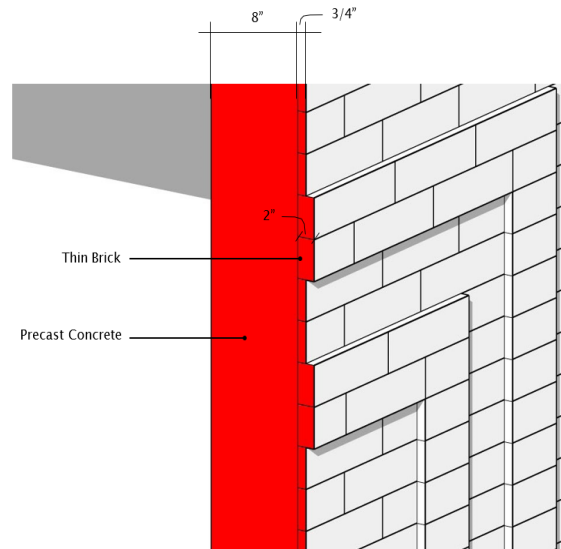


PRECAST + THIN BRICK

Corner precast concrete and thin brick are thickened to create three-dimensional depth.

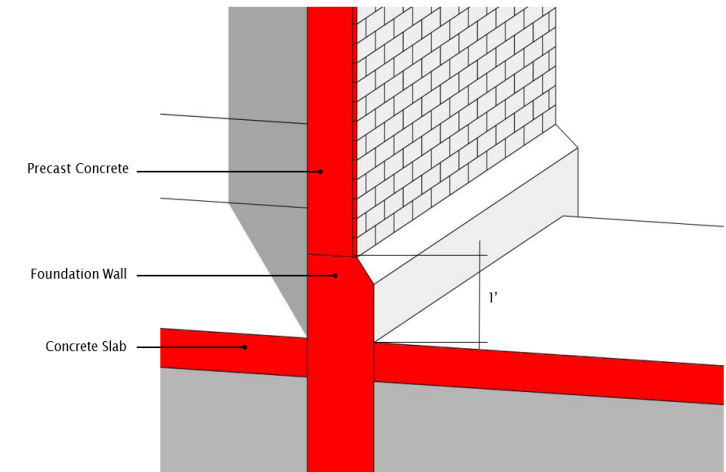


# ELEVATOR TOWER REFINEMENT CONSTRUCTION DETAILS



FRAMED BRICK PATTERN

Thickened thin brick is applied to create the framed pattern.



FOUNDATION CURB

Foundation curb to be constructed to match the shelter foundation.

# ELEVATOR TOWER REFINEMENT CONSTRUCTION DETAILS

## Thin Brick Construction Reference



H.C. Muddox  
Thin Brick | H.C. Muddox



H.C. Muddox  
Thin Brick | H.C. Muddox



Thomasnet  
Thin Brick/Precast concrete Panels

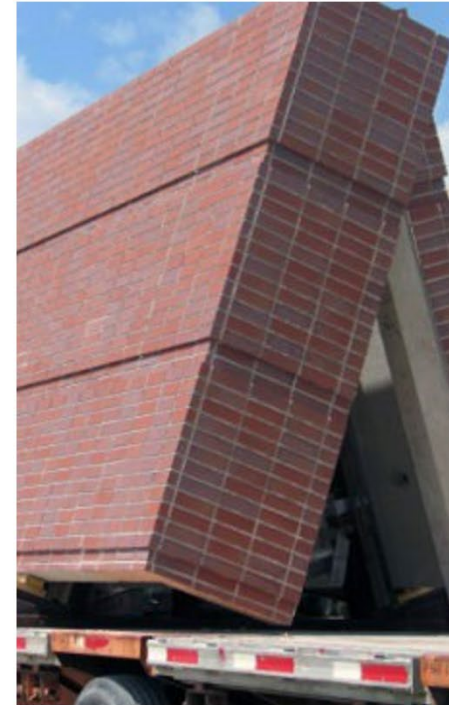


H.C. Muddox

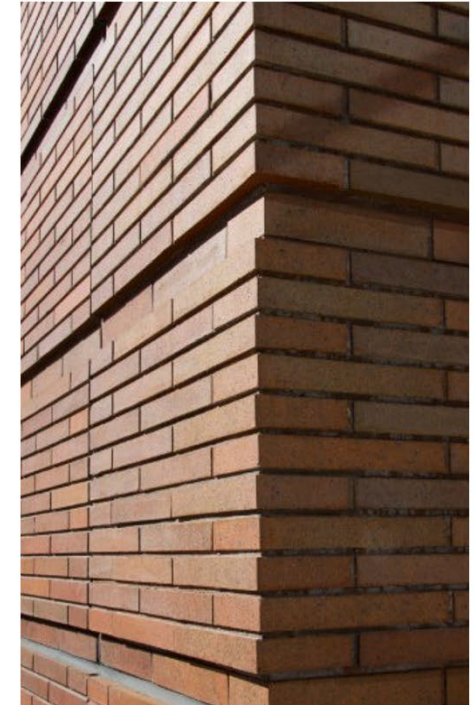
Manufactured  
Each Brick



Assembled in Factory



Transport



Construction







A photograph of a Metra train traveling through a wooded area. The train is moving from right to left on a set of tracks. The lead locomotive is white with blue and red accents and has the Metra logo on its side. It is pulling several passenger cars. The background is filled with lush green trees under a clear blue sky. The text "ANY ADDITIONAL QUESTIONS?" is overlaid in large, white, bold, sans-serif capital letters across the center of the image.

**ANY ADDITIONAL QUESTIONS?**



**THANK YOU FOR YOUR TIME AND  
CONSIDERATION!!!**

**WE LOOK FORWARD TO THE COUNCIL RECEIVING  
A FAVORABLE RECOMMENDATION ON THIS  
DESIGN.**



**Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes Excerpt  
April 17, 2025**

**Members Present:**

Katie Moor, Chairperson  
Fritz Duda  
Colin Kennedy  
Heather Niehoff  
Michael Ritter

**Members Absent:**

Paul Konstant

**Village Staff:**

Scott Mangum, Director of Community Development  
Ann Klaassen, Assistant Director of Community  
Development  
Davorka Kirincic, Building and Code Enforcement  
Manager

\*\*\*

**a. Case No. 25-03-SU: Hubbard Woods Train Station (1065 Gage Street): Certificate of Appropriateness to allow renovation of the existing train depot and train platform and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform, and new warming shelters. The Village Council has final jurisdiction on this request. This item was continued from the March 20, 2025, Design Review Board meeting at the Applicant's request. No discussion occurred and no action was taken by the Board on this item at the March 20, 2025, meeting.**

Ms. Klaassen identified the property's location and photos of the existing depot as well as the east elevation of the station. She described the project proposal in detail and referred to existing illustrations of the external elements that are proposed to be replaced. Ms. Klaassen then stated a priority objective is to make the train station ADA compliant including internal improvements. She described in detail, landscape screening and the slight relocation of the Green Bay Trail to the east to accommodate the east elevator tower and warming shelters. Ms. Klaassen stated the proposal included matching the exterior of the existing train station, including the slate roof. She noted that façade of the east side of the pedestrian bridge and ramp would also match the brick and limestone elements of the existing station. Ms. Klaassen also stated that proposed exterior lights on the pedestrian bridge are intended to match the lights on the Elm Street pedestrian bridge.

Ms. Klaassen stated due to the project's ongoing review by the Union Pacific Railroad (UP), Metra and its design team have provided three options for the pedestrian bridge railing which she identified for the Board. She stated it is the applicant's plan to propose option no. 2 and request a variance from the UP. Ms. Klaassen referred to the proposed signage which is not subject to the Village's sign code or sign regulations but are subject to the Village's Design Guidelines which she described for the Board. She also identified the proposed landscaping plan which was reviewed by the Village Forester and summarized their conclusion. She also informed the Board of the proposal's review schedule for the ZBA and Plan Commission.

Ms. Klaassen identified the four factors the Board is to consider for reviewing the Certificate of Appropriateness as well as the applicable Design Guidelines excerpts included on page 84. She noted one written comment was received from the public and provided to the Board, and stated following the



1 applicant's presentation, public comment and applicant's response, the Board may continue the matter  
2 to a date certain or recommend approval or denial with draft language of a motion included on page nos.  
3 20 and 21. She then asked if there were any questions. No questions were raised at this time.  
4

5 Patricia Davidson, Ty Lin International, referred to the PowerPoint presentation and stated she would  
6 summarize the project elements. She described the existing station conditions, the historic windbreaks to  
7 be repaired and reinstalled, the pedestrian stairs and station interior to be renovated as well as the Green  
8 Bay Trail relocation. Ms. Davidson informed the Board the project scope included the station depot  
9 renovation, restoration of the windbreaks, repaving pedestrian improvements along Tower Court,  
10 pedestrian bridge replacement, addition of two elevator towers and east and west ramps for ADA  
11 accessibility. She stated the project also would include replacement of the existing platforms and  
12 installation of two new warming shelters, as well a slight realignment of the Green Bay Trail.  
13

14 Ms. Davidson stated the steps used to access the station would be regraded to eliminate them and  
15 identified several other elements in the proposal. She referred to several additional proposal renderings  
16 identifying several proposed elements as well as additional clearances required for the elevators. She then  
17 described the railing materials which would require a variance from the UP as well as detailed images for  
18 the ramps and two elevator towers. Ms. Davidson also described the windbreak restoration process, the  
19 two new shelters and the proposed materials. She referred to the Green Bay Trail and described the  
20 proposed landscaping screening. Ms. Davidson noted they have a material board for the Board to review  
21 including the requirement to use a slate roof. She then asked if there were any questions.  
22

23 Ms. Niehoff referred to the proposal's consistency with the Elm Street station and SHPO (State Historic  
24 Preservation Office) requirements and commented on how the proposed materials fit in with the Board's  
25 desire for quality materials. She asked for clarification with regard to the stairs leading into the station  
26 and asked if it would be a graded ramp with a railing. Ms. Davidson responded a railed ramp would not  
27 be used in front of the building. Ms. Niehoff questioned the elevator tower articulation and suggested a  
28 brick reveal or intrusions be included to match what was used at the Elm Street station. She also provided  
29 a suggestion with regard to the roof overhang. Ms. Davidson referred to the approved iteration for the  
30 elevator tower design and if it was modified, it would require SHPO approval. She also clarified the  
31 downspout location. Ms. Niehoff then asked about the color of the railings. Ms. Davidson responded that  
32 the railings would be black. Ms. Niehoff stated she would prefer the color of the railings at the Elm Street  
33 Station over black. She then questioned the platform lighting. Ms. Davidson clarified the proposed lighting  
34 for the Board.  
35

36 Mr. Duda agreed with Ms. Niehoff's comments specifically the brick detailing on the elevator tower. Mr.  
37 Kennedy asked if there would be any issue from UP with regard to the variation required for option no. 2.  
38 Ms. Davidson responded she did not know. Chairperson Moor agreed she would prefer a 42 inch fence to  
39 match that at Elm Street. The Board agreed to include it as a recommendation for approval. Ms. Moor  
40 then commented that the sign facing Hubbard Place seems very large since it just faces residences. Roya  
41 Basirirad, with Metra, informed the Board there is a signage team which created a proposal based on sign  
42 standards and indicated they can suggest the size be minimized as much as possible.  
43

44 Chairperson Moor referred to the elevator tower articulation and suggested adding more divided light to  
45 the windows. Ms. Niehoff agreed with Chairperson Moor's suggestion. Ms. Davidson confirmed SHPO  
46 drove the elevator tower appearance, she noted that the original design matched the station more. Ms.  
47 Basirirad stated that SHPO wants the towers to be different than the station. Ms. Niehoff stated they

1 don't necessarily have to match but they need more detail to give them quality. The Board Members  
2 discussed their preferences and also reviewed the material board.

3  
4 Ms. Davidson stated to address the comment from the public regarding the speakers, they can lower the  
5 speakers but they will need to add more. She noted that the speakers would be located on the light poles.  
6 Chairperson Moor asked how many more would have to added. Ms. Davidson responded probably two  
7 times more.

8  
9 Chairperson Moor asked if there were any public comments. No comments were made at this time. She  
10 then called the matter in for discussion.

11  
12 Chairperson Moor identified the Board's options and asked for the application to be continued to the May  
13 15, 2025, meeting in order to allow for the Board's questions to be addressed. The Board Members  
14 discussed their availability.

15  
16 Ms. Niehoff moved to continue the matter to the May 15, 2025, meeting and asked for the applicant to  
17 consider the following items: (i) for the elevator towers to include additional detail and for the roof  
18 overhang to be more in line with the level of detailing at the Elm Street station, (ii) for the window design,  
19 in addition to the brick, be considered together in terms of the roofline, windows and brick elements, (iii)  
20 consider matching the Elm Street railing color; (iv) consider reducing the size of the east side's signage  
21 with the size to reflect the residential nature of that side; and (v) address neighborhood concern relating  
22 to speaker volume. Mr. Kennedy seconded the motion. A vote was taken and the motion unanimously  
23 passed, 5 to 0:

24 AYES: Duda, Kennedy, Moor, Niehoff, Ritter

25 NAYS: None

26  
27 \*\*\*

28  
29 Respectfully submitted,

30  
31 Antionette Johnson

32 Recording Secretary



**Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes Excerpt  
May 15, 2025**

**Members Present:**

Fritz Duda  
Colin Kennedy  
Paul Konstant  
Heather Niehoff

**Members Absent:**

Katie Moor  
Michael Ritter

**Village Staff:**

Scott Mangum, Director of Community Development  
Ann Klaassen, Assistant Director of Community  
Development

\*\*\*

**Continued Application:**

a. **Case No. 25-03-SU: Hubbard Woods Train Station (1065 Gage Street): Certificate of Appropriateness to allow renovation of the existing train depot and train platform, and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform, and new warming shelters. The Village Council has final jurisdiction on this request. This item was continued from the April 17, 2025, Design Review Board Meeting.**

Ms. Klaassen summarized the continued application with regard to the Certificate of Appropriateness for the proposed improvements. She also summarized the applicant's response to the requested changes. Ms. Klaassen then provided a summary of the ZBA's consideration of the application and its recommendation of approval noting that the Plan Commission is to consider the request at their May 22, 2025, meeting. She referred to the Certificate of Appropriateness standards the Board is to consider to determine if the proposed renovation and site improvements comply with those standards. Ms. Klaassen noted additional public comment was received and stated following the applicant's presentation and Board deliberation, the Board may either continue the matter to a date certain or make a recommendation to the Village Council with draft language of a motion included on page 12. She asked if there were any questions. No questions were raised at this time.

Patricia Davidson, TYLin International design consultant, Glen Peters, Metra Senior Director of Capital Projects, Roya Basirirad, Metra Project Manager, and Christopher Meyers, Metra Senior Historic Preservation Specialist introduced themselves to the Board. Ms. Davidson referred to their responses to the Board's prior comments relating to the elevator towers, railing designs, signage and speaker volume which are included in the application materials.

Mr. Meyers described the SHPO (State Historic Preservation Office) review process undertaken in connection with the elevator tower design and referred to illustrations for the Board's review. He identified the consulting parties who reviewed the 2021 design as FTA and SHPO along with several members of the Village including Brian Norkus, Mary Trieschmann and Meaghan McChesny of the Winnetka Historical Society. Mr. Meyers stated the 2021 plan presented imitated the station base along with various elements including the roofline, coining and window separation via muttons which SHPO determined to be too much of a copy of the original station and not in line with the Secretary of the Interior Standards with regard to the treatment of historic property rehabilitation standards. Mr. Meyers

1 then described the changes made to the revised proposal which included a larger brick portion and a  
2 limited amount of stone on the facade to differentiate between the depot and elevator towers, different  
3 aluminum frame windows along with the installation of historic plaques which identify the construction  
4 date.

5  
6 Ms. Davidson referred to the prior discussion relating to the color scheme for the railings with a color  
7 palette similar to the windbreaks. Mr. Meyers also referred to the prior discussions with SHPO relating to  
8 color. Ms. Davidson then stated the signage size was reduced as requested by 75% and described the  
9 proposed signage lettering and color. She stated the speaker volume would also be reduced. Mr. Meyers  
10 asked if there were any questions.

11  
12 Mr. Konstant asked if the signage would be illuminated. Ms. Davidson confirmed it would not. Ms.  
13 Davidson stated the signage would be aluminum pin lettering. She stated a variance would be requested  
14 with UP in connection with the railing height on the pedestrian bridge and updated renderings were  
15 provided in the bronze color as well as the light fixtures. Mr. Meyers referred to standard no. 9 and  
16 explained how the proposal complied with the design guidelines. Ms. Niehoff commented that the quality  
17 has not been met with regard to the towers. Mr. Meyers explained the reasoning behind the manner in  
18 which the towers were designed.

19  
20 Mr. Konstant suggested the limestone plinth as an element that can be used in a way which would support  
21 the building as opposed to the long brick shaft. He commented he liked the initial design better. Mr.  
22 Meyers responded if they attempted to delineate the recessed area of the depot, it would result in  
23 replacing the base of the depot. He also stated any major change in the design element would reopen  
24 Section 106 which would extend the project timeline out possibly a year or more. Mr. Meyers stated he  
25 did not believe they would get approval from SHPO.

26  
27 Chairman Duda commented on the difficulty of making elevator towers look good and suggested coming  
28 up with ideas to make the blank brick walls look better. Mr. Meyers referred to an illustration which  
29 showed full brick at Elm Street and the attempt to make it consistent. No additional questions were raised  
30 at this time.

31  
32 Chairman Duda then called the matter in for discussion. He referred to the process starting in 2020 and  
33 the input received from the Village and the three bodies that have to consider the request. Chairman  
34 Duda stated he would be in favor of recommending approval of the request with conditions.

35  
36 Ms. Niehoff stated while she appreciated the long process the applicant has endured, the request must  
37 be considered in a manner that met the Village's standards. She then suggested something more happen  
38 within the brick to provide an additional sense of quality. Ms. Niehoff stated the proposal did not fit in the  
39 Village and she hoped a compromise can be reached that did not require them to go back before SHPO or  
40 the FTA. Mr. Meyers responded adding coins would be considered a change and would require approval  
41 from the consulting parties since it represented a change from the agreement.

42  
43 Ms. Klaassen advised the Board of their options. Chairman Duda suggested a motion for approval be made  
44 with recommendations. He then asked for a motion to approve the application as presented. A motion to  
45 recommend approval was made by Mr. Kennedy and seconded by Mr. Konstant. A vote was taken and  
46 the motion failed, 2 to 2:

47 AYES: Duda, Kennedy

48 NAYS: Konstant, Niehoff



1 Chairman Duda then asked for a motion to approve the request with conditions which did not require the  
2 applicant to re-present to SHPO and the FTA. He asked the applicant if changes such as that on the brick  
3 on the east and west sides at Elm Street would represent a major change. Mr. Meyers confirmed that is  
4 correct and explained the change in the Secretary of the Interior architectural standards. He identified  
5 certain aspects of the design which reflect the design guidelines. Mr. Peters provided a further explanation  
6 as to why they are limited in terms of what can be done from an historical perspective. Ms. Niehoff  
7 suggested more modern articulation methods be used. The Board Members discussed options at length  
8 which would provide articulation.  
9

10 Chairman Duda asked for a motion to continue the matter based on the Board's feedback or to  
11 recommend approval with conditions or denial. A motion to deny the request was made by Ms. Niehoff  
12 and seconded by Mr. Konstant. A vote was taken and the motion was passed, 3 to 1:

13 AYES: Duda, Konstant, Niehoff

14 NAY: Kennedy  
15

16 Chairman Duda suggested there be constructive dialog with the Board Members and the applicant in  
17 compliance with the Open Meetings Act prior to the next meeting. The Board Members and the applicant  
18 decided to hold a workshop at this meeting in order to come to a consensus. A motion was made by Ms.  
19 Niehoff to reconsider the matter. The motion was seconded by Mr. Konstant. A vote was taken and the  
20 motion unanimously passed, 4 to 0:

21 AYES: Duda, Kennedy, Konstant, Niehoff

22 NAYS: None  
23

24 The Board Members and the applicant then discussed several design options in detail. Chairman Duda  
25 closed the public work session and asked for a motion to continue the matter to the June 19, 2025,  
26 meeting. A motion as stated by Chairman Duda was made by Mr. Konstant and seconded by Ms. Niehoff.  
27 A vote was taken and the motion unanimously passed, 4 to 0:

28 AYES: Duda, Kennedy, Konstant, Niehoff

29 NAYS: None  
30

31 \*\*\*  
32

33 Respectfully submitted,  
34

35 Antionette Johnson

36 Recording Secretary  
37

**Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes Excerpt  
June 19, 2025**

**Members Present:**

Katie Moor, Chairperson  
Chris Baggett  
Wesley Barker  
Fritz Duda  
Colin Kennedy  
Michael Ritter

**Members Absent:**

Heather Niehoff

**Village Staff:**

Scott Mangun, Director of Community Development  
Ann Klaassen, Assistant Director of Community Development  
Davorka Kirincic, Building and Code Enforcement Manager

**\*\*\***

**Continued Applications:**

- a. **Case No. 25-03-SU: Hubbard Woods Train Station (1065 Gage Street):** Certificate of Appropriateness to allow renovation of the existing train depot and train platform, and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform and new warming shelters. The Village Council has final jurisdiction on this request. This item was continued from the April 17 and May 15, 2025, Design Review Board meetings.

Ms. Klaassen summarized the application's consideration with the Board over various meetings in detail. She noted that In response to the comments at the May meeting, the Applicant submitted renderings representing three options for an amended design of the proposed elevator towers and requested staff distribute the options to the DRB in advance the meeting this evening in hopes of receiving individual comments from Board members so the Applicant could be better prepared for the meeting. For those members who provided feedback, including former Member Konstant, Option 3 was the preferred option. Ms. Klaassen stated that the Applicant also requested to meet with members in compliance with the Open Meetings Act to explain the details of the options, since the materials consisted of renderings, not plans, so many of the details are not clear. She then explained that on June 5, Chair Moor and Member Niehoff met with the Applicant and staff to provide their individual comments on the amended designs and to hear the Applicant's explanation of the design details. Ms. Klaassen then provided a detailed summary of the Plan Commission's and the ZBA's consideration of the special use permit application for the proposed improvements. She then read Ms. Niehoff's comments into the record in support of design Option 3 for the proposed elevator towers. She stated following the applicant's presentation, public comment, and Board deliberation, a Board Member may wish to make a motion to recommend approval or denial of the request with draft language included on page nos. 9 and 10 of the packet. She then asked if there were any questions. A question was raised relating to detail and setback in the brick work which Ms. Klaassen indicated the applicant is better suited to respond to.

Chairperson Moor swore in those speaking to this matter. Patricia Davidson, TYLin International, project engineer, Glen Peters, Metra Senior Director of Capital Projects, Roya Basirirad, Metra Project Manager.



1 Christopher Meyers, Metra Senior Historic Preservations Specialist, David Steel, architect with GFT  
2 Architects, introduced themselves to the Board.

3  
4 Chairperson Moor described the June 5, 2025, pre-meeting as helpful and asked the applicant to identify  
5 the differences between Option 3 and the alternative Option 3. Mr. Myers informed the Board that the  
6 difference between both options is a banding element which he identified for the Board, one of which is  
7 flush with the brick and the other with banding which stepped out. No additional questions were raised  
8 at this time.

9  
10 Chairperson Moor asked for public comment. No comments were made at this time. She then called the  
11 matter in for discussion.

12  
13 Mr. Ritter agreed Option 3 is the best and described both Option 3 and the alternative Option 3 as good  
14 looking. Mr. Duda thanked the applicant for their effort and stated he would be in support of both Option  
15 3 and alternative Option 3. Chairperson Moor agreed with the comments made and referred to the  
16 shadow line which provided more interest. She concluded she would be in favor of the alternate Option  
17 3.

18  
19 Chairperson Moor then referred to page nos. 9 and 10 and asked for a motion. A motion was made by Mr.  
20 Ritter to recommend approval of a Certificate of Appropriateness for the design of the proposed  
21 renovation and site improvements to the existing Metra Hubbard Woods train station subject to the  
22 condition that Option 3 alternate be used for the towers. Mr. Duda seconded the motion. A vote was  
23 taken and the motion unanimously passed, 6 to 0:

24 AYES: Baggett, Barker, Duda, Kennedy, Moor, Ritter

25 NAYS: None

26  
27 \*\*\*

28  
29 Respectfully submitted,

30  
31 Antionette Johnson  
32 Recording Secretary  
33

## ATTACHMENT 5

**From:** [REDACTED]  
**To:** [Planning](#)  
**Cc:** [Robert Bahan](#)  
**Subject:** 25-03-SU: Hubbard Woods Metra Train Station May 22, 2025 - Plan Commission  
**Date:** Wednesday, May 21, 2025 10:26:11 AM

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

Dear Plan Commission,

We are unable to attend tomorrow evening's meeting but submit the following comments, previously provided to the ZBA.

We have lived in Hubbard Woods since moving to Winnetka nearly 30 years ago and have been regular commuters via the Hubbard Woods Metra station. Over the years, we've witnessed the steady deterioration of this station — from broken concrete and rusted staircases, to persistent water and ice accumulation on the pedestrian bridge, which necessitated drilling holes just to partially facilitate drainage. The interior of the station has also become increasingly dilapidated. Of particular concern is the structural integrity of the pedestrian bridge. Commuters have voiced their concerns about these issues for years. Following the renovation of the Winnetka station some time ago, we had hoped the Hubbard Woods station would be next, given that its condition was just as poor—if not worse. We are very pleased to finally see attention being given to this longstanding public safety hazard and aesthetic blight, which does not reflect Winnetka's otherwise high standards.

We wholeheartedly support the proposed renovation. We encourage the use of materials, lighting, and railings (Option 1) that match the Winnetka Elm Street Station, and which are consistent with the character of our community.

We've noticed that the illustrations of the renovated platform shelters appear to show the removal of the existing short perpendicular walls at the north and south midpoints of the inbound-side shelter. We would prefer that these walls (and the accompanying benches) be retained, as they help block the wind for commuters on cold winter days.

Additionally, we recommend minimizing the visual impact of the pedestrian bridge entrance on the east side by reducing signage and lighting, and enhancing landscaping. Unlike the west side, which is a commercial district, the east side is a quiet residential neighborhood with a modest bridge access point off the Hubbard Street road end. We've attached a few current photos of the bridge entrance at Hubbard Street for your information, but encourage you to visit the area.



Thank you for your consideration, and for prioritizing the improvement of this vital community asset.

Sincerely,

Jessica and Creed Tucker  
Winnetka









NOTICE  
SPECIAL USE  
PUBLIC HEARING  
THUR MAY -22-





## **Agenda Item Executive Summary**

**TITLE:** Resolution No. R-62-2025: Approving an Employment Agreement with Kristin Kazenas for the Village Manager of the Village of Winnetka (Adoption)

**PRESENTER:** Kristin Kazenas

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**AGENDA DATE:** July 15, 2025

**CONSENT:** No

**ITEM TYPE:** Ordinances and Resolutions

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### **ITEM HISTORY:**

None.

### **EXECUTIVE SUMMARY:**

Village Manager Robert M. Bahan will retire from his role as Village Manager at the end of September 2025. The Village Council has determined that it is in the best interests of the Village and its residents to enter into an employment agreement with Deputy Village Manager Kazenas and appoint her as Village Manager, effective October 1, 2025. The employment agreement outlines the terms and conditions of her employment with the Village as Village Manager.

### **RECOMMENDATION:**

Consider adoption of Resolution No. R-62-2025: Approving an Employment Agreement with Kristin Kazenas for the Village Manager of the Village of Winnetka.

### **ATTACHMENTS:**

1. Resolution No. R-62-2025: Approving an Employment Agreement with Kristin Kazenas for the Village Manager of the Village of Winnetka (Adoption)



**RESOLUTION NO. R-62-2025**

**A RESOLUTION APPROVING AN EMPLOYMENT AGREEMENT WITH  
KRISTIN KAZENAS FOR THE VILLAGE MANAGER  
OF THE VILLAGE OF WINNETKA**

**WHEREAS**, the Village of Winnetka (“*Village*”) is an Illinois home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

**WHEREAS**, the Village operates under the Illinois statutory managerial form of government, and pursuant to the authority in Section 5-3-7 of the Illinois Municipal Code, 65 ILCS 5/5-3-7, the Village has created the office of Village Manager as a full-time position within the Village, in accordance with Chapter 2.12, Title 2 of the “Winnetka Village Code” (“*Village Code*”); and

**WHEREAS**, pursuant to Section 2.12.010(B) of the Village Code, the President and Board of Trustees of the Village (collectively, “*Board of Trustees*”) desire to appoint Kristin Kazenas (“*Kazenas*”) to the office of Village Manager, effective October 1, 2025 and to enter into an employment agreement with Kazenas (“*Agreement*”); and

**WHEREAS**, pursuant to the Village’s home rule authority, the Board of Trustees has determined that it is in the best interests of the Village and its residents to enter into the Agreement with Kazenas pursuant to this Resolution;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

**SECTION 1: RECITALS.** The Village Council adopts the recitals above as its findings, as if fully set forth in this Section.

**SECTION 2: APPROVAL OF AGREEMENT.** The Village Council approves the Agreement in substantially the form attached as *Exhibit A*, and in a final form approved by the Village Attorney.

**SECTION 3: AUTHORIZATION TO EXECUTE AGREEMENT.** The Village Council authorizes and directs the Village President and the Deputy Village Clerk to execute and attest, respectively, on behalf of the Village, the Agreement.

**SECTION 4: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

**July 15, 2025**

**R-62-2025**



**ADOPTED** this 15th day of July, 2025, pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Signed

Village President

Countersigned:

Deputy Village Clerk



**EXHIBIT A**  
**EMPLOYMENT AGREEMENT**

**July 15, 2025**

**R-62-2025**



**VILLAGE OF WINNETKA  
VILLAGE MANAGER EMPLOYMENT AGREEMENT  
WITH KRISTIN KAZENAS**

This Village Manager Employment Agreement (“**Agreement**”) is dated as of the 15th day of July, 2025 (“**Effective Date**”) and is by and between the Village of Winnetka, an Illinois home rule municipal corporation (“**Village**” or “**Employer**”) and Kristin Kazenas (“**Employee**”).

IN CONSIDERATION of the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the Village’s home rule powers, the Village and the Employee agree as follows:

**Section 1. Recitals**

A. The Village is an Illinois home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970, and the execution of this Agreement by the Village is an exercise of the home rule authority of the Village.

B. The Village operates under the Illinois statutory managerial form of government, and pursuant to the authority in Section 5-3-7 of the Illinois Municipal Code, 65 ILCS 5/5-3-7, the Village has created the office of Village Manager as a full-time position within the Village, in accordance with Chapter 2.12, Title 2 of the “Winnetka Village Code” (“**Village Code**”).

C. Pursuant to Section 2.12.010(B) of the Village Code, the President and Board of Trustees of the Village (collectively, “**Board of Trustees**”) desire to appoint the Employee to the office of Village Manager, and the Employee desires to be employed as the Village Manager of the Village.

D. The Village and the Employee agree that the terms and conditions provided in this Agreement and in Chapter 2.12, Title 2 of the Village Code are appropriate for the employment of the Employee as Village Manager.

**Section 2. Employment as Manager; Duties; At Will**

A. Employment. The Village agrees to employ the Employee as the Village Manager of the Village, and the Employee accepts that employment and agrees to perform the functions and duties set forth in this Agreement and in the Village Code, including without limitation those general duties provided in Section 2.12.050 of the Village Code, and to perform such other legally permissible and proper duties and functions as the Board of Trustees may assign from time to time. The Employee shall perform all such duties and functions in a manner consistent with the Village’s Ethics Code set forth in Chapters 2.40 and 2.41, Title 2 of the Village Code and the ICMA Code of Ethics.



B. Employment is At-Will. Subject to the notice requirement in Section 11 and the severance requirement of Section 12 of this Agreement, the Employee is employed at the will of the Village, and nothing in this Agreement shall create any property right in, or any other right to the continuation of, Employee's employment with the Village. No act of any member of the Board of Trustees, any Village employee, or any legal representative or other agent of the Village shall create any such property right or any such other right unless specifically ratified in writing by the Board of Trustees.

C. Other Terms of Employment. The Board of Trustees and the Employee agree to act in good faith to fix any such other terms and conditions of employment, as they may determine from time to time, relating to the duties and responsibilities of Employee's employment; provided, however, that such terms and conditions are reasonable and not inconsistent or in conflict with the provisions of this Agreement or with applicable law.

D. Employment Rules and Regulations. Except for the benefits specifically provided herein for the Employee, all other provisions of the Village Code, and all regulations and rules of the Village relating to employment with the Village, or to other fringe benefits and working conditions as currently exist or as may hereafter be amended, shall apply to the Employee as they would to other employees of the Village.

E. Term. The Employee's term of employment shall commence on October 1, 2025 ("**Commencement Date**") and shall continue until terminated pursuant to Section 12 of this Agreement ("**Term**").

### **Section 3. Hours of Work**

The Employee agrees and understands that except during periods of vacation or leave provided under this Agreement, the general duties of the office of Village Manager generally require that the Employee be present and available and responsive during regular business hours and also require the Employee, as necessary, to devote additional time outside normal office hours to Village business. To that end, the Village acknowledges that the Employee will establish an appropriate, reasonable work schedule, including, as necessary, limited remote work, in consultation with the Board of Trustees, to ensure the effective and efficient performance of Employee's duties.

### **Section 4. Sole Employment as Manager**

The Employee must work diligently, utilizing Employee's best efforts in the performance of Employee's duties. Employee must devote Employee's entire business time, attention, and energies to the performance of Employee's duties. Employee may not actively engage (in contrast to passive engagement) in any income or profit-generating activities without the prior written consent of the Board of Trustees. The Employee may, however, speak, teach and write on an uncompensated basis provided that such activities do not interfere with the Employee's performance of the Employee's duties and responsibilities under this Agreement.



## **Section 5. Compensation; Benefits**

A. Base Salary. The Village will pay the Employee an annual base salary in the amount of \$260,000.00, payable in installments in accordance with the Village's normal payroll practices ("***Base Salary***").

B. Annual Review of Salary. The Board of Trustees agrees to review the Base Salary each calendar year based on the Employee's performance and on any general wage adjustment granted to other Village senior department heads. That review will be undertaken in conjunction with the annual budget process and as part of the performance evaluation program set forth in Section 6 of this Agreement. The Board of Trustees may, but shall have no obligation to, adjust the Base Salary if the Board of Trustees, in its sole discretion, determines, pursuant to Employee's performance evaluation, that an adjustment of compensation is appropriate, but in no event shall it be reduced; provided, however, that the Employee will not be eligible for a salary adjustment until January 1, 2027. The effective date of any Base Salary adjustment pursuant to Employee's performance evaluation will be January 1 of the next calendar year, unless the Board of Trustees determines, in its sole discretion, that the effective date should be sooner. As part of any annual review under this Agreement, including, without limitation, the annual reviews for 2025 and 2026, the Board of Trustees may, but will have no obligation to, provide a bonus payment to the Employee.

C. Employee Benefit Programs. The Employee is entitled to participate in the employee benefit plans and programs provided by the Village to other Village department heads in accordance with applicable Village personnel rules and policies set forth in the Village's Winnetka Employee Handbook or the Village Code, including life and health insurance benefit programs, as those benefits may be changed by the Board of Trustees from time to time and subject to the rules and policies applicable to those plans and programs. No provision of this Agreement is intended to limit, and no provision may be construed or applied to limit, the right or ability of the Board of Trustees to change or eliminate any employee benefit plan or program provided, however, that at all times Employee shall be treated consistently with all other Village Department heads. Nothing contained in this Agreement will be deemed or construed as creating any property rights or other right to continuation of any such employee benefits.

D. Vacation, Personal, and Sick Days. The Employee will be entitled to vacation, personal and sick days pursuant, as applicable, to the Vacation Accrual Schedule set forth in the July 1, 2024 Standard Operating Procedure, Winnetka Employee Handbook, the Village Code, and other leave consistent with the allowances applicable to other department head personnel.

E. Taxes. All payments made, or benefits provided, to the Employee pursuant to this Section 5 are subject to the usual and appropriate payroll, personnel, and benefits policies of the Village as well as the requirements of any applicable federal, state, or local laws, including appropriate tax withholdings. Nothing in this Agreement may be deemed or interpreted as requiring the Village to pay, directly or by way of reimbursement to the Employee, any federal or state income tax liability that the Employee may incur as a result of this Agreement or any of the transactions, benefits, or payments contemplated in this



Agreement. The Employee shall comply with all applicable Internal Revenue Service and Illinois Department of Revenue requirements and regulations concerning the transactions, benefits, or payments contemplated in this Agreement.

F. Retirement Plans. The Employee is entitled to participate in the IMRF retirement program at the contribution rate for full-time Village employees of 4.5% of the Employee's Base Salary.

G. Deferred Compensation. In addition to the Base Salary and other benefits as provided in this Agreement, the Village agrees to pay the Employee annual deferred compensation in the amount of \$10,000.00, or other amount as the Employer and Employee may agree. The amounts under this Subsection will be paid in equal monthly installments to Mission Square Retirement Plans, or any other qualified Section 457, 401, or comparable deferred compensation plan designated in writing by the Employee, on or around the first day of each month during the time the Employee is employed under this Agreement. The Village will execute all necessary agreements provided by Mission Square or such other plan for the Employee's continued participation in a supplementary retirement plan.

H. Holiday Leave. The Employee will be provided paid holiday leave for the eight annual holidays recognized by the Village, as follows: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day After Thanksgiving, Christmas Eve, and Christmas Day.

## **Section 6. Annual Performance Evaluation**

The Board of Trustees will review the performance of the Employee at least annually, subject to a process and format for the evaluation agreeable to the Board of Trustees and the Employee. The evaluation process will include the opportunity for the members of the Board of Trustees to prepare a written evaluation, meet and discuss the evaluation with the Employee, and present a written summary of the evaluation results for the Employee. The evaluation process will also include the opportunity for the Employee to provide a written self-evaluation to be delivered to the Board of Trustees. At the discretion of the Board of Trustees, the performance review may also include evaluations from members of the Village Staff. The Board of Trustees and the Employee will establish an initial schedule of goals and indicators ("**Initial Goals**") upon the Effective Date for the time between the Effective Date and December 31, 2025 ("**Initial Review Period**"). The Employer and Employee will meet during the first quarter of 2026 to review the Employee's performance during the Initial Review Period as measured against the Initial Goals. During the first quarter of 2026 and during the first quarter of each subsequent calendar year under this Agreement, the Board of Trustees and the Employee will establish a set of goals and indicators for the Employee ("**Annual Goals**"), which Goals will be used as a basis of measurement of the Employee's performance at the annual evaluation.



## **Section 7. General Business Expenses; Electronic Equipment**

A. Professional Associations. In consultation with the Employee, the Village will budget and pay for professional dues and subscriptions of the Employee reasonably necessary for participation in national, regional, State, and local professional associations and organizations desirable for the advancement of the best interests of the Village, including, without limitation, the International City/County Management Association (ICMA), the Illinois City/County Management Association (ILCMA), Metro Managers, the Morrison Group, and such other professional dues and subscriptions as the Board of Trustees and Employee deem reasonably necessary.

B. Professional, Official Travel. In consultation with the Employee, the Village will budget and pay for travel and subsistence expenses reasonably incurred by the Employee for professional and official travel, meetings, conferences, and occasions in pursuit of official functions or the best interests of the Village, including, without limitation, annual attendance by the Employee as two ILCMA or other in-state conferences and one ICMA or other national conference. The Employee will timely submit all receipts and other supporting documentation requested by the Village in accordance with Village practices and procedures. Travel to any conferences not within the contiguous United States is prohibited except upon prior approval of the Board of Trustees.

C. General Expenses. The Village will reimburse the Employee for reasonable miscellaneous expenses properly incurred in the course of performing the duties of Employee's position.

D. Communications Equipment. The Village will provide the Employee with a laptop computer, a tablet, and a mobile phone for the Employee's use in the performance of the Employee's duties.

## **Section 8. Automobile**

The Village will provide the Employee with a vehicle allowance in an amount equal to the individual vehicle allowances provided to other eligible Village department head employees. As of the Effective Date, the applicable vehicle allowance is \$540 per month. This amount is subject to change at the Board's discretion from time to time. The vehicle allowance is to be used to purchase or lease a vehicle or for the use of the Employee's existing vehicle. The Employee is responsible for paying for liability, property damage, and comprehensive insurance coverage for such vehicle, and shall further be responsible for all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of such vehicle. The Employee agrees that the Employee's vehicle will be maintained in a manner which reflects a suitable appearance, working condition and professional image for the Village.

## **Section 9. Residence**

The Employee is not required to be a resident of the Village of Winnetka as of the Effective Date pursuant to Section 2.12.010.C of the Village Code. During the period of time



from the Commencement Date to April 30, 2027 (“**Residency Review Period**”), the Employee and the Village will continue to consult with each other regarding whether the Employee is able to carry out the duties of Village Manager as required under this Agreement without establishing Village residency. If the Board of Trustees determines during the Residency Review Period that the Employee should no longer serve as Village Manager as a result of the Employee not being a resident of the Village, then the Village may terminate the Employee pursuant to Section 11.A of this Agreement after no less than 120 days’ notice to the Employee. At any time under this Agreement that the Employee is not a resident of the Village, the Village shall be deemed to be exercising its home rule powers to allow the Employee to continue to serve as Village Manager without establishing Village residency as otherwise set forth in Section 2.12.010.C of the Village Code.

#### **Section 10. Confidential Information**

The Employee acknowledges that the Employee will have access to confidential information (“**Confidential Information**”) of, about, and belonging to, the Village. Confidential Information does not include public documents or information that would otherwise constitute Confidential Information but that has become public. The Employee covenants and warrants that, both during and after the Employee’s term of employment, the Employee will not directly or indirectly use, divulge, furnish, or make accessible Confidential Information to any person, firm, or corporation other than persons, firms, or corporations employed or retained by the Village in a fiduciary capacity without the prior express written authorization of the Village Attorney, but instead the Employee will keep all Confidential Information strictly and absolutely confidential except as otherwise provided in this Agreement or as required by the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*

#### **Section 11. Termination At Will or For Cause**

As provided in Section 2 of this Agreement, the Employee is employed at the will of the Village and thus may be terminated by the Board of Trustees at any time without cause. The Employee also may be terminated for just cause.

A. Termination without Cause. The Board of Trustees may determine at any time, without cause, that the Employee will no longer serve as the Village Manager. In the event of termination without cause, the Employee will be entitled to severance pay and benefits as provided in Section 12 of this Agreement.

B. Termination for Just Cause. In the event the Board of Trustees determines that the Employee has engaged in "Deleterious Conduct", which, for purposes of this Agreement, means that the Employee has: (i) been convicted of fraud, misappropriation, or embezzlement involving property of the Village, or of a felony offense or other criminal act involving moral turpitude, dishonesty, or violence; (ii) engaged in intentional, wrongful conduct that causes, or may cause, substantial harm to the Village; (iii) committed an act of gross insubordination by refusing to take a legal, valid action that is clearly within the scope of Employee’s employment when specifically directed to do so by a majority of the Board of Trustees at a duly noticed public meeting, or by failing to reply to the Village President or Board of Trustees in a timely



manner on pertinent Village business (for purposes of this subsection, “timely” shall mean not more than seven days); or (iv) materially failed to perform a significant portion of Employee’s duties as Village Manager as set forth in this Agreement or the Village Code and which material failure has not been cured within 30 days after notice to the Employee, then the Board of Trustees may determine that there is just cause for termination.

C. Process. If the Board of Trustees desires to terminate the Employee for just cause, then the Employee will be given not less than 14 days prior written notice setting forth the date, time, and place of a hearing at which the Employee may be heard regarding the basis on which the Board of Trustees seeks to terminate the Employee’s employment. The notice will include a statement of the specific basis for the Board of Trustees’ determination that just cause exists for termination. The Employee will have 10 days within which to file a written response to the statement of charges, if the Employee so desires.

D. Constructive Termination. For purposes of this Agreement, the Employee will have the right to declare that the Agreement has been terminated without cause if the Village (i) amends any provision of the Village Code pertaining to the role, powers, duties, authority, responsibilities of the Employee's position that substantially changes the form of government of the Village or (ii) reduces the Base Salary, compensation, or any other financial benefit of the Employee, unless it is applied in no greater percentage than the average reduction of all department heads of the Village.

## **Section 12. Severance**

A. Severance Period; Payment of Salary. If the Employee is terminated without a determination of just cause pursuant to Section 11 of this Agreement, then the Village will pay the Employee severance in an amount equal to 20 weeks Base Salary at the Employee’s then-current rate of pay. The severance will be paid in five equal installments or in one lump sum, whichever is requested by the Employee.

B. Payment for Value of Accrued Vacation and Sick Days. If the Employee is terminated without a determination of just cause pursuant to Section 11 of this Agreement, then the Village also will pay the Employee for the value of accrued vacation and sick days for which the Employee currently is entitled to compensation as of the date of termination.

C. Benefits During Severance Period. If the Employee is terminated without a determination of just cause pursuant to Section 11 of this Agreement and the Employee has not secured full-time employment in an administrative position generally equivalent to the position of Village Manager, then the Village will pay the cost to continue the Employee’s health and life insurance benefits under this Agreement during the 20-week severance period.

D. No Severance if Voluntary Resignation. If the Employee voluntarily resigns, then the Village is not obligated to pay severance under this Section 12.

E. Payment for Value of Other Leave. If the Employee is terminated (with or without just cause) or if the Employee resigns, then the Village will pay the Employee for the



value of all accrued leave as generally provided for management employees, except as provided in Subsection B of this Section for sick leave if terminated without cause.

### **Section 13. Resignation**

If the Employee intends to voluntarily resign the Employee's position with the Village, then the Employee will provide the Village a minimum of 60 days' notice, unless the Employee and the Village agree otherwise.

### **Section 14. Property of the Village**

All business plans, financial data, reports, memoranda, correspondence, and all other documents pertaining to the current or prospective business of the Village are and will at all times remain the property of the Village. Upon termination of the Employee's employment with the Village, regardless of whether the termination is with or without just cause, the Employee will promptly surrender to the Village all property provided to the Employee by the Village for use in relation to the Employee's employment, including, without limitation, the equipment described in Section 7.D of this Agreement.

### **Section 15. Bonding**

The Village will pay the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

### **Section 16. Notices**

Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally; (ii) by a reputable overnight courier; (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid; or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 16, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

If to the Village:

Village President  
Village of Winnetka  
510 Green Bay Road  
Winnetka, Illinois 60093  
Email: rdearborn@winnetka.org

with a copy to:

Peter M. Friedman, Village Attorney  
Elrod Friedman LLP  
350 N. Clark St., Second Floor  
Chicago, Illinois 60654  
Email: peter.friedman@elrodfriedman.com



If to the Employee:

Kristin Kazenas  
Village of Winnetka  
510 Green Bay Road  
Winnetka, Illinois 60093  
Email: [KKazenas@winnetka.org](mailto:KKazenas@winnetka.org)

with a copy to:

Lisa Sommer  
Sommer Law, P.C.  
38W553 N. Lakeview Circle  
Saint Charles, IL 60175  
Email: [lisa@sommerpc.com](mailto:lisa@sommerpc.com)

**Section 17. General Provisions**

A. Entire Agreement. This Agreement constitutes the entire agreement between the Village and the Employee and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Village and the Employee with respect to this Agreement.

B. Amendments. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

C. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

D. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the Village will have the right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated; or (ii) the entire Agreement shall be invalid, void, and unenforceable.

E. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

F. COBRA. Nothing in this agreement will be deemed a waiver of Employee's rights under applicable COBRA regulations, as may be amended from time to time.

G. Assignment. Neither party may assign their rights or obligations under this Agreement without the prior written consent of the other party.

H. Village Approvals. Any action, consent, or approval needed to be taken or given under this Agreement by the Village may only be performed by the Board of Trustees or its designee, to the extent provided for by law.

I. Governing Law. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.



J. Acknowledgements. The parties mutually acknowledge that they have entered into this Agreement voluntarily and have had an opportunity to have this Agreement reviewed by counsel of their choosing.

K. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted the various provisions of this Agreement. Every provision of this Agreement will be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. Any rule or construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

L. Change in Laws. Except as otherwise explicitly provided in this Agreement, any reference to laws, ordinances, rules, or regulations of any kind includes the laws, ordinances, rules, or regulations of any kind as they may be amended or modified from time to time after the Effective Date.

M. Headings. The headings, titles, and captions in this Agreement have been inserted only for convenience and in no way define, limit, extend, or describe the scope or intent of this Agreement.

N. Time of Essence. Time is of the essence in the performance of this Agreement.

O. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

P. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any Party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any Party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent must be in writing.

Q. Calendar Days; Calculation of Time Periods. Unless otherwise specified in this Agreement, any reference to days in this Agreement will be construed to be calendar days. Unless otherwise specified, in computing any period of time described in this Agreement, the day of the act or event on which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless the last day is a Saturday, Sunday or legal holiday under the laws of the State of Illinois, in which event the period shall run until the end of the next day which is neither a Saturday, Sunday or legal holiday. The final day of any period will be deemed to end at 5:00 p.m., Central time.

**[SIGNATURE PAGE ON NEXT PAGE]**



VILLAGE OF WINNETKA

\_\_\_\_\_  
Village President

Attest:

\_\_\_\_\_  
Deputy Village Clerk

EMPLOYEE

\_\_\_\_\_  
Kristin Kazenas

Witness:

\_\_\_\_\_  
Deputy Village Clerk





## **Agenda Item Executive Summary**

**TITLE:** Resolution No. R-63-2025: Approving a First Amendment to the Employment Agreement with Robert M. Bahan for the Village Manager of the Village of Winnetka (Adoption)

**PRESENTER:** Kristin Kazenas

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**AGENDA DATE:** July 15, 2025

**CONSENT:** Yes

**ITEM TYPE:** Ordinances and Resolutions

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### **ITEM HISTORY:**

September 29, 2010 - Robert M. Bahan was appointed Village Manager.

### **EXECUTIVE SUMMARY:**

Robert M. Bahan has served continuously and with great distinction as the Village Manager of the Village of Winnetka since his appointment on September 29, 2010. After 15 years of accomplished service to the Village, Manager Bahan has expressed his desire to retire from the Village. The Village will appoint Deputy Village Manager Kristin Kazenas to succeed Manager Bahan, effective October 1, 2025. To ensure a seamless and effective transition, the first amendment to Manager Bahan's original employment agreement provides certain considerations and retirement benefits through approximately March 31, 2026.

### **RECOMMENDATION:**

Consider adoption of Resolution No. R-63-2025: Approving a First Amendment to the Employment Agreement for Robert M. Bahan for the Village Manager of the Village of Winnetka.

### **ATTACHMENTS:**

1. Resolution No. R-63-2025: Approving a First Amendment to the Employment Agreement for the Village Manager of the Village of Winnetka



**RESOLUTION NO. R-63-2025**

**A RESOLUTION APPROVING A FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH ROBERT M. BAHAN FOR THE VILLAGE MANAGER OF THE VILLAGE OF WINNETKA**

**WHEREAS**, the Village of Winnetka (“*Village*”) is an Illinois home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

**WHEREAS**, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

**WHEREAS**, the Village operates under the Illinois statutory managerial form of government, and pursuant to the authority in Section 5-3-7 of the Illinois Municipal Code, 65 ILCS 5/5-3-7, the Village has created the office of Village Manager as a full-time position within the Village, in accordance with Chapter 2.12, Title 2 of the “Winnetka Village Code” (“*Village Code*”); and

**WHEREAS**, Robert M. Bahan has served continuously and with great distinction as Village Manager commencing on November 29, 2010, pursuant to the September 29, 2010 “Employment Agreement Village Manager of the Village of Winnetka”, between the Village and Mr. Bahan (“*Agreement*”); and

**WHEREAS**, after honorably devoting 15 years of accomplished service to the Village, Mr. Bahan has expressed his desire to retire from employment with the Village in 2026; and

**WHEREAS**, pursuant to Section 2.12.010(B) of the Village Code, the President and Board of Trustees of the Village (collectively, “*Board of Trustees*”) have appointed Kristin Kazenas to succeed Mr. Bahan as Village Manager, effective October 1, 2025; and

**WHEREAS**, to ensure a seamless and effective transition for new Village Manager Kazenas, the Board of Trustees desires to amend the Agreement to continue to employ Mr. Bahan under the title “Strategic Development Manager” from October 1, 2025 through approximately March 31, 2026, and to provide Mr. Bahan with certain retirement benefits (“*First Amendment*”); and

**WHEREAS**, pursuant to the Village’s home rule authority, the Board of Trustees has determined that it is in the best interests of the Village and its residents to enter into the First Amendment with Bahan pursuant to this Resolution;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

**July 15, 2025**

**R-63-2025**



**SECTION 1: RECITALS.** The Village Council adopts the recitals above as its findings, as if fully set forth in this Section.

**SECTION 2: APPROVAL OF FIRST AMENDMENT.** The Village Council approves the First Amendment in substantially the form attached as ***Exhibit A***, and in a final form approved by the Village Attorney.

**SECTION 3: AUTHORIZATION TO EXECUTE FIRST AMENDMENT.** The Village Council authorizes and directs the Village President and the Deputy Village Clerk to execute and attest, respectively, on behalf of the Village, the First Amendment.

**SECTION 4: EFFECTIVE DATE.** This Resolution shall be in full force and effect from and after its passage and approval according to law.

**ADOPTED** this 15th day of July, 2025, pursuant to the following roll call vote:

|          |       |
|----------|-------|
| AYES:    | _____ |
| NAYS:    | _____ |
| ABSENT:  | _____ |
| ABSTAIN: | _____ |

Signed

\_\_\_\_\_  
Village President

Countersigned:

\_\_\_\_\_  
Deputy Village Clerk

**July 15, 2025**

**R-63-2025**



**EXHIBIT A**  
**FIRST AMENDMENT**

**July 15, 2025**

**R-63-2025**



**FIRST AMENDMENT  
EMPLOYMENT AGREEMENT  
VILLAGE MANAGER OF THE VILLAGE OF WINNETKA**

This First Amendment to the Employment Agreement for the Village Manager of the Village of Winnetka (“**First Amendment**”) is dated as of the 15th day of July, 2025 (“**Effective Date**”) and is by and between the Village of Winnetka, an Illinois home rule municipal corporation (“**Village**”) and Robert M. Bahan (“**Bahan**”).

IN CONSIDERATION of the agreements set forth in this First Amendment, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the Village’s home rule powers, the Village and Bahan agree as follows:

**Section 1. Recitals**

A. The Village is an Illinois home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970, and the execution of this Agreement by the Village is an exercise of the home rule authority of the Village.

B. The Village operates under the Illinois statutory managerial form of government, and pursuant to the authority in Section 5-3-7 of the Illinois Municipal Code, 65 ILCS 5/5-3-7, the Village has created the office of Village Manager as a full-time position within the Village, in accordance with Chapter 2.12, Title 2 of the “Winnetka Village Code” (“**Village Code**”).

C. Bahan has served continuously and with great distinction as Village Manager of Winnetka commencing on November 29, 2010, pursuant to the September 29, 2010 “Employment Agreement Village Manager of the Village of Winnetka”, between the Village and Bahan (“**Agreement**”).

D. After honorably devoting 15 years of accomplished service to the Village and over 36 total years to the city management profession, Bahan has expressed his desire to retire from employment with the Village in 2026.

E. Pursuant to Section 2.12.010(B) of the Village Code, the President and Board of Trustees of the Village (collectively, “**Board of Trustees**”) have appointed Kristin Kazenas to succeed Bahan as Village Manager, effective October 1, 2025.

F. To ensure a seamless and effective transition for new Village Manager Kazenas, the Board of Trustees desire that Bahan continue in the employ of the Village under the title “Strategic Development Manager” from October 1, 2025 through March 31, 2026, subject to the terms and conditions of this First Amendment.

G. In recognition of Bahan’s loyal and dedicated service to the Village, the Board of Trustees further desire to provide Bahan with certain retirement benefits as set forth in this First Amendment.



**Section 2. Effect of Amendment.**

The Village and Bahan acknowledge and agree that this First Amendment is intended to modify, but not replace, the Agreement. As modified and amended by this First Amendment, all of the terms, covenants, and conditions of the Agreement and all exhibits to the Agreement, as so amended, are ratified and confirmed and will continue to be and remain in full force and effect and constitute the Agreement. In the event of a conflict between the provisions of the Agreement and this First Amendment, the provisions of this First Amendment shall control. Any term of provision that is not specifically defined in this First Amendment will have the meaning ascribed to it in the Agreement.

**Section 3. Retirement.**

A. Bahan has notified the Village that he will retire from the position of Village Manager as of September 30, 2025 (“***Village Manager Retirement Date***”). The Village and Bahan have agreed that Bahan will remain employed by the Village after the Village Manager Retirement Date until March 31, 2026, or such earlier date as may be determined under the Agreement as amended by this First Amendment (“***Village Employment Retirement Date***”). Between the Village Manager Retirement Date and the Village Employment Retirement Date (“***Transition Period***”), Bahan will continue to be employed by the Village as an at-will employee and will have the title “Strategic Development Manager”. The provisions of Section 1.D of the Agreement shall apply to Bahan at all times during the Transition Period so that Bahan shall work exclusively for the Village during the Transition Period.

**Section 4. Transition Period.**

The Transition Period will be planned for and managed as follows:

A. Office and Equipment. Beginning on September 17, 2025, Bahan will relocate his office from Village Hall to his Winnetka residence located at 196 Church Road in the Village. Bahan will also be provided office space at Village Hall to perform work as needed and as determined by the Village Manager until such time as a new Deputy Village Manager has been selected and employed by the Village. During the Transition Period, the Village will continue to provide Bahan the technology and communications equipment necessary to undertake the duties of Strategic Development Manager as set forth in this First Amendment.

B. General Work Schedule. Under the direction of the Village Manager, Bahan will work and be available on a full-time basis and will attend required meetings during the Transition Period; provided, however, that during the Transition Period, Bahan will not have



24/7 or on-call or operational responsibilities, except as the Village Manager and Bahan may agree in case of a severe emergency.

C. Final Board Meeting. Bahan's final Village Board meeting as Village Manager will be September 16, 2025.

D. General Employment Rules and Regulations. Except for the benefits specifically provided for Bahan in the Agreement, as amended by this First Amendment, all other provisions of the Village Code, and all regulations and rules of the Village relating to employment with the Village, or to other fringe benefits and working conditions as currently exist or as may hereafter be amended, shall apply to the Bahan as they would to other employees of the Village.

E. Strategic Development Manager Duties. In addition to any other special projects and responsibilities as the Village Manager may assign to Bahan, the following are Bahan's specific duties as Strategic Development Manager:

1. General Consulting and Advisory Services. Consult and advise the Village Manager regarding the full scope of operations and policies of the Village including but not limited to the formulation of the FY 2026 annual budget, policy initiatives previously determined by the Village Council, operational functions in all Village departments, and any other Village matters as determined by the Village Manager in addition to those areas of responsibilities specifically identified below.

2. Deputy Village Manager Recruitment. Coordinate and assist the Village Manager for the recruitment of a new Deputy Village Manager. Assist the Village Manager with the recruitment phase and assist with recruitment activities and with onboarding the new Deputy Village Manager.

3. Staff Development. Assist the Village Manager with department head staff professional development initiatives, including succession planning in all departments.

4. West Side Stormwater Project. Work with the Village Manager to transition into the role of managing the overall aspects of the west side stormwater project, including department head and consultant supervision, involvement of other impacted departments, communications, cost updates and capital planning. Assist with oversight for the next phase of the build-out of the conveyance system, finalizing schedule, project cost updates, and capital planning.

5. East Side Stormwater Project. Work with the Village Manager to transition into the role of managing the overall aspects of the east side stormwater project, including department head and consultant supervision, involvement of other impacted departments, communications, resident engagement, and capital planning. Assist with oversight of the conceptual planning phase including resident, stakeholder, regulatory



agencies, and intergovernmental engagement and agreements. Work with the Village Manager to finalize the first phase of the East Side study by December 31, 2025.

6. Jurisdictional Transfers. Assist with planning and negotiating jurisdictional transfers with the Illinois Department of Transportation and the Village of Winnetka for jurisdictional transfers on Willow and Green Bay Roads as defined and approved by the Village Council.

7. Hubbard Woods Streetscape & Winnetka/Kenilworth Green Bay Road Corridor Planning. Assist with planning and finalizing the planning phases for the Hubbard Woods Streetscape project and the Winnetka/Kenilworth planning process.

8. Electric Plant Generation Study. Assist with the planning phases of the electric plant generation study.

F. General Employee Coverage. As a Village employee during the Transition Period, Bahan will have the same insurance and indemnification benefits and coverages applicable to other similarly situated management employees of the Village in accordance with applicable Village policies.

G. Utilization of Earned Benefit Time. Bahan and the Village acknowledge and agree that beginning on January 19, 2026, Bahan will begin to exhaust his approximately 45 days of earned benefit time including vacation and personal time, but shall remain available to undertake his Strategic Development Manager duties as set forth in this First Amendment.

H. Compensation and Benefits. Bahan's compensation and benefits as Strategic Development Manager during the Transition Period will continue at the same level as his compensation and benefits as Village Manager under the Agreement and in accordance with applicable Village policies.

## **Section 5. Retirement Benefits.**

A. Health Savings Escrow Account and Health Insurance. The Village will create a health savings escrow account to fund and provide Bahan with 36 months of health insurance coverage commencing on Village Employment Retirement Date ("***Village Health Insurance Period***"). Following the Village Health Insurance Period, Bahan will be eligible to participate in the Village's health insurance program at his sole cost and expense and will have the option to change his health insurance coverage level, subject to state and federal regulations and at his sole cost and expense.

B. Accrued Vacation and Sick Pay. On the Village Employment Retirement Date, Bahan will receive payment for all accrued but unused vacation and sick leave pay as of the Village Employment Retirement Date, all in accordance with applicable Village policies.

C. Tax Gross Up – Deferred Compensation Agreement. In lieu of a 2025 cost of living adjustment, performance bonus, and deferred compensation, the Village will perform



and pay a “tax gross up” for tax year 2025 as contemplated in the April 18, 2017 Deferred Compensation Agreement between Bahan and the Village (“***Deferred Compensation Agreement***”), by making a one-time payment to Bahan in the amount of \$82,700.00 in calendar year 2025, which shall be equal to the state and federal taxes applicable to the release of the housing lien that the Village has previously approved and that is required to be recorded on January 1, 2026.

#### **Section 6. Release.**

Bahan acknowledges and agrees that his receipt of the Retirement Benefits under Section 5 of this First Amendment is expressly subject to and contingent upon Bahan’s execution of a general release in the form attached to this First Amendment as Exhibit A (“***Release***”). The Release will not be signed by Bahan before the Village Employment Retirement Date. As provided in the Release, the Village advises Bahan to consult with an attorney prior to signing the Release. Further, the Village will provide Bahan with a period of 21 days within which to consider and sign the Release, and a period of seven days within which to revoke the Release after it has been signed. For purposes of this First Amendment, the Release will take effect only after (1) it is signed by Bahan, (2) it is delivered to the Village Manager, and (3) the seven-day revocation period has expired (“***Release Effective Date***”)

#### **Section 7. Specific Amendment to Section 3 of Agreement.**

Section 3.A.1 of the Agreement is amended in its entirety to read as follows:  
[additions are in **bold underline** and deletions are ~~struck through~~]:

“In the event the Village, without cause, terminates the employment of Employee during such time as Employee is willing and able to perform the duties of Village Manager, the Village agrees to pay Employee severance benefits as provided in Section 4, which severance benefits shall be the full extent of the liability of the Village to Employee resulting from his termination without cause. **In the event the Village, without cause, terminates the employment of Employee during such time during the Transition Period (as defined in the First Amendment to this Agreement) as Employee is willing and able to perform the duties of Strategic Development Manager (as defined in the First Amendment), the Employee will be entitled to the retirement benefits as defined and as set forth and provided in Section 5 of the First Amendment to this Agreement.**”

#### **Section 8. General Provisions**

A. Village Property. All business plans, financial data, reports, memoranda, correspondence, and all other documents pertaining to the current or prospective business of the Village are and will at all times remain the property of the Village. Upon termination of



Bahan's employment with the Village, regardless of whether the termination is with or without just cause, Bahan will, except as may otherwise be authorized by the Village Manager, promptly surrender to the Village all property provided to Bahan by the Village for use in relation to the Bahan's employment.

B. Notices. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally; (ii) by a reputable overnight courier; (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid; or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 16, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

If to the Village:

Village President  
Village of Winnetka  
510 Green Bay Road  
Winnetka, Illinois 60093  
Email: rdearborn@winnetka.org

with a copy to:

Peter M. Friedman, Village Attorney  
Elrod Friedman LLP  
350 N. Clark St., Second Floor  
Chicago, Illinois 60654  
Email: peter.friedman@elrodfriedman.com

If to Bahan:

Robert M. Bahan  
196 Church Road  
Winnetka, Illinois 60093  
Email:

with a copy to:

C. Integration. The Agreement, as amended by this First Amendment and the Deferred Compensation Agreement constitute the sole and entire agreements between the Village and Bahan relating to the employment of Bahan by the Village, and to the retirement from employment by Bahan.

**[SIGNATURE PAGE ON NEXT PAGE]**



**Executed as of the date stated on the first page of this First Amendment**

VILLAGE OF WINNETKA

\_\_\_\_\_  
Village President

Attest:

\_\_\_\_\_  
Deputy Village Clerk

ROBERT M. BAHAN

\_\_\_\_\_

Witness:

\_\_\_\_\_  
Deputy Village Clerk



**EXHIBIT A**

**RELEASE**

This Release ("**Release**") is made by Robert M. Bahan ("**Bahan**") for the benefit of the Village of Winnetka ("**Village**").

**WHEREAS**, Bahan has been employed as the Village Manager of the Village of Winnetka; and

**WHEREAS**, Bahan desires to retire from employment; and

**WHEREAS**, pursuant to and in accordance with the First Amendment to the Village Manager Employment Agreement by and between the Village and Bahan and dated July 15, 2025 ("**First Amendment**") upon retirement, Bahan is entitled to certain Retirement Benefits (as defined in the First Amendment) provided that Bahan executes this Release; and

**WHEREAS**, Bahan desires to execute this Release in order to receive the Retirement Benefits.

**NOW, THEREFORE**, in consideration of the receipt of the Retirement Benefits, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Bahan agrees as follows:

1. Retirement from Employment. Bahan acknowledges and agrees that Bahan voluntarily retired from employment with Village on the Village Employment Retirement Date, as defined in the First Amendment ("**Retirement Date**"). Bahan acknowledges receipt of all wages, accrued but unused vacation pay, leave (whether statutory or otherwise) and other benefits due Bahan from the Village through the Retirement Date.

2. Retirement Benefits. On the Release Effective Date, as defined in Section 19 of this Release, and subject to the terms of the First Amendment and this Release, the Village will commence providing Bahan with the Retirement Benefits, except as expressly provided otherwise in the First Amendment.

3. Consideration. Bahan acknowledges and agrees that the provision by the Village of the Retirement Benefits will discharge all obligations of the Village to Bahan for wages, benefits, bonuses, vacation pay, termination or severance pay, damages of any kind, costs, or any other expectation of remuneration or benefit on the part of Bahan. Bahan acknowledges that Bahan would not otherwise be entitled to the above consideration in the absence of Bahan signing this Release, that said consideration constitutes a substantial economic benefit to Bahan, and that it constitutes good and valuable consideration for the various commitments undertaken and releases provided by Bahan in this Release.

4. Parties Released. For purposes of this Release, the term "Releasees" means the Village and each and all of its elected and appointed officials, members, employees, transferees, agents, legal counsel, and insurers, jointly and separately, individually and in their representative capacities.



5. General Release. Bahan, on behalf of Bahan and Bahan's personal and legal representatives, heirs, devisees, executors, successors, and assigns, hereby acknowledges full and complete satisfaction of, and fully and forever waives, releases, acquits, and discharges Releasees from, any and all claims, causes of action, grievances, demands, rights, liabilities, damages of any kind, obligations, costs, expenses, and debts, of every kind and nature whatsoever, whether based on statute, tort, contract, common law, or other theory of recovery, whether known or unknown, suspected or unsuspected, or fixed or contingent, which Bahan holds or at any time previously held against any of the Releasees, through the date Bahan signs this Release (collectively, "**Claims**"). This general release specifically includes, but is not limited to, any and all Claims:

- a. Arising under, based upon, or in any way related to Bahan's employment with the Village, the terms or conditions of Bahan's employment with the Village, incidents occurring during Bahan's employment with the Village, or the termination of Bahan's employment with the Village;
- b. Arising under, based upon, or in any way related to Title VII of the Civil Rights Act of 1964, as amended; the Civil Rights Act of 1991; 42 U.S.C. §1981; 42 U.S.C §1983, §1985 and §1988; the Age Discrimination in Employment Act; the Americans with Disabilities Act; the Family and Medical Leave Act; the Rehabilitation Act; the Employee Retirement Income Security Act (excepting claims for vested benefits, if any, to which Bahan is legally entitled thereunder); the Genetic Information Non-Discrimination Act; the Equal Pay Act; the National Labor Relations Act; the federal and state Worker Adjustment and Retraining Notification Acts; the Illinois Human Rights Act; the Illinois Wage Payment and Collection Act; the Illinois Personnel Records Review Act; the Cook County Human Rights Ordinance; the U.S. Constitution; the Illinois Constitution; the Winnetka Municipal Code, and any other federal, state, county, or local common law, statute, rule, ordinance, decision, order, policy, or regulation (i) providing for the payment of wages or benefits, (ii) prohibiting employment discrimination, harassment or retaliation, or (iii) or otherwise creating rights or claims for employees, including, but not limited to, any and all claims alleging breach of public policy, the implied obligation of good faith and fair dealing, or any express, implied, oral, or written contract, handbook, manual, policy statement, or employment practice, or claims alleging misrepresentation, defamation, libel, slander, interference with contractual relations, intentional or negligent infliction of emotional distress, invasion of privacy, false imprisonment, assault, battery, fraud, negligence, or wrongful discharge.

6. Agreement Not to Sue; Remedies for Breach. Bahan agrees that Bahan will not initiate, bring or prosecute any suit, action or grievance against any of the Releasees in any federal, state, county, or municipal court or administrative proceeding, or any arbitral forum, with respect to any of the Claims released in this Release, except as specifically stated herein. Bahan further agrees that if any such Claims are filed, pursued or otherwise prosecuted, Bahan waives Bahan's right to any relief sought in connection with such Claims, including the right to damages, attorneys' fees, costs, and all other legal or equitable relief. Bahan further agrees



that if Bahan files, pursues or otherwise prosecutes any such Claims, Bahan will be liable for the payment of all damages and costs, including attorneys' fees, incurred by any of the Releasees in connection with such Claims. Bahan further agrees that if a trier-of-fact finds that Bahan has otherwise breached any of the terms of this Release, Bahan will be liable for the payment of all damages, costs and expenses, including attorneys' fees, incurred by any of the Releasees in connection with such breach. This agreement not to sue does not prohibit Bahan from pursuing a lawsuit, claim or charge to challenge the validity or enforceability of this Release under the Age Discrimination in Employment Act ("**ADEA**"), the Older Workers Benefit Protection Act ("**OWBPA**"), or the Illinois Workplace Transparency Act ("**IWTA**"), nor does it render Bahan liable for damages or costs, including attorneys' fees, incurred by the Releasees, in connection with a lawsuit, claim or charge to challenge the validity or enforceability of this Release under the ADEA, the OWBPA, or the IWTA. This agreement not to sue also does not prohibit Bahan from providing any testimony pursuant to a subpoena or court order, nor does it prohibit Bahan from contacting, cooperating with, providing information to, or filing a charge or complaint with the Equal Employment Opportunity Commission ("**EEOC**"), the Department of Labor ("**DOL**"), or any other federal or state governmental agency, or participating in any way in an investigation resulting from such a contact, charge or complaint, whether initiated by Bahan or someone else. However, Bahan agrees, as a condition of this Release, not to accept any monetary or other personal relief, remedies, damages, benefits, or payments, including but not limited to, back pay, front pay, reinstatement, or compensatory or other damages, that may be awarded or available to Bahan.

7. Intended Scope of Release. It is the intention of Bahan and is fully understood and agreed by Bahan that this Release includes a general release of all Claims that Bahan holds or previously held against any of the Releasees, whether or not they are specifically referred to herein. No reference herein to any specific claim, statute or obligation is intended to limit the scope of this general release and, notwithstanding any such reference, this Release will be effective as a full and final bar to all Claims that are released in this Release. In addition to the waiver and release of all other claims, this Release results in the wavier of and release by Bahan of all claims arising under the Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621, *et seq.* ("**ADEA**"). In exchange for the waiver and release by him of all ADEA claims, Bahan acknowledges that he is receiving consideration in addition to anything of value to which he already is entitled.

8. No Fair Labor Standards Act Claims. Bahan represents that Bahan is not aware of any facts that would support a claim against Releasees for any violation of the Fair Labor Standards Act or comparable state law.

9. No Admission of Liability. Nothing in this Release constitutes or will be construed as an admission of liability on the part of any of the Releasees. The Releasees expressly deny any liability of any kind to Bahan, and particularly any liability arising out of or in any way related to Bahan's employment with the Village or the termination of Bahan's employment with the Village.

10. Return of Confidential Information. Bahan acknowledges and agrees that, during Bahan's employment with the Village, Bahan was provided and had access to and possession of confidential, proprietary, and non-public information belonging or relating to



Releasees, including but not limited to, information relating to Releasees' services, plans, projects, products, residents, personnel information, and strategies (collectively, "***Confidential Information***"). Bahan agrees to strictly maintain the confidentiality of all such Confidential Information. Bahan represents and warrants that Bahan has returned to the Village all documents, physical items and electronic data in Bahan's possession or control, including but not limited to, all computers, PDAs, thumb or flash drives, portable media devices, email, documents, spreadsheets, and records (collectively, "***Village Property***").

Bahan further acknowledges and agrees that the terms and conditions of this Release are matters of public record and may be subject to release under the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*

11. Consultation with Counsel. The Village hereby advises Bahan to consult with an attorney prior to signing this Release. Any such consultation will be at Bahan's expense. Bahan acknowledges that Bahan has been advised of Bahan's right to consult with an attorney of Bahan's choice and that Bahan had the opportunity to consult with an attorney before signing this Release.

12. Twenty-One (21) Days to Sign. Bahan will have a period of 21 days within which to consider and sign this Release. Bahan may sign this Release at any time within this 21-day period, knowingly and voluntarily waiving any further time for consideration. Bahan acknowledges that no deadline of less than 21 days has been imposed on Bahan to sign this Release and that Bahan has had time to read and consider this Release before signing it.

13. Written Revocation. Bahan may revoke this Release in writing at any time within seven days after signing it, by delivering written notice of revocation to Peter M. Friedman, Village Attorney, Elrod Friedman LLP, 350 N. LaSalle Street, Second Floor, Chicago, Illinois 60654, [peter.friedman@elrodfriedman.com](mailto:peter.friedman@elrodfriedman.com), the Village's designated agent for this purpose. Bahan acknowledges and agrees that if Bahan does so revoke, this Release will be null and void and the Village will have no obligation to furnish the consideration recited above, nor any other obligation under this Release. This Release will not become effective and enforceable until the expiration of the seven-day revocation period provided in this Section. After such time, if there has been no written revocation, this Release will be fully effective and enforceable.

14. Warranty of Understanding; Voluntary Nature of Release. Bahan acknowledges that Bahan has carefully read and fully understands all of the provisions of this Release, that Bahan knows and understands the rights Bahan is waiving by signing this Release, and that Bahan is entering into this Release knowingly and voluntarily, without coercion, duress or overreaching of any sort. Bahan further acknowledges that in making this Release, Bahan has relied upon Bahan's own judgment, belief and knowledge of the nature, extent and duration of any injuries, losses and damages, and no representations or statements regarding said injuries, losses or damages, or regarding any other matters, made by Releasees or any persons representing them, have been relied upon by Bahan to any extent whatsoever in making this Release.



15. Ownership of Claims. Bahan represents and warrants that Bahan is the sole owner of all Claims released herein, that Bahan has not assigned, transferred or encumbered all or any part or interest in such Claims, and that Bahan possesses full right, power and authority to sign this Release and thereby to fully and effectively release and extinguish all such Claims.

16. Taxes. Bahan agrees that Bahan is responsible for the payment of all federal, state and local taxes except as provided in Subsection 5.C of the First Amendment with regard to the tax gross up payment under the Deferred Compensation Agreement, of any type whatsoever, due from Bahan and resulting from the above payment of Retirement Benefits to Bahan. Bahan agrees to indemnify the Village for any monies (including tax, interest and penalties) paid by the Village to the IRS or any state or local taxing authority as a result of the non-payment by Bahan of any required taxes. Bahan agrees to apportion the above payment as necessary among Bahan's attorneys or other individuals that may have liens or rights of subrogation or reimbursement. Bahan represents that the fees and costs of Bahan's attorneys have been or will be fully satisfied out of the above payment, or otherwise compromised, that it is Bahan's responsibility to assure satisfaction or compromise of all such fees and costs, and that Releasees are not responsible for such fees and costs.

17. Severability/Modification. The provisions of this Release are fully severable. Therefore, if any provision of this Release is for any reason determined to be invalid or unenforceable, such invalidity or unenforceability will not affect the validity or enforceability of any of the remaining provisions. Further, any invalid or unenforceable provisions will be modified or restricted to the extent and in the manner necessary to render the same valid and enforceable, or, if such provision cannot under any circumstances be modified or restricted, it will be excised from the Release without affecting the validity or enforceability of any of the remaining provisions.

18. Successors and Assigns. This Release will be binding upon, and will inure to the benefit of, Bahan and Bahan's personal and legal representatives, heirs, devisees, executors, successors, and assigns.

19. Effective Date of Release. This Release shall become effective only after (1) it is signed by Bahan, (2) it is delivered to the Village Manager, and (3) the seven-day revocation period set forth in Section 13 of this Release has expired (the "**Release Effective Date**").

Dated: \_\_\_\_\_, 2026

\_\_\_\_\_  
Robert M. Bahan

Subscribed and sworn to before  
me this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Notary Public