

AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
September 13, 2010

7:30 P.M. - Board Room

Members:	Gary Pilafas, Chairperson	Karen Mills, Trustee
	Cary Collins, Vice Chairperson	Jacquelyn Green, Trustee
	Ray Kincaid, Trustee	Anna Newell, Trustee
		William McLeod, Mayor

I. Roll Call

II. Approval of Minutes - August 31, 2010

NEW BUSINESS

1. Request authorization for an EDA Contract for a second phase of Prairie Stone regulatory signs/wayfinding signage in an amount not to exceed \$10,307.
2. Discussion regarding notification process for residential nonconforming driveways.
3. Request acceptance of Department of Development Services monthly report for Planning Division.
4. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
5. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

III. President's Report

IV. Other

V. Items in Review

1. Request approval to expand the number of members on the Economic Development Commission. (November 2010)
2. Discussion regarding combining the functions of the Plan Commission and Zoning Board of Appeals.

VI. Adjournment

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

August 31, 2010

I. Roll Call

Members in Attendance:

**Cary Collins, Vice-Chairperson
Trustee Ray Kincaid**

**Other Corporate Authorities
in Attendance:**

**Trustee Karen Mills
Trustee Jacquelyn Green
Trustee Anna Newell
Village President William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Nancy Harbottle, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr., Dev. Services
Peter Gugliotta, Director of Planning
Gary Skoog, Director of Economic Development
Gary Salavitch, Director of Engineering
Patrick Seger, Human Resource Mngmnt Dir.
Robert Gorvett, Fire Chief
Clint Herdegen, Police Chief
Algean Garner, Director of H&HS
Ken Hari, Director of Public Works
Bruce Anderson, Cable TV Coordinator
Rachel Musiala, Asst. Director of Finance
Gordon Eaken, Director of IS
Bev Romanoff, Village Clerk
Nathan Roseberry, Traffic Engineer
Ben Gibbs, GM - Sears Centre Arena**

Others in Attendance

Reporter from *Chicago Tribune*

The Planning, Building & Zoning Committee meeting was called to order at 7:05 p.m.

II. Approval of Minutes

Motion by Trustee Mills, seconded by Trustee Newell, to approve the Planning, Building & Zoning Committee meeting minutes of July 26, 2010. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Green, seconded by Trustee Newell, to approve the Planning, Building & Zoning Committee special meeting minutes of August 2, 2010. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval by homeowner for release of a portion of open space easement at 4701 Sunflower Lane (widening of an existing driveway).**

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

Motion by Trustee Mills, seconded by Trustee Collins, to approve homeowner for release of a portion of open space easement at 4701 Sunflower Lane (widening of an existing driveway). Voice vote taken. All ayes. Motion carried.

- 2. Request by Ryland Homes for a site plan amendment to allow the acceptance of Beacon Point subdivision prior to the acceptance of Beacon Point Drive extension.**

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

Matt Pagoria from Ryland Homes explained to the Board of Trustees why Ryland Homes was requesting the site plan amendment. Trustee Mills, Trustee Collins and Jim Norris discussed what might happen if Shoe Factory Road LLC failed to follow through.

Motion by Trustee Mills, seconded by Trustee Newell, to approve request from Ryland Homes for a site plan amendment to allow the acceptance of Beacon Point subdivision prior to the acceptance of Beacon Point Drive extension. Voice vote taken. All ayes. Motion carried.

- 3. Request by Clear Wireless LLC for approval to resubmit a variation and special use request for communications antennas to be located on an existing light pole at Conant High School (700 Cougar Trail) based on new evidence and changed conditions.**

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

Paul Williams from Clear Wireless explained the changed conditions of the request. Trustee Kincaid and Mr. Williams discussed whether there would need to be any additional changes to the property to accommodate the request.

Motion by Trustee Mills, seconded by Trustee Green, to approve Clear Wireless LLC to resubmit a variation and special use request for communications antennas to be located on an existing light pole at Conant High School (700 Cougar Trail) based on new evidence and changed conditions. Voice vote taken. All ayes. Motion carried.

4.
 - a. **Consider an ordinance declaring old Fire Station #24 at 2601 Pratum Avenue surplus and direct Corporation Counsel and Village Manager to finalize real estate contract with Delta Mobile.**
 - b. **Request by Delta Mobile Software Inc. for a Class 6B classification for property tax assessment purposes for property located at 2601 Pratum Avenue.**

Item summary sheets from James H. Norris, Arthur L. Janura and Gary Skoog were presented to the Committee.

Peter Tsantilis from Delta Mobile, Inc. explained the request. Trustee Collins and Mr. Tsantilis discussed the nature of Delta Mobile's business. Mr. Tsantilis explained that his company provides component parts for cellular devices and that the fire station bays would be used for product test chambers. Trustee Collins expressed concern at the price of the fire station.

Trustee Mills and Mr. Norris discussed changes to the resolution. Trustee Collins, Mr. Norris and Mr. Tsantilis discussed parking accommodations and facility expansion plans.

Motion by Trustee Mills, seconded by Trustee Kincaid, to approve an ordinance declaring old Fire Station #24 at 2601 Pratum Avenue surplus and direct Corporation Counsel and Village Manager to finalize real estate contract with Delta Mobile. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Mills, seconded by Trustee Newell, to approve Delta Mobile Software Inc. for a Class 6B classification for property tax assessment purposes for property located at 2601 Pratum Avenue, with corrections. Voice vote taken. All ayes. Motion carried.

5. **Discussion regarding options for the continuation of the Ad Hoc Sears Centre Advisory Committee.**

An item summary from Mark Koplin and Arthur L. Janura was presented to the Committee.

The Mayor and the Board of Trustees discussed the merits of dissolving the Ad Hoc Sears Centre Advisory Committee and having the Sears Centre Arena policy items come before a standing committee. Trustee Collins suggested that the Sears Centre Arena policy items be brought before the Finance Committee. Trustee Kincaid explained that a five person committee isn't enough and that the Village would benefit from a larger, permanent committee comprised of residents or businesses from the Village.

Trustee Kincaid and Ms. Harbottle discussed whether a larger committee consisting of three Village Board members would violate the Open Meetings Act, and Ms. Harbottle determined that so long as the meetings are public, there wouldn't be a violation.

The Mayor and the Board of Trustees all expressed gratitude to the Ad Hoc Sears Centre Advisory Committee and their work during the transition.

Trustee Mills and Trustee Collins discussed that the Ad Hoc committee was meant to be temporary and that the Board should now take ownership of the Sears Centre Arena. Trustee Kincaid and Mayor McLeod discussed the process for interviewing the new Owners Representative and Mayor McLeod explained that the Board would interview final candidates for the position. Trustee Mills and Trustee Collins discussed having the members of the Ad Hoc Sears Centre Advisory Committee present during the interview of final Owners Representative Candidates to ask questions.

Motion by Mayor McLeod, seconded by Trustee Collins, to disband the Ad Hoc Sears Centre Advisory Committee and to have Sears Centre Arena policy items come before the Finance Committee for discussion and recommendation to the Board of Trustees. Voice vote taken. Nay Trustee Kincaid. Motion carried.

6. Request acceptance of Department of Development Services monthly report for Planning Division.

The Department of Development Services monthly report for Planning Division was submitted to the committee.

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

7. 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 submitted to the committee.

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

8. 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 submitted to the committee.

Motion by Trustee Green, seconded by Mayor McLeod, 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

Mayor McLeod shared positive feedback from a resident regarding Chief Herdegen's retirement and compliments regarding local road improvements. Mayor McLeod also shared that Mike

Hankey was a contributor to the *Highway Safety Manual*. Mayor McLeod reminded everyone that on Saturday, September 11th, the Village will host a September 11th Ceremony of Remembrance. Mayor McLeod then shared the details of events that have taken place over the past month.

IV. Other

Trustee Collins shared that he attended the Business Under the Big Top chamber event.

V. Items in Review

1. Discussion regarding notification process for residential nonconforming driveways. (September 2010)
2. Request approval to expand the number of members on the Economic Development Commission. (November 2010)
3. Discussion regarding combining the functions of the Plan Commission and Zoning Board of Appeals.

VI. Adjournment

Motion by Mayor McLeod, seconded by Trustee Newell, to adjourn the meeting at 7:40 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Kerous, Director of Operations
Office of the Mayor & the Board

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization for an EDA Contract for a second phase of Prairie Stone regulatory signs/wayfinding signage in an amount not to exceed \$10,307

MEETING DATE: September 13, 2010

COMMITTEE: Planning, Building and Zoning

FROM: *Mark* Mark Koplin

REQUEST: Request authorization for an EDA Contract for a second phase of Prairie Stone regulatory signs/wayfinding signage in an amount not to exceed \$10,307.

BACKGROUND: On repeated occasions, businesses interior to Prairie Stone indicated their customers have a difficult time finding their store, as it is not visible from the adjacent state highways. Wayfinding signage was desired due to the emerging Entertainment District in Prairie Stone to guide customers and patrons to various uses. In December 2009, the Village Board approved an EDA Contract for installation of wayfinding signs at nine locations in Prairie Stone. The Village has received positive feedback on those signs.

Since the installation of the original signs last winter, several additional locations have been identified for 59/90 signage. In addition, there is an opportunity to use the 59/90 signage to assist Sears Centre Arena traffic in wayfinding to the major roads adjacent to the 59/90 Entertainment District/Prairie Stone.

In April 2010, prior to anticipated large crowds at several Sears Centre Arena events, Public Works installed additional IL-59 and IL-72/Higgins Road shield signs at six locations in Prairie Stone. These costs were not included in the previous EDA Contract.

Pursuant to the Economic Development Agreement, which requires submittal to and approval by the Village Board, Village staff have prepared a proposed contract for wayfinding signage along Hoffman Boulevard, Prairie Stone Parkway, and Pratum Avenue. The work, considered EDA eligible, is consistent with previous public infrastructure EDA Contracts approved by the Village since inception of the EDA.

BACKGROUND: (Continued)

Project costs, as defined in the Economic Development Agreement, include “construction of the Public Improvements”. These improvements are specifically referenced in Exhibit I, Section E.b and c under Phase II Development Public Site Improvements - Roadways. Costs related to the improvements in the right of way are considered reimbursable from the Junior Lien Bond Funds, which have been previously used at the discretion of the Village for public right of way improvements, such as traffic signs, street lights, road design changes, etc.

A copy of the EDA Contract was placed on the Trustees’ table on September 9, 2010.

DISCUSSION:

Based on Trustee Kincaid’s comments at the Village Board meeting in early July, as well as a request by the Park District for signage for the Prairie Stone Sports & Wellness Center, and a review of what we have done in Prairie Stone related to directional signs, we propose the following as a “phase two” to the blue 59/90 signs installed last winter.

1. On Pratum Avenue between the Sears Centre Arena exit opposite Cabela’s entrance and Prairie Stone Parkway for northbound traffic, add a blue 59/90 sign with directions to IL-59, IL-72, and I-90.
2. On Pratum Avenue at Trillium Boulevard, add a blue 59/90 sign with directions to IL-59, IL-72, and I-90.
3. On Hoffman Boulevard at Pratum Avenue, add a blue 59/90 sign with directions to IL-59, I-90, and Marriott.
4. On Prairie Stone Parkway at Sedge Boulevard, add a new blue 59/90 sign with Prairie Stone Sports & Wellness Center, and Village Green (with “up” arrows).
5. On Trillium Boulevard and Prairie Stone Parkway, midway between Pratum Avenue and IL-72, add I-90 and IL-59 “shields” on light poles.
6. On Prairie Stone Parkway between the Sears Centre Arena west lot and Beverly Road, add IL-72 and I-90 “shields” on light poles.
7. On Hoffman Boulevard at IL-59 (where the brown Cabela’s Museum signs are currently), replace with a new blue 59/90 sign with Sears Centre Arena, Cabela’s, and Marriott (with “up” arrows).
8. Remove the brown Cabela’s signs at IL-59 and at Prairie Stone Parkway/Beverly Road, leave the one at Higgins/Prairie Stone Parkway for now.

DISCUSSION: (Continued)

On two of the existing 59/90 signs, we would like to add lettering for an additional destination. We would like to add VILLAGE GREEN at the westbound sign on Prairie Stone Parkway adjacent to Silesia (with a right arrow) and to the eastbound sign on Prairie Stone Parkway west of Pratum Avenue (with a left arrow). This will cost about \$75 each if the work is done at the same time as the contractor installs the five new signs.

It would take about 4-6 weeks to get the new signs fabricated and installed by the contractor. Public Works can do the shields in less time.

Instead of Public Works putting out the barricade signs on the day of Village Green concerts indicating "Event Today" throughout Prairie Stone, we looked at the additional cost of either creating folding signs (fold down on the day of the event) or drilling holes into the 59/90 signs and hanging "Village Green Event Today" signs on the day of the event. Public Works can fabricate and install the signs at a cost of \$175 each (up to eight locations) and the message would be more "unified" with the 59/90 signs.

All of these signs will be considered temporary (2-5 years) until more businesses fill in the Entertainment District parcels and until permanent wayfinding signs are installed. Some landscaping elements could also be added to the sign bases at a later date.

Exhibit A depicts locations of the signs and Exhibit B shows sample designs.

A year ago, staff received bids from three sign vendors. Staff recommended Vital Signs for the phase one contract, as their design and specifications met the Village's requirements and their cost proposal was the lowest for those proposals meeting Village requirements and offered an option for a higher quality sign and posts for a minor incremental cost that would better allow the "59/90 bug" to be placed on the sign back to assist in the branding of the area (repetition builds awareness and recognition). Staff again recommends using Vital Signs based on their cost proposal and familiarity with these signs.

Most of the EDA Contracts approved by the Village have been submitted by Sears, who has constructed improvements as the Village's agent. For this EDA Contract, the Village will purchase the signage described below directly without the use of Sears or ConopCo as our agent.

It is noted that the EDA Contract also includes the standard project management fee, in this case, this fee is directed to the Village for our coordination of the project, as well as a typical contingency. A description of each of the specific components of the proposed EDA Contract follows.

A. *Vital Signs*

As described above, Vital Signs will fabricate and install five wayfinding signs at various locations in Prairie Stone ($\$900 \times 5 = \$4,500$). Also, add "Village Green" lettering to two existing signs ($\$75 \times 2 = \150).

The total amount of this subcontract is \$4,650.

DISCUSSION: (Continued)**B. Village of Hoffman Estates (Public Works Department)**

Install new I-90, IL-59, and IL-72/Higgins Road "shield" signs at four new locations (\$350 x 4 = \$1,400).

The total amount of this subcontract is \$1,400.

C. Village of Hoffman Estates (Public Works Department)

Install I-90, IL-59, and IL-72/Higgins Road "shield" signs at six locations (work completed prior to the April Sears Centre Arena events) (\$1,474).

The total amount of this subcontract is \$1,474.

D. Village of Hoffman Estates (Public Works Department)

Install "Village Green Event Today" signs at eight locations (\$175 x 8 = \$1,400)

The total amount of this subcontract is \$1,400.

E. Project Management Fee (Village of Hoffman Estates)

Consistent with the previously approved EDA Contracts, a management fee is requested for this project. The fee paid to the Village will be 5% to cover staff time, primarily for the Transportation and Engineering Division.

The total amount of this subcontract is \$446.

F. Contingency

A contingency is requested to cover the unknown costs associated with design and construction of the improvements. The contingency represents 10% of the total of the subcontracts and is consistent with previously approved EDA Contracts.

A total of \$937 is requested for contingency.

RECOMMENDATION:

Recommend approval of an EDA Contract for a second phase of Prairie Stone regulatory signs/wayfinding signage with:

- A. Vital Signs (Elmhurst, IL) in the amount of \$4,650.
- B. Village of Hoffman Estates (Public Works) in the amount of \$1,400,
- C. Village of Hoffman Estates (Public Works) in the amount of \$1,474.
- D. Village of Hoffman Estates (Public Works) in the amount of \$1,400.
- E. Village of Hoffman Estates (Development Services) in the amount of \$446.
- F. Include a contingency of \$937.

For a total not to exceed \$10,307.

Attachments



Prairie Stone Wayfinding Additional Sign Locations

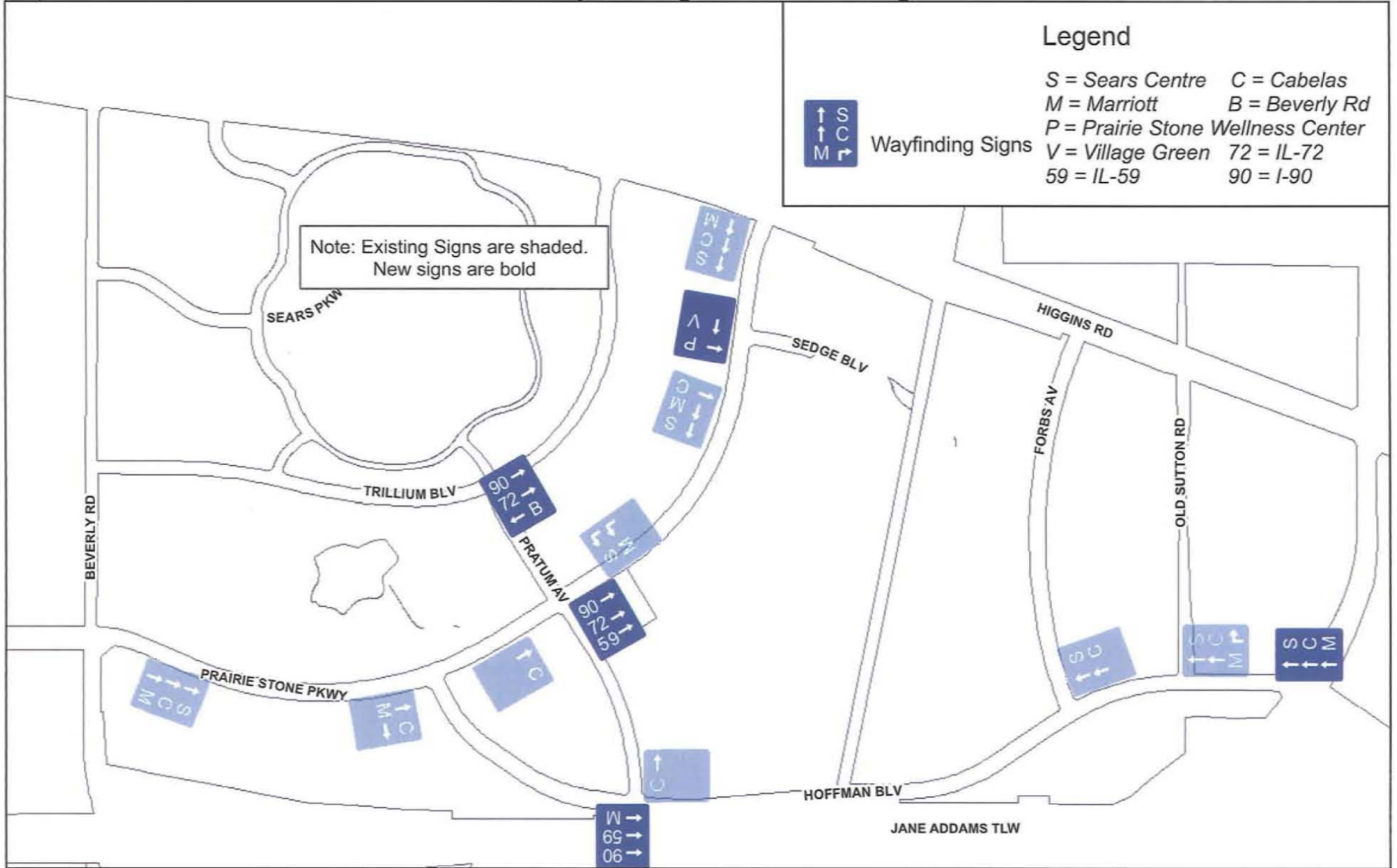
Legend



Wayfinding Signs

- S = Sears Centre C = Cabelas
- M = Marriott B = Beverly Rd
- P = Prairie Stone Wellness Center
- V = Village Green 72 = IL-72
- 59 = IL-59 90 = I-90

Note: Existing Signs are shaded.
New signs are bold



1 inch = 1,000 feet

Transportation and Engineering Division
Village of Hoffman Estates

EXHIBIT A



**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Discussion regarding notification process for residential nonconforming driveways

MEETING DATE: September 13, 2010

COMMITTEE: Planning, Building and Zoning

FROM: Peter Gugliotta *PG*

REQUEST: Discussion regarding notification process for residential nonconforming driveways.

BACKGROUND: In 1997, the Village Board adopted the current driveway regulations, which require all residential driveways to lead to an approved parking structure (garage or carport). During the past 13 years, the Village has been working with residents to remove nonconforming situations at a rate of roughly 10-15 per year through permit requests, and a few more per year due to street reconstruction projects. Staff has documented more than 500 single-family properties in the Village with driveways that currently do not conform to the Zoning Code.

In 2002, 2006, 2009, and most recently in May 2010, the Village Board reaffirmed enforcement of the driveway regulations for existing nonconforming situations. The May 2010, affirmation was specifically focused on driveways affected by a street reconstruction, however, the discussion and action included the formal adoption of a detailed policy for addressing all nonconforming driveways (see attached).

Based on a review of likely street reconstruction projects over the next ± 10 years, it is estimated that potentially 20-25 driveways (total) would need to be removed or modified due to a street project. In addition, due to deterioration or resident initiated remodeling or expansion projects, roughly 10-15 driveways per year are typically required to be brought into compliance. The economic conditions may have slowed this number for the present, however, as the nonconforming driveways continue to age, the number could increase.

DISCUSSION: As a follow-up to the May 2010, meeting, staff was requested to summarize how affected residents can be notified that they have a nonconforming driveway and that it may need to be altered or removed in the future.

DISCUSSION: (Continued)

Traditionally, as the Village has updated its codes, property owners or businesses have not been notified directly of the new code change. Often it is not feasible to identify all situations and it is costly to provide extensive notice. An example would be the regular periodic updates to the building codes, which may affect hundreds of structures in a variety of ways, however each building owner is not necessarily notified of each code change. Further, many owners will not be affected by a code change unless they take some action on their own and propose to remodel or expand their structure. Many owners can keep their nonconforming driveways without changing them for years as long as they are not deteriorated or they do not propose a major remodeling project on their property. There is no legal requirement for the Village to identify and directly notify each property owner about a change to its codes as long as the proper process is followed for amending the text of the Village code.

Extensive notification about a nonconforming issue is not typically done several years after the code has been changed, however, the issue of nonconforming driveways has been raised as a discussion point every few years recently and therefore a more extensive effort can be made to educate residents about this code requirement.

Present Practice

Currently, for street reconstruction projects, a field survey is done to identify nonconforming driveways and then the affected residents are notified by mail and/or in person as soon as the Village determines which streets are going to be completed. Other residents on streets not affected by reconstruction are told of the need to alter or remove their nonconforming driveway at the time the driveway falls into disrepair or at the time any significant building permit is proposed on the property. Staff works extensively with each resident to discuss options that will work in each situation and a reasonable (sometimes extended) compliance period is established for the resident.

Proposed Expansion of Notification Process

In addition to the current practice noted above, there are additional efforts that can be undertaken to help inform residents of this particular requirement. The following additional notification options are suggested:

1. With recent advancements in computer graphic capabilities, staff can produce (in house) much more detailed handouts and guides (including before and after photos) for use when communicating with residents about necessary driveway changes.
2. Code Enforcement staff can implement a more proactive approach for notifying residents as they have encounters during various permit reviews or other interactions. For example, if a shed permit is applied for, a nonconforming driveway may be identified, but it is not required to be altered. Staff could use the opportunity to educate the resident on the code requirement and offer ideas for the resident to consider in the future.
3. An article can be produced for publication in the *Citizen* newsletter and on the Village website alerting residents to the code and possible ways to address nonconforming situations, when applicable. This would not apply to most residents, but is a cost effective way to make sure each home receives detailed information directly at their address.

DISCUSSION: (Continued)***Direct Notification***

The issue of direct notification has been investigated and a number of challenges have been identified. These issues are addressed below.

One strict notification method to ensure that current and future property owners are informed of this specific code requirement would be to formally record some type of notification document with the County against each affected parcel. Costs for recording a simple document for each parcel have been estimated at roughly \$100 per parcel, not including attorney's expenses or other staff time. With more than 500 driveways, this would cost more than \$50,000 just for the recording process. Further, causing this item to show up on a title report could "cloud" the title and create problems for residents selling and possibly even refinancing their properties. Currently, a home sale is not typically affected by the driveway or any other Zoning Code requirement, however, a recorded statement on the title could create a significant issue.

An approach that involves sending notices directly to each nonconforming property has several drawbacks also. If each resident were to receive a direct notification from the Village, no matter how precisely the letter is worded, a certain percentage of residents would likely interpret the mailing to mean they were being required to immediately do something about their driveway. This could cause a significant amount of undue stress and concern on many residents who would otherwise be able to maintain their current nonconforming status for many years into the future. Raising this issue for all nonconforming driveways at the same time would affect more than 500 residents concurrently and may generate confusion and misconceptions about the code requirement. This immediate impact on such a large number of residents would not reflect the reality that it will most likely take well over a decade for most nonconforming driveways to require some type of alteration or removal.

Under the current practice, only the residents immediately affected are contacted by staff (typically 15-25 residents per year). Because there are a number of different driveway configurations, the current volume of driveway cases each year allows staff to spend extensive time with each resident (typically including a site visit) to answer questions and offer various suggestions and options on how the code can be met depending on the residents specific situation. This process has worked well and over the past 13 years as evidenced by the fact that the Village has only seen one variation request per year, on average.

Both of the above approaches extend far beyond the legal process required of the Village and are not consistent with the process typically followed for many other code amendments. It is also noted that this is not a new code change (it occurred 13 years ago) and dozens of property owners have already altered or removed their driveways to comply.

In addition to the challenges noted above, a critical element (and possible obstacle) to some type of direct notification is the fact that the Village does not have an exact list of every nonconforming driveway in existence. Previous counts that were done for Planning, Building and Zoning Committee discussions were completed quickly to obtain only an estimate. The counts only focused on the neighborhoods where the drives are most prevalent and it is likely there are additional driveways scattered throughout the Village that were not counted.

DISCUSSION: (Continued)

An extensive survey of the Village would be needed to attempt to identify every nonconforming situation. There may be parcels where residents have numerous vehicles and/or fences that obscure clear views into the rear yards where a garage may or may not be present and it may not be possible to ascertain with 100% certainty whether a driveway is conforming or not. Without entering private properties or doing extensive research of air photos, it is not likely a 100% accurate list could be generated. Omitting some residents from a notification process would raise concerns.

In summary, a direct notification attempt would run the risk of not being completely accurate, may cause unnecessary stress on a large number of residents who would otherwise not be faced with this issue anytime in the near future, and could be costly in terms of Village resources in the short term.

RECOMMENDATION:

It is recommended that in addition to the continued implementation of the attached policy approved by the Village Board in May 2010, the following efforts should be undertaken:

1. With recent advancements in computer software capabilities, staff can produce (in house) much more detailed handouts and guides (including before and after photos) for use when communicating with residents about necessary driveway changes.
2. Code Enforcement staff can implement a more proactive approach to notifying residents as they have encounters during various permit reviews or other interactions. For example, if a shed permit is applied for, a non-conforming driveway may be identified, but it is not required to be altered. Staff could use the opportunity to educate the resident on the code requirement and offer ideas for the resident to consider in the future.
3. An article can be produced for publication in the *Citizen* newsletter and on the Village website alerting residents to the code and possible ways to address non-conforming situations, when applicable. This would not apply to most residents, but is a cost effective way to make sure each home receives detailed information directly at their address.

Attachment

cc: W. Weaver (Zoning Board of Appeals)

Formal Village Policy for Addressing Non-Conforming Driveways **Approved May 2010**

1. Continue administering the Zoning Code which requires that nonconforming driveways be brought into conformance with any permit work on the house, garage, or driveway. Any nonconforming driveway that falls into disrepair shall be removed or modified to meet the current code. (A property owner always has the option of applying for a zoning variation to allow a specific nonconforming driveway to remain if the Village Board determines that the variation standards are met.) Staff will continue to work extensively with residents to help explain the code, suggest cost effective solutions for meeting the code, and establishing reasonable compliance periods for residents who need to remove or modify a driveway as part of a building permit.
2. Any nonconforming driveway apron in the Village right of way that is removed by the Village street project shall not be replaced and will be restored with grass. (A property owner always has the option of applying for a zoning variation to allow a specific nonconforming driveway to remain if the Village Board determines that the variation standards are met.) Owners will be notified both in person and in writing as early as possible in the process once the situation has been identified by the Village. Due to the current economic conditions, the owner will be given a compliance grace period of two years to remove the remainder of the nonconforming driveway on private property, with any extension requiring approval by the Village Board.
3. With each year's Annual Street Rehabilitation Program, staff will obtain a best price from the road contractor for driveway removal and restoration. This price will be offered to owners who are required to remove driveways due to the street program. The owner will be given the opportunity to privately hire the street contractor at the set rate. Owners always have the option of hiring their own contractor to complete the work.
4. This policy shall be effective until March 1, 2012, at which point it shall be reconsidered based on the potential for economic conditions to improve and the potential for requiring shorter grace periods for compliance.

**VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF DEVELOPMENT SERVICES
PLANNING DIVISION MONTHLY REPORT**

**SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
SEPTEMBER 2010**

(NOTE: Items in *italicized text* indicate projects with a high level of activity during the most recent monthly period.)

PLAN COMMISSION

SEPTEMBER 1, 2010 - MEETING SUMMARY

APPLICANT ADDRESS	REQUEST	RESULT
Meeting canceled		

Upcoming Meeting: September 15, 2010

Shree Jalaram Mandir Expansion, 425 Illinois Boulevard - Site plan for parking and building expansion.

Upcoming Meeting: October 6, 2010

No petitioners scheduled yet

Upcoming Petitioners and Related Activities

St. Alexius Medical Center Campus, 1555 North Barrington Road - Plat of resubdivision, permanent parking deck and building addition on east side

Beverly Properties, southwest corner of Beverly and Higgins Road - Site plan for apartments

Alliance Church, 665 Grand Canyon Parkway - Site plan for building and parking lot expansion

Alexian Brothers Behavioral Health Hospital – Site plan amendment for various sidewalk additions

Former Fire Station 24 (Delta Mobile) – Site plan for reoccupancy and future expansion

Bright Hope, northwest Corner Hassell and Stonington - Site plan amendment for site improvements

Beacon Point Phase II - Annexation Agreement amendment and site plan for residential/commercial development

Maranatha Church, southwest corner of Berner and Shoe Factory Roads - Annexation and site plan for new church

Knanaya Catholic Church - West side of Rohrssen Road, south of Shoe Factory Road- Annexation & site plan for church

Prairie Stone Parcel 16 - Site plan for hotel and restaurant

Police Department - Rezoning, plat of consolidation

ZONING BOARD OF APPEALS

Upcoming Meeting: September 21, 2010

Fanuc, 1800 Lakewood Blvd. - Sign variation

Heidner Property, 2081-95 N. Barrington Rd. - Master sign plan (Con't from 7/20/10)

T-Mobile/HE Park Dist., 3600 Lexington - Special use & variation cellular antenna tower

Shree Jalarm Mandir, 425 Illinois Blvd. - Special use for church/temple expansion

Upcoming Meeting: October 5, 2010

Barrington Pointe, 2300 N. Barrington Rd. - Master sign plan amendment

Pratum Partners, LLC. - Text amendment for EDA wall signs

Serta, 2600 Forbs - Sign variation

Upcoming Petitioners:

America's Bar & Grill, 2308 W. Higgins Rd. - Special use for game room, restaurant & Variation for number of games

Clearwire/Conant, 700 Cougar Trail - Special use & variation for cell antennas

T-Mobile & Hoffman Estates Park District, 1675 Nicholson - Special use and variation for cellular antenna tower

St. Alexius Medical Center - Special use for hospital building and parking expansion

GENERAL ACTIVITIES

General Planning Efforts – Inquiries and discussions regarding new developments have generally increased during the past several weeks. Staff continues to meet with developers to discuss various sites that may be the subject of development or redevelopment. Planning staff continues to work with other departments on compiling final punch list inspections for subdivision acceptance of Beacon Pointe, Devonshire Woods, Yorkshire Woods and Beacon Pointe Drive. Planning staff began work on the development of performance measurement objectives.

Websites – Planning staff continues to regularly update the Planning, CDBG, Census, Green, Grants, and Economic Development portions of the Village website. Most current updates and improvements have focused on the Economic Development area, which can be viewed at www.hoffmanestates.org. Most recent information includes new graphics and maps for the 59/90 District.

Planning staff has been performing regular updates to the Village's www.visithoffman.com website, where detailed information can be found on dining, lodging, entertainment, and shopping opportunities. Planning has expanded the information available regarding the Poplar Creek at 59/90 Entertainment District on the site, and other enhancements continue to be made.

Poplar Creek at 59/90 Entertainment District - Planning staff completed a 59/90 article and accompanying graphics for the September edition of the *Citizen* newsletter. Staff continues to work with the Economic Development Division on marketing and branding for the Prairie Stone Entertainment District, including promoting the use of the 59/90 logo by businesses within the District. Coordination is being done with businesses, including Cabela's and McShane, regarding signage needs and how they will fit with the Village efforts. Staff is continues to work on locations and designs for Entertainment District signs at the three primary entrances to the District and talking to businesses who may be interested in funding/partnering on these signs. Staff is also working with the marketing staff at the Sears Centre Arena to coordinate efforts.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The Planning Division maintains up to date CDBG Program information, including access to copies of all past documents, public meeting notices, RFP notices, and current status information for ongoing CDBG activities on the Village's website at www.hoffmanestates.org/cdbg.

General - Staff is coordinating the development of the next five-year Consolidated Plan, which will be due in August 2011. This Plan will address Village program goals for the next five years.

Single-Family Housing Rehabilitation - North West Housing Partnership (NWHP), acting as the Village's subrecipient, is currently working with several homeowners on the loan and construction application process for single family home rehabilitation projects. Eight homes have been completed in Program Year 4 and several homes are proceeding through the application and construction process. NWHP has notified staff that after the processing of these individuals, all rehabilitation funds from the 2009 program year will be depleted and new projects will be on hold until the new program year funding is available in October.

GRANTS

The Planning Division maintains up to date information, including a summary of current grant efforts and transparency reporting information, on the Village's website at www.hoffmanestates.org/grants.

The Village received notice that \$50,000 was awarded a Highway Safety Improvement Program (HISP) for a roundabout evaluation at Bode Road and Salem Road and Bode Road and Gannon Drive. This project will encompass the Phase I engineering design for the Bode Road and Salem Drive STP project. Staff continues to pursue additional rebates for current EECBG lighting projects and continues to search for and investigate new grant opportunities through a variety of sources. Staff is coordinating information for final recycling container purchases for the Village Hall.

Non- ARRA Grant	Amount Allocated/ Received	Amount Reimbursed / Expended	Project	Status
Illinois Department of Commerce and Economic Opportunity (DCEO) Energy Efficiency Incentives	\$29,211.50 (as of 4/8/10)	\$4,211	Supplemental funding for multiple lighting projects funded by the Energy Efficiency and Conservation Block Grant (EECBG).	Several projects are underway; one project has received rebate upon completion.
Firefighters Assistance Grant from FEMA	\$312,000	N/A	Purchase 13 Cardiac Monitors and Defibrillators.	Staff has been meeting to determine best equipment to purchase. Planning to make purchase in January 2011.
Emergency Operations Center – Technology Grant	\$70,000	N/A	Federal funding for technology at the new EOC, including communications and video equipment.	Award just announced; final step in the process is underway.
Illinois Department of Commerce and Economic Opportunity (DCEO) Construction Grants	\$325,000 anticipating \$ 1,325,000	N/A	Reimbursement funding for construction costs at Police & EOC Building, 411 W. Higgins Rd	One grant has finished processing, waiting on State to finalize other three.
Illinois Department of Transportation (IDOT)	\$50,000 (90% grant) Village share: \$5,000	N/A	Evaluation of roundabout safety in location of Bode and Gannon and Bode and Salem as part of planned future Surface Transportation Projects (STP). Joint project with Village of Schaumburg.	Award granted in August. Staff coordinating with Schaumburg & has short list of consultant proposals.

ARRA Grant	Amount Received	Amount Expended	Project	Status
Energy Efficiency and Conservation Block Grant (EECBG)	\$515,100	\$41,504	Fund eight initiatives for public facilities and residents.	The Energy Audit program has been initiated and more than ten homes have had an assessment completed. Initial procurement stages for lighting and Village Hall roof projects underway. Most recycling containers purchased. Some funds drawn for staff time.
Local Energy Assurance Planning (LEAP) Grant	\$98,556	N/A	Create emergency energy plans; assessment of Village facilities; educate local businesses in energy efficiency and preparedness.	Project Management Plan complete. Task Force of outside organizations and staff to be assembled by end of July 2010.

GREEN INITIATIVES

The Planning Division maintains up to date information on current green programs under the Village's Growing to Greenness initiative on the Village's website at www.hoffmanestates.org/green.

Green Programs

Staff continues to work on directives from the Green Initiatives Commission, such as investigating programs on green power, development of a green business recognition program, and additional grant funding for efficiency projects.

The recycling event held on August 21, 2010 resulted in the collection of two box trucks full of electronic equipment, and 370 containers of latex paint. 145 residents participated in the event. One Environmental Commission member and four Green Initiatives Commission members volunteered their time to assist at the event.

2010 CENSUS

The Planning Division maintains up to date census information, including information on the 2010 Census and links to current census data, on the Village's website at www.hoffmanestates.org/census.

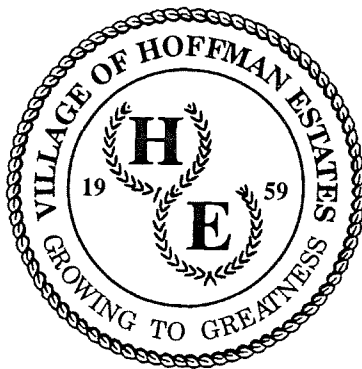
The mail participation time period for the census has passed. The Village ended up with a 79% participation rate overall, which is higher than both the national (72%) and state (75%) participation rates. The Census Bureau has completed field visits to houses that did not return the census forms.

As the Census Bureau nears the end of the door-to-door follow-up to count all households from which they did not receive a census form, the 2010 Census is on schedule — but it is not over. Staff will continue to work with the U. S. Census Bureau to assist in any way possible to ensure Village counts are as complete as possible.

As mandated by law, the national and state population counts must be delivered to the President of the United States by December 31. These data are used for congressional apportionment. Some states will likely gain (or lose) seats in the U.S. House of Representatives based on the 2010 Census count. By March 31, 2011, the Census Bureau will release more detailed data to help states redraw congressional, state, and local legislative district boundaries, in a process called "redistricting."



Peter Gugliotta, Director of Planning Division



CODE ENFORCEMENT
MONTHLY REPORT
SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
SEPTEMBER, 2010

Attached is the monthly report for Code Enforcement for the period ending August 31, 2010.

A handwritten signature in black ink, appearing to read "Don Plass", is written over a horizontal line.

Don Plass, Director of Code Enforcement

ACTIVITIES

On August 12th & 13th, 2010, Betty Melligan conducted the Jaycee's Carnival Health Inspection at the Barrington Square Mall.

On August 21, 2010, David Banaszynski attended the Village's Electronic and Paint Recycling Event at Public Works.

On August 28, 2010, Betty Melligan conducted the 16th Annual Business Under the Big Top health inspection at the Poplar Creek Crossing Shopping Center.

EMERGENCY CALL OUTS

On August 21, 2010 Don Plass was called out to a generator fire at Dominick's Finer Foods located at 2575 W. Golf Rd.

DEMOLITION PERMITS

No demolition permits issued.

CONSTRUCTION INSPECTIONS

Inspections performed:

Structural	168	Fences	6
Electrical	41	Roofing/Siding	157
Plumbing	48	Patios/Driveways	137
Mechanical	46	Decks	0
Other	4	Sheds	3

ENERGY AUDIT TESTING

12 Energy Audits were performed

2 Energy Audits reassessed

BACKFLOW TESTING

6 Backflow devices were tested

CITATIONS

Eskandar Naziri
1760 Chippendale
Tall grass/weeds

Roger Oleson
1335 Kingsdale
Tall grass/weeds

CODE ENFORCEMENT MONTHLY REPORT
SEPTEMBER, 2010
PAGE 3

Chase Bank
1990 Brookside
Tall grass/weeds

Mark Lakomski
1720 Chestnut
Tall grass/weeds

CT & T Trust 8002354313
1316 Old Timber
Working without a permit

America's Bar & Grill
2308 Higgins
Unapproved roll-off dumpster

Anthony Kozlowski
715 Mohave
Tall grass/weeds, failure to maintain
garage and exterior surfaces in disrepair

Elizabeth Heinscher
1300 New Britton
Front porch stairs in disrepair

Karl Reinke
3475 Treaty
Front porch stairs in disrepair

McCarthy Concrete
845 Charleston
Substandard workmanship

Luis Munoz
190 Maricopa
Vacant property in disrepair

Baljit Singh Dhillon
180 Bode
Failure to maintain exterior surfaces

Reynaldo Sygaco
5395 Fox Path
Working without a permit – driveway

Jerome Arvidsson
905 Basswood
Tall grass/weeds

Dolores Gourley
80 Kingman
Tall grass/weeds

Edward Kallhoff
735 Maple
Failure to maintain exterior surfaces

Hema Trivedi
5560 Brentwood
Obstruction of the right of way and
working w/o a permit

Marek Hanusiak
565 Washington
Debris accumulation and improper
storage

Constatin Cruceanu
5029 Chambers
Failure to maintain exterior surfaces

Sherri Interrante
1085 Nottingham
Tall grass/weeds

Abhishek Gulati (tenant)
180 Bode
Failure to maintain exterior surfaces

CODE ENFORCEMENT MONTHLY REPORT
SEPTEMBER, 2010
PAGE 4

Robert Zygmunt
1000 Aspen
Tall grass/weeds

George Vokolos
1655 Chippendale
Tall grass/weeds

Aurora Loan Services
445 Aster
Tall grass/weeds

Abdelkhalek Bitre
2020 Shepard
Accessory Structure in disrepair – fence

Thomas White
1410 Hunters Ridge West
Tall grass/weeds

Julie Pasha
1120 Gannon
Tall grass/weeds

Tanis Group LLC
5400 Nicholson
Tall grass/weeds

Sung Youn
1011 Warwick Cir. N.
Tall grass/weeds

Amanda Richardson
2211 Clifton
Right of Way Obstruction

Bac Home Loan Servicing
599 Milton
Accumulation of stagnant water

Anil Gabriel
305 Hillcrest
Temporary lighting exceeding 90 days

Kris Kim
961 Freeman
Pool/deck in disrepair

Remax Countryside
1250 Freeman
Failure to pay garbage bill

Kris Kim
961 Freeman
Accumulation of stagnant water

Patrick Brady Breen
2010 Colchester
Tall grass/weeds

Kris Kim
961 Freeman
Tall weeds

Sarah Parker
540 Amherst
Tall grass/weeds

Jesus Lopez
305 Washington
Exterior property unsafe

RESIDENTIAL INSPECTION REPORT

The re-inspections are continuing on the single family homes north of I 90.

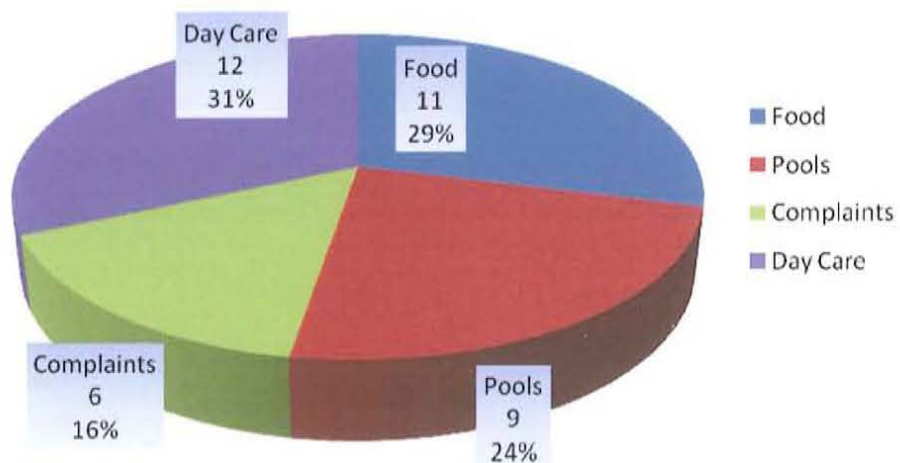
MULTI-FAMILY LICENSING REPORT

Multi-Family exterior inspections are on-going. Re-inspections to start week of September 12, 2010.

ENVIRONMENTAL HEALTH INSPECTION REPORT

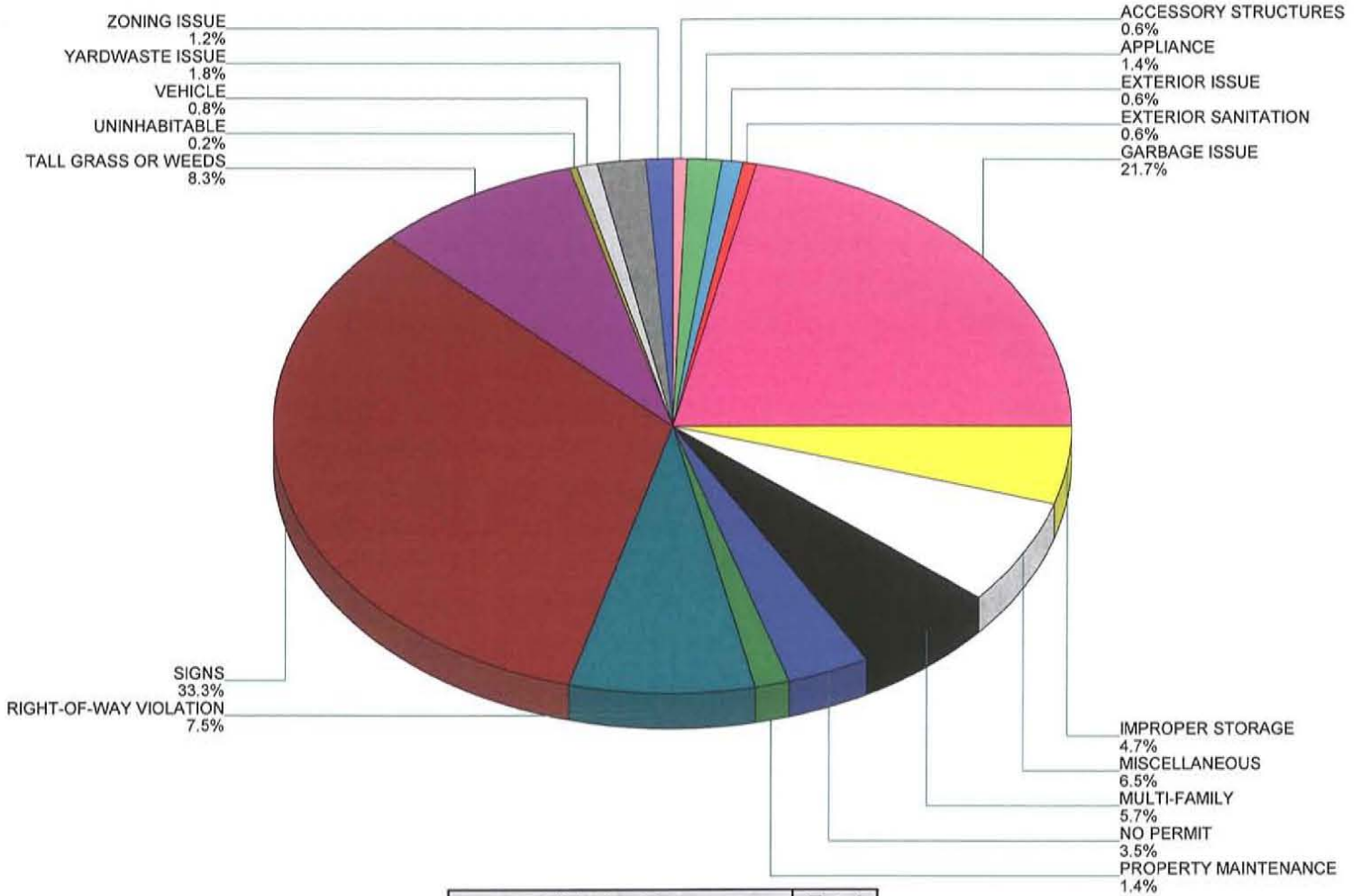
Inspections are performed mainly at food establishments; however the Health Officer also inspects day care centers, public pools, beauty salons etc. Food establishments are divided into the risk categories of high, moderate or low risk. A high risk establishment presents a high relative risk of causing 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.

Health - 38



Activity	This Month	Year to Date
High Risk Food	9	243
Med Risk Food	1	73
Low Risk Food	1	73
Swimming Pools	9	33
Day Care	12	17
Complaint	6	17
Totals:	38	456

Monthly Code Violation Summary Report 8/1/2010 - 8/31/2010



Violation Type	Total
ACCESSORY STRUCTURES	3
APPLIANCE	7
EXTERIOR ISSUE	3
EXTERIOR SANITATION	3
GARBAGE ISSUE	107
IMPROPER STORAGE	23
MISCELLANEOUS	32
MULTI-FAMILY	28
NO PERMIT	17
PROPERTY MAINTENANCE	7
RIGHT-OF-WAY VIOLATION	37
SIGNS	164
TALL GRASS OR WEEDS	41
UNINHABITABLE	1
VEHICLE	4
YARDWASTE ISSUE	9
ZONING ISSUE	6
TOTAL	492

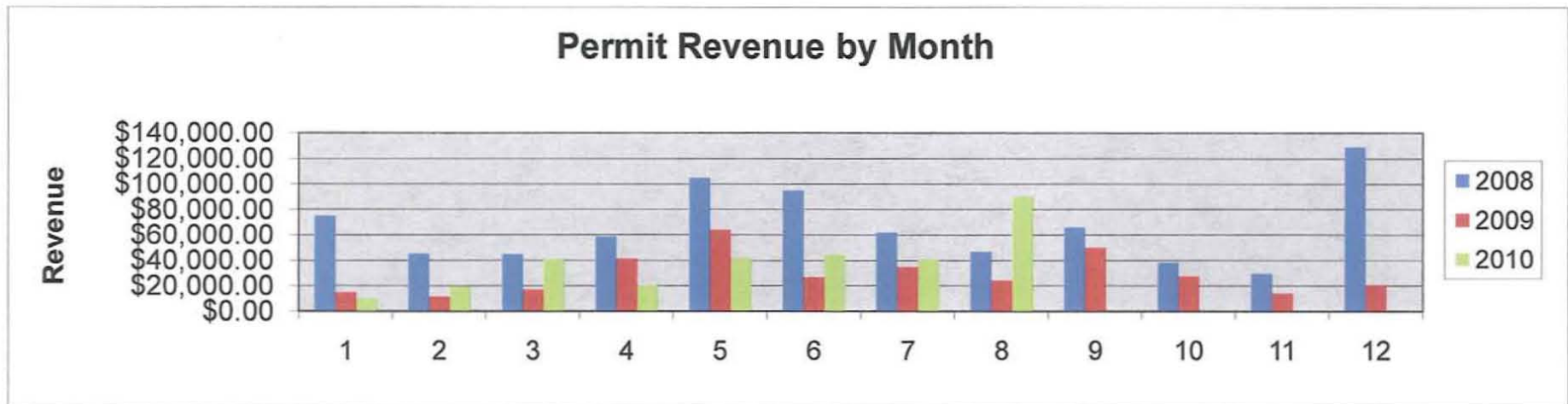
PERMIT REPORT

DESCRIPTION	2009 YEAR-TO-DATE # OF PERMITS (not including current month)	2009 AUGUST # OF PERMITS	2009 TOTAL YEAR-TO-DATE # OF PERMITS	2010 YEAR-TO-DATE # OF PERMITS (not including current month)	2010 AUGUST # OF PERMITS	2010 TOTAL YEAR-TO-DATE # OF PERMITS
Business Remodeling	40	7	47	47	14	61
Demolition	2	1	3	1	0	1
Driveways	129	31	160	135	49	184
Electrical	106	7	113	46	8	54
Fences	95	17	112	101	14	115
Mechanical	80	17	97	94	17	111
Miscellaneous Permits	69	42	111	111	23	134
Multi-Family Remodeling	1	0	1	2	0	2
New Business	3	0	3	0	1	1
Plumbing	126	12	138	119	22	141
Pools - Above Ground	11	2	13	11	0	11
Pools - In-Ground	0	0	0	1	0	1
Residential Decks	42	9	51	28	6	34
Residential Patios	80	15	95	85	19	104
Residential Garages	3	0	3	1	0	1
Residential Remodeling	62	6	68	56	23	79
Residential Sheds	23	7	30	29	4	33
Roofs/Siding	421	122	543	1153	280	1433
Signs	72	9	81	58	3	61
Single Family Residences	9	0	9	9	1	10
Town Homes/Duplexes	0	0	0	0	0	0
TOTALS	1374	304	1678	2087	484	2571

Permit Revenue Comparison

Year	2008	2009	2010
Jan.	\$75,235.48	\$14,988.31	\$9,880.67
Feb	\$45,474.16	\$11,279.07	\$19,712.60
Mar	\$44,994.58	\$17,251.32	\$41,163.02
Apr	\$58,869.25	\$41,817.20	\$20,664.39
May	\$105,165.22	\$64,316.18	\$42,397.85
Jun	\$95,125.07	\$26,933.37	\$44,626.83
Jul	\$62,087.77	\$34,829.98	\$41,530.49
Aug	\$46,856.30	\$24,545.20	\$90,310.95
Sep	\$66,306.76	\$50,185.27	
Oct	\$38,290.37	\$27,638.81	
Nov	\$29,903.48	\$14,108.80	
Dec	\$129,259.48	\$21,103.98	
Revenue	\$797,567.92	\$348,997.49	\$310,286.80
Elevator Invoices	-\$27,610.00	\$0.00	\$0.00
Total Revenue	\$769,957.92	\$348,997.49	\$310,286.80

2010 Budget	\$400,000.00
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Total Revenue includes building permits, fire permits and Temporary Certificates of Occupancy.
 As of 2009, elevator invoices no longer included in Total Revenue.

**ECONOMIC DEVELOPMENT/TOURISM MONTHLY REPORT
AUGUST 2010**

GENERAL

- ◆ Work with Archon Group to finalize a copy of the 59/90 logo for the Poplar Creek Crossing Shopping Center in order for them to hang banners.
- ◆ Daily discussions and agreement modifications to create 59/90 logo stickers for specific tenants to promote the Entertainment District in Poplar Creek Crossing Shopping Center.
- ◆ Finalizing 2011 Economic Development budget.
- ◆ Organized a mini-retreat for Development Services for a long range economic development plan for Hoffman Estates.
- ◆ Meeting with marketing consultant to design a local map tablet for hotel desk workers.
- ◆ Planning coordination for a resource fair and job fair in conjunction with WorkNet, a federally funded jobs program.
- ◆ Program coordination with the state economic development organization - Illinois Development Council (IDC).
- ◆ Research to investigate information for TIF chargeback policy.
- ◆ Meeting with American United Bank and Meijer about the future of approximately 40 acres east of the Fountain Crossing Shopping Center. Further discussion to follow.

OFFICE/INDUSTRIAL

- ◆ Coordination with NSK America on a “groundbreaking” event to be held on the Huntington 90 property in early October.
- ◆ Research and information gathering to create a PowerPoint for review by the Golden Corridor Toolmaking and Manufacturing Group.
- ◆ Coordination with Delta Mobile attorney for a letter and resolution supporting a 6B for their purchase of the former Fire Station 24.
- ◆ Organization and chairing a Golden Corridor meeting at the NIU campus in Prairie Stone. Meeting content was cost details for sponsorship of high school buses for the IMTS show at McCormick Place on September 16.
- ◆ Continued conversations with consultant group gathering information for possible new headquarters in Prairie Stone.

- ◆ Multiple contacts with School District 211 career advisor to support a field trip to the IMTS show at McCormick Place.
- ◆ Conversations and discussions with three different brokers on possible new companies locating to Hoffman Estates.

RETAIL

- ◆ Preparations for the October ICSC Dealmaking Trade Show at the Chicago Hyatt.
- ◆ Conversation with the broker for the LaStrada building as financing is holding up Kole Digital from moving forward.
- ◆ Coordination with the property manager at Poplar Creek Crossing Shopping Center for a possible stop sign exiting the parking lot going east to IL-59.
- ◆ Meeting with the new owner of the Hoffman Village Shopping Center to explore options to strengthen the center.
- ◆ Meeting with local Cabela's officials to explore ways to get them on the gateway 59/90 sign on Hoffman Boulevard to be constructed this fall.
- ◆ Meeting with brokers for a purchase of the Myoda property in Golf Center Shopping Center.
- ◆ Set up meeting with the president of a progressive development company in the Chicago area regarding a development project in Hoffman Estates.

TOURISM

Sears Centre Arena

On behalf of the Sears Centre Arena, the Tourism office had a booth at the Chamber Expo on August 28. Slaughter and hockey teams distributed materials and captured emails from the family audience.

Currently working with the Slaughter to offer sponsorship opportunities to Hoffman Estates businesses before reaching outside the Village, especially barter of materials/services for marketing with the team.

Generated a contact within Alexian Brothers Network for the Slaughter to work with regarding providing medical services to the team.

Chicago Invitational Basketball Tournament - currently exploring affordable marketing opportunities to drive tourism as a result of this Tournament. Incoming teams stay at the Marriott annually and additional stakeholder hotels are being offered to alumni, families, and booster groups from each of the participating universities. This is a good opportunity to gage the success of a digital advertising campaign in driving ticket sales.

Hotel Stakeholders

Attended a meeting with the Woodfield Convention Bureau. Following changes in leadership and staffing, the Bureau is reaching out to all previous member communities in an effort to rebuild the regional asset.

Creating a roster of items the stakeholder hotels would need to see before entertaining the idea of rejoining the Bureau. The model would be refined at the quarterly stakeholder meeting planned for September 23, at NIU in Hoffman Estates.

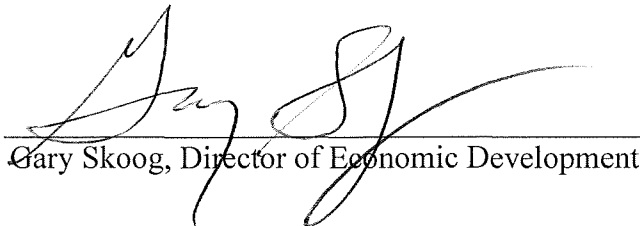
Economic Development

Creating another mailing to participating restaurants in the Taste of Hoffman Estates Program to ensure each knows that the promotion is in place for one year, April 1, 2010 through April 30, 2011. Received several emails from residents that their cards were taken by restaurants who claim it is a "use once" program.

Met with Forest View Shopping Center merchants who uncovered several issues that needed to be addressed with the landlord/ownership. Planning Division will contact Forest View ownership to inform them of tenant concerns. The overall result was tenants created an email database that will allow them to work together on marketing campaigns in the future.

Sports Council

Ongoing conversations with the ownership of Grand Sports Arena to bring them into compliance prior to marketing their location for additional sporting events.



Gary Skoog, Director of Economic Development