

MEETING NOTICE

AGENDA

VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING COMMISSION

April 18, 2018

The Planning and Zoning Commission of the Village of Hoffman Estates will hold a meeting in the Helen Wozniak Council Chambers of the Municipal Building, 1900 Hassell Road, Hoffman Estates, Illinois, at **7:00 p.m., Wednesday, April 18, 2018.**

1. Call to Order/Roll Call
2. Approval of Minutes
February 21, 2018
3. Chairperson's Report
4. Old Business
5. New Business

PUBLIC MEETING – Request by Hanke Real Estate LLC (owner) and Leopardo Companies, Inc. (Applicant) to consider a building expansion and parking lot expansion at Silesia Flavors (5250 Prairie Stone Parkway).

6. Staff Report
7. Adjournment

The next regular Planning and Zoning Commission meeting is scheduled for **Wednesday, May 2, 2018 at 7:00 p.m.**



VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING COMMISSION STAFF REPORT

PROJECT NO.: 2017047P

PROJECT NAME: Silesia Flavors, Inc.

PROJECT ADDRESS/LOCATION: 5250 Prairie Stone Parkway

PUBLIC HEARING YES NO

REZONING MASTER SIGN PLAN SPECIAL USE VARIATION
SITE PLAN AMENDMENT PRELIMINARY & FINAL PLAT

MEETING DATE: April 18, 2018

STAFF ASSIGNED: JIM DONAHUE

REQUESTED MOTION

Request by Hanke Real Estate LLC (owner) and Leopardo Companies, Inc. (Applicant) to consider a building expansion and parking lot expansion at Silesia Flavors (5250 Prairie Stone Parkway).

INCLUDES RECOMMENDED CONDITIONS YES NO

ACRES: 4 (APPROXIMATE)

ZONING DISTRICT: O-5, OFFICE DISTRICT

ADJACENT
PROPERTIES:

NORTH: HEIDNER PROP. ZONED O-5
EAST: LEOPARDO COMPANIES, ZONED O-5

SOUTH: MAIN EVENT, ZONED B-3
WEST: VACANT FIRE STATION, ZONED O-5

BACKGROUND

The subject property is currently home to Silesia Flavors, Inc. The business produces flavorings used in the food industry. The site was approved in 1998 for an approximately 27,000 square foot one-story office building with laboratory and office space. The site was approved in with fewer parking spaces than typically required for this type of use based on the company having an existing facility at the time with a known number of employees. It was noted at the time of approval, that additional spaces would be installed if the need arose due to additional employees and or building expansion. The site currently has parking issues that need to be rectified by additional parking.

PROPOSAL

The petitioners are proposing to add an approximately 7,000 square foot addition to the existing building to provide additional lab space for the existing business. The proposed addition will be located on the front of the building and will not significantly increase the number of employees. Due to previous increases in the number of employees, additional parking is required now with the building expansion. This is being added

Meeting Date: April 18, 2018

to the west and north sides of the building. As part of the building addition, some storm sewer and sanitary service for the building is being relocated on site.

Access & Parking

Access to the site will remain unchanged and the current parking space configuration on the east side will be slightly changed by the addition, but the 23 new spaces (bringing the total to 47) will be adequate for the company's current needs.

Engineering

The proposed addition includes relocating some storm sewer and sanitary service for the building. Small bio retention areas are being added to the site as well per current MWRD requirements. The engineering for the site including grading and utilities has been reviewed by the Village Engineer and meets the Subdivision Code requirements.

Landscaping

The landscape plan approved for the site in 1998 is being upgraded with the building addition and parking space additions. Some trees are being removed with the project and will be replaced with improved species. Additional landscaping including shrubs, ornamental trees, grasses and perennials will be added. Additionally, a brick paver path is being added in front to create a garden walkway effect.

Parking Analysis

The proposed parking will raise the total number of spaces on site from 24 to 47. The additional parking is proposed on the north and west sides of the building adjacent to the drive aisle that circles the site. The location is consistent with those previously shown as future parking in 1998. The petitioner has submitted a letter outlining the necessary parking needs for their use as well as a commitment to install additional parking (shown as land banked on the plans) if the need arises. A condition has been added for this.

Exterior Lighting

No changes are proposed to the site lighting.

Building Design

The building addition will be constructed of pre-cast concrete panels that will match the existing building. The rooftop mechanical units will be screened from view with screening to match the existing.

Property Owners Association

The petitioner has been working with the Prairie Stone Property Association and has received approval on the project subject to their typical conditions.

Meeting Date: April 18, 2018

RECOMMENDATION

Approval of a request by Hanke Real Estate LLC (owner) and Leopardo Companies, Inc. (Applicant) to consider a building expansion and parking lot expansion at Silesia Flavors (5250 Prairie Stone Parkway), subject to the following conditions:

1. The building permit shall be obtained within twelve (12) months of the Village Board action on this request.
2. Any future building or parking expansion shall be required to go through separate Village review and approval.
3. As shown on the plans, the Village may require the additional land banked parking to be installed if illegal parking on the site becomes an issue.

Attachments: Applications, Engineering Plans, Landscape Plan



VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING GENERAL APPLICATION*

Special Use for _____ Rezoning from _____ to _____

Variation: Commercial Residential Sign

Plat (Subdivision & Others): Preliminary Final

Site Plan: Amendment Concept Preliminary Final

Master Sign Plan: Amendment

Other: _____

*** ADDENDUM MATERIALS ARE REQUIRED FOR SPECIFIC REQUESTS**

Posting of Notification Sign(s) may be required.

Specific requirements will be provided when your request is scheduled.

FOR VILLAGE USE ONLY		
Hearing Fee <u>\$ 750</u>	Check No. <u>211905</u>	Date Paid <u>1/8/18</u>
Project Number: <u>20170471P</u>		
Staff Assigned: <u>DONAHUE</u>		
Meeting Date: <u>4/18/18</u>	Public Hearing: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Sign Posting Required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Date Sign Posted <u>N/A</u>	

PLEASE PRINT OR TYPE

Date: 12/6/17

Project Name: Silesia Flavors

Project Description: Building Addition including parking

Project Address/Location: _____

Property Index No. 5250 Prairie Stone Parkway

Acres: 4 Zoning District: 0-5

I. Owner of Record

Frederic Schuldors

Hanke Real Estate LLC

Name

Company

5250 Prairie Stone Parkway

Hoffman Estates

Street Address

City

IL

60192

847-645-0270

State

Zip Code

Telephone Number

f.schuldors@silesia.com

Fax Number

E-Mail Address

II. Applicant (Contact Person/Project Manager)

Mike Mrachek

Leopardo

Name

Company

5200 Prairie Stone Parkway

Hoffman Estates

Street Address

City

IL

60192

847-783-3322

State

Zip Code

Telephone Number

MJMrachek@leopardo.com

Fax Number

E-Mail Address

Applicant's relationship to property: General Contractor

III. Owner Consent for Authorized Representative

It is required that the property owner or his designated representative be at all requests before the Planning and Zoning Commission (PZC). During the course of the meeting, questions may arise regarding the overall site, site improvements, special conditions to be included in a PZC recommendation, etc. The representative present must have knowledge of the property and have the authority to make commitments to comply with any and all conditions included in the PZC recommendations. Failure to have the owner or designated representative present at the meeting can lead to substantial delays in the hearing process. **If the owner cannot be present at the meeting, the following statement must be signed by the owner:**

I understand the requirement for the owner or an authorized representative to be present at the meeting with full authority to commit to requests, conditions and make decisions on behalf of the owner. I hereby authorize Mike Mrachek to act on my behalf and advise that he/she has full authority to act as my/our representative.



Frederic Schuldors

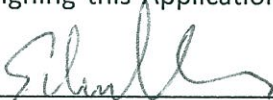
Owner Signature

Print Name


IV. Acknowledgement(s)

- Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village. Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to, motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise.
- Planning and Zoning Commission members and Village Staff often conduct inspections of subject site(s) as part of the pre-hearing review of requests. These individuals will be carrying official Village identification cards that can be shown upon request.

The Owner and Applicant, by signing this Application, certify to the correctness of the application and all submittals.

Owner's Signature: 

Owner's Name (Please Print): Frederic Schuldors

Applicant's Signature: 
(If other than Owner)

Applicant's Name (Please Print): Mike Mrachek

Date: 12/6/17

All requests must be accompanied by the items required and all fees must be paid before the Planning and Zoning Commission can hear any case.

Please contact the Planning Division (located in the Municipal Building) with any questions:

Email: planning@hoffmanestates.org
Address: 1900 Hassell Road
Hoffman Estates, IL 60169
Phone: (847) 781-2660
Fax: (847) 781-2679

Addendums Attached:

- Special Use
- Rezoning
- Variation
- Plat
- Site Plan
- Master Sign Plan
- Other _____



VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING COMMISSION SITE PLAN ADDENDUM – NON-RESIDENTIAL

Amendment Concept Preliminary Final

I. DESCRIPTION OF PROJECT:

A. ATTACH A NARRATIVE FOR THE PROPOSED PROJECT ON A SEPARATE SHEET

- ✓ Article 10-6 of the Subdivision Code details the application process and required submittal documents. For relevant items, provide detailed information as part of the project narrative.

B. Total Number of Buildings: 1

C. Total Gross Floor Area: 7,000 square feet

D. Height of tallest building (including antennas, hvac, etc.): 30' feet

E. With respect to this project's compatibility with adjacent land uses, address the following in the Project Narrative: Building Scale, architectural Materials, Coordinated Color Scheme, Existing and Planned Areas of Visual Interest, Design Concept and Relationship of Building Materials to one another.

F. Estimated start of construction: January 2018

G. Estimated time to complete development: 6 months
Attach a phasing schedule, if applicable.

H. Does the property contain flood plain lands or wetlands? Yes No
If yes, please address as part of the narrative.

I. Is there any historical or archeological significance to the existing structures or features of this site or the surrounding sites? Yes No
If yes, please address as part of the narrative.

J. Are there any endangered, threatened, or unique plants or animals located in or near the area? Yes No
If yes, please address as part of the narrative.

II. OPERATIONAL CONSIDERATIONS

A. Anticipated hours of operation: 06-00 am/~~pm~~ to 11-00 am/~~pm~~

- B. Anticipated number of employees: 46 on site total 41 first shift; +5 second shift per shift 2 number of shifts
- C. Estimated number of customers: NA daily peak hour (*Business To Business*)
- D. If there is any additional information about the proposed development or its operation that may affect the site development, address as part of the narrative. No.

III. FINANCIAL CONSIDERATIONS

- A. Estimated annual gross sales of general merchandise subject to sales tax for this project (includes 1% local share of state tax and 1% home rule tax):

Gross Sales (General)		Tax Rate		General Sales Tax
<u>NA</u>	X	2%	=	\$

- B. Estimated annual gross sales subject to food and beverage (F & B) tax for this project (food prepared on premises and alcoholic beverages consumed on premises). See article 13-7 of the Hoffman Estates Municipal Code for detailed definition:

Gross Sales (F & B)		Tax Rate		F & B Tax
<u>NA</u>	X	2%	=	\$

- C. Estimated Annual Hotel Tax: 365 Days X

Estimated Average Room Rate		Number of rooms		Occupancy Percentage		365 Days		Tax Rate		Hotel Tax
<u>NA</u>	X		X		X		X	6%	=	\$

- D. Other tax/revenue: Regular Business Tax only.
(Entertainment tax = 6%, etc.)

		Rate		Tax
<u>NA</u>	X		=	\$

- E. Estimated Annual Telecommunications (TC) Tax:

Estimated Yearly Phone Bill		Tax Rate		TC tax
<u>NA</u>	X	6%	=	\$

- F. Current assessment of the property: Assessed value on Property Tax bill \$1,111,741

- G. Estimated value of Construction: \$2,252,105

H. Will this project result in any unusual expenditure of public funds or requirements for public services in anyway? Yes No

If yes, please address as part of the narrative.

IV. TRAFFIC CONSIDERATIONS

A. Parking

1. Total number of parking spaces to be provided:

Employees: 48 Customers/Visitors: 2 Handicapped: 2 Total: 52

2. When is the peak parking period for this project?

daytime 7am - 4pm

3. Will this project share parking spaces with other businesses? Yes No

If yes, please address as part of the narrative.

B. Traffic

1. Estimated number of vehicles entering and exiting this site during the peak one hour period between 4:00 p.m. and 6:00 p.m. 7 cars

2. Will there be any other peak traffic times for this project? Yes No

If yes, give the time(s) of day and traffic volume: 7-8am; 3.30-4.30pm 30 cars

3. Will this project contain a drive through? Yes No

If yes, the project narrative should address order processing time, projected stacking demand, and other details to explain the operation.

C. Deliveries

1. The project plan submittal should include turning templates to show all routes to be used for making deliveries to and from site. Is this plan included? Yes No

2. How often will deliveries be made on site? daily (working days)

2. What is the frequency and time period expected for deliveries? 7am - 6pm 1x hour.

3. What is the largest delivery vehicle to be used and its size?

Vehicle Type	Size	check	
Single Unit truck	30 ft.	<input type="checkbox"/>	<input type="checkbox"/>
Intermediate Semitrailer	50 ft.	<input type="checkbox"/>	<input type="checkbox"/>
Large Semitrailer	55 ft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other		<input type="checkbox"/>	<input type="checkbox"/>

If the delivery truck used fits into the "Other" category, please specify type, size and turning radius: NA

D. Any additional site related traffic information not covered above? Yes No
If yes, please address as part of the narrative.

V. RECYCLING AND GREEN INITIATIVES

- A. Article 9 of The Municipal Code of the Village of Hoffman Estates requires that businesses maintain an effective recycling program. Address any unique recycling plans as part of the project narrative.
- B. The Village supports and promotes sustainability. Please address any planned green or sustainability initiatives as part of the narrative.
- C. Do you anticipate submitting this project for LEED certification (or any other similar certifications)? Yes No
If yes, please address as part of the narrative.

VI. GENERAL CONSIDERATIONS

A. Please list examples of similar uses (including name and location) in the area that can be used for comparison by the Village:

1. This will be an addition to existing facility
2. _____
3. _____

B. Will this project contain any noise generators that will adversely affect surrounding areas?
Yes No
If yes, please address as part of the narrative.

C. Is there anything included in this project that may be sensitive to surrounding noise generators?

Yes No

If yes, please address as part of the narrative.

D. Do you intend to apply for a liquor license? Yes No

If yes, please contact the Village Clerk's Office at 847.781.2625

E. Will this project contain a cafeteria or food service area (in order to determine applicability of a sewer and water surcharge)? Yes No

If yes, please address as part of the narrative.

F. In the project narrative, please list and explain anything involved in this project that is not covered in this application that should be brought to the Village's attention. Also address any rare or unusual circumstances or needs related to this project.

Please contact the Planning Division with any questions:

Email: planning@hoffmanestates.org

Address: 1900 Hassell Road
Hoffman Estates, IL 60169

Phone: 847.781.2660

Fax: 847.781.2679

Peter Gugliotta, AICP
Director of Planning, Building and Code Enforcement
Village of Hoffman Estates
1900 Hassel Road,
Hoffman Estates IL 60192

Hoffman Estates, March 23rd, 2018

Re: Parking lot expansion

Dear Peter,

Thank you for your and Jim's last correspondence on the parking lot topic.

Silesia has been indeed growing fast over the past 5 years; we have created new jobs and impacted positively our community in the Hoffman Estates area. At the same time, we at Silesia acknowledge that this growth has created a parking lot situation that we are committed to address and solve together with your support.

We have now reached a team size that we feel comfortable with, in order to prepare the next stage of our growth for the next 3-5 years; and we are planning on expanding at our site and give our employees enough work and parking space.

And so, when it comes to the parking lot, the first part of our plan foresees to expand the parking space for the required peak amount of spots needed during the day, and add a buffer as well. Based on our provisions, the 42 spots should cover our needs for the next 3-5 years.

At the same time, we have to consider the eventuality of additional growth, requiring additional parking spots. In this sense, we have foreseen the option to add new parking spots of the Northeast side of our building at a later point.

We at Silesia hereby formally commit to start the addition of 10 new parking spots as soon as 5 or more additional parking spots are required for our regular daily activity. We offer to review this situation and sit together with the Village of Hoffman Estates every 6 months, starting the first quarter of 2019 and decide together if and how to proceed.

We believe that this proposal will not only solve the long term parking situation; but also show our commitment towards the Village to partner together in our expansion.

Please kindly let us know if you have any question.

Best regards



Frederic Schulders
Executive Vice-President
224-522-0217
F.Schulders@Silesia.com

5250 Prairie Stone Pkwy

P.I.N. 01-32-400-017-0000



April 2018
Village of Hoffman Estates
Planning Division



Silesia - 5250 Prairie Stone Pkwy



5250

Prairie Stone Pkwy



0 55 110 Feet

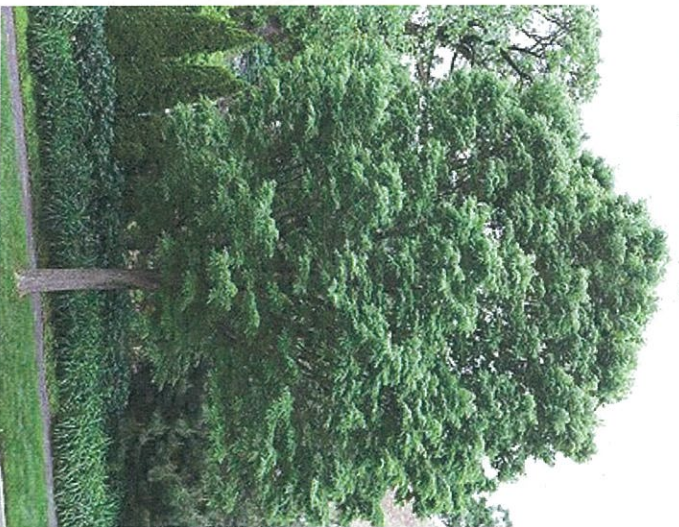


Planning Division
Village of Hoffman Estates
April 2018

Silesia Flavors – Proposed Landscape Plantings



Sugar Maple



Hackberry



Swamp White Oak



Burr Oak



Shadblow Serviceberry



Redbud



Cornelian Cherry Dogwood

Silesia Flavors – Proposed Landscape Plantings



American Witch Hazel



Smooth Sumac



Blackhaw Viburnum



Black Chokeberry



New Jersey Tea



Dwarf Honeysuckle

Silesia Flavors – Proposed Landscape Plantings



Potentilla



Gro Low Sumac



Spirea Meadowsweet



Spirea Steeplebush



Golden Showers Coreopsis



Prairie Splendor Coneflower



Little Bluestem

Silesia Flavors – Proposed Landscape Plantings



Prairie Drop Seed



Bowles Golden Sedge



Blue Sedge



Wood Sedge



Rosy Sedge



Narrow Leaf Cattail Sedge

Silesia Flavors – Proposed Landscape Plantings

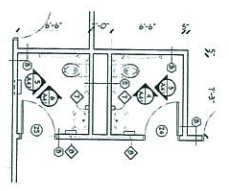


Sweet Grass



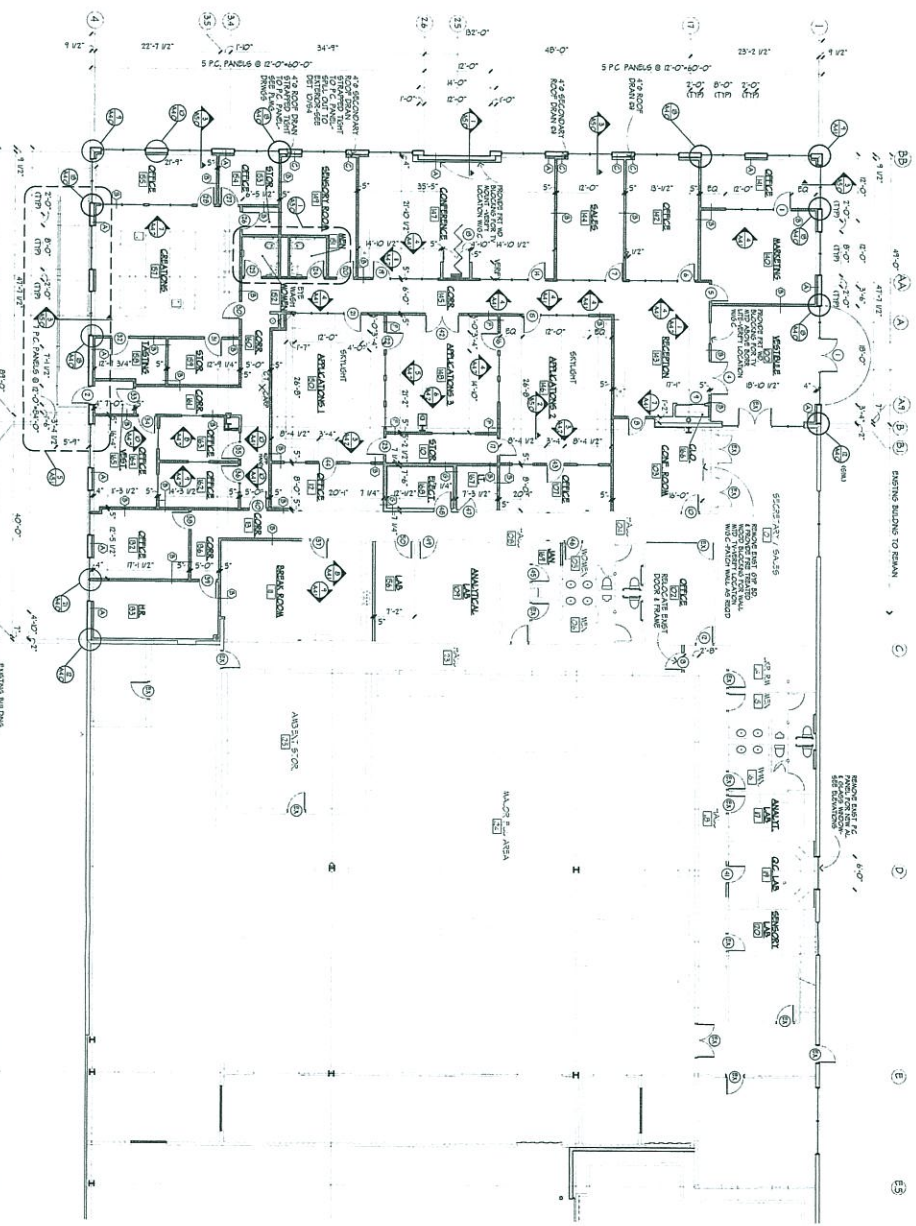
Path Rush

- ### PARTITION TYPES
- 1. 1/2" GYP BOARD ON 2x4 STUDS @ 16" O.C. WITH 5/8" GYP BOARD ON TOP AND BOTTOM. A REINFORCING STRIP SHALL BE INSTALLED AT JOINTS AND AT 7' ABOVE THE CEILING.
 - 2. 5/8" GYP BOARD ON 2x4 STUDS @ 16" O.C. WITH 5/8" GYP BOARD ON TOP AND BOTTOM. A REINFORCING STRIP SHALL BE INSTALLED AT JOINTS AND AT 7' ABOVE THE CEILING.
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 - 6. 5/8" GYP BOARD ON 2x4 STUDS @ 16" O.C. WITH 5/8" GYP BOARD ON TOP AND BOTTOM. A REINFORCING STRIP SHALL BE INSTALLED AT JOINTS AND AT 7' ABOVE THE CEILING.
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 - 17. 5/8" GYP BOARD ON 2x4 STUDS @ 16" O.C. WITH 5/8" GYP BOARD ON TOP AND BOTTOM. A REINFORCING STRIP SHALL BE INSTALLED AT JOINTS AND AT 7' ABOVE THE CEILING.
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 - 20. 5/8" GYP BOARD ON 2x4 STUDS @ 16" O.C. WITH 5/8" GYP BOARD ON TOP AND BOTTOM. A REINFORCING STRIP SHALL BE INSTALLED AT JOINTS AND AT 7' ABOVE THE CEILING.



ENLARGED FLOOR PLAN
SCALE: 1/4" = 1'-0"

FLOOR PLAN
SCALE: 1/8" = 1'-0"



SHEET NO.
A3.0
1 OF 3 SHEETS

PROJECT NO.
DRAWN BY
DATE
DATE
DATE

ISSUED FOR REVIEW
ISSUED FOR REVIEW
ISSUED FOR PERMIT
REV FOR PERMIT COMMENTS 3-30-15

NEW OFFICE ADDITION AND REMODELING FOR:
SILESIA FLAVORS, INC.
5250 PRAIRIE STONE PARKWAY, HOFFMAN ESTATES, ILLINOIS

HARRIS ARCHITECTS, INC.
400 GARDEN AVENUE, PLAINFIELD, ILLINOIS 60541-1400
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Full-Sized Plans
Available at the
Hoffman Estates Village
Hall (1900 Hassell
Road).