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0020278229

EXHIBIT

ATTACHED TO

0020278229

DOCUMENT NUMBER

3-12-02

SEE PLAT BOOK

BOX 324

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Property of Cook County Clerk's Office

9 2287 50800

20-21-E

Box 27

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NORTHFIELD

EXHIBIT ATTACHED

0020278229

2391/0152 90 001 Page 1 of 34
2002-03-12 14:56:11
Cook County Recorder 171.00

MAIL TO RECORDER'S BOX 324 (NFC)

I, Mark J. Morien, Village Clerk of the Village of Northfield, Cook County, Illinois, do hereby certify that the attached is a true and complete original of Ordinance 02-1103 granting a PUD for 315 Waukegan Road, Christian Heritage Academy, which was approved and adopted by the President and Board of Trustees of the Village of Northfield, Illinois, at a regularly scheduled meeting of the Board on February 19, 2002, at which time a quorum of members was present and voted. This original is to be recorded and attached to the following address:

315 Waukegan Road, Northfield, Cook County, IL 60093

Real Estate Index Number: 04-23-400-047

Mark J. Morien

Mark J. Morien
Village Clerk
Village of Northfield

MAIL TO RECORDER'S BOX 324 (NFC)

RECORDING FEE 171.⁰⁰
DATE 3/12/02
OR BY *JM* 34



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VILLAGE OF NORTHFIELD

ORDINANCE NO. 02-1103

Property of Cook County Clerk's Office

AN ORDINANCE AUTHORIZING A PLANNED UNIT DEVELOPMENT
PURSUANT TO ARTICLE XV OF THE
ZONING ORDINANCE
IN THE VILLAGE OF NORTHFIELD
COOK COUNTY, ILLINOIS

CHRISTIAN HERITAGE ACADEMY
NORTHFIELD, ILLINOIS 60093

ADOPTED BY THE
BOARD OF TRUSTEES
OF THE
VILLAGE OF NORTHFIELD

This 19th day of February, 2007.

Published in pamphlet form by authority of the
Board of Trustees of the Village of Northfield
Cook County, Illinois

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ORDINANCE NO. 02-1103

AN ORDINANCE TO AUTHORIZE A PLANNED DEVELOPMENT OF CERTAIN PROPERTY PURSUANT TO ARTICLE XV OF THE ZONING ORDINANCE OF THE VILLAGE OF NORTHFIELD

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WHEREAS, the Board of Directors of the Christian Heritage Academy (hereinafter called "the Academy") controls all right, title and interest in the property legally described in *Exhibit "A"*, attached hereto and made a part hereof (hereinafter called the "Subject Property"); and

WHEREAS, the Academy has made application (*Exhibit "B"*) to the President and Board of Trustees of the Village of Northfield for approval of a certain planned development for the Subject Property; and

WHEREAS, in accordance with the provisions of Article XV of the Zoning Ordinance of the Village of Northfield and the statute in such cases made and provided, a public hearing upon due notice was held before the Plan and Zoning Commission at the Northfield Village Hall on February 4, 2002; and

WHEREAS, on the completion of the Public hearing, the Plan and Zoning Commission recommended that the President and Board of Trustees of the Village of Northfield grant a special use permit pursuant to Articles XII and XV of the Zoning Ordinance of the Village of Northfield for a Planned Development for the Subject Property; and

WHEREAS, the President and Board of Trustees of the Village of Northfield have found that the Subject Property is suitable for Planned Development use and meets the five (5) acre minimum area requirement; and

WHEREAS, the President and Board of Trustees of the Village of Northfield

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have fully considered the proposed Planned Development as to whether it is in the best interests of the Village of Northfield and the community's desire for cooperation in providing reasonable use of the Subject Property; and

WHEREAS, the President and Board of Trustees of the Village of Northfield believe that a general educational use with an appropriate mix of accessory uses of the existing developed facilities on the Subject Property under a unitary site plan and concept would be in the best interests of the public and would constitute a reasonable use compatible with existing uses of the Subject Property;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF NORTHFIELD, COOK COUNTY, ILLINOIS:

SECTION 1: A Planned Development be and is hereby granted and approved as a Special Use pursuant to the Zoning Ordinance of the Village of Northfield for the Subject Property. The Planned Development is for the purpose of making reasonable use of the existing facilities on the Subject Property for educational purposes.

SECTION 2: The development of the Subject Property shall be in accordance with the Site Plan (*Exhibit "C"*), together with the application for approval of the Planned Development and all attached exhibits which are incorporated by reference as exhibits to this ordinance, to-wit: *Exhibit "A"* - Legal Description of the Subject Property; *Exhibit "B"* - Application for a Planned Development; *Exhibit "C"* - Site Plan.

SECTION 3: There shall be compliance by the Academy with this Ordinance and all attached exhibits and all ordinances of the Village of Northfield.

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SECTION 4:

I. Uses

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The following uses shall be the only uses permitted on the Subject Property:

The primary use of the campus shall be the educational activities of Christian Heritage Academy. Accessory uses shall be permitted only as follows:

A. Educational Activities including: Schools (day care, preschool, elementary, junior and senior high) related events, educational conferences, tutoring programs, study groups, language classes, music lessons and classes, and college extension programs. Educational use of the facility on a daily basis shall be limited to four outside groups and a total occupancy of 1000 students. Any schools other than such four outside groups may use the facility only for temporary conferences and meetings. No educational institution, beyond the 12th grade, shall occupy the premises other than occasional college extension courses.

B. Athletic programs and events including: Sports teams and leagues, dance studios, sports-based camps, and summer day camps as are typical of any primary or secondary school. However, no group other than the Academy may use the C-1, C-2, C-3 and C-4 parking lot facilities for outdoor play activities.

C. Religious activities and gatherings including: Church and church related organizations (offices, worship services, classes and related activities, Bible study group meetings and special ministry related events such as concerts, picnics, sports and conferences). The Village of Northfield shall be provided, quarterly, with a calendar of events, for organizations which do not share space with the Academy on a regular

basis. If there are changes from this calendar, the Village shall receive written notice.

D. Cultural, Arts and Community activities and organizations including:

Theater and art group rehearsals and performances, choral group rehearsals and performances, music lessons and performances, and election polling place. The Village of Northfield shall be provided, quarterly, with a calendar of events, for organizations which do not share space with the Academy on a regular basis. If there are changes from this calendar, the Village shall receive written notice.

E. Residential. The Academy may use the former Daughters of Charity housing building (constructed in the early 1980's), as shown on *Exhibit "C"*, for any of the uses set forth in Paragraphs A through D above subject to compliance with all applicable building and safety codes. Subject to the limitations set forth in this Paragraph E, the building may also be used for residential purposes. Under no circumstances shall the building be expanded beyond its current footprint or square footage. The housing building must comply with all Village of Northfield regulations with respect to multi-family housing and may be occupied only by persons who are directly participating in or have a direct relationship to Academy programs. It may not be used as rental housing for the general public. The building may at no time contain more than three apartments.

II. No boats, recreational vehicles or commercial vehicles shall be stored anywhere on the Subject Property.

III. All internal traffic, directional or informational signs shall be constructed of the same material and use the same lettering style, subject to review of the

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Architectural Commission.

IV. New mechanical systems may be located on the roof of any building only on the specific approval of the Architectural Commission, and subject to the regulations of the Village of Northfield.

V. Identification signs shall be in accordance with the Village of Northfield Sign Ordinance and shall be subject to the review and approval of the Architectural Commission.

VI. The Academy and each user shall comply with all fire protection and life safety measures as are required by state, local and federal regulations and as may reasonably be required by the Village Fire Marshal. Any use or user which may be required by law to provide sprinklers shall have its system approved by the Village Fire Marshal, which approval shall not be unreasonably withheld.

VII. Plans for entrance and exit to each building shall be submitted to the Village Fire Marshal to insure adequate fire protection access.

VIII. The pavement standards which shall be applicable to any new paving or repairing of roadways or parking areas in the Planned Development shall be as set forth in the Village's Stormwater Management Ordinance.

IX. Other than the uses for the "housing building" as set forth in this ordinance, no dormitories shall be permitted to be established on the Subject Property.

X. Nothing in this Ordinance shall serve to waive the requirement that any user on the Subject Property obtain a building permit where one is otherwise required.

Final architectural plans for new building or exterior alterations must be submitted to the

Architectural Commission of the Village of Northfield prior to the issuance of any building permit. The Architectural Commission shall approve all exterior building materials.

XI. Any new building or any additions to existing buildings, not illustrated on the exhibits of the current Application, shall require an amendment to this Planned Development Ordinance requiring full public hearings before such Boards or Commissions at that time conducting said hearings pursuant to the Village of Northfield ordinances.

XII. Except as otherwise set forth herein, all other laws, ordinances and regulations of the Village of Northfield shall be applicable to the Planned Unit Development.

XIII. All signage, architectural, landscape and lighting shall be subject to the review and recommendations of the Architectural Commission.

XIV. The Academy will connect the sidewalks currently existing on its property to the sidewalk to the north and south of Waukegan Road.

XV. An approval pursuant to any requested review by a Village consultant, staff member, Board or Commission shall be an approval of only those items specified in any motion, resolution, ordinance or written report. Under no circumstances shall such an approval be deemed to be the approval of any other matter by virtue of the fact that those other matters may appear on the supporting documents such as a site plan, engineering plan, or Plat that was the subject of the review. Neither shall any such written approval be deemed to be an approval of any matter, which is within the

jurisdiction of any other Village consultant, staff member, Board or Commission or any County, State or Federal agency.

XVI. Changes from Exhibits may only be made as follows:

A. **Minor Field Changes.** Minor changes in locations or sizes shown on exhibits may be approved, in writing by the Director of Community Development. Typically, a minor field change will not involve a percentage change greater than 3%. However, not all changes of less than 3% shall necessarily be deemed to be minor. The determination of the Director of Community Development as to whether a change is a minor field change shall be final.

B. **Village Board Approved Changes.** The Village Board may approve, without referral to the Plan and Zoning Commission, such other changes as it believes are in the best interests of the Village and which do not involve changes in numbers found in the text of the Ordinance and which do not have a substantial, direct impact on adjacent properties. The determination of the Village Board as to whether a requested change should be referred to the Plan and Zoning Commission shall be final.

C. **Changes Requiring a Public Hearing.** Any change involving size, quantity or other numerical value found in the text of the ordinance or any change having substantial, direct impact on adjacent properties shall not be made except after a public hearing before the Plan and Zoning Commission. Additionally, the Village Board or the Director of Community Development may refer any requested change to the Plan and Zoning Commission for public hearing when either believes it would be in the best interest of the Village to do so.

SECTION 5: A certified copy of this Ordinance shall be recorded with the Recorder of Deeds of Cook County, Illinois and filed in the office of the Clerk of Cook County, Illinois and shall run with the land and be binding upon any legal or beneficial owner of the Subject Property.

SECTION 6: This Ordinance shall be in full force and effect from and after its passage, approval and publication in the manner provided by law.

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20278229

AYES: Robinson, Sabanty, Lucchesi, Karnes, Allen, Charhut = 6


NAYS: 0

ABSENT: 0

PASSED and APPROVED by me this 19th day of February, 2002.

By: 
Donald K. Whiteman, Village President

ATTEST AND FILED in the office of the
Village Clerk this 20th day of
February, 2002.

By: 
Mark J. Monahan, **VILLAGE CLERK**
Village of Northfield

PUBLISHED by me in pamphlet form this
20th day of February, 2002.

By: 
Mark J. Monahan, **VILLAGE CLERK**
Village of Northfield

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EXHIBIT A

LOT 18 LYING EAST OF THE CENTERLINE OF WAUKEGAN ROAD, EXCEPTING THEREFROM THE EAST 1411.47 FEET OF SAID TRACT (AS MEASURED ON THE NORTH LINE OF SAID LOT) AND ALSO EXCEPTING THE NORTH 33 FEET OF SAID TRACT IN COUNTY CLERK'S DIVISION OF SECTION 23, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 315 WAUKEGAN ROAD, NORTHFIELD, ILLINOIS 60093.

REAL ESTATE INDEX NUMBER: 04-23-400-047

Property of Cook County Clerk's Office

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EXHIBIT "B"
page 1 of 19

December 26, 2001

20278229

PLAN AND ZONING COMMISSION REVIEW

CHRISTIAN HERITAGE ACADEMY
315 WAUKEGAN ROAD
NORTHFIELD, ILLINOIS 60093

20278229

FOLDER CONTENTS:

PLAN AND ZONING COMMISSION APPLICATION
OWNERSHIP AFFIDAVIT AND SITE AUTHORIZATION FORM
POTENTIAL USES LETTER
PARKING AND TRAFFIC NARRATIVE
PROPOSED NEW BUILDING AREAS LETTER

G:\2000\20028\Admin\archreview-Loritsch-01-12-17.doc

RECEIVED

JAN 02 2002

VILLAGE OF NORTHFIELD

Village of Northfield

20278229

Plan and Zoning Commission Application

P&Z # _____

Petitioner: CHRISTIAN HERITAGE ACADEMY Contact Person: MIKE WHALEN
 Name _____ Name _____
 Address 315 WAUKEGAN ROAD Address SAME
NORTHFIELD, ILLINOIS 60093
 Phone Number 647.446.9292 Phone Number _____

Project Location: 315 WAUKEGAN ROAD

Zoning: R-1

Type of Review Requested (check all that apply):

- Environmental Incentive Plan
- Annexation Agreement
- Subdivision
- Rezoning (map amendments)
- Planned Unit Development
- Zoning Text Amendments
- Special Use

Ownership Affidavit and Site Authorization Form

I, JEFF SMITH, under oath, state that I am the sole an authorized officer of

the Owner of the property commonly described as 315 WAUKEGAN ROAD and that such property is legally owned by CHRISTIAN HERITAGE PROPERTIES (CHRISTIAN HERITAGE ACADEMY) as of this date.

As such, I hereby grant employees of the Village of Northfield, their agents, and members of the Northfield Plan and Zoning Commission permission to enter on the property to conduct a visual inspection of the site during reasonable hours. This permission is granted in regards to the Northfield Plan and Zoning Commission application pending for this site.

Jeff W. Smith
Signature

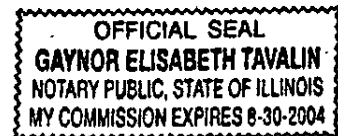
In the space below, a) if a partnership, name all partners; b) if a corporation, name all officers, directors and shareholders who have 25% or more of the outstanding stock; or c) if a trust, name the trustee and the trust, all beneficiaries thereunder, the person or persons holding Power of Direction.

SEE ATTACHED BOARD OF DIRECTORS.

Name _____ Address _____ Interest Held _____

Subscribed and sworn to before me this 21st day of December, 2001.

Gaynor E. Tavalin
Notary Public



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Christian Heritage Academy

Board of Directors

July 2001-June 2002

EXHIBIT B

page 3 of 19

Julie Battaglia
Education Commission
1013 Wildwood Drive East
Prospect Heights, IL 60070
Home: 847 480-1152
Email: battag1@flash.net
Term ends: 6/30/04

Barb Ballee
Secretary
Transportation Commission
281 Melinda Lane
Buffalo Grove, IL 60089
Home: 847 541-6202
Work: 630 782-3214
H. Email: Ballee@aol.com
W. Email: barb_ballee@keebler.com
Term ends: 6/30/04

Barbara Butz
307 Catino court
Mt. Prospect, IL 60056
Home: 847 782-3234
Email: BTButz@aol.com
Term Ends: 6/30/04

Kevin Clifton
CHP Board
1484 Asbury
Winnetka, IL 60093
Home: 847 446-3981
Work: 312 345-8750
Fax: 312 345-8790
Cell: 847 922-5995
W. Email: kclifton@LPCommercial.com
H. Email: klssc@aol.com
Term ends: 6/30/03

Bill Eftax
Treasurer
Financial Aid Commission
CHP Board President
2035 Brentwood Road
Northbrook, IL 60062
Home: 847 564-5793
Work: 847 564-1439
Fax: 847 564-1407
Email: billefg@aol.com
Term ends: 6/30/02

Sarita Johnson
Education Committee Co-Chair
Personnel Committee
124 Forestway Drive
Deerfield, IL 60015
Home: 847 945-8102
Cell ph: 847 845-0103
Email: saritajohn@aol.com
Term ends: 6/30/03

George Kawasaki
2304 Ash Lane
Northbrook, IL 60062
Home: 847 291-0521
Work: 630 990-1530
Fax: 603 990-1501
W Email: george.kawasaki@ronblue.com
H. Email: kman3658@aol.com
Term ends: 6/30/04

John Lewis
Education Commission
1420 Magnolia Street
Glenview, IL 60025
Home: 847 924-1097
Work: 847 86-4614
Fax: 847 486-462
Email: jlewis@glenbrook.k12.il.us
Term ends: 6/30/04

Curt Maki
2101 Spruce Drive
Glenview, IL 60025
Home: 847 657-0433
Work: 630 329-3554
Hm Fax: 520 441-7507
W. Email: cmaki@topco.com
H. Email: cmaki3@home.com
Term ends: 6/30/04

Jeff Smith
President
1080 Crescent Lane
Winnetka, IL 60093
Home: 847 784-1017
Work: 312 220-7019
Fax: 312 220-7287
Cell: 312 543-2033
Email: smithj@brinson.com
Term ends: 6/30/03

Dan Tolbert
Development
917 Chestnut Avenue
Wilmette, IL 60091
Home: 847 256-0391
Work: 312 580-4414
Fax: 312 580-4314
Cell ph: 312 953-8521
Pager: 800 515-2327
Email: danieltolb@aol.com
Term ends: 6/30/02

Randy Stewart
Vice President
Personnel Chair
860 Essington Lane
Buffalo Grove, IL 60089
Home: 847 215-2692
Work: 847 298-8400 x2228
Fax: 847 298-5935
Cell ph: 847 343-0253
Pager: 847 614-4237
(M-F, 8:30am-5:00pm)
Email: plannerts@aol.com
Term ends: 6/30/02

Nancy Goodman - School Administrator
Ex-officio
616 Dundee Road
Glencoe, IL 60022
Home: 847 835-9536
Work: 847 446-5252
Cell ph: 847 322-3681
Fax: 847 446-5267
Email: ngoodman@chr-heritage-academy.org

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EXHIBIT. B

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Tim Oxley

Downtown office: 312 558-5833

Deerfield office: 236-5761

Fax: 312 558-5700

Email: toxley@winston.com

Home: 847 948-5589

Doug Adams

2502 St. Stephen's Green

Northbrook, IL 60062

Home: 847 564-0423

Home2: 847 564-9822

Work: 847 945-1155

Fax: 847 945-1177

Cell ph: 847 682-4404

Email: primeda@aol.com

Bill Adair --

Search Commission Chair

Personnel Committee

2555 Indian Ridge Court

Glenview, IL 60025

Home: 847 205-0125

Work: 708 346-5431

Fax (h): 847 205-0131

Fax (w): 708 346-4494

Pager: 708 727-3364

Email (h): wadair3@aol.com

Email (w):

william.adair@advocatehealth.com

GRANTOR,
CHRISTIAN HERITAGE PROPERTIES, an
Not-For-Profit corporation, for
consideration of the sum of Ten
hundredths DOLLARS, (10.00)
paid, and pursuant to authority
by the Board of Directors of said
corporation, CONVEYS and QUIT
ALL RIGHTS AND INTERESTS to

EXHIBIT B
page 5 of 19

20278229

CHRISTIAN HERITAGE ACADEMY, an
Not-For-Profit corporation, of
Northfield IL,

interest in the following described Real Estate situated in the County of Cook, in the State of Illinois, to

LYING EAST OF THE CENTER LINE OF WAUKEGAN ROAD, EXCEPTING THEREFROM THE EAST 1411.47 FEET OF SAID
TRACT (AS MEASURED ON THE NORTH LINE OF SAID LOT) AND ALSO EXCEPTING THE NORTH 33 FEET OF SAID TRACT; IN
COUNTY CLERK'S DIVISION OF SECTION 23, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN.

Phone: 04-23-400-047
Address of Real Estate: 315 Waukegan Road, Northfield IL 60093

This transfer is exempt from taxes
under 35 ILCS 200/31-45(b)

WITNESSED this 5th day of September, 2001

In Witness Whereof, said Grantor has caused its corporate seal to be hereto affixed, and has caused its name to be
written to these presents by its President, and attested by its Secretary, this 5th day of September, 2001.

CHRISTIAN HERITAGE PROPERTIES, an Illinois
Not-For-Profit corporation

Attested to by

William Eftax, President
William Eftax, President

Mike Kelly, Secretary
Mike Kelly, Secretary

of Illinois, County of Cook ss. I, the undersigned, a Notary Public in and for said County, in the State aforesaid,
HEREBY CERTIFY that William Eftax, personally known to me to be the President of Christian Heritage
Properties, an Illinois Not-For-Profit corporation, and Mike Kelly personally known to me to be the Secretary of said
corporation, and personally known to me to be the same persons whose names are subscribed to the foregoing
instrument, appeared before me this day in person and severally acknowledged that as such President and Secretary,
they signed and delivered the said instrument, pursuant to authority given by the Board of Directors of said
corporation, as their free and voluntary act, and as the free and voluntary act and deed of said corporation, for the uses
and purposes therein set forth.

Witnessed under my hand and official seal, this 5th day of September,

This instrument was prepared by:

Notary Public Gaynor E. Tavalin



Michael P. Mosher
19 S. LaSalle, Suite 1400
Chicago IL 60603

to: Michael P. Mosher
Mosher & Associates
19 S. LaSalle, Suite 1400
Chicago IL 60603

Send subsequent tax bills to:
Christian Heritage Academy
315 Waukegan Road
Northfield IL 60093

SURVEY AFFIDAVIT

The undersigned, being first duly sworn on oath, deposes and states as follows:

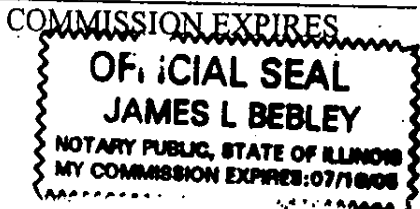
That as the owner of record of the real estate described in First American Title Insurance Company's Title Commitment No. 201268 (the "Property"), it has not altered or caused to be altered, the Property as shown on survey by Arthur R. Olson dated August 3, 1994, other than expanding the paved parking areas on the Property and making certain roadway improvements as provided for in the Easement Agreement dated September 4, 1998 and recorded as Document No. 9882661, and, except for such expanded parking areas and roadway improvements, such survey depicts to the best of our knowledge, all improvements located on the Property as of the date hereof.

CHRISTIAN HERITAGE ACADEMY, an Illinois not-for-profit corporation

By: *James W. Smith*
Its: PRESIDENT

Subscribed and sworn to before me this 5th day of September, 2001.

James L. Bebley
NOTARY PUBLIC



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315 Waukegan Road
Northfield, Illinois 60093
847.446.5252
Fax 847.446.5267



CHRISTIAN HERITAGE ACADEMY

EXHIBIT B
Page 7 of 19

December 26, 2001

Ms. Stacy Alberts Sigman
Community Development Director
Village of Northfield
316 Happ Road
Northfield, IL 60093

20278229

Dear Stacy:

Attached is the application for a Planned Unit Development from Christian Heritage Academy.

The proposed uses of the campus being sought in the PUD are to support the Academy's growth and to serve the local community through providing facilities for mutually supportive (primarily youth oriented) service programs. These programs include educational, athletic, religious, cultural and community activities.

The attached document outlines the uses and activities on campus for each of the major areas: educational, athletic, religious, cultural, arts and community.

Future facilities expansion and projected timelines are also addressed in the attached document. Design details, preliminary engineering, building elevations and landscape plans are not included in this submittal. These documents will be provided for review and approval when the expansion projects begin to move forward.

Stacy, I look forward to working with you and the Village as we proceed through the PUD approval process. Please do not hesitate to call with any questions.

Sincerely,

Mike Whalen (jk)

Mike Whalen
Business Administrator

Christian Heritage Academy Potential Uses/Activities on Campus

This document was prepared as part of the Planned Unit Development (PUD) application by Christian Heritage Academy dated December 2001.

Background

Christian Heritage Academy is an independent, non-denominational, Christian day school for students in preschool through eighth grade. The School first opened its doors in the Village of Northbrook in 1984 with a first year enrollment of 61, leasing space in a vacated public elementary school. Since its inception, enrollment has increased each year, prompting a search beginning in 1991 for a larger facility. This search resulted in the 1994 purchase of the current campus at 315 Waukegan Road in Northfield.

The Academy is blessed with a sizeable and well-equipped campus of approximately 15 acres. All four major buildings were constructed during the late 1960's when the Daughters of Charity established Marillac High School, a Roman Catholic girls' high school whose enrollment exceeded 1,000 at its peak.

When this property was purchased the leadership team desired a facility that would accommodate reasonable growth of the school, as well as to serve diverse community needs. Providing an education for young children entails a variety of learning experiences. This facility is an excellent resource for the school as well as for several other independent youth oriented service programs. At least ten charitable and religious organizations currently occupy the premises. All of these programs have been selected to form a mutually supportive community. As the Academy's student body increases, the space available for other programs will decline, but there will always be an interest in partnering with other service organizations that enrich the learning experiences of the students.

The space-sharing program is managed by the Director of Space Sharing and Property Administrator, both of whom report to the Academy's Business Administrator. Space-sharing policies are set by the Board of Directors of Christian Heritage Academy and overseen by the Board's Property Oversight Commission.

Christian Heritage Academy seeks a special use permit pursuant to the Articles of the Zoning Ordinance of the Village of Northfield for a Planned Unit Development.

Christian Heritage Academy
PUD Application
December 26, 2001
Page 2 of 4

Facility and Campus Uses

The primary use of the campus is the educational activities of Christian Heritage Academy. Additional uses by other youth oriented programs fall into four categories:

Educational institutions and groups including: Schools (preschool, elementary, junior & senior high related events, educational conferences), tutoring programs, study groups, language classes, music lessons and classes, and college extension programs.

Educational institutions and groups collectively use all of the campus facilities. Groups not affiliated with Christian Heritage Academy use facilities as agreed to in their space-sharing agreement with the Academy.

Athletic programs and events including: sports teams & leagues, dance studios, sports-based camps, and summer day camps. Academy students often participate in these programs.

Athletic programs and events utilize a variety of facilities including, but not limited to: gymnasium, student center & kitchen, locker rooms, athletic fields, grassy areas, auditorium, playgrounds and parking lots. Each group's use of the facilities is governed by their space-sharing agreement with the Academy.

Religious activities and gatherings including: church and parachurch organizations (offices, worship services, classes & related activities, Bible study group meetings, and special ministry related events such as concerts, picnics, sports and conferences).

Religious activities and gatherings utilize a wide variety of the types of facilities throughout the campus based on needs, availability and their space-sharing agreement with the Academy. Students and their families feel free to participate in these religious activities.

Cultural, Arts & Community activities and organizations including: theater and art group rehearsals and performances, choral group rehearsals / performances, music lessons / performances, election polling place and day care center.

Cultural, Arts & Community activities and organizations use a wide variety of the facilities based on needs, availability and their space-sharing agreement with the Academy. Academy students often participate in these programs.

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Christian Heritage Academy
PUD Application
December 26, 2001
Page 3 of 4

EXHIBIT B

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The Academy also requests that the special use permit allow for use of the former Daughters of Charity **housing building** (constructed in the early 1980's), which the Daughters vacated in Fall 2001. This building, located on the southeast corner of the campus, has 12-15 bedrooms and 7.5 bathrooms in addition to large common room space (living, dining, kitchen, parlor). The building is approximately 5,500 Sq. Ft. with five separate entrances.

For the housing building, the Academy requests the PUD allow varying combinations of the above uses and up to three apartments (1-2 bedrooms each). The building uses will vary as needs dictate. We envision one to three different uses/groups sharing that building at any given time. The interior of the building is easily sub-divided.

Apartment uses under consideration would allow the School to:

- expand the Bible curriculum through missionary-in-residence programs.
- add a part-time Dean of the Chapel position by providing housing.
- consider an on-site caretaker/security position.
- host graduate seminary students attending Trinity International University or Moody Bible Institute.

Strict criteria will be enforced covering qualifications and operating rules for residents. All building modifications (such as adding kitchens) would be subject to building code and inspector approval.

Signage

The academy currently has two signs visible from Waukegan Road. We would like approval to add, in the future, interior low-to-the-ground directional signs and either add a third monument type sign visible from Waukegan Road or reconfigure the monument sign south of the entrance. Location of the sign and materials will be in accordance with Village requirements and subject to staff review.

Future Facilities Expansion

During 2000, the Academy began a major multi-year capital campaign, Steps of Faith, to raise funds for facilities renovations, improvements and expansion. This effort has already resulted in the addition of parking in front of the school, replacement of the exterior lighting and a reconfiguring of the entrance from Waukegan Road.

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Christian Heritage Academy
PUD Application
December 26, 2001
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Future plans, some of which are just in the discussion stage, call for several additions to the campus facilities, most notably:

- completion of the HVAC renovation/replacement plans approved by the Village and begun in 2001.
- construction of an elevator for the academic building to serve physically handicapped children and staff(2002).
- addition of a second gymnasium and related spaces behind the current office building, replacing the chapel(2003-2005).
- building of a second floor onto the administrative building, including upstairs walkways connecting the academic and multi-purpose building (on the front and back of the office building)(2005-2007).

Design details, preliminary engineering, building elevations and landscape plans are not included in this submittal. These documents will be provided for review and approval when the expansion projects begin to move forward.

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Property of Cook County Clerk's Office

CHRISTIAN HERITAGE ACADEMY

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MEMORANDUM

TO: John Loritsch, OKW
FROM: Doug Adams
DATE: December 21, 2001
RE: CHA Parking Information for Village of Northfield

20278229

This memo outlines various information related to parking capacity and needs at Christian Heritage Academy (CHA). The information relates to the current operations at the Academy.

Capacity

The current capacity for parking at CHA is 361 cars. The North and South parking lots are roughly equal in size and there are five spaces in front of the administration building. The average use during the school day is summarized below in the Needs section and detailed in Attachment 1.

To support special events that require more parking, CHA has an ongoing agreement with the College of American Pathologists (College), allowing use of the College's parking lot (an additional 180 spaces) for evening or weekend events. The agreement has been in place since Christian Heritage Academy purchased the facility in 1994 and requires the College's prior approval for each event. CHA also has the College listed on our Insurance policy as an additional insured.

The College's parking is utilized on average 1-2 times each month. Only 2-4 events a year use more than 75-100 of the College's 180 spaces. Pedestrians use two walkways to walk between the College and CHA. These walkways cross the Sisters of the Holy Spirit driveway. The College and CHA each have easements with the Sisters providing access across their driveway. Whenever the College's lot is used for overflow parking CHA hires off-duty officers to direct traffic to and from both sites.

The collective parking capacity for evening or weekend special events is 541 cars.

Needs

Attachment 1 provides a recap of the current student population along with the various drop-off and dismissal times for the different schools. The schedules are purposefully staggered to avoid concurrent carpool line-ups and congestion.

During fall 2000 we counted the number of cars in each parking lot at 9am and noon to gauge our current parking capacity utilization. The average number of cars in the lots at 9am is 92 or 25.5% of the available spaces. By noon the car count declines to 84 (23.3% of capacity). These numbers closely tie to the number of employees plus volunteers directly connected to the student population.

The current student population is 568 in the morning and 469 in the afternoon. The facilities classrooms will accommodate 750-800 students when fully occupied. Based on our class size policy and support staff levels, CHA projects an average daily parked car count of 140-150 when the school is at full capacity.

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John Loritsch
Page 2

For morning drop-off and afternoon dismissal most parents do not park, preferring to use the line-up procedures outlined in Attachment 2. In addition CHA uses two contracted school buses to transport 20-25% of CHA's students to and from school. As the school grows we anticipate adding additional bus routes, based on parent interest.

During fall 2000 CHA began to use the connection built between our North parking lot and the Sisters driveway. Parents wishing to drive north on Waukegan Road may use the Sisters driveway and their right turn-only exit onto Waukegan Road. This has dramatically reduced the traffic congestion at the School's lighted intersection on Waukegan Road. This access is also governed by the easement agreement with the Sisters

Special events rarely occur during school hours. Therefore special event parking needs are not additive to the daily school needs. When several special events occur concurrently we evaluate the cumulative population (and therefore parking needs) for the events and secure use of the College's lot before finalizing the schedule of events. The Property Administrator, who reports to the Business Administrator, oversees the process of scheduling events and the overflow parking space.

Summary

Christian Heritage Academy is committed to providing a safe environment for students, faculty, parents and visitors. We have more than adequate parking for the daily school activities, both now and when operating at full capacity. Special events from time to time do require additional parking. These special events are evaluated carefully and, when needed, additional parking is secured from our neighbor the College of American Pathologists. Several times a year the auditorium is filled with several other smaller events elsewhere in the facility. The combined parking lots have provided sufficient parking space.

20278229

Property of Cook County Clerk's Office

Christian Heritage Academy Student Headcount

including Space Sharers

-- TOTAL --

AM PM

Christian Heritage Academy								
Total enrollment	423	384						
Embers Elementary	45	45						
St. George's Greek School	35	0						
TOTAL "A" Building	503	429						
Glenview Montessori	65	40						
	██████████							
TOTAL Facility	568	469						

Drop-off and Dismissal Times

AM PM

Gr. 1-8	6 to 8:20							
K	8:20 to 30 - 11:10							
Pre-K	8:25 to 40 - 11:10							
	8:45 to 9:00							
	9-12:45							
	8:30 to 9:10							
								2:50 to 3:00; 5

Average weekday Cars in Parking Lot					
North	61	53			
South	27	25			
Office	4	6			
Total	92	84			361 parking spaces

% of Capacity

25.5 23.3

as of 12/19/01.

6228222

Parking Lot Construction Scheduled For Completion Before The Start Of School

Praise God for his provision enabling us to upgrade our parking lot and add over 100 new parking spaces!

Please read the guidelines below – they are very important! We share our campus with several other organizations who also will be coming and going each day. The schedule and coordination of traffic has been carefully planned. We depend upon your full cooperation as we work to provide safe and efficient student arrival and dismissal. Please read these procedures carefully and feel free to ask us questions if you need clarification.

SAFETY FIRST!

- Crosswalks are painted at both the north and south entrances. *Please walk across the carpool line only at these designated areas.*
- The blacktop area adjacent to the playground (A-1 on the map) is used as a play area throughout the school day. In our desire to protect our children from traffic, there is a gate restricting vehicle traffic to this area from 8:00 AM - 3:00 PM.
- **Children and parents are not allowed to access trunks or hatchbacks at any time the carpool line!** If you must load or unload children, backpacks or other items into or from the rear of your car or the driver's side of your car, *we insist for safety reasons that you park your car* (with ignition turned off) in parking lot sections A-3, A-4, C-3 or C-4 (see map).
- **Children and parents may walk across the carpool line ONLY at a designated crosswalk!** Parents please help our children learn and obey this important safety procedure by crossing carpool traffic only at designated crosswalks.
- Please respect the safety lane (the space between the curb and the solid yellow line on both the north and the south carpool lines). Cars should remain to the left of the solid yellow line when picking up children.
- **VERY IMPORTANT!!!** When you desire to go to the JEWEL or other stores at the shopping center across from the school, your must turn left (SOUTH) and proceed ½ block and turn right into the south entrance of their parking lot. **DO NOT GO STRAIGHT ACROSS TO THESE STORES!** The light is set for right or left turns only. There is no straight green light.
- Drivers should never exit their car unless the ignition is turned off and the keys are in your hand.

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MORNING DROP-OFF –

- **Morning Busses** - will drop students off at the southeast entrance.
- **South Door Carpool Morning Drop-off** – The southeast CHA entrance doors are unlocked and supervised in the morning for students to enter from 8:00 to 8:30 a.m. Carpools that turn south when exiting the school are encouraged to drop off students at this entrance. Students will walk to the north entrance where they will join the rest of the students on the playground (or in the event of inclement weather, the Morning Room #123). They may not go to classrooms or lockers until all students have been allowed to do so.
- **North Door Carpool Morning Drop-off** - Students may also be dropped off at the CHA northeast entrance between 8:00 and 8:30 a.m. We have observed that the longest line occurs at approximately 8:17 a.m. If you wish to avoid this wait, you may want to consider adjusting your travel time so that you arrive either before or after this time.
- **Morning Kindergartners** – will always be dropped off at the north door where their teacher will be present to greet them.
- **Carpools with both preschoolers and older children** – May wish to consider dropping off older students at the SOUTH DOOR first, then preschoolers at the front entrance. (Traffic patterns for preschool drop-off are safer and more efficient when approached from the south lot.) Preschoolers will be met and escorted by a staff person at the front entrance. *Kindergarten-8th grade students may not be dropped off at the front door unless they are tardy (after 8:30).*
- **Preschool Parents** - Please refer to your teacher's instructions in "A HANDY BOOK" for drop-off and pick-up details instructions for morning arrival.
- **K-8 students** - may be dropped off ONLY along the sidewalk area in the carpool lines where a staff person can assist if needed. Please do not allow your children to exit your vehicle before you have pulled up and stopped *with your car in park*, in the designated safety lane.
- **Students arriving from 8:00-8:20** - will be supervised outside by faculty, or in the case of inclement weather, K-5 in the "Morning Room," (Room 123), and 6-9 in the 2nd floor Lecture Hall (Room 221). 6th-8th grade will be dismissed to their lockers and homerooms at 8:15. Kindergartners through fifth graders will be dismissed to go to their lockers and classrooms at 8:20.
- **Late arrivals** - The Northeast and Southeast Doors will be locked at 8:30 a.m. Students arriving after 8:30 a.m. must report to the office through the front door to sign in and obtain a tardy slip for entrance to class.

KINDERGARTEN and PRESCHOOL MID-DAY PICK-UP

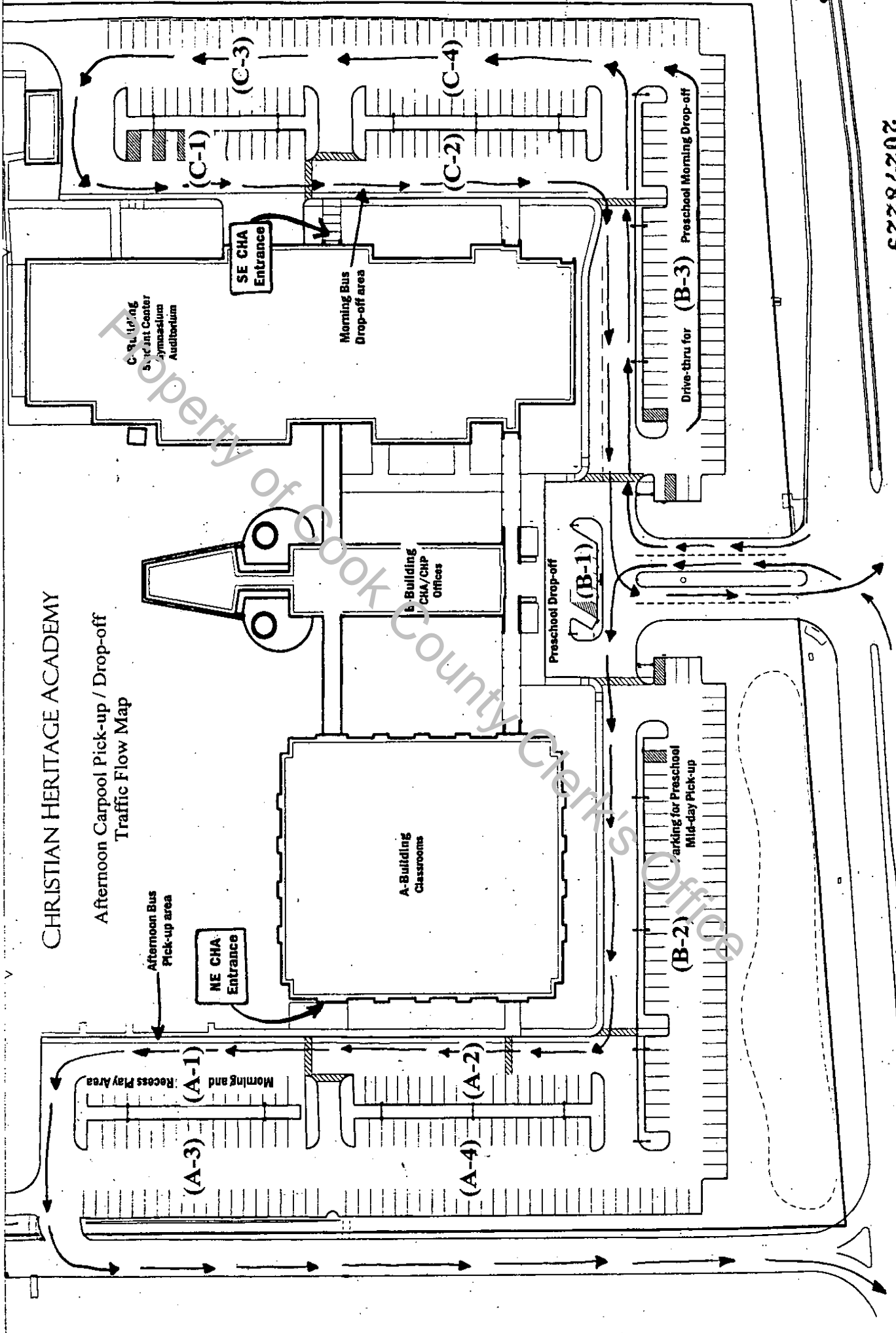
- **Morning Kindergartners** - will be at the northwest entrance at 11:10 where carpools can line up. The teacher will accompany kindergartners to this entrance and assist children as they get into their cars. Parents may also park their cars (being sure to turn off the ignition) to pick up their children if they wish.
- **Morning Preschool** - Parents will pick up their preschooler from the classroom. Please park in lot B-2 (see map) and enter the building through the door by the preschool playground.

AFTERNOON PICK-UP -

- **Please follow the direction of the staff and volunteers working dismissal.** Staff have been instructed to be firm about *all* guidelines and are working to provide you and your children with the safest and most efficient dismissal.
- Busses will be parked in the **NORTH PARKING LOT**, along the curb by the playground area. Bus riders are dismissed at 3:00 and go directly to the north CHA entrance where they will immediately board their bus. A staff person will greet bus riders to take attendance as students board. *If a student will not be riding the bus on one of their regular days, proper notification should be provided to the appropriate staff members according to the instructions in Bus Packets that will be mailed to parents of bus riders.*
- **Dismissal:** In order to facilitate the most efficient dismissal time, we are asking parents to arrive anytime between 3:05 and 3:20 p.m. Usually by 3:15, there is no wait-time. **If your schedule allows, you may wish to consider arriving sometime between 3:15 and 3:20 p.m.** All students who are not picked up by 3:20 p.m. will be taken to the office for supervision by the office staff. Drivers arriving after 3:20 must park at the front of the building and come into the building to pick up their children.
- **North and South Carpool Lines** - To avoid confusion as to where students should be at dismissal time, carpools **must** commit to one of two options for daily carpool pick-up.
 1. **North Parking Lot** - Carpools that will always turn north onto Waukegan Road
 2. **South parking Lot** - Carpools that will always turn south onto Waukegan Road

In an effort to facilitate an efficient and safe dismissal, please understand that **WE CANNOT ACCOMODATE ANY CHANGES!** In an emergency only, changes or variations must be arranged ahead of time and communicated through the office or in writing to the teacher.

- **Late fines:** Unfortunately, we are unable to provide adequate supervision for children whose rides are late, therefore we regret that we must implement a plan that would encourage drivers to pick-up their carpools on time. We realize that with the distances that many of you must travel and the traffic you may encounter, sometimes there are unavoidable delays. For this reason we are allowing each driver five "grace" late pick-ups for the year before imposing a charge for rides arriving after 3:20. Beginning with the sixth late pick-up, the responsible driver will be charged \$5.00 for the first 15 minutes (or any portion thereof) and an additional \$5.00 for every 15 minutes (or portion thereof) after that.
- **Please do not drive into the yellow safety zone.** Your children will not be allowed to approach your vehicle until a staff person has given them permission. Even though your car may have stopped momentarily, the carpool line may still be advancing. It is *only* at the discretion of the staff that a child may enter the safety zone to get into his or her car.
- **Please drive along the arrow path noted on the map** as you arrive for afternoon pick-up, lining up for student pick-up. A staff member will come to your vehicle, find out which students you need, and facilitate their safe loading into your car.
- **Continue to pull forward** as cars fill and are driving away so that we keep things moving. Remember others behind you in line are also eager to complete their pick-up. A staff member will keep children waiting safely and assist them in finding their carpools, which may mean they must walk forward to prevent the line from being delayed. Please follow the staff person's direction and encourage your child to respect and follow the staff person's direction as well.
- **Please do not get out of your car while you are in the line.** It makes it very difficult to keep things moving and orderly. If you need to get out of your car, please be considerate of those waiting in line behind you and park in one of the marked parking spaces (see map, parking lot sections A-3, A-4, C-3 or C-4).
- **Once your carpool is complete,** please, put on your left turn signal and carefully pull out of the line to the left and exit *slowly*, following the arrows on the map.
- **Tell your children in the morning the name of the carpool driver for that afternoon.** (This can be a point of real confusion with smaller children who only know it is "their babysitter's mommy.") In fact if you are carpooling with several new faces, we suggest that you get together for an after school snack and have everyone get acquainted with the faces, names and cars!
- **Please be considerate; help us keep the number of announcements to a minimum.** Last minute carpool changes, and therefore PA announcements, often cause dismissal to run late. Please follow these guidelines if you must make a change:
 - Write a note to your child's teacher. We would like the teacher and child to handle these changes.
 - If you *must* make a last minute change during the school-day, please call the school office or email the receptionist **by 2:00 p.m.**



CHRISTIAN HERITAGE ACADEMY

Afternoon Carpool Pick-up / Drop-off
Traffic Flow Map

20278229

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EXHIBIT B
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December 26, 2001

Ms. Stacy Alberts Sigman
Community Development Director
Village of Northfield
361 Happ Road
Northfield, IL 60093

Re: Proposed New Building Areas
Christian Heritage Academy
OKW Project No. 20028

Dear Stacy:

The following represents the additional proposed construction square footage for Christian Heritage Academy. I am providing both additional impervious coverage (i.e. first floor foot print), and total square footage including areas where more than one floor is involved:

A. NEW BUILDING AREA (IMPERVIOUS FOOTPRINT):	
1. Gymnasium and Circulation:	19,000 s.f.
2. Auditorium and Circulation:	5,000 s.f.
3. Elevator:	200 s.f.
Total:	+24,200 s.f.
B. NEW BUILDING AREA (TOTAL USEABLE AREA):	
1. Footprint Area:	24,200 s.f.
2. Lower Level Gymnasium and Circulation:	17,000 s.f.
3. Second Floor Offices and Circulation:	14,000 s.f.
Total:	55,200 s.f.
C. EXISTING CHAPEL TO BE REMOVED:	-8,100 s.f.
* Includes exterior rock garden with impervious plastic membrane beneath.	
D. NET NEW IMPERVIOUS BUILDING AREA =	16,100 s.f.
NET NEW TOTAL USEABLE BUILDING AREA =	+47,100 s.f.

Please contact me, Stacy, with any questions or clarifications.

Sincerely,

Otis Koglin Wilson Architects


John A. Loritsch, Jr., Architect
Vice President

cc: Doug Adams, CHA

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Otis Koglin Wilson
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20278229

EXHIBIT ATTACHED