

Meeting Members:
Gary Stanton, Chairperson
Karen Arnet, Vice-Chairperson
Patrick Kinnane, Trustee
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
William McLeod, Mayor

Village of Hoffman Estates

Planning, Building and Zoning Committee Meeting Agenda

December 11, 2023

6:30 p.m.

Village Hall, 1900 Hassell Road, Hoffman Estates, IL 60169

If online, insert URL.

-
- I. Roll Call
 - II. Approval of Minutes - November 13, 2023
 - III. Public Comment

NEW BUSINESS

1. Request by Community Consolidated School District 15 for engineering plan approval and a Plat of Easement for utilities at Frank C. Whiteley School (4335 Haman Avenue).

REPORTS (INFORMATION ONLY)

1. Planning Division Monthly Report
2. Code Enforcement Division Monthly Report
3. Economic Development and Tourism Monthly Report

- IV. President's Report
- V. Other
- VI. Items in Review
- VII. Adjournment

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

November 13, 2023

I. Roll Call

Members in Attendance:

**Gary Stanton, Chair
Karen Arnet, Vice-Chair
Patrick Kinnane, Trustee
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee**

Via Electronic Attendance:

Mayor William D. McLeod

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Arthur Janura, Corporation Counsel
Patrick Seger, Director HRM
Alan Wenderski, Dir. Engineering
Kasia Cawley, Police Chief
Jennifer Horn, Dir. Planning and
Transportation
Suzanne Ostrovsky, Assistant Village Manager
Ric Signorella, Multimedia Manager**

The Planning, Building & Zoning Committee meeting was called to order at 6:36 p.m.

II. Approval of Minutes

Motion by Trustee Arnet, seconded by Trustee Mills, to approve the Planning, Building & Zoning Committee meeting minutes of November 13, 2023. Roll call vote taken. All ayes. Motion carried.

III. Public Comment - NONE

REPORTS (INFORMATION ONLY)

1. Department of Development Services monthly report for Planning Division.

The Department of Development Services monthly report for Planning Division was received and filed.

2. Department of Development Services monthly report for Code Enforcement Division.

The Department of Development Services monthly report for Code Enforcement Division was received and filed.

3. Department of Development Services monthly report for Economic Development and Tourism.

The Department of Development Services monthly report for Economic Development and Tourism was received and filed.

IV. President's Report

V. Other

VI. Items in Review

VII. Adjournment

Motion by Trustee Arnet, seconded by Trustee Mills, to adjourn the meeting at 6:38 pm. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations and Outreach / Office of the Mayor & Board

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request by Community Consolidated School District 15 for engineering plan approval and Plat of Easement for utilities at Frank C. Whiteley School (4335 Haman Avenue)

MEETING DATE: December 11, 2023

COMMITTEE: Planning, Building and Zoning

FROM: Kevin Anderson, Associate Planner
Jennifer Horn, Director of Planning and Transportation

REQUEST: Request by Community Consolidated School District 15 for engineering plan approval and Plat of Easement for utilities at Frank Whiteley School (4335 Haman Avenue).

BACKGROUND: Community Consolidated School District 15 is proposing facility upgrades at Frank C. Whiteley elementary school as part of their Moving 15 Forward Comprehensive Plan.

The District held several public informational meetings regarding the Moving 15 Forward plan, as well as a meeting on April 28, 2022 at Frank C. Whiteley.

DISCUSSION: Plans for Frank C. Whiteley include a 2-story addition on the south end of the building and associated parking lot, playground, utility, drainage, and other site improvements to accommodate the expanded building footprint. Utilities will be relocated around the south side of the building addition within new easements for ongoing maintenance and repair of these public facilities.

Per Section 10-1-2-B of the Subdivision Code, school districts are exempt from site plan review. However, utility and drainage improvements are subject to Village review and approval. The project is also subject to Metropolitan Water Reclamation District (MWRD) review and approval. The plans have been submitted to MWRD but permits have not yet been issued.

DISCUSSION: (Continued)

The District has provided a Plat of Easement granting utility easements to the Village in a form acceptable to Corporation Counsel.

RECOMMENDATION:

Approval of a request by Community Consolidated School District 15 for engineering plan approval and Plat of Easement for utilities at Frank Whiteley School (4335 Haman Avenue), subject to the following conditions:

1. A Village site development permit is required.
2. An MWRD permit is required.

Attachments

cc: James Kaplanes (Community Consolidated School District 15)
Alyssa Menolascino (Wold Architects & Engineers)

PROPOSED

EXISTING

PROPOSED

EXISTING

GENERAL NOTES

- 1. THE CONTRACTOR SHALL NOTIFY... INCLUDING: "JULIE" 800-892-0123
72 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION...
2. CONTRACTOR SHALL NOTIFY THE MUNICIPALITY AND THE ENGINEER A MINIMUM OF 24 HOURS IN ADVANCE OF PERFORMING ANY WORK.
3. THE FOLLOWING CODES AND STANDARDS, AS APPLICABLE, SHALL GOVERN CONSTRUCTION UNDER THIS CONTRACT.
A. STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" AND THE SUPPLEMENTAL SPECIFICATIONS AND RECURRING SPECIAL PROVISIONS".
B. "STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS".
C. "STANDARD SPECIFICATIONS FOR TRAFFIC CONTROL ITEMS".
D. THESE "GENERAL NOTES".
E. ILLINOIS URBAN MANUAL.
F. VILLAGE OF PALATINE CODE OF ORDINANCES.
4. THE CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL IN CONFORMANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS".
5. UTILITIES SHOWN IN THE PLANS ARE FOR THE CONTRACTOR'S CONVENIENCE AND ARE APPROXIMATE ONLY.
6. PRIOR TO COMMENCING WORK, THE CONTRACTOR SHALL HAVE IN HIS POSSESSION ALL REQUIRED PERMITS FOR THE CONSTRUCTION OF THIS PROJECT AS NECESSARY (E.G., ILLINOIS DEPARTMENT OF TRANSPORTATION, ILLINOIS ENVIRONMENTAL PROTECTION AGENCY, COOK COUNTY HIGHWAY DEPARTMENT, RAILROADS, PUBLIC UTILITY COMPANIES, ETC.).
7. ALL CURB AND GUTTER REMOVAL AND REPLACEMENT SHALL BE COMPLETED PRIOR TO PLACING ANY BITUMINOUS MATERIAL ON THAT STREET SEGMENT.
8. ALL PAVING OF BUTT JOINTS SHALL BE DONE AT THE SAME TIME AND SHALL BE DONE WITH A BITUMINOUS PAVING MACHINE.
9. THE CONTRACTOR SHALL PLACE WARNING SIGNS 48 HOURS PRIOR TO PLACEMENT OF PRIME COAT AND COMMENCEMENT OF PAVING OPERATIONS.
10. IF A PERIOD OF TEN CALENDAR DAYS ELAPSES AFTER THE PLACEMENT OF ANY BITUMINOUS COURSE, THE CONTRACTOR MAY BE REQUIRED TO PLACE ANOTHER PRIME COAT AT NO ADDITIONAL COST.
11. THE THICKNESS OF THE BITUMINOUS COURSES SHOWN ON THE PLANS IS THE NOMINAL THICKNESS.
12. WHERE BITUMINOUS OVERLAYS ARE PLACED ON INTERSECTING STREETS, THE CONTRACTOR SHALL COORDINATE CONSTRUCTION TO ALLOW A HOT JOINT BETWEEN THE TWO SURFACES.
13. WHEN LOOSE MATERIAL IS DEPOSITED IN DITCHES OR GUTTERS, IT SHALL BE REMOVED BEFORE THE END OF EACH WORKING DAY.
14. IT IS THE CONTRACTOR'S RESPONSIBILITY TO RESTORE ALL FEATURES DISTURBED DURING CONSTRUCTION TO THEIR ORIGINAL STATE, OR BETTER.
15. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT ALL NECESSARY PAVEMENT OPENINGS AND CONSTRUCTION DEBRIS LEFT IN THE PUBLIC RIGHT-OF-WAY WITH LIGHTED DEVICES.
16. ALL EXISTING DRAINAGE STRUCTURES WITHIN THE PROJECT LIMITS THAT WILL BE ADJUSTED OR RECONSTRUCTED, SHALL BE CLEANED TO THE SATISFACTION OF THE ENGINEER.
17. THE GRADING AND CONSTRUCTION OF PROPOSED IMPROVEMENTS SHALL NOT CAUSE PONDING OF STORM WATER.

UNLESS OTHERWISE SPECIFIED, SHALL BE INSTALLED, IF NECESSARY, TO PREVENT EROSION. COST OF THIS WORK SHALL BE CONSIDERED INCIDENTAL TO CONSTRUCTION.

SOIL EROSION AND SEDIMENT CONTROL NOTES

- A. SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO THE COMMENCEMENT OF HYDROLOGIC DISTURBANCE OF UPLAND AREAS.
B. FOR THOSE DEVELOPMENTS THAT REQUIRE AN INSPECTOR, INSPECTIONS AND DOCUMENTATION SHALL BE PERFORMED, AT A MINIMUM UPON COMPLETION OF SEDIMENT AND RUNOFF CONTROL MEASURES (INCLUDING PERIMETER CONTROLS AND DIVERSIONS), PRIOR TO PROCEEDING WITH ANY OTHER EARTH DISTURBANCE OR GRADING.
C. SOIL DISTURBANCE SHALL BE CONDUCTED IN SUCH A MANNER AS TO MINIMIZE EROSION, IF STRIPPING, CLEARING, GRADING, OR LANDSCAPING ARE TO BE DONE IN PHASES, THE PERMITTEE SHALL PLAN FOR APPROPRIATE SOIL EROSION AND SEDIMENT CONTROL MEASURES.
D. A STABILIZED MAT OF CRUSHED STONE MEETING IDOT GRADATION CA-1 UNDERLAIN WITH FILTER FABRIC AND IN ACCORDANCE WITH THE ILLINOIS URBAN MANUAL, OR OTHER APPROPRIATE MEASURE(S) AS APPROVED BY THE ENFORCEMENT OFFICER, SHALL BE INSTALLED AT ANY POINT WHERE TRAFFIC WILL BE ENTERING OR LEAVING A CONSTRUCTION SITE.
E. TEMPORARY DIVERSIONS SHALL BE CONSTRUCTED AS NECESSARY TO DIRECT ALL RUNOFF FROM HYDROLOGICALLY DISTURBED AREAS TO AN APPROPRIATE SEDIMENT TRAP OR BASIN.
F. DISTURBED AREAS SHALL BE STABILIZED WITH TEMPORARY OR PERMANENT MEASURES WITHIN SEVEN (7) CALENDAR DAYS FOLLOWING THE END OF ACTIVE HYDROLOGIC DISTURBANCE OR RE-DISTURBANCE.
G. ALL STOCKPILES SHALL HAVE APPROPRIATE MEASURES TO PREVENT EROSION. STOCKPILES SHALL NOT BE PLACED IN FLOOD PRONE AREAS OR WETLANDS AND DESIGNATED BUFFERS.
H. SLOPES STEEPER THAN 3H:1V SHALL BE STABILIZED WITH APPROPRIATE MEASURES.
I. APPROPRIATE EROSION CONTROL BLANKET SHALL BE INSTALLED ON ALL INTERIOR DETENTION BASIN SIDE SLOPES BETWEEN THE NORMAL WATER LEVEL AND THE HIGH WATER LEVEL.
J. STORM SEWERS THAT ARE OR WILL BE FUNCTIONING DURING CONSTRUCTION SHALL BE PROTECTED BY AN APPROPRIATE SEDIMENT CONTROL MEASURE.
K. IF DE-WATERING DEVICES ARE USED, ADJOINING PROPERTIES AND DISCHARGE LOCATIONS SHALL BE PROTECTED FROM EROSION AND SEDIMENTATION.
L. IF INSTALLED SOIL EROSION AND SEDIMENT CONTROL MEASURES DO NOT MINIMIZE SEDIMENT LEAVING THE DEVELOPMENT SITE, ADDITIONAL MEASURES SUCH AS ANIONIC POLYMER OR FILTRATION SYSTEMS MAY BE REQUIRED.
M. ALL TEMPORARY AND PERMANENT EROSION CONTROL MEASURES SHALL BE MAINTAINED AND REPAIRED AS NEEDED.
N. ALL TEMPORARY SEDIMENT CONTROL MEASURES SHALL BE REMOVED WITHIN 30 DAYS AFTER FINAL STABILIZATION IS ACHIEVED OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED.
O. THE EROSION CONTROL MEASURES INDICATED ON THE PLANS ARE THE MINIMUM REQUIREMENTS. ADDITIONAL MEASURES MAY BE REQUIRED, AS DIRECTED BY THE ENGINEER, OR OTHER GOVERNING AGENCY.

SITE RESTORATION

- ALL DISTURBED LANDSCAPE AREAS SHALL BE RESTORED AS FOLLOWS:
A) TOPSOIL PLACEMENT, 4" CONFORMING TO SECTION 211 OF THE HIGHWAY STANDARDS.
B) SEEDING, CLASS 1, CONFORMING TO SECTION 250 OF THE HIGHWAY STANDARDS.
C) MULCH, METHOD 2 OR 3, OR EROSION CONTROL BLANKET CONFORMING TO SECTION 251 OF THE HIGHWAY STANDARDS.

Table with 2 columns: PROPOSED and EXISTING. Rows include: STORM MANHOLE, STORM INLET, CENTERLINE, HISTORICAL LINE - AS NOTED, EASEMENT LINE, SECTION LINE, R.O.W. LINE, SETBACK LINE, FORCE MAIN, SANITARY SEWER, STORM SEWER, PIPE UNDERDRAIN, WATER LINE, WATER LINE (ALTERNATE), OVERHEAD ELECTRIC, UNDERGROUND ELECTRIC, GAS LINE, TELEVISION LINE, TELEPHONE LINE, FIBER OPTIC CABLE, UTILITY LINE, EDGE OF WATER LINE/DITCH FLOWLINE, CHAIN LINK FENCE, WIRE FENCE, WOOD FENCE, SILT FENCE, GUARD RAIL, CONTOUR, TREE LINE, TRACKS, FLOOD PLAIN, FLOODWAY, CONSTRUCTION LIMITS, TOPOGRAPHIC FEATURE AS NOTED, SURVEY BOUNDARY, PROPERTY LINE, CENTERLINE, HISTORICAL LINE - AS NOTED, EASEMENT LINE, SECTION LINE, R.O.W. LINE, SETBACK LINE, FORCE MAIN, SANITARY SEWER, STORM SEWER, PIPE UNDERDRAIN, WATER LINE, WATER LINE (ALTERNATE), OVERHEAD ELECTRIC, UNDERGROUND ELECTRIC, GAS LINE, TELEVISION LINE, TELEPHONE LINE, FIBER OPTIC CABLE, UTILITY LINE, EDGE OF WATER LINE/DITCH FLOWLINE, CHAIN LINK FENCE, WIRE FENCE, WOOD FENCE, SILT FENCE, GUARD RAIL, CONTOUR, TREE LINE, TRACKS, FLOOD PLAIN, FLOODWAY, CONSTRUCTION LIMITS, TOPOGRAPHIC FEATURE AS NOTED.

Legend for symbols and dimensions. Includes symbols for manholes, valves, poles, fences, and various utility lines. Dimensions shown include 100.00' and 1.0% slope.

Frank C. Whiteley Elementary School

4335 Haman Ave. Hoffman Estates, IL 60192

SD 15 PALATINE 580 North First Bank Drive, Palatine IL 60067



WOLD ARCHITECTS AND ENGINEERS 220 North Smith Street, Suite 310 Palatine, Illinois 60067

woldae.com | 847.241.6100



4850 GRAND AVENUE GURNEE, IL 60031 PH: 847.336.7100 www.imegcorp.com

Illinois Design Firm Registration #194.007637-0014

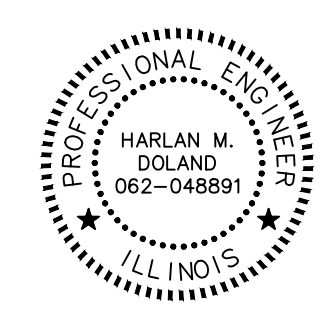
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ARCHITECT under the laws of the State of Reg State

Table with columns: Arch Name, Date, Issue Date, Description, Date, Num. Row 1: Construction, 08/17/2023, 1

Comm: 23001238.00 Date: 07/17/2023 Drawn: TJD Check: HMD North

FRANK C. WHITELEY ELEMENTARY BUILDING ADDITION - GENERAL NOTES AND SYMBOLS Scale: N/A

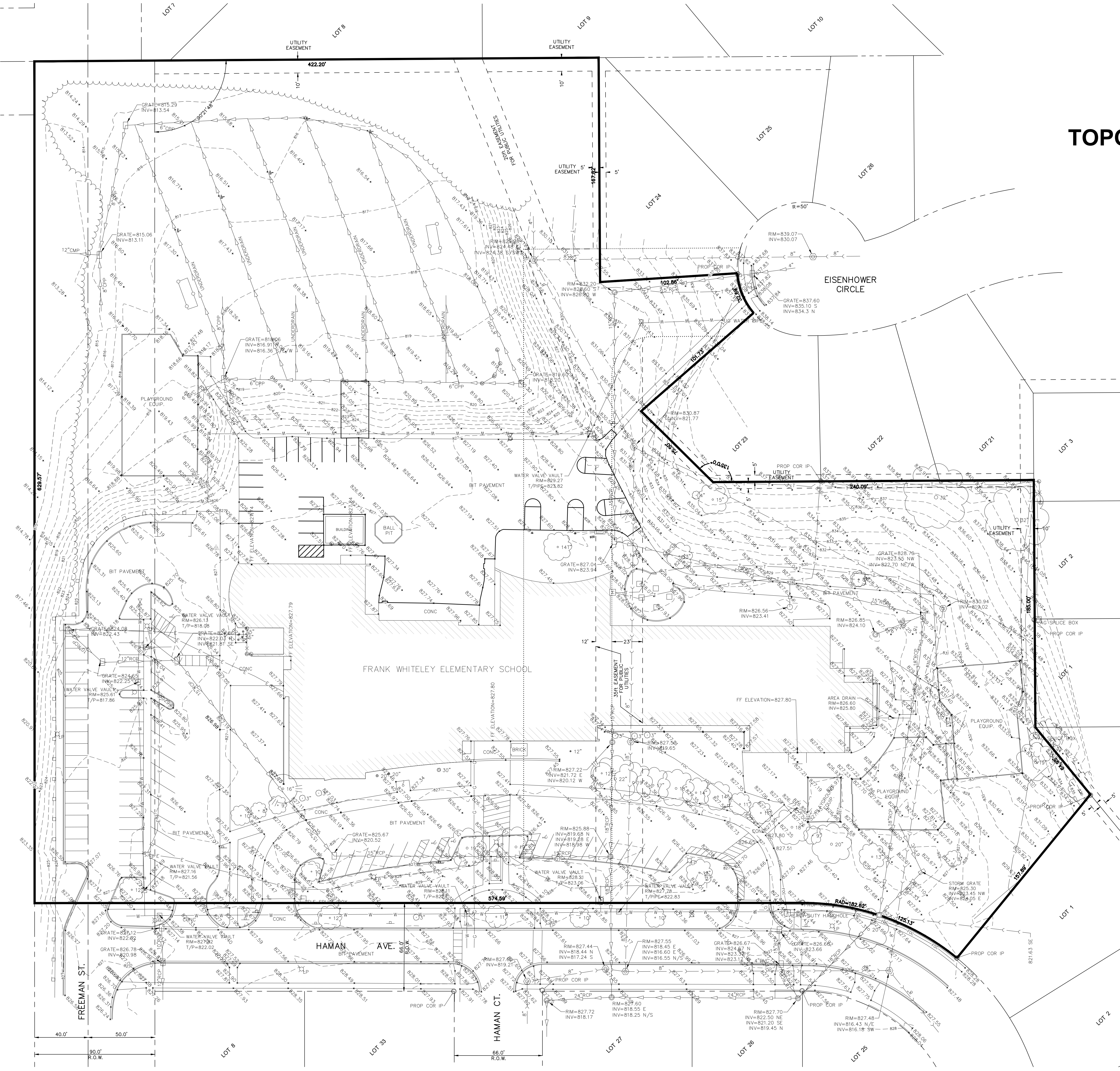
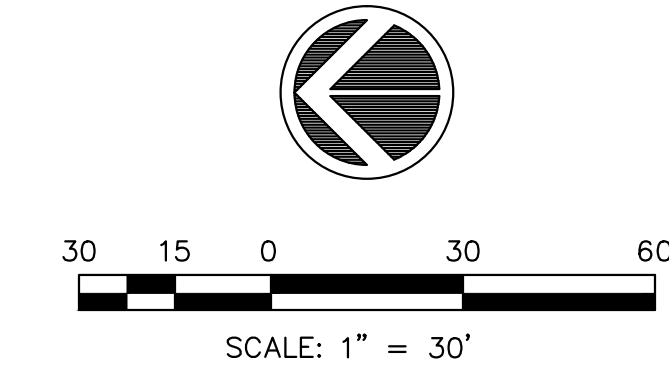
IMEG CORPORATION GURNEE OFFICE Harlan M. Doland, ILLINOIS LICENSED PROFESSIONAL ENGINEER NO. 062-048891 EXPIRATION DATE 11/30/2023



ISSUED FOR CONSTRUCTION



TOPOGRAPHIC SURVEY



LEGEND

- STORM MANHOLE
- STORM INLET
- FLARED END SECTION
- SANITARY MANHOLE
- SANITARY/STORM CLEANOUT
- WATER VALVE
- HYDRANT
- WELL
- SPRINKLER HEAD
- WATER SERVICE
- POWER POLE
- ELECTRIC MANHOLE
- ELECTRIC PEDESTAL/TRANSFORMER
- ELECTRIC METER
- TELEPHONE POLE
- TELEPHONE MANHOLE
- TELEPHONE PEDESTAL
- CABLE TV PEDESTAL
- HANDHOLE
- DOUBLE HANDHOLE
- GAS VALVE
- LIGHT POLE
- SIGN
- FLAGPOLE
- POST/BOLLARD
- ADA STALL
- CONIFER TREE
- DECIDUOUS TREE
- BUSH/SHRUB
- CONTROL POINT
- PIPE FOUND
- 100.00' MEASURED DIMENSION
- 100.00 SPOT ELEVATION
- SURVEY BOUNDARY
- PROPERTY LINE
- CENTERLINE
- SECTION LINE
- R.O.W. LINE
- SANITARY SEWER
- STORM SEWER
- PIPE UNDERDRAIN
- WATER LINE
- CHAIN LINK FENCE
- GUARD RAIL
- CONTOUR
- TREE LINE

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ARCHITECT under the laws of the State of Reg State

Arch Name			Date	Issue Date
Revisions			Date	Num
Addendum 2	07/28/2023	1		
Issued for Construction	08/17/2023	2		

Comm: 23001238.00
Date: 07/17/2023
Drawn: TJD
Check: HMD
North

FRANK C. WHITELEY ELEMENTARY BUILDING ADDITION - TOPOGRAPHIC SURVEY

Scale: 1"=30'

BENCHMARKS: ILLINOIS STATE PLANE HZ = NAD 83(2011), VERT = NAVD 88

1 CP IR - N 1980246.537
E 1046379.813
EL = 827.98

2 CP IR - N 1979998.085
E 1046390.576
EL = 828.76

ISSUED FOR CONSTRUCTION

Friday, September 8, 2023, 3:41:48 PM
C:\2023\23001238\00\TOP\CSO\Survey\FRANK C. WHITELEY.DWG



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ARCHITECT under the laws of the State of Reg State

Arch Name: _____ Date: _____ Issue Date: _____
License Number: Arch Num _____

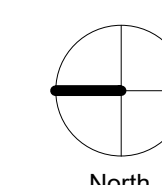
Revisions			
Description	Date	Num	
Addendum 1	07/21/2023	1	
Issued for Construction	08/17/2023	2	

Comm: 23001238.00

Date: 07/17/2023

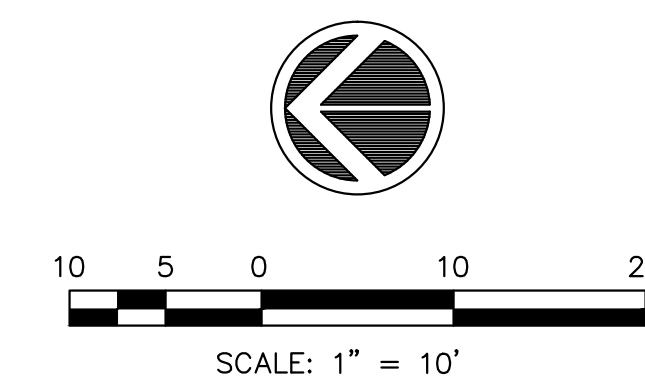
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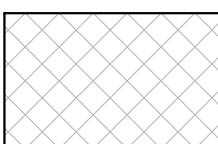


**FRANK C.
WHITELEY
ELEMENTARY
BUILDING ADDITION
- DEMOLITION PLAN**

Scale: 1"=10'



LEGEND

-  PAVEMENT REMOVAL (FULL DEPTH)
-  CONCRETE REMOVAL



ISSUED FOR CONSTRUCTION

Friday, September 8, 2023, 3:41:57 PM
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**Frank C. Whiteley
Elementary School**

4335 Haman Ave.
Hoffman Estates, IL 60192

SD 15 PALATINE
580 North First Bank Drive,
Palatine IL 60067



**WOLD ARCHITECTS
AND ENGINEERS**

220 North Smith Street, Suite 310
Palatine, Illinois 60067

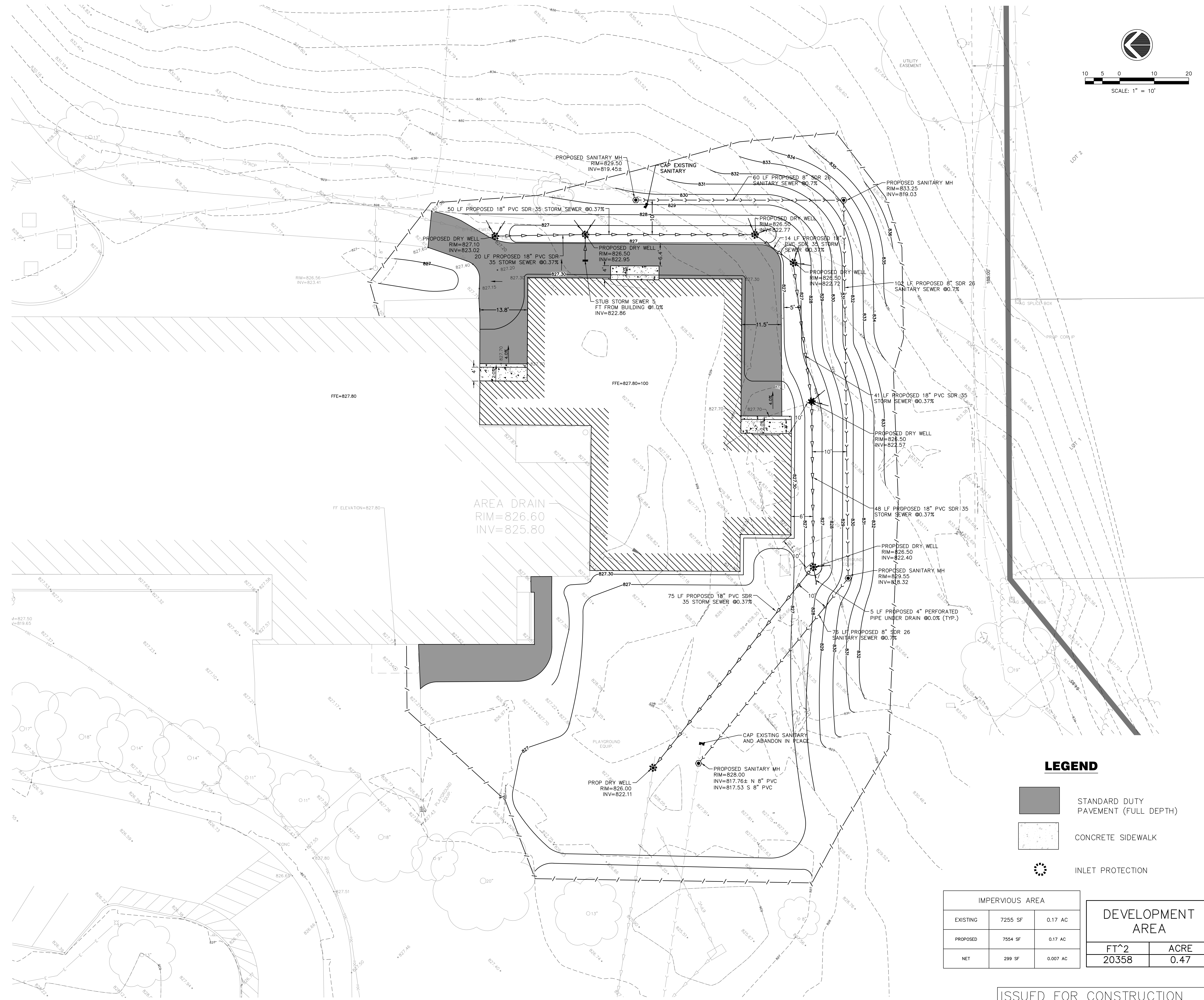
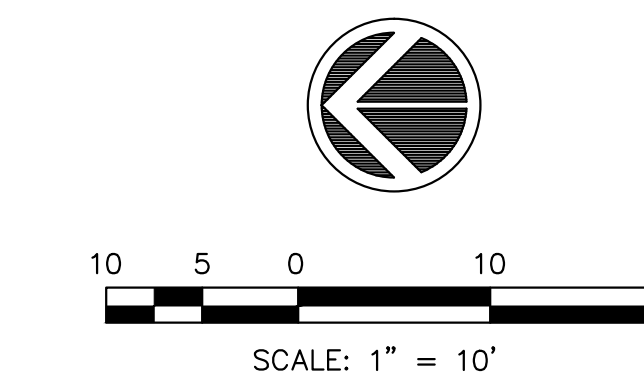
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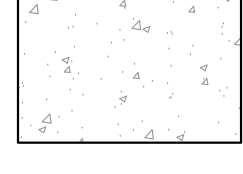

4850 GRAND AVENUE
GURNEE, IL 60031

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Illinois Design Firm Registration #184.007637-0014



LEGEND

-  STANDARD DUTY PAVEMENT (FULL DEPTH)
-  CONCRETE SIDEWALK
-  INLET PROTECTION

IMPERVIOUS AREA		
EXISTING	7255 SF	0.17 AC
PROPOSED	7554 SF	0.17 AC
NET	299 SF	0.007 AC

DEVELOPMENT AREA	
FT ²	ACRE
20358	0.47

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ARCHITECT under the laws of the State of Reg State

Arch Name	Arch Num	Date	Issue Date
Revisions			
Description	Date	Num	
Addendum 1	07/21/2023	1	
Addendum 2	07/28/2023	2	
Issued for Construction	08/17/2023	3	

Comm: 23001238.00
Date: 07/17/2023
Drawn: TJD
Check: HMD

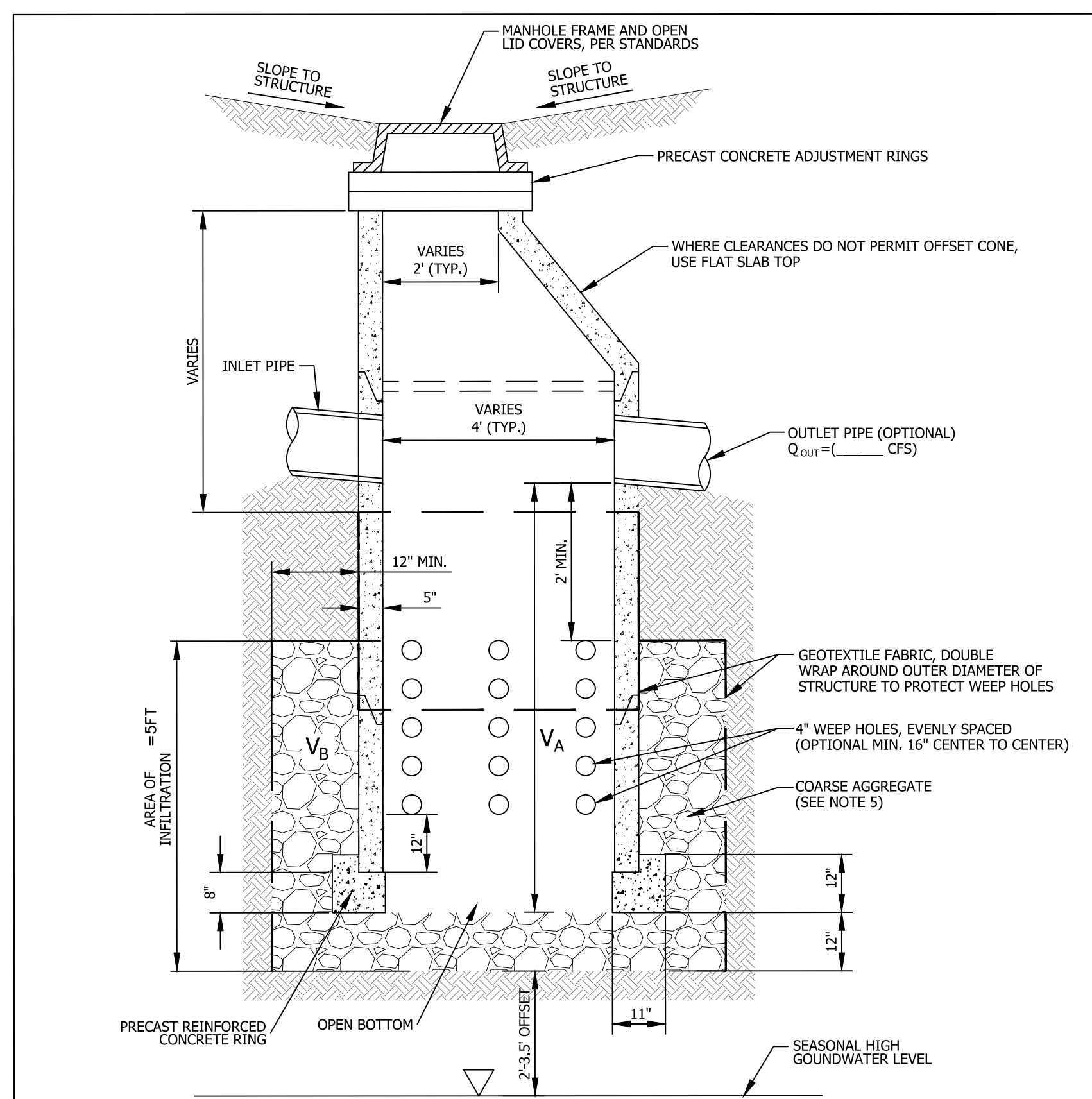
**FRANK C.
WHITELEY
ELEMENTARY
BUILDING ADDITION
- SITE PLAN**

Scale: 1"=10'

ISSUED FOR CONSTRUCTION

4

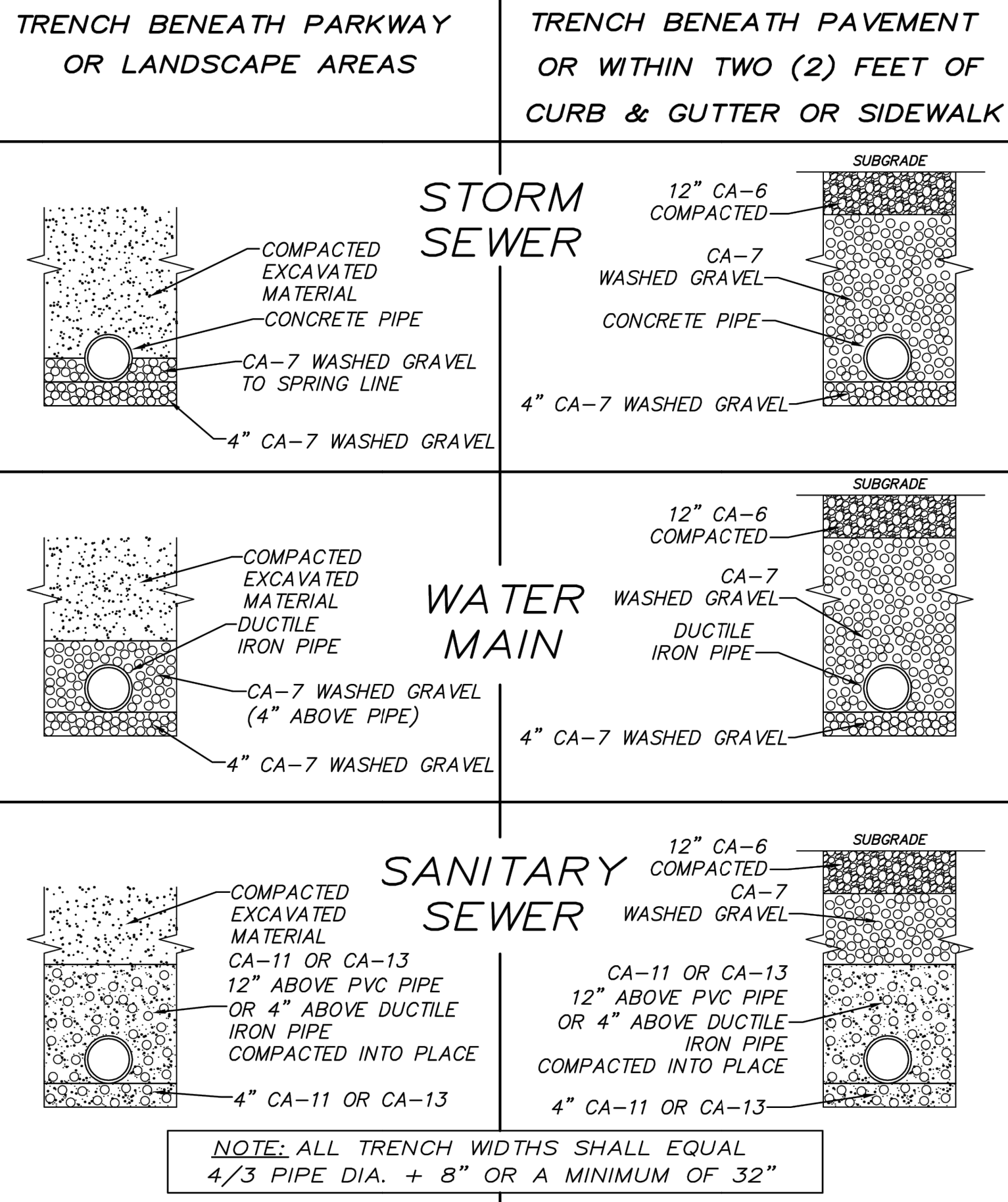
Friday, September 8, 2023, 3:42:05 PM
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VOLUME TYPE	POROSITY	MEDIA VOLUME	STORAGE VOLUME	VOLUME PROVIDED
MANHOLE VOL. BELOW SEWER	1.00	V_A	$1.00 \times V_A$	75.40 ft ³
COARSE AGGREGATE	0.36	V_B	$0.36 \times V_B$	32.80 ft ³
		TOTAL		108.20 ft ³

- NOTES:
- THE PERIMETER OF THE VOLUME CONTROL FACILITY SHALL MAINTAIN THE MINIMUM HORIZONTAL SEPARATION DISTANCE OF: 10-FEET FROM FOUNDATIONS, UNLESS WATERPROOFED; 20-FEET FROM ROADWAY GRAVEL SHOULDER; AND 100-FEET FROM POTABLE WATER WELLS, SEPTIC TANKS/SEPTIC, OR OTHER UNDERGROUND TANKS.
 - SANITARY OR COMBINED SEWERS SHALL NOT BE LOCATED WITHIN THE VOLUME CONTROL FACILITY. SANITARY OR COMBINED SEWERS SHALL NOT BE LOCATED BELOW THE FOOTPRINT OF THE VOLUME CONTROL FACILITY. WHEN LOCAL CONDITIONS PREVENT THE SEWER FROM BEING LOCATED OUTSIDE THE FOOTPRINT OF THE FACILITY THE SEWER SHALL BE CONSTRUCTED TO WATER MAIN QUALITY STANDARDS, OR IT SHALL BE ENCASED WITH A WATER MAIN QUALITY CARRIER PIPE WITH THE ENDS SEALED.
 - AVOID INSTALLATION ON AREAS OF COMPACTED FILL.
 - GEOTEXTILE FABRIC SHALL MEET REQUIREMENTS OF JLM MATERIAL SPECIFICATION 592, FOR WOVEN: APPARENT OPENING SIZE OF 0.50 MM (TABLE 1, CLASS 1), FOR NON WOVEN: APPARENT OPENING SIZE OF 0.30 MM (TABLE 2, CLASS 1D).
 - STONE STORAGE OPTIONS ARE 120T CA-1, CA-3, CA-7, DUCTILE IRON PIPE, OR APPROVED ALTERNATE. NO RECYCLED MATERIALS.
 - AGGREGATE BASE OF ONE FOOT (MINIMUM) BELOW PRECAST REINFORCED RING AND SHALL PROVIDE ADEQUATE STRUCTURAL STABILITY PER SOIL CONDITIONS.
 - MINIMUM DISTANCE OF 2 FEET (3.5 FEET IN COMBINED SEWER AREAS) BETWEEN BOTTOM OF BMP AND SEASONALLY HIGH GROUNDWATER LEVEL.
 - FOLLOW THE REQUIRED PRETREATMENT MEASURES LISTED ON THE VOLUME CONTROL PRETREATMENT MEASURES DETAIL.
 - PROVIDE Q_{in} INTO AREA OF INFILTRATION.

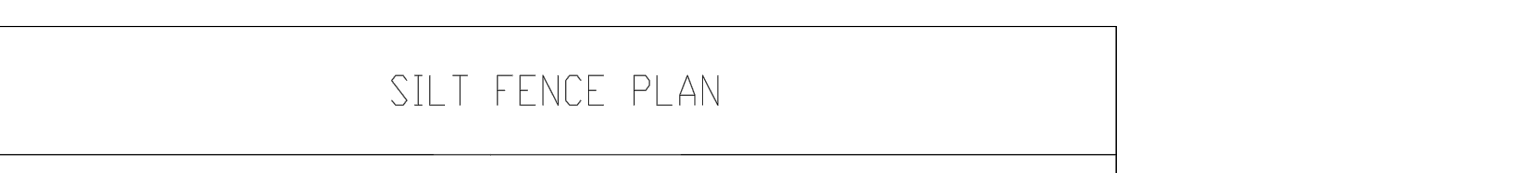
TECHNICAL GUIDANCE MANUAL	10/3/18
DRYWELL DETAIL	STD. DWG. NO. 4 PAGE NO. 5



NOTE: ALL TRENCH WIDTHS SHALL EQUAL 4/3 PIPE DIA. + 8" OR A MINIMUM OF 32"

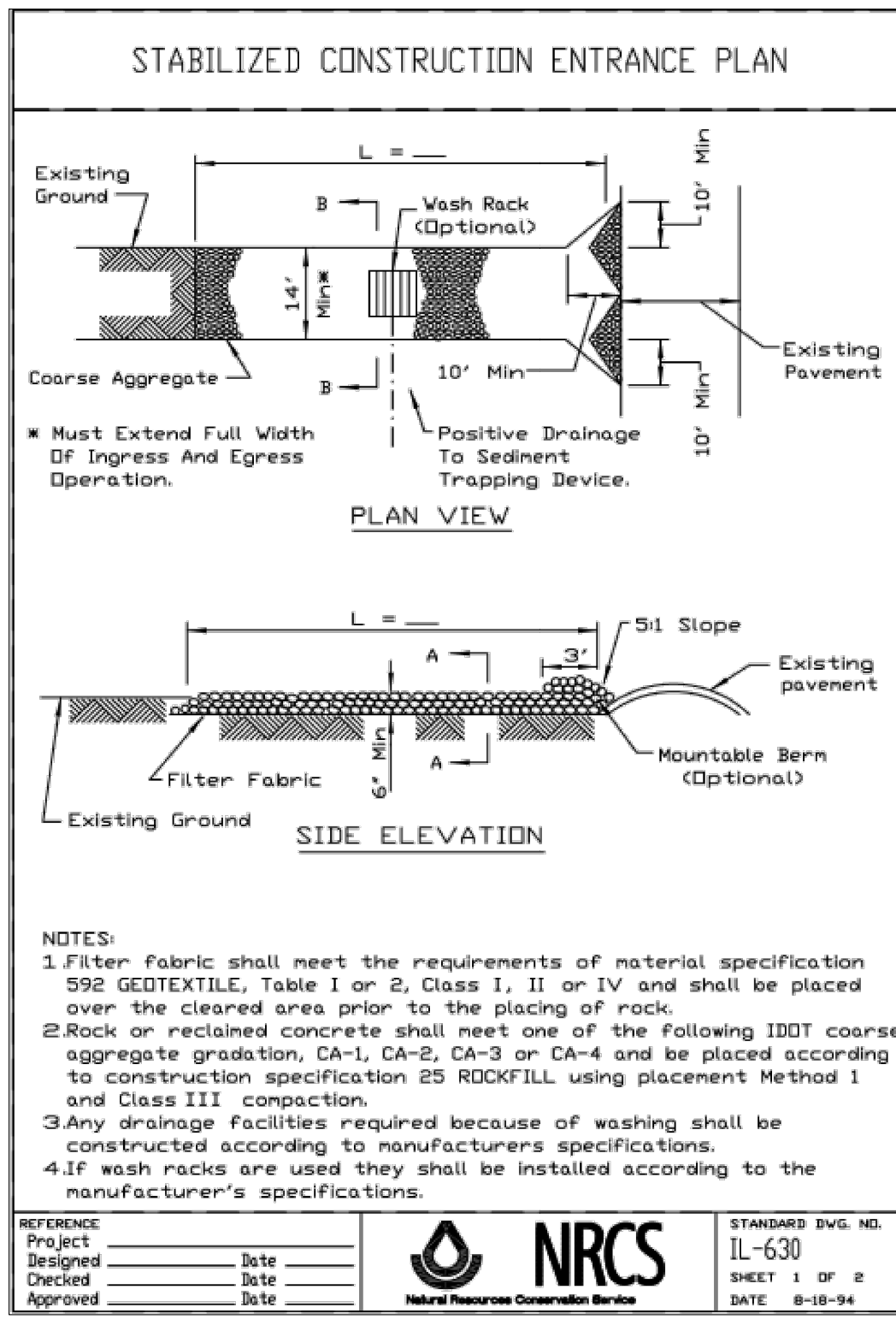
SCALE: NONE	DATE: 2-16-07	DRAFTER: NOR	NO. REVISIONS	BY	DATE
VILLAGE OF HOFFMAN ESTATES	FILE NAME: TYP-TRENZ.DWG	TRANSPORTATION & ENGINEERING DIVISION	1. MISC UPDATES	SW	2/10
			SHEET NO. 1 OF 1		

SCALE: NONE	DATE: 5-25-05	DRAFTER: SLW	NO. REVISIONS	BY	DATE
VILLAGE OF HOFFMAN ESTATES	FILE NAME: MANH.DWG	TRANSPORTATION & ENGINEERING DIVISION	1. MISC UPDATES	SW	2/10
			SHEET NO. 1 OF 1		

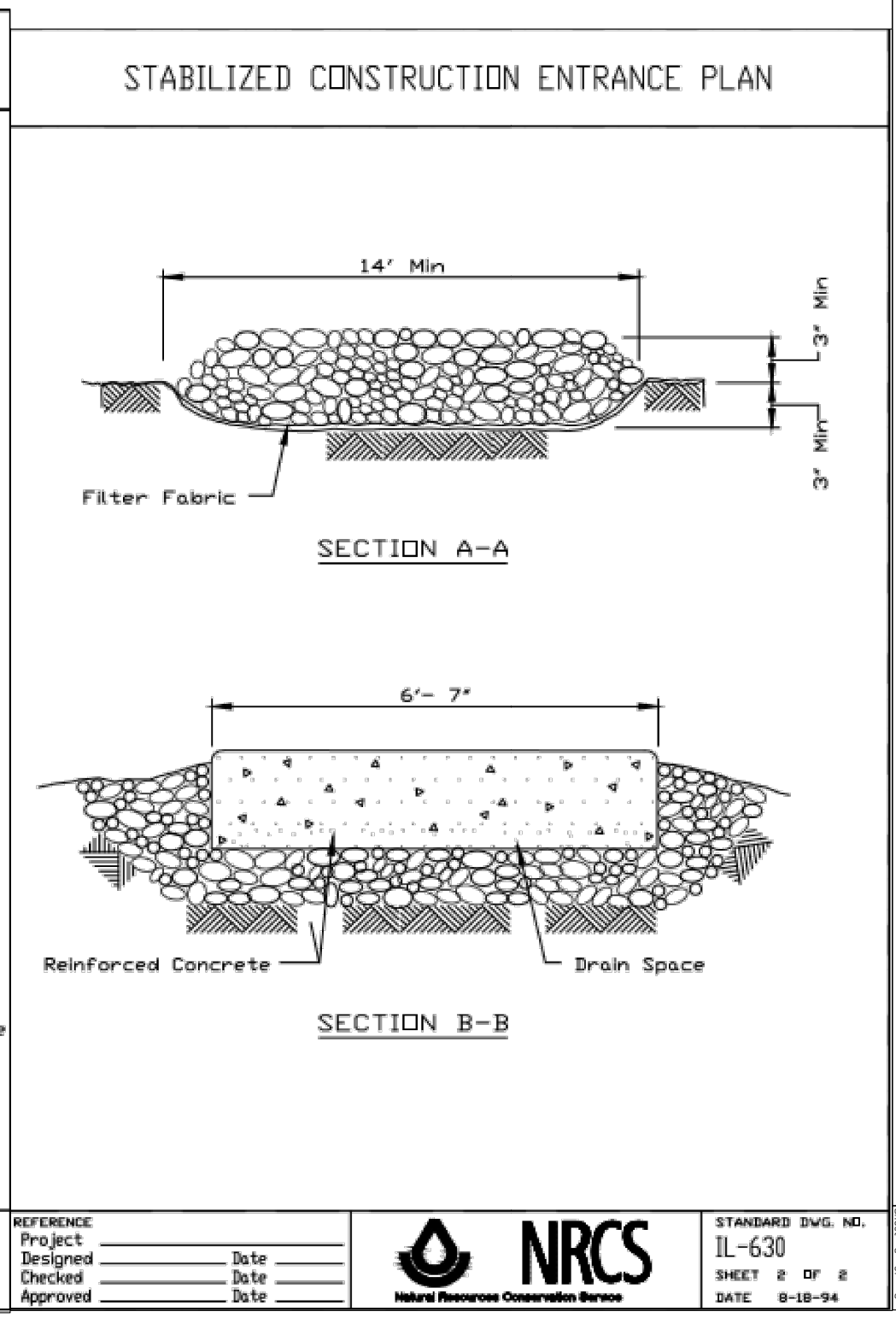


- NOTES:
- Temporary sediment fence shall be installed prior to any grading work in the area to be protected. They shall be maintained throughout the construction period and removed in conjunction with the final grading and site stabilization.
 - Filter fabric shall meet the requirements of material specification 592 Geotextile Table 1, Class 2.
 - Fence posts shall be either standard steel post or wood post 2" x 2" nominal.

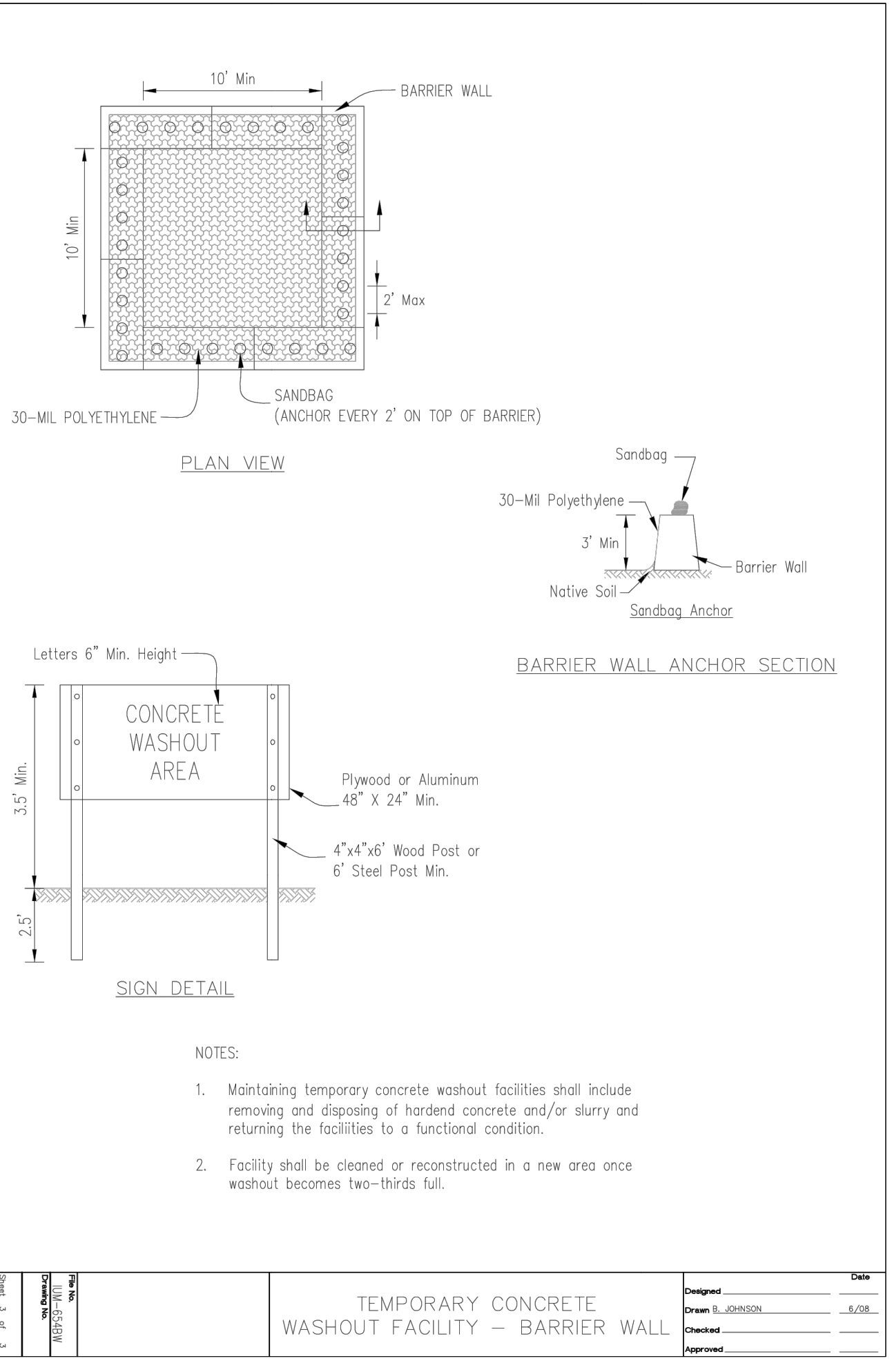
REFERENCE	STANDARD BVS. NO.
Project	IL-630
Designed	DATE 04-15-2021
Checked	SHEET 1 OF 2
Approved	DATE



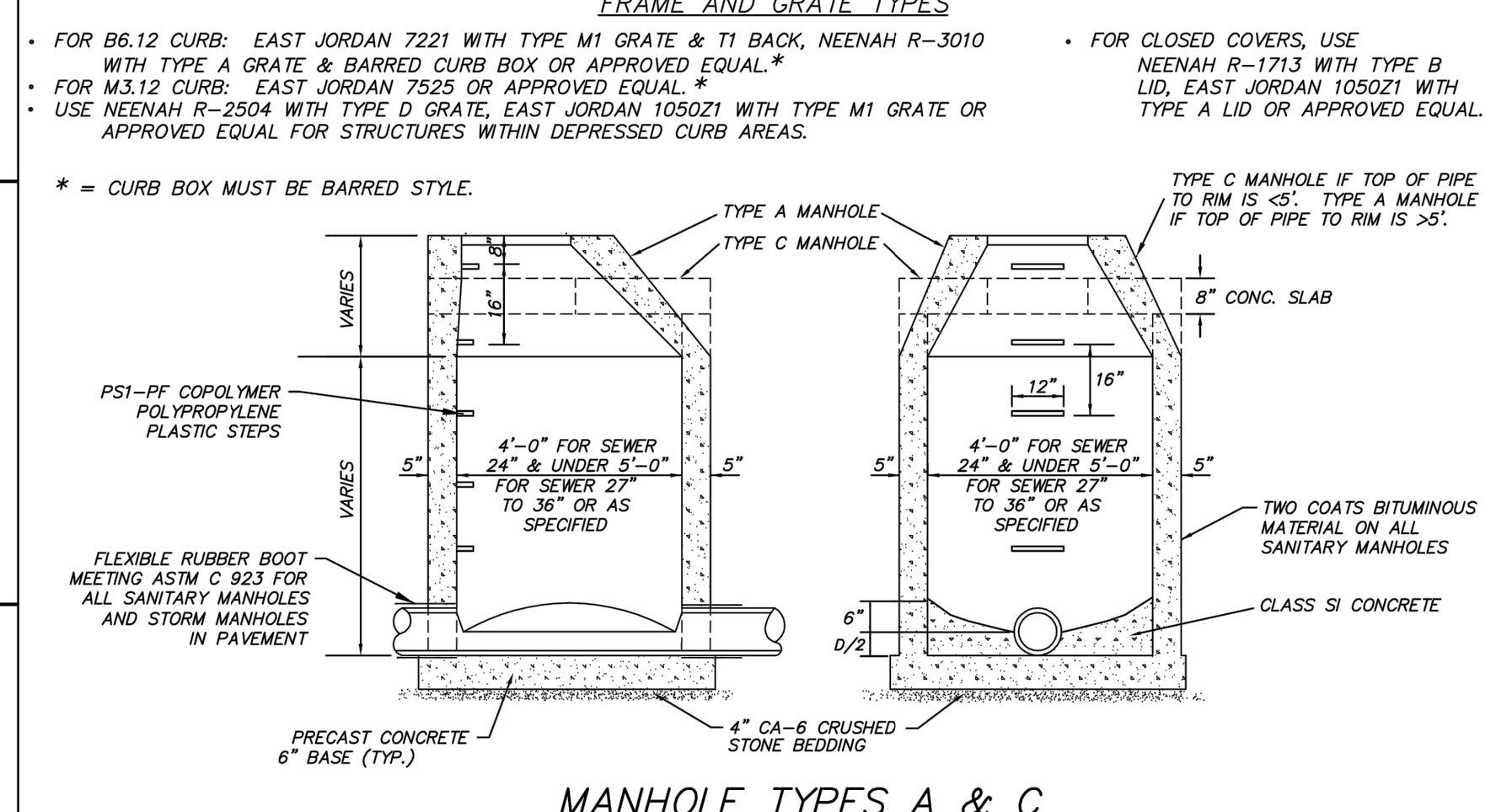
REFERENCE	STANDARD BVS. NO.
Project	IL-630
Designed	DATE 04-15-24
Checked	SHEET 2 OF 2
Approved	DATE



REFERENCE	STANDARD BVS. NO.
Project	IL-630
Designed	DATE 04-15-24
Checked	SHEET 2 OF 2
Approved	DATE

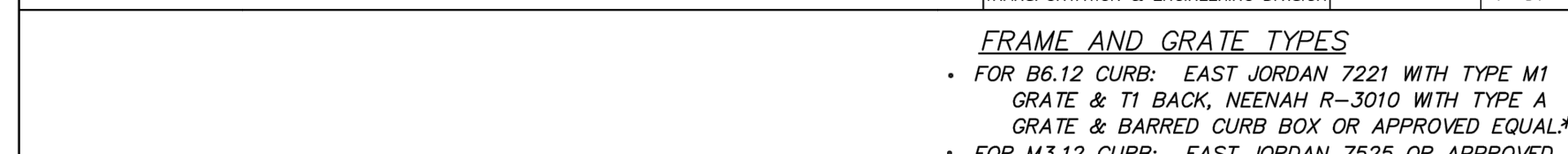


REFERENCE	STANDARD BVS. NO.
Project	IL-630
Designed	DATE 04-15-24
Checked	SHEET 2 OF 2
Approved	DATE



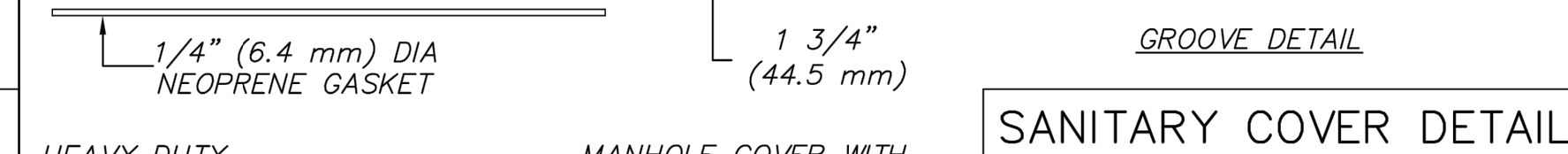
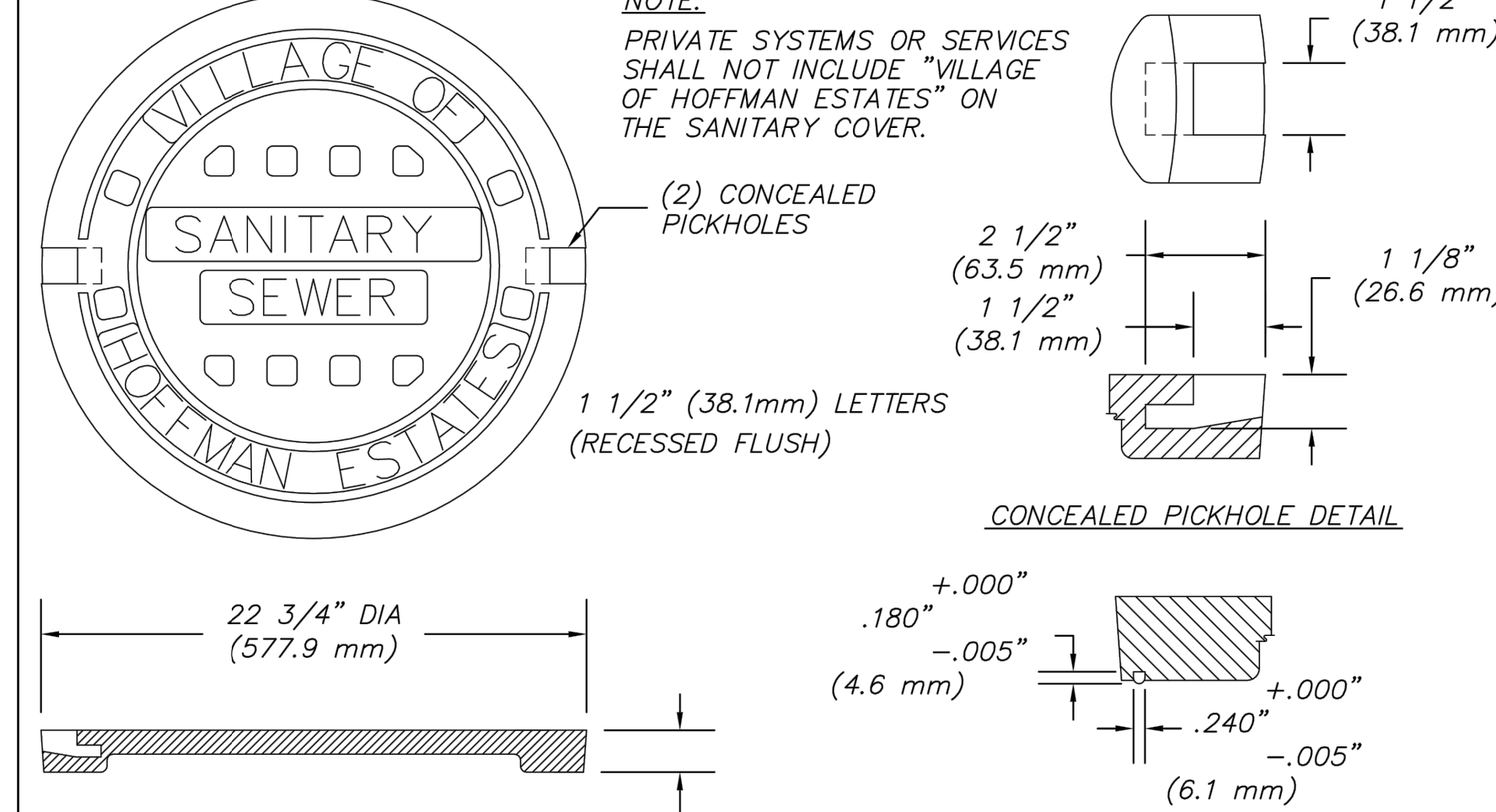
- NOTES:
- ONLY PRECAST STRUCTURES ALLOWED.
 - TWO ADJUSTING RINGS ALLOWED, MAXIMUM HEIGHT = 12".
 - MANHOLE SECTIONS TO BE JOINED WITH ROPE TYPE MASTIC (E-Z STICK OR EQUAL).
 - PRECAST CONCRETE BASE MUST BE INTEGRALLY CAST WITH THE LOWEST WALL SECTION.
 - ALL GRATES PROVIDED SHALL BE BICYCLE SAFE.
 - ALL SANITARY SEWER MANHOLES SHALL HAVE A CHIMNEY SEAL FROM CREEPER OR APPROVED EQUAL.
 - ALL STORM STRUCTURES LOCATED IN THE PAVEMENT SHALL FOLLOW THE WEEPHOLE DETAIL.

SCALE: NONE	DATE: 5-25-05	DRAFTER: SLW	NO. REVISIONS	BY	DATE
VILLAGE OF HOFFMAN ESTATES	FILE NAME: MANH.DWG	TRANSPORTATION & ENGINEERING DIVISION	1. MISC UPDATES	SW	2/10
			SHEET NO. 1 OF 1		



- NOTES:
- ONLY PRECAST STRUCTURES ALLOWED.
 - PRECAST CONCRETE BASE MUST BE INTEGRALLY CAST WITH THE LOWEST WALL SECTION.
 - THE FRAME AND GRATE SHALL BE MORTARED TO THE CONCRETE STRUCTURE.
 - ALL STRUCTURES LOCATED IN THE PAVEMENT SHALL FOLLOW THE WEEPHOLE DETAIL.

SCALE: NONE	DATE: 5-25-05	DRAFTER: SLW	NO. REVISIONS	BY	DATE
VILLAGE OF HOFFMAN ESTATES	FILE NAME: CATCHBAS.DWG	TRANSPORTATION & ENGINEERING DIVISION	1. MISC UPDATES	SW	2/10
			SHEET NO. 1 OF 1		



SCALE: NONE	DATE: 5-25-05	DRAFTER: SLW	NO. REVISIONS	BY	DATE
VILLAGE OF HOFFMAN ESTATES	FILE NAME: STNCRV.DWG	TRANSPORTATION & ENGINEERING DIVISION	1. MISC UPDATES	SW	2/10
			SHEET NO. 1 OF 1		

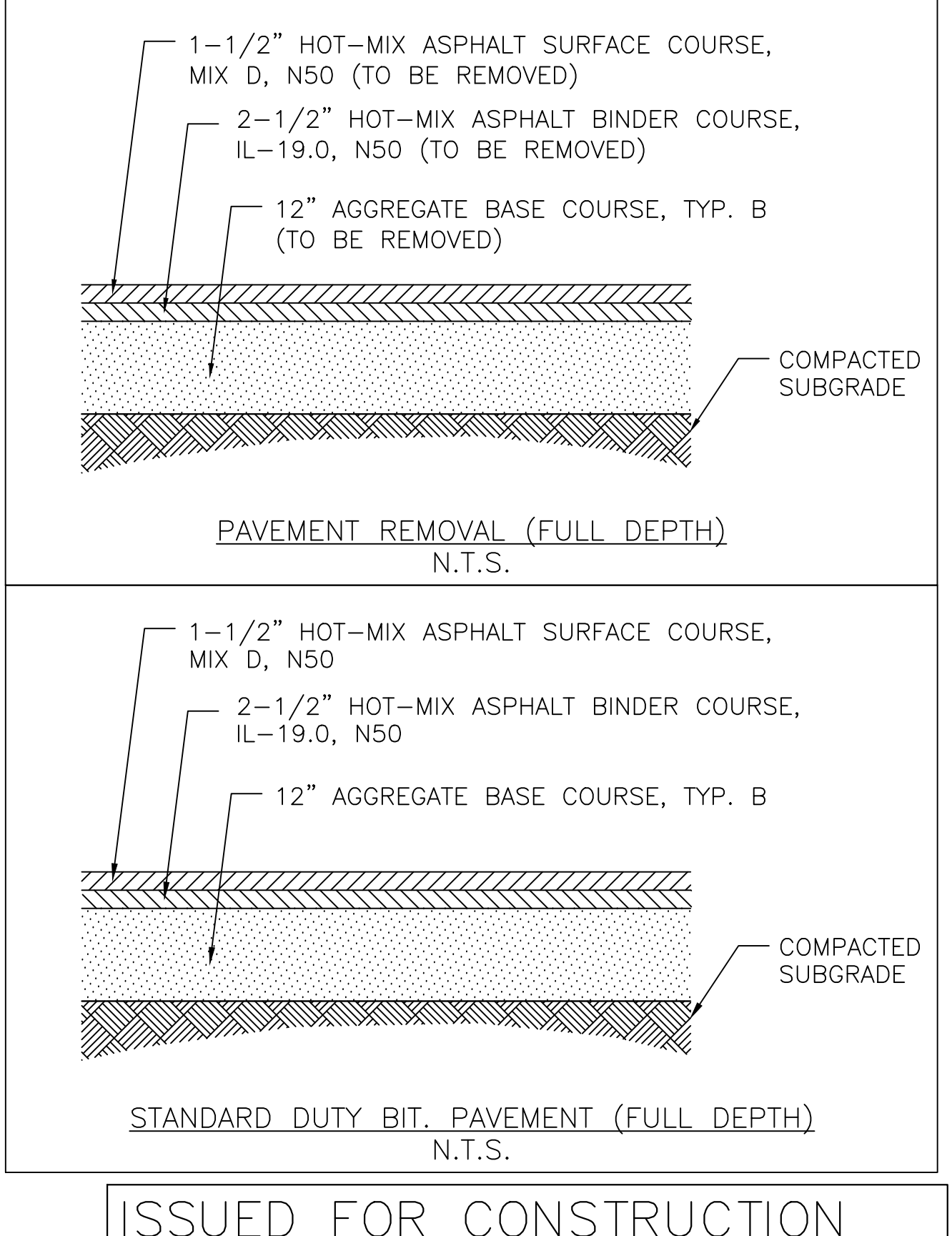


- NOTES:
- ONLY PRECAST STRUCTURES ALLOWED.
 - PRECAST CONCRETE BASE MUST BE INTEGRALLY CAST WITH THE LOWEST WALL SECTION.
 - THE FRAME AND GRATE SHALL BE MORTARED TO THE CONCRETE STRUCTURE.
 - ALL STRUCTURES LOCATED IN THE PAVEMENT SHALL FOLLOW THE WEEPHOLE DETAIL.

SCALE: NONE	DATE: 5-25-05	DRAFTER: SLW	NO. REVISIONS	BY	DATE
VILLAGE OF HOFFMAN ESTATES	FILE NAME: CATCHBAS.DWG	TRANSPORTATION & ENGINEERING DIVISION	1. MISC UPDATES	SW	2/10
			SHEET NO. 1 OF 1		

Catch-All
Inlet Protector
Round, Rectangular, Beehive, or Roll Type Curb Inlets

Mar-Mac Manufacturing Co., Inc.



SCALE: NONE	DATE: 5-25-05	DRAFTER: SLW	NO. REVISIONS	BY	DATE
VILLAGE OF HOFFMAN ESTATES	FILE NAME: STNCRV.DWG	TRANSPORTATION & ENGINEERING DIVISION	1. MISC UPDATES	SW	2/10
			SHEET NO. 1 OF 1		

Frank C. Whiteley Elementary School

4335 Haman Ave.
Hoffman Estates, IL 60192

SD 15 PALATINE
580 North First Bank Drive,
Palatine IL 60067

Wold

WOLD ARCHITECTS AND ENGINEERS
220 North Smith Street, Suite 310
Palatine, Illinois 60067

woldae.com | 847.241.6100

IMEG

4850 GRAND AVENUE
GURNEE, IL 60031

PH: 847.336.7100
www.imegcorp.com

Illinois Design Firm Registration #184.007637-0014

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ARCHITECT under the laws of the State of Reg State

License Number	Arch Num	Date	Issue Date

Revisions	Date	Num
Updated Details	07/28/2023	2
Issued for Construction	08/17/2023	3

Comm: 23001238.00
Date: 07/17/2023
Drawn: TJD
Check: HMD

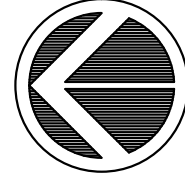
FRANK C. WHITELEY ELEMENTARY BUILDING ADDITION - DETAIL SHEET

Scale: N/A

5

UPON RECORDING, MAIL TO:

ENGINEERING DEPARTMENT
VILLAGE OF HOFFMAN ESTATES
1900 HASSELL ROAD
HOFFMAN ESTATES, IL 60195
PHONE 847-882-9100
FAX 847-882-2621



30 15 0 30 60
SCALE: 1" = 30'

PLAT OF EASEMENT

Across the Following Described Parcel:

OUTLOT 7, IN BLOCK 8 IN WESTBURY UNIT THREE, BEING A SUBDIVISION OF PART OF THE SE 1/4 OF SECTION 19, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN AND A RESUBDIVISION OF PARTS OF LOTS AND VACATED STREETS IN HOWIE IN THE HILLS UNITS THREE AND FOUR, BEING SUBDIVISIONS IN SAID SE 1/4 OF SECTION 19, ACCORDING TO PLAT OF SAID WESTBURY UNIT THREE, RECORDED FEBRUARY 1, 1977 PER DOCUMENT NO. 23805851, IN COOK COUNTY, ILLINOIS.

Tax ID No. 02-19-433-029

OWNER'S CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF LAKE)

THIS IS TO CERTIFY THAT _____ IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED HEREON, AND HAS CAUSED THE SAME TO BE SURVEYED AND PLATTED, AS SHOWN BY THIS PLAT FOR THE USES AND PURPOSES HEREIN SET FORTH AND THAT SAID OWNER HEREBY ACKNOWLEDGES AND ADOPTS THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED AT WAUKEGAN, ILLINOIS, THIS _____ DAY OF _____, A.D., 2023.

(NAME)

(SIGNATURE)

(TITLE)

(ADDRESS)

NOTARY'S CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF LAKE)

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY,

IN THE STATE AFORESAID, DO CERTIFY THAT _____ PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE ANNEXED PLAT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARY SEAL THIS _____ DAY OF _____, 2023

NOTARY PUBLIC
MY COMMISSION EXPIRES: _____

VILLAGE BOARD CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF LAKE)

APPROVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF HOFFMAN ESTATES, COOK AND KANE COUNTIES, ILLINOIS THIS _____ DAY OF _____, 2023

SIGNED: _____
VILLAGE PRESIDENT

ATTEST: _____
VILLAGE CLERK

VILLAGE TREASURER CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF LAKE)

I, _____, COLLECTOR FOR THE VILLAGE OF HOFFMAN ESTATES, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THERE ARE NO DELINQUENT OR UNPAID CURRENT OR FORFEITED SPECIAL ASSESSMENTS OR ANY DEFERRED INSTALLMENTS THEREOF, THAT HAVE BEEN APPORTIONED AGAINST THE TRACT OF LAND INCLUDED IN THIS PLAT, DATED AT HOFFMAN ESTATES, COOK AND KANE COUNTIES, ILLINOIS.

THIS _____ DAY OF _____, 2023

SIGNED: _____
VILLAGE TREASURER

SANITARY AND STORM SEWER EASEMENT PROVISIONS

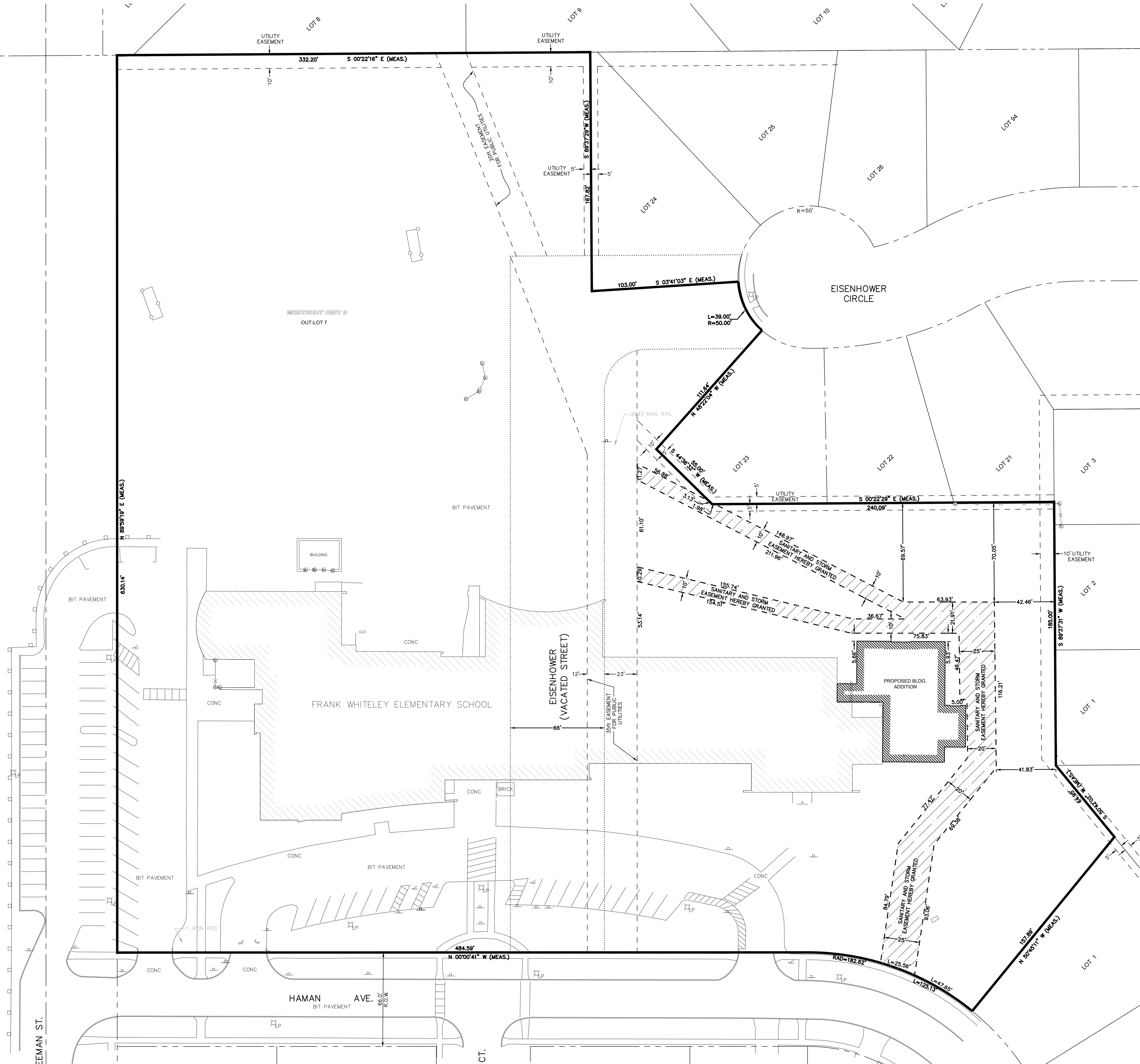
AN EASEMENT IS HEREBY RESERVED BY AND GRANTED TO THE VILLAGE OF HOFFMAN ESTATES WITHIN THE AREA SHOWN BY DASHED LINES AND WITHIN THE AREA DEFINED, SANITARY AND STORM SEWER EASEMENT ON THIS PLAT, TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE, AND MAINTAIN STORM AND SANITARY SEWER UNDERGROUND, WITH ALL APPURTENANCES, AND FOR THE PURPOSE OF SERVING THE ADJACENT SUBDIVISIONS AND OTHER PROPERTY WITH SANITARY AND STORM SEWER SERVICES. THE RIGHT TO ENTER UPON THE LOTS AT ALL TIMES TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN WITHIN SAID EASEMENT AREA SAID SANITARY AND STORM SERVICES, AND APPURTENANCES. NO PERMANENT BUILDINGS SHALL BE PLACED ON SAID EASEMENT, BUT SAME MAY BE USED FOR LANDSCAPING AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES OR RIGHTS HEREIN GRANTED.

STATE OF ILLINOIS) S.S.
COUNTY OF LAKE)

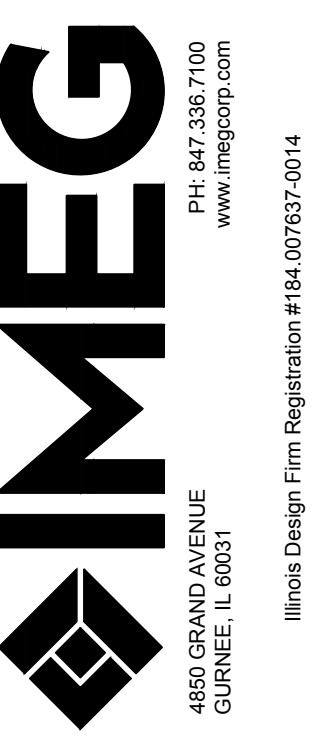
I, HARLAN M. DOLAND, AN ILLINOIS REGISTERED PROFESSIONAL LAND SURVEYOR WITH IMEG, DO HEREBY CERTIFY THAT THE PLAT OF EASEMENT HEREON HAS BEEN PREPARED UNDER MY DIRECT SUPERVISION, FROM EXISTING PLATS AND RECORDS AND IS A CORRECT REPRESENTATION THEREOF.

DATED AT WAUKEGAN, ILLINOIS, THIS _____ DAY OF _____, A.D., 2023.

By: _____
HARLAN M. DOLAND, PLS
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003121
LICENSE EXPIRES 11-30-24



DATE	REVISIONS
	DESCRIPTION



FRANK C WHITELEY SCHOOL
HOFFMAN ESTATES, ILLINOIS
PLAT OF EASEMENT

IMEG Project No: 23004352.00
File Name: FRANK C WHITELEY EASEMENT.DWG
© COPYRIGHT 2023 ALL RIGHTS RESERVED
Field Book No: N/A
Drawn By: TEM
Checked By: HMD
Date: 10/25/2023
1
Sheet 1 of 1

Wednesday, October 25, 2023 1:04:54 PM
S:\2023\23004352\00\DESIGN\01\CD\SURETY\FRANK C WHITELEY EASEMENT.DWG



VILLAGE OF HOFFMAN ESTATES

DEPARTMENT OF DEVELOPMENT SERVICES

PLANNING DIVISION MONTHLY REPORT

SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE

BY: Jennifer Horn, Director of Planning and Transportation *Jennifer Horn*

December 2023

GENERAL UPDATES

- ◆ Planning staff continues to participate in the transition of the Village's GIS Platform to a new enterprise system and server. Data cleanup and map migration efforts are ongoing.
- ◆ Planning staff participated in the second ERP Replacement Project Software Demo by Tyler Technologies.
- ◆ Planning staff interviewed final candidates for the proposals for the Development of a Comprehensive Multimodal Transportation Plan. A contract award is being considered by Committee on December 11.

ZONING & DEVELOPMENT CODE UPDATE PROJECT STATUS



- ◆ The Planning, Building & Zoning Committee unanimously moved to support the drafting of a new Unified Development Ordinance based on the findings and recommendations presented to them at their August 7, 2023 meeting.
- ◆ The project website is live at www.VOHEzoning.org. Interested parties can learn more about the project, an overview of what zoning is, and provide feedback to staff and the consultant team through an online form. The project website has been communicated via the Village website, Citizen articles, and will be via other means over the course of the project
- ◆ Drafting is ongoing based on direction provided by the Planning, Building & Zoning Committee.
- ◆ Community engagement remains ongoing and additional public comment emails continue to be received.

Zoning Code Update Timeline



ACTIVE PLANNING PROJECTS

Project	Address	Status	PZC or PBZ Meeting	VB Meeting
Pilates Studio Special Use	1055 W GOLF RD	APPROVED	11/15/23	11/20/23
Frank Whiteley School Addition	4335 HAMAN AVE	PUBLIC MEETING	12/11/23	12/18/23
Microsoft Data Center Phase 2 (CHI06)	2190 LAKEWOOD BLVD	UNDER REVIEW		
Jade Residences	2360 HASSELL RD	UNDER REVIEW		
Beverly Property Mass Grading	2601 BEVERLY RD	UNDER REVIEW		
Site Development including Site Plan for Starbucks	80 W HIGGINS RD	UNDER REVIEW		
Restaurant Mall (Moretti's) Master Sign Plan	2475 W HIGGINS RD	UNDER REVIEW		
Sommet Living at Barrington Square (The Prime Co.)	2300 W HIGGINS RD	UNDER REVIEW		
Barrington Square Sanitary Sewer Easement	BARRINGTON SQUARE	UNDER REVIEW		
Heidner Properties Parking Lot Expansion	5277 TRILLIUM AVE	UNDER REVIEW		

PENDING PLANNING PROJECTS

Project	Address	Status
Autumn Woods SF Subdivision	GOLF RD & BERNER RD	PENDING
Beacon Pointe Phase 2	NWC BEVERLY / SHOE FACTORY	PENDING
Macaroni Grill Redevelopment	2575 HIGGINS RD	PENDING
Plum Farms Mixed Use	4800 W HIGGINS RD	PENDING
Barrington Square Lot 5 (old BK)	2360 W HIGGINS RD	PENDING
Retail / Restaurant Building Concept	4619 HOFFMAN BLVD	PENDING
Harvest Community Church Parking Lot Expansion	2060 – 2080 STONINGTON AVE	PENDING
Sears Campus Redevelopment	3333 BEVERLY RD	PENDING

MONTHLY PLANNING PROJECT ACTIVITY

Projects Submitted by Type	November	2022 YTD
Pre-Development		4
Agreement		3
Annexation		1
Courtesy Review		1
Easement		
Master Sign Plan		3
Plat of Subdivision		6
Other Plat		
RPD Amendment		
Site Plan Review	1	24
Special Use		8
Text Amendment		7
Rezoning		
Variation		4
Total	1	51
FOIA Processed	2	41
Zoning Verification Letters	0	14
Building Permits Reviewed by Planning	34	557

PLANNING PERFORMANCE MEASURES

Site Plan Review Process	November		Year to Date	
Number of administrative/staff review site plan cases completed	0	NA	8	44%
Number of PZC site plan cases processed	0		10	
Annual goal is to complete at least 65% of site plan cases through administrative review process				

Site Plan Review Timing	November		Year to Date	
Number of cases processed within 105 days	0	N/A	19	100%
Annual goal is to complete 100% of cases within 105 days				



VILLAGE OF HOFFMAN ESTATES DEPARTMENT OF DEVELOPMENT SERVICES

CODE ENFORCEMENT DIVISION MONTHLY REPORT

SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE

BY: Bryan Ackerlund, Director of Building & Code Enforcement

December 2023

GENERAL ACTIVITIES

- Bryan Ackerlund was promoted to Assistant Director of Public Works and will be transitioning daily activities and responsibilities of the Code Enforcement division to various staff members beginning in 2024. Director of Development Services, Peter Gugliotta, will provide interim oversight of the division until a permanent structure is established in the coming months.
- On November 6, 2023, Sanyokta Kapur, Anthony Knuth, John Staschke & David Banaszynski attended the NWBOCA 2023 Fall School educational seminar on Understanding EV Chargers & Battery Storage in Schaumburg.
- On November 7, 8 & 9, 2023, David Banaszynski & Kathleen Kuffer attended the Illinois Environmental Health Association annual education conference at Starved Rock.
- On November 13, 2023, Bryan Ackerlund, Sanyokta Kapur & David Banaszynski attended the NWBOCA 2023 Fall School educational seminar on 2021 IMC and IFGC Combustion Air and Venting in Schaumburg.
- On November 15, 2023, Tricia Morandi attended the ABCI meeting on ICC Chapter Discussion & Internal Discussion on Bylaws in Buffalo Grove.
- On November 20, 2023, Bryan Ackerlund, Sanyokta Kapur & David Banaszynski attended the NWBOCA 2023 Fall School educational seminar on 2021 IBC Fire and Life Safety Principle in Schaumburg.
- On November 28, 2023, Kala Kuttenberg, Joe Soucek, David Banaszynski, Liz Dianovsky & Kathleen Kuffer attended an ICC workshop class on Managing Vacant Properties at the Village of Hoffman Estates.
- Bryan Ackerlund continued involvement with various projects such as the architect/engineer RFP process for the new fire station #21 and Village Green concessions & restroom expansion.
- With the recent promotion of Anthony Knuth to Lead Building Inspector, the recruitment process is underway to backfill the vacant Building Inspector position. Interviews and hiring are expected in January 2024.
- After receiving occupancy for its clubhouse and first residential building, **Seasons of Hoffman Estates** apartment complex has been focusing on occupancy of the second building and construction of various stages of the remaining buildings. Fall leases have also begun as they progress through 2023 and into 2024.
- **Microsoft** is expecting to begin construction of the remaining buildouts in building 1 by early 2024. They are also actively constructing their on-site substation to provide permanent power to the data centers. The permit for building 2 of the campus is expected to be submitted in early 2024, subsequent to Village Board site plan approval.
- Staff continues to be involved in developing criteria for demolition and construction phasing of the **Compass** data centers to ensure a safe site and a smooth process for all parties involved.
- The **Popeye's** on Golf Rd has received a temporary certificate of occupancy and is officially open for business.
- **Dunkin'** on Algonquin Rd. is awaiting MWRD sign off. They are targeting occupancy in late 2023 or early 2024.
- **ComEd** is continuing construction on the Pembroke Ave. substation expansion and exterior walls are being set.
- Construction on the new **Advocate** outpatient facility is underway on Hoffman Blvd. within Prairie Stone.
- Code Enforcement staff have been involved in several ongoing property maintenance cases.

Bell Works Construction Update:

- Staff is working with Bell Works on several tenant build-outs throughout the east side.

2023 Code Enforcement Freedom of Information Act Requests Processed

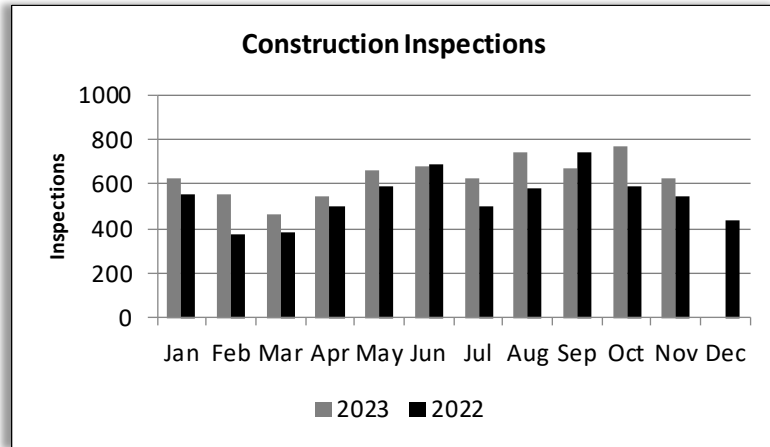
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
28	30	36	31	54	50	50	45	52	41	26		443

2023 Code Enforcement GovQA Questions & Complaints Processed

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
15	7	19	10	38	17	25	31	12	18	10		202

Construction Inspections

Year	2023	2022
Jan	628	555
Feb	555	371
Mar	468	385
Apr	544	503
May	657	586
Jun	676	687
Jul	625	502
Aug	743	582
Sep	671	741
Oct	770	592
Nov	629	541
Dec		441
Total	6966	6486



Construction inspections include review and closure of older permits that have not yet had a final inspection.

RENTAL HOUSING LICENSE AND INSPECTION PROGRAM

- At the start of 2022, Code Enforcement staff resumed normal operation to the Rental Housing Program, which had been modified due to COVID safety measures.
- There are currently 1,867 rental properties registered. This includes 1,205 single family and townhome units (65%) and 662 condominium units (35%). This number fluctuates based on new registrants and owners who choose to no longer rent their properties.
- Renewal notifications were mailed on November 15, 2023, to all rental properties. The deadline to submit payment and update registration information is February 1, 2024.
- As of December 1st, 522 properties have renewed.

2023 Rental Inspections

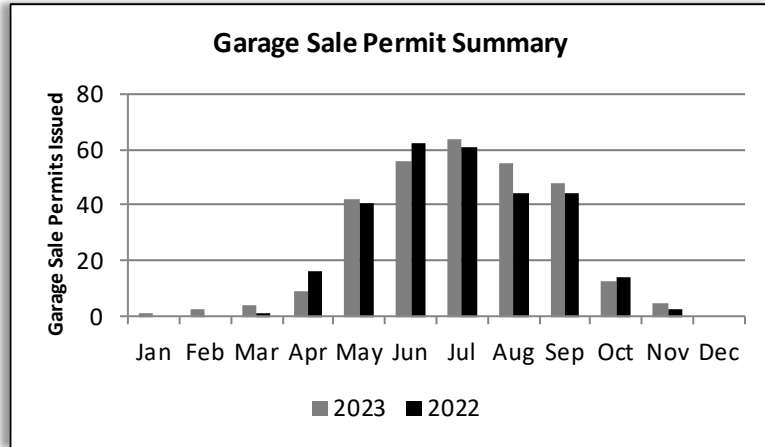
Inspection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Annual	219	129	185	140	187	132	143	208	72	46	127		1588
Reinspections	164	184	138	155	129	142	109	121	125	94	52		1413
Total	383	313	323	295	316	274	252	329	197	140	179	0	3001

Inspection Services Performance	November	4 th Quarter	Year to Date**	Year Target
Percentage of building inspections within 24 hr. notice	97%	97%	98%	95% within 24 hr. notice
Percentage of annual rental inspections completed	7%	9%	85%	100% of total*

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

Garage Sales

Year	2023	2022
Jan	1	0
Feb	3	0
Mar	4	1
Apr	9	16
May	42	41
Jun	56	62
Jul	64	61
Aug	55	44
Sep	48	44
Oct	13	14
Nov	5	3
Dec		0
Total	300	286

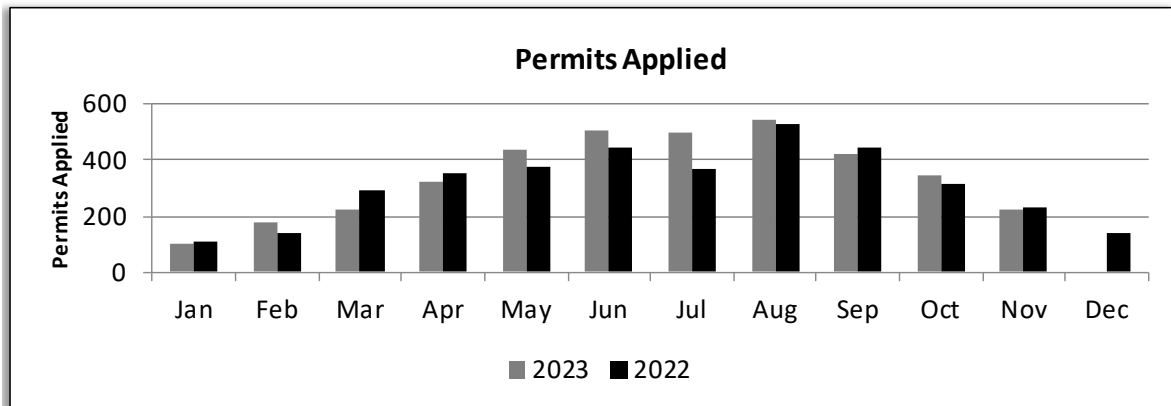


2023 Permits Issued

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2023 YTD	2022 Total
Commercial New	5	1	0	1	0	0	0	0	0	0	2		9	10
Single Family New	0	0	1	0	0	0	0	0	1	2	1		5	0
Land Development	0	0	0	0	0	0	0	1	0	0	0		1	1
Fire	25	11	10	10	18	9	13	13	15	8	16		148	139
All Other Permits	80	126	141	224	299	374	359	391	276	251	247		2768	3016
2023 Total	110	138	152	235	317	383	372	405	292	261	266	0	2931	

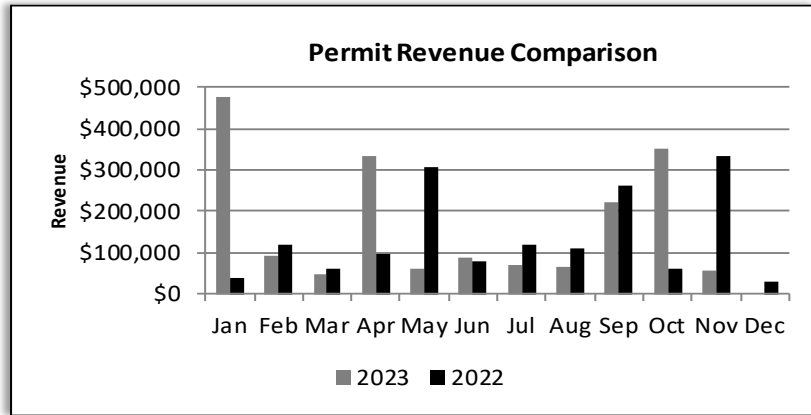
2023 Permits Applied

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	105	179	227	322	433	505	496	544	419	345	223		3798
2022	113	142	289	351	375	442	366	529	444	313	228	141	3733



Permit Revenue

Year	2023	2022
Jan	\$475,262	\$39,197
Feb	\$92,415	\$117,640
Mar	\$48,876	\$60,345
Apr	\$331,820	\$98,154
May	\$62,483	\$306,651
Jun	\$85,224	\$80,330
Jul	\$67,487	\$119,035
Aug	\$66,181	\$111,244
Sep	\$222,586	\$263,637
Oct	\$350,822	\$61,297
Nov	\$56,694	\$335,246
Dec		\$29,230
Total	\$1,859,850	\$1,622,006



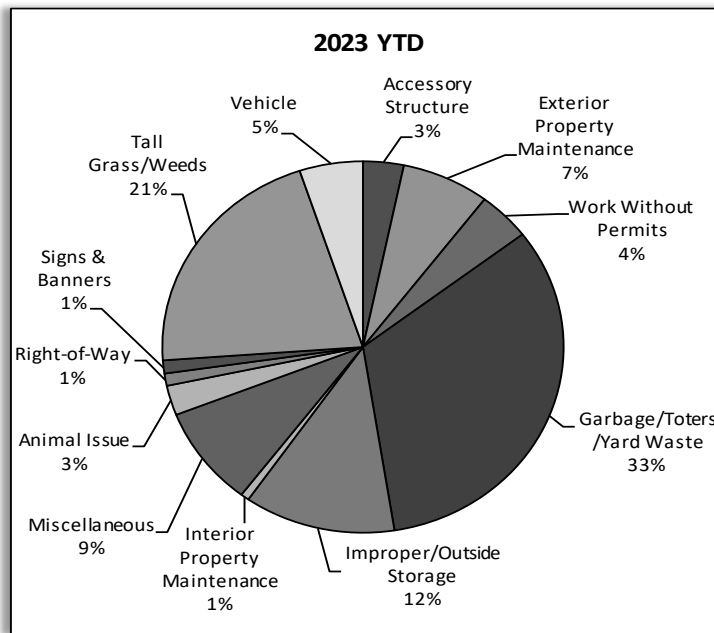
2023 Budget: \$1,572,000.

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

Building Permit Processing Performance	November	4 th Quarter	Year to Date	Year Target
Percentage of permit intake completed within 24 hours of submittal	96%	96%	97%	95% within 24 hours
Percentage of permit plan reviews completed within 10 business days	98%	98%	99%	95% within 10 days
Percentage of permits processed for issue within 48 hours of plan approval	96%	96%	97%	90% within 48 hours

2023 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2023 YTD	2022 Total
Accessory Structure	3	2	6	7	2	4	6	3	3	5	2		43	56
Exterior Property Maintenance	0	2	4	32	15	23	11	3	2	1	0		93	100
Work Without Permits	2	1	2	3	11	7	3	10	9	5	3		56	57
Garbage/Toters/Yard Waste	31	35	13	19	62	49	35	52	40	53	42		431	271
Improper/Outside Storage	11	17	5	15	29	17	13	18	13	13	9		160	85
Interior Property Maintenance	2	3	0	0	1	0	0	1	1	1	0		9	17
Miscellaneous	5	3	9	13	14	22	17	7	13	7	4		114	199
Animal Issue	1	0	1	2	1	0	3	14	11	0	1		34	24
Right-of-Way	1	0	1	0	1	7	0	3	1	0	0		14	18
Signs & Banners	0	2	5	0	2	4	1	1	0	0	0		15	12
Tall Grass/Weeds	0	0	0	1	116	68	45	14	8	23	1		276	506
Vehicle	4	4	3	10	3	7	8	5	6	10	7		67	33
2023 Total	60	69	49	102	257	208	142	131	107	118	69	0	1312	
2022 Total	31	6	21	56	285	394	146	122	93	91	51	82		1378



2023 Citations Issued

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Business License	7	22	27	19	14	95	27	26	54	1	34		326
Code	31	26	146	32	54	61	50	61	150	48	33		692
Rental	49	0	127	85	103	87	95	128	96	81	0		851
Total	87	48	300	136	171	243	172	215	300	130	67	0	1869

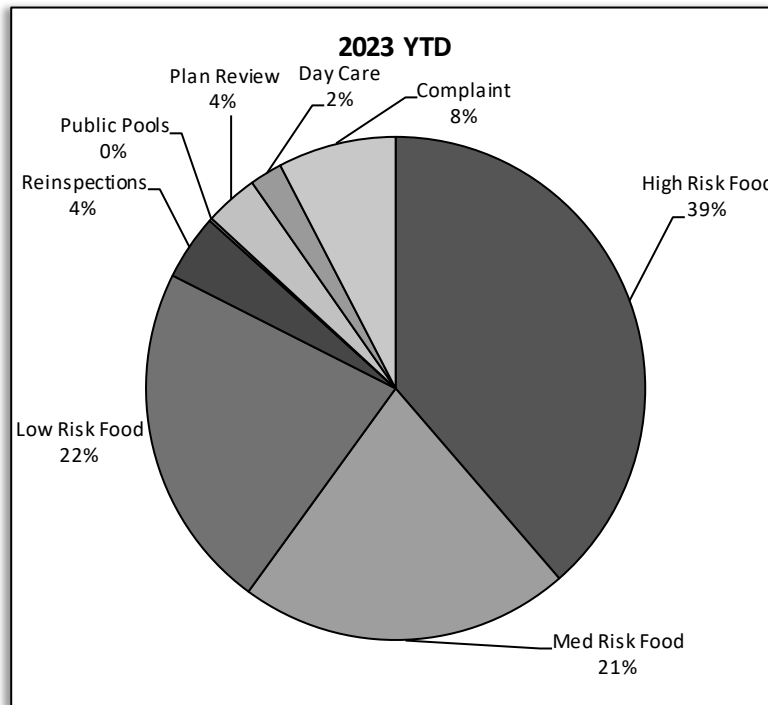
2023 Adjudication Court Dockets - Citations Presented

Court	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Code/Bus. Lic.	43	51	57	57	52	72	69	71	76	81	75		704
Rental	86	35	109	104	85	109	101	97	105	164	85		1080
Total	129	86	166	161	137	181	170	168	181	245	160	0	1784

Inspection Services Performance	November	4 th Quarter	Year to Date	Year Target
Percentage of property maintenance inspections completed within 24 hours of notice	98%	98%	97%	95% within 24 hr. notice

2023 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	30	32	4	1	41	24	0	1	31	37	1		202
Med Risk Food	1	0	33	33	4	1	2	1	0	0	37		112
Low Risk Food	0	2	1	2	1	2	52	51	4	2	0		117
Reinspections	2	1	1	2	6	2	3	1	2	2	0		22
Public Pools	0	0	0	0	1	0	0	0	0	0	0		1
Plan Review	0	1	0	0	2	4	4	2	3	1	1		18
Day Care	0	0	2	6	0	0	0	0	0	0	3		11
Complaint	4	6	5	1	4	2	5	2	3	3	5		40
Total	37	42	46	45	59	35	66	58	43	45	47	0	523



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 285 facilities that require a total of approximately 525 planned inspections throughout the year (this number fluctuates based on businesses opening/closing).

Health Inspections Performance	November	4 th Quarter	Year to Date	Year Target
Percentage of annual food health inspections completed	9%	18%	99%*	100% of total

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

ECONOMIC DEVELOPMENT & TOURISM MONTHLY REPORT

December 2023



Economic Development

- Monthly Reoccurring Tasks:
 - Staff facilitated and participated in calls, emails, social media messages, texts and meetings with land owners, brokers, developers and property owners about potential development in Hoffman Estates.
 - Promoted the Village on social media and built a network to share about projects within the Village.

- Staff closed out a strong Business Retention and Expansion program by meeting with 25 companies, after targeting to visit 15! The program will continue in 2024.

- Staff attended the 21st Annual Craft Brewers Guild Festival of Wood Barrel-Aged Beer to network and meet with brewers in the area in hopes of finding one who is looking to expand in the northwest suburbs. [Here is an article for more information on the event.](#) Several prospects came from the event and Staff is following up accordingly. *See photo of the crowded event.*



- Staff attended and set up a booth at the Bisnow Chicago Industrial Summit. The well attended event was a great chance to promote the Village and network with industry professionals. *See the photos on the right.*

- Staff continued developing a plan of action for the Stonington & Pembroke TIF district including implementing a small business grant to attract specific businesses to the district, engaging assistance with creating a place people want to congregate and finding prospects to move into the district.



- Completed all liaison duties for the Arts Commission including setting up event pages for the upcoming workshops, attending meetings and more.

- Economic Development Staff began planning another commercial real estate event for February 8th at the NOW Arena during the Windy City Bulls daytime game. The event was attended by over 60 professionals in 2023 so the plans are to build upon that successful event.



- Began working on an Economic Development landing page to enhance the readability of the Economic Development Strategic Plan.

- Attended the annual Next Level Northwest Annual Recognition Night at Pilot Pete's. Several graduates of the program were in attendance with a great presentation by NLNW. Two Hoffman Estates companies are interested in the program and Staff will follow up to assist them with the application and pitch night process.
- Ms. Oshana attended the Center Build Conference in Arizona. This event is focused on content and thought leadership and less on deal making and networking. The conference provided great insight into the state of retail around the country and challenges facing landlords, tenants and developers. Staff will continue to follow up with contacts from the show. *See the photo at the right.*
- Economic Development staff attended the:
 - Monthly Next Level Northwest Board Meeting
 - 7x24 Exchange Chicago Region Chapter holiday event



Tourism

- **Hotel Tax Revenue Comparative – October YOY**

In October 2022 the total hotel tax revenues directly reported were \$ 144,779, compared to October 2023 when revenues were \$125,009, a decrease of \$19,769. Online hotel tax revenues in October 2022 were \$2,850, yet in 2023 they were \$11,454, a dramatic increase of \$8,605. Combined revenues from both direct hotel bookings and online portals shows a decrease in total hotel tax revenues of \$11,165 from 2022 compared to the same month of 2023. Every Hoffman Estates hotel saw decreases in their directly reported tax revenues. The trend continues with an increase in the number of reservations booked online as opposed to individual hotel bookings signaling the continued trend for travelers to combine work and leisure travel (bleisure). Industry trends suggest a return to “normal” will occur in the first quarter of 2024.
- **Midlands Wrestling Tournament – December 28-31,2023 – NOW Arena**
 - Staff reached out to participating HE hotels to determine the number of teams each is currently hosting. Event organizers are issuing another invitation to Universities to encourage booking their reservations at only our participating hotels.
- **Now Arena Potential Future Events**
 - Staff is working with past event organizers to try to bring back Synchronized Skating Teams Mid Atlantic Event (6,000 room nights). However, as the Arena no longer makes ice, the event would need to block one week for ice creation and another week for the actual competition causing increased event costs. The event has migrated out of state so there is potential to write a grant to support arena costs if alternate dates are favorable to the event. Staff is working with Arena management on this and other potential events.
- **Youth Ice Hockey Tournament (Elgin/Fox Valley Ice Arena)**
 - Staff is working with the Elgin/Fox Valley CVB on drawing a youth hockey tournament to the area in 2025. Chicago Marriott NW and Holiday Inn Express were invited to submit their interest and rates to support this effort. Both hotels completed the online RFP providing rates that compensated them for the required commission and rebates to the event housing authority.

Meetings/Activities

- 4th of July Commission meeting
- Celtic Fest Commission
- Circulate Police Incident Reports to HE Hotels
- Researching additional vendors for Celtic Fest 2024
- Contacted food vendors for NW 4th Fest 2024
- Meet with MEET Chicago NW – they are providing leads for potential Arena events for 2025
- Meet with Elgin/Fox Valley CVB – they are including us in bids for youth sporting events to meet lodging needs
- Tour HE with new Economic Development Specialist
- Serve at Senior Harvest Luncheon
- Webinar – SEO for Small Businesses – Harper College
- Webinar – The Next Big Thing: Innovation in Business Travel
- Webinar – SME – Managing Small & Midsize Travel Programs
- Attended Volunteer Appreciation Dinner



Kevin Kramer, Director of Economic
Development



Linda Scheck, Director of Tourism & Business
Retention