

6:50 p.m. – Boards & Commissions Interview – Regan Room

AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
June 18, 2018

7:00 P.M. - Helen Wozniak Council Chambers

Members:	Gary Stanton, Chairman	Anna Newell, Trustee
	Karen Arnet, Vice-Chairman	Gary Pilafas, Trustee
	Karen Mills, Trustee	Michael Gaeta, Trustee
		William McLeod, Mayor

I. Roll Call

II. Approval of Minutes - May 7, 2018 (*Special Meeting*)
May 14, 2018

NEW BUSINESS

1. Discussion regarding amendments to Municipal Code Chapter 7 (Offenses and Punishment) regarding nuisance trees and weeds, and Chapter 11 (Building Requirements) regarding maximum grass/weed height and outdoor storage

REPORTS (INFORMATION ONLY)

1. Planning Division monthly report.
2. Code Enforcement Division monthly report.
3. Economic Development and Tourism monthly report.

III. President's Report

IV. Other

V. Items in Review

1. Request by New Cingular Wireless PCS, LLC (commonly referred to as "AT&T") for approval of an extension to an existing cellular antenna license at 1355 Westbury Drive. (*Remanded from Village Board on March 5, 2018*)

VI. Adjournment

(Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at www.hoffmanestates.org and/or in person in the Village Clerk's office).

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.

Village of Hoffman Estates

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

May 7, 2018

I. Roll Call

Members in Attendance:

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

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr.-Dev. Services
Peter Gugliotta, Director of Planning
Kevin Kramer, Econ. Dev. Coordinator
Patrick Seger, Director of HRM
Patrick Fortunato, Fire Chief
Ted Bos, Police Chief
Monica Saavedra, Director of HHS
Joe Nebel, Director of Public Works
Anthony Fashoda, Asst. Director of Finance
Fred Besenhoffer, IS Director
Bruce Anderson, CATV Coordinator
Suzanne Ostrovsky, Asst. Village Manager**

The Special Planning, Building & Zoning Committee meeting was called to order at 7:00 p.m.

Motion by Trustee Pilafas, seconded by Trustee Gaeta, to recess this meeting at 7:01 p.m. Voice vote taken. All ayes. Motion carried.

This meeting was reconvened to order at 7:09 p.m.

NEW BUSINESS

- 1. Request approval of a Development Agreement with Hoffman Estates Acquisitions LLC for redevelopment of the former AT&T corporate campus.**

An item summary sheet from Jim Norris, Mark Koplín, Kevin Kramer, Doug LaSota and Patti Cross was presented to Committee.

Mark Koplin provided an overview on this project. Somerset would like to redevelop the AT&T campus into a mixed use development, including offices, shopping, townhomes and apartments.

Representatives from School District 220 addressed the Committee regarding concerns about adding students to the School District.

John Anderson, 40 Lakeside, South Barrington, addressed the Committee and stated that this is a positive development for Hoffman Estates and the surrounding area.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to approve a Development Agreement with Hoffman Estates Acquisitions LLC for redevelopment of the former AT&T corporate campus. Voice vote taken. All ayes. Motion carried.

II. Adjournment

Motion by Trustee Mills, seconded by Trustee Gaeta, to adjourn the meeting at 7:44 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

PLANNING, BUILDING & ZONING
COMMITTEE MEETING MINUTES

May 14, 2018

I. Roll Call

Members in Attendance:

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

Management Team Members
in Attendance:

Jim Norris, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr.-Dev. Services
Peter Gugliotta, Director of Planning
Kevin Kramer, Econ. Dev. Coordinator
Mike Hankey, Director of Transportation
Patrick Seger, Director of HRM
Patrick Fortunato, Fire Chief
Ted Bos, Police Chief
Monica Saavedra, Director of HHS
Joe Nebel, Director of Public Works
Anthony Fashoda, Asst. Director of Finance
Bruce Anderson, CATV Coordinator
Suzanne Ostrovsky, Asst. Village Manager

The Planning, Building & Zoning Committee meeting was called to order at 7:45 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the Planning, Building & Zoning Committee meeting minutes of April 9, 2018. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Mills, seconded by Trustee Pilafas, to defer the Planning, Building & Zoning Committee meeting minutes of May 7, 2018. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request by Neighborhood Inn for a site plan amendment to add an enclosed outdoor seating area in the rear of the building at 2322 Hassell Road.

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

Peter Gugliotta addressed the Committee and reported that the Neighborhood Inn plans to use the outdoor area behind the building for a beer garden addition to their business. The beer garden would be surrounded by a solid six foot tall fence. Megan Zdeb, Neighborhood Inn, stated that there will be no food or beverages served outdoors but patrons would be welcome to take their food and drinks outside to sit at one of the tables.

Motion by Trustee Mills, seconded by Trustee Pilafas, to amend staff recommendation to include restrictions on use of speakers in the outdoor area to 9 pm on weeknights and 10 pm on weekends and requested staff to review the smoking restrictions for that same area. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve request by Neighborhood Inn for a site plan amendment to add an enclosed outdoor seating area in the rear of the building at 2322 Hassell Road, as amended. Voice vote taken. All ayes. Motion carried.

2. Request approval of an ordinance to specify form of surety bonds acceptable to the Village.

An item summary sheet from Art Janura was presented to Committee.

Art Janura, Corporation Counsel, reported that this ordinance in the Code will spell out to all prospective bonding company the terms and conditions that regulate the enforceability of their contractual obligations.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve an ordinance amending Section 10-7-1, Guarantee of Performance, of the Hoffman Estates Municipal Code. Voice vote taken. All ayes. Motion carried.

3. Discussion regarding the VisitHoffman tourism logo.

An item summary sheet from Linda Scheck and Kevin Kramer was presented to Committee.

There was discussion regarding the Committee's preferences for a VisitHoffman tourism logo. Staff developed a couple different logos with the tagline "It's HERE", highlighting our "H"otels – "E"ntertainment – "R"estaurants – "E"vent spaces. There was consensus from the Committee for Option A of the tourism logos and requested staff to adjust the SCA logo with the "events" concept and bring back to Committee.

4. 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.

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

5. 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 presented to Committee.

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

6. 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 presented to Committee.

Motion by Trustee Mills, 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

IV. Other

V. Items in Review

- 1. Request by New Cingular Wireless PCS, LLC (commonly referred to as "AT&T") for approval of an extension to an existing cellular antenna license at 1355 Westbury Drive.

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to adjourn the meeting at 8:06 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Discussion regarding amendments to Municipal Code Chapter 7 (Offenses and Punishment) regarding nuisance trees and weeds, and Chapter 11 (Building Requirements) regarding maximum grass/weed height and outdoor storage

MEETING DATE: June 18, 2018

COMMITTEE: Planning, Building and Zoning

FROM: Peter Gugliotta *PK* / Kala Kuttenberg *KK*

PURPOSE: Discussion regarding amendments to Municipal Code Chapter 7 (Offenses and Punishment) regarding nuisance trees and weeds, and Chapter 11 (Building Requirements) regarding maximum grass/weed height and outdoor storage.

BACKGROUND: During the process of adopting the 2015 International Codes last year, there was discussion about possibly reducing the maximum height of grass/weeds, as well as reviewing other property maintenance requirements of the Municipal Code. The primary Municipal Code sections involve Chapter 11, where the Village adopts the 2015 International Property Maintenance Code (IPMC), and Chapter 7 (Offenses and Punishment), which includes many different regulations.

DISCUSSION: *Grass/Weed Height*
Code Enforcement Division staff has reviewed codes from several surrounding communities and found that a majority use a maximum of 8 inches for grass and weed growth. Currently, Hoffman Estates Municipal Code Section 11-1-2.F.7, has established a maximum height limit of 10 inches. Following is a summary of surrounding communities:

Community	Maximum Grass/Weed Height
Streamwood	6"
Schaumburg	8"
Elgin	8"
Hanover Park	8"
Bartlett	8"
South Barrington	8"
Inverness	8"
Hoffman Estates	10"
Palatine	12"
Arlington Heights	12"

DISCUSSION: (Continued)

Amending Village code to 8 inches would bring greater consistency with other area towns. It would also allow Code Enforcement Division staff to issue violation notices earlier to a property owner who is not keeping up with maintenance. It should be noted that during the prime few weeks in spring when grass grows fastest, the two inch change in the code limit will probably not increase the caseload significantly because two inches of growth can occur in a just a couple days.

A typical property owner will maintain their grass at a height of 3-4 inches and it would be rare to exceed 6 inches. The standard rule of thumb is to cut no more than 1/3 of the grass blade at each mowing to avoid damaging the grass. Setting the code maximum at 8 inches should not impact responsible property owners.

Outdoor Storage

As part of this review, Code Enforcement Division staff identified an improvement that could be made with the code language regarding outdoor storage. The current code language prohibits outdoor storage in the front yard and limits side yard storage to garbage/recycling receptacles, yard waste bags, and firewood. There is no prohibition regarding outdoor storage in rear yards, yet this is a common complaint. With no specific language in the code, staff has to rely upon the ability to classify a rear yard storage issue with a sanitation problem, rodent harborage, or some other related code regulation. A more direct and clear prohibition against outdoor storage in the rear yard would make enforcement work more efficient. New language will have to differentiate “storage” from typical items such as grills, lawn furniture, play equipment, etc.

Dead and Damaged Trees

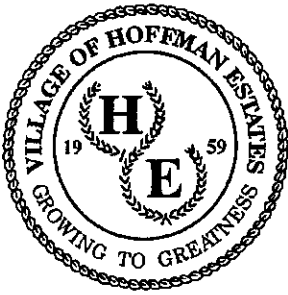
An issue that periodically comes up with the current code language is that the removal of a tree on private property is limited to trees that are dead or diseased. This strict definition allows that a tree can be badly damaged (by a storm or by unorthodox cutting), but if it still shows signs of growth, Code Enforcement Division cannot technically require removal. Damaged trees that pose a danger to public or private property can be required to be removed, but if there is no hazard present, the code does not require removal. In several instances, property owners have been able to prolong the removal of a tree that has been severely damaged, but is not fully dead. These situations create an eyesore in a neighborhood and the tree in question will never regain their standard form. Below are a couple random photos found online that visually show growth/life in a tree that may otherwise be considered “dead”.



RECOMMENDATION:

Information is presented for discussion. It is requested that the Committee provide direction to staff on drafting Municipal Code amendments regarding:

- ◆ Changing the code maximum grass/weed height from 10" to 8".
- ◆ Adding a prohibition in the code on outdoor storage in rear yards.
- ◆ Adding a requirement in the code for the removal of damaged trees.



**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*

June 18, 2018

PLANNING AND ZONING COMMISSION MEETINGS

May 16, 2018 Meeting

- o 1580 Edgefield Ln – Shed variation (*Height APPROVED, Setback DENIED*)

June 6, 2018 Meeting

- o Planning and Zoning Commissioner Training Session – Presented by the Illinois Chapter of the American Planning Association (APA) and the Chaddick Institute at DePaul University.

June 20, 2018 Upcoming Meeting

- o 595 Geronimo St – Variation for detached garage
- o Schaumburg Township, 1 Illinois Blvd. – Special Use for Electronic Community Message Sign
- o 1007 W Golf Rd – Special use for foot spa business

July 4, 2018 Upcoming Meeting

- o Meeting Cancelled - Holiday

CURRENT ACTIVE PROJECT REVIEWS

- Hoffman Plaza, NE Corner Roselle & Higgins - Site plan amendment for new outbuilding
- 75/85 Golf Road – Site plan for new retail building (associated with Hoffman Plaza)
- Huntington 90 – Plat of dedication and site plan for Eagle Way extension
- Bystronic, H90, NW corner Eagle Way and Central Road – Site plan and Plat of Subdivision for new office/industrial building
- City Works, former AT&T Campus – Rezoning and Variations for C-MU District
- Aldi, 375 W Higgins Rd. – Site plan amendment for building expansion and site changes
- Mariano's, 2575 W Golf Rd – Site plan amendment for parking lot changes and vehicle charging stations
- 1190-1180 Apple St. – Rezoning, Plat of Consolidation and concept site plan for new multi-tenant commercial building
- Barrington Square Town Center/Poplar Creek Bowl – Site plan for façade changes, indoor expansion of banquet use and new outdoor seating area
- Buona Beef/retail building, Barrington Square Town Center – Site Plan and Plat of Resubdivision for 2 new buildings in place of current Buona building
- Schaumburg Township, 1 Illinois Blvd. – Site Plan amendment for parking lot expansion
- 1175 N. Roselle Rd., Denny's – Site Plan amendment for building façade changes

POTENTIAL UPCOMING PROJECTS

- Grand Sports, 2350 Hassell Rd. – Special Use & Site Plan Amendment for remodeling, increased occupancy, etc.
- 2354 - 2360 Hassell Rd. Offices – Site plan amendment for retail uses sidewalks, landscaping and other site changes
- Ace Hardware, Golf/Higgins Rds. – Site plan amendment for seasonal outside storage
- Former Clark Gas Station and Car Wash, Golf/Barrington – Site plan for redevelopment with retail building
- 1680 Heron Way - Site plan approval for new individual home in Yorkshire Woods Subdivision
- McDonalds, 2580 W Golf Road – Site plan amendment for façade and upgrade site changes
- 1000 W Golf Road, Mercedes-Benz – Signage, and site plan changes
- SEC Rohrssen Road & Golf Road – Annexation, Site Plan for Hindu Wellness Center & Temple and homes
- Life Changers Church/Valeo Academy – Site plan amendment for new playground
- Moretti's - Master Sign Plan
- Adesa Phase II Expansion (Beverly Road & PSP)
- CityWorks/Somerset (former AT&T Campus) – Rezoning to C-MU District
- Jewel, 1485 Palatine Road – Site Plan Amendment for parking lot changes
- 830 N. Roselle (former Beef Shack) – Site Plan Amendment for new restaurant tenant

GENERAL ACTIVITIES

- The Planning Division processed 2 FOIAs and 1 Zoning Verification Letter in May
- Ryan Johnson and Parth Joshi attended a seminar on Tactical Urbanism sponsored by the Chicago Metro Section of IL-APA in Chicago on May 22nd.
- Applications are currently being reviewed for the vacant Associate Planner position.

Site Plan Review Process	May		2nd Quarter		Year to Date	
Number of administrative site plan cases completed	2	100% completed	3	75% completed	5	83% completed
Number of PZC site plan cases completed	0	administratively	1	administratively	1	administratively
Annual goal is to complete at least 65% of site plan cases through administrative review process						

Site Plan Review Timing	May		2nd Quarter		Year to Date	
Number of cases processed within 105 days	1	100% completed within 105 days	2	100% completed within 105 days	3	100% completed within 105 days
Annual goal is to complete 100% of cases within 105 days						

Coordinating Planning & Code Efforts	May	1st Quarter	Year to Date	Year Target
Number of staff coordination meetings held	5	13	18	48

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

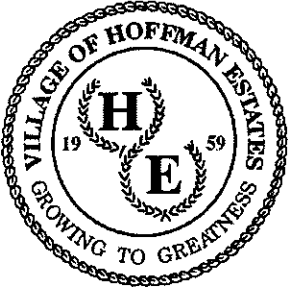
- An Invitation to Bid notice for the Joint CAC Project was sent to the Daily Herald for June 1st publication. The initial projects will include renovation of the exterior, and replacement of HVAC components. Bid submittals will be due June 20th.
- Staff attended a Cook County HOME Consortium meeting hosted by the County on May 24th. The County outlined plans for the Consortium to renew a pursuit of a CDBG Assessment of Fair Housing (AFH), which stalled late in 2017, and was subsequently postponed at the Federal level by HUD early in 2018.
- The Village processed CDBG reimbursement of its Subrecipient, North West Housing Partnership (NWHP), for the completion of one single family rehab (SFR) project in May.
- Staff prepared HUD materials and coordinated HUD compliance with with Plote Construction for the upcoming reconstruction of Abbey Woods Drive, a project receiving CDBG funding.
- Staff continued work on preparation of the Village’s CDBG Annual Action Plan. A public hearing is planned for July.

The information below is for the 2017 CDBG Program Year (October 1, 2017 through September 30, 2018):

CDBG Expenditures and Reporting Ratio	May	3rd Quarter*	Year to Date	Current Reporting Ratio
	\$23,404.00	\$23,404.00	\$265,468.29	1.24
"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.				

Housing Program Goals	May	3rd Quarter*	Year to Date	Year Target
Rehabilitation Projects completed	1	1	4	3
Housing & related issues education pieces released	0	2	3	5

*The 3rd quarter of a CDBG Program Year runs from April 1 through June 30, 2018.



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

June 2018

GENERAL ACTIVITIES

- On May 3, 2018, David Banaszynski attended the State Board of Health meeting.
- On May 8, 2018, Jeff Mattes, Ray Norton & Anthony Knuth attended the NWBOCA meeting on Residential HVAC in Schaumburg.
- On May 9, 2018, David Banaszynski attended the Food Safety Summit in Rosemont.
- On May 10, 2018, David Banaszynski passed the Structural Pest Control exam.
- On May 11, 2018, John Shogren attended the IPIA annual continuing education program in Addison.
- Code Enforcement processed a total of 64 Freedom of Information Act requests related to building and code issues during the month of May.
- A total of 81 new single family homes are in various stages of construction.
- Annual Fire Inspectors identified 7 unlicensed businesses operating and 6 licensed businesses that have closed during inspections in May. These have been reported to the Clerk's Office.
- Code Enforcement has been collecting illegal signs from the right of way throughout the Village on most Saturday mornings.
- Due to the unusually wet weather, Code issued almost 150 violation notices for tall grass and weeds during the month of May.

RENTAL HOUSING LICENSE AND INSPECTION PROGRAM

- There are currently 2,152 rental properties registered.
- There are 17 owners who have not yet renewed for 2018. Late fees are accruing and citations are being issued.
- Staff has recently sent a significant number of notices to suspected new rental properties that are unregistered. These are primarily identified through property maintenance complaints, water billing account changes, and monitoring internet listings for rentals.
- The Code Division has a vacant part time Code Enforcement position primarily dedicated to rental inspections.
- Staff continues to work on efficiency improvements in the citation and court processes by tweaking the recently implemented electronic citation process.

2018 Construction Inspections

Inspection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Structural	85	210	130	141	152	0	0	0	0	0	0	0	718
Electrical	32	50	34	41	29	0	0	0	0	0	0	0	186
Plumbing	74	106	84	96	72	0	0	0	0	0	0	0	432
Mechanical	16	53	15	50	20	0	0	0	0	0	0	0	154
Other	69	126	70	67	60	0	0	0	0	0	0	0	392
Fence	8	5	23	15	35	0	0	0	0	0	0	0	86
Roof/Siding	60	100	92	94	56	0	0	0	0	0	0	0	402
Patio/Driveway	11	54	78	100	103	0	0	0	0	0	0	0	346
Deck	0	0	3	2	7	0	0	0	0	0	0	0	12
Shed	3	11	6	4	6	0	0	0	0	0	0	0	30
Sewer	8	2	4	3	1	0	0	0	0	0	0	0	18
Total	366	717	539	613	541	0	0	0	0	0	0	0	2776

2018 Fire Inspections

Inspection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Annual	69	24	98	101	165	0	0	0	0	0	0	0	457
Reinspections	0	19	11	43	35	0	0	0	0	0	0	0	108
Business Licenses	7	4	15	11	5	0	0	0	0	0	0	0	42
Total	76	47	124	155	205	0	0	0	0	0	0	0	607

There are approximately 2,010 total addresses subject to annual Fire inspections (this number fluctuates based on businesses opening/closing).

2018 Rental Inspections

Inspection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Annual	90	247	321	176	146	0	0	0	0	0	0	0	980
Reinspections	114	75	110	149	97	0	0	0	0	0	0	0	545
Total	204	322	431	325	243	0	0	0	0	0	0	0	1525

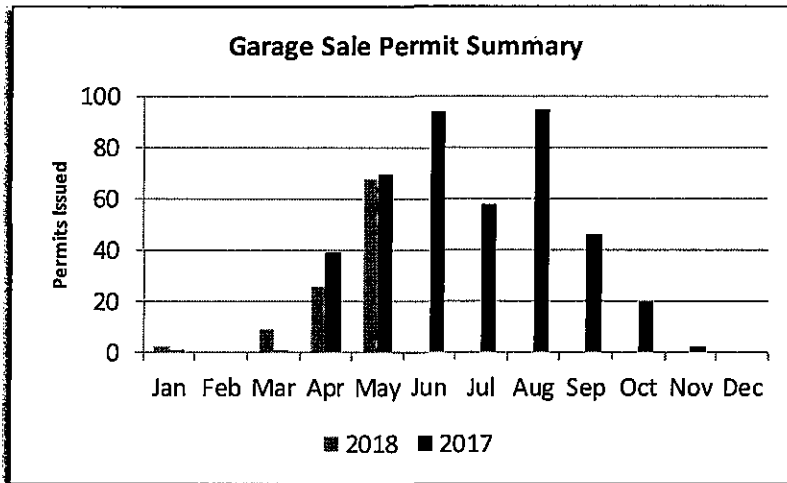
There are approximately 2,152 total rental properties subject to annual inspections (this number fluctuates based on new registrants and owners who choose to no longer rent their properties).

Inspection Services Performance	May	2nd Quarter	Year to Date	Year Target
Percentage of building inspections within 24 hr. notice	96%	97%	97%	95% within 24 hr. notice
Percentage of annual fire inspections completed	8.2%	13.2%	22.7%	95% of total
Percentage of annual rental inspections completed	6.8%	15.0%	45.5%	100% of total*

* Note: The total number of licensed properties fluctuates and therefore this percentage may not equal 100% at year-end.

Garage Sales

Year	2018	2017
Jan	2	1
Feb	0	0
Mar	9	1
Apr	26	39
May	68	70
Jun	0	94
Jul	0	58
Aug	0	95
Sep	0	46
Oct	0	20
Nov	0	2
Dec	0	0
Total	105	426

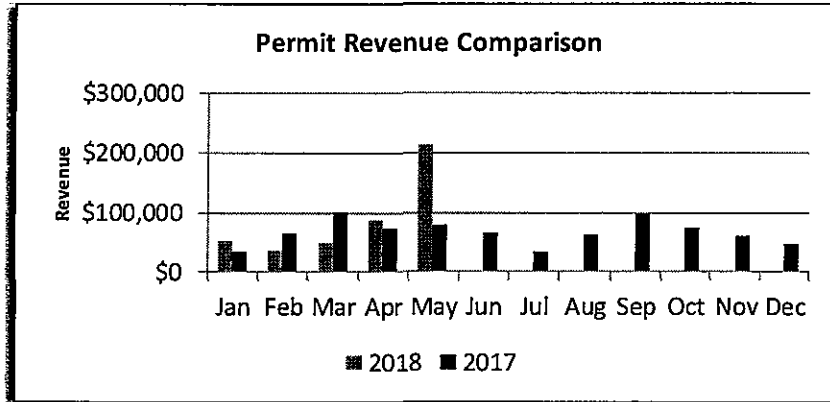


2018 Building and Fire Permits Issued

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 YTD	2017 Total
Building Permits														
Commercial Remodeling	4	1	9	7	8	0	0	0	0	0	0	0	29	85
Community Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Demolition	1	0	1	0	1	0	0	0	0	0	0	0	3	16
Driveways	1	1	10	22	36	0	0	0	0	0	0	0	70	286
Electrical	4	5	4	2	4	0	0	0	0	0	0	0	19	27
Fences	0	0	6	20	33	0	0	0	0	0	0	0	59	211
Mechanical	9	14	14	16	26	0	0	0	0	0	0	0	79	214
Miscellaneous Permits	21	19	18	38	49	0	0	0	0	0	0	0	145	492
Multi-Family Remodeling	0	2	0	1	0	0	0	0	0	0	0	0	3	10
New Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Plumbing	18	14	20	18	19	0	0	0	0	0	0	0	89	258
Pools	0	0	0	0	1	0	0	0	0	0	0	0	1	12
Residential Decks & Patios	1	2	10	18	31	0	0	0	0	0	0	0	62	201
Residential Garages	0	0	0	1	0	0	0	0	0	0	0	0	1	7
Residential Remodeling	18	19	24	24	28	0	0	0	0	0	0	0	113	211
Residential Sheds	0	0	1	3	3	0	0	0	0	0	0	0	7	51
Roofs/Siding	39	7	29	53	79	0	0	0	0	0	0	0	207	874
Signs	11	10	6	3	12	0	0	0	0	0	0	0	42	75
New Single Family Residences	7	6	8	9	10	0	0	0	0	0	0	0	40	59
Fire Permits														
Automatic Fire Alarms	4	1	3	4	8	0	0	0	0	0	0	0	20	49
Fuel Storage Tanks	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Hood & Duct	1	1	0	0	0	0	0	0	0	0	0	0	2	7
Automatic Sprinklers	17	14	9	14	8	0	0	0	0	0	0	0	62	106
Lock Boxes	4	0	0	1	3	0	0	0	0	0	0	0	8	12
Other	1	0	2	1	0	0	0	0	0	0	0	0	4	41
2018 Total	161	116	174	255	359	0	0	0	0	0	0	0	1065	
2017 Total	100	163	177	259	330	390	273	407	470	347	255	134		3305

Permit Revenue

Year	2018	2017
Jan	\$51,874	\$33,383
Feb	\$37,425	\$65,665
Mar	\$50,680	\$100,878
Apr	\$85,798	\$72,363
May	\$214,381	\$79,067
Jun	\$0	\$64,310
Jul	\$0	\$33,652
Aug	\$0	\$63,827
Sep	\$0	\$98,244
Oct	\$0	\$73,442
Nov	\$0	\$60,428
Dec	\$0	\$46,715
Total	\$440,158	\$791,974



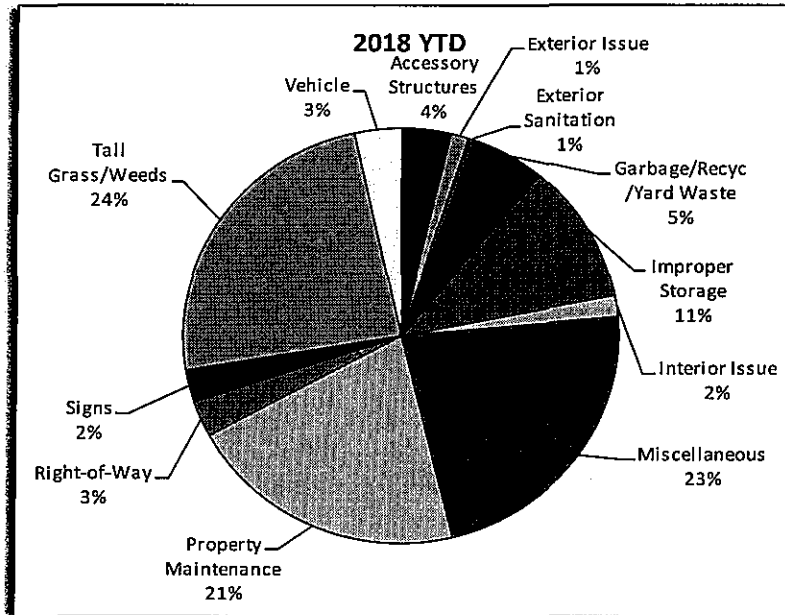
2018 Budget: \$710,000

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

Building Permit Processing Performance	May	2nd Quarter	Year to Date	Year Target
Percentage of permits entered in computer within 24 hours of submittal	97%	98%	98%	95% within 24 hours
Percentage of permit plan reviews completed within 10 business days	96%	97%	97%	95% within 10 days
Percentage of final permits processed within 48 hours of plan approval	96%	97%	98%	90% within 48 hours

2018 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 YTD	2017 Total
Accessory Structures	0	5	1	12	4	0	0	0	0	0	0	0	22	50
Exterior Issue	1	2	0	3	2	0	0	0	0	0	0	0	8	25
Exterior Sanitation	0	0	0	1	2	0	0	0	0	0	0	0	3	8
Garbage/Recyc/Yard Waste	4	14	2	3	10	0	0	0	0	0	0	0	33	89
Improper Storage	0	3	4	19	40	0	0	0	0	0	0	0	66	101
Interior Issue	3	5	0	0	2	0	0	0	0	0	0	0	10	24
Miscellaneous	16	10	68	27	15	0	0	0	0	0	0	0	136	281
Property Maintenance	7	18	25	18	58	0	0	0	0	0	0	0	126	287
Right-of-Way	3	1	4	4	5	0	0	0	0	0	0	0	17	56
Signs	3	4	5	2	1	0	0	0	0	0	0	0	15	16
Tall Grass/Weeds	0	0	0	0	146	0	0	0	0	0	0	0	146	257
Vehicle	5	0	3	3	10	0	0	0	0	0	0	0	21	56
2018 Total	42	62	112	92	295	0	0	0	0	0	0	0	603	
2017 Total	53	70	102	97	243	187	145	130	72	55	46	50		1250



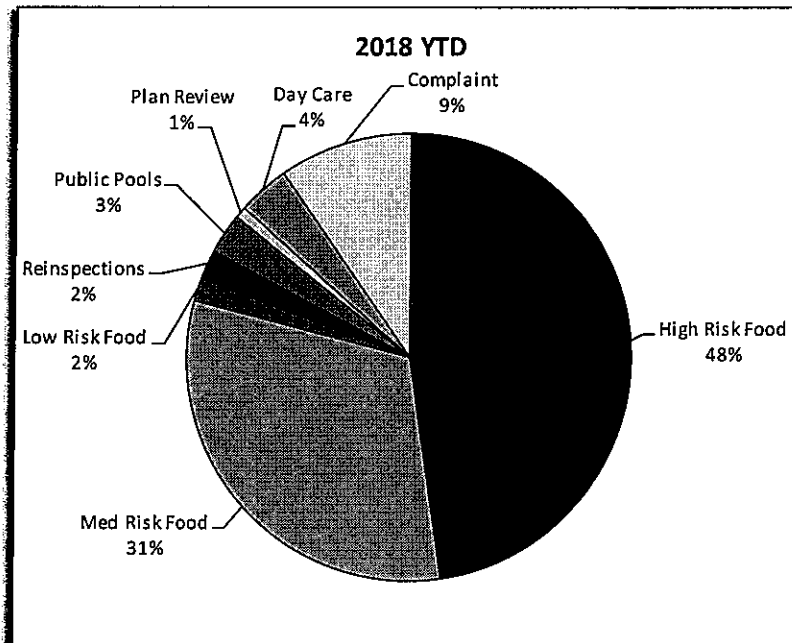
2018 Citations Issued

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
43	144	155	35	114	0	0	0	0	0	0	0	491

Inspection Services Performance	March	1st Quarter	Year to Date	Year Target
Percentage of property maintenance inspections completed within 24 hours of notice	96%	97%	97%	95% within 24 hr. notice

2018 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	36	37	5	0	36	0	0	0	0	0	0	0	114
Med Risk Food	1	0	35	39	0	0	0	0	0	0	0	0	75
Low Risk Food	4	0	0	0	0	0	0	0	0	0	0	0	4
Reinspections	1	0	1	0	3	0	0	0	0	0	0	0	5
Public Pools	0	0	0	0	7	0	0	0	0	0	0	0	7
Plan Review	0	0	0	0	2	0	0	0	0	0	0	0	2
Day Care	0	0	4	5	0	0	0	0	0	0	0	0	9
Complaint	5	5	7	2	4	0	0	0	0	0	0	0	23
Total	47	42	52	46	52	0	0	0	0	0	0	0	239



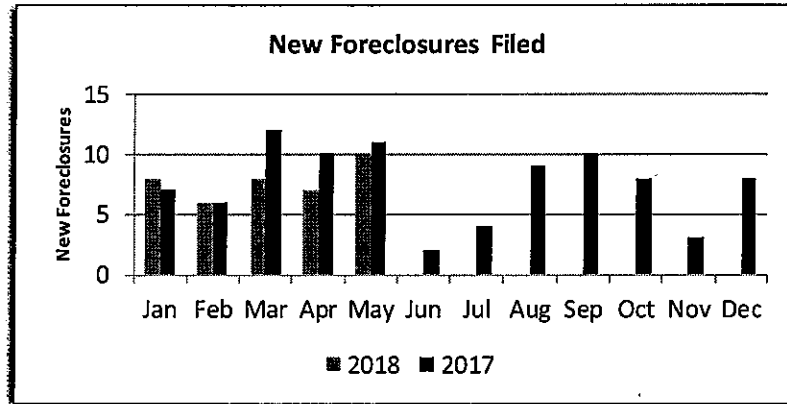
Food establishments are divided into the risk categories of high, moderate or low, and planned inspections are performed three, two, or one time each year respectively. A high risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations 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 510 planned inspections throughout the year (this number fluctuates based on businesses opening/closing).

Health Inspections Performance	May	2nd Quarter	Year to Date	Year Target
Percentage of annual food health inspections completed	7.1%	14.7%	37.9%	100% of total

*Note: The total number of inspection properties fluctuates and therefore the year to date number may not equal 100%.

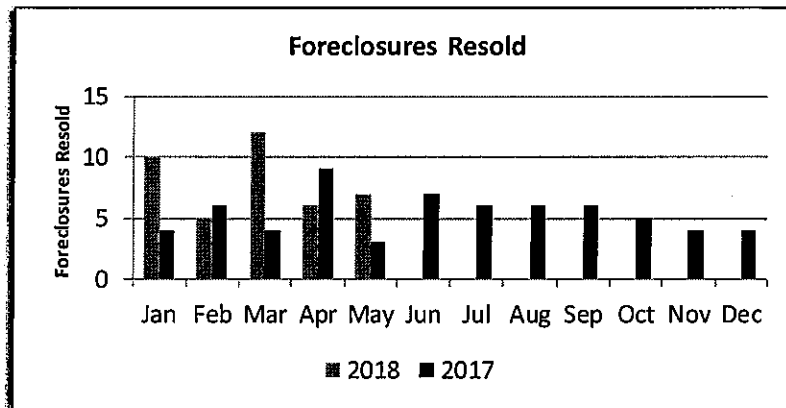
New Foreclosures Filed

Year	2018	2017
Jan	8	7
Feb	6	6
Mar	8	12
Apr	7	10
May	10	11
Jun	0	2
Jul	0	4
Aug	0	9
Sep	0	10
Oct	0	8
Nov	0	3
Dec	0	8
Total	39	90



Foreclosures Resold

Year	2018	2017
Jan	10	4
Feb	5	6
Mar	12	4
Apr	6	9
May	7	3
Jun	0	7
Jul	0	6
Aug	0	6
Sep	0	6
Oct	0	5
Nov	0	4
Dec	0	4
Total	40	64



Historical Foreclosure Information

	2011	2012	2013	2014	2015	2016	2017
Foreclosures Filed	312	620	208	139	81	68	90

ECONOMIC DEVELOPMENT & TOURISM MONTHLY REPORT



General

- Ongoing calls, emails and meetings with land owners, brokers and property owners.
- Updated the Village's available properties online database on a bi-weekly basis.
- Completed liaison duties to the Arts Commission by updating the website, attended meetings and sent emails to their mailing list about upcoming events. The Summer Concerts have been a hit so far. Come out on the 21st or 28th before the concerts take a break for the Fourthfest. The Craft Canteen was well received by concert goes as well!
- Staff continued to attend meetings regarding Next Level Northwest. The Board and design team are working fundraising and finding candidates for the first round of pitch nights which will begin this fall. Hoffman Estates' pitch night will be scheduled for the week of November 12th. Please continue to promote the program to any potential applicants – www.nextlevelnorthwest.org.
- Continued working with Quantum Sign Corporation to develop a gateway sign design for the 59-90 Entertainment District. Met with stakeholders for their support. Continued to refine the sign design and the advertising policy.
- Submitted several sites for various RFIs sent by the Department of Commerce and Economic Opportunity looking for manufacturing and light industrial sites.
- Compiled Hoffman Estates demographics and promotional material for companies in town to add to their website when promoting job recruitment.
- Began the draft budget for the Economic Development and Tourism Departments, Arts Commission and Economic Development Commission.
- Finalized the VisitHoffman revamped logo with the input from the past PBZ meeting to begin using in promotional and marketing materials, including on the new website.
- Attended the:
 - Monthly membership committee meeting of the Chamber of Commerce
 - Monthly board and design team meetings of Next Level Northwest
 - Monthly Manufacturing Alliance of Communities conference call
 - Quarterly ICSC Illinois NextGen Committee meeting
 - Ribbon Cutting and Green Business Award presentations for several businesses
 - Manufacturing Roundtable by the Alignment Collaborative for Education
 - Groundbreaking for the Silesia Flavors expansion in Prairie Stone

Office/Industrial

- Staff continued to make contact with targeted companies for a formal business visit in 2018. One visit has taken place with another two scheduled so far in 2018.
- Attended a Manufacturing Roundtable held at ECC by the Alignment Collaborative for Education with other municipalities, private companies, and educational institutions. The goal of the event was to update the stakeholders as to the response from a previous brainstorming session about how to better equip students with the skills for a manufacturing career in the ECC district. It has been several years but this area (ECC, U46 and others) have finally realized the same need that GCAMP has been pursuing and is starting to take steps to make changes in their curriculums to help the private sector.

Retail - ICSC

- Staff attended the ICSC RECon show in Las Vegas from May 19-23. With 23 meetings, several more cold calls and other walk ups to the booth, the show was a success. Besides excellent meetings and evening events where contacts were made, Staff attended a few of the educational sessions to stay current on the market trends. The overall feedback was mixed-use will be the way to go in the future but it'll need to be a mixed-use that compliments each other, including retail.
- Mr. Kramer was again appointed to the ICSC Illinois State Volunteer Committee as the P3 Public Sector Co-Chair.

Tourism

MEDIEVAL TIMES - TOUR OPERATOR BLITZ

- Working with the Medieval Times group to create new student bus tour opportunities that would result in middle and high school students staying in Hoffman Estates hotels. At one time, Medieval Times attracted student bus tours during the spring break season who would visit attractions in the downtown Chicago market but stay in suburban hotels, which resulted in 3,000-6,000 room nights for Village hotels. Provided contacts and outreach materials to Medieval Times for tour operators originating student tours from MI, IN, WI, and MN.

AMITA FIT FOR AMERICA - JULY 21-22, 2018 - LAKEWOOD CORPORATE CAMPUS AND SURROUNDING AREA

- Village staff requested permission from the contract purchasers of the Lakewood campus and current management group of the property to allow FFA to use the campus. Last year, this event drew participants from over 40 states and 12 international countries filling the hotels along Barrington and Higgins. AMITA sponsorship ensures this event provides free registration for all kids' events, and free registration to all Village employees. The event provides certified USA Track & Field (USATF) course timing through our partnership with All Community Events. This year's designated non-profit will be the Village Police Explorers. By providing volunteers to man the hydration stations along the race routes, the Explorers can earn funds as the event pays the organization \$20 per volunteer (40 required) and provides a DONATE HERE button on the event registration site.

Tourism (Cont.)

NORTHWEST 4th FEST FOOD VENDORS - JULY 6-8, 2018 - ADJACENT TO SEARS CENTRE ARENA

- To increase the food selections at this year's fest, additional vendors were solicited from state, county, and local fest food vendor listings, resulting in interest from vendors who have participated in national competitions and deemed best BBQ vendors. Hoffman Estates restaurants participating are: Garibaldi's, Moretti's, Los Fernandez Restaurant and Uni-Mart. The current count is 15 food vendors.

MEETINGS/ACTIVITIES

- Met with new sales leaders at Main Event and provided contacts and ideas for group outing solicitations.
- Met with MEET Chicago NW sports marketing manager to discover/solicit events for SCA in the fall.
- Connected new owners of Barrington Nails to the Chamber of Commerce.
- Spoke with Ala Carte Management about securing floor plan/capacities for Moretti's catering venue.
- Arranged room for visiting Fire Chief.
- Attended Celtic Fest Commission meeting - Ongoing solicitation of activity providers and vendors.
- Attended Senior Commission meeting.
- Attended NW 4th Fest Commission meeting.
- Created NW 4th Fest electrical needs recaps, finalizing desired vendor menus and food tent layout.
- Introduced Senior Commission to Hunan Beijing Restaurant who provided meals for the May luncheon.
- Participated in Mothers Day flower distribution at Alden Poplar Creek.
- Attended fest site review for potential food vendors at NW 4th Fest.
- Circulated "Cop on Top" fundraising event flyer to Village, Chamber, and Park District major employers.
- Toured New Chicago Marriott NW sales manager and provided support materials.
- Toured new Hilton Garden Inn director of sales and provided support materials.
- Met with new director of sales at Hyatt Place. Tour to follow orientation.
- Met with general manager of Country Inn and Suites and ownership. Transitioning to sales leader.
- Provided candidates for general manager to manage Country Inn and Suites.
- Met with Hoffman Estates Chamber president.



Kevin Kramer, Director of Economic Development



Linda Scheck, Director of Tourism & Business Retention