

**Memorandum
Public Works Department**



To: City Manager
Subject: Precast Concrete Steps on Alley Right of Way behind 219 18th Street
Date: August 1, 2016
Number: 2016-153

Mr. Jon Keim, owner of Huckleberry's Pizza has submitted a request to install a precast concrete stoop within the Alley Right of Way (ROW) behind 219 18th Street. The steps would be located on the east side of the building and are intended to provide alley access to the business and loft home. The stoop is to be a 3-step unit with landing and an attached metal railing (see attached).

Vehicular traffic along the alley should not be affected by the presence of the steps within the ROW as the stoop would be within the shadow of existing structures and refuse dumpsters that service the buildings along this block.

Existing utilities (sanitary sewer) are located within 5-feet of the proposed location of the steps and should not be adversely impacted due to the presence of the steps within the alley ROW.

If the City grants permission to install the stoop at this location, the property owner would be required to provide the following:

1. Proof of insurance with the city listed as additional insured to hold the City harmless for any liability due to the presence of the steps within the ROW. Mr. Keim has already submitted a copy of the property's insurance certificate with the City listed as additional insured.
2. Provide a recordable agreement with the City to maintain the steps and to recognize that the City will not replace the steps if it is necessary to remove them in order to maintain any existing or future utilities.

Recommendation

It is recommended that City Council allow Mr. Keim to install the steps within the alley Right of Way at the above referenced address as long as he provides proof of insurance and a recordable agreement.

Submitted by: Randall D. Tweet, Public Works Director
Michael J. Kane, P.E., City Engineer

Approved by: Thomas Thomas, City Manager

July 27th, 2016

To Rock Island City Council members,

My name is Jon Keim owner of Huckleberry's Pizza, property owner, downtown resident and on behalf of Prossimo Holdings LLC property owner of 219 18th Street Rock Island. I am requesting a use of Public Right-Of-Way. We are asking for the permission to place a pre-cast concrete step on the east side of building in alley for entering and exiting purpose for our business and our loft home. This 3-step unit to the landing will have a metal railing attached. Please see attached drawing for design and size specifications. We have secured the stated proof of requirements and attached letters also.

Sincerely, Jon

A handwritten signature in black ink, appearing to read "Jon D. Keim", written over a faint, illegible printed name.

Jon D. Keim

President,

The Original Huckleberry's

Great Pizza & Calzones, Inc.

223 18th street

Rock Island, IL 61201

309.230.8199

USE OF PUBLIC RIGHT-OF-WAY PERMIT APPLICATION

City of Rock Island Planning Office
 City Hall, 1528 3rd Avenue
 Rock Island, Illinois 61201
 Phone: (309) 732-2900 Fax: (309) 732-2930
 Email: planning@rigov.org



BUSINESS OWNER / APPLICANT / AGENT INFORMATION

Name: Jon Keim	Phone: 309 230 8199
Name of Business Establishment: The Original Huckleberry's Great Pizza + Calzones, Inc	
Address: 223-18th Street R.I. IL. 61201	
Email: jon@jonkeim.com	

PROPERTY OWNER INFORMATION

Name: Jon Keim	Phone: 309 230 8199
Company Name (if applicable): Prossimo Holdings, LLC	
Address: 223-18th Street Rock Island IL 61201	
Email: jon@jonkeim.com	

If different from applicant, please attach notarized letter of authorization.

SUBMITTAL REQUIREMENTS:

- Letter addressed to the City Council describing proposed use, including the description of object(s)/planting(s) proposed, days/hours of operation.
- Notarized authorization of the owner of the property owner allowing submittal of application.
- Drawing or sketch with dimensions, depicting the location of the object(s) or planting(s) proposed to be placed in the public ROW, no larger than 11" x 17" in size.
- NOTE: Any object(s) or planting(s) shall not impede the free passage of pedestrians or vehicular traffic. A minimum of five feet (5') of clear, unobstructed sidewalk width shall be maintained to provide for sufficient pedestrian passage. Proof of comprehensive liability coverage against personal injury and property damage in the amount of \$1,000,000. A Certificate of Insurance naming the City of Rock Island as an individual insured and requiring that the City be notified 30 days prior to any termination or decrease of coverage.

Applicant's Signature:	Date: 07/25/2016
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FOR OFFICE USE ONLY-TO BE COMPLETED BY PUBLIC WORKS DIRECTOR

APPROVALS

- | | | | | | |
|-------------------|---|-----------------------------|-----------------|---|-----------------------------|
| CED Department | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Planning Office | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Police Department | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | Insurance | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Fire Department | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | City Council | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Public Works Director approval:	Date: 8/1/16
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MEMORANDUM OF ACTION
OF THE SOLE MEMBER OF
PROSSIMO HOLDINGS, LLC

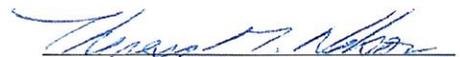
Jon D. Keim, being the sole Member of **PROSSIMO HOLDINGS, LLC**, an Illinois limited liability company, does hereby adopt the following resolutions by consent and without a meeting and waive all notice:

RESOLVED that JON D. KEIM, on behalf of the Prossimo Holdings, LLC, shall have the authority to execute all documents and take all actions necessary on behalf of said Company that are necessary or expedient to apply for the use of the public right of way in Rock Island, Illinois adjacent to 219 18th St., Rock Island, Illinois.

Dated: 07/26/2016.


Jon D. Keim, Sole Member

Subscribed and sworn to before me this 26th day of July, 2016.


Notary Public



- IRON
- IRON RAILINGS
- COLUMNS
- GATES
- FENCE
- CIRCULAR STAIRS
- MAIL BOX STANDS
- SECURITY BARS



- CONCRETE
- PRECAST STEPS
- PARKING BUMPERS
- PATIO STONES
- SPLASH BLOCK
- TRANSFORMER PADS
- BIRD BATHS
- FLOWER POTS

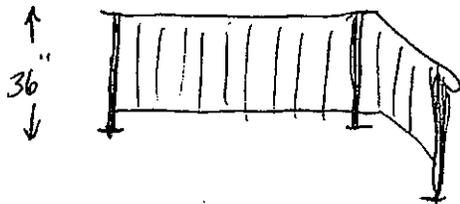
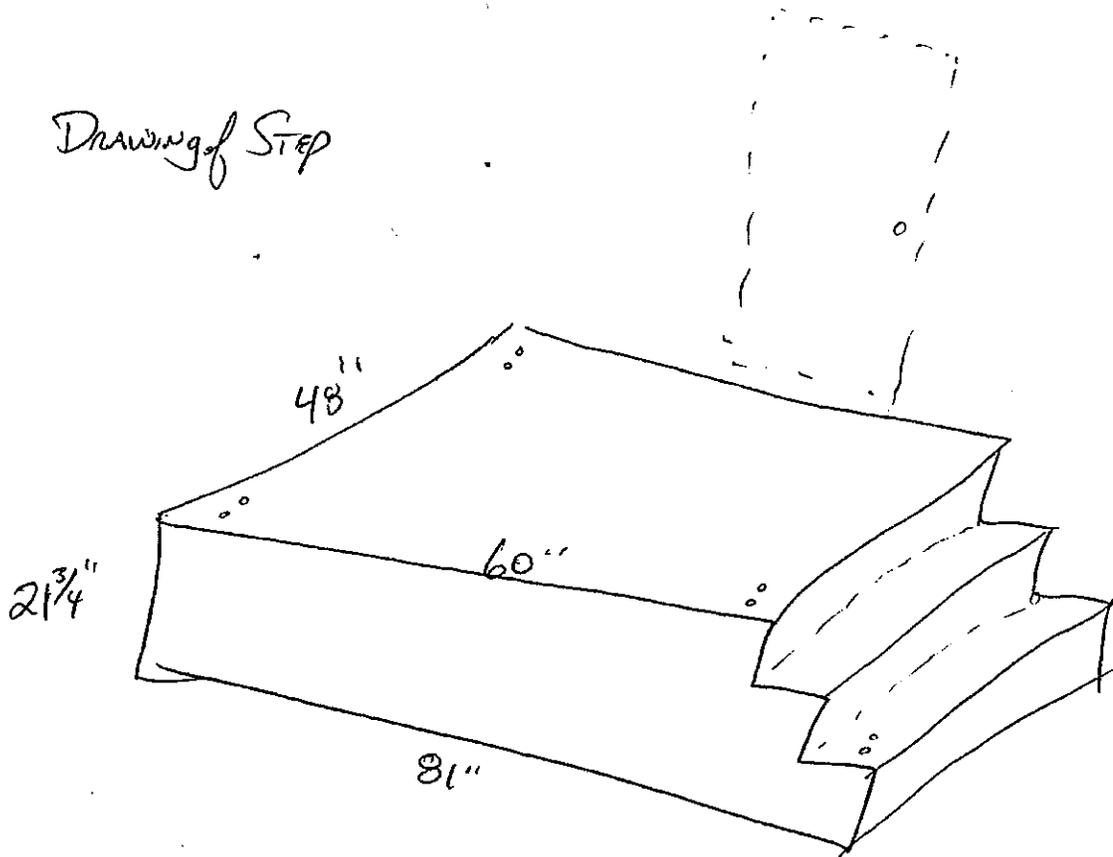
UNIT STEP COMPANY, INC.

1515 CHANNAHON RD. (RT. 6)
 JOLIET, ILLINOIS 60436
 (815) 744-1263 • FAX (815) 744-1264

7-27-16

Jon Keim :

Drawing of Step



CONCRETE & IRON PRODUCTS • ONE YARD U-HAUL CONCRETE

