

PLANNING AND ZONING COMMISSION MEETING

VILLAGE OF HOFFMAN ESTATES

COUNCIL CHAMBERS

1900 HASSELL ROAD

HOFFMAN ESTATES, IL 60169

MINUTES - JULY 6, 2016

1. CALL TO ORDER: 7:00 P.M.

Members Present

Chairperson Combs

Vice Chairman Caramelli

Myrene Iozzo

Tom Krettler

Steve Wehofer

Greg Ring

Diane Lawrence

Lenard Henderson

Nancy Trieb

Sharron Boxenbaum

Denise Wilson

Members Absent

None.

A quorum was present.

Administrative Personnel Present:

Jim Donahue, Senior Planner; Josh Edwards, Assistant Planner; Dan Ritter, Planning Technician.

2. APPROVAL OF MINUTES:

Commissioner Krettler moved, seconded by Commissioner Henderson, to approve June 15, 2016, meeting minutes, with grammatical changes on pages 2 and 3. Voice Vote: 7 Ayes, 4 Abstain (Boxenbaum, Ring, Wilson, Vice Chairman Caramelli). Motion Carried.

3. CHAIRMAN'S REPORT

Chairperson Combs stated the Village Board approved the parking lot expansion for 1200 Golf Road. The change by Petro Auto, LLC for a ground sign and site plan amendment were not approved by the Village Board. Mr. Edwards stated staff is in contact with the petitioner and the petitioner is going to the Village Board on July 11, to request that the item be remanded back to the Planning & Zoning Commission for another review based on the petitioner addressing all the conditions of approval.

4. NEW BUSINESS - PUBLIC HEARING - REQUEST BY POPLAR CREEK CROSSING, LLC (OWNER) AND HEROIC FITNESS, LLC (TENANT) TO CONSIDER A SPECIAL USE UNDER SECTION 9-8-3-B-3 OF THE ZONING CODE TO PERMIT A HEALTH AND FITNESS CLUB ON THE PROPERTY LOCATED AT 2626 NORTH SUTTON ROAD IN THE POPLAR CREEK CROSSING SHOPPING CENTER.

Commissioner Krettler moved, seconded by Commissioner Henderson, to open the hearing. Voice Vote: 11 Ayes. Motion Carried.

Chairperson Combs swore the petitioner in.

Mark Trapp (Heroic Fitness)

Mr. Trapp presented an overview of the project.

Mr. Ritter presented an overview of the staff report.

Commissioner Boxenbaum asked if the fitness center started out as the same fitness center but the Village's code changed. Mr. Ritter stated the Village's code has not changed and the fitness center was the first in the Village. With some businesses, it is difficult to include the business into a code category prior to the business opening.

Commissioner Wilson had no questions.

Commissioner Iozzo had no questions.

Commissioner Ring had no questions.

Commissioner Krettler asked about the equipment. Mr. Trapp stated they do more functional training because a lot of what they do is hands-on training.

Commissioner Wehofer asked staff what prompted the reevaluation of Heroic Fitness. Mr. Ritter stated the code category came up with two other fitness center requests.

Commissioner Henderson asked if there is a juice bar in the fitness center. Mr. Trapp stated yes, the product is in dry goods form and just shakes are made.

Commissioner Henderson asked if any alcohol is served. Mr. Trapp stated no.

Commissioner Trieb asked what happens if the business expands in the future with only 15 parking spaces. Mr. Trapp stated the parking is in an isolated parking section and there is a store vacancy next door.

Commissioner Lawrence asked, besides personal training, will there be open workouts. Mr. Trapp stated no.

Commissioner Lawrence asked about the hours of operation. Mr. Trapp stated they open when the first trainer arrives, sometimes 4:30 or 5:00 a.m. They stay open until the last trainer leaves around 9:00 p.m.

Vice Chairman Caramelli had no questions.

Chairperson Combs had no questions.

Mr. Trapp questioned condition #2. Mr. Trapp stated there is one time throughout the year when the facility runs Heroic Games. Members sign up for the Heroic Games and it is limited to just members. The Heroic Games is a seven week competition, with challenges throughout the week. On Thursdays, they bring in someone who does a fitness competition challenge. The Heroic Games runs from 6:30 p.m. to 8:00 p.m., and there are certain activities that they like to bring out to the parking lot. Mr. Trapp stated the landlord of the shopping center has approved this.

Mr. Ritter stated condition #2 would be for the day-to-day actual activities. If the petitioner wanted to hold the Heroic Games, it would require a special event permit through General Government at the Village. Mr. Ritter stated the special event permit would require a site plan, setup to be safe and secure, and the property owner approves this special event.

Chairperson Combs reiterated to staff that the Commission does not need to modify condition #2. Mr. Ritter stated that is correct.

Commissioner Krettler moved, seconded by Commissioner Ring, to close the hearing. Voice Vote: 11 Ayes. Motion Carried.

MOTION: Vice Chairman Caramelli moved (seconded by Commissioner Krettler) to approve a request by Poplar Creek Crossing, LLC (owner) and Heroic Fitness, LLC (tenant) to consider a special use under Section 9-8-3-B-3 of the Zoning Code to permit a health and fitness club on the property located at 2626 North Sutton Road in the Poplar Creek Crossing Shopping Center, with the recommended conditions in the staff report.

Roll Call Vote:

Aye: Boxenbaum, Henderson, Iozzo, Krettler, Lawrence, Ring, Trieb, Wehofer, Wilson, Vice Chairman Caramelli, Chairperson Combs

Nay: None

Motion Carried.

Mr. Ritter stated that this will go to a Village Board meeting on July 11, 2016.

5. NEW BUSINESS - PUBLIC HEARING - REQUEST OF HOFFMAN ESTATES MEDICAL DEVELOPMENT, LLC (OWNER) FOR A SITE PLAN AMENDMENT FOR SITE IMPROVEMENTS AND A SPECIAL USE UNDER SECTION 9-5-11-G-12 OF THE ZONING CODE TO PERMIT THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (TENANT) TO OPERATE A TEMPORARY ARCHIVE AND STORAGE FACILITY ON THE PROPERTY LOCATED AT 2500 WEST GOLF ROAD.

Commissioner Krettler moved, seconded by Commissioner Henderson, to open the hearing. Voice Vote: 11 Ayes. Motion Carried.

Chairperson Combs swore the petitioners in.

Alexander Drapatsky (Astor Law Group PC)
Anne Brown (Hoffman Estates Medical Development LLC)

Mr. Drapatsky presented an overview of the project.

Mr. Edwards presented an overview of the staff report.

Commissioner Lawrence asked about the interior and exterior security system of the building. Mr. Drapatsky stated security will be part of the plan.

Commissioner Lawrence asked if there will be a generator in case of a power loss. Mr. Drapatsky stated yes.

Commissioner Lawrence asked how will security be provided to the trucks unloading/loading at the facility. Mr. Drapatsky stated the tenant is aware of the trucks arriving and departing and what the trucks may carry.

Commissioner Lawrence asked about snow removal. Mr. Drapatsky stated the snow removal company will need access either with their own fob or agree with the tenant for the tenant to open the gates at a certain time so the snow removal trucks can enter and exit.

Commissioner Lawrence asked if the entrance gate on Golf Road will be fob operated. Mr. Drapatsky stated yes. Commissioner Lawrence asked if the employees will be able to enter the facility from Golf Road. Mr. Drapatsky stated employees are not supposed to enter from Golf Road and is not certain if an employee's fob will allow them to enter from Golf Road.

Commissioner Trieb asked about garbage. Mr. Drapatsky stated there are going to be as many dumpsters as absolutely necessary until the last piece of garbage is out of the building before the tenant occupies the building. Mr. Drapatsky stated under no circumstances will garbage be allowed to linger inside or outside of the property and clarified that this was in reference to the demolition and construction phase.

Chairperson Combs swore in John Laster (National Archives).

Mr. Laster stated there will be less than 5% of material that will be disposed of. Everything entering the building has already been determined to be a permanent record and will stay. Mr. Drapatsky stated the general public will not be aware of what is inside the building.

Commissioner Henderson asked what is archiving. Mr. Drapatsky stated if you visit the National Archives in Washington DC, you can walk in and see the Declaration of Independence, among other items. Separate from the Declaration of Independence, you can get a pass and go inside and see the archives, such as Presidential papers, Presidential materials, materials of other branches of government, etc. Some of those items will eventually go to the Presidential library in Chicago.

Mr. Laster stated archiving is the process of taking in historical documents and maintaining them for the life of the republic. These materials are transferred to the National Archives under the Presidential Records Act. At the end of a Presidential administration, the material becomes the property of the National Archives. At that point, the National Archives takes custody of that material and begin to make it available to the public. At the Hoffman Estates facility, there will be no public access. The National Archives will be gaining intellectual control of the material, understanding what is in the boxes for future researchers who want to come in and use the material once the library is built and the material is there, to be available to the public. Mr. Laster further stated the other side of the house would do the artifacts, gifts that are given to the President either from Heads of State or general public. These items coming in, the National Archives would be doing condition reports and inventory of that material so the material is preserved and appropriately housed.

Commissioner Henderson asked if the material will be available online. Mr. Laster stated yes, at the point the material has been reviewed and made available. The process is a slow and requires a page-by-page review to apply restrictions and only release what the National Archives can.

Commissioner Henderson asked if the building's doors are electronically operated and will lock automatically. Mr. Drapatsky stated yes. Commissioner Henderson then asked if the doors will automatically unlock in case of an emergency. Mr. Drapatsky stated yes.

Commissioner Henderson asked about on-site security, whether it is military or private. Mr. Drapatsky stated private.

Commissioner Henderson asked what type of relationship will there will with the local Police Department. Mr. Laster stated there will be discussions with the Federal Protective Service running the security, as well as security officials with the National Archives, who will probably make the local Police Department aware of what is in the building. Beyond this, there will be no formal arrangement or relationship with the local Police Department.

Commissioner Wehofer asked staff during the period of the lease, will this building still stay on the tax role. Mr. Edwards stated there will be property taxes.

Commissioner Wehofer asked if a car mistakenly turns into the entrance on Golf Road with the gate, how will the car get out. Mr. Edwards stated the car could turn around or the car would have to wait for a gap in the traffic to back up.

Commissioner Wehofer asked when the lease is up, who is going to remove the gates. Mr. Edwards stated staff will evaluate this in 2019 whether or not gates should be removed. The Village does not necessarily require the gates be removed if the building returns to a vacant state. Mr. Edwards stated having the gates present and down may help secure the site if the building becomes vacant again. Mr. Edwards stated after three years, the Village can recommend that the gates be removed.

Commissioner Krettler asked how many visitors will there be going to the building. Mr. Drapatsky stated very few if any, maybe one or two a week.

Commissioner Krettler asked about the building's fire suppression system. Mr. Drapatsky stated the building is fully sprinklered. Mr. Laster stated the National Archives prefers wet pipe, where the potential damage from water is much less than the damage from a fire if it is not quickly extinguished.

Chairperson Combs swore in Sergei Safonov (Architect).

Mr. Safonov stated areas of the building are separated by 2 hour fire suppression walls and 4 hours suppression walls.

Commissioner Ring asked staff about the wood trash enclosure and should it not be a masonry trash enclosure. Mr. Edwards stated there is an existing wood trash enclosure and staff can add a masonry trash enclosure as a condition of approval. Commissioner Ring stated the Commission set a precedent earlier and the Commission should stand by what we are making other people do. Chairperson Combs stated Mr. Edwards needs language to include as a condition of approval. Mr. Edwards stated that can be added as a condition of approval under condition #5, as another item to be revised on the plans with the Commission's direction.

Commissioner Ring asked about outside security on the north side of the building and the curiosity of the general public. Mr. Drapatsky stated the inside security has been planned for. Mr. Safonov stated the shrubs proposed will surround the property and identify the perimeter of the property. The shrubs will be kept low and there is surveillance system around the building so the security inside the building could see what is going on outside of the building.

Commissioner Iozzo asked if the existing ground sign will be covered. Mr. Drapatsky stated the ground sign will not be covered and will have the property address.

Commissioner Wilson had no questions.

Commissioner Boxenbaum asked about the hours of the building. Ms. Brown stated 6:00 a.m. - 6:30 p.m., with one person inside overnight.

Commissioner Boxenbaum asked if there are any delays in the building of the Presidential library, is there an opportunity to extend the lease beyond six years. Mr. Drapatsky stated if there is a delay, the petitioner can come back to the Village for an extension. Mr. Edwards stated the special use is granted to September 30, 2022, so the petitioner would have to request a special use amendment.

Commissioner Boxenbaum asked about climate control inside the building and if the climate control will be returned back to a retail environment once the building is empty. Mr. Safonov stated there are upgrades for the insulation and air conditioning system that will be compatible with retail use.

Commissioner Boxenbaum asked if construction to the building will begin before or after the President leaves office. Mr. Drapatsky stated the plan is to begin construction as soon as possible.

Commissioner Boxenbaum asked if Walgreens had any concerns with the access. Mr. Edwards stated staff notified Walgreens and the surrounding businesses but there were no comments.

Vice Chairman Caramelli asked if security will know when visitors arrive at the building. Mr. Drapatsky stated the visitor has to be planned and the people in the building have to know that someone who does not work there every day is coming in. The person coming in to the site has to be instructed to hit the button at the gate on Golf Road and then cross checked off the schedule.

Vice Chairman Caramelli asked about security inside the building. Mr. Laster stated there will always be a guard at the front desk. There are no unscheduled visitors. When a visitor enters, they are met by a guard at the front desk that would verify that they are supposed to be there and check them in through security before they are escorted into the building.

Vice Chairman Caramelli asked about if there will be any signage describing the buildings purpose. Mr. Laster stated on the glass doors at the entrance to the building will be the seal for the National Archives and Records Administration. That will be the only signage.

Vice Chairman Caramelli asked if there will be an extra flagpole to fly the Hoffman Estates flag. Mr. Drapatsky stated they are not against flying the Hoffman Estates flag.

Chairperson Combs asked staff if a motorist is going south on Barrington Road, can they enter the site. Mr. Edwards stated there is a left turn lane access from Barrington Road between Congo River Golf and the former Los Fernandez Restaurant.

Chairperson Combs asked about the bathroom facilities. Mr. Safonov stated there are 5 stalls in the women's and men's bathrooms, which are in compliance with code.

Chairperson Combs indicated that on page 5 of the special use narrative, it states there are going to be potential deliveries during non-business hours. If there is one guard on duty, who will be unloading the truck. Mr. Laster stated there will be 2 guards on duty, 24-hours a day, 7 days a week. Mr. Laster stated the only time a truck arriving outside of the 6:00 a.m. - 6:30 p.m. hours, would be when they are actually moving in. At the present, they do not know the schedule when a truck will leave Washington DC. The Military Department of Defense will help to unload the material.

Chairperson Combs indicated that on page 7 of the special use narrative, it states that refuse will be kept in containers that would not exceed the height of the enclosure. Chairperson Combs asked will everything will be in dumpsters and there will not be any loose storage. Mr. Edwards stated everything will be in the dumpsters and not stacked beside the dumpsters.

Chairperson Combs stated on the site plan addendum, there is nothing indicated for phone, water, or sewer tax. Mr. Edwards stated staff will have the petitioner add that information before it goes to the Village Board for approval. Ms. Brown stated the Government will have their own telecommunication systems and that is why it was kept as \$0, but the petitioner will talk with staff and refine those numbers.

Chairperson Combs indicated that on page 4 of the traffic study, the northeast employee security gate is to be relocated. Should this be the northwest security gate. Mr. Drapatsky stated yes, it should read northwest security gate.

Chairperson Combs stated the traffic study recommended some additional signage and asked is the Commission to consider this additional signage. Mr. Edwards stated the petitioner will be proposing a sign at each gate indicating visitors only at Golf Road and employees and trucks only at the northwest corner. From staff's perspective, the additional signage is not necessary.

Chairperson Combs asked if there are too many conditions of approval for the Village Board. Mr. Edwards stated a number of the conditions of approval are standard, except for condition #5. Mr. Edwards stated the first couple of conditions of approval are unique to this use because it is a temporary use and the question of the end of the lease. Three conditions of approval relate to the ongoing use of the facility. If all the conditions of approval are met, staff is comfortable with the use. Staff's main concerns are there are no stacking of vehicles on Golf Road and the gates are operational.

Chairperson Combs asked about the wording for the condition of approval that was added. Mr. Edwards stated under condition #5, (i) can be added to read: The plan shall be revised to include masonry screening for the dumpsters and emergency generator to match the building. Mr. Edwards asked the petitioner for any comments on the condition that was added. Ms. Brown agreed and all the other conditions of approval were agreed upon.

Commissioner Ring asked who is responsible for the general maintenance of the access road between the building and Walgreens. Mr. Edwards stated the east/west aisle between Los Fernandez and Congo River Golf belongs to a Property Owners Association for those commercial properties. The access road has been reasonably maintained over the years. Staff will encourage the property owner to speak with the POA. Mr. Drapatsky stated any disruption to the roads will be handled through the construction process.

Vice Chairman Caramelli asked if it is necessary to have a masonry generator enclosure in the back because it is not seen from Golf Road. Commissioner Ring is okay with no generator enclosure because it is in the back of the building, surrounded by shrubs, and you may need access ASAP. Mr. Drapatsky agreed.

Commissioner Ring agreed the dumpster enclosure in masonry and the generator enclosure in wood.

Chairperson Combs asked the Commission if they agree to modifying the condition of approval to take out the masonry enclosure for the generator. The Commission agreed. Chairperson Combs stated the Commission will modify the condition of approval to remove the masonry screening for the emergency generator.

Commissioner Krettler asked when someone enters the building, will there be a guard, metal detector, bags x-rayed, etc. Will this facility have security items. Mr. Drapatsky stated yes.

Mr. Edwards stated the tenant name for the motion is National Archives, with an "s".

Commissioner Krettler moved, seconded by Commissioner Henderson, to close the hearing. Voice Vote: 11 Ayes. Motion Carried.

MOTION: Vice Chairman Caramelli moved (seconded by Commissioner Krettler) to approve a request by Hoffman Estates Medical Development, LLC (owner) for a site plan amendment for site improvements and a special use under Section 9-5-11-G-12 of the Zoning Code to permit the National Archives and Records Administration (tenant) to operate a temporary archive and storage facility on the property located at 2500 West Golf Road, with the recommended conditions in the staff report, as modified in previous discussions.

Roll Call Vote:

Aye: Boxenbaum, Henderson, Iozzo, Krettler, Lawrence, Ring, Trieb, Wehofer, Wilson, Vice Chairman Caramelli, Chairperson Combs

Nay: None

Motion Carried.

Mr. Edwards advised that this will go to a Village Board meeting on July 11, 2016.

6. STAFF REPORT

Mr. Ritter stated the meeting for July 20, will be canceled.

7. MOTION TO ADJOURN

Commissioner Ring moved, seconded by Commissioner Krettler, to adjourn the meeting at 8:49 p.m. Voice Vote: 11 Ayes. Motion Carried.

Minutes prepared by Kathy Redelmann, Development Services Administrative Assistant



Chairperson's Approval

9/21/16

Date Approved