

REVISED
AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
October 10, 2011

Immediately Following the General Administration and Personnel Committee

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

I. Roll Call

II. Approval of Minutes - September 12, 2011
September 19, 2011 (*Special Meeting*) (*Deferred*)

NEW BUSINESS

1. Request approval by homeowner for release of a portion of open space easement at 1030 Ponderosa Lane (construction of a patio/fire pit).
2. Request by Bosch Rexroth Corporation for a courtesy review for the installation of a wind turbine at 5150 Prairie Stone Parkway.
3. Request by Deshouw for direction to proceed with the formal process for consideration of a Tax Increment Finance District at the Barrington Square Town Center property between Hassell Road and Higgins Road, east of Barrington Road
4. Discussion regarding zoning restrictions for home based occupations/businesses.
5. Discussion regarding proposed Code Enforcement programs.
6. Request acceptance of Department of Development Services monthly report for Planning Division.
7. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
8. 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. Discussion regarding approval procedures and policy for cellular antenna requests. (November)

VI. Adjournment

Village of Hoffman Estates

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

September 12, 2011

I. Roll Call

Members in Attendance:

**Karen Mills, Chairperson
Ray Kincaid, Vice Chairperson
Gary Stanton, Trustee**

**Other Corporate Authorities
in Attendance:**

**Trustee Jacquelyn Green
Trustee Anna Newell
Trustee Gary Pilafas
Village President William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplín, Asst. Vlg. Mgr., Dev. Services
Peter Gugliotta, Director of Planning
Gary Skoog, Director of Economic Development
Don Plass, Director of Code Enforcement
Mike Hankey, Dir. of Trans. and Engineering
Patrick Seger, Human Resource Mgmt. Dir.
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Algean Garner, Director of H&HS
Joe Nebel, Director of Public Works
Michael DuCharme, Finance Director
Bruce Anderson, Cable TV Coordinator
Nichole Collins, Emergency Mgmt Coord.
Bev Romanoff, Village Clerk
Linda Scheck, Tourism & Bus. Retention Coord.**

Others in Attendance

Reporters from the *Daily Herald* and the *Chicago Tribune*

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

II. Approval of Minutes

Motion by Trustee Newell, seconded by Trustee Pilafas, to approve the Planning, Building & Zoning Committee meeting minutes of August 22, 2011. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request by Oxford Bank & Trust and OM&I Hoffman Three LLC for approval of a Settlement and Release Agreement for the Devonshire Woods Estates subdivision.

An item summary from Arthur Janura was presented to the Committee.

Jim Norris explained the settlement agreement.

Trustee Mills and Peter Gugliotta discussed the payment of funds for the Historical Preservation Program.

Trustee Stanton and Peter Gugliotta discussed the future of the remaining undeveloped lots and the scope of the finishing.

Art Janura clarified that the original development agreement was still in effect for future development of the northern portion of the development.

Trustee Mills clarified that the final improvements would be done at no cost to the Village.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to approve a Settlement and Release Agreement for the Devonshire Woods Estates subdivision. Voice vote taken. All ayes. Motion carried.

2. Discussion regarding Roselle Road TIF revenues and projects.

An item summary from Mark Koplín and Gary Skoog was presented to the Committee.

Mark Koplín provided background information on previous and ongoing Roselle Road TIF projects.

Trustee Green, Mark Koplín and Gary Skoog discussed interest in the Shell property.

Trustee Pilafas, Trustee Mills and Mark Koplín discussed the possibility of an additional stop light on Roselle Road.

Trustee Kincaid and Jim Norris discussed burying power lines along Roselle Road.

3. Discussion regarding garage sale fines for non-compliance.

An item summary from Don Plass was presented to Committee.

Jim Norris explained the background of garage sale fines and garage sale guidelines. Trustee Mills and Jim Norris discussed the warning period for garage sale fines and including a listing of garage sales on the Village website.

Trustee Newell asked for clarification regarding the range of fines. Trustee Mills, Jim Norris and Don Plass discussed revising the ordinance.

Motion by Mayor McLeod, seconded by Trustee Newell, to concur with staff recommendations and approve ordinance for garage sale/yard sale fines for non-compliance, effective January 1, 2012. Roll Call:

Aye: Mills, Green, Newell, Pilafas

Nay: Kincaid, Stanton

Absent:

Mayor McLeod voted Aye.

Motion carried.

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

5. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.

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

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

6. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

The Department of Development Services monthly report for Economic Development and Tourism was submitted to the committee.

Trustee Mills and Gary Skoog highlighted the Golf Center grand opening.

Motion by Trustee Stanton, seconded by Trustee Pilafas, to accept the Department of Development Services monthly report for Economic Development and Tourism. Voice vote taken. All ayes. Motion carried.

III. President's Report

IV. Other

V. Items in Review

1. Discussion regarding approval procedures and policy for cellular antenna requests (October).

VI. Adjournment

Motion by Trustee Stanton, seconded by Mayor McLeod, to adjourn the meeting at 7:21 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval by homeowner for release of a portion of open space easement at 1030 Ponderosa Lane (construction of a patio/fire pit)

MEETING DATE: October 10, 2011

COMMITTEE: Planning, Building and Zoning

FROM: Peter Gugliotta *PG*

REQUEST: Request approval by homeowner for release of a portion of open space easement at 1030 Ponderosa Lane (construction of a patio/fire pit).

DISCUSSION: The homeowner requests release of a portion of a scenic open space easement to construct a circular patio with a fire pit that would be approximately 13 feet in diameter and approximately 1 to 2 feet in height.

If approved, staff recommends releasing a 225 square foot area of 15 feet by 15 feet of the scenic easement to accommodate the 13 foot diameter patio to allow flexibility (instead of releasing a circular area of the easement).

Alternatively, the patio and fire pit could be installed to the west of the existing patio, near the concrete pad indicated on the survey, which would be outside of the scenic easement. However, this option would bring the fire pit closer to the house and closer to the neighboring property to the west. The proposed location is a reasonable distance from the homeowner's house, while maximizing the distance from the side lot lines.

The Village has released scenic and open space easements for structures such as storage sheds and above ground swimming pools, as well as patios.

The fire pit would comply with the minimum 15 foot separation from the house and the patio would comply with zoning setbacks. There is a 10 foot public utility easement to the north of the scenic easement that will not be affected.

RECOMMENDATION: Approval of the request by homeowner for release of a portion of open space easement at 1030 Ponderosa Lane.

Attachments

cc: Mary Anderson

1030 Ponderosa Lane



1 inch = 70 feet

Planning Division
Village of Hoffman Estates
October 2011

**VILLAGE OF HOFFMAN ESTATES
REQUEST FOR RELEASE OF OPEN SPACE**

FOR VILLAGE USE ONLY

2011046 P

Hearing Fee \$ 75.00 Date Paid 9/29/11 Received By P. Moore

^{PB+Z} Hearing Date: 10/10/11 Time: 7:00pm Zoning District R-3

Receipt Number 301442 Check No. 4116 Variations Required? NO

INSTRUCTIONS:

All requests for a release of open space before the Planning, Building and Zoning Committee must be accompanied by the items required according to the nature of the request. All fees must be paid before the Planning, Building and Zoning Committee can hear any case.

PLEASE PRINT OR TYPE

1. Name of Owner(s) Eric & Mary Anderson

Owner's Address 1030 Ponderosa Lane Phone 847-934-1513

City Hoffman Estates State IL Zip 60010

2. Person applying if other than owner:

Name _____ Company _____

Address _____ Phone _____

City _____ State _____ Zip _____

3. Location of Property if different than #1 above: _____

4. Property Index Number (PIN) 02-18-417-015

5. Plat Original Document Number 87570046

6. Purpose of Request A patio/firepit we would like to construct extends beyond a "scenic easement" on our property. We would request permission to release this easement.

7. Required Easement and Present/Proposed Encroachment

	Present	Required	Proposed
Side Yard			
Rear Yard	no encroachment presently	The firepit would be built on the easement, encroaching about 15' into easement →	
Front Yard			

8. Estimated Cost of Proposal	\$ _____	Building
	\$ _____	Driveway
	\$ 2,000	Other
	\$ 2,000	Total

9. Why is the release of open space being requested? This statement should include sufficient detail to justify this request.

Adding This small, low patio would increase the value of our property and enjoyment of the backyard. It would not compromise the scenic value. A firepit cannot be added safely closer to the house.

10. Describe existing construction materials and proposed materials indicating if proposed construction will match or blend with the existing structure.

Unilock bricks will complement current brick patio materials. Our homeowners' association has approved the plan.

11. Who will construct the proposed use?

3D Brick Paving

12. Describe all alternatives considered in locating the proposed construction and describe why they were not selected (i.e. construction of detached garage instead of an attached garage because of steep grades).

To add a brick firepit within The scenic
easement would not be permitted because it
would be too close to The house.

13. Will the proposed construction require removal/relocation of trees, driveway apron, utilities, other? If yes, please describe.

No

14. Is the applicant the original owner? No How long has the applicant resided at this address? _____ Did the condition that instituted this request for a release of open space exist at the time the applicant purchased this property? If yes, please describe.


15. ACKNOWLEDGMENT

Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village.

Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to, motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise.

7. Signature 
Applicant

9/27/11
Date



This is the proposed look of the feature when completed. No surrounding wall.

10060436

LUDLOW AND ASSOCIATES, INC.
Construction and Land Surveyors
7225 Caldwell, Niles, Ill., 60648.
Tel. (312) 647-7757

PLAT OF SURVEY

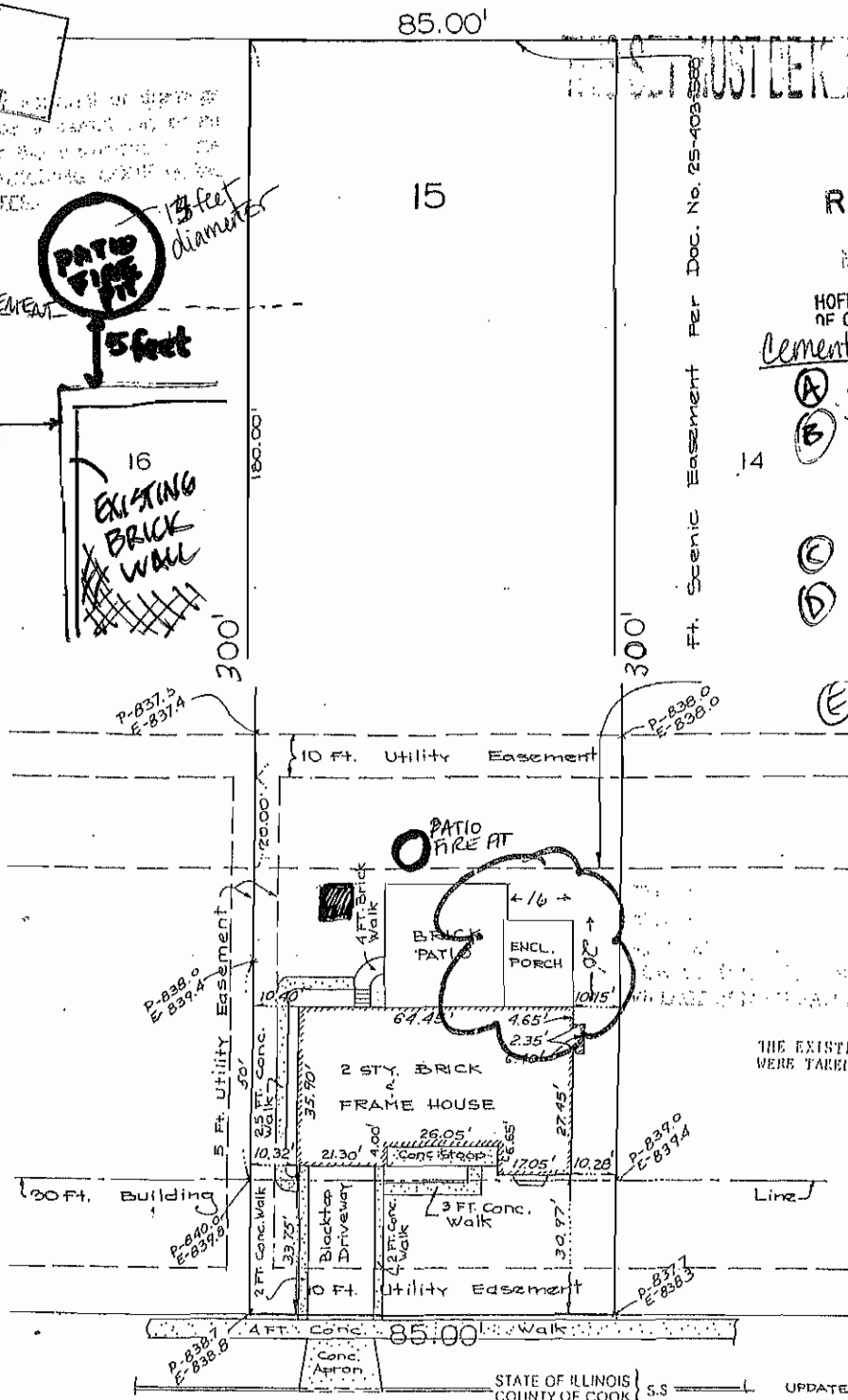
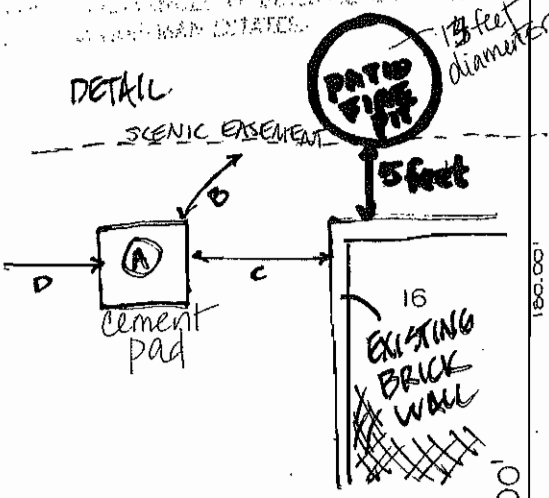
LOT 15 IN BLOCK 6 IN EVERGREEN SUBDIVISION No. 2, BEING A SUBDIVISION OF THAT PART OF THE SOUTHEAST 1/4 OF SECTION 18, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 21ST 1987 AS DOCUMENT No. 87570046 IN THE VILLAGE OF HOFFMAN ESTATES, COOK COUNTY, ILLINOIS.

KNOWN AS: 1030 PONDEROSA LANE, HOFFMAN ESTATES, ILLINOIS.

CONDITIONALLY APPROVED
HOFFMAN ESTATES
CODE ENFORCEMENT

DETAIL

SCENIC EASEMENT



THIS SET MUST BE KEPT ON SITE

RECEIVED

MAR 14 1990

HOFFMAN ESTATES DIV.
OF CODE ENFORCEMENT

Cement pad - permissibly

(A) CEMENT PAD

(B) DISTANCE TO COM.
ED LINES = 10'0"
+/- 18"

(C) TUB TO WALL = 8'0"

(D) TUB TO LOT LINE
= 11'6" +/-

(E) DIMENSIONS:
8' x 8' PAD
77" x 77" SPA

THE EXISTING ELEVATIONS SHOWN HEREON
WERE TAKEN ON SEPTEMBER 21, 1988

Allen D. Ludlow
ALLEN D. LUDLOW



SCALE: 1" = 30'

PONDEROSA LANE

STATE OF ILLINOIS }
COUNTY OF COOK } S.S. UPDATED: DECEMBER 9TH 1991

I, ALLEN D. LUDLOW Do hereby Certify that the above described property has been surveyed under my supervision, in the manner represented on the plat hereon drawn.

Dimensions are shown in feet and decimals and are corrected to a temperature of

Compare all points before building by same and at once report any difference.

RELEASE OF PORTION OF SCENIC EASEMENT

WHEREAS, a scenic easement has been recorded by Document Number 25-403-588; and

WHEREAS, the Village of Hoffman Estates shall have the sole right to release portions of said scenic easement; and

WHEREAS, it appears that an encroachment will occur in the construction of a patio and fire pit; and

WHEREAS, the Village of Hoffman Estates is desirous of releasing that scenic easement wherein encroachment appears:

NOW, THEREFORE, let it be known that the Village of Hoffman Estates hereby releases an approximately 225 square foot portion of the 20 foot wide scenic easement that runs across the rear of the property behind the house.

The legal description of said lot is:

P.I.N. – 02-18-417-015-0000

Lot 15 in Block 6 in Evergreen Subdivision No. 3, being a subdivision of that part of the southeast ¼ of Section 18, Township 42 north, Range 10, east of the Third Principal Meridian, according to the plat thereof recorded October 21st, 1987 as document no. 87570046 in the Village of Hoffman Estates, Cook County, Illinois.

Known as: 1030 Ponderosa Lane, Hoffman Estates, Illinois.

Date

Village President
Village of Hoffman Estates

ATTEST:

Village Clerk

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request by Bosch Rexroth Corporation for a courtesy review for the installation of a wind turbine at 5150 Prairie Stone Parkway

MEETING DATE: October 10, 2011

COMMITTEE: Planning, Building and Zoning

FROM: Peter Gugliotta *PG*

REQUEST: Request by Bosch Rexroth Corporation for a courtesy review for the installation of a wind turbine at 5150 Prairie Stone Parkway.

DISCUSSION: Bosch Rexroth is proposing the installation of a wind turbine for the purpose of alternative power generation on their property. They are working with Ocean State Windpower Inc. to develop a showcase wind turbine system at their Prairie Stone facility. The proposed wind turbine structure is 100 feet high. The 58 foot turbine segment would start at a height of approximately 41.5 feet above ground and is over 32 feet in diameter. The system chosen is claimed to be more efficient because of amplified wind power inside the turbines.

Bosch Rexroth has identified this project as a way to implement new clean technologies that will reduce carbon emissions and energy usage in the Village and show private industry support for the Village's "green" goals.

Code Requirements

The Village does not have specific code requirements for this type of structure. Previously, small accessory wind turbines were approved to be installed by Sears on the corners of their parking deck, however these were very small units that attached to the side of the parking deck. This was approved through a minor site plan process through the Planning, Building and Zoning Committee.

A site plan amendment is required for the turbine, as well as a special use permit under the "all other uses not heretofore cited" section of the code because wind turbines are not listed in the Zoning Code. A height variation is required because the 100 foot height would exceed the allowable height of 72 feet for the "Zone A" portion of Prairie Stone Business Park that is identified in the concept plan.

DISCUSSION: (Continued)

If Bosch Rexroth proceeds with this request, more detailed plans need to be submitted, along with a noise analysis and other information to support the request under the standards in the Village code. After submittal and review of all information, the request will be scheduled for a Planning and Zoning Commission meeting.

Since the Village has no specific standards for wind turbines, it will be necessary for additional research to be done by staff as part of the review.

Impacts

The design of this turbine structure requires a much smaller area than the large tri-blade windmills seen in rural areas, however, in the context of a developed business park, this structure will be much taller than most surrounding buildings. Although Rexroth has not provided detailed photo simulations or plans, it is likely that this structure will be visible for a significant distance. Because the turbine portion of the pole is over 32 feet in diameter, there is not much that could be done to buffer or minimize views of the turbine. Landscaping could be provided around the base of the pole to minimize ground level views, but it would need shorter material that does not grow to block the wind flow.

Detailed noise information has not yet been submitted and will be needed as part of the formal process. Other concerns typical with large tri-blade windmills, such as impacts on birds in flight, a strobe effect from the blade glare, mild vibration from the turbine, and other issues initially do not appear to be as great of a concern, however, more specific evidence will be needed for verification as part of the formal process. The lack of homes in the immediate vicinity of this site minimizes the potential impact on residents.

The Prairie Stone Property Owners Association (POA) has distributed this concept information to its members. As part of the formal process, input will be needed from the POA to ensure this turbine will be acceptable under their regulations.

RECOMMENDATION:

Materials provided for courtesy review only.

Attachments

cc: Bob Michek (Bosch Rexroth Corporation)
Arnold Mueller (Bosch Rexroth Corporation)

VILLAGE OF HOFFMAN ESTATES
1900 Hassell Road
Hoffman Estates, Illinois 60169

REQUEST FOR COURTESY REVIEW
PLANNING, BUILDING AND ZONING COMMITTEE OF THE VILLAGE BOARD

A petitioner may appear before the Planning, Building and Zoning Committee of the Village Board to make a brief "Courtesy" presentation of a proposed project. Expert witnesses, exhibits, etc. are not required, as the appearance is only intended to provide a general overview of the proposed project. The presentation should occur prior to initial Planning and Zoning Commission review of the proposal.

A Courtesy Review allows the applicant to acquaint the Board Committee with the proposal. The Committee may ask questions or make comments on the presentation, however, the presentation does not constitute an official review by the Village Board and any direction to proceed to a hearing review should not be construed as any indication of future project approval. Formal Village Board action will occur only after the appropriate Planning and Zoning Commission public review has occurred.

Twenty (20) copies of a site plan (preferably 8½" x 11"), a brief description of the project, and the *Statement of Understanding* (below) should be submitted to the Director of Planning approximately two weeks prior to the meeting. Meetings are typically held on the second Monday of the month, beginning at 7:00 p.m. A Village staff member will work with you regarding the submission of material and the meeting presentation, as well as establishing a meeting date. Should you have any questions regarding this process, please call the Planning Division at 847-781-2660.

Statement of Understanding

I understand my appearance before the Planning, Building and Zoning Committee shall not constitute any Village Board endorsement, support, or implied approval of the subject property. I also understand that final project approval or denial shall only occur through official Village Board action.



Signature

Bob Michek

Name (PLEASE PRINT)

Company/Developer: Bosch Rexroth Corp

Address: 5150 Prairie Stone Pkwy

City, State, Zip Code: Hoffman Estates, IL 60192

Telephone Number: 847-645-3622

Email Address: bob.michek@boschrexroth-us.com

Name of Project: Bosch Rexroth Wind Turbine

Date: 09/30/2011

Bosch Rexroth



1 inch = 750 feet

Planning Division
Village of Hoffman Estates
October 2011

Bosch Rexroth Wind Turbine Project

Bosch Rexroth Corp, located in the Prairie Stone Business Park, is a part of Robert Bosch. Bosch is a large company that employs over 280,000 associates working throughout the world in various technological capacities. You may be familiar with Bosch from automotive parts, power tools, appliances, and industrial automation.

Both Bosch Rexroth and Bosch are global leaders in technology as well as global leaders in preserving our environment. Bosch strives to reduce the use of raw materials and energy while promoting recycling and waste reduction. For many years we have had environmental awareness programs and monitored our usage of natural resources such as water, electricity, gas, etc.

Bosch Rexroth is in the unique position to make further significant reductions in our energy needs supplied from the "Grid". We are working in conjunction with our client, Ocean State Windpower Inc., to develop a showcase wind turbine to be installed at our Prairie Stone location. We would supply the electronics portion of wind turbine system. This system is not your typical large wind mill with 3 big blades as you might see when traveling south on Interstate 39. The Ocean State wind turbine is based on Bernoulli's principle of air acceleration and velocity. Their design induces "synergistic airflow" that grooms and amplifies the wind energy to the turbines. This allows greater power generation from smaller equipment.



The Wind Turbine project is an important and exciting project to Bosch Rexroth, not only due to the business opportunity for our products, but also for the great advantage of using wind to generate a large portion of our local energy needs. This Wind Turbine would aid Bosch and the Community in several ways:

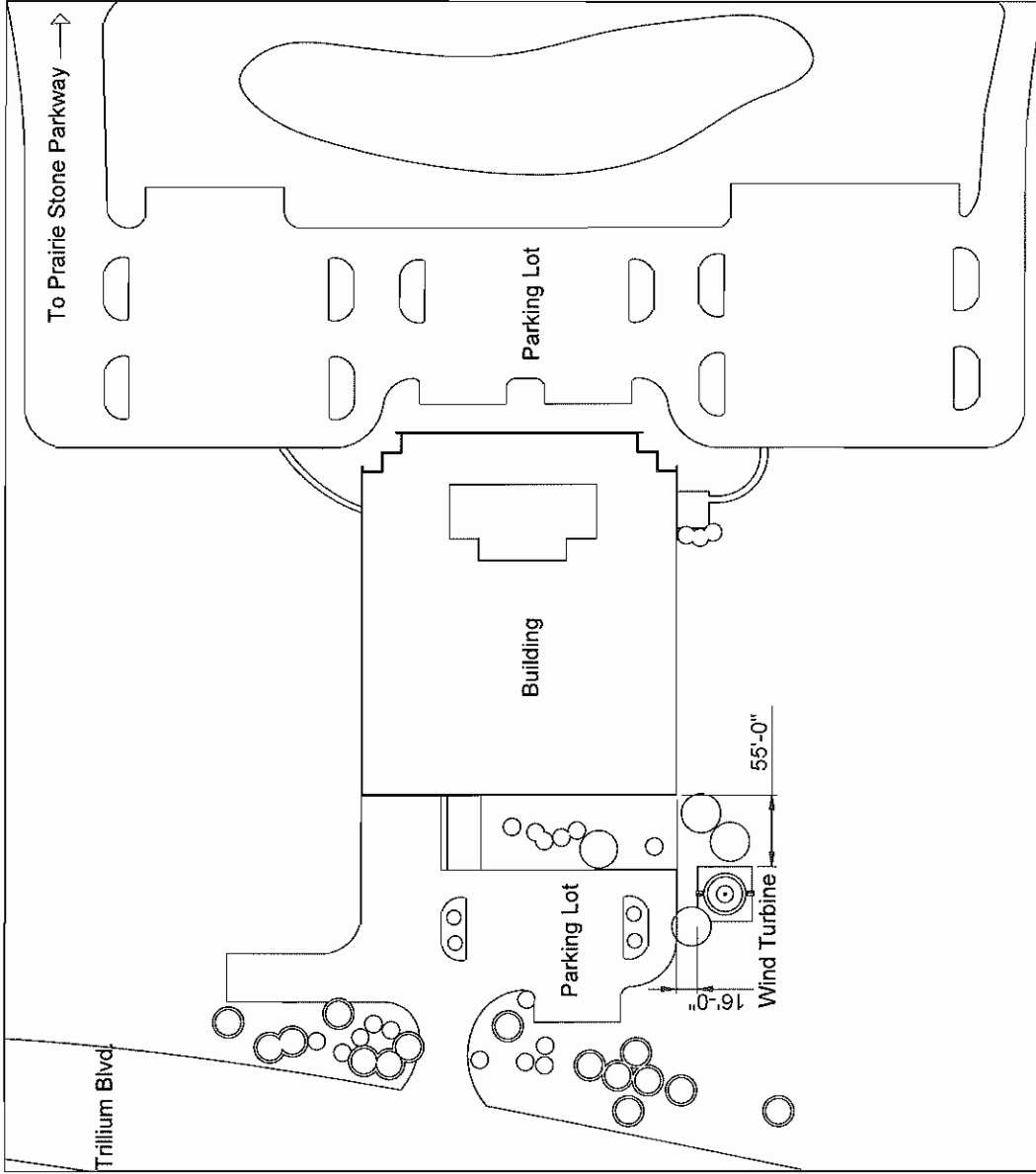
- Decreasing our demand on local power generation
- Promotion of environmentally-friendly energy generation
- Promoting Hoffman Estates' forward-thinking "Green" activities
- Reduces Bosch Rexroth's carbon footprint
- Reduction in operating expenses
- Reduces Bosch's overall CO2 generation

We would like your consideration and help in allowing us to locate a wind turbine on our property site in Prairie Stone Park.

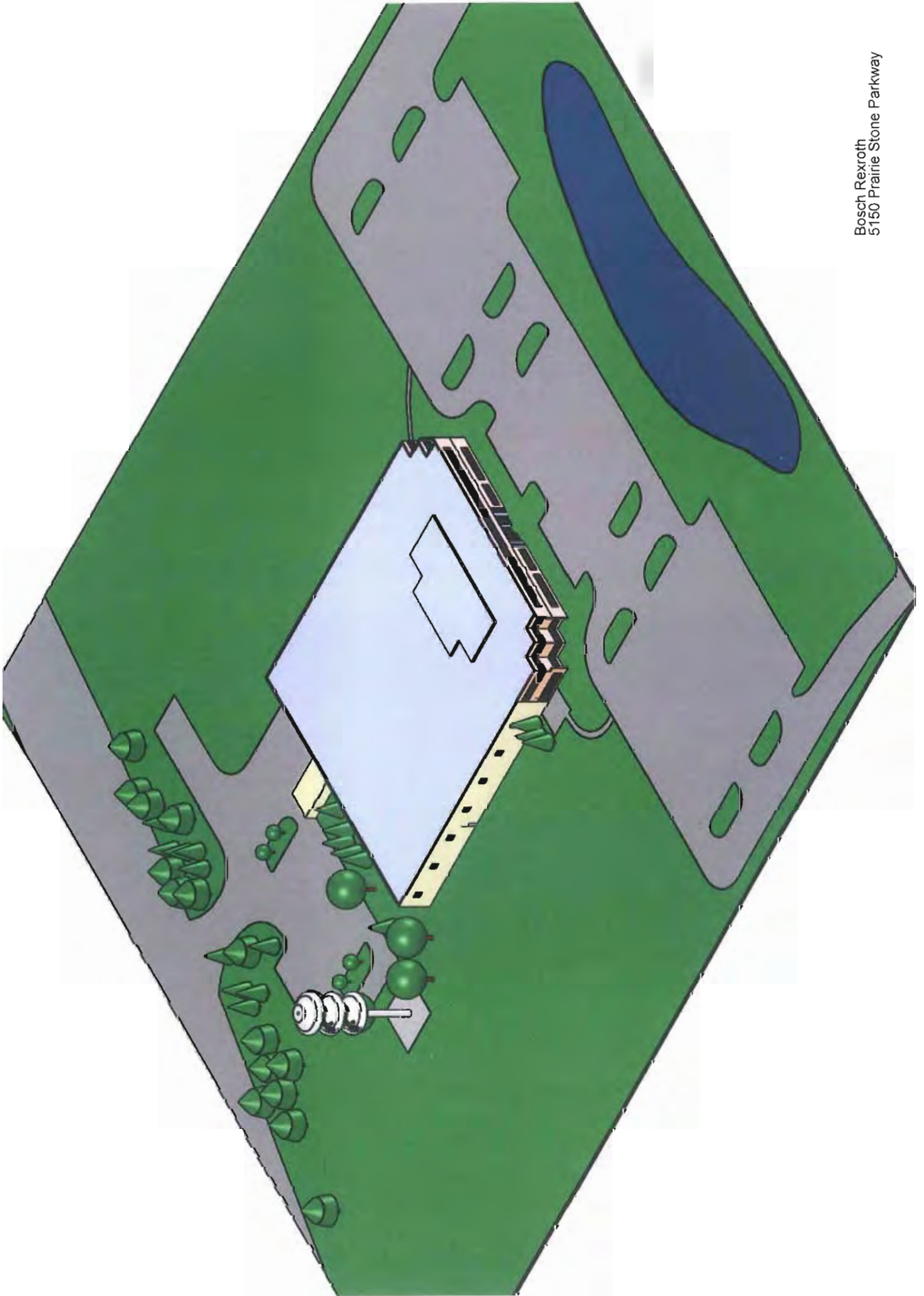
Any questions may be directed to:

Bob Michek
Bosch Rexroth Corp
5150 Prairie Stone Pkwy
Hoffman Estates, IL 60192
847-645-3622
Bob.michek@boschrexroth-us.com

Arnold Mueller
Bosch Rexroth Corp
Prairie Stone Pkwy
Hoffman Estates, IL 60192
847-645-3620
Arnie.mueller@boschrexroth-us.com

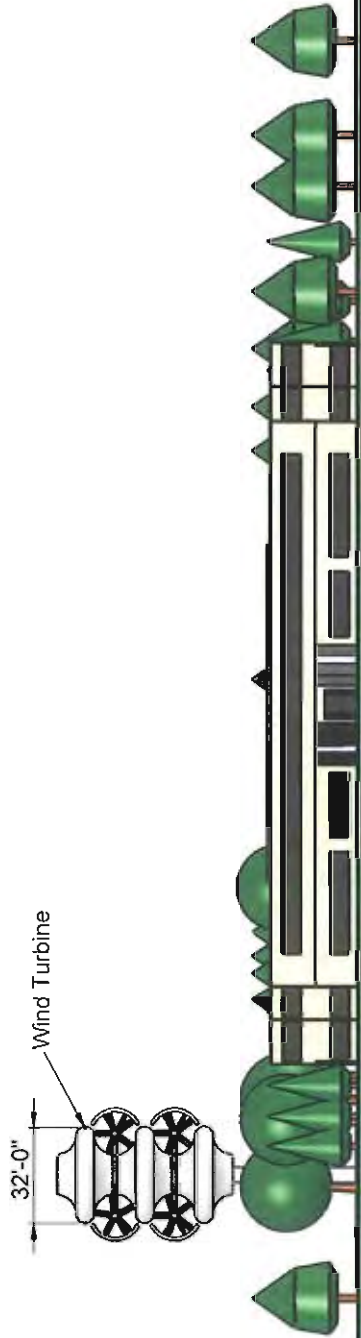


Bosch Rexroth
5150 Prairie Stone Parkway



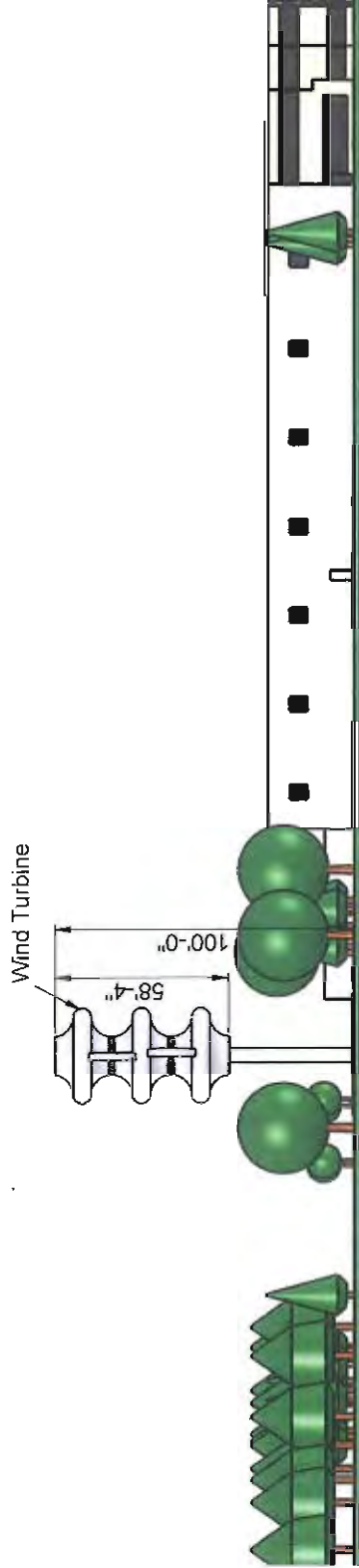
Bosch Rexroth
5150 Prairie Stone Parkway

32'-0"
Wind Turbine



Front Elevation View - East

58'-4"
100'-0"
Wind Turbine



Elevation View - South

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request by Deshouw for direction to proceed with the formal process for consideration of a Tax Increment Finance District at the Barrington Square Town Center property between Hassell Road and Higgins Road, east of Barrington Road

MEETING DATE: October 10, 2011

COMMITTEE: Planning, Building and Zoning

FROM: Peter Gugliotta *PG*

REQUEST: Request for direction to proceed with the formal process for consideration of a Tax Increment Finance (TIF) District at the Barrington Square Town Center property between Hassell Road and Higgins Road, east of Barrington Road.

BACKGROUND: For the past several years, representatives of Barrington Square Town Center (DeShouw) have been in discussions with the Village about redevelopment possibilities for the property. The Town Center is challenged by an outdated layout, aging structures, as well as a large setback and grade separation from Higgins Road. There have been periods of high vacancy rates and most recently the former Menards and former Burger King buildings have been demolished.

Beginning in 2007, the Town Center ownership hired a consultant to perform a preliminary analysis of the potential for a TIF District as a means to provide a financial resource for facilitating redevelopment efforts. In 2009, the Village Board unanimously adopted a redevelopment area and inducement resolution (attached) to state its intent to reimburse the owners for eligible improvement costs in the event a TIF District is established over the property. The owner proceeded to obtain site plan approval and make approximately \$3,000,000 in improvements to the property to facilitate redevelopment. If a TIF is approved, most of this cost could be reimbursed.

The Village's ability to reimburse the owner for project costs under an inducement resolution is time sensitive, and although there are no exact laws limiting the duration, typically the resolution may only be valid for 2-3 years after adoption. Since the timeframe is nearing the end of this period, the owner is requesting to proceed with the formal TIF adoption process to ensure that this reimbursement tool will be available for site improvements. Further, the owner is prepared to invest an additional \$2,000,000 in stormwater management and site reconfiguration improvements to better position this property to attract redevelopment.

DISCUSSION:

Attached is a memorandum providing an update on the owner's TIF efforts and outlining the rationale for this request. The analysis includes two potential redevelopment scenarios based on input from Village staff and various real estate experts. These scenarios include an optimistic case that includes a grocery store and a more conservative case that has more general retail. The scenarios also identify different office and/or restaurant components that may be feasible. The report also provides a basic summary of the qualifications of this property to meet the standards of a "conservation area" under the Illinois TIF Act.

Next Steps

If the Village provides direction for this process to proceed, the owner will complete the legal documents needed to submit the formal filing with the Village Clerk. The owner's consultant has provided the attached conceptual TIF Designation Timeline indicating that under the quickest scenario, the TIF process would require at least 90 days to complete once formally started. However, it is more realistic that it will require additional time due to practical scheduling realities and discussions that are necessary with taxing bodies during the process. A total timeframe of 4-5 months is typical for this type of process.

The owner is requesting direction to proceed with the formal TIF process, with a goal of completing the TIF in time for the next phase of site improvements to begin in the spring of 2012. This will better position this property to attract the desired type of redevelopment activity.

FINANCIAL IMPACT:

The Village is under no obligation to adopt the TIF at this point. This action would simply authorize the formal process to begin, so there is no financial obligation. Should the Village decide to adopt a TIF, any amounts authorized by the Village as TIF eligible would be reimbursed from incremental property taxes paid by the owner and/or tenants.

RECOMMENDATION:

Recommend direction to proceed with the formal process for consideration of a Tax Increment Finance District at the Barrington Square Town Center property between Hassell Road and Higgins Road, east of Barrington Road

Attachments

cc: Joseph Caruso (Caruso Development Corporation)
Geoffrey Dickinson (S.B. Friedman & Company)

VILLAGE OF HOFFMAN ESTATES

A RESOLUTION PROVIDING FOR AN ELIGIBILITY STUDY ON THE DESIGNATION OF A PORTION OF THE VILLAGE OF HOFFMAN ESTATES AS A REDEVELOPMENT PROJECT AREA AND TO INDUCE DEVELOPMENT INTEREST WITHIN SUCH AREA (BARRINGTON SQUARE MALL AREA)

WHEREAS, the Village of Hoffman Estates, Illinois (the "Village"), is authorized under the Tax Increment Allocation Redevelopment Act, *65 ILCS 11-74.4-1, et seq.* (the "TIF Act") as supplemented and amended by the Local Government Debt Reform Act, as amended, and the other Omnibus Bond Acts, as amended, and as further supplemented and, where necessary, superseded, by the provisions of Section 6 of Article VII of the 1970 Constitution of the State of Illinois (collectively, the "Act" or "Acts"), to finance eligible and qualified redevelopment project costs in connection with redevelopment project areas designated in accordance with the conditions and requirements set forth in the TIF Act; and

WHEREAS, the Village hereby finds and determines that the assistance and financing requested herein will serve the public purposes of the Village; and

WHEREAS, pursuant to the TIF Act, to implement tax increment financing, it is necessary for the Village to approve a redevelopment plan and redevelopment project, designate a redevelopment project area by finding, *inter alia*, that the area qualifies pursuant to statutory requirements and that the redevelopment project area on the whole has not been subjected to growth and development through private enterprise and would not reasonably be anticipated to be developed without the adoption of a redevelopment plan and project (the "Redevelopment Plan" and "Project"), and adopt tax increment allocation financing for said redevelopment project area; and

WHEREAS, the Village desires to undertake an eligibility study to determine whether an area of the Village (herein referred to as the "Barrington Square Mall Redevelopment Project Area" or "BSM Redevelopment Area") may qualify as a blighted area, pursuant to the provisions of the TIF Act as a "conservation area" as specifically defined in Section 11.-74.4-3(b) of the TIF Act ("Conservation Area"), and to undertake additional research necessary to document a lack of growth and development through private enterprise, so that all or a portion of the BSM Redevelopment Area may be designated as a redevelopment project area; and

WHEREAS, the exact extent and boundaries of the BSM Redevelopment Area are generally delineated on Exhibit A attached hereto, and that the actual redevelopment project area to be established may contain more or less land than that shown on Exhibit A or may be amended or added to in the future; and

WHEREAS, the Village reasonably anticipates the property owners and/or developers ("Owners/Developers") will expend certain funds to determine eligibility of the proposed BSM Redevelopment Area and to prepare the required eligibility study and Redevelopment Plan, in the event the Village Corporate Authorities determine by formal action to implement tax increment financing for all or a portion of the proposed BSM Redevelopment Area; and

WHEREAS, the Village reasonably anticipates the Owners/Developers will expend other funds in furtherance of the objectives of the anticipated Redevelopment Plan; and

WHEREAS, it is the intent of the Village to reimburse itself and the Owners/Developers for such expenditures from incremental property taxes derived from the proposed BSM Redevelopment Area, if the BSM Redevelopment Area is designated under the TIF Act; and

WHEREAS, the Village wishes to encourage the Owners/Developers of the BSM Redevelopment Area to pursue plans for redevelopment, land preparation or building renovations and make such expenditures as are eligible and reasonably necessary in that regard (the "Expenditures") with confidence that said Expenditures as estimated and detailed on Exhibit B

attached hereto and made a part hereof may be allowable redevelopment project costs under the Redevelopment Plan that may be approved in one or more redevelopment agreements between the Village and the Owners/Developers; and

WHEREAS, the Owners/Developers of real property located within the BSM Redevelopment Area now contemplate that (i) they will use funds from sources, other than incremental property taxes, which are or will be available to them on a short-term basis, in order to pay such Expenditures, (ii) some or all of such Expenditures will constitute eligible "redevelopment project costs" (as defined in the TIF Act) prior to the designation of the redevelopment project area and execution of any redevelopment agreements with the Village and (iii) the Village may reimburse some or all of said Expenditures which constitute eligible redevelopment project costs with incremental property taxes to be derived from the redevelopment project area, in the event that the BSM Redevelopment Area is designated pursuant to the Act and secured by such incremental property taxes; and

WHEREAS, certain eligible redevelopment project costs, including such Expenditures and additional costs for the Project, may be incurred by the Owners/Developers and/or the Village on or after the passage of this Resolution but prior to the designation of the redevelopment project area and/or issuance by the Village of any obligations to pay or reimburse said costs; and

WHEREAS, the purpose of any proposed Redevelopment Plan and Project will be to generate private investment in the BSM Redevelopment Area, thereby eliminating conditions that may lead to blight and providing for the long-term sound growth of the Village:

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: The recitals set forth above are material to this Resolution and are hereby incorporated as Section 1 of this Resolution as if fully set forth herein.

Section 2: The Village Corporate Authorities have reviewed the proposed BSM Redevelopment Area and its condition and circumstances and, at this time, concludes that it is reasonable to anticipate that a redevelopment plan may be approved for the BSM Redevelopment Area as a Conservation Area and that preliminary and other expenditures in furtherance of the redevelopment plan and project will be eligible "redevelopment project costs" under the TIF Act and in the redevelopment plan as approved, provided that this Resolution shall not be deemed to be a guarantee that any such Redevelopment Plan will be approved.

Section 3: This resolution is adopted for purposes of inducing the Owners/Developers of real property located in the BSM Redevelopment Area to proceed with the Project and to pay or incur Expenditures as estimated on Exhibit B, pending approval of a Redevelopment Plan, designation of a redevelopment project area, adoption of tax increment financing and execution of one or more redevelopment agreements.

Section 4: The Village reasonably anticipates to reimburse Project costs from incremental property tax revenues payable pursuant to a note properly approved by the Village and properly issued by the Village to the Owners/Developers ("Note") only in the event that a Redevelopment Plan is approved, and the maximum amount of the costs associated with the First Phase of the Project is Seven Million Dollars (\$7,000,000). This declaration of official intent is made pursuant to Treasury Regulations Section 1.150-2.

Section 5: This resolution or any adoption of an eligibility study, Redevelopment Plan or redevelopment project area shall not obligate the Village to reimburse any third party (including, without limitation, the Owners/Developers of real property located within the BSM Redevelopment Area) for any Expenditures or any eligible redevelopment project costs and shall not obligate the Village to finance eligible redevelopment project costs via a bond issuance or

other debt financing, further provided, that the Owners/Developers acknowledge and agree that the Village shall not issue any bonds or other form of debt financing in connection with the Project and eligible expenditures incurred for the First Phase of the Project and any and all reimbursements to Owners/Developers shall be solely from incremental property tax revenues derived from the BMS Redevelopment Area and payable to the Owners/Developers pursuant to a properly authorized and issued Note from the Village..

Section 6: Additional information regarding the proposed redevelopment project area can be obtained from:

James H. Norris, Village Manager
1900 Hassell Road
Hoffman Estates, IL 60169
Telephone 847-781-2601

Any comments or suggestions regarding the Redevelopment Area should also be directed to the Village Manager.

Section 7: This Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS 15th day of June, 2009

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	<u>X</u>	_____	_____	_____
Trustee Cary J. Collins	<u>X</u>	_____	_____	_____
Trustee Raymond M. Kincaid	<u>X</u>	_____	_____	_____
Trustee Jacquelyn Green	<u>X</u>	_____	_____	_____
Trustee Anna Newell	<u>X</u>	_____	_____	_____
Trustee Gary J. Pilafas	<u>X</u>	_____	_____	_____
Mayor William D. McLeod	<u>X</u>	_____	_____	_____

APPROVED THIS 15th DAY OF June, 2009

William D. McLeod
Village President



ATTEST:

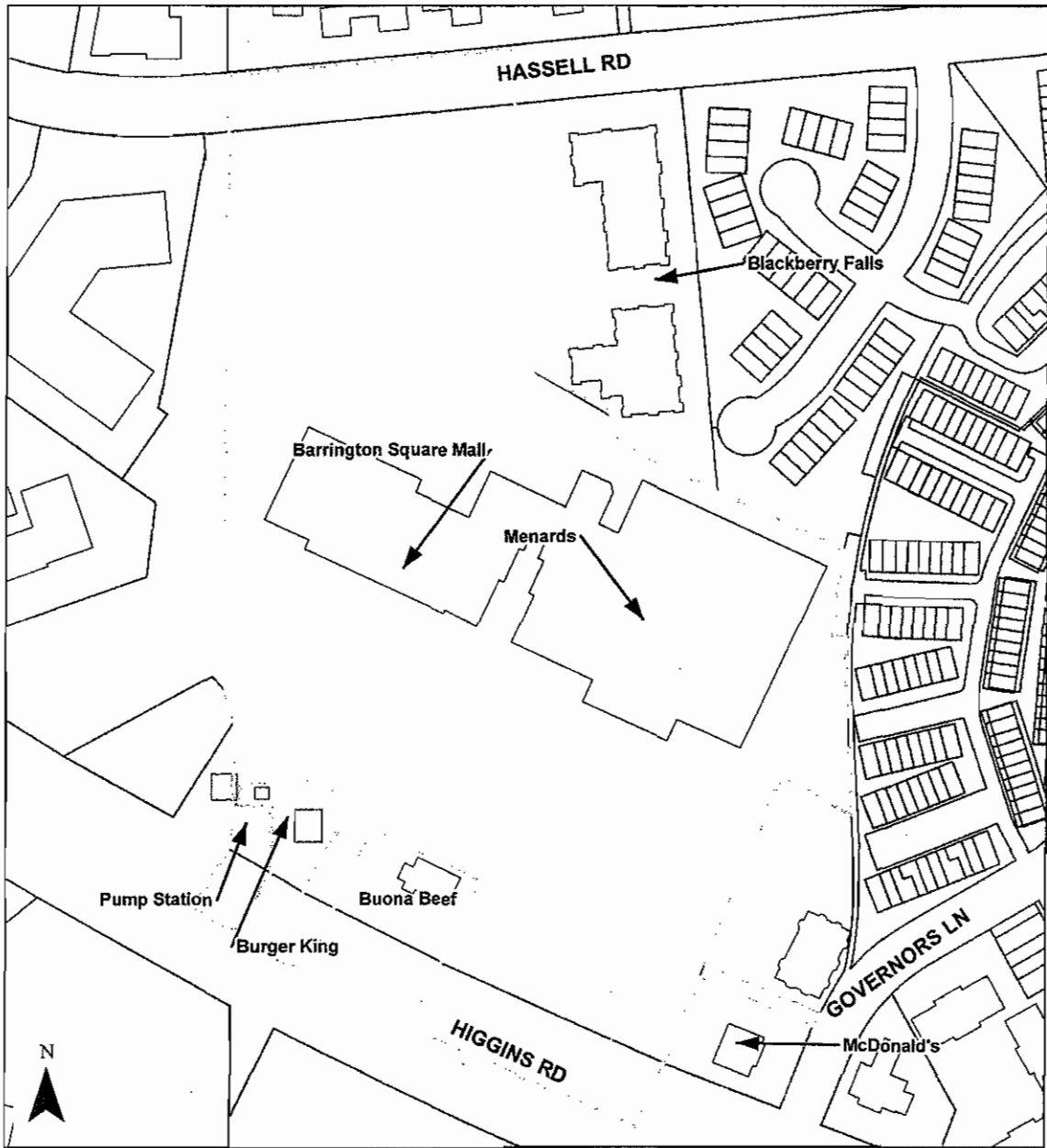
Dee Roman
Village Clerk

**EXHIBIT A:
TIF Study Area Boundary**

Exhibit A: Proposed Higgins/Hassel TIF Boundary

DRAFT
June 2009

TIF Boundary  2007 Parcels 



MEMORANDUM

TO: Joe Caruso, Caruso Development

FROM: *S. B. Friedman & Company*

DATE: September 28, 2011

RE: **Barrington Square Mall TIF Analysis**

The purpose of this memo is to provide a status update on the Barrington Square Mall (BSM) project, and an updated fact base to allow us to resume discussions with the Village of Hoffman Estates (the "Village") regarding TIF district designation and assistance to the project. Time-sensitive TIF-eligible costs have been incurred under an inducement resolution and are approaching the longer end of typical reimbursement timeframes. The following sections of this memo provide:

- A brief project overview
- A discussion of additional market rationale for Village financial assistance for the project
- Updated eligibility findings, and
- Updated TIF revenue projections

Ownership has made substantial investments to date. They are prepared to make further investments in the shopping center but, given the substantial costs incurred to date and required going forward, they require financial assistance from the Village to make further investment financially feasible.

Project Overview

The BSM project site is located near the intersection of Higgins Road and Barrington Road in Hoffman Estates. The main BSM building is an older shopping center dating to 1973 that has experienced physical and economic challenges. These conditions are detailed further under the updated eligibility findings in this memo.

INDUCEMENT RESOLUTION

Due to anticipated extraordinary costs associated with redevelopment, *SB Friedman* conducted a TIF eligibility reconnaissance study in 2007 and prepared TIF revenue projections in early 2008 to determine the potential for TIF assistance. The main BSM building, including the former Menard's building and adjacent parking, was found likely to be eligible as a "conservation area" under the TIF Act. The Village

passed an inducement resolution in 2009 allowing up to \$7.0 million in reimbursable costs under the TIF Act to be incurred prior to district designation.

COSTS INCURRED TO DATE AND ANTICIPATED NEXT PHASE EXTRAORDINARY COSTS

Approximately \$3.0 million has been incurred to date for demolishing the former Menard's building, constructing a new retaining wall east of the former Menard's building and related site work. These Phase I expenditures were necessary to stabilize and prepare the site for redevelopment. The old retaining wall had begun leaning, requiring steel braces and annual inspections to confirm its structural integrity. The former Menard's building represented approximately 55% of the square footage in the main Barrington Square Mall building and had become deteriorated, obsolete and vacant. These conditions created adverse marketing and economic impacts on the shopping center as a whole.

The Village's ability to reimburse a project for costs incurred under an inducement resolution is time sensitive. Based on conversations with various attorneys, it is not typical to allow costs to be reimbursed if more than 36 months has passed since the date of the inducement resolution. The Village passed an inducement resolution for the project site in June 2009 and the above costs were incurred beginning in that year. Since the TIF has not yet been designated, the timeframe on their reimbursement is approaching the longer end of this spectrum.

Additionally, other near-term costs totaling approximately \$2.0 million are planned for necessary stormwater management, parking improvements, and other improvements related to the former Burger King site. Ownership has indicated that they are unable to proceed with these plans without a TIF district in place. Therefore, it is critical to pursue timely TIF district designation.

CURRENT REDEVELOPMENT PLANS

In addition to the main BSM building, the redevelopment project area has been expanded to include other adjacent sites. **Map 1** at the end of this memo illustrates the current project area.

Caruso Development plans to renovate the existing Barrington Square Mall building (approximately 105,100 square feet) and construct new retail and office space on adjacent sites. Two program options are currently under consideration. **Tables 1 and 2** below summarize these options.

Table 1. Program Option A

Sub Area	Program	SF Range	Target Const. Start
Existing BSM Building	Existing Façade Renovation	105,100	2014
Menards	Local Grocery; Hardware; In-Line	65,000 - 90,000	2014
Behind Bowling Alley	Medical Office	27,000	2016
Former Burger King	In-Line	11,000	2013
McDonald's	Expansion	5,000 (total)	2015
Total SF		213,100 – 238,100	

Table 2. Program Option B

Sub Area	Program	SF Range	Target Const. Start
Existing BSM Building	Existing Façade Renovation	105,100	2015
Menards	Discount Clothing; House Wares; In-Line	45,000 - 80,000	2015
Behind Bowling Alley	No Development	0	n/a
Former Burger King	In-Line	11,000	2014
McDonald's	New Adjacent Restaurant	3,000 new (7,100 total)	2015
Total SF		168,200 – 203,200	

The primary differences between Option A and Option B are the potential tenant mix and the development of new office space behind the Poplar Creek Bowling Alley. Option A proposes local grocery and hardware anchors at the former Menard's site. This would create a much stronger draw to the site which currently has no retail anchor. Option A also proposes new medical office space behind the bowling alley. Option B is more conservative and proposes a combined discount-clothing/house wares anchor at the former Menard's site, with no new office development. Current vacancy levels at other comparable office properties suggest the current market may have limited capacity to absorb additional office space in the near term.

ADDITIONAL RATIONALE FOR ASSISTANCE

We understand that a local grocery anchor would be attractive to the Village and the community around BSM. This type of tenant would also be attractive to ownership. However, in addition to the TIF-eligible extraordinary costs described above, a subsidy will also be required to make the local grocery option feasible. Based on feedback from Sperry Van Ness, we understand that local grocers typically pay substantially lower per-square-foot rent than other retailers and leverage their value to shopping centers as key traffic generators. While specific negotiations have not begun, anticipated rent levels would not be able to fully service debt on a new construction grocery store and other required upfront costs. Ownership will require additional financial assistance from the Village to reduce overall project costs to a level that will allow them to attract a new grocery anchor.

TIF Eligibility

SB Friedman conducted a reconnaissance eligibility study in September 2007 and found the primary Barrington Square Mall (BSM) parcel would likely qualify for TIF district designation under a "conservation area" finding for improved land. While the initial study area included other parcels, existing buildings on those parcels did not meet the age requirement. Since then, the Menard's and Burger King buildings were demolished and the remaining buildings have increased in age. **Map 1** at the end of this memo illustrates the expanded study area.

CONSERVATION AREA FINDINGS

In order to qualify as a "conservation area" under the TIF Act, 50% or more of buildings in the study area must be 35 years or older. In addition, at least three (3) eligibility factors as defined in the TIF Act must be present to a meaningful extent and reasonably distributed within the study area.

The study area currently contains two buildings that qualify based on building count (50%) and building square footage (96%). While the McDonald's building was constructed in 1982 and is only 29 years old, the main BSM building was constructed between 1973 and 1975 (36 years ago) and does meet the age requirement.

SB Friedman conducted fieldwork on August 30, 2011 to update our previous findings and document field-observable factors on additional study area parcels. Research on other factors was also updated and expanded. The following four (4) factors were found to be present to a meaningful extent and reasonably distributed throughout the study area:

- **Lack of Growth in EAV.** The study area EAV has been growing at a slower rate than the balance of the Village during the past four out of five consecutive year-to-year periods for which data is available. The study area also experienced significant declines in excess of 30% for two of these periods.
- **Deterioration.** Building and surface deterioration were documented across the study area. Examples of building deterioration include disconnected pipes; rust, missing tuck-pointing and missing bricks at the base of columns; and cracks in the façade of the main BSM building. Examples of surface deterioration include cracked and crumbling sidewalks, curbs, streets and parking surfaces throughout the study area.
- **Inadequate Utilities.** It is our understanding that runoff from the site is not managed by any kind of a detention system, and that the site does not currently contain adequate stormwater utilities. Additionally, several sinking manholes are still present throughout the study area.
- **Obsolescence.** When compared to other competitive shopping centers within a three-mile radius, the main BSM building has limited visibility due to a larger setback and grade separation from Higgins Road. Additionally, BSM does not currently contain any retail tenants, but is dominated by service, office, and restaurant tenants. This tenant mix is atypical for community shopping centers, which generally see a mix of 14% office and service tenants, 7% restaurant tenants, and 66% retail tenants according to the Urban Land Institute's *Dollars & Cents of Shopping Centers*. The complete absence of retail tenants is a strong indicator that the building and the site may be ill-suited for their intended use. The facades of BSM and McDonald's are also dated, and according to Village Code, the McDonald's site is not able to accommodate the required number of parking spaces onsite.

TIF Projections

SB Friedman also prepared preliminary estimates of potential TIF revenue generation based on the two program options described above. Our key assumptions for this analysis include:

- **District Establishment and Base EAV.** Our projections assume a TIF district is established in 2012. The most current final assessed value data are the 2010 assessed values. These data do not reflect the Burger King demolition, which occurred in 2011. Therefore, the assessed value for the building is excluded from the base value.

- **New Value Additions.** Estimated new value due to redevelopment is based on the current assessment levels (EAV) of comparable properties:
 - **Retail** - It is assumed that the EAV will increase substantially once the existing BSM building façade is renovated, new retail space is built, and the shopping center on whole contains a more synergistic tenant mix. New retail additions are estimated at \$90/SF for a grocery-anchored shopping center in Option A and \$80/SF for a discount department store anchor in Option B.
 - **Medical Office** - Since several comparable medical office buildings had appeals granted for vacancy that reduced their 2010 assessment levels, proposed 2011 assessments were also considered as an indication of possible full valuation. These assessment levels were similar on a per-square-foot basis to the 2010 value of a comparable property without a vacancy appeal in our sample. New medical office additions are assumed at \$85/SF.
 - **Fast Food Restaurant** - The current assessment level of the McDonald's building is similar to other comparable fast food restaurants. New value additions were assumed at \$130/SF for both the expansion of McDonald's in Option A and the proposed new fast food restaurant adjacent to McDonald's in Option B.

Our preliminary TIF revenue projections were bracketed by the maximum square footage of Option A on the upper end, and the minimum square footage of Option B on the lower end. Resulting revenues are estimated between \$11.6 million and \$6.7 million (in 2012 present value at an assumed discount rate of 8.5%).

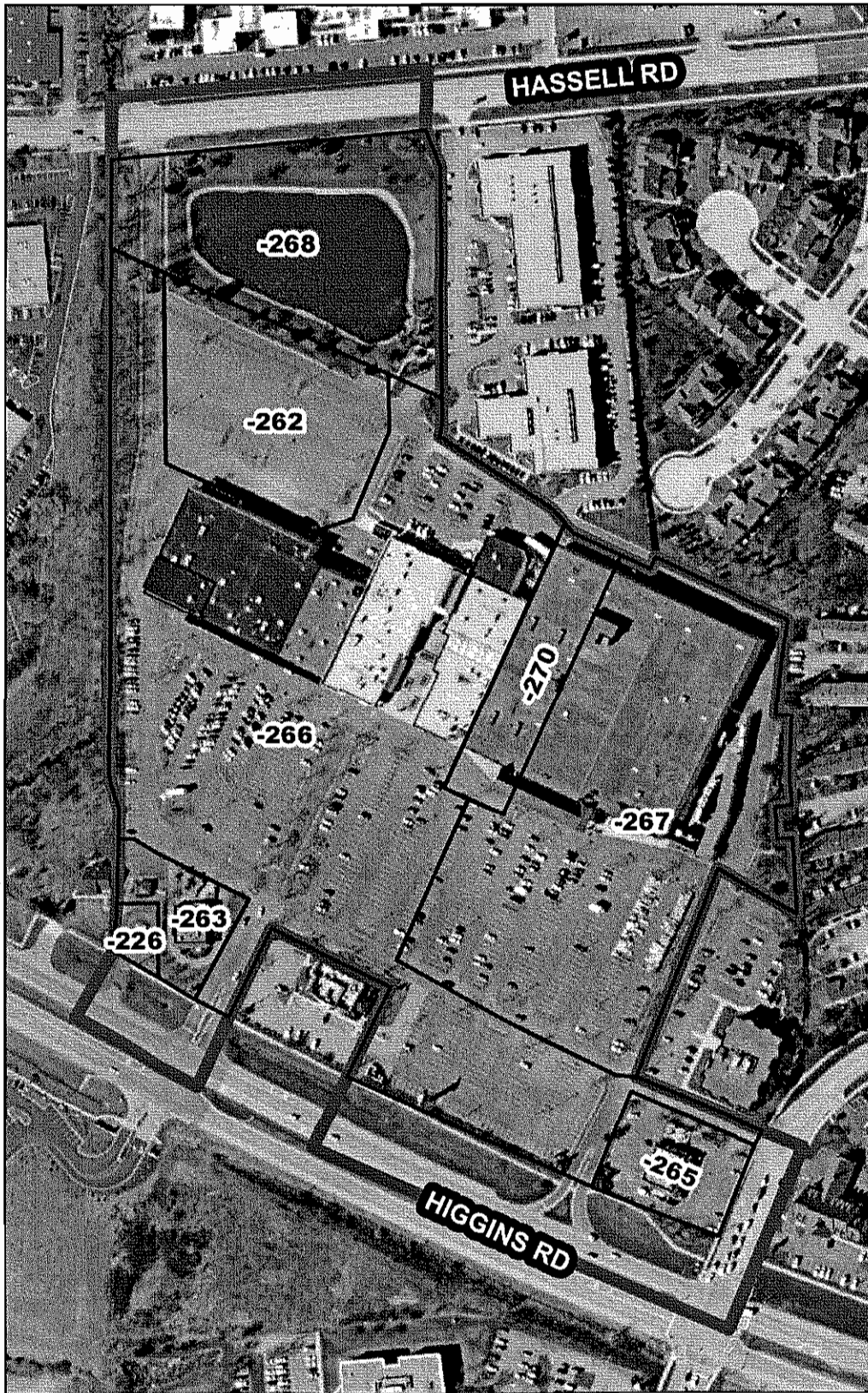
Appendix A at the end of this memo provides detailed calculations and assumptions for these revenue projections.

Conclusion and Next Steps

Updated fieldwork and research confirm that the expanded BSM study area is likely to qualify for TIF designation under a "conservation area" finding for improved land. Approximately \$3.0 million in TIF-eligible costs have been incurred in the study area under an inducement resolution passed by the Village in 2009. The timeframe for reimbursement is approaching the longer end of typical projects and it is critical to pursue timely TIF district designation. Additional TIF-eligible costs are planned for the project site before new vertical construction can proceed. Currently, these costs are estimated at \$2.0 million. In addition, an estimated \$5 million write down of construction costs will likely be required to secure a local grocery anchor tenant. Preliminary TIF revenue projections suggest the project would generate enough revenue to reimburse a substantial percentage of these costs.

Our next steps include a meeting with the Village on October 3, 2011 to review these updates and define a path going forward for the project.

Please call Geoff Dickinson at 312-384-2404 if you have any questions.

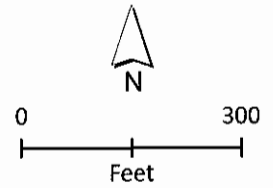


Legend

 Study Area

Note:

All parcels in Cook County Assessor Block 07-07-200.



Map 1: Proposed Higgins/Hassel TIF Study Area
 VILLAGE OF HOFFMAN ESTATES, IL

September 2011
 DRAFT

CARUSO: BARRINGTON SQUARE Mall
Updated TIF Revenue Projections
Option A - Grocery/Hardware Anchors, Medical Office Development & McDonald's Expansion

Current Year	Current Property	Proposed Use	New Retail SF	Exp. Imp SF	Existing SC SF	Office SF	Total SF
2013	Former Burger King & Existing McDonald's	In-Line Retail & McDonald's Expansion	11,000	5,000	-	-	16,000
2014	Existing Shopping Center Renovation	N/A	-	-	105,160	-	105,160
2015	Former Meier's Site	Grocery Anchor & In-Line Retail	90,000	-	-	-	90,000
2016	Blackberry Falls II (currently parking)	Medical Office	-	-	-	27,000	27,000
Total			101,000	5,000	105,160	27,000	238,160

* Assumes upper end of Plain A square footage estimate for new retail

Assumptions	Value
Current (2010) AV	\$ 1,510,212
2010 Equalization Factor	3.3000
Current (2010) EAV	\$ 4,983,390
Annual Inflation	2.0%
2009 Tax Rate	7.150%
Collection Loss	0%
Discount Rate	8.500%

Valuation (EAV) and	Value
Retail SC - Grocery Anchor	\$ 90.00
McDonald's	\$ 130.00
Medical Office	\$ 85.00

TIF Year	Calendar Year	Reassessment Factor [2]	Inflation Factor [3]	Frozen Base EAV [4]	Current/Inflated EAV [5]	Annual New Retail [6]	McDonald's Expansion [6]	Shopping Ctr Renovation	New Office	Total Annual EAV Additions	Cumulative Additions Inflated	Annual EAV Deductions	Cumulative Deductions Inflated	Total Taxable EAV Inflated [8]	Incremental EAV [9]	Tax Rate [10]	Gross TIF Revenue [11]
2008	2008	0.00%	1.00	\$ 4,983,390	\$ 4,983,390											7.15%	\$ -
0	2010	0.00%	1.02	\$ 4,983,390	\$ 4,983,390											7.15%	\$ -
1	2011	6.12%	1.04	\$ 4,983,390	\$ 4,983,390											7.15%	\$ -
2	2012	0.00%	1.06	\$ 4,983,390	\$ 4,983,390											7.15%	\$ -
3	2013	0.00%	1.08	\$ 4,983,390	\$ 4,983,390											7.15%	\$ -
4	2014	0.00%	1.10	\$ 4,983,390	\$ 4,983,390	\$ 815,804	\$ 703,581	\$ -	\$ -	\$ 1,239,385	\$ (710,585)	\$ -	\$ -	\$ 4,863,590	\$ 286,540	7.15%	\$ 20,059
5	2015	6.12%	1.13	\$ 4,983,390	\$ 5,161,641	\$ 546,520	\$ -	\$ 10,449,462	\$ -	\$ 10,995,982	\$ (8,877,677)	\$ -	\$ -	\$ 5,992,390	\$ 809,340	7.15%	\$ 20,059
6	2016	0.00%	1.15	\$ 4,983,390	\$ 5,161,641	\$ 4,560,958	\$ -	\$ -	\$ -	\$ 4,560,958	\$ (4,562,284)	\$ -	\$ -	\$ 17,581,593	\$ 9,011,802	7.15%	\$ 57,866
7	2017	0.00%	1.17	\$ 4,983,390	\$ 5,161,641	\$ 4,652,177	\$ -	\$ -	\$ 1,316,117	\$ 5,970,294	\$ (4,581,877)	\$ -	\$ -	\$ 23,093,202	\$ 18,509,630	7.15%	\$ 644,344
8	2018	6.12%	1.17	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ 1,344,479	\$ 1,344,479	\$ (5,211,699)	\$ -	\$ -	\$ 25,650,976	\$ 21,267,588	7.15%	\$ 929,372
9	2019	0.00%	1.20	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,650,976	\$ 21,267,588	7.15%	\$ 1,520,632
10	2020	6.12%	1.22	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,650,976	\$ 21,267,588	7.15%	\$ 1,520,632
11	2021	0.00%	1.24	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,483,263	\$ 22,849,873	7.15%	\$ 1,633,765
12	2022	6.12%	1.27	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,483,263	\$ 22,849,873	7.15%	\$ 1,633,765
13	2023	0.00%	1.29	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,112,598	\$ 24,529,008	7.15%	\$ 1,633,765
14	2024	6.12%	1.32	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,112,598	\$ 24,529,008	7.15%	\$ 1,633,765
15	2025	0.00%	1.35	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,112,598	\$ 24,529,008	7.15%	\$ 1,633,765
16	2026	6.12%	1.37	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,112,598	\$ 24,529,008	7.15%	\$ 1,633,765
17	2027	0.00%	1.40	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,894,310	\$ 26,310,920	7.15%	\$ 1,753,824
18	2028	6.12%	1.43	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,894,310	\$ 26,310,920	7.15%	\$ 1,753,824
19	2029	0.00%	1.46	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,785,268	\$ 28,201,899	7.15%	\$ 1,881,231
20	2030	6.12%	1.49	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,785,268	\$ 28,201,899	7.15%	\$ 1,881,231
21	2031	0.00%	1.52	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,782,010	\$ 30,206,621	7.15%	\$ 2,016,486
22	2032	6.12%	1.55	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,782,010	\$ 30,206,621	7.15%	\$ 2,016,486
23	2033	0.00%	1.58	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,782,010	\$ 30,206,621	7.15%	\$ 2,016,486
24	2034	6.12%	1.61	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,782,010	\$ 30,206,621	7.15%	\$ 2,016,486
25	2035	0.00%	1.64	\$ 4,983,390	\$ 5,477,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,782,010	\$ 30,206,621	7.15%	\$ 2,016,486
Unincorporated Total (2012-2035)																	
2012 PV @ 6.50%																	
\$ 11,684,420																	

[1] Assumes the proposed TIF district would be established before June 2012 with the frozen base set by 2011 final equalized assessed values (EAV).
 [2] Inflation due to reassessment on existing property values, realized on a triennial basis per standard Cook County assessment practices. Reassessment years are underlined.
 [3] Annual inflation on all new value additions due to redevelopment, shown as a compounded factor.
 [4] Current (2010) assessments include a building value for the former Burger King site that is now vacant. The frozen base assumes only land value for this parcel will be reflected in 2011 final assessments.
 [5] Estimated 2011 EAV inflated due to reassessment.
 [6] Annual EAV Additions represent new value due to redevelopment. Retail and office valuation is based on the assessment levels of comparable properties. McDonald's valuation is based on the property's actual assessment level.
 [7] Annual EAV Deductions represent replacement of existing value due to redevelopment. Existing value for all parcels, except the pond adjacent to Blackberry Falls, are replaced by new value additions.
 [8] Total Taxable EAV is equal to Current/Inflated EAV plus Cumulative EAV Additions, less Cumulative EAV Deductions, inflated due to reassessment throughout the life of the TIF.
 [9] Incremental EAV is equal to Total Taxable EAV less Frozen Base EAV.
 [10] The 2009 Tax Rate is the most current data available from the Cook County Tax Extension Office, and is assumed to remain constant over the life of the TIF.
 [11] Gross TIF Revenue is equal to Incremental EAV multiplied by the Tax Rate. Since the site will be under single ownership, no collection loss is assumed.

CARUSO: BARRINGTON SQUARE MALL
Updated TIF Revenue Projections
Option B. Discount Clothing/Houseware Anchors Only

Assumptions	Current (2010) AV	Proposed Use	Existing SC SF	Office SF	Total SF
2010 Evaluation Factor	\$ 1,510,312	Former Burger King & Existing McDonald's	3,000	-	14,000
Current (2010) EAV	\$ 3,800	Existing Shopping Center Renovation	-	-	105,150
Annual Inflation	2.0%	Former Mezzan's Site	-	-	45,000
2009 Tax Rate	7.15%	BlackBerry Falls II (currently parking)	-	-	-
Collection Loss	0%	N/A	-	-	-
Discount Rate	8.50%		3,000	-	164,150

* Assumes lower end of Plan B square footage estimate for new retail.

Valuation (EAV, \$)	Reassessment Factor	Inflation Factor	Frozen Base EAV	Current/Inflated EAV	Annual EAV Additions	Cumulative Additions Inflated	Annual EAV Deductions	Cumulative Deductions Inflated	Total Taxable EAV Inflated	Incremental EAV	Tax Rate	Gross TIF Revenue
Retail SC - Disc. Clothing/Housewares Anchor	\$ 80.00										7.15%	
Medical Office	\$ 130.00										7.15%	
Medical Office	\$ 85.00										7.15%	

Updated TIF Revenue Projections

TIF Year	Calendar Year	Reassessment Factor	Inflation Factor	Frozen Base EAV	Current/Inflated EAV	Annual EAV Additions	Shopping Ctr Renovation	New Office	Total Annual EAV Additions	Cumulative Additions Inflated	Annual EAV Deductions	Cumulative Deductions Inflated	Total Taxable EAV Inflated	Incremental EAV	Tax Rate	Gross TIF Revenue
0	2009	0.00%	1.00	\$ 4,583,390	\$ 4,583,390								\$ 4,583,390	\$ 328,540	7.15%	\$ 328,540
1	2010	6.12%	1.04	\$ 4,863,990	\$ 4,863,990								\$ 4,863,990	\$ 328,540	7.15%	\$ 328,540
2	2011	0.00%	1.06	\$ 4,863,990	\$ 4,863,990								\$ 4,863,990	\$ 328,540	7.15%	\$ 328,540
3	2012	6.12%	1.10	\$ 5,161,641	\$ 5,161,641	485,796	430,552		\$ 916,347	\$ 916,347			\$ 5,916,533	\$ 335,153	7.15%	\$ 335,153
4	2013	0.00%	1.13	\$ 5,383,390	\$ 5,161,641	495,511			\$ 9,474,179	\$ 10,886,078			\$ 12,764,645	\$ 335,153	7.15%	\$ 335,153
5	2014	6.12%	1.15	\$ 5,737,575	\$ 5,161,641	2,057,634			\$ 2,057,634	\$ 12,943,712			\$ 14,157,712	\$ 335,153	7.15%	\$ 335,153
6	2015	0.00%	1.17	\$ 5,883,390	\$ 5,477,575	2,108,987			\$ 2,108,987	\$ 13,855,710			\$ 17,239,396	\$ 335,153	7.15%	\$ 335,153
7	2016	6.12%	1.20	\$ 6,237,575	\$ 5,477,575					\$ 15,855,710			\$ 17,239,396	\$ 335,153	7.15%	\$ 335,153
8	2017	0.00%	1.22	\$ 6,591,990	\$ 5,883,390					\$ 17,119,195			\$ 18,294,585	\$ 335,153	7.15%	\$ 335,153
9	2018	6.12%	1.24	\$ 6,946,390	\$ 6,237,575					\$ 18,711,195			\$ 19,414,360	\$ 335,153	7.15%	\$ 335,153
10	2019	0.00%	1.27	\$ 7,300,790	\$ 6,591,990					\$ 20,602,674			\$ 20,602,674	\$ 335,153	7.15%	\$ 335,153
11	2020	6.12%	1.29	\$ 7,655,190	\$ 6,946,390					\$ 22,863,722			\$ 22,863,722	\$ 335,153	7.15%	\$ 335,153
12	2021	0.00%	1.32	\$ 8,009,590	\$ 7,300,790					\$ 25,602,674			\$ 25,602,674	\$ 335,153	7.15%	\$ 335,153
13	2022	6.12%	1.35	\$ 8,363,990	\$ 7,655,190					\$ 28,602,674			\$ 28,602,674	\$ 335,153	7.15%	\$ 335,153
14	2023	0.00%	1.37	\$ 8,718,390	\$ 8,009,590					\$ 31,855,710			\$ 31,855,710	\$ 335,153	7.15%	\$ 335,153
15	2024	6.12%	1.40	\$ 9,072,790	\$ 8,363,990					\$ 35,455,710			\$ 35,455,710	\$ 335,153	7.15%	\$ 335,153
16	2025	0.00%	1.43	\$ 9,427,190	\$ 8,718,390					\$ 39,302,674			\$ 39,302,674	\$ 335,153	7.15%	\$ 335,153
17	2026	6.12%	1.46	\$ 9,781,590	\$ 9,072,790					\$ 43,402,674			\$ 43,402,674	\$ 335,153	7.15%	\$ 335,153
18	2027	0.00%	1.49	\$ 10,135,990	\$ 9,427,190					\$ 47,855,710			\$ 47,855,710	\$ 335,153	7.15%	\$ 335,153
19	2028	6.12%	1.52	\$ 10,490,390	\$ 9,781,590					\$ 52,562,674			\$ 52,562,674	\$ 335,153	7.15%	\$ 335,153
20	2029	0.00%	1.55	\$ 10,844,790	\$ 10,135,990					\$ 57,522,674			\$ 57,522,674	\$ 335,153	7.15%	\$ 335,153
21	2030	6.12%	1.58	\$ 11,200,190	\$ 10,490,390					\$ 62,837,222			\$ 62,837,222	\$ 335,153	7.15%	\$ 335,153
22	2031	0.00%	1.61	\$ 11,555,590	\$ 10,844,790					\$ 68,402,674			\$ 68,402,674	\$ 335,153	7.15%	\$ 335,153
23	2032	6.12%	1.64	\$ 11,910,990	\$ 11,200,190					\$ 74,322,674			\$ 74,322,674	\$ 335,153	7.15%	\$ 335,153
													Undiscounted Total (2012-2035)	\$ 1,931,228		\$ 1,931,228
													2012 PV @ 8.50%	\$ 676,920		\$ 676,920

- [1] Assumes the proposed TIF district would be established before June 2012 with the frozen base set by 2011 final equalized assessed values (EAV).
- [2] Inflation due to reassessment on existing property values, realized on a triennial basis per standard Cook County assessment practices. Reassessment years are underlined.
- [3] Annual inflation on all new value additions due to redevelopment, shown as a compounded factor.
- [4] Current (2010) assessments include a building value for the former Burger King site that is now vacant. The frozen base assumes only land value for this parcel will be reflected in 2011 final assessments.
- [5] Estimated 2011 EAV inflated due to reassessment.
- [6] Annual EAV Additions represent new value due to redevelopment. Retail valuation is based on the assessment levels of comparable properties. Assumes the existing shopping center will be removed, re-tenanted, and reassessed at a higher level based on competitive shopping center properties that are similar in size and proposed tenant mix.
- [7] Annual EAV Deductions represent replacement of existing value due to redevelopment. No deductions are made for the McDonald's site, as it will remain as-is and a new restaurant will be built adjacent to the site.
- [8] Total Taxable EAV is equal to Current/Inflated EAV plus Cumulative EAV Additions, less Cumulative EAV Deductions, inflated over the life of the TIF due to reassessment.
- [9] Incremental EAV is equal to Total Taxable EAV less Frozen Base EAV.
- [10] The 2009 Tax Rate is the most current data available from the Cook County Tax Extension Office, and is assumed to remain constant over the life of the TIF.
- [11] Gross TIF Revenue is equal to Incremental EAV multiplied by the Tax Rate. Since the site will be under single ownership, no collection loss is assumed.

Preliminary Conceptual TIF Designation Timeline

DRAFT
10/4/2011

Activity	Guideline	Date
File Plan w/Village Clerk	11 days prior to Intro (Minimum 10 days before Intro)	Start date
Introduce Plan To Village Board; Adopt Resolution Setting Time & Date of Public Hearing; Adopt Interested Party Ordinance		11 days later
<u>Mail Notice of the Availability of the Plan & First Meeting of the JRB</u> JRB/DCEO/Taxing Districts Mailing (cert) <u>Availability of Plan Mailing</u> Interested Parties (reg) All residential addresses w/in RPA (reg) All residential addresses w/in 750 ft (reg)	45+ days prior to Hearing (use 3 days after Intro) w/in 7 days of Council Intro (use same day as JRB mail)	7 or fewer days after Intro 7 or fewer days after Intro
JRB Meeting	At least 14 days after JRB Mailing (use 21 ideally)	14+ days after JRB mailing
<u>Mail Notice of the Public Hearing</u> JRB/DCEO/Taxing Districts (cert) Taxpayer (cert) Previous owners of delinquent taxes on properties (cert) Residential addresses (reg)	10-28* days before Public Hearing	14 days after JRB Meeting
Hold Public Hearing	45+ Days after mailing notice of the availability of the plan.	21 days after PH notice
Introduce Ordinances; Board Approval	14 to 90 days after Public Hearing	14+ days after PH Meeting

Total (appx.)

Roughly 90 days from filing date

This schedule assumes a relatively efficient process. Designations can and often do take longer.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Discussion regarding zoning restrictions for home based occupations/businesses

MEETING DATE: October 10, 2011

COMMITTEE: Planning, Building and Zoning

FROM:  Mark Koplin

REQUEST: Discussion regarding zoning restrictions for home based occupations/businesses.

BACKGROUND: Recently, we received an inquiry regarding home occupations as defined and regulated in the Zoning Code. Home occupations and home based businesses are not allowed if they generated any additional traffic to the neighborhood. With the strictest interpretation of the code, any business that had even one visitor a day would not be allowed. This precludes even “low impact” home occupations/home businesses from being allowable. Thus, music teachers, tutors, seamstresses, accountants/tax preparers, and similar uses are not allowed in Hoffman Estates residential areas. Current applicable sections of the code are attached for reference.

In 2000, the Village received a complaint regarding a specific home based music teacher and the amount of traffic generated on Saturdays with lessons every 30 minutes in the morning and afternoon.

In 2001, the Zoning Board of Appeals considered a potential text amendment regarding home occupations. The Zoning Board of Appeals recommended approval of the request initiated by the Village. At the October 2001, meeting, the Planning, Building and Zoning Committee discussed this same issue and voted to table this item.

In 2001, a discussion of home occupations occurred at the Planning, Building and Zoning Committee. The discussion was apparently remanded to the Zoning Board of Appeals, then tabled by the Planning, Building and Zoning Committee. Ultimately, the Village did not amend the code.

DISCUSSION:

The Development Services Department conducted a survey of communities to find out how they deal with low impact home based businesses. We obtained responses from 25 communities, with 14 who regulate home based businesses and 11 who do not address these businesses in their codes. For those that did regulate, traffic generation was a consideration of most. The regulations varied, but limiting the number of home based business trips per hour or per day was prevalent. For example, codes limited traffic to 1-3 visitors per hour or up to 6-8 a day. Further, many of the codes did not allow any person other than the resident to conduct business from the home. One community did allow one additional outside employee.

We observed other considerations in the various codes that we reviewed. Restrictions included:

- ◆ Hours of operation (weekdays and Saturdays, during day or early evening).
- ◆ Time of deliveries (daytime).
- ◆ No significant or adverse parking or traffic impacts (use driveway or on-street directly adjacent to residence).
- ◆ Limits to the types of business to those that are typically associated with a home based business (hair/beauty, music/computer consulting, telemarketing, tutoring, babysitting, sewing/tailoring, and home based professional offices such as an accountant/tax preparer, attorney, architect, etc.).
- ◆ Limiting the square footage or percentage of the floor area of the residence to be used for the home based business (10-15%, or up specific square feet).
- ◆ No outside storage.
- ◆ No signs and no exterior modifications.
- ◆ No commercial vehicles, maximum one car but keep in garage.

One community approves such businesses via special use process.

If the intent is to relax the current restrictions in the Village code to allow low impact home based businesses, then some or all of the restrictions employed by other communities might be appropriate for consideration in Hoffman Estates.

Based on conversations with some of the elected officials, there appears to be a desire to allow music lessons and tutoring as home based businesses that would be allowed to generate traffic. If the Board desires to modify the Village code, staff suggests limiting students for either music lessons or tutoring to just two visits per hour, not before 9:00 a.m., or after 9:00 p.m. These businesses should have no exterior signage or modifications to the home and only be run by a resident of the house. Further, such business would be required to obtain a business license.

RECOMMENDATION:

For discussion purposes. Should the Committee desire to amend the Village code, as described above, direct the Planning and Zoning Commission to hold necessary public hearing to consider a text amendment to Zoning Code and direct Corporation Counsel to prepare related amendment to business licenses.

Attachments

COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES

NB3

COPY

SUBJECT: Discussion regarding home occupations
MEETING DATE: October 8, 2001
COMMITTEE: Planning, Building and Zoning
FROM: James Norris, Richard Williams, Ron Widmar et al

PURPOSE: To consider a text amendment for home occupations.

DISCUSSION: Discussion of potential revisions to the home occupation section of the Zoning Code were referred to the Planning, Building and Zoning Committee at the September 4, 2001, Village Board meeting based upon review of the Zoning Board of Appeals recommendation.

In an effort to streamline and focus the revision of the home occupations upon educational uses (such as music teachers and home tutoring), the following text amendment is proposed. This proposal only addresses educational home occupations.

Home Occupation: Any use conducted entirely within the dwelling and carried on by the inhabitants thereof, which use is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character thereof. Such home occupations shall comply with the following regulations:

1. No article shall be sold or offered for sale except such as may be produced on the premises by members of the immediate family provided, however, articles produced by others may be sold or offered for sale when such articles are shipped directly to the consumer from another legal premise. The delivery of goods or services directly to the consumer from the dwelling shall be prohibited.
2. There shall be no exterior evidence of the conduct of the home occupation.
3. A home occupation shall not create additional vehicular or pedestrian traffic to the dwelling.
4. A maximum of one (1) vehicle, related to the home occupation, shall be permitted to be maintained on the premises.

DISCUSSION: (Continued)

5. The conduct of any home occupation shall not reduce or render unusable areas provided for the required off-street parking or prevent the number of cars intended to be parked in a garage from doing so.

6. The distribution of articles/products from the dwelling to independent contractors or other employees shall be prohibited.

7. **A teacher of musical instruments or a home tutor shall be a permitted home occupation provided the practitioner teaches only one pupil at a time.**

Uses deemed to be unacceptable as home occupations include, but are not limited to: clinics, doctors' offices, hospitals, barber shops, beauty parlors, clothing shops, real estate offices, tea rooms, tourist homes, animal hospitals, kennels, livery services, the repair and/or servicing of automobiles or other vehicles, as occupations not deemed to be home occupations.

As written, item 7 (above) limits tutoring or lesson activities to one pupil at a time. It does not otherwise specifically address trip generation issues. An option available to address this traffic related issue would be to limit the number of educational tutoring or lesson related trips per day to a home occupation. This would require field observations to verify whether or not a particular site was in compliance. It is anticipated that such verifications would be conducted on a complaint basis. The following language could be added to 7 above to address this option:

7. A teacher of musical instruments or a home tutor shall be a permitted home occupation provided the practitioner teaches only one pupil at a time. **No more than six people may visit such a home occupation during one day.**

RECOMMENDATION:

This item is presented for discussion. Corporation Counsel should be directed to develop an appropriate ordinance based upon the outcome of the discussion.

cc: D. Plass
V. Rubel

Trustee Brigano inquired, and Kristina Dalman responded, that burying the electrical cables along the fence line is not an option due to stormwater drainage, sanitary sewer and watermain in that area.

Trustee Boester inquired, and Geoffrey Roehll, Hitchcock Design Group, responded that there are various grades of land, but unfortunately only certain areas can be developed.

Raleigh Roland, 500 Paris Lane, Hoffman Estates, stated a concern that once the construction is completed the actual buildings will not look as good as the architects renderings, and they will be more noticeable than anticipated. Raleigh Roland also stated that he is concerned with the noise levels from the ongoing construction.

John Johnson, 485 Newark Lane, Hoffman Estates, stated that currently he can see the buildings at Friendship Village from his back yard, and is concerned that the fence and landscaping will not be enough to block the site line of the two high-rise buildings.

Karen Roland, 500 Paris Lane, Hoffman Estates, stated that Friendship Village was built as a low-rise facility in a residential area. Karen Roland is concerned if these high-rise buildings are constructed the value of the neighboring homes will go down and the lifestyle of the residents will change.

James Higginbotham, 465 Newark Lane, Hoffman Estates, stated a concern that the value of his home will go down if the high-rise buildings are constructed at Friendship Village.

Trustee Mills stated that it is apparent that the neighboring residents have numerous concerns with the development plans of Friendship Village, and suggested that a meeting be set up between Friendship Village and the neighboring residents.

James Norris suggested that the residents in attendance telephone the Village of Schaumburg, or Ron Widmar to find out when the next open meeting on the Friendship Village development will be held, because if they did not receive notice of the last meeting it is unlikely that they will receive notice of the next meeting.

At 8:50 p.m. the Committee recessed and reconvened at 9:00 p.m. with a quorum present.

3. Discussion regarding home occupations.

A memo from James, Norris, Richard Williams, and Ron Widmar was submitted to the Committee.

Ron Widmar stated that the discussion of potential revisions to the home occupation section of the Zoning Code was referred to the Planning, Building and Zoning Committee at the September 4, 2001, Village Board meeting based upon review of the Zoning Board of Appeals recommendation.

Trustee Giacalone inquired, and Richard Williams responded, this item was brought before the Planning, Building & Zoning Committee as a policy issue of prosecutorial discretion, therefore if the item is tabled it will remain up to the discretion of the prosecutor.

Motion by Trustee Brigano, seconded by Village President McLeod to table this item. Motion carried.

4. Discussion regarding request by Stonegate Properties, Inc. for disconnection of property located along the Northwest Tollway (1.794 acres).

A memo from Richard Williams and Richard Unwin was submitted to the Committee.

The property is a thin strip of land north of the tollway and south of the Hanover Township line that was a remainder after the tollway construction. The property was annexed to the Village of Hoffman Estates in the 1960s. The disconnection would permit the owner to use the property for the purpose of setbacks and F.A.R. density for the expansion of their office park in South Barrington.

Village President McLeod inquired, and James Norris responded, this issue is a policy issue and up to the discretion of the Village Board.

Matthew E. Norton, Holland & Knight LLP, stated that this property is owned by Stonegate Properties and is immediately adjacent to Stonegate's South Barrington Office Center in South Barrington. Mr. Norton noted that Stonegate Properties Inc., has been working with South Barrington to get approval for the construction of five (5) single story office buildings condition on the disconnection of this property.

Motion by Trustee Brigano, seconded by Village President McLeod, to approve the request by Stonegate Properties, Inc. for disconnection of property located along the Northwest Tollway. Motion carried. Nays: Trustee Giacalone, Trustee Frank

5. Request approval by Pasquinelli, Inc. for the fourth amendment to the Consent Decree (Hunters Ridge).

A memo from Ron Widmar was submitted to the Committee.

Ron Widmar stated that Unit 3 (phase 1) of Hunters Ridge was approved on May 1, 2000. As part of that approval, sample home footprints were shown for each lot that met the Consent Decree requirements. Pasquinelli has elected to build different models than originally proposed and is now seeking to amend the Consent Decree to permit modifications to the building coverage requirements. In particular, the building land coverage for Lot 234 is 20% rather than the permitted 15%.

COPY

VILLAGE OF HOFFMAN ESTATES
ZONING BOARD OF APPEALS

FINDING OF FACT

COPY

DATE OF PUBLIC HEARINGS: July 17 and August 21, 2001

DATE OF PRESENTATION TO VILLAGE BOARD: September 4, 2001

PETITION: Hearing held at the request of the Village of Hoffman Estates to consider text amendments to the Zoning Code (Chapter 9) regarding home occupations.

DISTRICT IN WHICH PROPERTY IS LOCATED: Not Applicable.

ZONING CODE SECTION(S) FOR TEXT AMENDMENT(S): Section 9-2-1, *Definitions, Home Occupations* and 9-3-13 *Home Occupations*.

FINDING-OF-FACT: The ZBA found that the Standards for a Text Amendment (9-1-17) were met.

MOTION: Request to accept text amendments to Section 9-2-1 (Definitions, Home Occupations) and 9-3-13 (Home Occupations) as outlined in Staff's memo dated August 22, 2001.

RECOMMENDATION: The Zoning Board of Appeals (ZBA) recommends approval of this request.

Recently, the question has been raised regarding musical teaching and tutoring as a permitted home occupation. In response to a possible violation of the current Home Occupation ordinance, it was found that Home Occupations are broadly defined, with the goal of preserving the residential character of the neighborhood.

The Zoning Board reviewed area community's regulations, and developed the attached draft. This draft attempts to solve many of the problems associated with some home occupations, without being overly restrictive or permissive, compared to the surrounding communities. The goal of this ordinance is to provide direction to home occupation business owners that protects them and their neighbors from undesirable effects associated with some home based businesses. The ordinance only allows businesses that are incidental to the dwelling and does not alter the residential character of the neighborhood. These regulations restrict alterations to the interior of the dwelling, prohibit additional unnecessary traffic to the dwelling, allow no more than one business vehicle, and state that the home occupation shall not reduce the available off street parking, among other restrictions and regulations designed to preserve

neighborhood tranquility. The draft also quantifies the standards, allowing for a more consistent enforcement of the ordinance. All of these regulations were removed from the definitions section of the zoning code to a new subsection in the section 3.

The draft text allows music teaching and tutoring, provided the use does not impact the surrounding properties. The quantity standards imposed are designed to prevent unnatural traffic and parking on the street.

VOTING

5 Ayes

1 Absent (Jehlik)

1 Vacancy

MOTION PASSED

ZONING BOARD OF APPEALS

Chairperson Vicki Rubel

Vice-Chairman Joel Koenig

Jerome Lewandowski

William Weaver


Ronald Jehlik

Jeffrey Wolff

FINDING OF FACT WRITTEN BY THE COMMUNITY DEVELOPMENT TEAM

VILLAGE OF HOFFMAN ESTATES

Memo

TO: Vicki Rubel, Zoning Board of Appeals Chairperson
FROM: Jeremy Barnhart, Planner 
RE: TEXT AMENDMENT TO SECTION 9-2-1, DEFINITIONS,
HOME OCCUPATIONS AND 9-3-13 HOME OCCUPATIONS
DATE: August 15, 2001
HEARING DATE: August 21, 2001 (Continued from 7/17/01)

1. REQUEST SUMMARY

Request by the Village of Hoffman Estates for a text amendment regarding Home Occupations.

2. BACKGROUND

The Home Occupation definition is broadly defined, with the goal of preserving the residential character of the neighborhood. Recently, the question has been raised regarding musical teaching and tutoring as a permitted home occupation.

In reviewing this text amendment, the requirements were located in the definitions section of the zoning code. To effectively navigate through the code, it is more desirable to have the regulations removed from the definition section and placed elsewhere, generally within the General Requirements and procedures. This draft text amends the Home Occupation definition with one found in national planning manuals and places the restrictions and regulations in a new section as part of the General Requirements and Procedures.

3. COMMUNITY DEVELOPMENT COMMENTS

The existing ordinance provides direction to home occupation business owners that protects them and their neighbors from undesirable effects associated with some home based businesses. The ordinance only allows businesses that are incidental to the dwelling and does not alter the residential character of the neighborhood. These regulations restrict alterations to the interior of the dwelling, prohibit additional unnecessary traffic to the dwelling, allow no more than one business vehicle, and state that the home occupation shall not reduce the available off street parking, among other restrictions and regulations designed to preserve neighborhood tranquility.

In reviewing surrounding communities' home occupation regulations, it appears that these ordinances are fairly consistent with the Village's. These ordinances are attached for your information. Many of these ordinances place additional restrictions on the home occupation, designed to limit the impact the use has on the surrounding properties. These restrictions place limits on the amount of space to be occupied by the home occupation, limit the type of or number of workers. These do little in reducing the volume of traffic, arguably the most visible negative effect of many home occupations.

The practice of music teaching and other tutoring meets many of the home occupation regulations as set forth in the zoning code. Teaching and tutoring does not require alteration to the standard residential structure, does not require the distribution of goods, and does not require storage of materials on site that would reduce off street parking areas.

However, teaching and tutoring has the ability to create additional vehicular and pedestrian traffic to the dwelling. In researching other communities' ordinances, many permit music teaching, but place limits on the number of pupils on site per time, usually varying from one to three. Barrington, Arlington Heights, Hanover Park, and Palatine all have ordinances that limit the number of clients receiving instruction.

The management of the traffic by the home business person is key to preserving the residential character. Limiting the number of pupils on site raises some enforcement challenges, and does not necessarily limit the street traffic. One approach would be to limit the hours the teaching and tutoring could be offered. Another method may limit the number of pupils per hour. Often, a combination of these approaches best preserves the intent of the

code. The draft text below combines several of the practices found in adjacent communities, including limiting the number of clients per time and per 24-hour period.

There are many individual services, such as tax preparation, architect consulting, attorneys, etc. that seem to share the same characteristics as music teaching and tutoring. It is suggested that these businesses be considered as a group.

4. REQUIRED ACTION(S)

Amend Section 9-2-1 Definitions: Remove existing text and insert to read as follows:

Home Occupation: Any use conducted entirely within the dwelling and carried on by the inhabitants thereof, which use is clearly incidental and secondary to the use of the dwelling for ~~dwelling~~ residential purposes and does not change the character thereof. Such home occupations shall comply with the regulations found in Section 9-3-13 of the Zoning Code.
~~following regulations:~~

Insert Section 9-3-13 to read as follows:

9-3-13 Home Occupations

1. There shall be no exterior evidence of the conduct of the home occupation, including the creation of a separate, exclusive business entrance.
2. The Home Occupation shall not generate any noise, vibrations, smoke, dust, odor, heat, glare at or beyond the property line, or electrical interference with radio or television transmission in the area that would exceed that which is normally produced by a dwelling in a residential zoning district.
3. No toxic, explosive, flammable, radioactive, or other restricted or hazardous material shall be used, sold or stored on site.
- ~~4.~~ No article shall be sold or offered for sale except such as may be produced on the premises by members of the immediate family, provided, however, articles produced by others may be sold or offered for sale when such articles are shipped directly to the consumer from

another legal premise. The delivery of goods or services directly to the consumer from the dwelling shall be prohibited.

5. There shall be no more than one (1) home occupation per lot or dwelling unit.

6. No persons other than those residing on the premises shall be involved or employed in the Home Occupation.

~~7. A home occupation shall not create additional vehicular or pedestrian traffic to the dwelling.~~

~~4. A maximum of one (1) vehicle, related to the home occupation, shall be permitted to be maintained on the premises. (Moved to final paragraph: permitted home occupations)~~

58. The conduct of any home occupation shall not reduce or render unusable areas provided for the required off-street parking or prevent the number of cars intended to be parked in a garage from doing so.

69. The distribution of articles/products from the dwelling to independent contractors or other employees shall be prohibited.

710. There shall be no client/ pupils between the hours of 9:00 p.m. and 8:00 a.m.

811. There shall be no more than two (2) client/ pupil vehicles on site at one time, and there shall be no more than six (6) clients/ pupils per 24-hour period.

Certain uses by nature of their investment or operation are inconsistent with the standards employed to preserve the neighborhood character and tranquility. The following uses are specifically deemed to not be included as permissible home occupations, including, Uses deemed to be unacceptable as home occupations include, but are not limited to: clinics, doctors' offices, hospitals, barber shops, beauty parlors, clothing shops, real estate offices, tea rooms, tourist homes, animal hospitals, kennels, livery services, and the repair and/or servicing of automobiles or other vehicles, as occupations not deemed to be home occupations.

The home occupation shall not create any traffic hazards or nuisances in the public streets nor use more vehicle parking than exists on the residential drive or assigned parking spaces serving the dwelling unit. The frequency of trips to and from the dwelling unit shall be limited to avoid the creation of traffic patterns other than are customary in a residential neighborhood. A maximum of one (1) vehicle, related-used

by the to the home occupation, shall be permitted to be maintained on the premises. Uses deemed to be acceptable as home occupations, provided the standards set forth above are met, include, but are not limited to: professional offices of architects, attorneys, clergypersons, ~~or~~ accountants, music or vocal lessons, and tutoring.

cc: R. Williams, D. O'Malley, D. Plass

- d. Attic floor space where the structural headroom exceeds seven and one-half feet.
- e. Interior balconies and mezzanines.
- f. Enclosed porches, but not terraces and breezeways.
- g. Accessory uses, other than floor space devoted exclusively to accessory off-street parking or loading.

Gross Leasable Area: The total floor area designed for tenant occupancy and exclusive use including basements, mezzanines, and upper floors, expressed in square feet and measured from the centerline of joint partitions and from outside wall faces.

Ground Area Ratio: Within the R-9 Planned Development District, the percentage ratio of the building ground floor area to the zoning lot area for all buildings in a zoning lot.

Ground Clearance: The measurement from the bottom portion of a sign face to ground level. If the subject sign is built over or upon a planter, ground clearance shall also be measured to ground level. Under no circumstances shall the planter exceed one and one-half feet in height.

Ground Floor Living Area: The gross area of a building or buildings taken as a plane through the building, excluding accessory uses such as a garage.

Ground Level or Grade Level: Ground level or grade level is the natural grade of a lot or any parcel of property.

Ground Sign: See Sign, Ground.

Gun Shop: A business, or portion of a permitted retail business, that sells weapons which use gunpowder to propel a projectile or projectiles at high velocity.

Helipad: A certified helicopter landing pad. A Helipad may also be called a Helistop.

Heliport: A certified helicopter landing pad that additionally includes hangers and/or maintenance and fuel facilities.

Home Occupation: Any use conducted entirely within the dwelling and carried on by the inhabitants thereof, which use is clearly incidental and

secondary to the use of the dwelling for dwelling purposes and does not change the character thereof. Such home occupations shall comply with the following regulations:

1. No article shall be sold or offered for sale except such as may be produced on the premises by members of the immediate family, provided, however, articles produced by others may be sold or offered for sale when such articles are shipped directly to the consumer from another legal premise. The delivery of goods or services directly to the consumer from the dwelling shall be prohibited.
2. There shall be no exterior evidence of the conduct of the home occupation.
3. A home occupation shall not create additional vehicular or pedestrian traffic to the dwelling.
4. A maximum of one vehicle, related to the home occupation, shall be permitted to be maintained on the premises.
5. The conduct of any home occupation shall not reduce or render unusable areas provided for the required off-street parking or prevent the number of cars intended to be parked in a garage from doing so.
6. The distribution of articles/products from the dwelling to independent contractors or other employees shall be prohibited.

Uses deemed to be unacceptable as home occupations include, but are not limited to: clinics, doctors' offices, hospitals, barber shops, beauty parlors, clothing shops, real estate offices, tea rooms, tourist homes, animal hospitals, kennels, livery services, the repair and/or servicing of automobiles or other vehicles, as occupations not deemed to be home occupations.

Hotel: A facility offering transient lodging accommodations to the general public in which ingress and egress to and from all rooms is made through an inside lobby or office supervised by a person in charge at all hours, and providing additional services such as restaurants, meeting rooms and recreation facilities.

h. The applicant shall comply with all applicable regulations of the Department of Code Enforcement, Police Department and Fire Department including the right of inspection.

B. Public Special Events.

1. *Definition.* "Public special events business license" as herein used shall mean a special promotion promoted by the Village that would otherwise require licenses for numerous vendors otherwise designated in this Chapter 8.

2. *Application.* An application for a special events license shall be made in conformity with the general requirements of this Chapter relating to applications for licenses.

3. Regulations.

a. No person suffering from any actively contagious or infectious disease shall be employed in or on any business licensed herein.

b. The area used by the public must be adequately lighted during business hours and shall be kept in a clean and sanitary condition.

c. No licensee under this Article, nor anyone in his behalf, shall shout, make any outcry, blow a horn, or use any loud speaking sound device which is capable of being plainly heard upon the streets, avenues or other public places for the purpose of attracting attention to any goods, wares or merchandise which such licensee proposes to sell.

d. No business, occupation or activity licensed under this Article shall be conducted or operated so as to constitute a nuisance or as to amount to a nuisance in fact.

(Ord. No. 4238-2011, § 3(Exh. A), 5-2-11)

Sec. 8-11-3. Helipads.

A. License Required. It shall be unlawful for any person, firm or corporation to operate a helipad or helistop within the Village of Hoffman Estates without obtaining a license therefor.

B. Definition.

1. *Helipad* is defined as a certified landing pad used on a regular or scheduled basis.

2. *Helistop* is defined as a certified landing pad used on an infrequent basis.

C. Regulation. Insofar as applicable to the operation of each helipad or helistop facility, all facilities shall be operated in strict compliance with all state and federal aviation administration rules, regulations and requirements as well as Village zoning and site plan provisions and condition.

(Ord. No. 4238-2011, § 3(Exh. A), 5-2-11)

Sec. 8-11-4. Home occupations.

A. Definition. "Home Occupation"—Business activity not otherwise licensed by this Chapter and required under 35 ILCS 120/1 et seq., "An Act in Relation to a Tax Upon Persons Engaged in the Business of Selling Tangible Personal Property to Purchasers for Use of Consumption" to file reports for such business activity conducted entirely with the dwelling and carried on by the inhabitants thereof or a limousine or livery service, which business activity is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character thereof.

B. License Required. It shall be unlawful to operate a home occupation as herein defined without having obtained a license therefor.

C. Application. An application for a Home Occupation License shall be made in conformity with the general requirements of this Chapter relating to application for licenses.

D. Regulations.

1. No article shall be sold or offered for sale except such as may be produced on the premises by members of the immediate family, provided, however, articles produced by others may be sold or offered for sale when such articles are shipped directly to the consumer from another legal premise. The delivery of goods or services directly to the consumer from the dwelling shall be prohibited.

2. There shall be no exterior evidence of the conduct of the home occupation.
3. A home occupation shall not create additional vehicular or pedestrian traffic to the dwelling.
4. A maximum of one vehicle, related to the home occupation, shall be permitted to be maintained on the premises.
5. The conduct of any home occupation shall not reduce or render unusable areas provided for the required off-street parking or prevent the number of cars intended to be parked in a garage from doing so.
6. The distribution of articles/products from the dwelling to independent contractors or other employees shall be prohibited.
7. The applicant shall comply with all applicable regulations of the Department of Code Enforcement, Police Department and Fire Department, including the right of inspection.

~~D. *Regulations.* The applicant(s) shall comply with all applicable regulations of the Department of Development Services, including the right of reasonable inspection.
(Ord. No. 4238-2011, § 3(Exh. A), 5-2-11)~~

(Ord. No. 4238-2011, § 3(Exh. A), 5-2-11)

~~**Sec 8-11-5. Special use antennas.**~~

~~A. *Definition.* "Special Use Antennas" shall mean antennas leased to third parties on premises where a special use has been granted by the Planning and Zoning Commission.~~

~~B. *License Required.* No property owner shall permit and no person shall permit a special use antenna without having obtained a license therefore and the Clerk shall not issue a license without a location verification by the Director of Development Services. Such license shall be issued to the owner of the property and the person leasing the special use antenna.~~

~~C. *Requirement.* The property owner and/or the lessee shall apply for such license and the license shall be granted only upon evidence of prior approval of a special use by the Village Board and continuing compliance of the conditions set by the Village Board at the time of granting the special use.~~

Refuse Collectors (per unit for first two units)	125.00
Each unit thereafter).....	50.00
Tanning Facilities (for first unit).....	65.00
Each additional unit	10.00
Wearing Apparel Stores	65.00

Self-Storage Facilities

Less than 50,000 square feet	\$315.00
50,001—100,000 square feet	470.00
More than 100,000 square feet	625.00

Special Licenses:

General License	\$30.00
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General Business Premises License

Square Feet

1—1,999	\$35.00
2,000—3,999	40.00
4,000—5,999	45.00
6,000—7,999	50.00
8,000—9,999	55.00
10,000—14,999	70.00
15,000—19,999	85.00
20,000—24,999	100.00
25,000—29,999	115.00
30,000—39,999	150.00
40,000—49,999	205.00
50,000—74,999	265.00
75,000—99,999	325.00
100,000—199,999	400.00
200,000—499,999	475.00
500,000 or greater	475.00 (plus \$75.00 for each additional 100,000 sq. ft. or portion thereof)

General Business Premises License (Otherwise Licensed)

Square Feet

1—9,999	\$10.00
10,000—29,999	55.00

Square Feet

30,000—99,999	115.00
100,000—499,999	325.00

Square Feet

500,000 or greater	400.00 (plus \$75.00 for each additional 300,000 sq. ft. or portion thereof)
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Special Events License (plus applicable fees if license would otherwise be required)	\$50.00
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* Home Occupation License	25.00 *
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Retail Sales and Service	50.00
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Helipads	100.00
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Special Use Antennas	50.00
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There shall be a penalty applicable to all licenses listed in the Subsection A of 25 percent or \$15.00, whichever is greater for a license purchased after the date such license fee is due. An additional penalty of 25 percent of the original license fee or \$15.00, whichever is greater, shall be assessed for each additional 30 days after the date such license fees due.

B. Public and Private Swimming Pools.

Public	\$65.00
Private	65.00

C. Vehicle Licenses.

Trucks, Class D/S (8,001 lbs—59,500 lbs)	\$30.00
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All other Truck Classes (59,501 lbs and over)	100.00
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Replacement or Transfer Within Class (no other transfer permitted)	2.00
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Buses	35.00
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There shall be a penalty of 50 percent of the applicable base rate for licenses purchased within two calendar months after the date when the sticker is required, plus \$2.50 for each calendar month or portion thereof after such two-month date.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Discussion regarding proposed code enforcement programs

MEETING DATE: October 10, 2011

COMMITTEE: Planning, Building and Zoning

FROM: James H. Norris, Mark Koplin, Don Plass

REQUEST: Discussion regarding proposed code enforcement programs.

BACKGROUND: Various elected officials previously expressed interest in potential code enforcement programs. Staff performed some research and distributed memos outlining the potential programs. The programs include:

1. Registration and periodic inspections of vacant properties.
2. Registration and inspection of single-family rental units.
3. Inspections prior to the sale of single-family homes.

Staff surveyed northwest suburban and other communities who may have addressed these programs. Outlines of each program are attached, with a potential scope and other information gained from our research.

DICUSSION: We present the outlines to obtain Village Board input so as to fine tune the programs if the Board wishes to proceed towards implementation of one or more of the proposed programs.

A single summary sheet is also attached that provides a side-by-side comparison of each of the three programs. For each, we outlined the potential benefits, estimated the number of registrations and/or inspections annually, and the required staffing in full time equivalents (FTEs) based on the assumptions. We also provided the range of comparable fees charged in other communities with these programs, and proposed a fee for such a program in Hoffman Estates to cover staffing and program costs.

Our intent is to convey this information to seek input from the Village Board as to whether we should proceed to implement the programs. If so, we suggest a phased approach to gauge actual staffing and time requirements in the office and in the field of a single program before proceeding with the next program. Starting with the registration of vacant single-family properties, implementation could continue to registration to inspection of rental units, and then inspections of single-family homes prior to resale.

DISCUSSION: (Continued)

Each of these programs would require dedication of new staff resources which could be at least partially offset by the fees charged for such services. The range of staff involvement would be directly proportionate to the complexity of the program desired by the Village Board.

Registration and Inspection of Vacant Single-Family Properties

With the increasing amount of foreclosed properties and vacant properties, many municipalities have enacted ordinances which provide for registration and inspection of vacant properties. A vacant property registration/inspection program provides a point of contact and a requirement for owners to winterize the residence. Fees imposed at registration assist in covering the municipal cost of monitoring and inspection/reinspection of the property.

With the increased number of foreclosures, this could be considered as the highest priority. As reflected in the 2010 census and the weekly reports received from banks, this is a situation that we should closely monitor to make sure vacant structures do not become an attractive nuisance or downgrade a neighborhood. With existing staff resources limited by recent budget constraints, hiring of one full time and one part-time employee would be necessary to implement this program. These new employees would reside in Development Services (Code Enforcement), and report to the Director of Code Enforcement. They would work with the Code Enforcement Officers. Costs would be offset by a proposed annual fee of \$120 to register vacant properties, maintain a database, and perform an annual inspection. Other communities with such programs charge from \$0 to \$500 annually. With 835 vacant properties, as reported in the 2010 census, it is important to have a contact person and phone number for each property so we can make contact, when necessary.

Staff has found examples of 15-20 communities that have adopted ordinances requiring that the owners of vacant properties register those properties with the municipality. Registration typically requires a fee, proof of liability insurance, a local contact person residing in the area, and some require a separate fee for periodic inspections of the vacant property. As an alternative, the program could require registration of all vacant properties, with the Village reserving the right to inspect if problems are identified. The Village would then send an inspector out to inspect the property, if/when necessary.

For example, registration of vacant properties could be accomplished with office personnel, whereas actual inspections would be conducted by Code Enforcement and Code Inspector staff. The recent U.S. Census indicates 835 vacant properties in Hoffman Estates. Currently, there are perhaps 20-25 properties which we monitor closely because of previous property maintenance issues identified. Registration of each property would require perhaps an hour of time. Inspections on an annual basis would require perhaps 1-2 hours/property. Total staff involvement could amount to a half-time position or more each year.

DISCUSSION: (Continued)***Registration of Rental Properties***

Registration of rental residential properties, whether single-family homes, duplexes, quads, or multi-family complexes would provide a registry of all units for rent, as well as contact information. Some communities use this program as an annual opportunity to reinforce Village laws and requirements and to disseminate information on reducing crime and making neighborhoods safer. One community requires property owners to attend an annual "crime free" seminar and that leases include and requires renters to sign an addendum to the lease stating that the renter, including guests and invitees, will not engage in any criminal activity on or off the said premises. Any violation of the addendum is cause for termination of tenancy. Interestingly, the website includes a listing of all registered rental addresses in that community and presumably, one of the goals was to make this information available to the public.

While we do not know the exact number of rental properties, we place an estimate at 600. That would require the equivalent of one full time staff person spending up to three hours per property (on average) to register, inspect, input results, etc. Again, to offset staff and program costs, we propose an annual fee of \$100.

Single-Family Inspection Prior to Sale

This program would provide, prior to resale to a new owner, an inspection by the Code Enforcement Division to ensure basic life safety items and that the building envelope is secure. With input from the Village Board, a scope and the scale of this program would be developed. The scope could include such elements as electric panels, GFI outlets, basic plumbing systems, furnaces, water heaters, zoning (i.e. setbacks), exterior or building envelope (roofs, windows, doors), smoke alarms, and fire sprinkler systems (if applicable).

Based on an average of 400 single-family homes sold over the past three years and again based on the complexity and level of inspection desired, an average of 2-5 hours per inspection of single-family homes prior to resale would result in between a half and a full staff position. A basic inspection could take as little as one hour, or if more detailed, two or more hours. Based on the above scope, a fee ranging from \$175 up to \$250 would offset costs.

With regard to the inspection of single-family homes prior to sale, discussion needs to occur to determine how the Village's program would interface with a private company inspections.

RECOMMENDATION:

For discussion purposes.

Proposed Code Programs

9/21/2011

f:Code programs

	1st Phase	2nd Phase	3rd Phase
<u>Program</u>	<u>Vacant Building Registration & Inspection</u>	<u>Single Family Rental Registration & Inspection</u>	<u>Single Family Inspection Prior to Resale</u>
1 Benefit	Database of all vacant properties. Ensure structures are winterized. Provide emergency contact info.	Database of all SF properties. Ensure basic life safety of structures. Provide emergency contact info.	Ensure basic life safety of structures prior to sale to a new owner.
2 Estimated number per year	835 (current vacant units per US Census - should reduce over time)	600 (estimated)	400 2008-10 avg 675 2006-10 avg
3 Staff Hours			
Registration/Phone calls/Admin	1.0 hr	1 hr	1 hr
Initial inspection **	1.5 hr	2 hr	2.5 hr *
Reinspection **	1.0 hr	NA hr	2 hr
Total	2,923 hrs	1,800 hrs	2,200 hrs ***
4 Staffing (FTEs)	1.5	0.9	1.1
5 Cost			
Staff (\$24/hr x 1.3)	\$ 91,182	\$ 56,160	\$ 68,640
Other			
6 What other Communities Charge	\$0-500		
License/registration		\$50-100	included
Initial inspection *		\$50-250	\$50-250
Reinspection/annual inspection		\$35-250	\$35-250
7 Proposed Fee to Offset Costs	\$ 120	\$ 100	\$ 175
8 Projected Revenue (line 2 x line 7)	\$ 100,200	\$ 60,000	\$ 70,000

* Depending on the scope of the inspections desired by the Village Board. 2.5 hours covers basic life safety.

** Includes travel time to/from the address to be inspected.

*** Assumes 400 transfers per year. That number should increase as the economy improves.

**ABANDONED OR VACANT SINGLE-FAMILY
PROPERTY REGISTRATION PROGRAM
POTENTIAL PROGRAM OUTLINE
JUNE 6, 2011**

Overview:

- ◆ Require owners of properties that have become vacant for a certain length of time to formally register with the local municipality.
- ◆ This provides a point of contact for any issues.
- ◆ Fees imposed assist in covering the cost of monitoring, inspection, and reinspection of the property by the municipality and administration costs.
- ◆ Examples are relatively new - generated from foreclosure increases in recent years.
- ◆ Require owners to “winterize” residences, shut off water at “B-box”.
- ◆ Requires an automatic gas flow shut off valve.
- ◆ Examples from other municipalities are mostly in past 6-18 months (17 adopted an ordinance requiring a fee and 1 is considering).
- ◆ We currently have over 100 vacant properties, with perhaps 20-25 that we monitor closely and have written citations.

Other Communities with Similar Programs:

<u>Municipality</u>	<u>Fee</u>
◆ Arlington Heights	(Program proposed)
◆ Bolingbrook	No fees
◆ Chicago	\$250
◆ Countryside	\$50 regular - \$500 inspection fee
◆ East Dundee	\$50
◆ Elgin	\$250 regular - \$500 inspection fee
◆ Evanston	
◆ Glenview	\$200 annually
◆ Gilberts	\$200
◆ Hinsdale	\$100 annually
◆ Lisle	\$200 regular - \$500 inspection fee
◆ Maywood	\$250 every 6 months
◆ Morton Grove	\$200 annually
◆ Mt. Prospect	\$500 register fees
◆ Niles	\$75
◆ Northbrook	\$200 regular - \$500 inspection fee
◆ Oak Forest	\$200 regular - \$500 inspection fee
◆ Oak Park	\$200 regular - \$500 inspection fee
◆ South Elgin	\$50
◆ Waukegan	\$250 initially, plus \$250 every 6 months

Range of Scope of Inspections:

- ◆ Exterior - Property maintenance - weather tight.
- ◆ Interior (utilities) - Winterize (turn off water) and with automatic gas shutoff at meter (go inside structure to verify).
- ◆ Hazardous/combustible storage, safety hazards.

Charges:

A fee of \$250 would be in the mid-range of what other communities charge. That would cover about 4 hours of staff time for processing, scheduling an initial inspection, and any follow-up inspections. It is more likely that 6-8 hours would be necessary.

Benefits:

Registration of vacant properties would provide a comprehensive list for the Village to understand the magnitude of this situation. More importantly, the Village would have a contact in case there were any issues with the property (break-ins, vandalism, utility emergencies). The Code Enforcement Division and Police would also be able to monitor such properties.

Cost to Village:

- ◆ Assuming 6 hours to answer questions, register properties, perform one initial and one follow-up inspection, and 600 properties, the program would require 3,600 hours or the equivalent of one-half full time employee position.

Revenue to the Village:

- ◆ $100 \times \$250$ (proposed registration fee) = \$25,000 in annual revenue to offset costs. If we adopt additional inspection fee, revenue would be higher.

Timing:

- ◆ The program could be up and running in 1-2 months.

Staffing:

- ◆ Code/Finance counter clerks would register properties.
- ◆ Code/Fire Prevention Bureau inspectors would answer questions and perform annual (semi-annual?) inspections.

**RESIDENTIAL RENTAL LICENSING PROGRAM
POTENTIAL PROGRAM OUTLINE
JUNE 6, 2011**

Overview:

The operation of rental properties is a business enterprise that includes certain responsibilities. A rental licensing program with inspections can proactively monitor rental property standards to ensure the health and safety of renters and to maintain property.

There are over 14,500 single-family units in Hoffman Estates. These include single-family detached, townhomes, and duplex residences. The Village initiated an annual Residential Inspection Program many years ago. The Code Enforcement Division annually inspects the exterior of one-third of the single-family homes annually. Through that program, we have observed that approximately 85% of homes are in compliance with property maintenance standards. Of the 14,500+ units, we think approximately 600 are rental units. We also have observed that only 20% of the units that we believe are rental units are in compliance (approximately 480 not in compliance from time to time).

Many other communities (see below) have instituted a Crime Free Housing Program along with registration and inspections. **Palatine**, for example, requires all landlords to attend a Crime Free Seminar and to have the renter sign a Crime Free Lease Addendum. All rental properties are registered, inspected, and listed on their website.

Schaumburg also adopted a Rental Licensing Program which includes a Crime Free Housing Program but does not require inspections.

Communities with Similar Programs:

Mt. Prospect	Carpentersville	Schaumburg
Glendale Heights	Lisle	Palatine
Elgin	Streamwood	
Wood Dale	Oak Park	

Range of Scope of Inspections:

A copy of Minneapolis' rental dwelling licensing brochure and Mount. Prospect's guide to rental property maintenance inspection are attached. The range of inspections could include only exterior items or also include interior items as well.

Charge for Rental License (Annual):

A range of \$50-\$150 per year for other communities.

Charges for Inspection (in Addition to Annual License):

Initial inspection charges range from \$50-\$250 at other communities.

- ◆ Reinspection from \$35-\$250 (if necessary, if no problems, inspections could be required every 3-4 years).
- ◆ Inspection, scheduling, paperwork, answering questions, etc. would take from 2-5 hours, depending on what level of inspection is desired.



Cost to Village:

- ◆ This would depend if the program would require inspection and Police would institute a Crime Free Program to accompany it or if the program would only be registration.
- ◆ Inspection 1-2 hours @ \$60.00/hr = \$60-\$120.
- ◆ Administration 1 hour for scheduling, questions, paperwork at \$60/hour = \$36,000 in staff time.
- ◆ Police to conduct seminars/training. This would require hours of preparation and perhaps a 4 hour presentation x/year.
- ◆ Approximately 600 rental residences.

Revenue to Village:

- ◆ 600 x \$200 (suggested cost) = \$120,000 in annual revenue to offset costs.

Rental License:

- ◆ Would be issued to seller and be current for 12 months. If the property is sold, the license would transfer to a new owner (also if there would be change of renters). The new owner would need to obtain a rental license at the end of the year.

Timing:

- ◆ The program could be up and running in 2011. Within 6 months, we would notify landlords and start accepting applications and scheduling inspections. Within 12 months, we would hope to complete initial registration and inspections of all rental properties in Hoffman Estates.

Staffing:

- ◆ Village Clerk or Code/Finance Front Counter would handle registration forms, process payments, and schedule inspections.
- ◆ Code Enforcement/Fire Prevention Bureau inspectors would conduct inspections.
- ◆ Police would provide seminars on Crime Free Housing.

**SINGLE-FAMILY HOME RESALE INSPECTION
POTENTIAL PROGRAM OUTLINE
JUNE 6, 2011**

Overview:

Village performs some level of exterior and interior inspection of single-family homes prior to issuing real estate transfer stamps for any home sale.

“Sellers” hate this program as it complicates and can delay home sales.

“Buyers” love the program because it can identify deficiencies prior to sale, but it also gives them a false sense of security as to the comprehensiveness of the inspection. The Village should consider a disclaimer on the services provided.

Communities with Similar Programs:

- ◆ Glendale Heights
- ◆ West Chicago
- ◆ Elmwood Park
- ◆ Riverside
- ◆ River Forest
- ◆ Franklin Park

Range of Scope of Inspections:

Lot:

- ◆ Zoning requirements (check on setbacks).
- ◆ Sheds, driveways, and decks (check on permits issued).

Building exterior:

- ◆ Shingles.
- ◆ Siding.
- ◆ Foundation cracks.
- ◆ Paint.

Interior (life safety)

- ◆ Smoke detectors.
- ◆ Carbon monoxide detector.
- ◆ GFI outlets.
- ◆ Proper plumbing.
- ◆ Closet lights.
- ◆ Functional windows.
- ◆ Handrails.
- ◆ Proper lighting.
- ◆ Stairways.
- ◆ Furnace.
- ◆ Stove.
- ◆ Water heater.
- ◆ Main electrical panel.

Miscellaneous:

- ◆ Check permit cards and note any improvements without proper permits. Permits would then be required (and fees).

Charges for Inspections:

- ◆ Other communities charges range from \$50 to \$250 for initial inspection.
- ◆ Some communities charge a reinspection fee of up to \$250 for a return visit(s) to verify that all items have been completed in a satisfactory manner.
- ◆ Inspections, scheduling, paperwork, etc. would take from 2-5 hours, depending on how detailed the inspection is.

Cost to Village to Implement the Program:

- ◆ Over the past 3 years, single-family home re-sales average 400 per year. Over the past 5 years, the average is 670/year.
- ◆ 2-5 hours (inspection, administration, paperwork) per inspection at \$60/hour (salary and benefits) = \$120-\$300/inspection, if average 400 per year, Village cost is \$48,200-\$120,000 in staff time.

Potential Revenue to the Village:

- ◆ An inspection fee of \$250 times the estimated number of inspections (400) would generate around \$100,000 in new revenue.

Certificate of Inspection:

- ◆ Upon completing the inspection and any repairs, the Village would issue a certificate which would be good for 1 year, whether or not the house is sold or not.
- ◆ Repairs shall be completed and inspected prior to house sale or within 30 days even if house is not sold.
- ◆ If the buyer agrees to accept the house “as is” (after an inspection), we would require funds be put into an escrow account to guarantee the improvements are completed within a 30-90 day timeframe (depending on the specific items noted in the inspection).

Major Issues:

What is the Village’s position on work found during an inspection that was never permitted? If we find an illegal deck or shed or addition without a permit, or does not conform to the zoning, would we retroactively require compliance? For contractors doing work without a permit, we typically charge double the permit fee as a penalty.

Timing:

- ◆ Should the costs and revenues be factored into the 2011 budget?
- ◆ When would the program officially begin?
- ◆ What types of information/PR would be necessary to rollout this program?

Legality:

- ◆ Corporation Counsel to advise on any legal issues associated with such a program and requirements of any ordinance adopting such a program.

Staffing:

Code Enforcement/Fire Prevention Bureau would provide staffing for this project. The front counter would schedule appointments and receive the fees. The Code Enforcement Director would oversee and Code/Fire inspectors would perform the inspections.

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

**SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
OCTOBER 10, 2011**

PLANNING AND ZONING COMMISSION

September 21, 2011 Meeting

- Kripa Montessori School, 1015 Golf Road, Special Use Expansion - *Approved*
- Commissioner Training Session – American Planning Association

October 5, 2011 Meeting

- Devonshire Woods Estates, SWC Shoe Factory & Beverly Road, Final Plat of Subdivision - *Approved*
- Hoffman Estates Police Building, 411 W. Higgins Road, Rezoning & Final Plat of Subdivision - *Approved*

October 19, 2011 Meeting

- North Star Land Trust #11-5146 (owner) and 2550 Hassell Road LLC (contract purchaser), 2550 Hassell Road, Final Plat of Subdivision and Final Site Plan Approval & Special Use for proposed funeral home

November 2, 2011 Meeting

No petitioners currently scheduled

CURRENT ACTIVE PROJECT REVIEWS

These items are actively under review as part of a formal process

- Beverly Properties, Beverly/Higgins Roads – Annexation Agreement Amendment and Site Plan for apartments
- Strawberry Hill Shopping Plaza - Site Plan Amendment for site improvements and Master Sign Plan
- 5448 Prairie Stone Parkway - Site modifications as part of tenant build-out (Tate & Lyle)
- Land Rover, 1051 Higgins Road – Façade renovation and Signs
- Barrington Square Town Center - Site plan modifications
- Ryland Homes, Beacon Pointe Phase 2 – Subdivision and site plan for single family homes
- Former Myoda, 1070 Roselle Road - Demolition and site plan for a bank
- Bosch Rexroth, 5150 Prairie Stone Parkway – site plan for wind tower
- ABBHH Master Sign Plan and Site Plan amendment for miscellaneous site improvements

ANTICIPATED UPCOMING PROJECTS

These items are in preliminary discussions and/or expected to proceed with a formal process in the near future

- Highland Crossing Condominiums – Site plan amendment for maintenance garage
- Former Shell Gas Station, 2599 W. Higgins - Site plan for redevelopment and Special Use for service station
- Bradwell Parcel – Annexation, site plan and subdivision for single family homes
- HE Park District Prairie Stone Wellness Center – Master Sign Plan
- HE Park District – Text Amendment for signs
- Marathon, 1300 Higgins Road - Site plan amendment for site improvements and Master Sign Plan
- Discussion on Village policy and regulations for communication antennas
- Potential Text Amendment regarding the regulation of wind turbines on residential and commercial properties

POTENTIAL FUTURE DEVELOPMENTS

The following properties have been the subject of recent discussions regarding possible future development – some efforts are geared toward marketing the properties and others are considering possible plan submittals.

- *Barrington Square Town Center* – discussions are occurring with various owner consultants who are preparing marketing and financial plans to design a redevelopment plan for the former Menards area and the vacant outlots with uses appropriate in the B-2 Business District.
- *Vacant Beacon Pointe Phase 2* – discussions are occurring with both the residential and commercial owners regarding the issue of development timing related to the future Shoe Factor Road project
- *Vacant Fountain Crossings properties* – discussions continue primarily with the bank that owns 15 acres north of the Menards property.
- *Vacant parcel on Barrington Road between Golf and Bode Roads (17 acres)* – inquiries have been made regarding possible alternative land uses for this B-2 Business zoned property.
- *Vacant parcel at Ela and Algonquin Roads (40 acres)* – several inquiries have been made about this property, which is zoned R-4 One Family Residential.
- *Beverly Gravel Pit Property* – discussions are ongoing with the owner regarding potential future development projects beyond the currently proposed apartment project.
- *Various Prairie Stone Properties* – Planning staff continues to work with the Economic Development by participating in discussions with land owners and potential developers of various uses that would be appropriate in the 59/90 Entertainment District. This includes primarily properties at the intersection of Hoffman Boulevard and Route 59, and the vacant parcels to the east and west of the Sears Centre Arena. A primary goal is to find uses that complement the Arena and will attract more visitors to the area.

CONSTRUCTION INSPECTIONS AND MONITORING

Planning staff assists with landscape inspections, general project management, reviewing proposed field changes and generally overseeing the phasing of various developments. These projects are currently active.

- St. Alexius Medical Center – building and parking expansion (ongoing monitoring)
- Alexian Brothers Behavioral Health Hospital – site improvements (ongoing monitoring)
- Shree Jalaram Temple – building and parking expansion (parking lot work being completed)
- Heidner Retail Buildings at Barrington and Hassell Roads – (pre-construction discussions)
- 31 Golf Center, Royal Steak & Seafood Buffett - Site plan modifications along building frontage
- Dino Alex Retail Building at Golf and Roselle Roads – final site work being finished
- Hoffman Village Shopping Center – ongoing construction coordination
- Former Village Police building – assisting with demolition coordination

RESIDENTIAL SUBDIVISIONS

There are currently no active residential subdivisions being constructed. Planning staff has been actively involved in working on these projects, which are in various stages of completion.

- *Beacon Pointe Phase 1* – Subdivision has been accepted and is the maintenance phase.
- *Beacon Pointe Drive extension* – Staff is working with Engineering to get the road and landscaping completed with the project guarantee money that was recently received. Staff is working to maximize the amount of work that can be completed with the available funds.
- *Devonshire Woods* – Subdivision improvements being completed this week.
- *Yorkshire Woods* - Staff continues to work with the Engineering Division to have the bonding company complete all outstanding issues and finish this subdivision.
- *Autumn Woods* – The Village has approved a plat of consolidation for the first unit to return the platted lots back to one large parcel. This will prevent sales of individual, unimproved lots without Village approval. Only some grading and detention work has been completed and the developer is marketing the entire property for sale.

GENERAL ACTIVITIES

General Planning Efforts – Staff continues to work on updates and changes to the documents and processes necessary for the new Planning and Zoning Commission. Additional orientation has occurred for the commissioners at recent meetings, with specific discussions on master sign plans and site plan reviews.

Planning responded to several Freedom of Information Act and GovQ&A requests during the past month. These requests generally involve research and review of site plans, ordinances, meeting minutes, correspondence and other documents.

Planning staff is continuing to work with the Transportation and Engineering Division on Canadian National Railroad improvements, including the design for a new sound wall. Planning is also assisting with discussions regarding the Hassell Road project, Tollway widening, and several bike route/path projects.

Websites – Planning staff continues to regularly update the Planning, CDBG, Census, Green, Grants, and Economic Development portions of the Village website. Upcoming efforts will involve changes related to the new Planning and Zoning Commission. Planning staff continues to create the graphics for events and perform all regular updates to the Village's www.visithoffman.com tourism website, where detailed information can be found on events, dining, lodging, entertainment, and shopping opportunities.

Economic Development/Marketing/Promotional Items

- Planning staff continues to work with the Economic Development Division on marketing and branding for the Prairie Stone Entertainment District.
- Staff continues to participate in discussions regarding the potential new shopping promotions in the Village.
- Staff is providing significant assistance with the implementation of the Shop Local program, including development of comprehensive tools and information on the Visit Hoffman website.

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 Business Recognition Program - The Green Business Recognition Program launched in early March 2011 and ten applications for recognition have been submitted. The first *Green Businesses* were announced in early July via a press release and a posting on the Village website (Green Page). The application for green business recognition is located on the Village's website, accessible via the Growing to Greenness page or the Business tab on the main page. Leopardo Companies, Inc. was recognized as the latest Green Business in the October Citizen.

Awards and Activities - The Village is a selected finalist for the 2011 Illinois Governor's Sustainability Award. Recognition will be awarded on October 27th at a ceremony in Champaign, Illinois. On September 15th, Ashley Monroe attended the Midwest Ecological Landscaping Association Annual Fall Event at Amcol in Hoffman Estates. She also attended a webinar on telework, provided by the U.S. Department of Labor, and a webinar called, "Creating Pedestrian-Friendly Streets: A Short Walk through Legal and Practical Issues".

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

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

General - The Village has been notified that its Program Year 6 allocation will be \$272,165, which is approximately 17% less than the previous year due to federal budget reductions. As part of the 2011 Annual Action Plan, the funds will be

allocated based on Village funding priorities. Staff entered information in the database to report on the activities in the current program year. Staff prepared and provided HUD all required quarterly and bi-annual reports.

5-Year Consolidated Plan and 2011 Annual Action Plan - Staff completed the draft five-year Consolidated Plan 2011-2015 that includes the 2011 Annual Action Plan. This Plan will address Village program goals for the next five years. The Plan was sent to HUD and to be reviewed by their staff prior to the upcoming Program Year, which began October 1st. In previous years, HUD sends a letter stating acceptance of the Village's Plan; this letter usually arrives in mid-October. To prepare for the program year, Staff entered activities for the upcoming program year into the HUD database.

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. A total of 22 projects have been completed since 2006. Several households are on the current waiting list. Staff continues to coordinate and work with NWHP on current and potential projects. A revised contract was agreed upon by the Village Board in September 2011.

Infrastructure Improvements – Staff is working with Novotny consultants, on Phase II of the Barrington Square neighborhood lighting improvements. The Village received bids for the installation of light poles on August 15th and the proposed bid was brought to Committee on August 22nd. A pre-construction meeting is planned for October and construction is planned in November 2011.

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.

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. Ashley Monroe is working with facilities maintenance staff to determine if planned capital projects are eligible for state funding assistance. The most recent expenditures of these grants was recorded in the Grant Summary provided in August, 2011 and a full spreadsheet of all grants is available at www.hoffmanestates.org/grants.

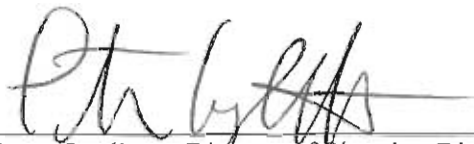
Planning staff is actively assisting the Transportation Division with work on the RTA grant for the Flexible Transit Service Operations study.

Planning staff is assisting the Transportation Division with work on the CPPW grant for bike route signs, the creation of a complete streets resolution and updates to the Village subdivision and other development codes. Peter Gugliotta is participating as a member of the Steering Committee for this project. Staff plans to bring a Complete Streets resolution to the Transportation and Road Improvement Committee meeting in October.

Planning also assisted the Transportation Division with the TIGER III grant pre-application for assistance with the Barrington Road full interchange project. The full application is due at the end of October however the Village has not yet received notice that the pre-application has been accepted for further review.

Staff continues to work with the consultant to complete LEAP grant projects.

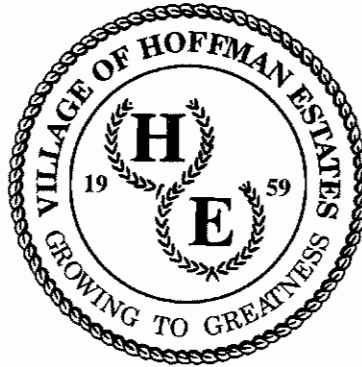
A copy of the current grant summary document is attached.



Peter Gugliotta, Director of Planning Division

Village Grant Summary Information (current as of October 2011)

ARRA Grant	Amount Received	Amount Expended	Project	Status
Energy Efficiency and Conservation Block Grant (EECBG)	\$515,100	\$320,929.53	Fund initiatives for public facilities and residents.	The Energy Assessment program continues and Code staff now BPI certified (energy certification). Parking lot lighting and Village Hall roof projects complete. All recycling containers & the hybrid vehicle purchased. Funding drawn for staff time. All projects, including those revisions approved in January 2011, have been started.
Local Energy Assurance Planning (LEAP) Grant	\$98,556	\$23,458.69	Create emergency energy plans; assess Village facilities; education for local businesses	Project Management Plan complete. Some staff time drawn for project management and RFP work. Task force meetings held. Consultants have been drafting plan. Participated in regional exercise.
Communities Putting Prevention to Work (CPPW)	\$48,000 plus \$10,000 supplement	\$7,890.08	Install bike route signs, complete streets resolution, code revisions	Signage installation began in August. Active Transportation Alliance has begun to review Code. Some funds drawn for staff time.
Non- ARRA Grant	Amount Allocated/ Received	Amount Expended	Project	Status
Illinois Department of Commerce and Economic Opportunity (DCEO) Energy Efficiency Incentives	\$21,319	\$21,319 (reimbursed)	Supplemental funding for multiple lighting projects funded by the Energy Efficiency and Conservation Block Grant (EECBG).	4 lighting projects have been completed and received reimbursement.
Firefighters Assistance Grant from FEMA	\$312,000	\$312,000	Purchase 13 Cardiac Monitors and Defibrillators.	Vendor selected and item brought to Village Committee on Feb. 28 th for approval to purchase monitors for \$371,925.
Emergency Operations Center – Technology Grant	\$70,000	\$62,319.02	Federal funding for technology at the new EOC, including communications and video equipment.	All equipment has been purchased.
Illinois Department of Commerce and Economic Opportunity (DCEO) Construction Grants	\$1,325,000	\$1,325,000	Reimbursement funding for construction costs at Police & EOC Building, 411 W. Higgins Rd.	Village has received all five and staff is closing out the grants.
Metropolitan Mayors Caucus (MMC)	\$29,926	\$0	Reforestation grant for planting trees to replace Ash trees to prevent infestation of Emerald Ash Borer.	Initiated reforestation. Will invoice when complete, late this fall or early 2012.
Federal Emergency Management Agency (FEMA)	\$49,760	\$0	Pays 80% of Fire Department employee physicals in 2010.	Anticipate spending in upcoming months.
Illinois Department of Transportation (IDOT)	\$50,000 (90% grant) Village share: \$5,000	N/A	Evaluation of intersection 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 2010. Staff coordinating with Schaumburg & has short list of consultant proposals.
Regional Transportation Authority (RTA) Grant	TBD, estimated \$75,000-\$80,000	N/A	Study to identify and create operating plans for a flexible route (hybrid of traditional fixed and curb to curb service) bus transit service in parts of the Village.	Staff has met with RTA and has been submitting information to the selected consultant in preparation for the study.



CODE ENFORCEMENT
MONTHLY REPORT
SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
OCTOBER, 2011

Attached is the monthly report for Code Enforcement for the period ending September 30, 2011.

Don Plass, Director of Code Enforcement

ACTIVITIES

On September 1, 2011, Don Plass attended the Northwest Building Official and Code Administrators (NWBOCA) meeting. The presenter was Bill Dettmer, the Electrical Inspector for the Village of Bartlett. The presentation was "What to Look for When Inspecting Swimming Pools."

On September 1, 2011, David Banaszynski attended an FDA Outreach seminar in Schaumburg.

On September 13, 2011, David Banaszynski attended his Environmental Health Practitioner's Board Meeting in Chicago.

On September 14, Don Plass, David Banaszynski, Betty Melligan and William Chlebik attended the IACE Quarterly Meeting in Elgin.

On September 20, 2011, Don Plass, as Council Member, attended the Illinois Energy Advisory Council meeting, which was held in Springfield. The adoption of the 2012 International Energy Conservation Code (IECC), for the State of Illinois, was discussed at length.

On September 21, 2011, Natalia Hernandez and Carol Murray attended the Association of Building Coordinators of Illinois (ABCI) meeting in Buffalo Grove, Illinois. The topic was the "Illinois Accessibility Code."

On September 28, 2011, David Banaszynski attended a meeting with a Chinese delegation member at the village hall.

EMERGENCY CALL OUTS

No call outs.

DEMOLITION PERMITS

No demolition permits issued.

CONSTRUCTION INSPECTIONS

Inspections performed:

Structural	102	Fences	6
Electrical	32	Roofing/Siding	35
Plumbing	26	Patios/Driveways	94
Mechanical	13	Decks	0
Other	5	Sheds	6

CODE ENFORCEMENT MONTHLY REPORT

OCTOBER, 2011

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FIRE INSPECTIONS

Inspections performed:

Annual	143
Re-inspections	124
Business License Inspections	8

ENERGY AUDIT TESTING

2 Energy Audits were performed
1 Energy Audit reinspection was performed

BACKFLOW TESTING

53 Backflow devices were tested

CITATIONS

Donald Woodrow
1275 Mayfield
Vacant property in disrepair

Ewa Spitz
405 Azalea
Vacant property in disrepair

Miguel Luna
375 Newark
Vacant property in disrepair

Anthony Kozlowski
715 Mohave
Failure to maintain house

Gary Catton
1685 Bedford
Vacant property in disrepair

Gloria Bergard
2060 Hilltop
Vacant property in disrepair

Luis Munoz
190 Maricopa
Vacant property in disrepair

Jaleh Pashazadeh
1120 Gannon
Vacant property in disrepair

Nipul Patel
5560 Brentwood
Obstruction of the right of way

Protium REO 1 LP
1430 Bedford
Failure to maintain house & garage

GMAC Mortgage
1135 Kingsdale
Vacant property in disrepair

Deborah J. Shaffer- Hill
2165 Somersworth
Trash/debris accumulation

CODE ENFORCEMENT MONTHLY REPORT

OCTOBER, 2011

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Paul Stray
1165 Apple
Unapproved driveway surface

Hassan Rami
2020 Shepard
Accessory Structure in Disrepair

B & R General Construction
2599 W. Higgins
Vacant property in disrepair

Agha Ali
555 Harard
Tall Grass/Weeds

Kris Kim
961 Freeman
Tall Weeds/Grass

Joravarsing Rathod
470 Northview
Tall Grass/Weeds

Kris Kim
961 Freeman
Stagnant Water

Ron Keller
685 Frederick
Tall Grass/Weeds

Kris Kim
961 Freeman
Pool/Deck in Disrepair

Shabbir Godhrawala
710 Northview
Tall Grass/Weeds

Jay Bucsa
1290 Hassell
Outside Storage

BAC Home Loan Servicing
599 Milton
Tall Grass/Weeds

Higgins Marathon
1300 Higgins Rd.
Exterior Sanitation

Country Wide Field Services
620 Northview
Tall Grass/Weeds

Maury Dworkin
1225 John Dr.
Exterior Property

Angie Newland
570 Alcoa
Tall Grass/Weeds

Kumar Mainali
665 Ashland
Yard Waste Accumulation

Kavita Patel
255 Grissom
Tall Grass/Weeds

Steve Jacobsmeyer
125 Payson
Accessory Structure in Disrepair

1922 Real Estate Enterprises
211 Grissom
Tall Grass/Weeds

CODE ENFORCEMENT MONTHLY REPORT

OCTOBER, 2011

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Larry Gray
1695 Kingsdale
Right of Way Violation

Corbin Brandburger
1635 Dennison
Exterior Property

Harsha Patel
1498 N. Oakmont
Tall Grass/Weeds

Govindarajan Chebrolu
1060 Harmon
Accessory Structure in Disrepair

Syeda Yasmeen
1503 W. Oakmont
Right of Way Violation

Litton Loan Servicing LP
700 Western
Tall Grass/Weeds

MULTI-FAMILY LICENSING REPORT

The Code and Fire inspections are ongoing.

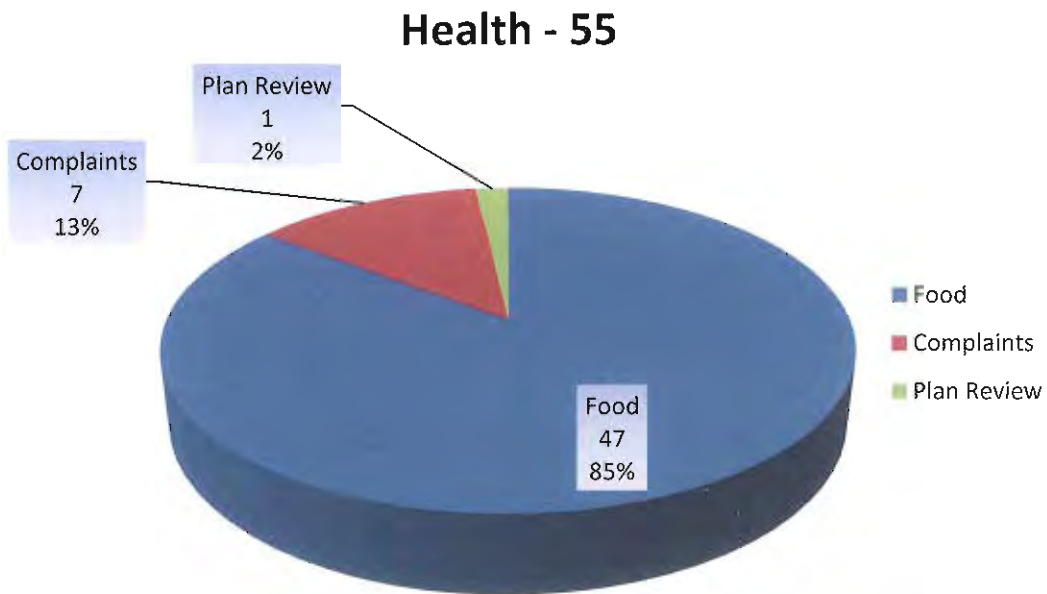
CLEAN SWEEP PROGRAM

The Clean Sweep Program was conducted on June 3, 2011. The "Clean Sweep" involves Village teams driving through single-family neighborhoods looking for the most common property maintenance issues. Owners were notified by mail if a violation was identified on their property and were given a time frame to comply. Re-inspections were started the week of July 13, 2011 and are on-going.

Total Violations Found:	569
Open Violations:	12
Complied With:	557
Citations Issued:	5

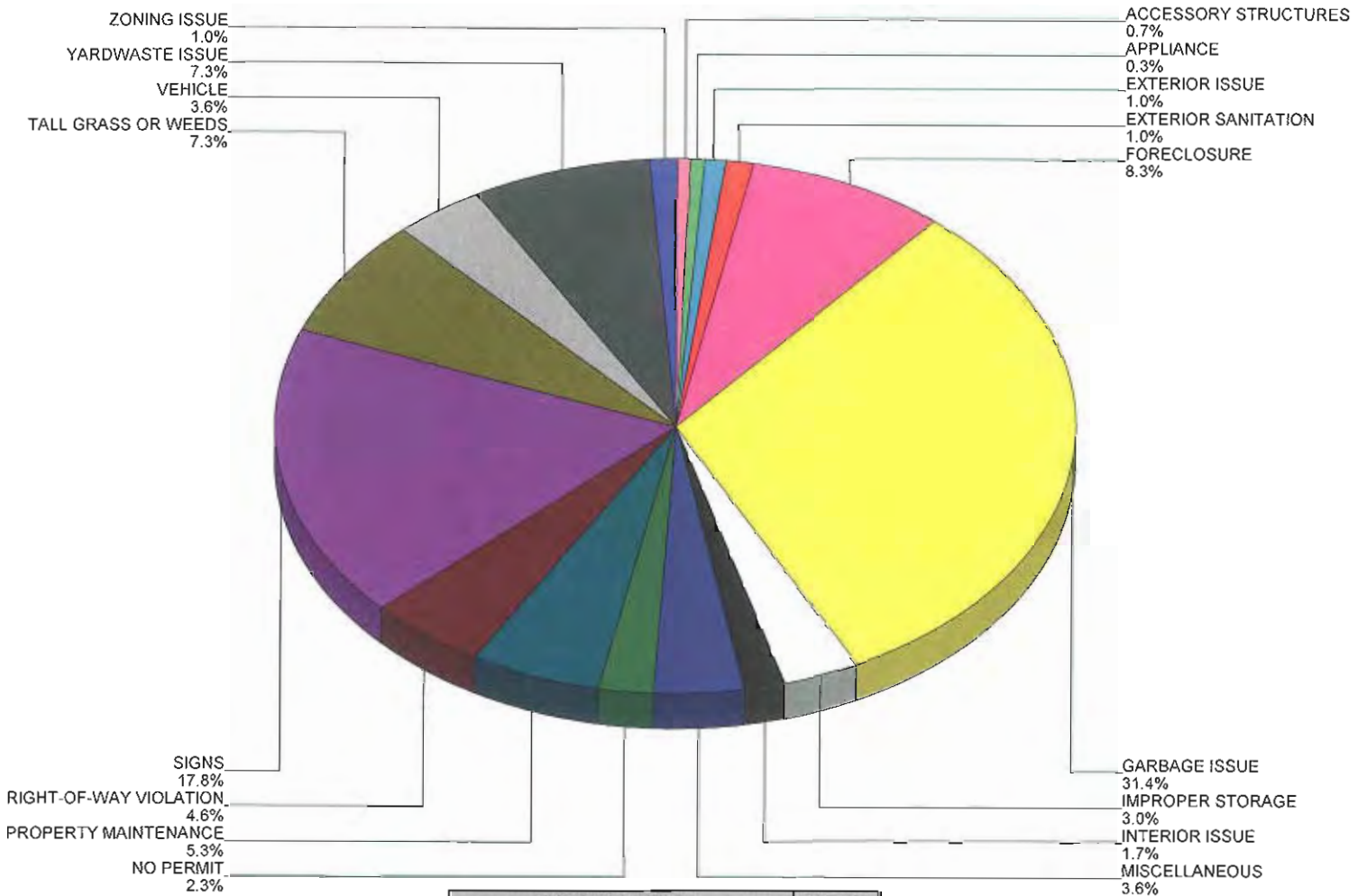
ENVIRONMENTAL HEALTH INSPECTION REPORT

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. A Listeria outbreak associated with cantaloupes from Colorado has sickened over 72 people in the country with at least 13 deaths. The Cook County Department of Health contacted the Health Officer to perform a traceback investigation involving Walgreens stores in the Village and their sale of these cantaloupes.



Activity	This Month	Year to Date
High Risk Food	40	226
Med Risk Food	2	75
Low Risk Food	5	127
Swimming Pools	0	14
Plan Review	1	30
Day Care	0	13
Complaint	7	47
Totals:	55	532

Monthly Code Violation Summary Report 9/1/2011 - 9/30/2011



Violation Type	Total
ACCESSORY STRUCTURES	2
APPLIANCE	1
EXTERIOR ISSUE	3
EXTERIOR SANITATION	3
FORECLOSURE	25
GARBAGE ISSUE	95
IMPROPER STORAGE	9
INTERIOR ISSUE	5
MISCELLANEOUS	11
NO PERMIT	7
PROPERTY MAINTENANCE	16
RIGHT-OF-WAY VIOLATION	14
SIGNS	54
TALL GRASS OR WEEDS	22
VEHICLE	11
YARDWASTE ISSUE	22
ZONING ISSUE	3
TOTAL	303

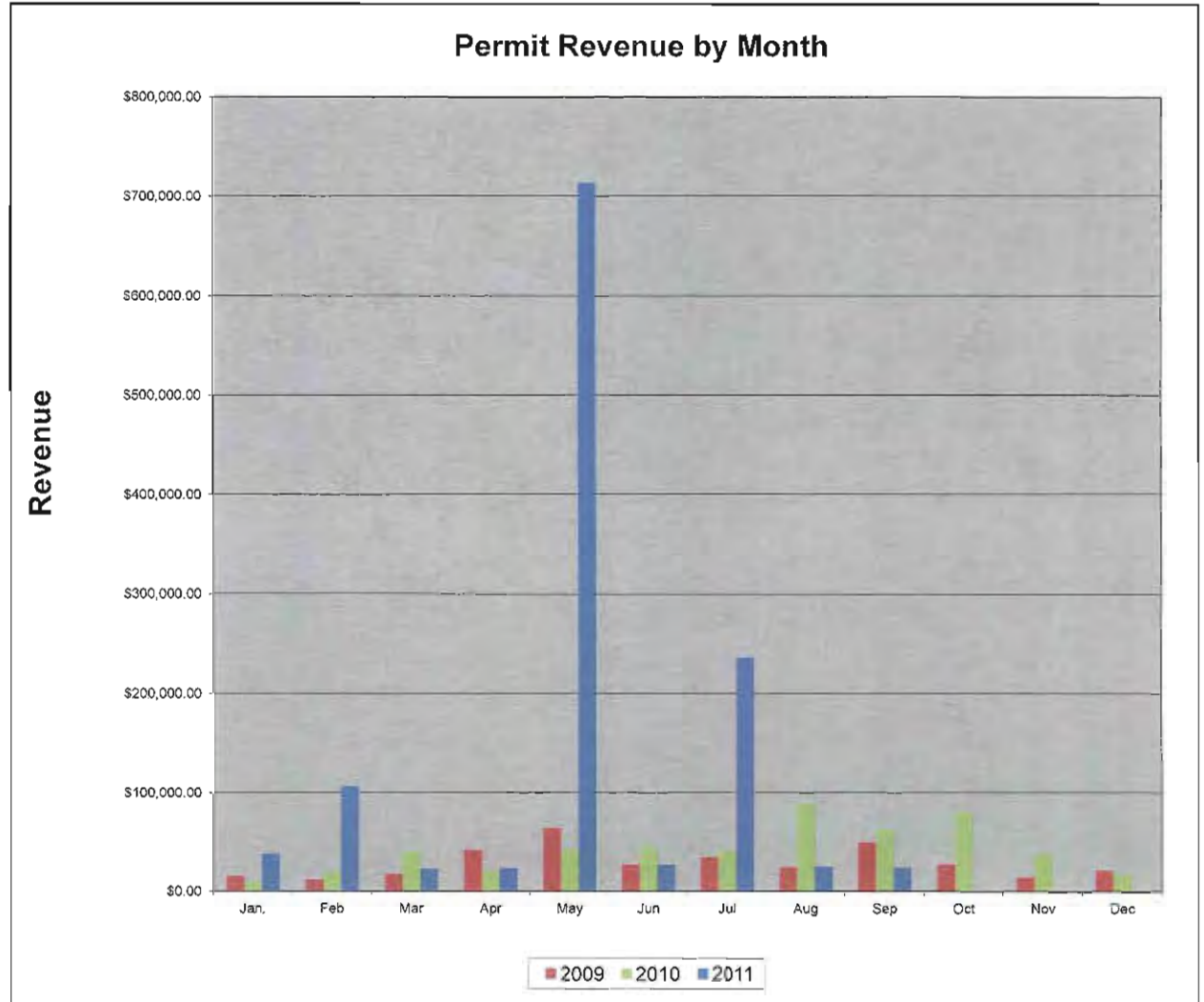
PERMIT REPORT

DESCRIPTION	2010 YEAR-TO-DATE # OF PERMITS (not including current month)	2010 SEPTEMBER # OF PERMITS	2010 TOTAL YEAR-TO-DATE # OF PERMITS	2011 YEAR-TO-DATE # OF PERMITS (not including current month)	2011 SEPTEMBER # OF PERMITS	2011 TOTAL YEAR-TO-DATE # OF PERMITS
Business Remodeling	61	6	67	52	6	58
Demolition	1	0	1	2	0	2
Driveways	184	32	216	139	25	164
Electrical	54	8	62	62	12	74
Fences	115	10	125	85	11	96
Mechanical	111	20	131	119	16	135
Miscellaneous Permits	134	17	151	130	45	175
Multi-Family Remodeling	2	0	2	4	0	4
New Business	1	0	1	0	0	0
Plumbing	141	25	166	178	14	192
Pools - Above Ground	11	0	11	6	1	7
Pools - In-Ground	1	0	1	0	0	0
Residential Decks	34	3	37	44	4	48
Residential Patios	104	20	124	89	19	108
Residential Garages	1	2	3	2	1	3
Residential Remodeling	79	13	92	67	11	78
Residential Sheds	33	8	41	19	6	25
Roofs/Siding	1433	225	1658	446	41	487
Signs	61	11	72	63	9	72
Single Family Residences	10	0	10	2	0	2
Automatic Fire Alarms	0	0	0	27	3	30
Other Fire Suppression Systems	0	0	0	5	1	6
Fuel Storage Tanks	0	0	0	1	0	1
Hood & Duct Mechanical	0	0	0	0	0	0
Hood & Duct Suppression	0	0	0	4	1	5
Open Burns	0	0	0	3	0	3
Automatic Sprinklers	0	0	0	30	1	31
Temporary Heating	0	0	0	0	0	0
Lock Boxes	0	0	0	8	1	9
Pyrotechnic Displays	0	0	0	0	0	0
TOTALS	2571	400	2971	1587	228	1815

Permit Revenue Comparison

2011 Budget: \$550,000.00

Year	2009	2010	2011
Jan.	\$14,988.31	\$9,880.67	\$38,524.80
Feb	\$11,279.07	\$19,712.60	\$106,450.76
Mar	\$17,251.32	\$41,163.02	\$22,936.21
Apr	\$41,817.20	\$20,664.39	\$23,549.25
May	\$64,316.18	\$42,397.85	\$713,229.70
Jun	\$26,933.37	\$44,626.83	\$27,389.90
Jul	\$34,829.98	\$41,530.49	\$236,101.48
Aug	\$24,545.20	\$90,310.95	\$25,465.02
Sep	\$50,185.27	\$63,302.03	\$24,462.21
Oct	\$27,638.81	\$79,677.79	
Nov	\$14,108.80	\$38,217.49	
Dec	\$21,103.98	\$16,576.60	
Revenue	\$348,997.49	\$508,060.71	\$1,218,109.33



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

**ECONOMIC DEVELOPMENT/TOURISM MONTHLY REPORT
OCTOBER 2011**

GENERAL

- ◆ Extravaganza and Grand Opening on September 17-18, at the Golf Center. It will feature prizes, sales, and Saturday activities.
- ◆ Discussion with Hoffman Estates businesses who would like to learn about the reciprocal “Shop Local” and how he (plumber) and his building tenant can bid on Village business and hiring a local company.
- ◆ Ongoing discussions with a restaurateur who would like to buy/lease the LaStrada building should the medical deal fall through. In the process of directing him to other options.
- ◆ Ongoing discussion with a developer seeking development in the Village at the former Plunkett location on Golf Road. Developer has a 30 day due diligence contract with a “speculative” development. Details are not known at this time.
- ◆ Wrote an article for the Chamber Newsletter regarding the student art in shopping center storefront windows.
- ◆ Discussion on additional gateway signs at the 59/90 entertainment and shopping area.
- ◆ Meeting with Woodfield Acura to explore their interest in expanding into the adjacent former Police station building.
- ◆ Ticket sales/sponsorship referral to the Chicago Express hockey team. Meeting with the Elgin Tourism bureau to discuss cooperative options now and in the future.

OFFICE/INDUSTRIAL

- ◆ Meeting with new brokers from Jones Lang LaSalle regarding their intent to find buyers for the 15 acres just north of the Meijer property in Fountain Crossing.
- ◆ Planned meeting with new leaders of the Cook County Bureau of Economic Development to learn of their mission and areas of potential collaboration.
- ◆ Working with Golden Corridor Manufacturing Group on student summer internships in manufacturing. Eleven students were placed into summer industrial internships, two in Hoffman Estate
- ◆ Numerous discussions with Jones Lang LaSalle, McShane Companies, Hamilton Partners, and Stonegate Properties about a golf outing for brokers to help promote vacant office space in Hoffman Estates. A brief property presentation will follow the outing, along with packets for brokers.

- ◆ Coordinating a meeting with Harper Community College and local precision toolmakers to discuss Harper creating a two year associate degree in manufacturing set for October 7, at Harper College.
- ◆ Participation in a Planning Committee to better inform the area school superintendents about the workforce need for manufacturing workers and strategies to address that issue.
- ◆ Future planned meeting with Tate & Lyle regarding their building and transition into the community.

RETAIL

- ◆ Continued coordination and planning with Royal Seafood Buffet developer with building issues and a future grand opening and sales event at Golf Center.
- ◆ Coordination of staff efforts for a retail “Shop Local” campaign.
- ◆ Attempts to set up meetings with Bob Rohrman representatives to set up planning meeting regarding his acquisition of the former Saturn site.
- ◆ Continued discussion with vendor who created a discount card for shopping and dining for local businesses and residents.
- ◆ Follow-up with a water park developer considering the 22 acres in 59/90 previously targeted for a water park. He is searching for financing and investors.
- ◆ Continued meeting and planning for a bank location on the former Myoda property in Golf Center. Myoda easements were discussed with attorney for Foster Bank. Golf Center lender easements are being researched and discussed.
- ◆ Planning for promotional ads with the Daily Herald to promote Golf Center sales and grand opening event September 17-18.
- ◆ Personal tenant calls at Golf Center.
- ◆ Discussion with broker representing a major retailer to review a location in Hoffman Estates and explore options to overcome some barriers.
- ◆ Working with businesses that have called regarding the “Shop Local” program and how they can get involved.
- ◆ Phone conversations with a potential entertainment user who likes Hoffman Estates but needs 100 acres for their concept.

TOURISM**Sears Centre Arena (SCA):**

- ◆ Continue outreach to booked events at the SCA to capture housing opportunities.
- ◆ Slaughter - Met with previous General Manager (Glenn Graham) and previous Group Ticket Manager (Jon Zaley). Jon has accepted a position with the Odeum in Villa Park and the Slaughter has hired a new General Manager that was previously with the Kane County Cougars.
- ◆ Big Ten - Met with Woodfield CVB Sports Market specialist Melinda Garritano and Chicago Marriott Northwest contact Amanda Villareal to review research from last year's Tournament Hotels to determine flow of guests to aid in planning Fan Experience events. Provided recap to Ben Gibbs from Hotel Committee.
- ◆ Sports Council - Researching Lake Barrington Field House taking membership in Northwest Suburban Sports Council, attended the Newsmaker's Forum on Sports Marketing featuring the Management Team of the Chicago Blackhawks held at the Stonegate sponsored by Business Ledger of the Daily Herald.
- ◆ Prime Staffing want to become a vendor of Levy/SCA not replace them. Prime Staffing can provide hundreds of trained staffers when events require immediate additional staff. Provided contact information to Ben Gibbs, Mike Carosielli, and Yousuf Ahmed at SCA and Hoffman Estates hotels for their staffing needs.

Hotel Stakeholders and Hospitality Partners:

- ◆ Field work with hotels to solicit Cabela's rate for 2011-12. Requested Diane Schneider's assistance in removing Elgin and Dundee hotels from their lodging listing on the Hoffman Estates store website. I have received emails from Nebraska Corporate Office that they are considering including all eight Hoffman Estates hotels on the Cabela's Hoffman Estates website. Once accomplished, hotels will carve out Cabela's packages revolving around their fall/winter promotions and staycations.

Fitness for America Sports Festival - provided event recap to the Alexian Network:

2007 had 235 participants, 2008 had 350 participants.

2009 had 800+ participants, 600+ spectators, 100+ volunteers.

2010 had 1,350 participants, 700+ spectators, and 100+ volunteers.

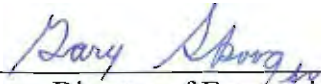
2011 had 1,550 participants, 700+ spectators, and 175+ volunteers.

- ◆ USA's second largest inline marathon.
- ◆ Attendance of No. 1 skater in the World, as well as other World and national champions.
- ◆ Kid's events participation grew 10 fold.
- ◆ Local participation grew 15%.
- ◆ Running and skating events drew a wide variety of participants from walkers to professional level.
- ◆ Event Benefitted Local Organizations: Special Olympics IL, Children's Advocacy Center and Hoffman Estates High School Cross Country Team (event paid non-profits \$15 per volunteer). If the non-profit generated more than 40 volunteers, they would receive a "donate now" button on the registration page of the event.

- ◆ Participants from 32 states and 5 countries.
- ◆ All participants received the commemorative event T-shirt, eco tote, bib number, water bottle, and finisher's medal.

Business Retention:

- ◆ Passport to Adventure: Too many legal concerns and required disclaimers prohibit us from pursuing the Passport to Adventure promotion. It was decided to instead focus on enhancing the Tourism website pages showcasing the year long Shop Local Campaign.
- ◆ Chamber of Commerce - attended Board of Director's Meeting.



Gary Skoog, Director of Economic Development