

## MEETING NOTICE

### AGENDA

#### VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING COMMISSION

November 15, 2023

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 **6:30 p.m., Wednesday, November 15, 2023.**

- I. **Call to Order / Roll Call**
- II. **Approval of Minutes**
  - A. **September 6, 2023**
- III. **Chairperson's Report**
- IV. **Old Business**
- V. **New Business**
  - A. **PUBLIC HEARING**  
**PLN23-0058:**
    1. Request for Special Use to Personal Touche Pilates & Strength, Inc. to permit a health club at 1055 W. Golf Road.
- VI. **Staff Discussion Items**
- VII. **Public Comment**
- VIII. **Adjournment**

The next regular Planning and Zoning Commission meeting is scheduled for **Wednesday, December 6, 2023 at 6:30 p.m.**

**PLANNING AND ZONING COMMISSION MEETING**

**VILLAGE OF HOFFMAN ESTATES**  
**COUNCIL CHAMBERS**  
**1900 HASSELL ROAD**  
**HOFFMAN ESTATES, IL 60169**  
**SEPTEMBER 6, 2023**

**1. CALL TO ORDER:**     **6:00 P.M.**

**Members Present**

Chairperson Eva Combs	Minerva Milford
Vice Chairperson Adam Bauske	Nancy Trieb
Tom Burnitz	Denise Wilson (arrived at 6:02)
Lon Harner	John Wise
Lenard Henderson	

**Members Absent**

Daniel Lee (unexcused).

A quorum was present.

**Administrative Personnel Present:**

Kevin Anderson, Associate Planner; Daisy Dose, Assistant Planner, Phil Green, Transportation & Long Range Planner, Bryan Ackerlund, Director of Building & Code Enforcement, Sanyokta Kapur, Building Official.

**2. APPROVAL OF MINUTES**

Commissioner Harner moved, seconded by Commissioner Henderson, to approve the August 16, 2023, regular meeting minutes. Voice Vote: 7 Ayes, 1 Abstain (Milford), 2 Absent (Lee, Wilson). Motion Carried.

**3. CHAIRMAN'S REPORT**

Chairperson Combs stated the request for preliminary and final site plan for a Belle Tire located at 1165 W. Higgins Road was approved unanimously by the Village Board; and the request for a master sign plan for a Belle Tire located at 1165 W. Higgins Road was approved by the Village Board with two "no" votes.

**4. OLD BUSINESS**

None.

**5. NEW BUSINESS - PUBLIC HEARING – REQUEST FOR A MASTER SIGN PLAN AMENDMENT TO PERMIT ADDITIONAL ATTACHED SIGNS FOR THE PROPERTY LOCATED AT 2575 W. GOLF ROAD.**

Commissioner Harner moved, seconded by Commissioner Henderson, to open the above hearing. Voice Vote: 9 Ayes, 1 Absent (Lee). Motion Carried.

Chairperson Combs swore the petitioner in.

Michael Rzymek (Starlight Media Group)

Michael Rzymek presented an overview of the project.

Kevin Anderson presented an overview of the staff report.

Commissioner Burnitz had no questions.

Commissioner Trieb had no questions.

Commissioner Henderson asked the petitioner if the signs collect cell phone data and personalize it as a customer walks by. Mr. Rzymek stated no, they do not keep data like this. Commissioner Henderson clarified his understanding of the petitioner's response confirming there is no cellular data interaction related to the sign. Mr. Rzymek stated this was correct.

Commissioner Henderson asked the petitioner how durable the sign material will be. Mr. Rzymek stated the anti-shatter material is called Gorilla Glass and the box is treated with anti-graffiti coating.

Commissioner Henderson asked the petitioner about what kind of security is used to prevent people from putting their own advertisements on the sign, since uploads occur over Wi-Fi. Mr. Rzymek stated the signs operate on a closed network that is encrypted.

Commissioner Henderson asked the petitioner if they have the capability, if asked, to place an amber alert message on the signs. Mr. Rzymek stated this is possible. Commissioner Henderson asked if the company is actively monitoring the signs live. Mr. Rzymek stated yes. Mr. Rzymek clarified they know instantaneously if a sign is damaged or offline.

Commissioner Harner asked the petitioner if the signs generate any noise. Mr. Rzymek stated no, there is no audio.

Commissioner Harner asked the staff if the shopping center includes the banks. Mr. Anderson stated no, the banks are situated on outlots that are separate from the shopping center.

Commissioner Harner commented he was disappointed there were not more of these being included at the center, specifically around the corner and at the farther end of the center.

Commissioner Milford asked the petitioner if the sign is shared by all the tenants, who is paying for the sign. Mr. Rzymek stated they are considered a specialty tenant, which means they set it up and do all the maintenance and the ads, and tenants wishing to advertise on the sign would be charged to run their ad campaign on the boards. Mr. Rzymek also stated they have a graphics department to assist with designing tenant campaigns.

Commissioner Milford asked the petitioner about the lifespan of the signs. Mr. Rzymek stated they spend time during the installation to ensure the signs are properly painted and sealed; over the past four years, they have not had any issues with signs becoming damaged.

Commissioner Wise had no questions.

Commissioner Wilson had no questions.

Vice Chairperson Bauske asked the petitioner if he agrees with the conditions of approval in the staff report. Mr. Rzymek stated yes.

Chairperson Combs asked if there were any members of the audience that would like to comment on the request. There was no public comment.

Commissioner Harner moved, seconded by Commissioner Henderson, to close the above hearing. Voice Vote: 9 Ayes, 1 Absent (Lee). Motion Carried.

**MOTION:** Commissioner Bauske (seconded by Commissioner Harner) to recommend a request for a master sign plan amendment to permit additional attached signs for the property located at 2575 W. Golf Road, with the recommended conditions in the staff report.

Roll Call Vote:

Aye: Burnitz, Harner, Henderson, Milford, Trieb, Wilson, Wise, Vice Chairperson Bauske, Chairperson Combs  
Nay: None  
Absent: Lee  
Motion Carried.

Mr. Anderson stated that this will go to the Village Board meeting on September 18, 2023 at 6:30 p.m.

**5. NEW BUSINESS – INFORMATIONAL ITEM – PLANNING & ZONING COMMISSION TRAINING – BUILDING CODES, PLANS, AND PERMITS.**

Phil Green, Sanyokta Kapur, and Bryan Ackerlund presented the informational item to the Planning and Zoning Commission.

**6. STAFF DISCUSSION ITEMS**

Ms. Dose stated the next meeting will be October 4, 2023. Ms. Dose requested the Commissioners complete the survey about proposed changes to meeting start times before leaving.

**7. PUBLIC COMMENT**

None.

**8. MOTION TO ADJOURN**

Commissioner Wilson moved, seconded by Commissioner Harner, to adjourn the meeting at 7:52 p.m. Voice Vote: 9 Ayes, 1 Absent (Lee). Motion Carried.

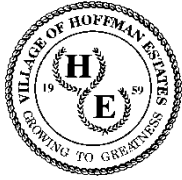
*Minutes prepared by Marquelle Cnota, Administrative Assistant.*

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Chairperson's Approval

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Date Approved



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## VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING COMMISSION STAFF REPORT

**PROJECT NUMBER:** PLN23-0058  
**PROJECT NAME:** Personal Touch Pilates and Strength Studio  
**ADDRESS / LOCATION:** 1055 W. Golf Road  
**REQUEST:** Special Use – Not a Listed Use  
**OWNER:** Butera Property LLC  
**APPLICANT:** Personal Touch Pilates & Strength, Inc  
**PROPERTY SIZE:** 3.77 Acres  
**ZONING / LAND USE:** B-2 Community Business District  
**ADJACENT PROPERTIES:**  
NORTH: B-2 Community Business District  
SOUTH: R-6 Residential District  
EAST: Not in Village of Hoffman Estates  
WEST: B-2 Community Business District  
**PZC MEETING DATE:** 11/15/2023  
**PUBLIC HEARING:** YES  
**STAFF ASSIGNED:** Daisy Dose, Assistant Planner

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### **REQUESTED MOTIONS**

Request for a Special Use to Personal Touch Pilates & Strength, Inc. to permit a health club at 1055 W. Golf Road.

### **BACKGROUND**

Personal Touch Pilates and Strength, Inc. is petitioning to open a Pilates studio in a currently vacant 800 square foot tenant space located at 1055 W Golf Road.

### **SUMMARY**

Personal Touch Pilates and Strength, Inc. is an appointment only Pilates studio that seeking approval to locate in an 800 square foot tenant space in the Hoffman Center Shopping Plaza. The business offers one-on-one classes and group classes of no more than 5 people. The hours of operation for the business will be between 9 am and 8 pm, depending on client requests for appointments. The petitioner has indicated that 1-2 employees would be present for client appointments. No exterior use of the property for business activities is proposed.

### **STAFF ANALYSIS**

#### ***Zoning***

The subject property is zoned B-2 Community Business District and is located within the Hoffman Center Shopping Center. The subject property is improved with a multi-tenant building that is approximately 40,730 square feet in size with a surface parking lot. Health Clubs are not listed as a special use in the B-2 district; therefore, a special use

pursuant to Section 9-8-2-C-p is required for “all other uses not cited”. The Village has previously approved Special Uses for Health Clubs located in shopping centers including Anytime Fitness (B-2 District, 2023), Cross Kicks Fitness (B-2, 2018), Orange Theory Fitness (CMU, 2018), and CrossFit Gym (M-1 District, 2014).

### ***Parking***

The Hoffman Center Shopping Center currently has 153 parking spaces in the front of the building and an additional 79 spaces in the rear of the building. At peak capacity, the studio would utilize 7 parking spaces at one time. There have been no complaints regarding parking for this shopping center and the studio won't negatively impact the existing supply.

### **STANDARDS OF A SPECIAL USE**

Section 9-1-18-I of the Zoning Code – Standards for a Special Use – states that the Planning and Zoning Commission shall not recommend the adoption of a proposed Special Use unless it finds that the Special Use meets the Standards for a Special Use as set forth in the Zoning Code:

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
4. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided;
5. That adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in public streets; and
6. That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except in each instance as such regulations may be modified by the Village Board pursuant to the recommendation of the Planning and Zoning Commission.

The petitioner has addressed these standards in their application.

### **RECOMMENDED CONDITIONS**

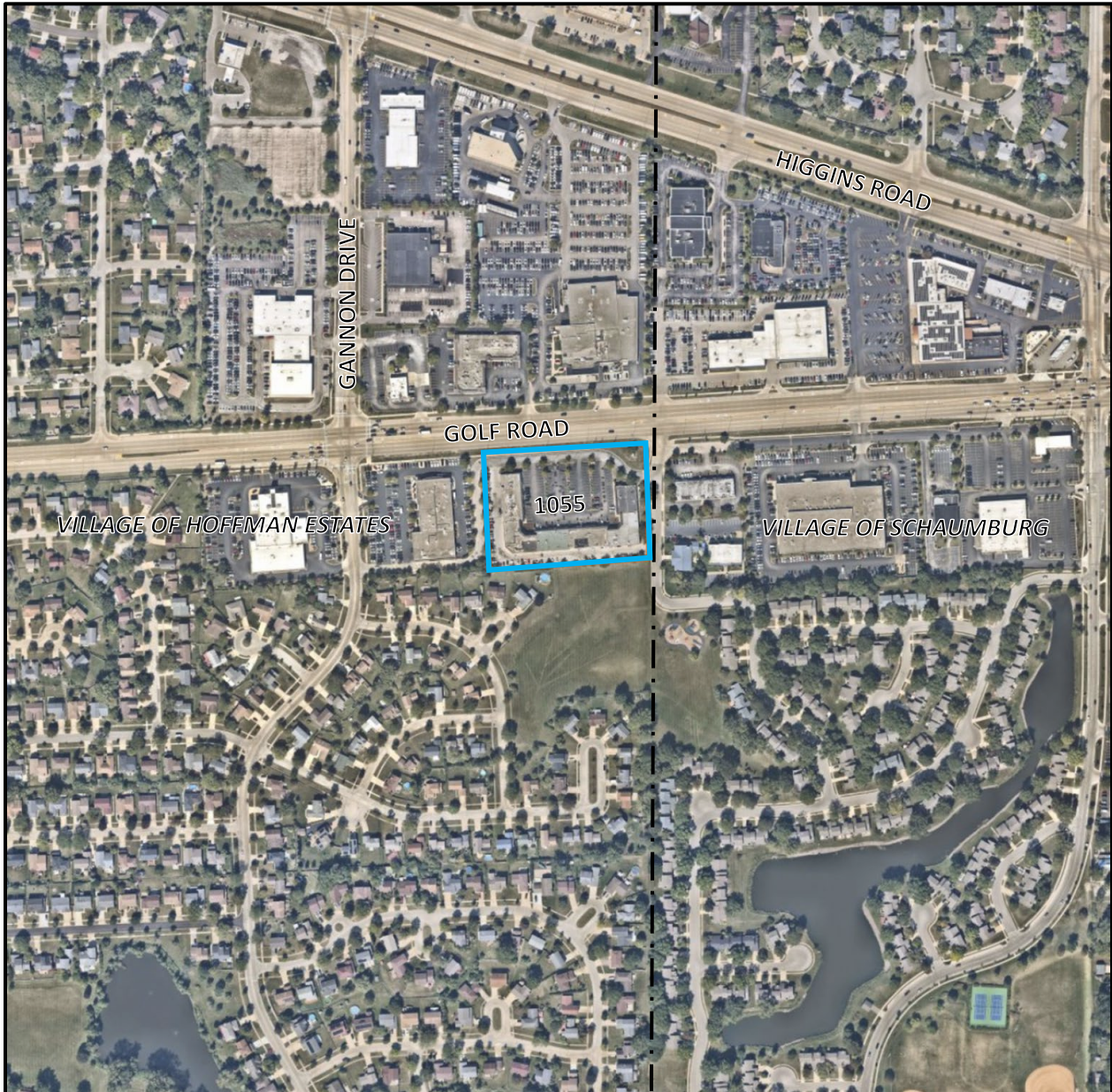
If the Planning and Zoning Commission recommends approval of the request, staff recommends the following conditions be included:

1. The approval of the Special Use shall be based on the application materials submitted by the petitioner for this request.
2. Formalized outdoor activities shall be prohibited.

Attachments:     Petitioner's Application and Submittal  
                          Location Map

# 1055 W GOLF ROAD

PIN: 07-16-100-014-0000



Department of Development Services  
Village of Hoffman Estates  
November 2023





## VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING GENERAL APPLICATION

**PROJECT NAME:** Personal Touch Pilates + Strength  
**ADDRESS:** 1055 W. GOLF RD  
**PROPERTY INDEX NO.:** 07-16-100-014-0000  
**PROPERTY ACRES:** \_\_\_\_\_ **ZONING:** B2  
**PROJECT DESCRIPTION:** Pilates studio

### REQUESTS BEING MADE (check all that apply):

Application Type	Subtype	Addendum
<input type="checkbox"/> ANX - Annexation	N/A	N/A
<input type="checkbox"/> MSP - Master Sign Plan	<input type="checkbox"/> New <input type="checkbox"/> Amendment	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> PLAT - Subdivision	<input type="checkbox"/> Non-Residential Preliminary <input type="checkbox"/> Non-Residential Final <input type="checkbox"/> Non-Residential Preliminary/Final	<input type="checkbox"/> Residential Preliminary <input type="checkbox"/> Residential Final <input type="checkbox"/> Residential Preliminary/Final N/A
<input type="checkbox"/> PLAT - Other	Type _____	N/A
<input type="checkbox"/> RPD Amendment	N/A	N/A
<input type="checkbox"/> REZ - Rezoning	From _____ to _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SPR - Site Plan Review	<input type="checkbox"/> Preliminary Concept <input type="checkbox"/> Preliminary	<input type="checkbox"/> Final <input type="checkbox"/> Preliminary/Final <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SPA - Site Plan Amendment	<input type="checkbox"/> Staff Review <input type="checkbox"/> Administrative Review	<input type="checkbox"/> Minor Amendment <input type="checkbox"/> Major Amendment <input type="checkbox"/> Yes <input type="checkbox"/> No
<input checked="" type="checkbox"/> SU - Special Use	<input type="checkbox"/> Listed Use (please list) _____	<input checked="" type="checkbox"/> Use Not Cited (please list) <u>Health Club / Pilates Studio</u> <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> TA - Text Amendment	<input type="checkbox"/> Subdivision Code <input type="checkbox"/> Zoning Code	<input type="checkbox"/> Other (please list) _____ N/A
<input type="checkbox"/> VAR - Variation	<input type="checkbox"/> Non-Residential <input type="checkbox"/> Residential <input type="checkbox"/> Sign	<input type="checkbox"/> Yes <input type="checkbox"/> No



**I. Owner of Record**

John Butera Property LLC  
 Name Company  
1017 W. GOLF RD Hoffman Estates  
 Street Address City  
IL 60169 (817) 310-4700 gina@ilrelawyers.com  
 State Zip Code Telephone Number Email

**II. Applicant (if not the owner)**

Daisy Roman Personal Touch Pilates & Strength, Inc.  
 Name Firm/Company  
1055 W. GOLF RD Hoffman Estates  
 Street Address City  
IL 60169 (630) 770-8373 gina@ilrelawyers.com  
 State Zip Code Telephone Number Email

Applicant's relationship to property: \_\_\_\_\_

**III. Authorized Agent on Behalf of the Owner of Applicant or (Contact Person/Project Manager)**

\_\_\_\_\_  
 Name Firm/Company  
 \_\_\_\_\_  
 Street Address City  
 \_\_\_\_\_  
 State Zip Code Telephone Number Email

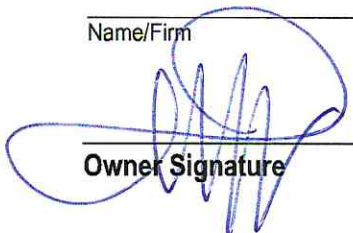
**IV. Owner Consent for Authorized Representative**

It is required that the **property owner or 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 the following person(s)/firm(s) to act on my behalf and advise that he/she has full authority to act as my/our representative.

\_\_\_\_\_  
Name/Firm Name/Firm

\_\_\_\_\_  
Name/Firm Name/Firm


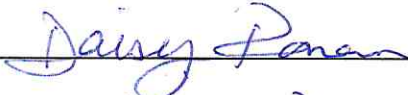
  
Owner Signature

JOHN BUTERA  
Print Name

#### IV. Acknowledgement(s)

- Owner, applicant and authorized representatives may include other team members (consultants, brokers, tenants, etc.) that may be called upon to present at public meetings before the Planning and Zoning Commission and Village Board.
- 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): John Butera  
Applicant's Signature:  \_\_\_\_\_  
(If other than Owner)  
Applicant's Name (Please Print): Daisy Roman  
Date: 10/24/23

#### IV. Application and Document Submittals

All required application materials should be submitted to the Planning & Transportation Division in electronic format via email to [planning@hoffmanestates.org](mailto:planning@hoffmanestates.org). Staff will notify the applicant if full size plan submittals are also required for a particular project review. Submittal requirements can be found in Subdivision Code, Section 10-6 of the Village's Municipal Code.

All applications fees must be paid before the Planning and Zoning Commission can hear any case.

Please contact the Planning & Transportation Division with any questions:

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

*PERSONAL TOUCH PILATES & STRENGTH*

*1055 W. GOLF ROAD*

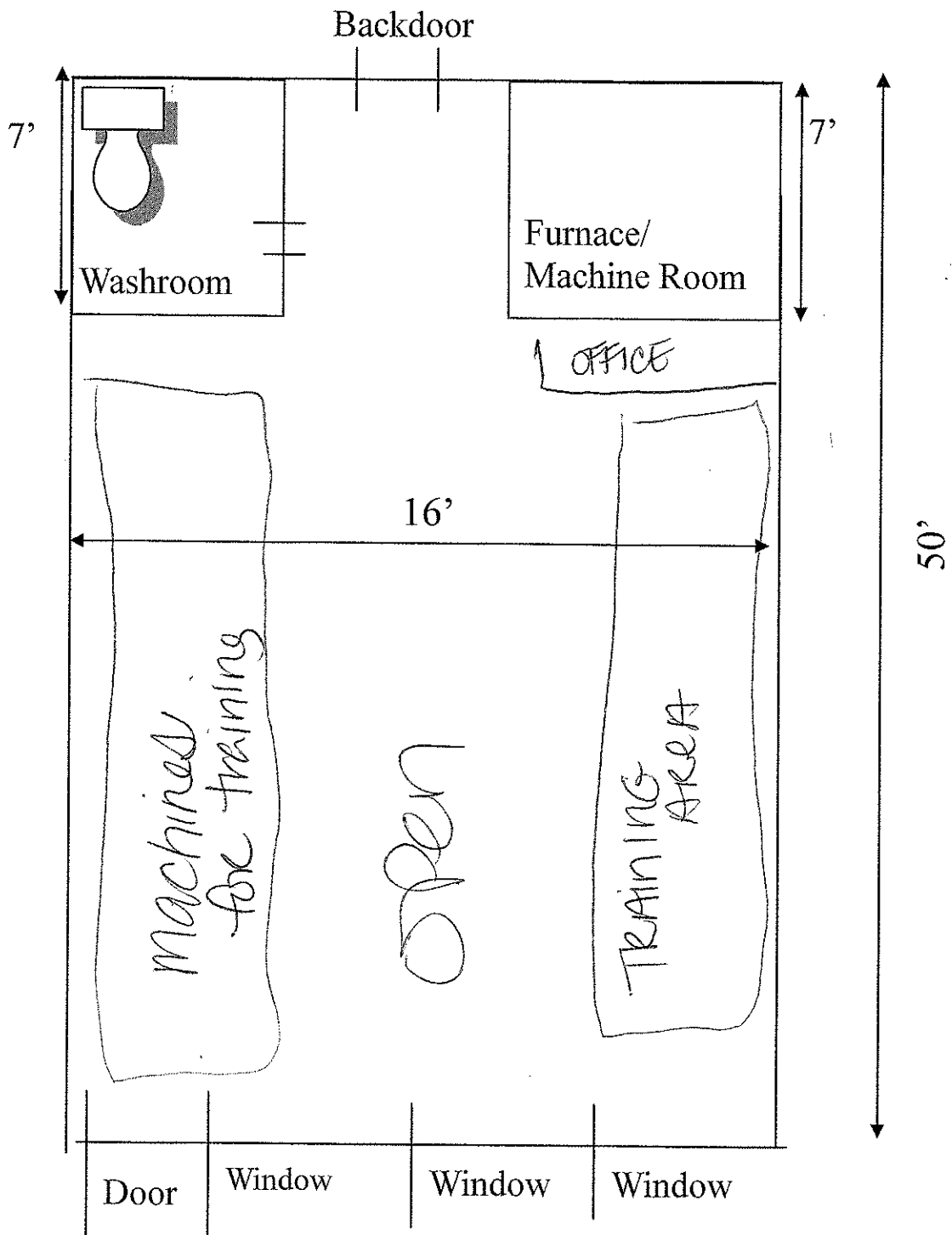
*HOFFMAN ESTATES, IL 60169*

To Whom It May Concern we would like to open a Pilate's studio at the above mentioned address. This will be private by appointment only type of studio. This will be one on one or up to a group no bigger than 5 people of personal training. I have been training for 15 plus years and am certified as a trainer and instructor as well as CPR. There will be one to two trainers. We hope to bring health and wellness to the center. Hours of operation will vary upon request of clients. 9am to 5PM availability or evening appointments can be requested until 8PM. Even at Peak hours we will only utilize up to 5 parking spaces, most times the spaces utilized will be under 5 based on the personal one on one training. We will have security cameras running at all time to ensure the safety of our guests.

Thank you,

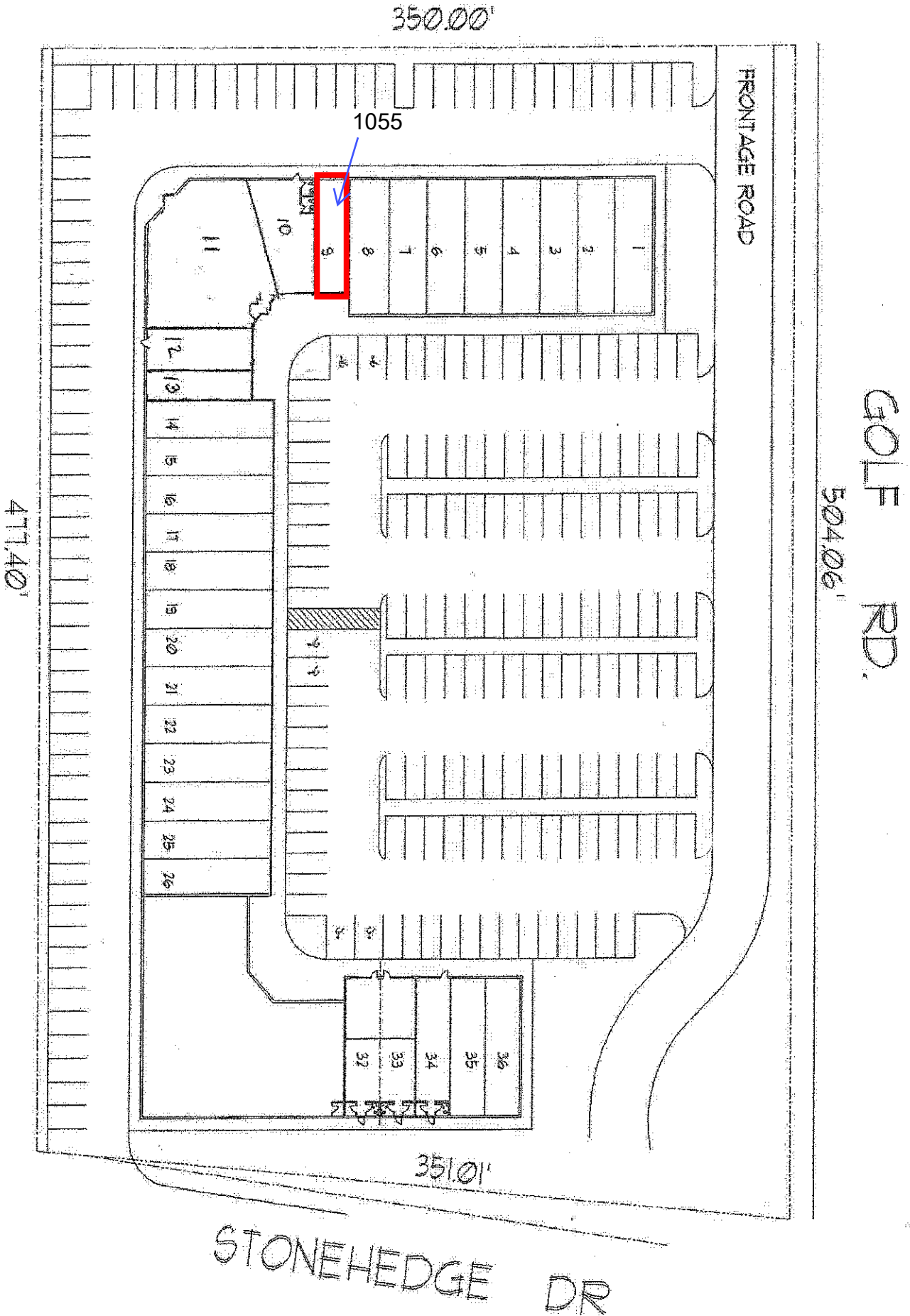
*Daisy Roman*

Owner/Operator



1055 Golf Rd

800 Sq Ft



**EXHIBIT A-2**

**LEGAL DESCRIPTION OF HOFFMAN CENTER  
HOFFMAN ESTATES, ILLINOIS**

LOT 2 IN HOFFMAN HILLS COMMERCIAL SUBDIVISION UNIT NO. 2, BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 16, TOWNSHIP 41 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF HOFFMAN ESTATES, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 10, 1983 AS DOCUMENT NO. 26726560, IN COOK COUNTY, ILLINOIS; EXCEPTING THAT PART OF LOT 2 IN HOFFMAN HILLS COMMERCIAL SUBDIVISION UNIT NO. 2 BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 16, TOWNSHIP 41 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF HOFFMAN ESTATES, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 10, 1983 AS DOCUMENT NO. 26726560, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 2; THENCE ON AN ASSUMED BEARING OF SOUTH 0 DEGREES 07 MINUTES 05 SECONDS WEST ALONG THE EAST LINE OF SAID LOT 2, ALSO BEING THE WEST LINE OF STONEHEDGE DRIVE, 20.00 FEET; THENCE NORTH 59 DEGREES 16 MINUTES 40 SECONDS WEST, 34.75 FEET TO THE NORTH LINE OF SAID LOT 2, ALSO BEING THE SOUTH LINE OF GOLF ROAD; THENCE NORTH 85 DEGREES 42 MINUTES 23 SECONDS EAST ALONG THE NORTH LINE OF SAID LOT 2, 30.00 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.