

**AGENDA**  
**PLANNING, BUILDING AND ZONING COMMITTEE**  
**Village of Hoffman Estates**  
**January 11, 2016**

**Immediately Following the Transportation & Road Improvement Committee**

<b>Members:</b>	<b>Karen Mills, Chairperson</b>	<b>Anna Newell, Trustee</b>
	<b>Gayle Vandenberg, Vice Chairperson</b>	<b>Gary Pilafas, Trustee</b>
	<b>Gary Stanton, Trustee</b>	<b>Michael Gaeta, Trustee</b>
		<b>William McLeod, Mayor</b>

**I. Roll Call**

**II. Approval of Minutes - December 14, 2015**

**OLD BUSINESS**

1. Request by CalAtlantic Homes (formerly Ryland Homes) for a site plan amendment for a new owner/builder to construct different home models in a previously approved single-family subdivision (Devonshire Woods Estates). *(Deferral requested)*

**NEW BUSINESS**

1. Request approval for the Planning and Zoning Commission to hold a public hearing to consider amendments to the Zoning Code (Chapter 9) regarding the definition and calculation of the surface area of signs.
2. Request acceptance of Department of Development Services monthly report for Planning Division.
3. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
4. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

**III. President's Report**

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

**PLANNING, BUILDING & ZONING  
COMMITTEE MEETING MINUTES**

December 14, 2015

**I. Roll Call**

**Members in Attendance:**

**Karen Mills, Chairperson  
Gary Vandenberg, Vice Chairperson  
Gary Stanton, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
Michael Gaeta, Trustee  
William D. McLeod, Village President**

**Management Team Members  
in Attendance:**

**Dan O'Malley, Deputy Village Manager  
Arthur Janura, Corporation Counsel  
Mark Koplín, Asst. Vlg. Mgr. – Dev. Services  
Peter Gugliotta, Director of Planning  
Kevin Kramer, Economic Dev. Coord.  
Mike Hankey, Director of Transportation  
Patrick Seger, Director of HRM  
Fred Besenhoffer, IS Director  
Ashley Monroe, Asst. to Village Manager  
Austin Pollack, Administration Intern  
Bruce Anderson, CATV Coordinator  
Clayton Black, Dev. Services Analyst**

The Planning, Building & Zoning Committee meeting was called to order at 7:01 p.m.

**II. Approval of Minutes**

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve the Planning, Building & Zoning Committee meeting minutes of November 9, 2015. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the Special Planning, Building & Zoning Committee meeting minutes of November 23, 2015. Voice vote taken. All ayes. Motion carried.

**OLD BUSINESS**

- 1. Request by CalAtlantic Homes (formerly Ryland Homes) for a site plan amendment for a new owner/builder to construct different home models in a previously approved single-family subdivision (Devonshire Woods). (Deferral requested)**

An item summary sheet from Peter Gugliotta and Jim Donahue was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to defer this item to the January 11, 2016 Planning, Building & Zoning Committee. Voice vote taken. All ayes. Motion carried.

### **NEW BUSINESS**

1. **Request approval of:**
  - a) **An ordinance designating the Huntington 90 District as an Enterprise Zone in the Village of Hoffman Estates.**
  - b) **An ordinance designating the Prairie Stone Business Park and 59-90 Entertainment District as an Enterprise Zone in the Village of Hoffman Estates.**

An item summary sheet from Kevin Kramer and Clayton Black was presented to Committee.

Kevin Kramer addressed the Committee and provided background information on the Enterprise Zones. Trustee Mills inquired what the benefits were and Mr. Kramer indicated that the State of Illinois provides incentives to businesses and financial institutions that develop in an Enterprise Zone, including investment tax credits, sales tax exemptions on building materials, interest income deduction to financial institutions, dividend income deduction to taxpayers, state sales tax exemption on purchase of machinery and utility and telecommunications tax exemption.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve ordinances designating the Huntington 90 District as an Enterprise Zone in the Village of Hoffman Estates, and designating the Prairie Stone Business Park and 59-90 Entertainment District as an Enterprise Zone in the Village of Hoffman Estates. Voice vote taken. All ayes. Motion carried.

2. **Request acceptance of Department of Development Services monthly report for Planning Division.**

The Department of Development Services monthly report for Planning Division was presented to committee.

Trustee Stanton inquired about the status of the development south of Mariano's and Peter Gugliotta reported that the project is still being considered by the developer, but they have not come into the Village with any plans yet.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Development Services monthly report for Planning Division. Voice vote taken. All ayes. Motion carried.

3. **Request acceptance of Department of Development Services monthly report for Code Enforcement Division.**

The Department of Development Services monthly report for Code Enforcement Division was submitted to the Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Department of Development Services monthly report for Code Enforcement Division. Voice vote taken. All ayes. Motion carried.

**4. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.**

The Department of Development Services monthly report for Economic Development and Tourism was submitted to the Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Development Services monthly report for Economic Development and Tourism. Voice vote taken. All ayes. Motion carried.

**III. President's Report**

Mayor McLeod congratulated the HEAA Redhawks peewee football team on their National Championship win. The Mayor read aloud a letter from Sears Holdings thanking the Police Department for its support to Sears Holdings over the last several month. Mayor wished Trustee Newell a happy birthday and reported that on December 8, he attended Brookdale's ice cream social, on November 10, he attended the NWMC Transportation Committee meeting, as well as Police Officers Logan and Sears' retirement party. On Friday, December 11, Mayor McLeod hosted his annual holiday open house for employees, and attended Prairie Stone Crossing's winter wonderland event. On Saturday, December 12, he attended the Shop with a Cop event at Target as well as the Beer Fest Beat Down at the Sears Centre. He also attended this evening's Police Explorer graduation.

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Newell, to adjourn the meeting at 7:20 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Debbie Schoop, Executive Assistant

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Date

# VILLAGE OF HOFFMAN ESTATES

## MEMO

**TO:** Planning, Building and Zoning Committee  
**FROM:** Peter Gugliotta, Director of Planning, Building and Code Enforcement  
**RE:** CAL ATLANTIC HOMES ITEM  
**DATE:** January 7, 2016

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CalAtlantic continues to work on plan revisions to the house elevations to address prior comments by the Committee. A deferral is requested to a special meeting on February 15, 2016, to allow more time for the proposal to be revised.



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Peter Gugliotta  
Director of Planning, Building and Code Enforcement

PJG/kr

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval for the Planning and Zoning Commission to hold a public hearing to consider amendments to the Zoning Code (Chapter 9) regarding the definition and calculation of the surface area of signs

**MEETING DATE:** January 11, 2016

**COMMITTEE:** Planning, Building and Zoning

**FROM:** Peter Gugliotta/Daniel Ritter *PK*

**PURPOSE:** Request approval for the Planning and Zoning Commission to hold a public hearing to consider amendments to the Zoning Code (Chapter 9) regarding the definition and calculation of the surface area of signs.

**BACKGROUND:** The existing definitions for ground signs, freestanding signs, and the calculation of the surface area of signs have been troublesome for many years. The definition for calculating sign surface area includes decorative bases, frames and caps in the surface area, but excludes a single pole support. This promotes the installation of pole signs over more aesthetically pleasing options that a property owner may want to install instead. Additionally, the wording of the definitions for ground and freestanding signs have confused many contractors and businesses as to what they mean and how they are regulated.

Over the last decade, the Village has used Master Sign Plans as a way to vary from the Zoning Code and omit architectural elements from the sign area and promote higher quality and aesthetically pleasing designs. While the Master Sign Plan approach has worked in some cases, there are still many properties that do not have or need a comprehensive Master Sign Plan. These include smaller commercial sites and older shopping centers which are then discouraged by the code from including a decorative base or frame as part of a new sign.

**DISCUSSION:** Based largely on experience with the business community and reviewing sign permit applications, staff has compiled the following summary of possible Zoning Code amendments. These amendments would improve the effectiveness and clarity of the Zoning Code and to increase flexibility for businesses to have a more aesthetically pleasing ground sign if they choose. Staff recommends the following amendments for consideration.

**DISCUSSION:** (Continued)

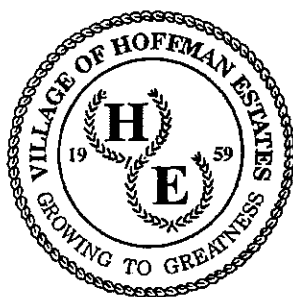
- ◆ Section 9-2-1 (Definitions; **Sign, Surface Area of**). Currently the definition excludes one support pole/pole enclosure from the calculation if it is less than six inches greater than the diameter of the pole or a maximum width/diameter of 15 inches. Somewhat contradictory to this definition, a freestanding sign is permitted two support poles. An exclusion for aesthetic bases, frames, and caps should be added. Some regulations of the size of the excluded area could also be considered.
- ◆ Section 9-2-1 (Definitions; **Sign, Ground**). The definition is confusing because the description of a ground sign is based on the definition of what a freestanding sign is. This could be made clearer. There is also a possible situation where a sign does not fall under either ground or freestanding sign definitions, causing the need for an awkward code interpretation to be made which may be required counting “open air space” as part of a sign area.
- ◆ Section 9-2-1 (Definitions; **Sign, Freestanding**). Up to two pole supports are permitted for a freestanding sign but only one is excluded and there must be at least eight feet from the ground to the base of sign. Changes may be proposed to maintain consistency with change in other code sections.

The above examples address a variety of sign regulations in relation to their allowable area and the exempt portions of the sign structure. Staff would develop the proposed text amendment language to alter the definitions above, which would be directed to the Planning and Zoning Commission for more comprehensive discussion and formal consideration. As part of the draft text, other specific sections which mention signage area may also include minor language modifications to ensure the code has no discrepancies.

**RECOMMENDATION:**

Direct the Planning and Zoning Commission to hold a public hearing to consider amendments to the Zoning Code (Chapter 9) regarding the definition and calculation of the surface area of signs.

cc: Planning and Zoning Commission



**VILLAGE OF HOFFMAN ESTATES**  
**DEPARTMENT OF DEVELOPMENT SERVICES**  
**PLANNING DIVISION MONTHLY REPORT**

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE**  
**BY: Peter Gugliotta, Director of Planning, Building and Code Enforcement** PG

**January 2016**

**PLANNING AND ZONING COMMISSION MEETINGS**

**December 16, 2015 Meeting**

- 1300 Higgins Road (former Marathon gas station) – Site plan for automotive repair use (Continued to January 20)

**January 6, 2016 Meeting**

- 2571 W. Golf Road (Hoffman Village Shopping Center) – Special Use for a Health Club (Approved)

**Upcoming January 20, 2016 Meeting**

- 1300 Higgins Road (former Marathon gas station) – Site plan for automotive repair use (Continued from December 16)

**Upcoming February 3, 2016 Meeting**

- 2500 W. Golf Road (Former Plunkett Furniture) – Special Use for Temporary Car Storage

**CURRENT ACTIVE PROJECT REVIEWS**

- Trumpf, Central Road/H90 Business Park – Site plan for new office/industrial headquarters building
- TCF bank (Jewel) Palatine Road – Site Plan for an exterior ATM
- Poplar Creek Lot 4 Retail Building – Site Plan amendment for minor site changes
- Burger King - 2599 W. Higgins – Site Plan amendment for site changes
- Enclave Apartments Salem/Bode – Site Plan amendment for sidewalks
- 2360 Hassell Rd. Offices – Site Plan amendment for sidewalk changes
- Plum Farms, North side of Higgins Rd. at Old Sutton Rd. – Annexation, Amendments to Agreements, text amendments, zoning, concept site plan for mixed use development
- McDonald's, 2580 Golf Road – Site Plan Amendment for new drive through and Master Sign Plan
- Bergman Pointe Unit 2 – Final Plat
- Dunkin' Donuts/Baskin Robbins, Huntington Plaza – concept plan for new outlet

**POTENTIAL UPCOMING PROJECTS**

- Devonshire Woods Estates, Shoe Factory Road – Site plan for new homes on vacant lots
- Beacon Point Residential Phase 2 – Site plan and subdivision for single family detached homes
- 1305 N. Barrington Rd. (Former Los Fernandez) – Site Plan amendment for new restaurant
- 2354 Hassell Road Offices – Site Plan amendment for new retail use
- Southeast corner Prairie Stone Parkway and Beverly Road – site plan for entertainment use
- 1745 N. Barrington (Former TGIFriday's) – site plan amendment for new restaurant
- Webster Dental, Glen Lake – site plan for expansion
- Hoffman Plaza – Site plan amendment for façade changes, new tenants, and other improvements
- Beverly Properties – Site plan for warehouse building
- Poplar Commons Shopping Center – site plan for building and site improvements
- Blackberry Falls II Offices/Barrington Square – Master Sign Plan amendment
- Stonegate Conference Center Hotel – Site Plan for new hotel
- Level 10, 2495 Pembroke – site plan amendment for parking lot expansion
- Firestone, Roselle Rd. – Site plan amendment for site circulations/landscaping changes
- Firestone, 801 N. Barrington Rd. – Site plan for tire storage building
- The Delamore, Barrington Rd. between Bode & Golf – Site plan and rezoning for mixed use development



**GENERAL ACTIVITIES**

<b>Site Plan Review Process</b>	<b>This Month</b>		<b>This Quarter</b>		<b>Year to Date</b>	
Number of administrative site plan cases completed	2	100% completed	8	100% completed	22	61% completed
Number of PZC site plan cases completed	0	administratively	0	administratively	14	administratively
Annual goal is to complete at least 65% of site plan cases through administrative review process						

<b>Site Plan Review Timing</b>	<b>This Month</b>		<b>This Quarter</b>		<b>Year to Date</b>	
Number of cases processed within 105 days	2	100% completed	8	100% completed	36	100% completed
		within 105 days		within 105 days		within 105 days
Annual goal is to complete 100% of cases within 105 days						

<b>Coordinating Planning &amp; Code Efforts</b>	<b>This Month</b>	<b>This Quarter</b>	<b>Year to Date</b>	<b>Year Target</b>
Number of staff coordination meetings held	3	6	48	48

<b>Economic Development Information Items</b>	<b>This Month</b>	<b>This Quarter</b>	<b>Year to Date</b>	<b>Year Target</b>
Number of visithoffman.com listings updated	2	13	54	100% updated within 5 days
Average number of Village signs in rotation on electronic Tollway sign	3	3	2	100% of time at least 2 signs in rotation
New digital signs produced for Tollway sign	0	0	11	6

<b>Comprehensive Plan Update</b>	<b>This Month</b>	<b>This Quarter</b>	<b>Year to Date</b>	<b>Year Target</b>
Number of meetings held by staff working group	0	2	16	20

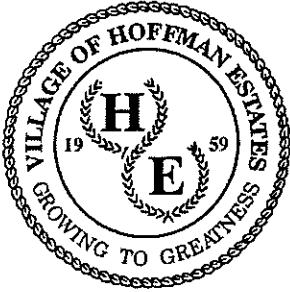
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

- Received \$246,395 from HUD for 2015-2016 CDBG entitlement allocation, which is approximately 2% less than the prior year.
- As required by CDBG rules, had a lead inspection conducted on the Children’s Advocacy Center building, which is the first step of rehab work that will be done to the facility throughout the program year.

This information is for the first quarter of the new program year which runs through September 30, 2016.

<b>CDBG Expenditures and Reporting Ratio</b>	<b>This Month</b>	<b>This Quarter</b>	<b>Year to Date</b>	<b>Current Reporting Ratio</b>
	\$0	\$39,133.50	\$39,133.50	1.56
"Current Reporting Ratio" equals ratio of unspent funds to total allocated funds in program year. Permitted to hold up to 1.5 of yearly allocation.				

<b>Housing Program Goals</b>	<b>This Month</b>	<b>This Quarter</b>	<b>Year to Date</b>	<b>Year Target</b>
Rehabilitation Projects completed	0	0	0	5
Housing & related issues education pieces released	0	0	0	5



**VILLAGE OF HOFFMAN ESTATES  
DEPARTMENT OF DEVELOPMENT SERVICES  
CODE ENFORCEMENT DIVISION MONTHLY REPORT**

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE**  
**BY: Peter Gugliotta, Director of Planning, Building and Code Enforcement** *PG*

**January 2016**

**GENERAL ACTIVITIES**

- On December 2, 2015, John Shogren completed a C.P.R. class offered by the Hoffman Estates Fire Department.
- On December 4, 2015, David Banaszynski attended the Annual Seminar for IEHA in Elgin.
- On December 4, 2015, Ray Norton, John Shogren & Dan Ritter attended the NWBOCA annual meeting and general election in Streamwood.
- On December 9, 2015, David Banaszynski presented for the quarterly IACE meeting in Elgin.
- On December 9, 2015 Tony Knuth attended the quarterly IACE meeting in Elgin.
- On December 10, 2015, David Banaszynski inspected the Shop with a Cop event.
- On December 11, 2015, John Cumpek & Tim Meyer attended the Suburban Building Officials annual meeting and election in Woodridge.
- On December 12, 2015, David Banaszynski inspected the Beerfest Beatdown.
- On December 22, 2015, John Shogren attended the monthly IPIA meeting in Aurora.
- January 4, 2016, Alex Zaborowski joined the Code Division, filling the vacant Code Enforcement Officer position

**ADMINISTRATIVE ACTIVITIES**

<b>Enhance Customer Service In Permit Process</b>	<b>This Month</b>	<b>This Quarter</b>	<b>Year to Date</b>	<b>Year Target</b>
Number of building permit plan review process improvements made	0	1	1	2
Number of building permit administrative processing improvements made	0	0	1	2

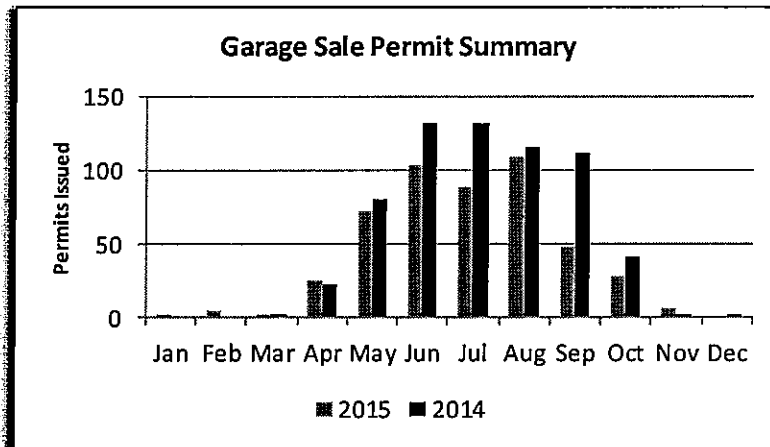
**RENTAL HOUSING LICENSE AND INSPECTION PROGRAM**

- There are currently 2,085 rental properties registered.
- The rental program license renewal process began in December, with a deadline of January 15, 2016. Payments made after this date will automatically be subject to a late penalty and owners may also be subject to citations.
- Coordination continues with Finance staff on collections work and with the building permit process.
- Staff continues to identify and pursue registration with rental owners who have not yet registered their properties.
- Discussions have taken place with legal staff to try and identify what alternatives to citations may be available to compel on-compliant owners to resolve property maintenance violations. The primary option may involve revoking rental certificates/licenses and notifying tenants that the unit can no longer legally be rented. During the upcoming months staff will be working on ways to implement these options.



**Garage Sales**

Year	2015	2014
Jan	2	1
Feb	5	1
Mar	3	3
Apr	25	23
May	72	81
Jun	103	131
Jul	88	132
Aug	109	115
Sep	48	111
Oct	28	41
Nov	6	3
Dec	1	2
<b>Total</b>	<b>490</b>	<b>644</b>

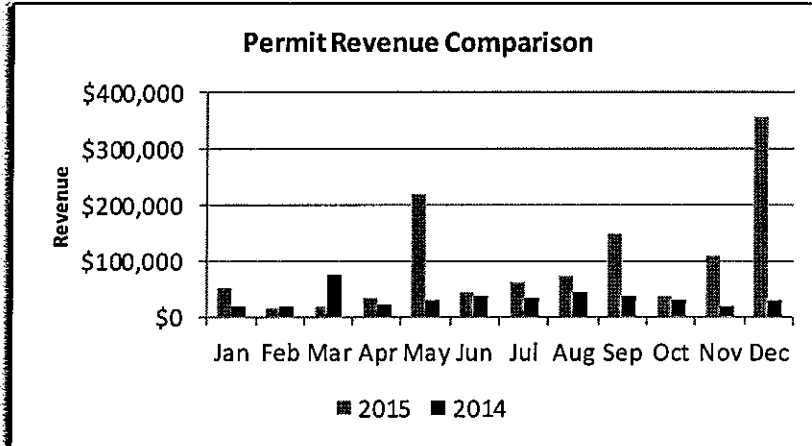


**2015 Building and Fire Permits Issued**

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2015 YTD	2014 Total
<b>Building Permits</b>														
Commercial Remodeling	4	4	9	5	4	7	8	12	4	5	5	9	76	69
Community Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Demolition	0	0	1	2	0	1	1	0	0	0	1	0	6	5
Driveways	4	0	2	29	38	43	49	36	50	39	11	2	303	248
Electrical	1	2	4	6	4	5	10	3	6	7	4	8	60	85
Fences	0	1	6	25	28	23	21	22	19	16	6	4	171	182
Mechanical	14	17	13	16	13	33	26	21	25	18	21	20	237	180
Miscellaneous Permits	19	15	29	35	41	50	44	53	33	68	44	35	466	568
Multi-Family Remodeling	0	3	3	6	11	2	6	4	9	1	5	8	58	51
New Commercial	0	0	0	0	1	0	0	2	3	0	1	4	11	1
Plumbing	21	26	14	16	26	11	20	30	19	23	31	24	261	211
Pools	0	0	0	0	0	3	1	1	0	0	0	0	5	16
Residential Decks & Patios	0	0	3	17	20	25	23	31	14	12	6	6	157	121
Residential Garages	0	0	0	0	0	0	0	0	2	0	0	0	2	6
Residential Remodeling	10	8	12	21	23	13	21	24	14	17	15	11	189	177
Residential Sheds	1	0	1	4	3	5	5	4	6	2	6	2	39	44
Roofs/Siding	4	3	22	81	77	108	100	93	72	111	42	25	738	539
Signs	11	3	5	6	11	5	7	3	8	14	14	17	104	101
New Single Family Residences	3	0	0	2	1	1	6	2	2	0	8	3	28	1
<b>Fire Permits</b>														
Automatic Fire Alarms	1	2	4	3	2	5	6	3	6	10	4	1	47	37
Fuel Storage Tanks	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hood & Duct	0	0	0	1	0	0	3	0	1	1	1	1	8	2
Automatic Sprinklers	1	4	3	5	5	3	7	3	9	4	5	7	56	37
Lock Boxes	0	0	0	2	1	2	0	1	0	1	3	1	11	7
Other	0	2	1	4	0	0	1	0	1	1	1	0	11	50
<b>2015 Total</b>	<b>94</b>	<b>90</b>	<b>132</b>	<b>286</b>	<b>309</b>	<b>345</b>	<b>365</b>	<b>348</b>	<b>303</b>	<b>350</b>	<b>234</b>	<b>188</b>	<b>3044</b>	
<b>2014 Total</b>	<b>91</b>	<b>86</b>	<b>146</b>	<b>225</b>	<b>306</b>	<b>329</b>	<b>312</b>	<b>313</b>	<b>277</b>	<b>328</b>	<b>179</b>	<b>147</b>		<b>2739</b>

**Permit Revenue**

Year	2015	2014
Jan	\$52,379	\$18,611
Feb	\$15,057	\$17,377
Mar	\$17,389	\$75,725
Apr	\$34,157	\$22,612
May	\$221,124	\$30,175
Jun	\$43,889	\$37,807
Jul	\$61,332	\$31,923
Aug	\$73,628	\$45,104
Sep	\$149,195	\$35,858
Oct	\$36,081	\$29,589
Nov	\$107,498	\$20,425
Dec	\$357,236	\$30,858
<b>Total</b>	<b>\$1,168,965</b>	<b>\$396,064</b>



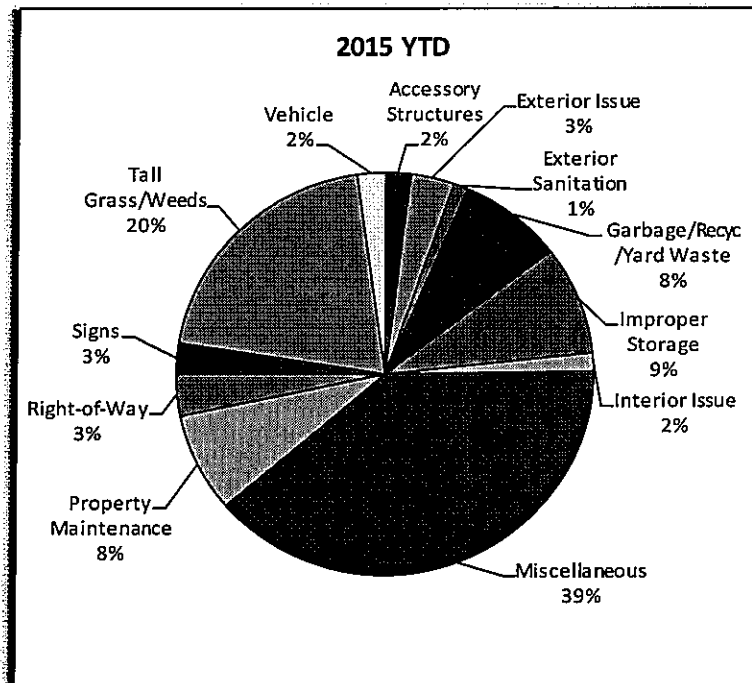
2015 Budget: \$545,000

Total Revenue includes building permits, fire permits and Temporary Certificates of Occupancy.

Building Permit Processing Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of permits entered in computer within 24 hours of submittal	99%	98%	98%	95% within 24 hours
Percentage of permit plan reviews completed within 10 business days	98%	98%	97%	95% within 10 days
Percentage of final permits processed within 48 hours of plan approval	98%	98%	98%	90% within 48 hours

2015 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2015 YTD	2014 Total
Accessory Structures	4	1	1	2	2	9	5	1	3	1	0	2	31	46
Exterior Issue	5	4	4	9	5	7	8	3	4	1	5	0	55	750
Exterior Sanitation	0	0	1	2	7	4	3	0	1	0	0	0	18	29
Garbage/Recyc/Yard Waste	21	10	1	4	5	30	17	20	5	2	5	11	131	497
Improper Storage	34	26	3	6	6	27	18	16	1	0	3	1	141	342
Interior Issue	11	3	1	1	0	1	2	0	0	2	1	1	23	67
Miscellaneous	58	46	39	44	17	60	82	105	23	80	35	38	627	434
Property Maintenance	5	10	2	4	11	32	23	6	23	8	4	1	129	95
Right-of-Way	5	4	2	1	7	10	10	2	4	1	1	7	54	146
Signs	8	1	3	1	3	7	5	7	0	1	3	1	40	321
Tall Grass/Weeds	0	0	0	0	134	76	68	30	12	7	0	0	327	319
Vehicle	6	0	1	2	5	8	4	3	2	0	3	2	36	54
<b>2015 Total</b>	<b>157</b>	<b>105</b>	<b>58</b>	<b>76</b>	<b>202</b>	<b>271</b>	<b>245</b>	<b>193</b>	<b>78</b>	<b>103</b>	<b>60</b>	<b>64</b>	<b>1612</b>	
<b>2014 Total</b>	<b>320</b>	<b>352</b>	<b>387</b>	<b>375</b>	<b>498</b>	<b>329</b>	<b>322</b>	<b>209</b>	<b>88</b>	<b>79</b>	<b>52</b>	<b>89</b>		<b>3100</b>



2015 Citations Issued

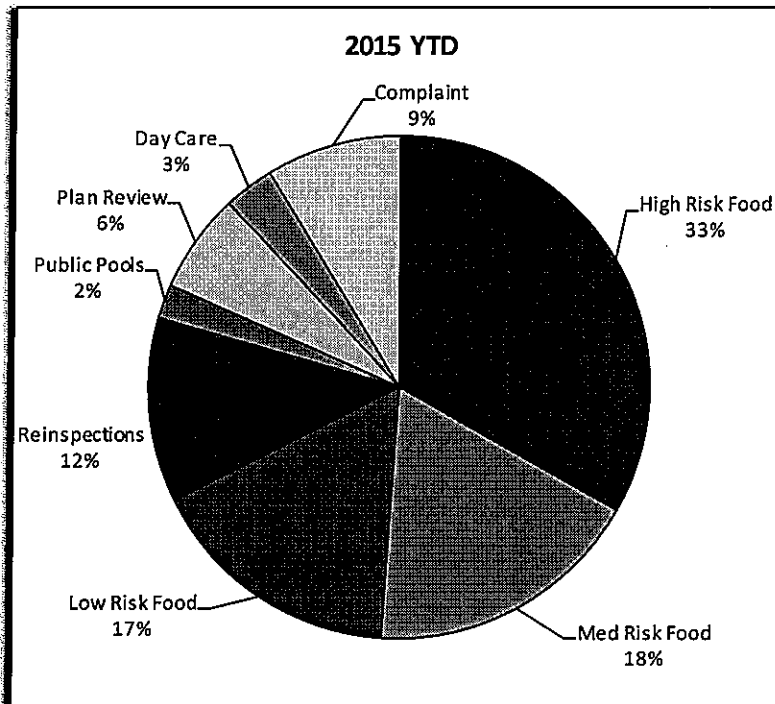
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
55	47	83	54	68	155	92	110	89	194	21	99	1067

\*Includes Rental License Citations (new for 2015)

Inspection Services Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of property maintenance inspections completed within 24 hours of notice	94%	93%	95%	95% within 24 hr. notice

2015 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	39	32	0	2	29	44	1	0	31	48	1	0	227
Med Risk Food	0	0	33	37	1	0	1	0	0	0	37	14	123
Low Risk Food	0	0	0	1	2	3	48	48	5	1	4	1	113
Reinspections	8	7	8	18	8	8	3	3	4	11	2	1	81
Public Pools	0	0	0	0	12	3	0	0	0	0	0	0	15
Plan Review	1	4	8	9	5	3	2	4	0	2	5	1	44
Day Care	11	0	0	0	0	0	11	0	0	0	0	0	22
Complaint	4	2	7	8	6	0	10	9	2	5	6	1	60
<b>Total</b>	<b>63</b>	<b>45</b>	<b>56</b>	<b>75</b>	<b>63</b>	<b>61</b>	<b>76</b>	<b>64</b>	<b>42</b>	<b>67</b>	<b>55</b>	<b>18</b>	<b>685</b>



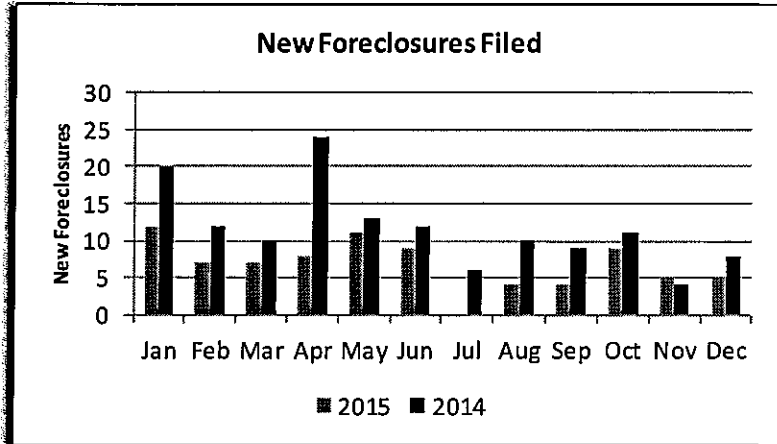
Food establishments are divided into the risk categories of high, moderate or low, and planned inspections are performed three, two, or one time each year respectively. A high risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or the type of population served by the facility. There are approximately 265 facilities that require a total of approximately 470 planned inspections throughout the year (this number fluctuates based on businesses opening/closing).

Inspection Services Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of annual food health inspections completed	3.2%	22.5%	98.5%	100% of total

Staff has started using electronic health code inspection reports to minimize the need for paper in the field. Early indications are that this process will be a benefit and increase efficiency, plus business owners appreciate being able to receive electronic reports quickly.

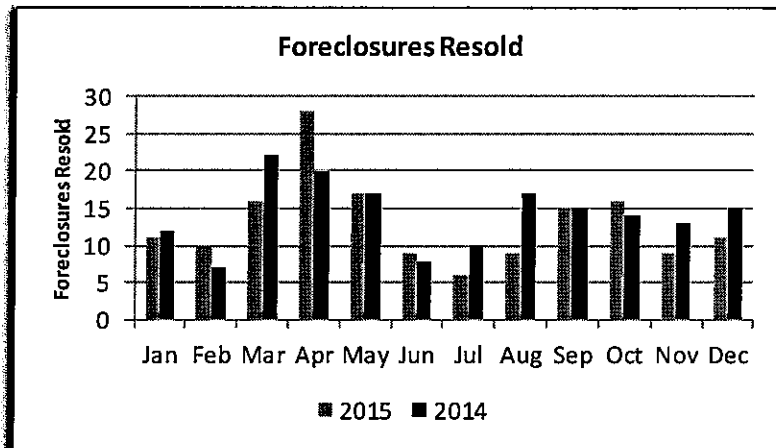
**New Foreclosures Filed**

Year	2015	2014
Jan	12	20
Feb	7	12
Mar	7	10
Apr	8	24
May	11	13
Jun	9	12
Jul	0	6
Aug	4	10
Sep	4	9
Oct	9	11
Nov	5	4
Dec	5	8
<b>Total</b>	<b>81</b>	<b>139</b>



**Foreclosures Resold**

Year	2015	2014
Jan	11	12
Feb	10	7
Mar	16	22
Apr	28	20
May	17	17
Jun	9	8
Jul	6	10
Aug	9	17
Sep	15	15
Oct	16	14
Nov	9	13
Dec	11	15
<b>Total</b>	<b>157</b>	<b>170</b>





# ECONOMIC DEVELOPMENT & TOURISM MONTHLY REPORT



## General

- Ongoing phone calls and emails with shopping center owners in town to receive updates on properties and assist in improving the properties.
- Wrote an article featuring a Hoffman Estates shopping center for the monthly Citizen newsletter.
- Updated the Village's online available properties database through Location One Information System (LOIS). The properties are updated weekly.
- Designed and developed ads for various online and print publications to promote Hoffman Estates.
- Attended the monthly GCAMP-sponsored Golden Corridor Maker Space steering committee meeting.
- Continued working with S.B. Friedman to review the state of the Roselle Road TIF and understand if there are ways to increase the overall increment in the TIF fund.
- Met and followed up with several new business owners and developers looking for sites in Hoffman Estates.
- Finalized two applications for Enterprise Zones and sent to the State of Illinois; one in the western part of Hoffman Estates and one surrounding the AT&T campus.
- Met with members of the Arts Commission to discuss the Anime Convention event scheduled for early 2017.

## Office/Industrial

- Staff visited 12 businesses in 2015 as part of the Business Retention and Expansion outreach program. 1 visit has already occurred in 2016 and outreach will continue throughout the year. The goal is to meet with businesses we haven't talked with in the past as well as begin to meet with businesses we visited two years ago to get updated on the state of their affairs now.

## Retail

- Continued working with the planning committee for the upcoming ICSC Idea Exchange show in March 2016.
- Continued to work on finding a hardware store to open in town. Working with a possible operator on a location now.
- Continued talks with Sterling Organization regarding potential redevelopment options for Hoffman Plaza within the TIF district.

## Tourism

### ILLINOIS RECREATIONAL CHEERLEADING ASSOCIATION - DECEMBER 3-5, 2015 - SEARS CENTRE ARENA

- Total of 319 room nights captured from this event at Hoffman Estates hotels:
  - Quality Inn - 0
  - Hawthorn Suites - 48 room nights
  - Hampton Inn and Suites - 57 room nights
  - Hilton Garden Inn - 75 room nights
  - Hyatt Place - hotel sold out - unable to accommodate teams this year
  - LaQuinta Inn - 0 (hotel was being sold during event but reported one reservation that cancelled before State 2015)
  - Chicago Marriott Northwest - 139 room nights
  - Red Roof Inn - 0

**319 room nights total**, which was almost double the room nights from last year's event. Here is the history since the first Illinois Recreational Cheerleading Association State event was held at Sears Centre Arena: 2010 (419 room nights), 2011 (445 room nights), 2012 (421 room nights), 2014 (334 room nights), 2014 (192 room nights), 2015 (319 room nights).

### SALVATION ARMY, HOFFMAN ESTATES - DECEMBER 16, 2015

- Arranged a tour with the special event coordinator for all Hoffman Estates hotels, general managers, directors of sales, and front office managers to meet all meeting planners that would be sending out requests for housing and special event locations. Toured new Central District World Headquarters and met decision makers. Excellent opportunity for our hotels to create booking relationships.

### CHICAGO BULLS D-LEAGUE - SEARS CENTRE ARENA 2016

- Ongoing efforts to assist in market penetration for startup. Had a conference call to highlight key players from Hoffman Estates listing. Also provided top employer/business contact listings for Schaumburg, Elgin, Arlington Heights, Palatine, and Barrington communities. The team might host additional caravan blitzes so staff suggested nearby communities that would generate greatest buzz and create positive awareness for team.

### MEETINGS/ACTIVITIES

- Jingle Mingle, December 10 - Fundraiser for Shop with a Cop. Generated over \$3,000 for Shop with a Cop.
- Shop with a Cop, December 12 – Largest event yet - 51 shopped and another 35 received stockings and gift cards. Raised and spent over \$9,400 this year – many thanks to everyone that donated, shopped, and wrapped.
- Solicited gift cards and items for a Hoffman Estates Gift Basket for the first baby born in 2016 at St. Alexius.



Kevin Kramer, Director of Economic Development



Linda Scheck, Director of Tourism & Business Retention