



MEMORANDUM

TO: Trustee Laura Fitzpatrick, Chairperson
Economic and Community Development Committee

FROM: Jennifer Ganser, Assistant Director of Community Development 

DATE: November 10, 2014

**SUBJECT: Downtown Improvement & Renovation Grant; 14 W. St. Charles Road
(Balkan Bakery and Coffee)**

The Community Development Department has received an application for the Downtown Improvement and Renovation Grant Program (also known as the Facade Grant Program) for Balkan Bakery and Coffee located at 14 W. St. Charles Road. The applicant is seeking to install exterior improvements of a new wood deck (to the east of the building), a sliding glass door leading to the deck, and a new canopy sign. This is a unique petition because a restaurant is a permitted use in the B5 zoning district, though a conditional use permit will be required for the outdoor seating. This item scheduled before the Plan Commission on November 17, 2014. The deck cannot be built without Village Board of Trustees approval for outdoor dining. The grant request will be contingent on receiving that approval.

The property is located in the Downtown TIF. The total cost of project is \$48,100.00 and is grant eligible up to \$24,050.00 (up to 50% of the eligible project costs; not to exceed \$50,000.00, unless specifically approved by the Village Board).

Balkan Bakery and Coffee leased the property at 14 W. St. Charles Road. The first floor is currently vacant and there is a vacant property to the east of the building.

The Lombard Downtown Revitalization Project Guidebook focuses on aesthetic standards in Section 4. The design recommendations can be applied to numerous buildings in downtown Lombard. Recommendations include buildings with fabric awnings containing signage and gooseneck lighting, and keeping with the character of downtown Lombard. Page 12 (attached) of the Guidebook highlights the building at 14 W. St. Charles Road and calls for a cafe with outdoor dining. This project is consistent with the Guidebook and will help in downtown revitalization efforts.

It should be noted that all grant requests paid for by Village of Lombard TIF dollars shall comply with the Illinois Prevailing Wage Act. Therefore, if the grant is approved by the Village Board of Trustees, the applicant shall sign an acknowledgement form indicating that they are aware that this project is subject to prevailing wages.

GRANT REQUEST ELEMENTS

Balkan Bakery and Coffee has submitted architectural plans. Exterior work includes a new awning sign, a sliding glass door leading to a deck, and a deck with outdoor seating.

Awning

Balkan Bakery is seeking to install an awning above the front door fronting St. Charles Road. The awnings will have white lettering and will be reviewed against code at the time of a building permit submittal.

Deck

Balkan Bakery is seeking to install a wood deck on the vacant land to the east of the building. This will be used for outdoor seating.

<u>Contractor</u>	<u>Price Quote</u>
MJK Remodeling	\$48,100.00
All in One Remodeling	\$54,300.00
Rico Construction	\$52,707.00

The applicant has submitted three bids for the proposed work and based on the lowest bid the applicant is eligible to receive up to \$24,050.00.

Staff is supportive of the request for the following reasons:

1. Consistent with the recommendations of the Lombard Downtown Revitalization Project Guidebook.
2. Consistent with past approval for other façade grant requests.
3. The deck and outdoor seating would create an aesthetic enhancement for the corridor.
4. Support from Lombard Town Centre.

Conditions of Approval

Staff proposes the following conditions be placed on the grant, if approved by the Village Board of Trustees. The conditions would be incorporated into a Resolution, subject to approval from the Village Board of Trustees.

1. The project must comply with the Illinois Prevailing Wage Act. Since the project will be partially funded by grant (from the Downtown TIF) the project must comply with the Illinois Prevailing Wage Act.
2. Permits must be applied for and received for all of the work. Permits should be applied for with the Building Division and will be ready after the appropriate departments/divisions are able to sign off stating that the project meets code.

3. Before the grant can be paid out, the petitioner will submit a final receipt (showing it is paid in full) and waivers of lien from the contractors. This ensures that the project is paid in full before the Village remits the grant funds.
4. As noted above, the outdoor seating requires conditional use approval from the Village Board of Trustees. This approval will need to be granted before the deck is constructed and any grant monies are paid out.

COMMITTEE ACTION REQUESTED

This item is being placed on the November 10, 2014 ECDC agenda for consideration. Staff recommends that the ECDC recommend approval to the Village Board for the requested Downtown Renovation and Improvement Grant being sought by Balkan Bakery and Coffee for the property at 14 W. St. Charles Road. The project total is \$48,100.00 and is grant eligible up to \$24,050.00. As this request is over \$10,000, it requires final approval from the Village Board of Trustees. Said recommendation is subject to the following conditions, by the Village Board of Trustees:

1. The project must comply with the Illinois Prevailing Wage Act.
2. Permits must be applied for and received for all of the work.
3. Before the grant can be paid out, Balkan Bakery and Coffee will submit a final receipt (showing the project is paid in full) and waivers of lien from the contractors.
4. That Balkan Bakery and Coffee must receive zoning approval in the form of a conditional use for outdoor seating and the improvements associated with the grant request shall be consistent with any conditions of that approval.

**DOWNTOWN IMPROVEMENT AND RENOVATION GRANT
PROGRAM PRE-APPLICATION**

1. A. Building Address and Description: 14 W St. Charles Rd.
Lombard, IL. 60148
B. Property Identification Number: 0607206020
C. Legal Description of Property: TOWN OF Lombard W 5 FT OF S 70 FT /
EX N 76 FT OF E 45 FT / + / EX W 75 FT MEAS on S By W 74.66 FT
2. A. Owners Name: Garrick Nielson + Ed O'Neil MEAS ON N
B. Owners Address: 236 E St Charles Rd Lombard, IL
60148
C. Phone (day time): (312) 371-2191 - (708) 415-5830
(Garrick) (ED)
3. Current Tenant, Building Address, Lease Terms, and Description of Business: (use
additional paper if necessary)
A. Balkan Bakery - Current tenant at 14 W. St. Charles
Rd, Lombard IL. 60148
B. Lease is for three years.
C. Bakery + Sandwich shop with coffee.
4. Proposed Improvements and Renovations: NEW opening to new deck
25x30 w/handicap ramp. New lighting, Landscaping.
Front sign.

5. Plans/Drawings prepared by:

A. Name: Ken Brandeis

B. Address: 1800 Hawthorne Lane, Suite Q
West Chicago, IL 60185

C. Phone (day time): (708)-917-5708

D. Estimated Cost of the Improvement and Renovation: \$ 53,980

6. Statement of Understanding.

A. The applicant (undersigned) agrees to comply with the guidelines and procedures of the Downtown Improvement and Renovation Grant Program and the specific design recommendation of the Director of Community Development.

B. The applicant must submit detailed cost documentation, copies of building permits, and all contractors waivers of lien upon completion of work.

C. The applicant, owners, and all contractors must comply with all federal and local regulations (see the attached list).

Business Owner Signature Benjica Netic (Date) 10-1-14

Property Owner Signature [Signature] (Date) 10/1/14

Return application to:

Village of Lombard
Community Development Department
255 E. Wilson Ave., Lombard, IL 60148
630-620-5746

FIGURE 1.7

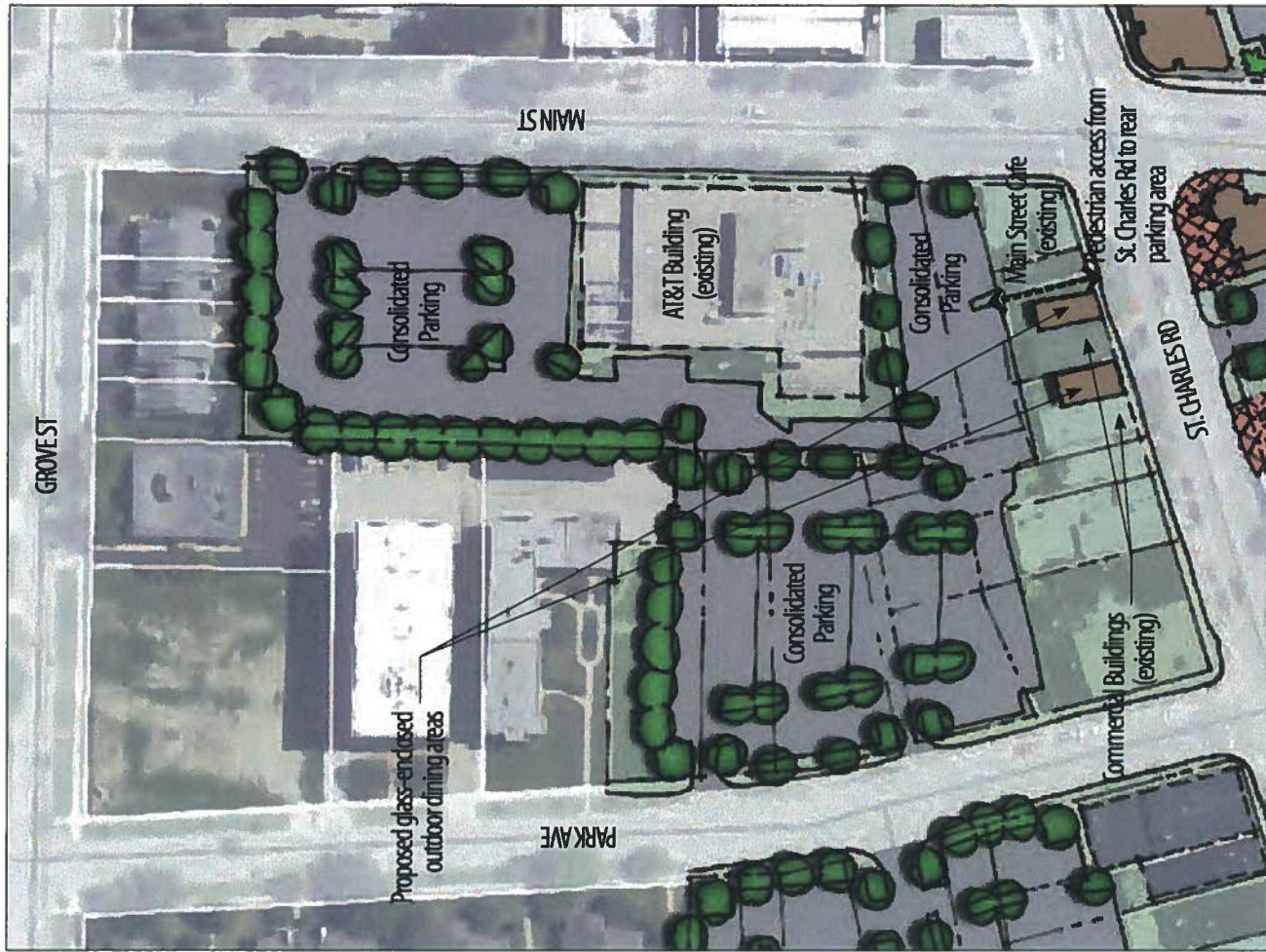
Site 4: 10-14W. St. Charles Rd Site

» **Description of Approach**

The concept for this site proposes retaining the buildings and the open space provided by the current vacant lots to accommodate garden cafés and the potential for a glass enclosed, all-season expansion to the adjacent buildings, which would allow for a year-round glass-enclosed "outdoor" dining experience. Existing buildings will benefit from improved façades and site enhancements. To enhance the pedestrian accessibility of the site, a sidewalk or pedestrian access path should be provided from St. Charles Road to the rear parking area.

» **Site Data**

Site Area	7,754 sqft (0.18 acres)
Parcels	2 parcels
Site Improvements	<ul style="list-style-type: none"> Façade and site enhancements with garden cafés to support outdoor dining Vacant commercial building Law office Undeveloped open space on each parcel
Existing Uses	
Notes	Potential for a consolidated parking area serving Site 4 and adjacent businesses (refer to Figures 3.1 and 3.2 in Section 3 for details)





October 28, 2014

Jennifer Ganser
Assistant Director of Community Development
255 E Wilson Ave.
Lombard, IL 60148

Dear Ms. Ganser:

Thank you for forwarding the architectural plans for the proposed renovations to 14 W. St. Charles Rd. for review by the Lombard Town Centre (LTC) Design Committee. We understand that the future business to occupy the property will be a bakery and sandwich shop, which we feel will be a welcomed addition to our downtown.

While most of the proposed improvements are interior renovations outside the realm of streetscape aesthetics that LTC is most concerned, we are pleased to see that a deck for outdoor dining is proposed on the lot adjacent to the bakery. We feel this outdoor dining function will add a pleasant vibrancy to the streetscape and that it supports the goals of the Lombard Downtown Revitalization Guidebook and the Illinois Main Street Program. As such, we are in support of the proposed improvements to 14 W. St. Charles. Rd.

Should you have any questions, feel free to call me at the number below.

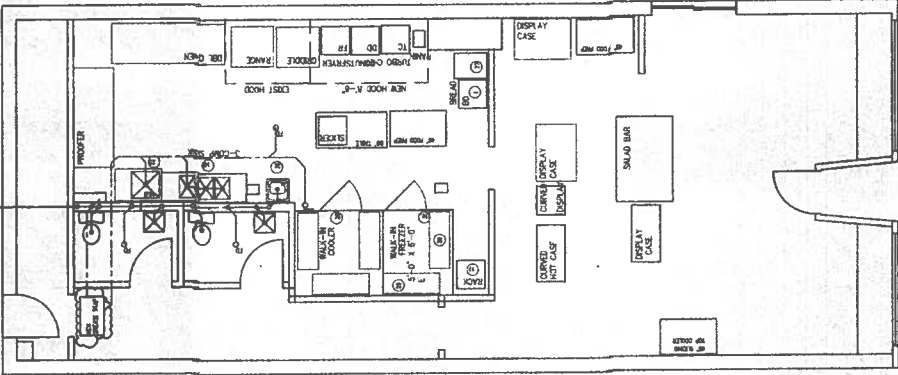
Sincerely,

Tom Runkle
Lombard Town Centre
Design Committee Chair
630-334-0560

ISSUE	08-22-14
PRELIMINARY	07-01-14
JOB PERMIT	08-22-14
CODE REVISION #2	
CODE REVISION #3	

NEW BAKERY
14 WEST ST CHARLES ROAD
LOMBARD, ILLINOIS

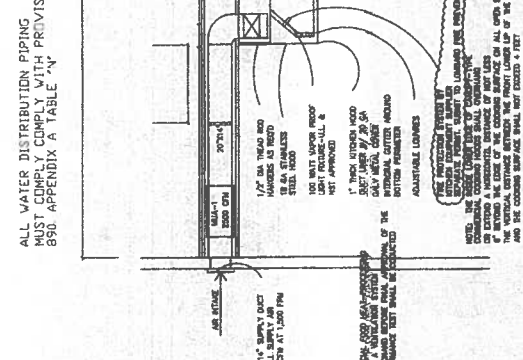
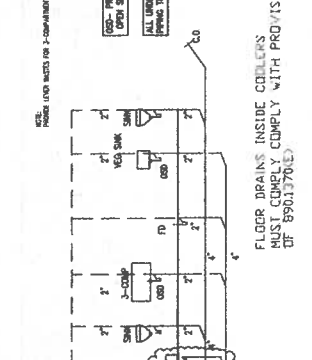
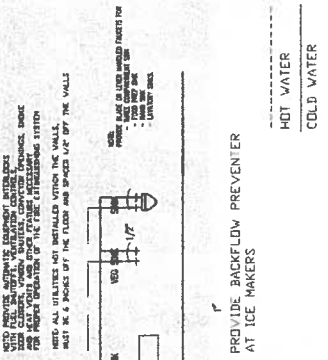
Sheet No.
A-2
3 of 5



- LEGEND**
- EXISTING UNDER FLOOR SANITARY
 - NEW UNDER FLOOR SANITARY
 - NEW ABOVE GROUND SANITARY
 - NEW VENT PIPING
 - EXISTING COLD WATER
 - NEW COLD WATER
 - NEW HOT WATER
 - RISE IN PIPING
 - DROP IN PIPING
 - NEW GAS PIPING

SUPPLY/DRAIN LINES

LINE	TYPE	SIZE	LENGTH	DATE
1	1/2"	1/2"	10	10/1/14
2	1/2"	1/2"	10	10/1/14
3	1/2"	1/2"	10	10/1/14
4	1/2"	1/2"	10	10/1/14
5	1/2"	1/2"	10	10/1/14
6	1/2"	1/2"	10	10/1/14
7	1/2"	1/2"	10	10/1/14
8	1/2"	1/2"	10	10/1/14
9	1/2"	1/2"	10	10/1/14
10	1/2"	1/2"	10	10/1/14
11	1/2"	1/2"	10	10/1/14
12	1/2"	1/2"	10	10/1/14
13	1/2"	1/2"	10	10/1/14
14	1/2"	1/2"	10	10/1/14
15	1/2"	1/2"	10	10/1/14
16	1/2"	1/2"	10	10/1/14
17	1/2"	1/2"	10	10/1/14
18	1/2"	1/2"	10	10/1/14
19	1/2"	1/2"	10	10/1/14
20	1/2"	1/2"	10	10/1/14
21	1/2"	1/2"	10	10/1/14
22	1/2"	1/2"	10	10/1/14
23	1/2"	1/2"	10	10/1/14
24	1/2"	1/2"	10	10/1/14
25	1/2"	1/2"	10	10/1/14
26	1/2"	1/2"	10	10/1/14
27	1/2"	1/2"	10	10/1/14
28	1/2"	1/2"	10	10/1/14
29	1/2"	1/2"	10	10/1/14
30	1/2"	1/2"	10	10/1/14



GREASE TRAP CALCULATIONS

MOP SINK = 242418 = 4608 CU IN
HAND SINK = 121007 = 264 CU IN
VEG SINK = 181011 = 354 CU IN
TOTAL VOLUME = 29980 CU IN
VOLUME REQ = 29980 CU IN / 231 = 90
90 GALLONS / 2 = 45 GALLONS REQUIRED

WATER SUPPLY NOTES:

- ALL WATER LINES TO BE TYPE 'L' COPPER PIPING.
- 1" MAIN BRANCH SUPPLY, 2" AIR CHAMBER
- 1/2" FUTURE BRANCHES, 1/2" AIR CHAMBERS
- WATER HEATERS TO HAVE PRESSURE RELIEF VALVES
- PROVIDE SHUT-OFF VALVES AT ALL FIXTURES
- PROVIDE AUTO-BLEEDING VALVES AT TOILET LAVATORIES (EXCEPT AT IS DISC) (THERMOSTATIC OR PRESSURE-BALANCED)
- PROVIDE CITY METER WATER READER AS REQ'D
- PROVIDE INTERIOR SHUT-OFF VALVES AT SILLCOCKS
- PROVIDE THERMAL EXPANSION TANK AT COLD WATER INLET TO EACH HOT WATER HEATER (AS REQ'D)
- COLD WATER SUPPLY TO SOUP ASPIRATOR SHALL HAVE AN INST 103 COMPLIANT PER BRILLIANT

PLUMBING WASTE LINES:

- SIZE PIPING ACCORDING TO ILLINOIS STATE PLUMBING CODES (SCHEDULE 40)
- PIPING BELOW CONCRETE SLAB TO BE IN PVC (ASTM 25668-74)
- ALL MATERIALS AND INSTALLATIONS TO BE IN COMPLIANCE WITH THE BELLING HENDRICKS BUILDING CODE
- PVC PIPE ABOVE GROUND (ASTM 25668-74, SCHED. 40)
- PIPING PRIMER OR STACK TEST REQUIRED ON ALL PVC PIPING
- 20" X 14" SUPPLY DUCT TO WALL SUPPLY AIR
- 20" DIA AT 1000 FPM

APPLICABLE CODES:

- ILLINOIS PLUMBING CODE
- ILLINOIS MECHANICAL CODE
- ILLINOIS ELECTRICAL CODE
- ILLINOIS GAS PIPING CODE
- ILLINOIS SANITARY CODE
- ILLINOIS FIRE ALARMS CODE
- ILLINOIS FIRE EXTINGUISHING CODE
- ILLINOIS FIRE SAFETY CODE
- ILLINOIS FIRE PREVENTION CODE
- ILLINOIS FIRE PROTECTION CODE
- ILLINOIS FIRE RESISTANCE CODE
- ILLINOIS FIRE RESISTANCE TEST SHALL BE PERFORMED

KITCHEN HOOD SUPPLY & EXHAUST FAN DETAIL

**Rico Construction
330 Stone Road
Villa Park, IL 60181
630-330-0366-Cell
stone222@comcast.net**

Balkan Bakery & Café Inc.
14 W St. Charles Rd
Lombard, IL 60148

Scope of Work - *Build Out of Bakery & Sandwich Shop*

Interior Work

- All necessary demolition work as provided in plan with debris removal
- Demolition of current bathroom
- Build two (2) new bathrooms per plan ADA Compliant
- Bathrooms to include toilet, lavatory, mirror and grab bars all ADA Compliant
- Installation of two (2) hand sinks in prep area
- Installation of a three (3) compartment sink, 2 hand sinks in prep area
- Installation of new electrical for equipment as per plan
- All construction materials
- Installation of new quarry tile for the 6ft. X 6ft backroom floor
- Installation of FRP wall paneling to entire kitchen and prep area
- Installation of hood & oven (purchased by client)
- Primer & paint to be provided by contractor
- Installation of all equipment & hood (purchased by client)
- Dumpster(s)
- Electrical conversion to three phase
- Architect fees

Total for Interior Work

\$41,273.00

Contractor will not be responsible for the refrigeration or installation of the walk in cooler. Customer will provide any equipment for their business.

Exterior Work

- Installation of new deck to be treated lumber as per plan approximately 25 ft. X 30ft.
- Installation of new canopy sign in front of store
- Cut opening in wall to prepare for 6 ft sliding door in entrance
- Installation of sliding door

Total for Exterior Work

\$52,707.00

Total Price for Labor & Materials **\$93,980.00**
Ninety Three Thousand Nine Hundred Eighty Dollars.....00/100

Payment Schedule:

Deposit Due upon Contract Signage	\$31,327.00
Rough in of Plumbing & Electric	\$31,327.00
Completion of Job	\$31,326.00

All construction will be completed according to the approved blueprint in a neat and timely fashion. Approximate build time is sixty (60) days.

Change Order

Owner may desire a mid-job change in the specifications that would add time and cost to the specified work. Such change will require a written order.

Contractor's original costs are based on architectural drawings. Contractor is not liable for any unforeseen events, prior work performed unsatisfactory or to factors unknown when the contract was made. Rico Construction is also not responsible for any changes made by the Village of Lombard after submittal of blueprints. Any additional work that is required by the Village of Lombard will be at customer's expense.

Acceptance of Proposal

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____



Total Text Width = 195.75"w

Upper Case = 19.8"h

Lower Case = 16"h

BALKAN BAKERY

48"h

216"w



MJK Remodeling

Specializing in New Construction/Room Additions Custom Kitchens/Baths

DATE OF PROPOSAL: September 2, 2014

PROPOSAL SUBMITTED TO: Balkan Bakery and Cafe

ADDRESS: 14 W St. Charles Rd. Lombard Illinois

Scope Of Work : Interior Build out

- Demo to be done as per plan includes dumpsters to haul away debris
- Demo of existing bathroom
- Build 2 new bathrooms as per plan ADA Compliant
- Bathrooms to include toilet, lavatory, mirror, and grab bars all ADA Compliant
- Install new 3 compartment sink, 2 hand sinks in prep area
- Install new electrical for equipment as per plan
- Install new 6"x6" Quarry Tile on entire kitchen area
- Install FRP wall paneling to entire kitchen and prep area
- Prime and paint entire store
- Installation of all equipment and Hood (Purchased by owner)

Total \$40,360.00

*Note: Any walk in coolers or freezers to be installed by others

Exterior

- Installation of new canopy sign in front of store with lighting
- Cut opening in wall and finish to accommodate new 6ft sliding door
- Install new 6ft sliding door
- Installation of new deck all to be treated lumber as per plan approximately 30' x 25'

Total \$48,100.00

All materials included in quote unless otherwise stated

All work to be done per plan and per village requirements

Added Requirements

- Upgrade existing service to run all machines and cooking equipment
- Charge for blueprints to be made with any additional changes

Total \$7,800.00



MJK Remodeling

Specializing in New Construction/Room Additions Custom Kitchens/Baths

DATE OF PROPOSAL: September 2, 2014
PROPOSAL SUBMITTED TO: Balkan Bakery and Cafe
ADDRESS: 14 W St. Charles Rd. Lombard Illinois

All material is guaranteed to be as specified, and the work listed on page 1 will be performed in accordance with the drawings and/or specifications submitted for the work listed and completed in a substantial workmanlike manner for the sum of **Ninety six thousand two hundred sixty dollars \$96,260.00**

Payments will be made as follows:

- Down Payment \$38,260.00
- Middle Payment \$30,000.00
- Completion of Interior Work \$15,000.00
- Upon Completion \$13,000.00

Respectfully submitted
Per MJK Remodeling

*Note: This proposal may be withdrawn by us if not accepted within 30 days

Any alterations or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

SIGNATURE _____ DATE

SIGNATURE _____ DATE



ALL IN ONE REMODELING

Licensed, Bonded & Insured

2415 N Pulaski 2nd Floor Chicago Illinois

Date of Contract: September 2, 2014

Contract Submitted to: Balkan Bakery

Address: 14 W St. Charles Rd. Lombard Illinois

Exterior Work

- Install new treated deck on the exterior of building as per blue print
- Install a new canopy sign on front of the store with lighting underneath
- Saw cut and install 6ft new sliding door

Total \$54,300.00

Interior Work

- Provide dumpsters for any debris upon demo of interior
- Demolition to include anything per blueprints
- Plumbing work to be done per blueprint
- Includes all hand sinks, 3 compartment sinks, ADA Compliant bathroom fixtures
- Remove existing bathroom and install 2 new handicap accessible bathrooms as per blueprint
- Install new tile in kitchen and prep area
- Install new wall paneling with cleanable surface in kitchen and prep area
- Install all equipment and exhaust hood (Purchased by others)
- Prep, prime, and paint entire store

Total \$43,300.00

Additional Items

- Architectural drawings that were not included in original proposal
- Upgrade existing electrical service to accommodate bakery equipment

Total \$8,000.00



Date of Contract: September 2, 2014
Contract Submitted to: Balkan Bakery
Address: 14 W St. Charles Rd. Lombard Illinois

Total for work to be completed: **One hundred five thousand six hundred dollars**
\$105,600.00.....

Payments will be made as follows:

Down Payment **\$45,600.00**
Middle Payment **\$40,000.00**
Upon Completion **\$20,000.00**

Respectfully submitted Per All in One Remodeling

*Note: This proposal may be withdrawn by us if not accepted within 60 days

ACCEPTANCE OF CONTRACT

Scope of work and prices are hereby correct/ All in One Remodeling is approved to do all work as per blueprint and to the satisfaction of the following clients

SIGNATURE _____ DATE

SIGNATURE _____ DATE