

**AGENDA**  
**PLANNING, BUILDING AND ZONING COMMITTEE**  
**Village of Hoffman Estates**  
**June 10, 2013**

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

<b>Members:</b>	<b>Karen Mills, Chairperson</b>	<b>Anna Newell, Trustee</b>
	<b>Gayle Vandenberg, Vice Chairperson</b>	<b>Gary Pilafas, Trustee</b>
	<b>Gary Stanton, Trustee</b>	<b>Michael Gaeta, Trustee</b>
		<b>William McLeod, Mayor</b>

**I. Roll Call**

**II. Approval of Minutes - May 28, 2013**

**NEW BUSINESS**

1. Request by Willow Creek Community Church, Inc. for approval of a plat of easement and plat of vacation for watermain at Willow Creek Church located at 67 East Algonquin Road, South Barrington.
2. Request by the Hoffman Estates Park District for site plan approval for a governmental land use for a concessions/storage building addition at Sycamore Park.
3. Request approval of the Community Development Block Grant (CDBG) Annual Action Plan 2013, for Program Year 8, Consolidated Plan 2011-2015.
4. Discussion regarding the Community Development Block Grant (CDBG) Analysis of Impediments to Fair Housing Choice.
5. Request acceptance of Department of Development Services monthly report for Planning Division.
6. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
7. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

**III. President's Report**

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

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

May 28, 2013

**I. Roll Call**

**Members in Attendance:**

**Karen Mills, Chairperson  
Gayle Vandenberg, Vice Chairperson  
Gary Stanton, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
Michael Gaeta, Trustee  
Mayor William D. McLeod**

**Management Team Members  
in Attendance:**

**Jim Norris, Village Manager  
Art Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services  
Peter Gugliotta, Director of Planning  
Mike Hankey, Director of Transportation  
Patrick Seger, Director of Human Resources  
Bob Gorvett, Fire Chief  
Michael Hish, Police Chief  
Joe Nebel, Director of Public Works  
Rachel Musiala, Finance Director  
Bruce Anderson, Cable TV Coordinator  
Doug Schultz, Community Relations Coord.  
Tia Messino, Administrative Intern  
Bev Romanoff, Village Clerk  
Patricia Cross, Assistant Corporation Counsel**

The Planning, Building & Zoning Committee meeting was called to order at 8:10 p.m.

**II. Approval of Minutes**

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve the Planning, Building & Zoning Committee meeting minutes of April 8, 2013. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

- 1. Request by Caruso Development Corporation (agent) on behalf of Deshouw (owner) for approval of a site plan amendment to remove certain conditions of approval relating to Barrington Square Town Center renovations approved in 2010.**

An item summary from Peter Gugliotta and James Donahue was presented to Committee.

Mr. Gugliotta explained that the request was for administrative follow up based on changes the Board had made to the TIF agreement.

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve a request by Caruso Development Corporation (agent) on behalf of Deshouw (owner) for approval of a site plan amendment to remove certain conditions of approval relating to Barrington Square Town Center renovations approved in 2010. Voice vote taken. All ayes. Motion carried.

**2. Request by Spiro Douvris for approval of a site plan amendment to allow exterior building facade renovations at Zippy's restaurant located at 830 Roselle Road.**

An item summary from Peter Gugliotta and James Donahue was presented to Committee.

Trustee Stanton and Spiro Douvris (830 N. Roselle Road, Hoffman Estates) discussed that the improvements would be made by September 20, 2013.

Trustee Mills, Trustee Stanton and Mr. Douvris discussed the background on the change requests. Trustee Pilafas and Mr. Douvris discussed the menu for the new store, the Beef Shack.

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve a request by Spiro Douvris for approval of a site plan amendment to allow exterior building facade renovations at Zippy's restaurant located at 830 Roselle Road. Voice vote taken. All ayes. Motion carried.

**3. Request by Enterprise Leasing Company of Chicago, LLC (tenant) for a courtesy review of a proposed used car sales facility, with variances to the Zoning Code, located at 2475 Higgins Road (former Max & Erma's/Metropolis building).**

An item summary from Peter Gugliotta and James Donahue was presented to Committee.

Mr. Joseph Dias and Mr. Stephen Dattilo represented Enterprise Leasing Company at the Committee meeting and stated they understood that the expectations of a courtesy review.

Mr. Dias provided the background of the project and their relocation from Glen Ellyn.

Trustee Mills explained her concerns about the requested removal of trees and that the location in the former Max & Erma's/Metropolis building may not be an appropriate use. Trustee Mills and Mr. Dias discussed why Enterprise Leasing Company is interested in the Max & Erma's/Metropolis building and the need for some additional lighting at the site.

Trustee Stanton and Mr. Dias discussed considering other locations for the project and perhaps constructing a new building instead of using an existing building. Mr. Norris confirmed that there are other sites and recommended that Mr. Dias contact Mr. Gugliotta for more information on available sites.

Trustee Newell expressed her concern about the location and the potential loss of trees.

**4. Request by Goodwill Industries of Southeastern Wisconsin and Metropolitan Chicago for a courtesy review of a proposed Goodwill Donation and Retail Center located at Hoffman Village Shopping Center (east of Mariano's)**

An item summary from Peter Gugliotta and James Donahue was presented to Committee.

Ms. Joan Farrell and Mr. Jay Peirick represented Goodwill Industries of Southeastern Wisconsin and Metropolitan Chicago at the Committee meeting and stated they understood that the expectations of a courtesy review.

Ms. Farrell provided the background on the organization and their operations. Mr. Peirick presented the specific proposal for the Hoffman Estates location.

Mayor McLeod and Ms. Farrell discussed that Goodwill only purchases less than 5% of their goods from retailers like Target and that everything else is donated. Ms. Farrell explained that Goodwill does not use donation bins or drop boxes in parking lots.

Trustee Newell commented that she had used other Goodwill locations and had a positive experience.

Trustee Stanton and Ms. Farrell discussed that drop off donations are assisted by Goodwill employees.

Trustee Vandenberg and Mr. Peirick discussed managing traffic flow during peak shopping periods during the week.

Ms. Farrell expressed Goodwill's concern for the donor experience and the importance of keeping a clean, well-managed parking lot.

Trustee Gaeta and Ms. Farrell discussed hours of operation.

Trustee Pilafas compared the Goodwill operation to the WINGS resale store in Schaumburg.

Trustee Mills requested a parking plan for guests and donors as well as employees. Trustee Mills and Mr. Peirick discussed late summer timing for beginning work on the project.

**5. 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 Pilafas, seconded by Mayor McLeod, to accept the Department of Development Services monthly report for Planning Division. Voice vote taken. All ayes. Motion carried.

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

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

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

**7. 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 stated it was interesting to see the room nights generated by the Big Ten Women's Basketball Tournament.

Motion by Trustee Gaeta, seconded by Trustee Stanton, 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**

**VI. Adjournment**

Motion by Trustee Pilafas, seconded by Trustee Stanton, to adjourn the meeting at 8:47 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Emily Kerous, Dir. of Operations/Outreach -  
Office of the Mayor & Board

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Date

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request by Willow Creek Community Church, Inc. for approval of a plat of easement and plat of vacation for watermain at Willow Creek Church located at 67 East Algonquin Road, South Barrington

**MEETING DATE:** June 10, 2013

**COMMITTEE:** Planning, Building and Zoning

**FROM:** Peter Gugliotta<sup>PG</sup>/James Donahue<sup>JD</sup>

**REQUEST:** Request by Willow Creek Community Church, Inc. for approval of a plat of easement and plat of vacation for watermain at Willow Creek Church located at 67 East Algonquin Road, South Barrington.

**BACKGROUND:** In February 2012, the Village approved expansion plans for Willow Creek for approximately 37,000 square feet of building designed to primarily contain the food pantry and related activities, including a warehouse. Village review and approval was necessary as per the 1986 sanitary sewer service agreement between Willow Creek Church and the Village. A condition of approval from the February 2012, approval required the watermain to be located within public utility easements for the benefit of the Village of Hoffman Estates.

**DISCUSSION:** The attached plat identifies portions of the watermain easement that were vacated and the newly granted waterman easement that was necessary for this project. Appropriate language granting the easement exclusively to the Village of Hoffman Estates is included on the plat.

**RECOMMENDATION:** Approval of a request by Willow Creek Community Church, Inc. for approval of a plat of easement and plat of vacation for watermain at Willow Creek Church located at 67 East Algonquin Road, South Barrington.

Attachments

- cc: J. Nebel
- G. Salavitch
- Ira D. Leavitt (Ira D. Leavitt, Ltd.)
- Scott Troeger (Willow Creek Church)



# VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING GENERAL APPLICATION\*

Special Use for \_\_\_\_\_  Rezoning from \_\_\_\_\_ to \_\_\_\_\_

Variation:  Commercial  Residential  Sign

Plat (Subdivision & Others):  Preliminary  Final

Site Plan:  Amendment  Concept  Preliminary  Final

Master Sign Plan:  Amendment

Other: \_\_\_\_\_

**\* ADDENDUM MATERIALS ARE REQUIRED FOR SPECIFIC REQUESTS**

**Posting of Notification Sign(s) may be required.**

**Specific requirements will be provided when your request is scheduled.**

FOR VILLAGE USE ONLY		
Hearing Fee <u>350<sup>00</sup></u>	Check No. <u>59037</u>	Date Paid <u>6/3/13</u>
Project Number: <u>2012003P</u>		
Staff Assigned: <u>J. DONAHUE</u>		
Meeting Date: <u>6/10/13 PB&amp;Z</u>	Public Hearing: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Sign Posting Required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Date Sign Posted <u>N/A</u>	

**PLEASE PRINT OR TYPE**

Date: May 22, 2013

Project Name: Willow Creek Community Church

Project Description: Plat of Easement & Plat of Vacation for Watermain

Project Address/Location: 67 E. Algonquin Road, South Barrington, IL 60010

Property Index No. 01-25-100-048; 01-25-100-051; 01-25-100-052

Acres: N/A Zoning District: A-1 Per South Barrington Zoning Map

**I. Owner of Record**

William J. Hybels, President

Willow Creek Community Church, Inc.

Name

Company

67 E. Algonquin Road

South Barrington

Street Address

City

IL

60010

847-765-5000

State

Zip Code

Telephone Number

bhybels@willowcreek.org

Fax Number

E-Mail Address

**II. Applicant (Contact Person/Project Manager)**

Scott Troeger

Willow Creek Community Church, Inc.

Name

Company

67 E. Algonquin Road

South Barrington

Street Address

City

IL

60010

(224) 512-1112

State

Zip Code

Telephone Number

(847) 765-0250

stroeger@willowcreek.org

Fax Number


E-Mail Address

Applicant's relationship to property: Director of Campus Development

**III. Owner Consent for Authorized Representative**

It is required that the property owner or his designated representative be at all requests before the Planning and Zoning Commission (PZC). During the course of the meeting, questions may arise regarding the overall site, site improvements, special conditions to be included in a PZC recommendation, etc. The representative present must have knowledge of the property and have the authority to make commitments to comply with any and all conditions included in the PZC recommendations. Failure to have the owner or designated representative present at the meeting can lead to substantial delays in the hearing process. **If the owner cannot be present at the meeting, the following statement must be signed by the owner:**

I understand the requirement for the owner or an authorized representative to be present at the meeting with full authority to commit to requests, conditions and make decisions on behalf of the owner. I hereby authorize Scott Troeger, Director of Campus Development to act on my behalf and advise that he/she has full authority to act as my/our representative.

  
\_\_\_\_\_  
Owner Signature

William J. Hybels, President

Print Name



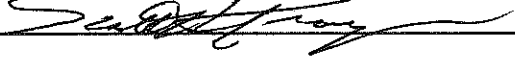
#### IV. Acknowledgement(s)

- Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village. Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to, motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise.
- Planning and Zoning Commission members and Village Staff often conduct inspections of subject site(s) as part of the pre-hearing review of requests. These individuals will be carrying official Village identification cards that can be shown upon request.

The Owner and Applicant, by signing this Application, certify to the correctness of the application and all submittals.

Owner's Signature: 

Owner's Name (Please Print): William J. Hybels, President

Applicant's Signature:   
(If other than Owner)

Applicant's Name (Please Print): Scott Troeger

Date: May 28, 2013

All requests must be accompanied by the items required and all fees must be paid before the Planning and Zoning Commission can hear any case.

Please contact the Planning Division (located in the Municipal Building) with any questions:

Email: [planning@hoffmanestates.org](mailto:planning@hoffmanestates.org)

Address: 1900 Hassell Road  
Hoffman Estates, IL 60169

Phone: (847) 781-2660

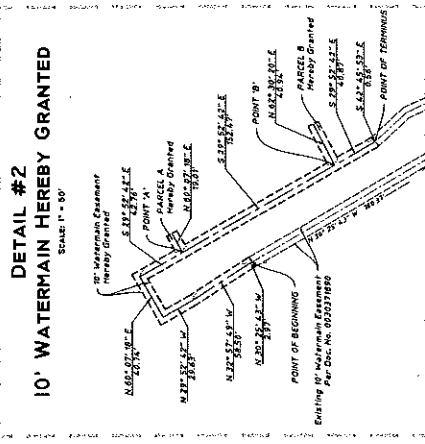
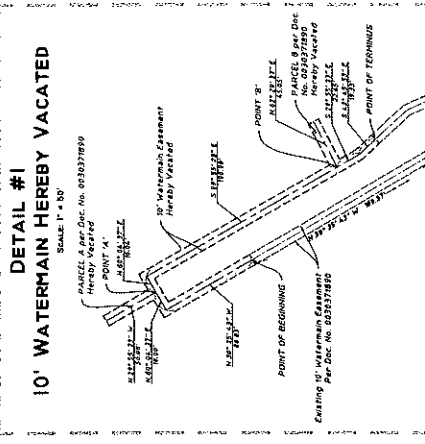
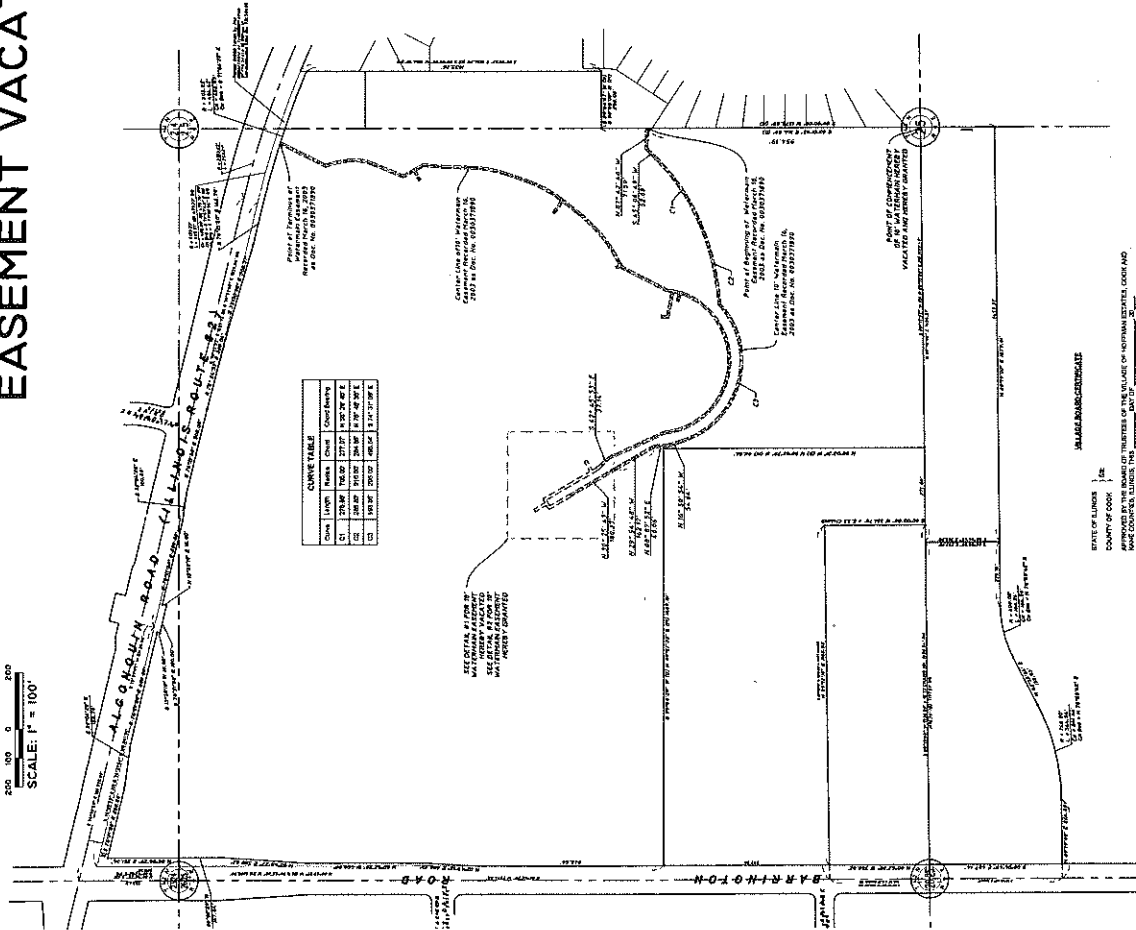
Fax: (847) 781-2679

#### Addendums Attached:

- Special Use
- Rezoning
- Variation
- Plat
- Site Plan
- Master Sign Plan
- Other \_\_\_\_\_

# WILLOW CREEK COMMUNITY CHURCH PLAT OF EASEMENT & PLAT OF EASEMENT VACATION FOR WATERMAIN

P.L.N. No. 01-25-100-018  
P.L.N. No. 01-25-100-001  
P.L.N. No. 01-25-100-002



**10 FOOT WATERMAIN EASEMENT HEREBY VACATED**

THESE 10 FOOT WATERMAIN EASEMENTS ARE HEREBY VACATED IN FULL AND COMPLETE CONSIDERATION OF THE VALUE OF THE WATERMAIN EASEMENT GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK AND THE CHURCH'S AGREEMENT TO THE VACATION OF SAID EASEMENTS. THE CHURCH HAS BEEN ADVISED BY THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK THAT THE VACATION OF SAID EASEMENTS IS IN FULL AND COMPLETE CONSIDERATION OF THE VALUE OF THE WATERMAIN EASEMENT GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK.

IN WITNESS WHEREOF, I, the undersigned, have hereunto set my hand and seal at Chicago, Illinois, this 11th day of May, 2014.

STATE OF ILLINOIS     COUNTY OF COOK

By: William C. J. ...  
 WILLIAM C. J. ...  
 CHURCH SECRETARY

By: ...  
 ...  
 CHURCH SECRETARY

Notary Public for Cook County, Illinois  
 My Commission Expires 11-30-14

**10 FOOT WATERMAIN EASEMENT HEREBY GRANTED**

THESE 10 FOOT WATERMAIN EASEMENTS ARE HEREBY GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK AND THE CHURCH'S AGREEMENT TO THE GRANTING OF SAID EASEMENTS. THE CHURCH HAS BEEN ADVISED BY THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK THAT THE GRANTING OF SAID EASEMENTS IS IN FULL AND COMPLETE CONSIDERATION OF THE VALUE OF THE WATERMAIN EASEMENT GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK.

IN WITNESS WHEREOF, I, the undersigned, have hereunto set my hand and seal at Chicago, Illinois, this 11th day of May, 2014.

STATE OF ILLINOIS     COUNTY OF COOK

By: William C. J. ...  
 WILLIAM C. J. ...  
 CHURCH SECRETARY

By: ...  
 ...  
 CHURCH SECRETARY

Notary Public for Cook County, Illinois  
 My Commission Expires 11-30-14

**WATERMAIN EASEMENT VACATION**

THESE WATERMAIN EASEMENTS ARE HEREBY VACATED IN FULL AND COMPLETE CONSIDERATION OF THE VALUE OF THE WATERMAIN EASEMENT GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK AND THE CHURCH'S AGREEMENT TO THE VACATION OF SAID EASEMENTS. THE CHURCH HAS BEEN ADVISED BY THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK THAT THE VACATION OF SAID EASEMENTS IS IN FULL AND COMPLETE CONSIDERATION OF THE VALUE OF THE WATERMAIN EASEMENT GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK.

IN WITNESS WHEREOF, I, the undersigned, have hereunto set my hand and seal at Chicago, Illinois, this 11th day of May, 2014.

STATE OF ILLINOIS     COUNTY OF COOK

By: William C. J. ...  
 WILLIAM C. J. ...  
 CHURCH SECRETARY

By: ...  
 ...  
 CHURCH SECRETARY

Notary Public for Cook County, Illinois  
 My Commission Expires 11-30-14

**WATERMAIN EASEMENT GRANTING**

THESE WATERMAIN EASEMENTS ARE HEREBY GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK AND THE CHURCH'S AGREEMENT TO THE GRANTING OF SAID EASEMENTS. THE CHURCH HAS BEEN ADVISED BY THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK THAT THE GRANTING OF SAID EASEMENTS IS IN FULL AND COMPLETE CONSIDERATION OF THE VALUE OF THE WATERMAIN EASEMENT GRANTED TO THE CHURCH BY THE STATE OF ILLINOIS AND THE COUNTY OF COOK BY RESOLUTIONS AND ORDINANCES OF THE BOARD OF SUPERVISORS OF SAID COUNTY OF COOK.

IN WITNESS WHEREOF, I, the undersigned, have hereunto set my hand and seal at Chicago, Illinois, this 11th day of May, 2014.

STATE OF ILLINOIS     COUNTY OF COOK

By: William C. J. ...  
 WILLIAM C. J. ...  
 CHURCH SECRETARY

By: ...  
 ...  
 CHURCH SECRETARY

Notary Public for Cook County, Illinois  
 My Commission Expires 11-30-14

STATE OF ILLINOIS     COUNTY OF COOK

By: ...  
 ...  
 CHURCH SECRETARY

Notary Public for Cook County, Illinois  
 My Commission Expires 11-30-14

STATE OF ILLINOIS     COUNTY OF COOK

By: ...  
 ...  
 CHURCH SECRETARY

Notary Public for Cook County, Illinois  
 My Commission Expires 11-30-14

STATE OF ILLINOIS     COUNTY OF COOK

By: ...  
 ...  
 CHURCH SECRETARY

Notary Public for Cook County, Illinois  
 My Commission Expires 11-30-14

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request by the Hoffman Estates Park District for site plan approval for a governmental land use for a concessions/storage building addition at Sycamore Park

**MEETING DATE:** June 10, 2013

**COMMITTEE:** Planning, Building and Zoning

**FROM:** Peter Gugliotta *PG*

**REQUEST:** Request by the Hoffman Estates Park District for site plan approval for a governmental land use for a concessions/storage building addition at Sycamore Park.

**BACKGROUND:** The Hoffman Estates Park District, in conjunction with the Hoffman Estates Athletic Association (HEAA), is requesting approval to construct an addition to the south side of the existing concessions building on the west side of the football field at Sycamore Park on Hillcrest Boulevard. The addition would be used primarily for storage of football equipment.

The addition will be approximately 940 square feet, making the total building footprint slightly under 2,000 square feet. However, the building is being designed to provide a physical fire separation between the existing and new portions. This will basically include a three hour rated wall and fire retardant construction materials for a portion of the roof in the area of the joining wall. This construction design will meet the fire code requirements that allow the building to not be equipped with a fire suppression system. Building and Fire staff have reviewed these plans and verified that they comply with the code requirements.

The exterior of the addition will be constructed of masonry block to match the existing concessions building and the asphalt roof shingles will also match. When completed, the building will appear generally the same as the existing building, but larger.

This building will accommodate the needs of HEAA programming by allowing storage to occur on the site, rather than at an off-site location. The addition will not generate any additional traffic, nor should any new impacts to surrounding properties be created.

**BACKGROUND:** (Continued)

On April 9, 2013, the Park District held a public meeting to discuss this project and the minutes from that meeting are attached. Last year during planning for this storage building, residents had expressed concern that they did not want a separate building on the property and they did not want it to be located near any homes. The current proposal reflects the accommodations made by the HEAA and Park District to address resident concerns. The homes nearest to the addition are approximately 400 feet to the south, across Hillcrest Boulevard.

**RECOMMENDATION:**

Approval of the request by the Hoffman Estates Park District for site plan approval for a governmental land use for a concessions/storage building addition at Sycamore Park, subject to the following condition:

1. No advertisement or signs may be displayed on the building, unless authorized by Village Code.

Attachment

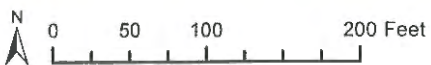
cc: Dean Bostrom (Hoffman Estates Park District)  
Mark Mueller (Hoffman Estates Athletic Association)

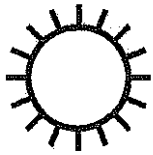


# Sycamore Park - Concession Stand Addition



Proposed Building Addition





**HOFFMAN ESTATES  
PARK DISTRICT**



1685 W. HIGGINS, HOFFMAN ESTATES, IL 60169-2998 • (847) 885-7500  
FAX (847) 885-7523

May 21, 2013

Mark Mueller  
Hawk Press

Peter Gugliotta  
Village of Hoffman Estates

Subject: Sycamore Park, 450 Hillcrest Blvd.  
Storage Facility Expansion for HEAA

The Hoffman Estates Park District is the owner of subject property and as such, approves the site plan amendment to expand the existing storage facility. Please see attached application.

Also attached is the park district's policy 5.17, Park & Facility Improvement Notification along with a copy of the postcards which were sent to residents within 300' of the perimeter of the park and a listing of the residents who received the postcards. Also attached are minutes from our April 9, 2013 Buildings & Grounds Committee meeting approving the building expansion plans.

If you need further information, please do not hesitate to contact me.

Sincerely,

Dean Bostrom  
Executive Director  
847-310-3604



# VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING GENERAL APPLICATION\*

Special Use for \_\_\_\_\_  Rezoning from \_\_\_\_\_ to \_\_\_\_\_

Variation:  Commercial  Residential  Sign

Plat (Subdivision & Others):  Preliminary  Final

Site Plan:  Amendment  Concept  Preliminary  Final

Master Sign Plan:  Amendment

Other: \_\_\_\_\_

\* ADDENDUM MATERIALS ARE REQUIRED FOR SPECIFIC REQUESTS

Posting of Notification Sign(s) may be required.  
Specific requirements will be provided when your request is scheduled.

FOR VILLAGE USE ONLY		
Hearing Fee _____	Check No. _____	Date Paid _____
Project Number: _____		
Staff Assigned: _____		
Meeting Date: _____	Public Hearing: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Sign Posting Required: Yes <input type="checkbox"/> No <input type="checkbox"/>	Date Sign Posted _____	

**PLEASE PRINT OR TYPE**

Date: 5-21-2013

Project Name: Sycamore Park Storage facility addition

Project Description: Expand existing storage facility

Project Address/Location: 450 Hillcrest Blvd Hoffman Estates

Property Index No. 07-10-100-023-0000

Acres: 8.5 Zoning District: R

**I. Owner of Record**

Hoffman Estates Park District  
 Name Company

1685 W. Higgins Rd. Hoffman Estates  
 Street Address City

IL 60169 847-885-7500  
 State Zip Code Telephone Number

847-885-7523 dbastron@leparks.org  
 Fax Number E-Mail Address

**II. Applicant (Contact Person/Project Manager)**

Same as above.  
 Name Company

Street Address City

State Zip Code Telephone Number

Fax Number E-Mail Address

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

**III. Owner Consent for Authorized Representative**

It is required that the property owner or his designated representative be at all requests before the Planning and Zoning Commission (PZC). During the course of the meeting, questions may arise regarding the overall site, site improvements, special conditions to be included in a PZC recommendation, etc. The representative present must have knowledge of the property and have the authority to make commitments to comply with any and all conditions included in the PZC recommendations. Failure to have the owner or designated representative present at the meeting can lead to substantial delays in the hearing process. **If the owner cannot be present at the meeting, the following statement must be signed by the owner:**

I understand the requirement for the owner or an authorized representative to be present at the meeting with full authority to commit to requests, conditions and make decisions on behalf of the owner. I hereby authorize Mark Mueller to act on my behalf and advise that he/she has full authority to act as my/our representative.

Dean Bostrom  
Owner Signature

Dean Bostrom  
Print Name



**IV. Acknowledgement(s)**

- Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village. Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to, motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise.
- Planning and Zoning Commission members and Village Staff often conduct inspections of subject site(s) as part of the pre-hearing review of requests. These individuals will be carrying official Village identification cards that can be shown upon request.

The Owner and Applicant, by signing this Application, certify to the correctness of the application and all submittals.

Owner's Signature: Dean Boston

Owner's Name (Please Print): Dean Boston

Applicant's Signature: \_\_\_\_\_  
(If other than Owner)

Applicant's Name (Please Print): \_\_\_\_\_

Date: 5-21-13

All requests must be accompanied by the items required and all fees must be paid before the Planning and Zoning Commission can hear any case.

Please contact the Planning Division (located in the Municipal Building) with any questions:

Email: [planning@hoffmanestates.org](mailto:planning@hoffmanestates.org)  
Address: 1900 Hassell Road  
Hoffman Estates, IL 60169  
Phone: (847) 781-2660  
Fax: (847) 781-2679

Addendums Attached:

- Special Use
- Rezoning
- Variation
- Plat
- Site Plan
- Master Sign Plan
- Other \_\_\_\_\_

#### **5.17 PARK & FACILITY IMPROVEMENT NOTIFICATION**

The District shall provide a written notice of a public meeting regarding permanent physical structures which change the use of a district park or will have an impact on traffic flow on adjacent public streets to a facility or a park to all residents and businesses within 300 feet of the perimeter of the subject park or facility boundaries. Written notice shall be served in person or by mail, not more than thirty (30) days nor less than ten (10) days prior to the scheduled public meeting date. This notification shall contain: 1) the nature and purpose of the meeting, the common address, name and/or location of the property in question; 2) a map identifying the location of the property in question; 3) the time and place of meeting; and 4) the contact person and telephone number where additional information may be obtained. A sign will be posted on the property clearly legible to the public view on the nearest public way at the main park entrance not more than thirty (30) days nor less than ten (10) days for at least ten (10) consecutive days prior to the public meeting date.

Board Approved – February 21, 2006

Section 5 Board Approved June 2010

Board Approved – July 26, 2011

To the neighbors of Sycamore Park:

The Hoffman Estates Park District will be hosting a public meeting for the purpose of discussing the expansion of the existing concession building located within Sycamore Park to accommodate additional storage for the Hoffman Estates Athletic Association (HEAA). The public meeting will be held on:

Tuesday, April 9, 2013  
7:00 pm  
Triphahn Center  
1685 W Higgins Road  
Hoffman Estates

For further information, please contact Dean Bastrom at 847-781-3633 [dbostrom@heparks.org](mailto:dbostrom@heparks.org).

*The Hoffman Estates Park District*

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*The Hoffman Estates Park District*

St Number	St Name
505	Jamison Lane
546	Hillcrest Boulevard
305	Hillcrest Boulevard
405	Hillcrest Boulevard
415	Hillcrest Boulevard
465	Hillcrest Boulevard
475	Hillcrest Boulevard
515	Hillcrest Boulevard
525	Hillcrest Boulevard
535	Hillcrest Boulevard
545	Hillcrest Boulevard
555	Hillcrest Boulevard
565	Hillcrest Boulevard
569	Hillcrest Boulevard
1775	Ida Road
1780	Ida Road
1770	Kent Road
1780	Kent Road
1775	Kent Road
1795	Kent Road
1760	Monticello Road
1770	Monticello Road
1765	Monticello Road
1780	N Newport Road
1790	N Newport Road
1765	N Newport Road
1775	N Newport Road
300	W Newport Road
305	W Newport Road
306	W Newport Road
310	W Newport Road
315	W Newport Road
330	W Newport Road
335	W Newport Road
345	W Newport Road
350	W Newport Road
355	W Newport Road
360	W Newport Road
365	W Newport Road
370	W Newport Road
375	W Newport Road
380	W Newport Road
385	W Newport Road
390	W Newport Road
395	W Newport Road
400	W Newport Road
405	W Newport Road
410	W Newport Road
415	W Newport Road
430	W Newport Road
435	W Newport Road

440	W Newport Road
445	W Newport Road
460	W Newport Road
465	W Newport Road
470	W Newport Road
475	W Newport Road
490	W Newport Road
495	W Newport Road
1800	N Newport Road
1805	N Newport Road
1810	N Newport Road
1815	N Newport Road
1820	N Newport Road
1825	N Newport Road
1830	N Newport Road
1835	N Newport Road
1840	N Newport Road
1845	N Newport Road
1850	N Newport Road
1855	N Newport Road
1860	N Newport Road
1865	N Newport Road
1870	N Newport Road
1875	N Newport Road
1880	N Newport Road
1885	N Newport Road
1785	Freemont Rd
500	Harvard Lane
510	Harvard Lane
518	Harvard Lane
522	Harvard Lane
530	Harvard Lane
540	Harvard Lane
1805	Hampton Ln
1815	Hampton Ln
1835	Hampton Ln
1865	Hampton Ln
1885	Hampton Ln
1920	Hampton Ln
1950	Hampton Ln



1685 W. HIGGINS, HOFFMAN ESTATES, IL 60169-2998 • (847) 885-7500  
(847) 885-7523

*The mission of the Hoffman Estates Park District is to enhance the quality of life of our residents and guests by providing first class parks, facilities, programs and services through environmentally and fiscally responsible management practices.*

**MINUTES  
BUILDINGS AND GROUND COMMITTEE  
April 9, 2013**

**1. Roll Call:**

A regular meeting of the Hoffman Estates Park District Building and Grounds Committee was held on at 7:00 p.m. at the Triphahn Center in Hoffman Estates, IL.

Present: Commissioner Mohan, Comm Rep Dekirmenjian, Friedman, Kinnane, Snyder, S. Triphahn, Chairman R. Evans

Absent: None

Also Present: Executive Director Bostrom, Deputy /A&F Director Talsma, Parks Director Giacalone, Facilities /Rec Director Kies

Audience: Commissioner McGovern, Bickham, Guiney, Greenberg, President K. Evans; Comm Reps McGinn, Koltz, Patel, Wittkamp; GM Bechtold and Daschadis; Supt Manisco and Basile; HEAA, Sheet Metal Worker's Union (See Sign Up Sheet)

**2. Agenda:**

Commissioner Mohan made a motion, seconded by Comm Rep McGinn to approve the agenda as presented. The motion carried by voice vote.

**3. Minutes:**

Commissioner Mohan made a motion, seconded by Comm Rep Dekirmenjian to approve the minutes of the March 12, 2013 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

Eric Olson of 128 Laura, New Lenox addressed the committee asking them to adopt the Responsible Bidding Ordinance to protect tax payers and officials from awarding construction work to a contractor who does not have proper training or is not safe and financially responsible.

Rocco Terranova of 936 Apple, Schaumburg also addressed the committee noting that the park district already follows prevailing wage and that this is the next best step.

Mr. Olson distributed a flyer on Responsible Bidding. Chairman R. Evans noted that the district would take it under consideration.

**5. Old Business:**

None

**6. New Business:**

**A. Sycamore Park Storage Facility Addition/M13-049:**

Executive Director Bostrom reviewed the item noting that the park district owned the buildings and they had recommended an addition as opposed to building a new structure. He also explained that the approval would be contingent on the approval of the renewal agreement. Director Giacalone explained that it was a sound building addition that would match the present building.

Comm Rep Kinnane asked about the utilities and Executive Director Bostrom explained that HEAA would pay for the electric when they used the facility, otherwise the park district would be responsible for utilities.

Commissioner Mohan asked when it would be done and Executive Director Bostrom explained they were looking to complete it this summer.

Comm Rep Triphahn asked if there would be any security issues with the storage and Executive Director Bostrom explained that there was a list of items such as flammables that could not be stored in the area and they did not anticipate any security issues.

Comm Rep Snyder asked if they would match the color and it was noted that they would.

Comm Rep Dekirmenjian asked if it would just be storage and it was noted that would be the only purpose for the facility.

Chairman R. Evans asked where the other area was and it was pointed out on the map to be within 100 feet of the residential homes.

Commissioner Greenberg asked about the maximum for the boys field and staff will check. He also asked if they needed a protective fence around the building to prevent kids from hitting the brick walls. Executive Director Bostrom explained that the young children would not be able to hit the ball that far and that the base paths were too short to ever put older kids on the field. Commissioner Greenberg asked to have staff check into the fence issue. Director Kies noted that the other side of the original building was actually closer to the other ball field and that they had never had any issues. Executive Director Bostrom said the district could monitor the situation.

Commissioner Greenberg also asked about the volunteers that were doing the building and if they were licensed and skilled and Executive Director Bostrom explained that they were.

Commissioner Guiney asked if the plans would affect the school and Executive Director Bostrom explained that they should not, but that the park district would inform the school of their plans.

Commissioner Bickham asked about the Village height limit and Executive Director Bostrom explained that the building was one story and that the residents did not want it to go any higher. Commissioner Bickham asked if it would be enough space and Mr. Mueller said that it would.

President K. Evans asked about the insurance for the job and Executive Director Bostrom explained that there would be the standard PDRMA insurance agreement just as in the past. President K. Evans asked that they check out the worker compensation in the event that a volunteer was hurt on the project. Comm Rep Friedman agreed and staff will check on that issue with HEAA and PDRMA.

Commissioner Greenberg asked about the ADA compliance and it was noted that it was a first floor storage and ADA accessible.

Comm Rep S. Triphahn made a motion, seconded by Comm Rep Snyder to recommend the board approve the building expansion plans contingent on the park district approving a revised/updated use agreement with HEAA and on the appropriate insurance coverage. The motion carried by voice vote.

B. Revised Park District Safety Manual/M13-052:

Executive Director Bostrom reviewed the item. Director Giacalone noted that some of the revisions included the Prescribed Burn Manual and Stretching Procedures.

Comm Rep Kinnane asked about the information signs for the burn and Director Giacalone explained the district had already purchased them. He also asked if they used 2-way radios for contact during the burn and if the fire department was informed and Director Giacalone said they used their cell phones, applied for county and village permits and informed the fire department, front desks, county and village of the dates.

Commissioner Mohan made a motion, seconded by Comm Rep Kinnane to recommend the board approve the revised Hoffman Estates Park District Safety Manual as presented. The motion carried by voice vote.

C. Parks Board Report and 1Q2013 Goals/M13-053:

Director Giacalone reviewed the item. Comm Rep Kinnane asked about the Palatine Library Branch and Director Giacalone explained that the district housed the branch at the WRC.

Commissioner Mohan asked how long the agreement was with the Library and Executive Director Bostrom noted that it went until 2014.

Comm Rep Kinnane asked about the Seascope FAC roof replacement and Director Giacalone explained that it was an in-house project.

Comm Rep S. Triphahn made a motion, seconded by Commissioner Mohan to send the Parks Report and 1Q2013 goals to the board as presented. The motion carried by voice vote.

D. Planning and Development Board Report and 1Q2013 Goals/M13-047:

Executive Director Bostrom reviewed the item and noted that Director Buczkowski was home and recovering well.

Comm Rep Kinnane made a motion, seconded by Commissioner Mohan to send the P&D Board Report and 1Q2013 goals to the board as presented. The motion carried by voice vote.

Executive Director Bostrom provided an overview of the Balanced Score Card noting that it provided a baseline measurement from 2010 forward on the district's progress with their goals.

7. Committee Member Comments:

Comm Rep Friedman thanked the committee.

Comm Rep Kinnane noted that there was a staff member at PSSWC (Sue) that did a remarkable job at the front desk.



Commissioner Mohan wished all the candidates good luck.

Chairman Evans reminded everyone of Earth Day and Commissioner Guiney's Luncheon next Saturday.

**8. Adjournment:**

Comm Rep Kinnane made a motion, seconded by Comm Rep Dekirmenjian to adjourn the meeting at 7:43 p.m. The motion carried by voice vote.

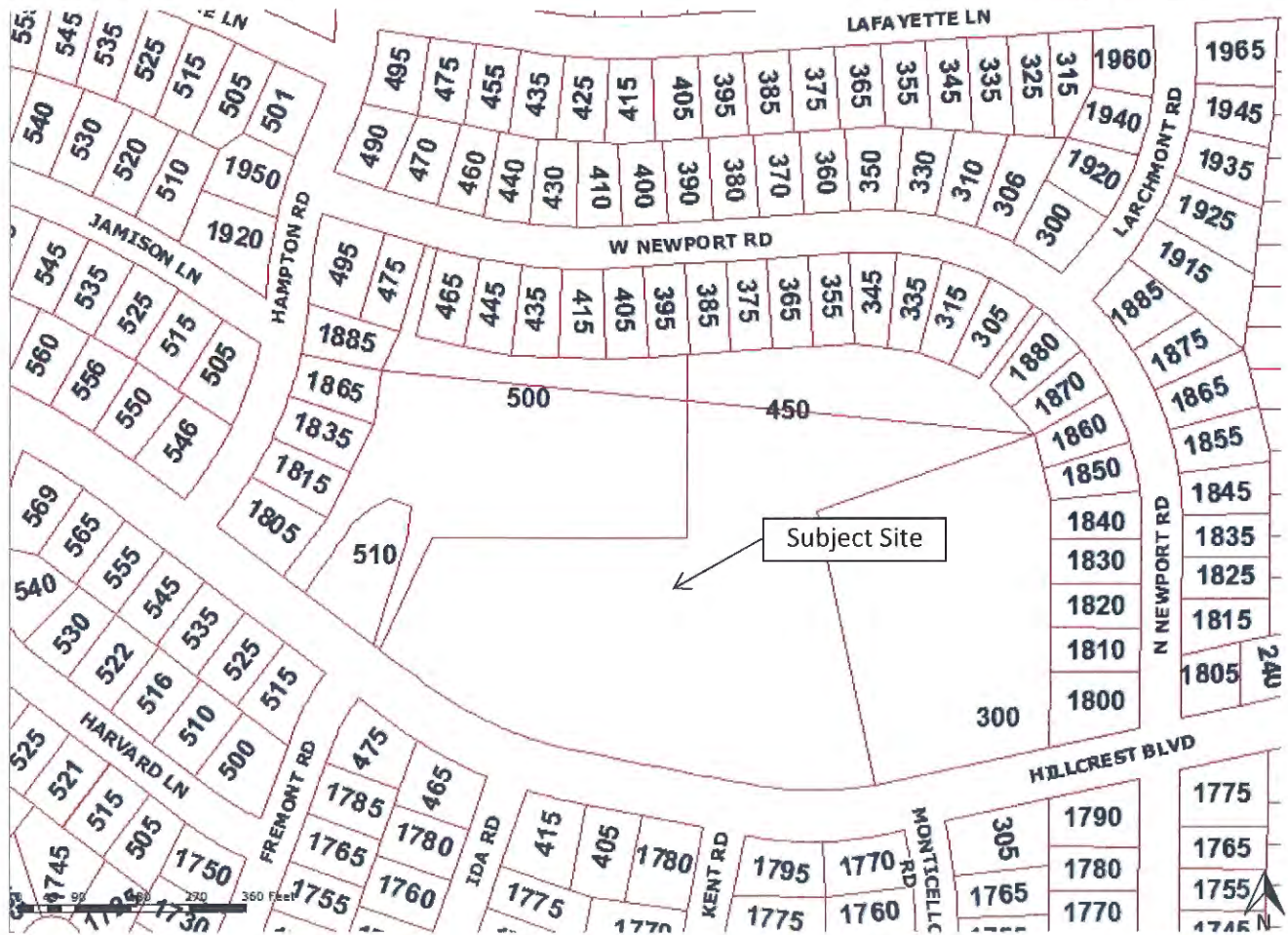
Respectfully submitted,

Dean R. Bostrom  
Secretary

Peggy Kusmierski  
Recording Secretary

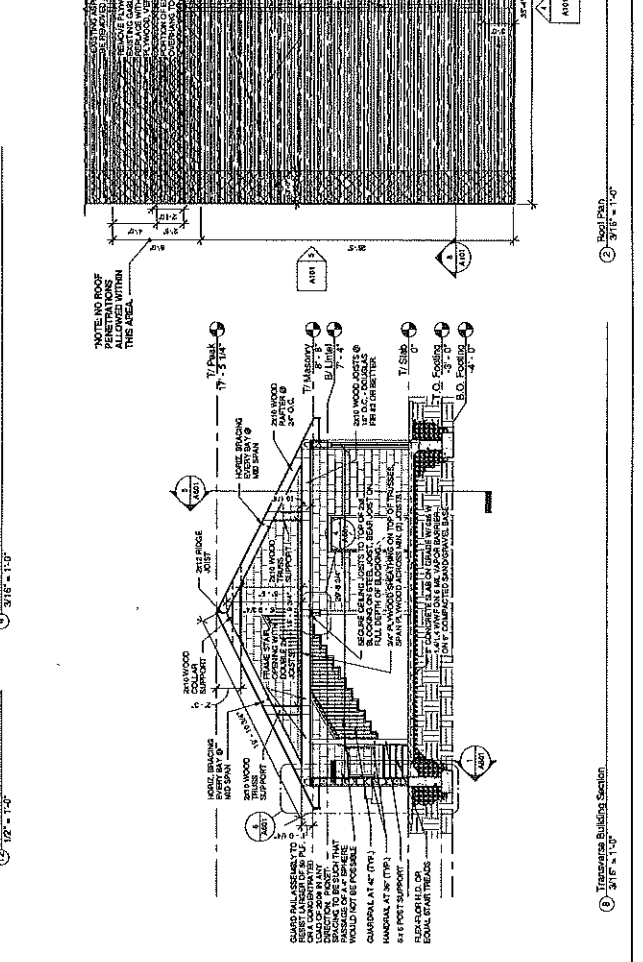
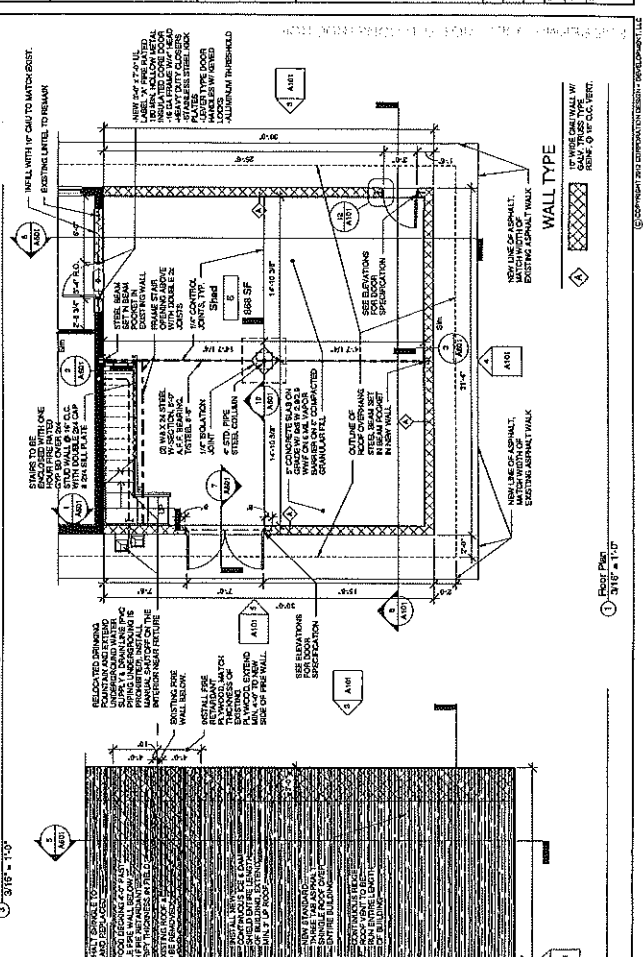
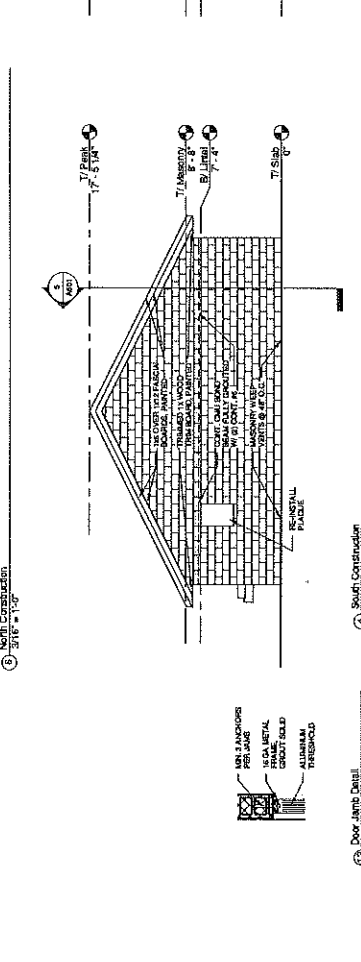
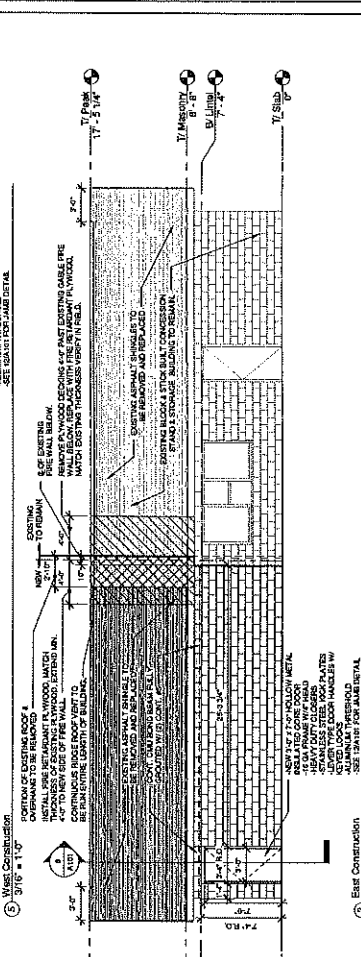
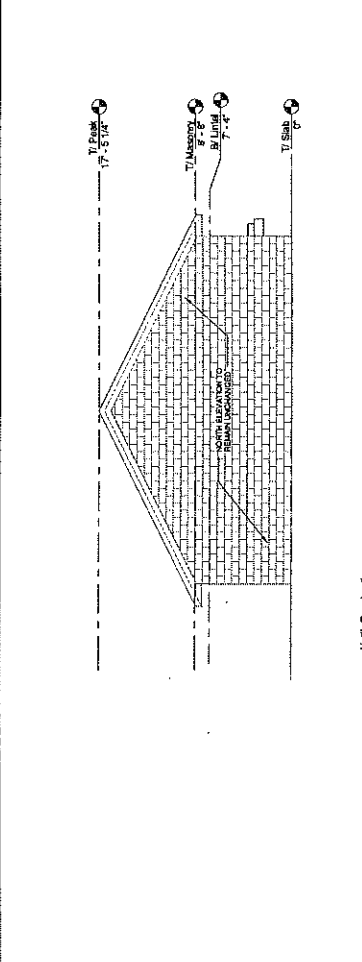
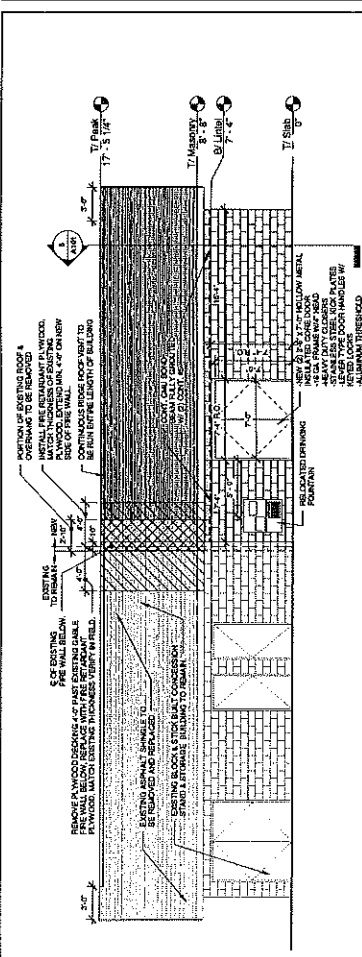
450 Hillcrest Blvd.

P.I.N. 07-10-100-023



May 28, 2013  
Village of Hoffman Estates  
Planning Division







**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval of the Community Development Block Grant (CDBG) Annual Action Plan 2013, for Program Year 8, Consolidated Plan 2011-2015

**MEETING DATE:** June 10, 2013

**COMMITTEE:** Planning, Building and Zoning

**FROM:** Peter Gugliotta<sup>PG</sup>/Ashley Monroe *AM*

**REQUEST:** Request approval of the Community Development Block Grant (CDBG) Annual Action Plan 2013, for Program Year 8, Consolidated Plan 2011-2015.

**BACKGROUND:** The Village will be entering Program Year 8 of the 2011-2015 Consolidated Plan under the CDBG program as of October 1, 2013. The Annual Action Plan (AAP) identifies the Village's specific strategy each year to address affordable housing, infrastructure improvements, supportive services, and community development needs of low and moderate income residents. Each AAP must be drafted and approved individually to reflect the community's specific goals and the annual CDBG funding allocation. The projects proposed within the AAP must also align with the Village's objectives in the five year CDBG Consolidated Plan. The Village of Hoffman Estates' program year runs from October 1 to September 30. This program year will be the third program year within the 2011-2015 Consolidated Plan.

**DISCUSSION:** For Program Year 8, the Village of Hoffman Estates will be allocated \$273,435, a 5% increase from last year. Funds are typically distributed to the Village's account in late fall.

The Village also has approximately \$134,687 of unused funds from the previous year that will be allocated as part of the Program Year 8 budget. Due to the reconstruction of Hassell Road, there was not a CDBG-eligible street project that could be included in the Village's annual street improvement program, and the funds budgeted for a street reconstruction carried over.

Consistent with previous years, the Program Year 8 proposed draft plan includes funding for:

- ◆ Housing Rehabilitation Program. The Village contracts with the North West Housing Partnership (NWHP) to administer the program.

**DISCUSSION:** (Continued)

- ◆ Neighborhood Infrastructure Projects. Improvements. Public street reconstructions for the most deteriorated streets in eligible neighborhoods are determined by street ratings. As noted above, a project will not be initiated until 2014 to enable more CDBG funds to be contributed to the project.
- ◆ Program Administration. Funds are allocated to offset staff and other administration costs of the program up to the allowable 20% limit.

The proposed budget is as follows:

<b>2013/2014 CDBG FUNDING ALLOCATIONS</b>		
<b>Previously Unused Funds</b>		
<i>Left over from infrastructure projects</i>		<b>\$134,687</b>
<b>2013/2014 Allocation</b>		
		<b>\$273,435</b>
<b>Total Funds Available for 2013/2014 Allocation</b>		
		<b>\$408,122</b>
<b>2013/2014 Budgeted Funds</b>		
<b>Infrastructure improvements (Objective 1)</b>		<b>\$243,435</b>
<b>Private Property Rehabilitation (Objective 2)</b>		<b>\$110,000</b>
<b>Planning &amp; Administration</b>		<b>\$54,687</b>
<b>TOTAL FUNDS BUDGETED</b>		<b>\$408,122</b>

**Objectives**

The proposed projects continue to reflect the objectives and priorities outlined in the Consolidated Plan. Specifically, the objectives addressed by the Annual Action Plan 2013 include:

**Objective 1: Provide improvements to public infrastructure and facilities in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods. Over the course of the five year plan, the Village proposes to assist five public facility or public infrastructure projects within eligible CDBG neighborhoods or utilized primarily by low-moderate income individuals and families. Projects may include buildings, roads, sidewalks, water or sewer, lighting, pedestrian and bicycle pathways, facilities, or other eligible infrastructure.**

Street Reconstruction Projects - CDBG funds can be combined with other funds to make reconstruction work feasible for streets in CDBG-eligible neighborhoods. Street projects will be selected based on the same rating system used for all Village streets and projects will be completed as funds are available.

**DISCUSSION:** (Continued)

**Objective 2: Provide access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership. Over the next five years, an estimated 25 households will be assisted by CDBG funds, primarily in the form of a no interest loan for rehabilitation activities.**

Private Property Rehabilitation - A single-family rehabilitation program that offers zero interest loans to help residents bring their home up to code and/or improve energy efficiency and safety. The proposed \$110,000 is equal to the allocation in Program Year 6 and reflects the \$25,000 per loan cap. The NWHP continues to regularly work with homeowners. Due to sustained interest in the program, the Village anticipates meeting the goal of assisting an average of five households per year.

The interest and need for the CDBG emergency program was established in its pilot year, Program Year 6. The emergency loan program was used once in that year. Several other households were assessed for potential emergency assistance but they did not meet the emergency criteria or found other ways of resolving their property need. Funds for the emergency program are pooled with the regular loan program funds and will not exceed the total amount allocated to the NWHP.

Administration - HUD does not address program administration as a goal or objective of the CDBG program. However, a maximum of 20% of the grant can be spent on administrative activities. The proposed allocation for administration, 20% of the grant total, reflects funding for staff time, training, and consultant costs.

***Public Input***

A combination of techniques was implemented to ensure public notification and encourage input. The draft of the Annual Action Plan was posted on the Hoffman Estates' website and made available by request. Letters were sent to local social services, religious institutions, homeowners associations, rental management agencies, elected officials, educational institutions, and other relevant organizations to inform them of the availability of the draft and the date of the public hearing. The following comments were received regarding possible funding:

- ◆ Ms. Holly Fraccaro, Director of the Northwest Housing Partnership maintains frequent communication with Village staff in order to continue successful management of the Village's Private Property Rehabilitation Program. She wrote a letter asking the Village to continue to contract with the North West Housing Partnership for management of the Private Property Rehabilitation Program. She requested \$110,000 in funding with no changes to the existing program. NWHP continues to receive a steady stream of new applications for assistance. The Village has assisted 33 homes with rehabilitation with the aid of NWHP. The funding request letter is attached.



**DISCUSSION:** (Continued)

- ◆ Highland Crossing Condominium Association requested funding for various infrastructure improvements (letter attached). In previous years, the Village has received similar requests from private multi-family residential properties as well as not-for-profit service agencies. The Village has not funded private infrastructure improvements due to the significant amount of public infrastructure improvements needed, and the limited funding provided by HUD. This approach is supported by the formal priorities established by the Village in its 5-year Consolidated Plan.
- ◆ A resident from Swindon Place attended the public hearing to inquire about possible lighting improvement on Swindon Place and small maintenance project assistance. Again, due to public infrastructure needs, the Village has not funded private improvements.
- ◆ A resident from Hilldale Condominiums attended but had no comments.

Public Hearing minutes are attached to the Annual Action Plan Draft.

**FINANCIAL IMPACT:**

The Community Development Block Grant allocation for FY2013 is \$273,435. This will provide 100% funding for the housing rehabilitation and a portion of funding for the Neighborhood Infrastructure street reconstruction project to be selected and implemented in 2014. It should be noted that only 20% of the CDBG funds can be used to reimburse the Village for administration costs and therefore some staff time will not be reimbursed.

**RECOMMENDATION:**

Approval of the Community Development Block Grant (CDBG) Annual Action Plan 2013, for Program Year 8, Consolidated Plan 2011-2015.

Attachments





## **2013-2014 Annual Action Plan (Program Year 8)**

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### **Executive Summary [24 CFR 91.220 (b)]**

In 2006, the United States Department of Housing and Urban Development (HUD) identified the Village of Hoffman Estates as a Community Development Block Grant (CDBG) entitlement community. The Annual Action Plan is a one-year plan that provides a detailed description of resources to be used and projects to be undertaken by the Village in effort to address the priority needs and specific objectives that were identified by the Consolidated Plan: 2011-2015.

This Action Plan lists the activities to be carried out using Community Development Block Grant (CDBG) funds in the Program Year that runs from October 1, 2013 through September 30, 2014. The Village's allocation is \$273,435 for Fiscal Year 2013 (FY13). The Village proposes to use CDBG funds for a single family rehabilitation program and administration of the CDBG program. The Village also plans to reserve a portion of this year's CDBG funds for a large street improvement project that will coordinate with the Village's 2015 Street Revitalization program.

### **Statement of Specific Annual Objectives**

Specific objectives that address housing and community development needs for the citizens of Hoffman Estates were identified in the Consolidated Plan: 2011-2015. During Program Year 8, the Village will use CDBG funds to address certain objectives which are included in the Consolidated Plan. Other objectives will be addressed by supporting programs through technical assistance or other funding sources. These objectives are included below. Quantitative results for Program Year 8 for these program objectives are included in HUD Table 3C, "*Consolidated Plan Listing of Proposed Projects for Local Jurisdictions.*"

**Objective 1:** Provide improvements to public infrastructure and facilities in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods.

**Objective 2:** Provide access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership.

### **Past Performance**

The Village of Hoffman Estates was designated an Entitlement Community in 2006. In the first five program years, the Village worked diligently to gain an understanding of the CDBG program, completed a Consolidated Plan, a Consolidated Annual Performance and Evaluation Report, an Annual Action Plan, set up the IDIS system, completed Environmental Review Reports, submitted quarterly and semiannual financial reports, and worked to complete projects to address the objectives of the Consolidated Plan. The Village funded the rehabilitation of nineteen homes, completed phase I of a street lighting improvement project in Barrington

Square, reconstructed multiple streets, and administered the CDBG program. In 2009, the American Recovery and Reinvestment Act (ARRA) allocated an additional \$81,078 to Hoffman Estates for CDBG projects. With this funding, the Village reconstructed sidewalks and installed pedestrian-accessibility ramps in the Barrington Square neighborhood. In the first two years of the second Consolidated Plan, the Village continued the single-family rehabilitation program and rehabilitated an additional twelve residences. The Village also completed Phase II of the street light improvements in the Barrington Square neighborhood and completed a street reconstruction on Williamsburg Drive. The Village has continually worked to meet other HUD CDBG objectives through programs and efforts not funded by the CDBG program through Village Departments as well as regular communication with the Continuum of Care and other local organizations.

### **Citizen Participation and Consultation**

The Village held a public hearing during the development of the 2013 Annual Action Plan in May 2013. The hearing was held to obtain comments on the Draft Annual Action Plan as well as obtain feedback on community needs and how they might be addressed through the Community Development Block Grant Program. Four individuals from various multi-family housing neighborhoods attended the Public Hearing. Inquiries regarding support for private infrastructure improvements for multi-family properties via a grant or a loan, a program that provides smaller maintenance-type improvements than the single-family rehabilitation loan program, and lighting improvements on Swindon Place were discussed. All hearing attendees expressed concern over foreclosure problems and available assistance programs. Other comments received were specific to non-CDBG, code enforcement issues.

The mailing lists, comment sheet, public notice, certificate of publication, and hearing minutes are included in the Action Plan Appendix.

## **Resources and Objectives [24 CFR 91.220 (c)]**

### **Federal Resources**

During CDBG Program Year 8, October 1, 2013, through September 30, 2014, the Village of Hoffman Estates anticipates an allocation of \$273,435 in CDBG funds plus an additional estimated \$134,687 of unexpended funds from Program Year 7.

In addition, it is possible that the CDBG program may receive a small amount of program income from the private property rehabilitation program. The total value of the program income returned to the Village is \$13,576, from two receipts of program income in 2009 & 2010. The exact amount of program income funds to be received in Program Year 8 cannot be determined in advance and is not included in the annual budget. All program income will be returned to the budget for the program from which they were generated and will be used to supplement that program. The funds received return to a separate program income account within the Village's CDBG account, are recorded as Program Income in the Integrated Database Information System (IDIS), and used for the first home rehabilitation project completed after the income was received.

The Village does not have a Section 108 loan. Therefore, no funds are anticipated from this program. CDBG and other funds will be leveraged to provide the greatest opportunity for use of funds. It is anticipated that the community will indirectly receive additional services funded

through Federal and State Continuum of Care (CoC), Housing Choice Voucher Program, State Emergency Solutions Grant, other Federal, State and local funds, private foundations, local lenders, private funding agencies and other sources identified during the program year to conduct housing and community development programs.

<b>SOURCES</b>	
2013/2014 Allocation (estimated)	\$273,435
Carryover from infrastructure projects	\$134,687
Anticipated Program Income	\$0
<b>TOTAL SOURCES (estimated)</b>	<b>\$408,122</b>
<b>USES</b>	
Infrastructure Improvements (Objective 1)	\$243,435
Private Property Rehabilitation (Objective 2)	\$110,000
Planning & Administration	\$54,687
<b>TOTAL FUNDS BUDGETED</b>	<b>\$408,122</b>

### **Other Resources**

The Village will provide support to eligible nonprofit and for-profit agencies for proposed housing, community development, and social service projects that are consistent with the Consolidated Plan. These agencies must provide sufficient information for the Village to determine that adequate organizational capacity exists for the agency to provide a level of service consistent with needs identified in the Consolidated Plan.

The Department of Housing and Urban Development (HUD) does not require the Village to provide match funding for any programs that are a part of this Action Plan, however the CDBG funding allocated to infrastructure improvement projects will occasionally need to be supplemented with other Village funds in order to complete the infrastructure project.

The Village will be the lead agency in administering CDBG funds to address affordable housing, supportive services, and community development priorities. Other anticipated funds including Housing Choice, Emergency Solutions Grant, Housing Opportunities for Persons with AIDS, and CoC homeless assistance will be administered by other local or regional agencies as appropriate.

### **Activities [91.220(d)]**

The Village proposes the following two projects receive 2013 CDBG funding in Program Year 8. These projects will directly address the two objectives listed above.

#### **Private Property Rehabilitation**

HUD Matrix Code: 14A

HUD Objective: Decent Housing

Local Objective: 2

HUD Outcome: Affordability

This is a grant/loan program for income eligible homeowners with incomes less than 80% of the area median income using the most current Federal Income Limit guidelines. Assistance is provided for moderate rehabilitation efforts such as roof and furnace replacements, exterior improvements and to address life safety issues. The objective for this program is to increase the supply of standard, affordable housing through rehabilitation of existing housing units. See page 5 for additional details.

### **Neighborhood Infrastructure Improvements**

HUD Matrix Code: 03K

HUD Objective: Suitable Living Environment

Local Objective: 1

HUD Outcome: Sustainability

In order to ensure that residential neighborhoods are safe and provide a good quality of life, the funds for this program will be used to improve street lighting, sidewalks, streets and certain safety features. The street or streets eligible for improvement will be determined by the ratings observed annually by the Village's Transportation and Engineering Division. Potential projects will be determined in eligible CDBG-areas as defined by HUD based on the relative income levels of the residents. See page 6 for additional details.

### **Planning and Administration**

CDBG funds will be used to provide oversight for the other CDBG funded projects and to satisfy HUD's planning and reporting requirements. Administration funds will be used for overall program management, training, coordination, monitoring, and evaluation of CDBG and related programs. See page 7 for additional details.

The following tables provide a project description for each activity. Table 3C correlates the project to objective and outcome categories, HUD matrix codes, CDBG citations, National Objective and performance indicators, as well as funding information.

**Table 3C – Annual Action Plan Listing of Projects**  
**PRIVATE PROPERTY HOUSING REHABILITATION**

**Priority Need:** Effectively utilize the Village’s existing housing stock by encouraging maintenance and rehabilitation efforts of housing units for low- and moderate-income persons.

**Project Title:** Private Property Housing Rehabilitation

**Description:** Private property rehabilitation program for very low-, low- and moderate-income owner-occupied single-family properties.

**Objective category:** \_\_\_ Suitable Living Environment  Decent Housing \_\_\_ Economic Opportunity

**Outcome category:** \_\_\_ Availability/Accessibility  Affordability \_\_\_ Sustainability

**Location/Target Area:** Community-wide

Objective Number: 2	Project ID: 1
HUD Matrix Code: 14A	CDBG Citation: 570.202
Type of Recipient: Households	CDBG National Objective: 570.208(a)(3) LMH
Start Date: 10/1/13	Completion Date: 09/30/14
Performance Indicator: Low/Mod Households	Annual Units: 5
Local ID: 01	Units Upon Completion: 5

<b>Funding Source</b>	
CDBG	\$110,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$110,000</b>

The primary purpose of the project is to help:

- the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C – Annual Action Plan Listing of Projects**  
**NEIGHBORHOOD INFRASTRUCTURE IMPROVEMENTS**

**Priority Need:** Promote revitalization programs by continuing to improve infrastructure and safety in existing neighborhoods that have been identified as revitalization areas. In the past, a street reconstruction project was funded by a combination of CDBG funding and other Village funds. This year, there is not enough funding available either through CDBG or Village funds to complete a street reconstruction project in an eligible area. The street ratings completed by the Village’s Division of Transportation and Engineering show that it will not be feasible to complete a street reconstruction project until the summer of 2015. Therefore, rather than deplete funding on projects that are not high priority, the Village has chosen to budget its CDBG infrastructure funding for a larger street improvement project to be completed in 2015 (HUD PY2014). Two streets have been identified as priority projects within and adjacent to CDBG eligible areas as defined by HUD based on the relative income level of the residents however it is likely that only one project will be completed with the funding available. Some background information on these two possible locations has been prepared on page 8.

**Project Title: Neighborhood Infrastructure Improvements**

**Description:** Revitalize at least 1 neighborhood by a street reconstruction project in a CDBG-eligible area.

**Objective category:**  Suitable Living Environment     Decent Housing     Economic Opportunity

**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location/Target Area:** Low/moderate-income area to be identified.

Objective Number: 1	Project ID 2
HUD Matrix Code: 03K	CDBG Citation: 570.201
Type of Recipient:	CDBG National Objective: 570.208(a)(1) – LMA
Start Date: 10/1/13	Completion Date: 09/30/15
Performance Indicator: Low/Mod Area	Annual Units: 1
Local ID: 02.08	Units Upon Completion: 1

**Funding Sources:**

CDBG	\$243,435
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$243,435</b>

The primary purpose of the project is to help:

- the Homeless     Persons with HIV/AIDS     Persons with Disabilities     Public Housing Needs

## Table 3C – Annual Action Plan Listing of Projects

### PLANNING AND ADMINISTRATION

**Priority Need:** Planning and Administration

**Description:** Activities including development of the Annual Action Plan and other required HUD documents, overall program management, coordination, and evaluation of the program. The Village intends to use a combination of staff time and a consultant to administer the program.

**Objective Category:** \_\_ Suitable Living Environment \_\_ Decent Housing \_\_ Economic Opportunity

**Outcome Category:** \_\_ Availability/Accessibility \_\_ Affordability \_\_ Sustainability

**Location/Target Area:** N/A

Objective Number: N/A	Project ID 3
HUD Matrix Code: 21A	CDBG Citation: 570.206
Type of Recipient: N/A	CDBG National Objective: N/A
Start Date: 10/1/13	Completion Date: 09/30/14
Performance Indicator: N/A	Annual Units: N/A
Local ID: 03	Units Upon Completion: N/A

**Funding Sources:**

CDBG	\$54,687
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Years Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
<b>Total</b>	<b>\$54,687</b>

The primary purpose of the project is to help:

- the Homeless  
  Persons with HIV/AIDS  
  Persons with Disabilities  
  Public Housing Needs

### Outcomes [24 CFR 91.220 (e)]

The Village utilizes a performance measurement system in determining the outcome of programs funded through CDBG. This system provides proposed outcome and actual outcome. Results of this system will be incorporated in the Comprehensive Annual Performance and Evaluation Report (CAPER). In general, the following projects will generate the corresponding performance measure:

Single-family Residential Rehabilitation: Number of Households (5 expected)

Neighborhood Infrastructure Improvements: Number of Neighborhoods (0 expected)

### Geographic Distribution [24 CFR 91.220 (f)]

Private property rehabilitation will be funded on a community-wide basis. Administration funds will be used to develop the Action Plan, Consolidated Annual Performance Report (CAPER), program guidelines, and other plans and procedures required by HUD for administration of the CDBG grant.

Geographically targeted funding will be provided for the neighborhood infrastructure improvements. Annually, the Village's Transportation and Engineering Division provides a list of CDBG-eligible locations that also are of the highest priority projects for the year. The current Village street ratings indicate that it is not be feasible to complete a street reconstruction project benefitting a CDBG-eligible area until the summer of 2015. Despite the project delay, the Village has identified two possible locations for these road reconstructions. Brief descriptions and area maps are included below.

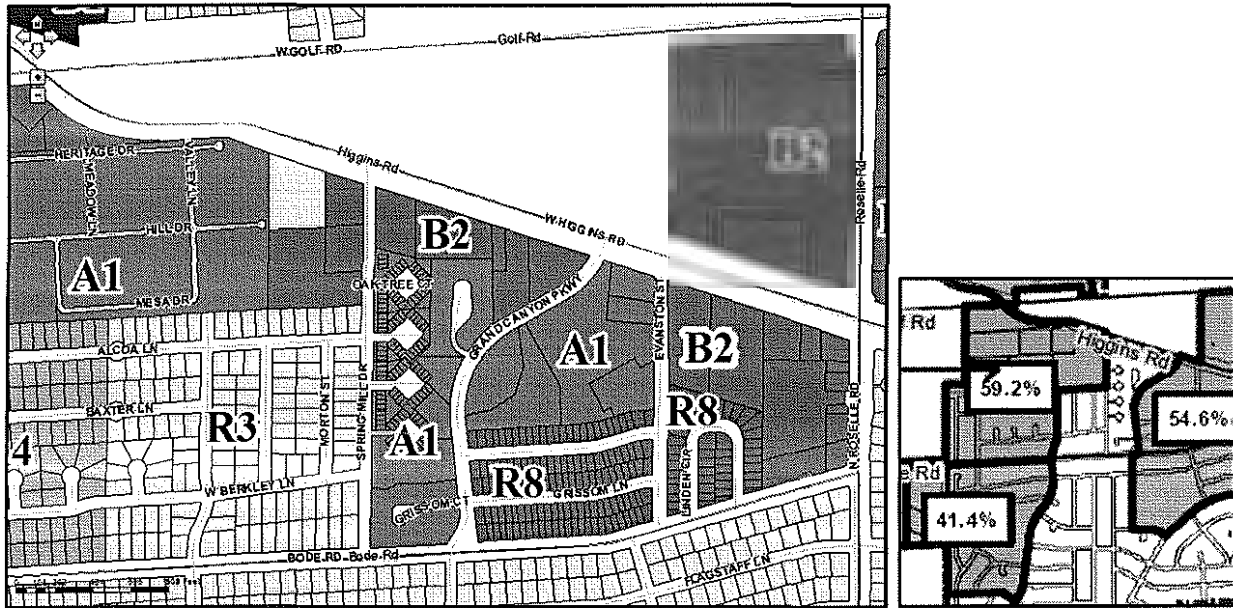
The first potential street reconstruction project would be Spring Mill Drive, where a portion of the street was improved in 2010 with the use of CDBG funds. The road is adjacent to the Village Police Department and is a major collector street for a significant low-moderate income population (41%.) Spring Mill Drive would be improved from Oak Tree Court (north project end) to Bode Road (south project end).

The second potential street reconstruction project would be on Volid Drive. Volid has the worst-rated pavement in the Village and is a collector street for many residents traveling both north and south of Higgins and Golf Roads. The income of the residents directly adjacent to Volid Drive is mixed, however based on Village traffic studies, the population utilizing this road on a regular basis has a significant amount (exact amount to be determined if project is selected) of low-moderate income population. In addition, this road creates access to a major Village park facility, and numerous multi-family residences. Reconstructing this road would incorporate improvement of accessibility and safety for pedestrians and disabled individuals.

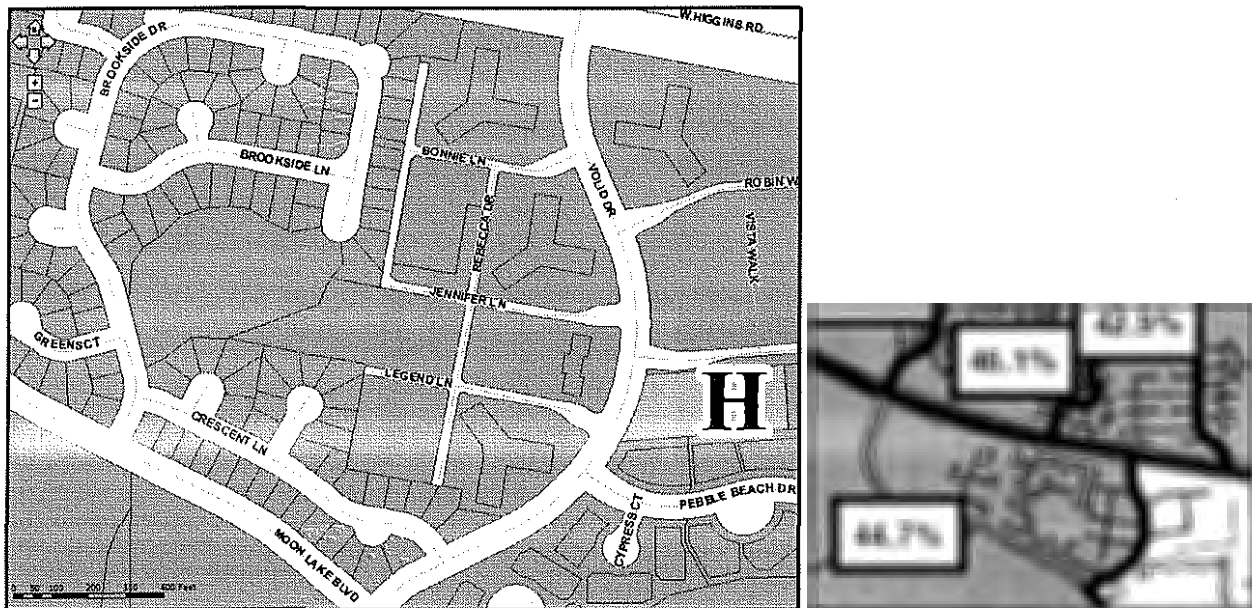
More detailed information about the chosen street facility will be provided in the 2014 Annual Action Plan. Area maps are found on page 9. Black and white CDBG-eligible area maps (based on 2000 U.S. Census Data) are included next to each map to show low-moderate income population disbursement.



Spring Mill Drive location. Project boundaries are Oak Tree Court to Bode Road.



Void Drive location. Project boundaries are Higgins Road to Moon Lake Boulevard.



**Affordable Housing [24 CFR 91.220(g)]**

The Village will provide housing rehabilitation for low-moderate income residents via the single family rehabilitation program. The Village will use over one third of their 2013 CDBG allocation to address this need. It is anticipated that five homes will be rehabilitated with the 2013 allocation.

The Village will also try to work with property managers, tenants, and homeowners in the creation of landlord/tenant and neighborhood associations that work to foster a better quality of

life for residents. A component of this work will encompass the education efforts as described in Actions #2-4 in the Village's 2012 *Analysis of Impediments to Fair Housing*.

The Village will provide staff support and continue to increase intergovernmental coordination with area agencies to improve the services and availability for low and moderate income residents. The Village has not directly budgeted CDBG funding to address the homeless, non-homeless, and special needs households.

### Public Housing [24 CFR 91.220(h)]

There are no public housing projects in the Village. All subsidized housing is provided through tenant based Housing Choice Vouchers that are administered by the Housing Authority of Cook County (HACC). This program is designed to expand housing opportunities in the private housing market to low-income families. The HACC provides rent assistance to over 12,000 households including families, the elderly, and the disabled. The wait list for these vouchers is closed and HACC is not currently taking applications. When the Village receives notice of the list re-opening, the Village publicly announces this information in all practical outlets.

The HACC helps participants move toward self-sufficiency by connecting participants with other services. One such initiative is the Family Self-Sufficiency Program that assists participating families in obtaining the skills they need to become economically independent from government services. Another initiative is the Home Ownership Program that assists participating families by allowing them to use their voucher subsidy for mortgage subsidy purposes. In general, the Village will encourage public housing residents to become more involved in management and participate in homeownership and promote programs that encourage families receiving housing subsidies to work toward homeownership by utilizing first time homebuyer programs.

### Homeless and Other Special Needs Activities [24 CFR 91.220(i)]

The Village will work with and support the activities of other organizations, such as Journeys: The Road Home, and Women in Need Growing Stronger (WINGS), which focus on the needs of the homeless and special needs populations and provide support to individuals seeking information and help in preventing their homelessness.

The Hoffman Estates Community Resource Center (CRC) has operated for the last several years using non-CDBG funds. A second location was opened at the Police Department in 2010. One CRC is housed in a unit in an apartment building where many low and moderate income residents live, and the location at the Police Department is centralized in another area of need. Occasional programs are held at the Village Hall, which is within walking distance of other low-moderate income neighborhoods. Local agencies provide supportive service programs for seniors, youth, low-income families, and individuals learning English, including early childhood education and family monitoring, health clinics, and financial and computer education programs.

In addition, The Village will provide CDBG assistance through existing staff to support the services and programs that work to prevent homelessness. The Village will continue to coordinate with area agencies such as Journeys: The Road Home, WINGS, Community Economic Development Association (CEDA), and the Community Resource Centers to provide programs designed to help a broad spectrum of Village residents including homeless, as well as, low income, elderly, and disabled individuals and families. Agencies such as Journeys: the Road

Home and the Cook County Alliance to Prevent Homelessness have recently reached out to the Village. While there is not funded support of the organizations in Program Year 8, the Village plans to communicate frequently with the organizations and attend regional meetings concerning the up-to-date status of homelessness and prevention efforts.

Any agencies monetarily supported by the Village will be required to provide sufficient information to determine organizational capacity necessary to provide a high level of service consistent with the needs identified in the Consolidated Plan Gaps Analysis (Table 1A of 2011-2015 Consolidated Plan).

The Village will provide CDBG assistance through existing staff to support the services and programs that work to help persons with special needs such as the disabled, persons with mental illness, persons with drug dependence, persons with HIV and AIDS, and the elderly and frail elderly to continue to live independently.

### Impediments to Fair Housing Choice

The Village is committed to ensuring fair housing choice for all residents within its jurisdiction. As a recipient of CDBG funds, the Village of Hoffman Estates certifies that it will affirmatively further fair housing. The Village conducted an analysis of impediments to fair housing choice, and will take appropriate actions to overcome the effects of any impediments identified and maintain records reflecting the analysis and actions taken in this regard.

A detailed analysis and action plan regarding fair housing activities is included in the Village's updated Analysis of Impediments to Fair Housing Choice (AI). The plan was completed in early 2012 and it began implementation after its submittal to HUD in the spring. The AI assesses the level of fair housing choice within the Village's jurisdiction, identifies potential impediments to fair housing choice, and recommends actions that the Village and its partners can take to eliminate or remedy the identified impediments. The analysis and evaluation serve as the basis for fair housing planning within the Village and provide essential information to policy makers, administrative staff, housing providers, lenders, and advocates to affirmatively further fair housing choice. The Village has chosen to begin AI implementation with a public education campaign that will extend to training opportunities for landlords and property owners (*AI identified Actions #2-4*).

### Neighborhood Strategy Areas

The Village does not have HUD designated Neighborhood Revitalization Strategy Areas. The Village will continue to monitor the condition of older neighborhoods to determine if there is a need to prepare formal revitalization plans for HUD approval as strategy areas.

### Other Actions [24 CFR 91.220(k)]

#### **Underserved Needs**

The Village will continue to support agencies seeking additional funding for programs that meet the Consolidated Plan objectives and insure information regarding available services is provided to individuals eligible for, but not presently using, available programs.

### **Lead Based Paint Hazards**

During Program Year 8, the Village will continue to work with the Cook County Health Department and Illinois Health Department to monitor lead-based paint hazards in the community. To reduce lead hazards in residential units, the Village developed a lead hazard reduction plan as required by HUD and which incorporated federal guidelines for all applicable CDBG funded programs. In addition, the Housing Rehabilitation Program requires tests for lead in homes participating in the housing rehabilitation program which were built prior to 1970. If the home is found positive for lead, the children in the household are sent to Cook County for testing. In Program Year 4, two of the rehabilitation homes were found to have lead hazards. There were no children living in the homes, and lead paint was properly abated by professionals. There have been no homes identified as having lead paint since those two incidences.

### **Reduce Number of Poverty Level Families**

Anti-poverty strategies were identified in the Consolidated Plan 2011-2015. The Village intends to continue address these issues through Program Year 8.

- **Self-sufficiency:** Support comprehensive, family case management/self-sufficiency programs that promote, empower, and nurture families or family members toward self-sufficiency, help to eliminate causes of poverty and help break generational cycles of poverty.
- **Networking:** Provides information and referral support services for low-income individuals and families by supportive service providers in the community.
- **Emergency Assistance:** Support services that provide for urgent family needs including housing and nutrition services.
- **Housing:** Assist low-income homeowners with housing rehabilitation.
- **Income Management:** Support programs that provide family stabilization such as family budget counseling, financial management, credit, and income tax planning and preparation.
- **Nutrition and Health:** Support health and nutrition programs including direct client services, referrals, counseling, and educational programs.

### **Develop Institutional Structure and Enhance Coordination**

The Village intends to implement programs that foster partnerships to insure full utilization of resources in the completion of CDBG related programming and coordinate efforts between the Village and other appropriate partners for community development programs. For instance, the Village's CRCs provide an accessible location for residents to access services and programs. These programs include English as a Second Language, computer classes, child day care, health clinics, etc. The Village will also be available to provide technical assistance to local nonprofit agencies and organizations that provide public and community services to residents with special needs.

The Village will provide technical assistance, as determined, to entities seeking funding for housing, health, and social services that are consistent with the Consolidated Plan objectives.

### **Barriers to Affordable Housing [24 CFR 91.220(j)]**

Over 22 percent of the housing in Hoffman Estates is considered affordable, according to the State of Illinois' Report on Affordable Housing Planning and Appeal Act. This exceeds the State of Illinois affordable housing threshold, and indicates that the current Village policies encourage diverse housing opportunities within the Village, including the maintenance and development of affordable housing. The CDBG single family private property rehabilitation project supports the maintenance of affordable homes and a number of residential developments for elderly residents are located within the Village. Village staff regularly monitors the private property rehabilitation application process for evidence of discrimination or barriers to fair housing. To date there is no evidence that the rehabilitation program or the Village's policies or codes discourage affordable housing. The Village will continue to monitor the situation, take action to abate detrimental policies when they are identified, and review existing building codes and zoning regulations to determine better methods to support the creation and retention of affordable housing.

The Village developed an Analysis of Impediments (AI) based on input from fair housing agencies, housing professionals, non-profit advocates, and government agencies involved in the housing market. The analysis includes a review of Census and other data sets and local municipal laws and policies concerning housing. Information was provided by members of the communities, members of local service agencies, housing/economic development organizations, and government agencies. As detailed in the AI, proposed actions by the Village to affirmatively further fair housing include increased coordination, public education, referrals, and enforcement.

### **Program Specific Requirements [24 CFR 91.220(l)]**

The Village of Hoffman Estates is a Community Development Block Grant entitlement community. The following information addresses specific CDBG program requirements:

- The Village proposes to use 80% of its CDBG allocation for activities that benefit low and moderate income persons. It is expected that the Private Property Rehabilitation Program will satisfy the Low-Mod Housing (LMH) national objective and that the Neighborhood Infrastructure Improvements project will satisfy the Low-Mod Area (LMA) national objective.
- The Village will limit its Planning/Administration to twenty percent of its 2013 allocation.
- The Village did not budget any CDBG funds for public services, therefore satisfying the public service cap.

### **Funds Expected to be Available**

The CDBG budget is described in detail in the Resources section above.

### **Monitoring [24 CFR 91.230]**

The Village has a written monitoring policy within its internal CDBG Policies and Procedures manual. The following standards will apply in Program Year 8:

The Village will continue the monitoring plan based on CDBG regulations and conduct regular monitoring visits in conformance with the approved plan. The Village will monitor progress of all programs funded during the program year to ensure compliance with federal regulations. The Village will maintain project schedules to ensure compliance with timeliness regulations. It is anticipated that subrecipients will administer public services and housing rehabilitation programs. Staff will monitor the single family rehabilitation program with regular consultation during the project construction and on-site visits to the office. Documentation of project progress & financial procedures will also be monitored. The subrecipient will be required to submit documentation of each project prior to invoice approval. The neighborhood infrastructure improvements project, when ready for construction in 2015, will include labor standards for contractor qualification and on site visits during construction will be conducted, including worker interviews.

Subrecipient funding for public services include annual audits, resumes of responsible staff members, and other information that will provide details of the agencies' capacity to adequately deliver the proposed programs.

During the program year, the Village will monitor the performance of all activities in order to measure them against the Consolidated Plan goals and objectives to insure conformance with the Plan and evaluate progress toward meeting the quantitative and qualitative benchmarks. The completion of the Village's CDBG Performance Measurement table will meet this requirement.

**APPLICATION FOR  
FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<b>2. DATE SUBMITTED</b>	Applicant Identifier
Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier
		<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier

**5. APPLICANT INFORMATION**

Legal Name: Village of Hoffman Estates	<b>Organizational Unit:</b> Department: Department of Development Services
Organizational DUNS: 074439308	Division: Planning
<b>Address:</b> Street: 1900 Hassell Road	<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b> Prefix: Mr. First Name: Peter
City: Hoffman Estates	Middle Name
County: Cook/Kane	Last Name Gugliotta
State: Illinois Zip Code 60169-6308	Suffix:
Country: United States	Email: peter.gugliotta@hoffmanestates.org

**6. EMPLOYER IDENTIFICATION NUMBER (EIN):**  
36-2434131

Phone Number (give area code) 847-781-2665	Fax Number (give area code) 847-781-2679
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**8. TYPE OF APPLICATION:**  
 New  Continuation  Revision  
If Revision, enter appropriate letter(s) in box(es)  
(See back of form for description of letters.)  
Other (specify)

**7. TYPE OF APPLICANT:** (See back of form for Application Types)  
C. Municipal  
Other (specify)

**9. NAME OF FEDERAL AGENCY:**  
Department of Housing and Urban Development

**10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:**  
14-218

TITLE (Name of Program):  
Labor Management Cooperation Program

**11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:**  
Community Development Block Grant (CDBG)

**12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):**  
Village of Hoffman Estates

**13. PROPOSED PROJECT**  
Start Date: 10/01/2013 Ending Date: 09/30/2014

**14. CONGRESSIONAL DISTRICTS OF:**  
a. Applicant: 8 b. Project: 8,4,6,10

<b>15. ESTIMATED FUNDING:</b>	<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>
a. Federal \$ .00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:
b. Applicant \$ .00	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372
c. State \$ .00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
d. Local \$ .00	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>
e. Other \$ .00	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No
f. Program Income \$ .00	
g. TOTAL \$ .00	

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

**a. Authorized Representative**

Prefix Mr. First Name William	Middle Name D.
Last Name McLeod	Suffix
b. Title Village President	c. Telephone Number (give area code) 847-781-2604
d. Signature of Authorized Representative <i>William D. McLeod</i>	e. Date Signed 5-24-13

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

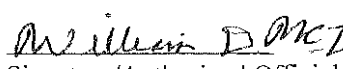
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

  
Signature/Authorized Official

5-24-13  
Date



## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2014, + 2015 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws** -- It will comply with applicable laws.

William D. M. D.      5-24-13  
Signature/Authorized Official      Date

Village President  
Title



**PUBLIC HEARING NOTICE**

Public Hearing and Notice of Availability of the Community Development Block Grant (CDBG) 2013 Annual Action Plan: Proposed Use of Funds for Program Year 8

The Village of Hoffman Estates seeks citizen input on the CDBG Annual Action Plan for 2013 which is Program Year 3 of the 2011-2015 Consolidated Plan. The plan is a document that identifies the Village's specific strategy to address affordable housing, infrastructure improvements, supportive services, and community development needs of low and moderate income residents. Development of the Annual Action Plan is required of the Village as a recipient of CDBG funds. The CDBG program is a federally funded program intended to develop a viable community, a suitable living environment, and expanded economic opportunities principally for low and moderate income residents of Hoffman Estates.

In addition to \$148,995 in unused funds from prior years' allocations, the Village of Hoffman Estates anticipates an allocation of approximately \$246,529 (estimated) in CDBG funds for Fiscal Year 2013/2014, which begins on October 1, 2013. The Action Plan will include the activities the Village proposes to complete with anticipated CDBG funds to benefit persons of low and moderate income persons and will also address the Consolidated Plan objectives.

Prior and Proposed activities include:

Previously Unused Funds	
Infrastructure Improvements	\$148,995
Anticipated Program Income	\$0
2013/2014 Allocation (estimated)	\$246,529

2013/2014 Budgeted Funds	
Infrastructure Improvements	\$236,318
Private Property Rehabilitation	\$110,000 (fixed)
Planning & Administration	\$49,306
(fixed 20% of 13/14 allocation)	

**TOTAL FUNDS BUDGETED** \$395,524

The Village of Hoffman Estates is seeking citizen input for the Annual Action Plan 2013. A public hearing to obtain citizen comments and suggestions will be held on May 20, 2013, at 4:30 p.m. in the Helen Wozniak Council Chambers, Hoffman Estates Municipal Building, 1900 Hassell Road, Hoffman Estates, Illinois. All interested citizens are invited to attend and participate at this meeting.

Copies of the Annual Action Plan will be available beginning May 6, 2013, for a review period ending June 10, 2013. Copies may be obtained from the Village of Hoffman Estates Planning Division, 1900 Hassell Road, Hoffman Estates, Illinois 60169, or by calling 847.781.2660. The Annual Action Plan will be posted on the website at [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg).

Written comments and suggestions regarding the Annual Action Plan 2013 may also be submitted to the Planning Division, 1900 Hassell Road, Hoffman Estates, IL 60169, emailed to [Planning@hoffmanestates.org](mailto:Planning@hoffmanestates.org), or faxed to 847.781.2679 no later than June 10, 2013. For additional information you may call the Planning Division at 847.781.2660.

If special accommodations are needed for the May 20, 2013 public hearing, such as the need for a translator, please contact the Planning Division at 847.781.2660.

Published in Daily Herald May 3, 2013 (4338149)

**CERTIFICATE OF PUBLICATION**

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**Daily Herald**

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Deer Park, Des Plaines, South Elgin, East Dundee, Elburn, Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Geneva, Gilberts, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Villa, Lake in the Hills, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mt. Prospect, Mundelein, Palatine, Prospect Heights, Rolling Meadows, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake park, Schaumburg, Sleepy Hollow, St. Charles, Streamwood, Tower Lakes, Vernon Hills, Volo, Wauconda, Wheeling, West Dundee, Wildwood, Sugar Grove, North Aurora

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 7150, Act 5, Section 1 and 5. That notice of which the annexed printed slip is a true copy, was published May 3, 2013 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

**PADDOCK PUBLICATIONS, INC.**  
**DAILY HERALD NEWSPAPERS**

BY *Laula Baltz*  
Authorized Agent

Control # 4338149

**AGENDA**

**PUBLIC HEARING**

**VILLAGE OF HOFFMAN ESTATES  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
2013 ANNUAL ACTION PLAN**

**Monday, May 20, 2013 at 4:30 p.m.  
Helen Wozniak Council Chambers  
1900 Hassell Road, Hoffman Estates, IL 60169**

- 1. Call to Order**
- 2. Introductions**
- 3. Legal Notice and mailings**
- 4. Overview of current program projects**
- 5. Overview of Annual Action Plan**
- 6. Audience participation**
- 7. Adjournment**

May 29, 2013

Board of Trustees  
Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates, IL 60169


Dear Board of Trustees,

It has been a pleasure serving as the Village's Single Family Rehabilitation Program Administrator.

I am writing to request approval of the Program Year Eight (8) contract for \$110,000 of Single Family Rehabilitation (SFR) assistance to low income Hoffman Estates homeowner's. This contract will renew the North West Housing Partnership's role as SFR Program Administrator for the Village. To date, we have assisted thirty-three (33) homeowner's with an average loan amount of \$19,000 .

Again, it is my sincere pleasure to provide this service on behalf of the Village of Hoffman Estates.

Respectfully submitted,



Holly Fraccaro  
Executive Director

cc: Peter Gugliotta, Director of Planning  
Ashley Monroe, Planner

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CHESTER A. LIZAK  
ALAN L. STEFANIAK  
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RYAN R. VAN OSDOL  
JORDAN A. FINFER  
PETER M. FOLLENWEIDER

\* ALSO LICENSED IN WI  
WRITER'S EXT. 231

ROBERT S. CLEMENTI  
1925 - 2004

May 10, 2013

**VIA E-MAIL [ashley.monroe@hoffmanestates.org](mailto:ashley.monroe@hoffmanestates.org)  
and FIRST-CLASS MAIL**

Ms. Ashley Monroe  
Management Analyst  
Hoffman Estates Department of Development Services  
1900 Hassell Road  
Hoffman Estates, IL 60169

**Re: *Draft of the Community Development Block Grant  
2013 Annual Action Plan  
Highland Crossing Condominium Association Proposal***

Dear Ms. Monroe:

The undersigned and this law firm represent Highland Crossing Condominium Association ("HCCA"). HCCA has reviewed the draft of the community development block grant for the 2013 action plan, as well as the release related to the Plan. The Village of Hoffman Estates seeks written comments regarding the draft Plan, and HCCA herewith submits its comments to same.

HCCA has made a commitment to modernizing its infrastructure, and as such, has identified five projects for which it seeks funding. These projects are listed as follows:

**1. *Construction and repaving of Higgins Quarters Drive between Golf Road and Heritage Drive.***

HCCA has previously patched a large section of Higgins Quarters Drive. However, in order to replace the entire road to specific Village codes, this construction project has been estimated to cost \$70,000. This will beautify the property and create an easy, bump-free access for emergency vehicles. In addition to our residents, this road will benefit two shopping centers adjacent to HCCA's property and those who shop there.

2. *New Signage.*

The current HCCA signs are constructed of wood and were installed in 1983. These two signs are worn and have deteriorated. HCCA has received a bid of \$8,000 to refurbish the signs and rebuild the pillars with brick. These are needed not only to beautify the property, but to better identify for Village employees the boundary between HCCA and the Steeple Hill Condominium complex.

3. *Security Cameras.*

HCCA desires to purchase new security cameras which will provide a direct feed into the Hoffman Estates Police Department. The security cameras will be of benefit both to the Police Department and HCCA in that they will reduce crime and increase public safety. HCCA is currently reviewing quotes of between \$20,000 and \$70,000, and these quotes depend on the number of cameras being installed. This project is currently on hold with the Village due to HCCA having to allocate funds to other projects.

4. *Lighting.*

HCCA desires to replace all streetpost lighting and install lighting along the rear of the property bordering Alcoa Drive. Costs are expected to be approximately \$42,000, according to one bid it received two years ago. HCCA discussed lighting issues with its Alcoa Drive neighbors at a recent community meeting, held on April 14, 2013. These neighbors agree that lighting is needed along the fence separating HCCA's property from its neighbors on Alcoa Drive. Individuals have been known to cluster in that area due to the lack of lighting, and the lighting would help to deter crime.

5. *Fence Replacement.*

HCCA would like to replace a wooden fence dividing its property from that belonging to the residents on Alcoa Drive. Replacement of the fence will cost \$10,000. The fence has been broken in several places, and neighborhood children from both HCCA and Steeple Hill subdivisions climb on and jump the fence to retrieve toys or take a shortcut to the grammar school. A new fence will alleviate those issues and provide better security for its residents and neighbors.

HCCA is a large community of over five hundred voters. Its residents vary in income from low to moderate, with some residents occupying Section 8 housing and approximately 25% of the population being senior citizens on a fixed income. Any grant needing to be allotted to low-income projects can be met at HCCA.



Ms. Ashley Monroe  
Management Analyst  
Hoffman Estates Department of Development Services  
May 10, 2013  
Page 3

HCCA is in the process of making significant infrastructural improvements. This year, it has already painted 95% of the interior common areas of each building, with the remainder to be completed this year. HCCA is currently repairing and repainting all building exteriors, including the replacement of rotted wood framing. The project is to be completed by August 31, 2013. HCCA has also undertaken the removal of all dead trees and bushes on its property. Additionally, certain road repairs and curb repairs are scheduled to begin in July of 2013, with additional concrete repairs costing \$10,000 to take place between 715 Heritage and 675 Heritage. HCCA is also planting perennials in flower boxes and replacing roof flashing on buildings 4 and 11. However, HCCA does not have unlimited funds, and it is looking for assistance from the Village for these other improvements.

HCCA hopes that the Village of Hoffman Estates will consider the possibility of utilizing grant money for these projects, and that the Department of Development Services will seriously consider all of these projects. Any of these improvements would directly contribute to the well-being and safety of HCCA's residents as well as beautify the entire subdivision.

If you should have any questions or wish to discuss these matters further, please do not hesitate to call HCCA's Property Manager Kathleen Doherty directly at 224/520-3376 or me at 847/698-9600.

We look forward to hearing from you.

Very truly yours,

  
Julia Jensen Smolka

JJS:kds

cc: Kathleen Doherty via e-mail

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Discussion regarding the Community Development Block Grant (CDBG) Analysis of Impediments to Fair Housing Choice

**MEETING DATE:** June 10, 2013

**COMMITTEE:** Planning, Building and Zoning

**FROM:** Peter Gugliotta<sup>PG</sup>/Ashley Monroe *AM*

**REQUEST:** Discussion regarding the Community Development Block Grant (CDBG) Analysis of Impediments to Fair Housing Choice.

**BACKGROUND:** The Village is required as part of the Consolidated Plan under the CDBG program to conduct an analysis of impediments to fair housing choice. The analysis is a supplementary document to the 2011-2016 Consolidated Plan, approved in July 2011. Title VIII of the Civil Rights Act of 1968 (Fair Housing Act) administered by the U.S. Department of Housing and Urban Development (HUD), protects the right to fair housing for all people and prohibits discrimination in the sale, rental, and financing of dwellings, based on race, color, national origin, religion, sex, familial status, and handicap (disability). The Village Municipal Code adopted as Chapter 17, the current version of the Illinois Human Rights Act as its own (ORD 2533) in 1993. The Illinois Human Rights Act supports the Federal Fair Housing Act. The Village's role is to enforce fair housing standards according to legislation however it is recognized that enforcement is limited by municipal boundaries.

The Analysis of Impediments (AI) report assesses the level of fair housing choice within the Village's jurisdiction, identifies potential impediments to fair housing choice, and recommends actions that the Village and its partners can take to eliminate or remedy the identified impediments. To facilitate Village enforcement of fair housing standards, public education is necessary. This memo, and accompanying presentation, fulfills some of the Village's fair housing obligations. The following is a highlighted discussion of major components of the AI findings and a proposed program to increase public awareness of discriminatory housing practices.

**DISCUSSION:** Impediments, intentional and non-intentional, are created by public, private, and public-private sectors. Therefore, Village decisions can impact fair housing issues. Approximately 22% of Village housing stock is considered affordable, which exceeds the state minimum of 10%. The amount of affordable housing does not necessarily indicate that fair housing standards are being applied, but the greater variety and affordability of housing tends to support more fair housing choices to all individuals of all demographic backgrounds.

**DISCUSSION:** (Continued)

The AI report assesses the level of fair housing choice in Hoffman Estates. The AI also identifies potential impediments to fair housing choice and recommends actions to eliminate, remedy, or prevent the identified impediments.

The Village's role in "public sector" impediments was assessed and there were no impediments found at this time. The Illinois fair housing laws are fairly close to Federal standards and the Village prescribes to Illinois laws. Village zoning requirements, as well as the Village's variation process and uniform adherence to the International Building Code, do not create impediments to fair housing. Marketing efforts in Village bid procedures and housing rehabilitation program also do not indicate any fair housing impediments.

***Potential for Impediments and Action Steps to Address Them***

Identified impediments do not necessarily exist at this time, but the analysis of the current environment suggests that three impediments have the potential to exist in Hoffman Estates. The following discussion addresses ways that the Village may reduce or eliminate the risk of each of these potential impediments.

**Impediment #1: Lack of Local Capacity and Coordination**

The existing CDBG budget is too small to administer a fully comprehensive fair housing program at the Village, however, there are ways that the Village can expand its reach and cooperate with regional agencies focused on fair housing issues. The report suggests 1) increasing coordination, and 2) providing fair housing and financial literacy workshops.

To address these action steps, the Village has assigned Dr. Algean Garner as its Fair Housing Liaison to receive and refer incoming complaints to the Illinois Department of Human Rights. Village staff is also compiling a resource directory in order to build regional fair housing connections and identify opportunities to provide access to public workshops.

**Impediment #2: Lack of Public Awareness**

Only 1% of individuals that suspect housing discrimination report it to a government agency. Among some of the cited reasons for not reporting are because they are not sure if the instance was discriminatory and occasionally because of a limited English proficiency. Raising the public awareness among renters, homebuyers, landlords, lending and real estate professionals can reduce the impact of this potential impediment. In addition to action steps 1 and 2 discussed above, the report suggests 3) distributing materials, 4) media advertising, and 5) incorporating a Limited English Proficiency study.

To address action steps 3 and 4, the Village has a variety of print, cable TV, online, social media, and other community information sources to provide information to the public about fair housing rights and can be utilized at no to minimal cost of CDBG funding. The Village already utilizes a four-step policy to assist with limited English proficiency that meets the study indicated in the report. Basic procedure includes determining a need and being able to provide the individual with assistance from a source such as the Village's language line.

**DISCUSSION:** (Continued)**Impediment #3: Disparate Treatment in the Rental Market**

National statistics reported by HUD indicate discrimination based on race exists in the rental market. Other disparate treatment may exist from disability, gender, or familial status, however, the dispersion of the three largest minority groups within the Village are geographically concentrated, which could indicate a lack of fair housing choice. Action steps to address this potential concern include 6) referral and enforcement of fair housing standards, and 7) performing testing to identify potential discrimination.

To address action steps 6 and 7, the Village's appointed fair housing liaison, Dr. Garner, will continue to refer all complaints to Illinois Department of Human Rights, and at this time, the report leaves it up to the Village to identify when and where testing may be most effective. As a method of determining a need for testing, Village staff plans to continue to monitor the level and nature of received complaints and review demographic changes as they may relate to fair housing obstacles. Ultimately if a test is deemed appropriate by the Village, CDBG funds could be utilized to perform the test and it is possible that other nearby CDBG entitlement communities could share in this expense for a joint regional test. A formal assessment of the need for a test will be done at a minimum during each 5-year Consolidated Plan update, as required by HUD.

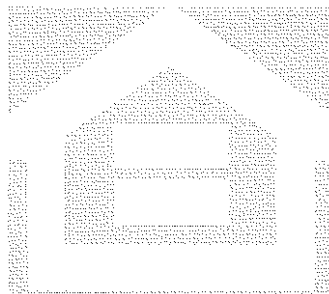
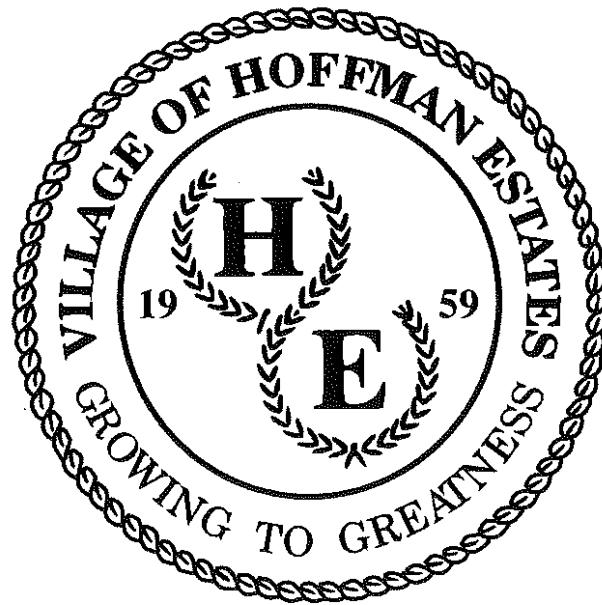
**RECOMMENDATION:**

For discussion only.

Attachments

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# Analysis of Impediments to Fair Housing Choice



**Village of Hoffman Estates**

May 2012

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## **Executive Summary**

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Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, protects the right to fair housing for all people and prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status and handicap (disability). The United States Department of Housing and Urban Development (HUD) administers and enforces the Fair Housing Act. In recent years, HUD has reported a record number of housing discrimination complaints for the nation. There are both positive and negative aspects to the increase in complaints. A higher level of complaints indicates more people are aware of the right to fair housing choice and are willing to take action to protect that right. Conversely, the record number of complaints serves as a reminder that housing discrimination remains prevalent.

As a recipient of HUD funds, the Village of Hoffman Estates certifies that it will affirmatively further fair housing by conducting an analysis of impediments to fair housing choice, take appropriate actions to overcome the effects of any impediments identified, and maintain records reflecting the analysis and actions taken in this regard. HUD defines impediments to fair housing as (1) any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin which restrict housing choices or the availability of housing choice; or (2) any actions, omissions, or decisions which have the effect of restricting housing choices or the availability of housing choice on the basis of race, color, religion, sex, disability, familial status, or national origin.

The goal of this document, the Analysis of Impediments to Fair Housing Choice (AI), is to assess the level of fair housing choice within the Village's jurisdiction, identify potential impediments to fair housing choice, and recommend actions that the Village and its partners can take to eliminate or remedy the identified impediments. The AI is an analysis and evaluation of possible housing discrimination and other potential impediments to fair housing choice. The analysis and evaluation serve as the basis for fair housing planning within the Village and provide essential information to policy makers, administrative staff, housing providers, lenders, and advocates to affirmatively further fair housing choice.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

A recognized limitation of this report is that the Village of Hoffman Estates can only control and influence the state of housing within its borders. Issues of fair housing and the state of the housing industry are not able to be manipulated solely within municipal boundaries. The surrounding region has played a significant role in the growth of the area and will continue to have an affect on housing issues.

The Village's contracted CDBG consultant Bill Kubal, assisted in the preparation of the AI. This team developed the AI based on input from fair housing agencies, housing professionals, non-profit advocates, and government agencies involved in the housing market. The analysis includes a review of Census and other data sets and local municipal laws and policies concerning housing. Information was provided by members of the communities, members of local service agencies, housing/economic development organizations, and government agencies. This document includes the following sections, as described below.

### **Introduction**

The Introduction is an overview of the Fair Housing Act, impediments to fair housing choice which are prohibited by the Act, and a summary of related laws and ordinance at the state and local levels of government.

### **Community Profile**

The Community Profile provides geographic, demographic, housing, economic and transportation information to put fair housing choice within a local context and analyzes the degree of segregation and restricted housing by race, ethnicity, disability, and familial status. U.S. Census information is predominantly used as the source of data in this section.

### **Impediments to Fair Housing Choice**

The analysis of impediments to fair housing choice is divided into three sections: the public sector, private sector, and the public-private sector. The public sector analysis reviews local policies and procedures that regulate, monitor, or otherwise impact rental, sales, and property insurance practices. These policies can play a significant role in limiting or promoting fair housing choice. The private sector analysis examines impediments within the private marketplace, including actions of landlords, property managers, real estate agents, lenders, and



## Village of Hoffman Estates Analysis of Impediments to Fair Housing

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other parties involved in the provision of housing. The public-private sector analysis focuses on areas of fair housing provided through a partnership of the public and private sector, including enforcement, education, and outreach. The analysis identified certain conditions which indicate an environment that may be susceptible to impediments to fair housing within the Village. The current conditions which indicate housing impediments could exist are listed below:

- **Impediment #1: Lack of Local Capacity and Coordination:** The CDBG program has a small staff and budget to administer the program as a whole and it can only dedicate a portion of its limited resources to the mission of affirmatively furthering fair housing. In addition, there is no organization dedicated to fair housing advocacy within Hoffman Estates. All fair housing issues are currently referred to the State of Illinois and the Chicago Regional Field Office of HUD. Coordination can be enhanced between the CDBG program staff at the Village and other departments and officials. Actions to address this impediment include:

Action 1: Increase Coordination

Action 2: Fair Housing and Financial Literacy Workshops

- **Impediment #2: Lack of Public Awareness:** A National HUD study found of the people who suspect housing discrimination, only 1% report the case to a government agency.<sup>1</sup> Among the reasons for lack of reporting include the inability to identify discrimination and belief that nothing will result from the report. In some cases, limited English proficiency plays a role as well. In this regard, the largest impediment to fair housing choice may be lack of consumer education regarding fair housing rights. There is a need for a multi-faceted approach that effectively reaches all affected parties, including housing consumers, housing professionals and landlords, government officials, and public advocacy groups. Actions to address this impediment include:

Action 1: Increase Coordination

Action 2: Fair Housing and Financial Literacy Workshops

Action 3: Material Distribution

Action 4: Media Advertising

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

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### Action 5: Limited English Proficiency (LEP) study

- **Impediment #3: Disparate Treatment in the Rental Market:** The statistics reported nationally by HUD indicate discrimination based on race exists in the rental market. Disparate treatment in the provision of rental housing is a clear impediment to fair housing choice. The dispersion of the three largest minority groups within the Village suggests some geographic concentration, which may partially result from a lack of fair housing choice. Actions to address this impediment include:

### Action 6: Referral and Enforcement

### Action 7: Testing

## **Proposed Actions to Affirmatively Further Fair Housing Choice**

1. **Increase Coordination:** Hoffman Estates will assign one staff person as the fair housing liaison to serve as the point person for fair housing activities and information. The fair housing liaison will be responsible for increasing coordination internally and with outside parties such as local businesses, fair housing advocates, and other government agencies. Internally, the fair housing liaison will ensure all staff, elected officials, and board members are aware of their fair housing responsibilities and take the lead on developing fair housing policies and procedures. With external organizations, the liaison will build a contact list of local housing providers, lenders, and other housing professionals to notify these organizations of resources and events. The liaison will coordinate with fair housing advocates and neighboring jurisdictions to increase the level of available resources for education, outreach, and enforcement activities.
2. **Fair Housing and Financial Literacy Workshops:** Hoffman Estates will coordinate with local non-profits and businesses, including area lenders and housing professionals, to organize periodic workshops to highlight fair housing rights and responsibilities and financial literacy.
3. **Material Distribution:** Hoffman Estates will distribute fair housing marketing materials aimed at educating residents of their right to fair housing, how to identify discrimination, and how to report it. The purpose of distributing material is to reach people who experience discrimination but do not report it. Hoffman Estates will maintain a page

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

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dedicated to fair housing on its website. The webpage will be an information clearinghouse for residents, housing professionals working in Hoffman Estates, and government employees. The website will be updated periodically with issues related to fair housing.

4. **Media Advertising:** Hoffman Estates may use existing resources at their disposal to advertise local fair housing resources. This list may include: cable television, electronic display signs and billboards, citizen newsletters, and the Village website.
5. **Limited English Proficiency:** Hoffman Estates will conduct a four-factor analysis to ensure persons with Limited English Proficiency have meaningful access to programs funded by the Consolidated Plan. Hoffman Estates will further develop its Language Assistance Plan (LAP) to provide a standard framework for provision of timely and reasonable language assistance.
6. **Referral and Enforcement:** Hoffman Estates will research the possibility of identifying a local fair housing agency as its primary partner to respond to and investigate fair housing complaints. At the moment, the Village will refer all fair housing complaints to the IDHR for investigation and enforcement.
7. **Testing:** In the long term, the Village will explore the use of CDBG funds of fair housing testing and enforcement efforts. Testing is a proven method for combatting discrimination where it exists. However, before spending limited resources on testing, the Village needs to gather more information in terms of what areas should be tested. This could include monitoring the success of public education efforts. If the Village determines testing is required in order to further enforce fair housing, potential projects include in-depth audit testing of housing practices within rental and sales markets focused on identifying patterns and practices, such as neighborhood steering, or other forms of housing choice denials, that could be potential violations of fair housing laws.

## **Introduction**

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### **Federal Fair Housing Law**

Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status, and handicap (disability). This protection extends to most housing.<sup>i</sup>

The law makes the following actions illegal if based on race, color, national origin, religion, sex, familial status<sup>ii</sup> or disability.

- Refuse to rent or sell housing
- Refuse to negotiate for housing
- Make housing unavailable
- Deny a dwelling
- Set different terms, conditions or privileges for sale or rental of a dwelling
- Provide different housing services or facilities
- Falsely deny that housing is available for inspection, sale, or rental
- For profit, persuade owners to sell or rent (blockbusting) or
- Deny anyone access to or membership in a facility or service (such as a multiple listing service) related to the sale or rental of housing

Given the importance of mortgage lending to acquire housing, the law extends to mortgage lending activities. The Fair Housing Act prohibits the following actions based on race, color, national origin, religion, sex, familial status, or disability.

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<sup>i</sup> In some circumstances, the Act exempts owner-occupied buildings with no more than four units, single family housing sold or rented without the use of a broker and housing operated by organizations and private clubs that limit occupancy to members.

<sup>ii</sup> Familial status includes households with children under the age of 18 living with parents or legal custodians, pregnant women, and people in the process of getting custody of children under the age of 18.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

- Refuse to make a mortgage loan
- Fail to provide information regarding loans
- Impose different terms or conditions on a loan, such as different interest rates, points or fees
- Discriminate in appraising property
- Refuse to purchase a loan
- Set different terms or conditions for purchasing a loan

The Act provides protection for persons exercising a fair housing right and persons assisting others against threats, coercion, intimidation, and interference. The law prohibits advertisements and statements that indicate a limitation or preference based on race, color, national origin, religion, sex, familial status, or disability. The advertising prohibition applies to single-family and owner-occupied housing that is otherwise exempt from the Fair Housing Act.

The act extends additional protection to persons with disabilities. Federal law defines a disability as any "physical or mental impairment which substantially limits one or more of [a] person's major life activities, a record of having such impairment, or being regarded as having such impairment." Major life activities mean functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

A landlord or property manager may not refuse a request to make a reasonable modification to a dwelling or common use area if the modification is necessary for the person with a disability to use the housing. Landlords may require a resident to pay for a modification to the property and require the modification be removed when the resident vacates the property. If the modification were for something the federal law requires a landlord to have in place, the landlord would be responsible for the cost of the modification.

The landlord is not allowed to refuse a request to make a reasonable accommodation in rules, policies, practices, or services if the accommodation is necessary for the person with a disability to use the housing. A reasonable accommodation is at the resident's request and when a landlord or property manager voluntarily makes an exception to standard rules/policies to accommodate the resident's disability. The requested accommodation must be reasonable and should not

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

present an undue burden on the landlord. If the accommodation is not reasonable or if it would impose an undue hardship on the landlord, the request may be denied.

The Fair Housing Act requires newly constructed multi-family dwellings with four or more units to include specific basic design features of accessibility intended to make the units usable by a person who is or becomes disabled. Accessibility standards include: (a) public use and common use areas which are readily accessible to and usable by persons with disabilities; (b) doors designed to allow passage into and within the units which are sufficiently wide to allow passage by persons in wheelchairs; (c) an accessible route into and through each unit; (d) light switches, electrical outlets, thermostats, and other environmental controls in accessible locations; (e) reinforcements in bathroom walls to allow installation of grab bars; and (f) usable kitchen and bathroom for an individual in a wheelchair to maneuver about the space.

Housing developments must comply with the American Disabilities Act (ADA). The ADA does not generally apply to residential housing; however, ADA issues arise with the accessibility of common use areas in residential developments if the facilities are open to persons other than owners, residents, and their guests. Examples include: sales and rental offices, sales areas in model homes, pools and clubs open to the public, and reception rooms that can be rented to non-residents.

HUD defines impediments to fair housing as:

- Any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin which restrict housing choices or the availability of housing choice; or
- Any actions, omissions, or decisions which have the effect of restricting housing choices or the availability of housing choice on the basis of race, color, religion, sex, disability, familial status, or national origin.

The concept of impediments to fair housing choice includes local laws and administrative policies that affect the location, availability, and accessibility of housing. Policies and practices that appear neutral may serve to adversely affect a person's ability to secure housing because of race, color, religion, sex, disability, familial status, or national origin.

### **Illinois State Law**

Illinois law concerning fair housing rights is codified in Article 3 of the Illinois Human Rights Act (Illinois Compiled Statutes 775 ILCS 5.) State law protects against discrimination based on race, color, religion, sex, national origin, ancestry, age, order of protection status, marital status, physical or mental disability, military status, sexual orientation, or unfavorable discharge from military service.

The state's fair housing law has been found to be substantially equivalent to federal fair housing law, which means HUD determined that the Illinois Department of Human Rights provides substantive rights, procedures, remedies, and judicial review provisions that are substantially equivalent to the federal Fair Housing Act. Typically, after a certification determination, HUD will refer complaints of housing discrimination that it receives to the state or local agency for investigation.

### **Cook County Municipal Code**

In 1993, Cook County adopted a Human Rights Ordinance that protects against housing discrimination based on race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military discharge status, source of income, gender identity, and housing status. This local ordinance extends protections to classes not covered by the federal law, including the following:

- “Military discharge status” means the fact of having been discharged from the Armed Forces of the United States, their Reserve components or any National Guard or Naval Militia other than by a “dishonorable discharge.”
- “Housing status” means the type of housing in which an individual resides, whether publicly or privately owned; an individual's ownership status with respect to the individual's residence; or the status of having or not having a fixed residence.
- “Sexual orientation” means the status or expression, whether actual or perceived, of heterosexuality, homosexuality, or bisexuality.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

- “Source of income” means the lawful manner by which an individual supports himself or herself and his or her dependents.

The County Ordinance provides authority for a Commission on Human Rights which will receive and investigate fair housing complaints.

### **Village Ordinance**

The Village adopted the Illinois Human Rights Act at the local level to supersede the County Ordinance. The Ordinance reads as follows:

That Section 5/1-101 et. seq. of Chapter 775 of the Illinois Compiled Statutes, Human Rights Act, current edition, are hereby adopted by reference as the Human Rights Act of the Village of Hoffman Estates and such Act shall be the exclusive Act applicable in the Village of Hoffman Estates and that any Human Rights Ordinance of the County of Cook shall have no application.



## **Community Profile**

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The Village of Hoffman Estates, incorporated in 1959, is located approximately thirty miles northwest of Chicago. The Village occupies a land area of approximately 22 square miles, mostly located within Cook County with a small portion located in Kane County.

In 1954, the population was about 8,000 and the incorporated area was just less than three square miles. In the 1960's and 1970's, the Village grew rapidly with the construction of both single-family homes and multi-family developments. The population rose from 22,000 in 1970, to 37,000 in 1980, and the 1990 census put the total population at 46,363. The late 1980's and early 1990's saw a shift from residential to commercial development. A detailed discussion of demographic trends as observed from 2000 and 2010 U.S. Census data follows.

## **Demographic Trends**

According to the 2010 U.S. Census, the Village's population was 51,895. The total population grew by 2,400 residents (4.8%) over the last ten years. The Village is nearing its projected maximum population of 58,000 residents.

Over the last ten years, Hoffman Estates has grown more diverse in terms of racial and ethnic background. In 2000, 74% of residents were White. According to the 2010 Census, the White population has decreased to 64% of the population. Almost all minority populations realized population growth during the same period:

- The Asian population in the Village increased by 4,299 from 7,461 to 11,760 between 2000 and 2010. This represents an increase of 58%. Asians are the largest minority group, accounting for 23% of the total population.
- The Hispanic population, which is considered an ethnicity for purposes of the census and therefore not mutually exclusive of the other racial categories, increased by 2,099 residents from 5,198 to 7,297. This represents an increase of 40%. Hispanics are the second largest minority group, accounting for 14% of the total population.
- The African American/Black population in the Village increased by 312 from 2,166 to 2,478 between 2000 and 2010. This represents an increase of 14%. The African American/Black population accounts for 5% of the total population.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

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- Residents who answered “Other Race” on the Census increased by 1,043 from 1,857 to 2,900 between 2000 and 2010. This represents an increase of 56% and this category now accounts for 4% of the total population.
- The Native American and Pacific Islander populations of the Village remained small and did not see significant changes. The Native American population increased from 86 to 120 and the Pacific Islander population decreased from 12 to 8. Persons who answered “Multiracial” on the census increased by 283 from 1,076 to 1,359.

**Table 1: Population Change 2000-2010 by Race and Ethnicity**

YEAR	Population	White	African American	Native American	Asian	Pacific Islander	Other	Multi Racial	Hispanic
Population									
2000	49,495	36,837	2,166	86	7,461	12	1,857	1,076	5,198
2010	51,895	33,270	2,478	120	11,760	8	2,900	1,359	7,297
% of Population									
2000		74.4%	4.4%	0.2%	15.1%	0.0%	3.8%	2.2%	10.5%
2010		64.1%	4.8%	0.2%	22.7%	0.0%	5.6%	2.6%	14.1%
Change	2,400	-3,567	312	34	4,299	-4	1,043	283	2,099
%Change	4.8%	-9.7%	14.4%	39.5%	57.6%	-33.3%	56.2%	26.3%	40.4%
Source: U.S. Census 2000, 2010									

### **Racial Concentrations within Hoffman Estates**

Staff also looked for geographic concentrations of the three largest minority populations, African American, Asian, and Hispanic, within the census tracts that include all or a portion of the Village. For the purpose of this section, the 19 tracts that encompass a portion of the Village will be referred to as the “area”. The first two columns in Table 2 (below) show the total population of each census tract and the percentage of the total area population that resides in the tract. The three columns for each minority population shows the minority’s population within the

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

census tract, the percentage of the census tract's population that is a member of that race, and the percentage of the total area population of the race concentrated in the census tract.

The largest concentration of African American residents is in Census Tract 8047.01. In this tract, 11% of the population is African American. The tract accounts for 17.5% of the area's African American population compared to only 6.3% of the area population as a whole. There are five census tracts where relatively few African Americans reside. Census Tract 8041.02 accounts for 6.4% of the area population (6,993 residents), but only 1 percent of the area's African American population (40 residents) reside in this tract.

There are five census tracts where the Asian population exceeds than 25% of the total population: 8041.04 (27%), 8043.11 (25%), 8047.13 (30%), 8047.15 (25%), and 8047.16 (31%). The largest concentration of Asian residents is in tract 8043.11, which accounts for 9.7% of the area's Asian residents, compared to 7.5% of all of the area residents. There are three tracts with a relatively low number of residents, but these tracts also account for fewer area residents as a whole.

The largest concentrations of Hispanic residents are in Census Tracts 8047.15, 8044.03, and 8046.03. Hispanic residents account for 36%, 29%, and 27% of the residents in these tracts, respectively. These three tracts account for 32.2% of the area's Hispanic population compared to 14.3% of the area population as a whole. Census Tract 8041.05 has very few Hispanic residents. While census tract 8041.05 accounts for 3.7% of the area population (4,000 residents), only 0.08 percent of the area's Hispanic population (121 residents) resides in this tract.

In summary, the dispersion patterns of these three minority groups do vary among the census tracts. However, it is difficult to determine if fair housing choice has been limited based on race or ethnicity without consider other factors such as income and household preference. While this data is not conclusive, it should be used for possible efforts to test steering by real estate professionals and discriminatory efforts by local housing providers.

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

**Table 2: Dispersion Patterns by Census Tract**

Census Tract	Total population		Black/African American			Asian			Hispanic		
	#	% of area	#	% of CT	% of area	#	% of CT	% of area	#	% of CT	% of area
8036.03	6,751	6.2%	75	1%	1.8%	1,091	16%	5.1%	179	3%	1.2%
8041.02	6,993	6.4%	40	1%	1.0%	739	11%	3.5%	213	3%	1.5%
8041.04	4,980	4.6%	75	2%	1.8%	1,321	27%	6.2%	214	4%	1.5%
8041.05	4,000	3.7%	42	1%	1.0%	488	12%	2.3%	121	3%	0.8%
8042.01	8,173	7.5%	73	1%	1.8%	1,348	16%	6.3%	222	3%	1.5%
8042.02	7,463	6.9%	76	1%	1.8%	1,159	16%	5.5%	319	4%	2.2%
8043.10	9,088	8.4%	271	3%	6.5%	1,899	21%	8.9%	1,405	15%	9.7%
8043.11	8,148	7.5%	252	3%	6.1%	2,054	25%	9.7%	1,570	19%	10.9%
8044.03	6,760	6.2%	373	6%	9.0%	986	15%	4.6%	1,935	29%	13.4%
8046.03	5,581	5.1%	390	7%	9.4%	1,125	20%	5.3%	1,531	27%	10.6%
8046.08	3,787	3.5%	181	5%	4.4%	812	21%	3.8%	432	11%	3.0%
8047.01	6,837	6.3%	728	11%	17.5%	1,501	22%	7.1%	1,277	19%	8.8%
8047.05	3,976	3.7%	325	8%	7.8%	819	21%	3.9%	706	18%	4.9%
8047.06	2,472	2.3%	63	3%	1.5%	331	13%	1.6%	193	8%	1.3%
8047.09	6,510	6.0%	371	6%	8.9%	1,252	19%	5.9%	1,049	16%	7.3%
8047.13	4,694	4.3%	249	5%	6.0%	1,388	30%	6.5%	438	9%	3.0%
8047.14	3,480	3.2%	129	4%	3.1%	406	12%	1.9%	418	12%	2.9%
8047.15	3,292	3.0%	242	7%	5.8%	834	25%	3.9%	1,187	36%	8.2%
8047.16	5,490	5.1%	196	4%	4.7%	1,680	31%	7.9%	1,055	19%	7.3%
TOTALS	108,475		4,151		4%	21,233		20%	14,464		13%

Source: US Census 2010

### Race and Income

The Federal Financial Institutions Examination Council (FFIEC) provides reports that summarize data from the U.S. Census, Home Mortgage Disclosure Act (HMDA), and Community Reinvestment Act (CRA) disclosures at the census tract level. Census tracts are small, relatively permanent statistical subdivisions of a county that are designed to be homogeneous with respect to population characteristics, economic status, and living conditions.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

The Village analyzed this data to identify correlations between low-income populations and minority concentrations. Within Cook County there are 1,322 census tracts with minority populations for census tracts range from 100% minority to 2.4% minority.<sup>iii</sup> The Village ranked these tracts based on percent minority and then looked at the average of the median family incomes for the upper and lower quartiles. The upper quartile of tracts (the 25% of tracts with the highest percentage of minority households) had an average median family income of \$38,400. The lowest quartile of tracts (the 25% of tracts with the lowest percentage of minority households) had an average median family income of \$112,472.

There are 17 census tracts within Cook County that contain some portion of Hoffman Estates. The minority populations for census tracts range from 12% minority to 51% minority. The five tracts with the lowest percentage of minority households, ranging from 12 to 15%, had an average median family income of \$141,180. The five tracts with the highest percentage of minority households, ranging from 36 to 51%, had an average median family income of \$80,266. It should be noted that while the average median income was significantly lower, every tract had a median family income higher than that of the metro area as a whole.

At both the county and local level, there is a clear correlation between the percentage of minority population and median family income. Areas with a higher percentage of minority households are more likely to have a lower household income. Based on this correlation, it is important that local policies not have the effect of hindering affordable housing for lower income households because it could pose an impediment to fair housing choice for minority populations.

### **Housing Supply**

Most affordable detached housing is found in older established neighborhoods. However, over the years, many homeowners have decided to add-on to existing houses rather than to move-up. This results in the increase in value of the property and reduction in the number of affordable units. For residents who do not move or modify their home with additions, the Village has attempted to find other methods of keeping housing affordable. To continue to improve the

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<sup>iii</sup> To eliminate some outliers, the Village did not include census tracts with populations less than 100 people in the analysis.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

quality of housing stock, the Village has implemented a CDBG funded income-eligible owner-occupied housing rehabilitation loan program since 2006. The program permits a zero-interest loan up to \$25,000 in improvements to bring the home up to Code and livability standards. After offering support to over 25 households to-date, the program continues to be very successful at combating rising costs of homeownership.

There is a recent increase in affordable attached homes, as illustrated by the large number of attached homes listed for sale, and the number of foreclosure properties concentrated within areas of many attached homes. Other affordable homes are in need of major property maintenance. This could be a deterrent to first time homebuyers who may not have adequate additional funds to make costly repairs. Despite these costs, there are homes in need of repair that are being purchased. In discussion with a local realtor, it was noted that even households who have owned a home previously, are not devoting as much as possible to a down payment but are putting a portion of their savings into fixing up their new home. FHA loans are the predominant choice for new and returning homeowners, according to realty and lending institutions. FHA loans permit a lower down payment with certain stipulations and many buyers are choosing this option over conventional loans.

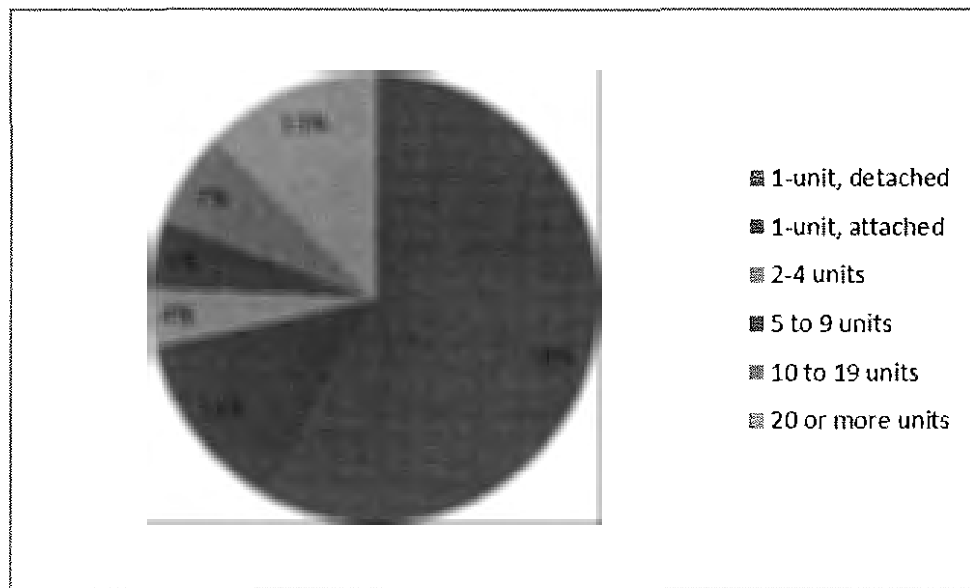
### **Housing Supply: Units by Structure**

The majority of housing units within the Village are single-family detached (57%). Including attached units, single-family units account for almost three-fourths of the housing stock. Sixteen percent of units are found in smaller multi-family properties. The remainder of the units (13%), are found in large properties with 20 or more units.

**Table 3: Total Units by Structure Type**

UNITS IN STRUCTURE	%	#
1-unit, detached	57	10,461
1-unit, attached	14	2,538
2-4 units	5	913
5 to 9 units	4	762
10 to 19 units	8	1,402
20 or more units	13	2,352
Other (Mobile home, Boat, RV, van, etc.)	0	16
<b>Total housing units</b>		<b>18,444</b>

Source: 2008-2010 ACS



**Housing Supply: Renter-Occupied**

Two-thirds of all rental units within the Village are located in the large rental developments listed in the table below. Almost all of the rental housing within the Village is located in these seven managed properties and single-family rental properties. These developments are inspected by the Village Code Enforcement Division on a regular basis and are well maintained.

**Table 4: Major Rental Developments within the Village**

<b>Development</b>	<b>Units</b>
12 Oaks at Morningside	176
Autumn Chase Apartments	550
Barrington Lakes Apartments	794
Berkshire Apartments	642
Salem Hill Apartments	83
TNT Apartments	249
Village Park Apartments	224
<b>Total</b>	<b>2,718</b>
Source: Village Code Enforcement	

**Table 5: Rental Units by Structure Type**

<b>Units in Structure</b>	<b>#</b>	<b>%</b>
Single-Family Detached	619	16
Single-Family Attached	299	8
2 units	21	1
3 to 4 units	221	6
5 to 9 units	297	8
10 to 19 units	910	23
20 + units	1,545	39
<b>Total</b>	<b>3,928</b>	
Source: 2008-2010 ACS		



**Table 6: Year Unit Built – Rental Units**

<b>Year Built (2000 Census)</b>	<b>#</b>	<b>%</b>
1990-2000	338	8.3%
1980-1989	1,265	31.1%
1970-1979	1,597	39.2%
1960-1969	671	16.5%
1950-1959	131	3.2%
Pre1950	70	1.7%
Total	4,072	
Source: U.S. Census 2000		

The rental inventory has been affected by the conversion of some multi-unit rental complexes to condominiums. This is positive for buyers who find these units to be more affordable than traditional detached homes or newly constructed condominiums. However, it is a negative for renters because of the reduced number of rental units. In the past two decades there has been no new construction of rental properties, aside from a subsidized senior apartment housing complex in 2006.

Despite the lack of new construction, the state of the economy has increased the number of rental properties. Some owners of single-family homes who cannot sell their property for what they want opt instead to offer the home for rent. Local realtors and lending institutions acknowledge this factor, and say that they are seeing more and more of this type of agreement between homeowner and renter. The Village does not have a record of the number of homes being rented versus the number of apartment units for rent. Property inspections are conducted by the Village to maintain visual and safety guidelines, no matter who is the current occupant of the home.

**Housing Supply: Owner-Occupied**

As data from the 2008-2010 American Community Survey shows, seven out of ten owner-occupied housing units within the Village is valued between \$200,000 and \$500,000. As of 2010, the median value is approximately \$292,100. The median price is the value at which half of the homes are valued more and half the homes are valued less. It is estimated that the Village only has 20 homes valued over \$1 million.

Only 516 owner-occupied units are valued at less than \$100,000. However, according to the State of Illinois' Report on Affordable Housing Planning and Appeal Act, 22% of the housing stock within the Village is affordable which exceeds the 10% requirement.

**Table 7: Value of Owner-Occupied Units**

<b>Value of Owner-Occupied Homes</b>	<b>%</b>	<b>#</b>
Less than \$100,000	4%	516
\$100,000 to \$149,999	8%	1,069
\$150,000 to \$199,999	9%	1,215
\$200,000 to \$299,999	32%	4,333
\$300,000 to \$499,999	38%	5,152
\$500,000 to \$999,999	9%	1,257
\$1,000,000 or more	0.15%	20
<b>Owner-occupied units</b>		<b>13,562</b>
Median (dollars)		292,100
Source: 2008-2010 ACS		

**Housing Supply: New Units**

The depressed economy has limited construction of new housing, and in some cases halted any plans for improvements to existing structures. The majority of Hoffman Estates is built with very few areas available for new development. Prior to the downturn in the economy, demand was high for modern homes with newer features that were not readily available in older homes, such

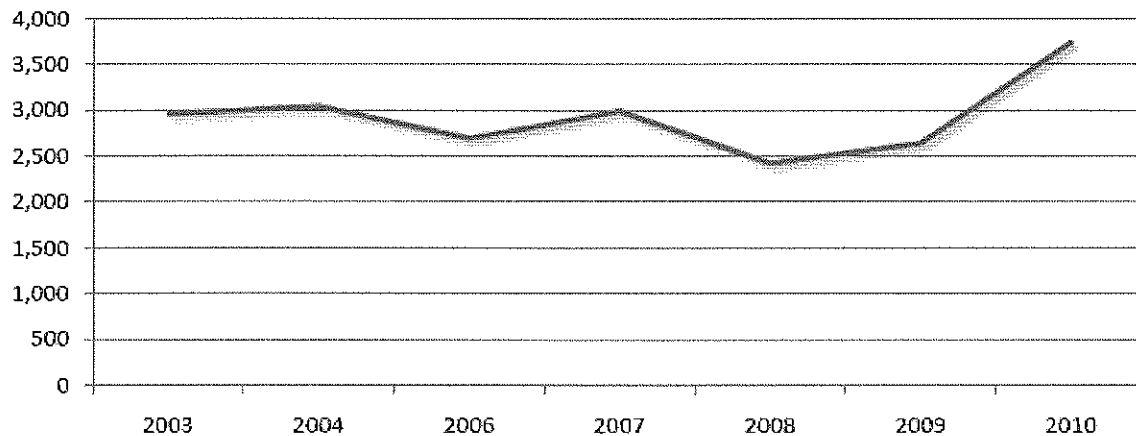
## Village of Hoffman Estates Analysis of Impediments to Fair Housing

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as high ceilings, open floor plans, etc. Some of the contributing factors to the expense of new homes include high sales prices for newly platted residential lots, cost of new infrastructure to support development, restrictive covenants in newer subdivisions, very few infill lots in older neighborhoods where restrictive covenants do not exist, rising material costs, and the imposition of impact fees for schools, parks and other amenities.

Before the economic downturn, Hoffman Estates experienced short term, high growth in one newly-developed area on the western boundary of the Village. A large area on the western border of the Village added several hundred single-family units and townhomes. These new units were marketed to middle to upper income level households. The charts below depict the number and valuation of permits issued within the Village. Like most municipalities, the Village experienced an increase leading into 2006 and 2007 before the housing bubble burst. The chart below shows an uptick in the number of permits issued in 2010, which is a good indicator of coming investment.

**TOTAL NUMBER OF PERMITS ISSUED**



Permits include any form of commercial or residential new construction and remodeling within the Village. Items include roofing, siding, fences, decks, hot water heaters, HVAC, etc. In 2010, the Village had a significant increase in the amount of permits, which represents an increase in construction activity and overall positive impact on the Village.

## Housing Demand

The condition of the economy plays a huge role in the level of housing demand within a community. The national, regional, and local economic downturn has had a tremendous impact on Hoffman Estates. Although the National Bureau of Economic Research has declared that the

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

recession had officially ended as of June 2009, many of the real effects are still being felt. The regional economy mirrored the national economic downturn. There are some signs of a recovery, but they are coming very slowly.

The Village has fared better than some communities. Development and redevelopment has continued, including the Prairie Stone Economic Development Area. Mori Seiki, a global leader in the production and distribution of machine tools, recently opened a 102,000 square foot building. BIG Kaiser, another precision toolmaker, decided to relocate in Hoffman Estates to be near Mori Seiki, one of their major business partners. A third precision toolmaker, NSK America, recently completed a new North and South American Headquarters in the Huntington 90 Business Park, west of BIG Kaiser. JCL Bioassay, a pharmaceutical testing company, opened a new facility as well.

The community is fortunate to have a diverse economy that continues to grow and support a relatively stable employment rate. Offices, research, and health care form the primary employment base, along with a growing mix of retail and service positions. Many retail and industrial jobs are also located in neighboring communities. This mix of local and nearby employment opportunities provides jobs for all income groups. In the last few years, the downturn in the economy has created difficult circumstances for shopping centers, including tenant hardships. The Village has seen a decline in new development, and several retail businesses have closed or downsized; however, there have been several National and International headquarters that have chosen to locate offices in Hoffman Estates, despite the down economy, providing additional work opportunities.

While the unemployment rate is under the current national average, underemployment, that is individuals who are employed in jobs that do not pay adequate wages to cover living costs or that do not provide benefits, is a concern. Despite more people over age 16 in the labor force (73.3% to 74.2%), the percentage of families (3.4% to 3.8%) and individuals (4.4% to 5.2%) under the poverty level has increased since 2000.

### **Housing Demand: Renter-Occupied**

Fair Market Rent (FMR) is an estimate of local rental rates by bedroom size developed by HUD for use within their programs. The FMR is an estimate of the 40th percentile rent. This is the rent

at which 40 percent of the rental housing units can be rented. 2011 FMR for Cook County and some zip codes close to Hoffman Estates (data was only available for select zip codes) is presented in the table below.

**Table 8: Fair Market Rent by Zip Code**

Zip Code	Fair Market Rent by # of Bedrooms				
	Efficiency	1	2	3	4
60169	\$830	\$960	\$1,080	\$1,290	\$1,440
60192	\$1,110	\$1,290	\$1,450	\$1,730	\$1,930
Cook	\$790	\$904	\$1,016	\$1,242	\$1,403

Source: 2011 HUD Final Market Rents; zip code data is hypothetical 2011 FMR using Small Area FMR methodology

In zip code 60192, the FMR for a two-bedroom apartment is \$1,450. In order to afford this level of rent and utilities, without paying more than 30% of income on housing, a household must earn \$58,000 annually or approximately \$29.00 an hour (assuming full-time work). In order to afford the FMR for a two-bedroom apartment, a minimum wage earner must work 135 hours per week, 52 weeks per year. Or, a household must include 3.3 minimum wage earner(s) working 40 hours per week year-round in order to make the two bedroom FMR affordable.

In Cook County, the FMR for a two-bedroom apartment is \$1,016. In order to afford this level of rent and utilities, without paying more than 30% of income on housing, a household must earn \$40,600 annually or approximately \$20.30 an hour (assuming full-time work). In order to afford the FMR for a two-bedroom apartment, a minimum wage earner must work 94 hours per week, 52 weeks per year. Or, a household must include 2.4 minimum wage earner(s) working 40 hours per week year-round in order to make the two bedroom FMR affordable.

**Housing Demand: Owner-Occupied**

Housing demand is directly related to the local economy and the perceived quality of life of the community. As the current market clearly demonstrates, housing demand at the local level is also

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

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affected by national economic conditions and policies. The primary indicators for demand for owner-occupied housing are the number of sales and change in sales price.

A consultation with local realtors provided the Village with data from the Multiple Listings System (MLS) for Northwest Chicago region. To demonstrate the current state of the real estate market in Hoffman Estates, comparative data for all homes, single-family detached, and single-family attached properties is discussed below. All data presented is from January-December 2009 and January-November 2010. Data assigned as “Total Area” is reflective of 38 communities in Northwest Illinois, including Hoffman Estates.

**Table 9: Home Sales 2009-2010**

Housing Type	Homes Sold in 2010	Homes Sold in 2009	% Change
Detached Homes	230	218	5.5%
Attached Homes	128	166	-22.9%
Total Area Detached	6,764	6,746	0.3%
Total Area Attached	3,713	3,930	-5.5%
Source: Northwest Chicago MLS			

Housing Type	Average Sale Price 2010	Average Sale Price 2009	% Change
Detached Homes	\$278,432	\$282,778	-1.5%
Attached Homes	\$129,251	\$148,045	-12.7%
Total Area Detached	\$255,846	\$261,906	-2.3%
Total Area Attached	\$139,783	\$158,700	-11.9%
Source: Northwest Chicago MLS			

Housing Type	Median Sale Price 2010	Median Sale Price 2009	% Change
Detached Homes	\$254,500	\$264,500	-3.8%
Attached Homes	\$95,750	\$122,750	-22.0%
Total Area Detached	\$225,000	\$230,000	-2.2%
Total Area Attached	\$125,000	\$150,000	-16.7%
Source: Northwest Chicago MLS			

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

As detailed above, the number of detached homes sold went up in 2010; however, the average and median sales price dropped from 2009 sale rates. As reflected by the significant drops in homes sold, average and median prices, attached homes were considerably less desired by homebuyers. As our realtor sources relayed, homeowners were resigned to the fact that if they wanted to sell their home, they would need to lower the price to do so. In comparison with the total area sales data, Hoffman Estates has experienced similar effects within the real estate market. The percentage change in the number of attached homes sold was significantly higher than the area's percentage. Detached home values were slightly higher than the area's, as reflected by the average and median sale prices. Attached home values were slightly lower than the area average sale and median prices.

According to realtors interviewed, a potential reason for the reduction in attached home sales is that banks had been more wary of mortgaging an attached dwelling than a detached residence due to the risk of foreclosure or final sales not completing. In townhomes and condominiums, associations can create additional constraints on new owners, if expected to pay homeowner association dues up front, or the association has the power to foreclose the entire building if a certain number of tenants/owners are behind on association dues or have already been identified for foreclosure. As far as the Village of Hoffman Estates knows, there have not been any multi-tenanted buildings foreclosed upon for this reason.

An Area Market Survey report, also acquired through the realtor's MLS, from November 2009 through November 2010, shows the following data for homes sold in the Village of Hoffman Estates. The following table demonstrates that there is variety in the housing stock and home prices available to Hoffman Estates residents. Housing that is deemed as affordable generally spends less time on the market prior to being sold. Additional information is included in the chart below. The full Area Market Survey is included in Appendix E for reference.

**Table 10: Home Sales by Price Range**

Sales Closed				
Price Range for Sold Homes in Hoffman Estates	Detached Homes Number of Listings	Average Days on Market (Detached)	Attached Homes Number of Listings	Average Days on Market (Attached)
Less than \$149,999	23	92	98	104
\$150,000-\$199,999	36	142	12	160
\$200,000-\$249,999	58	156	27	205
\$250,000-\$299,999	33	120	10	136
\$300,000-\$349,999	25	92	2	46
\$350,000-\$399,999	24	136	N/A	N/A
\$400,000-\$449,999	24	118	N/A	N/A
\$450,000-\$499,999	13	155	N/A	N/A
\$500,000-\$549,999	4	281	N/A	N/A
\$550,000-\$599,999	1	53	N/A	N/A
\$600,000-\$699,999	1	292	N/A	N/A

Source: Northwest Chicago MLS

The survey data below shows that affordable detached homes still active on the market are spending just slightly longer on the market than the homes that have been sold, while attached homes in an affordable price range are spending nearly double the amount of time on the market as those already sold. Some unknown variables included in this data are housing condition, location, and original listing price; any of which may be factors in length of time that a home stays on the market.



**Table 11: Current Market by Price Range**

<b>Homes Still on the Market (as of December 2010)</b>				
<b>Price Range for Actively Listed Homes in Hoffman Estates</b>	<b>Detached Homes Number of Listings</b>	<b>Average Days on Market (Detached)</b>	<b>Attached Homes Number of Listings</b>	<b>Average Days on Market (Attached)</b>
Less than \$149,999	5	193	112	269
\$150,000-\$199,999	24	203	32	297
\$200,000-\$249,999	32	179	26	204
\$250,000-\$299,999	36	210	20	165
\$300,000-\$349,999	24	188	1	120

Source: Northwest Chicago MLS

## **Housing Needs**

HUD received a special tabulation of data, Comprehensive Housing Affordability Strategy (CHAS), from the U.S. Census Bureau specifically designed to help jurisdictions with the development of the Consolidated Plan. HUD uses some of these data in allocation formulas for distributing funds to local jurisdictions. Part of this data set addresses quality of housing stock and estimates the number of units that have housing problems. HUD considers a unit to have a housing problem if it meets one of the following criteria.

- **Overcrowded:** A unit that has more than one person per room is considered overcrowded.
- **Cost Burdened:** A unit where the household pays more than 30% of its income on housing costs has a cost burden. For renters, housing costs include rent paid by the tenant plus utilities. For owners, housing costs include mortgage payment, taxes, insurance, and utilities.
- **Without complete kitchen or plumbing facilities.**

According to the 2000 CHAS data from HUD, a total of 4,326 households were classified as low-moderate income households (25% of total households). These are households that are income eligible to receive assistance from CDBG programs. Five percent of households fall within the extremely-low income category and six percent fall within the low income category. The majority of income-eligible households are within the moderate income category.

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Of the 4,326 income-eligible households, 59% are in owner-occupied housing. The largest CHAS subset of income-eligible households are small related owner households, which account 24% of all low-moderate income households.

**Table 12: Households by Income Range**

Income Category	Households	% of Households
Extremely Low-Income	820	5%
Low-Income	995	6%
Moderate-Income	2,511	15%
Total Low/Moderate-Income	4,326	25%
Other Income	12,817	75%
Total Households	17,034	100%

Source: HUD CHAS Data

**Table 13: Household Type by Income Range**

Household Type		Extremely-Low	Low	Moderate	Total	% of Low Mod
Renters	Elderly	120	110	72	302	7%
	Small Related	114	173	329	616	14%
	Large Related	33	52	129	214	5%
	Other	158	110	360	628	15%
	Total	425	445	890	1,760	41%
Owners	Elderly	58	197	373	628	15%
	Small Related	184	205	639	1,028	24%
	Large Related	89	89	314	492	11%
	Other	64	59	295	418	10%
	Total	395	550	1,621	2,566	59%
Total		820	995	2,511	4,326	

Source: HUD CHAS Data

The condition of the housing stock in the Village is considered to be fair for the most part. The Village does not have recent data from a housing survey. According to recent U.S. Census data, 77% of all housing units were built between 1960 and 1989. These units are at least thirty

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

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years old, meaning major rehabilitation is more likely to be needed. Only 12% of the housing stock has been added in the last twenty years.

### **Disproportionate Housing Needs**

As defined by HUD, a disproportionate housing need exists for a specific racial or ethnic group if the percentage of that racial or ethnic group's households within a particular category of need is at least 10% higher than found for the category as a whole. The CHAS data below reveals the following disproportionate level of housing need.

- African American owner-occupied households between 30-50% AMI
- All Hispanic households except those between 50-80% AMI
- All Asian households above 30% AMI

As the table below shows, households of Hispanic Origin are the group with the highest percentage of housing problems. White households have the greatest quantity of housing problems (2,857), followed by Asian Households (974).

**Table 14: Household Problems by Race, Ethnicity, Disability**

<b>Race Ethnicity, Mobility and Self Care Limitation</b>	<b>Number of Households</b>	<b>Households with at Least One Housing Problem</b>	<b>% of All Occupied Households</b>
White	12,814	2,857	22.3%
Black	678	248	36.6%
Asian	2,210	974	44.1%
Other	N/A	N/A	N/A
Hispanic Origin	1,188	648	54.6%
Elderly and Other Limited Mobility	1,717	650	37.9%

Source: HUD CHAS Data

**Table 15: Housing Problems by Race and Income**

<b>African American</b>	<b>Renters</b>	<b>Owners</b>	<b>Total</b>
Household Income <=30% MFI	49	15	64
% with any housing problems	79.6	100	84.4
Household Income >30 to <=50% MFI	39	15	54
% with any housing problems	74.4	100	81.5
Household Income >50 to <=80% MFI	125	55	180
% with any housing problems	68	54.5	63.9
Household Income >80% MFI	170	210	380
% with any housing problems	5.9	11.9	9.2
Total Households	383	295	678
% with any housing problems	42.6	28.8	36.6
<b>Hispanic</b>	<b>Renters</b>	<b>Owners</b>	<b>Total</b>
Household Income <=30% MFI	65	75	140
% with any housing problems	100	100	100
Household Income >30 to <=50% MFI	85	65	150
% with any housing problems	88.2	100	93.3
Household Income >50 to <=80% MFI	129	139	268
% with any housing problems	50.4	49.6	50
Household Income >80% MFI	125	505	630
% with any housing problems	24	40.6	37.3
Total Households	404	784	1,188
% with any housing problems	58.2	52.8	54.6
<b>Asian</b>	<b>Renters</b>	<b>Owners</b>	<b>Total</b>
Household Income <=30% MFI	85	75	160
% with any housing problems	47.1	100	71.9
Household Income >30 to <=50% MFI	40	85	125
% with any housing problems	100	82.4	88
Household Income >50 to <=80% MFI	160	260	420
% with any housing problems	87.5	69.2	76.2
Household Income >80% MFI	410	1,095	1,505
% with any housing problems	29.3	28.3	28.6
Total Households	695	1,515	2,210
% with any housing problems	48.9	41.9	44.1
Source: HUD CHAS Data			

## **Housing Needs Summary**

In summary, the largest need across both household type and income level is cost burden. Cost burden is an indicator that housing demand for the area exceeds current supply. Alleviation of housing cost burden is established as a clear housing issue. Extremely low-income owner households are most in need of assistance, with an overall cost burden of 91.4%. Of those households, 81.5% have a severe cost burden.

HUD defines affordable as total housing cost that does not exceed 30% of household income. According to the 2000 Census, the median family income for a family of four was \$73,685. This would mean that housing costs that are at or below \$2,050 a month would be affordable. According to the 2000 Census, the median monthly mortgage payment was \$1,432 and the median monthly rent was \$888. The Census also shows that 21.6% of owners and 30.4% of renters had a cost burden that was greater than 30% of their income. According to data from ACS 2009, median rent cost has increased by 8.4% to \$1,056 per month since 2000. The ACS 2009 data further shows that 34% of renters are paying 30% or more for monthly rent, and 40.3% of households are spending more on ownership costs than in 2000 (23.2%).

## **Transportation**

As part of the planning process, the Village analyzed transportation options as a potential impediment to fair housing choice. According to the 2008-2010 American Community Survey (ACS), 90.5% of workers in Hoffman Estates relied on private automobiles, either alone or through a carpool, to commute to work. Only three percent relied on public transportation. The remainder of workers either walked, worked from home, or used another means such as a taxi. Such a reliance on private cars could pose an impediment to persons with disabilities. However, both the Village and the regional transit authorities currently have specific programs to overcome this impediment.

As part of the Consolidated Planning process, the Village conducted a needs assessment survey. Survey respondents and Village staff stated that there is a need for additional transportation that allows individuals to access health care, social services and employment. The Village has taken actions to improve pedestrian and bicycle travel through the adoption of a Comprehensive Bicycle Plan in 2010, as well as grant funding obtained for multiple transportation studies.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

To implement the eventual findings of the study, the Village will need to identify funding opportunities.

One transit study is the RTA's Community Planning grant program. The RTA approved and programmed funds in 2011 towards the completion of an operational analysis of potential flexible route transit services in the Village. These "flexible" services are a hybrid of a fixed route service and a dial-a-ride component. Buses would operate along certain roads or corridors on an established schedule but could deviate off that route for curbside pickup and drop-offs. The purpose of this study is to evaluate the feasibility of this type of service in several parts of the Village. The study is expected to last until mid to late 2012.

Village residents are served by two transit systems, including PACE (bus) and Metra (train). In addition, the Village currently funds a taxi voucher subsidy program that provides discounts to senior, disabled, and low income residents. It helps to make travel by taxi more affordable to destinations not served by other transit options or during times when these other services do not operate. Eligible residents can receive up to 10 coupons per month, each valued at \$5. Each ride must begin or end in the Village.

Public transit for persons with disabilities is provided by Township supported curb-to-curb dial-a-ride service for individuals with disabilities who cannot use a fixed route bus system. Not all residents of the Village reside in townships that provide this service, however these residents have the Village taxi voucher subsidy program available to them. PACE also offers an ADA Paratransit service for individuals with disabilities who cannot use the fixed bus route however it is for residents within  $\frac{3}{4}$  of a mile from a specific existing bus route.

PACE also coordinates a RideShare and Vanpool program. RideShare is a free, easy and convenient service that connects commuters throughout the Chicago metro area who are interested in sharing their drive to work. The program gives residents and employees in Northeastern Illinois the ability to identify potential carpool partners quickly and securely.

## **Impediments to Fair Housing Choice**

The analysis of impediments is divided into three sections: the public sector, private sector, and the public-private sector. The public sector analysis reviews local policies and procedures that regulate, monitor, or otherwise impact rental, sales, and property insurance practices.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

These policies can play a significant role in limiting or promoting fair housing choice. The private sector analysis examines impediments within the private marketplace, including actions of landlords, property managers, real estate agents, lenders, and other parties involved in the provision of housing. The public-private sector analysis focuses on areas of fair housing that are provided through a partnership of both the public and private sector, including enforcement, education, and outreach.

### **Public Sector Impediments**

An analysis of impediments would not be complete without examining the actions within in the public sector that have an effect on fair housing choice. Government policies and procedures that regulate, monitor, or otherwise impact rental, sales, and property insurance practices can play a significant role in promoting fair housing choice.

### **State Fair Housing Law**

Illinois law concerning fair housing rights is codified in Article 3 of the Illinois Human Rights Act. (Illinois Compiled Statutes 775 ILCS 5). State law protects against discrimination based on race, color, religion, sex, national origin, ancestry, age, order of protection status, marital status, physical or mental disability, military status, sexual orientation, or unfavorable discharge from military service.

The state's fair housing law has been found to be substantially equivalent to federal fair housing law, which means HUD determined that the Illinois Department of Human Rights provides substantive rights, procedures, remedies, and judicial review provisions that are substantially equivalent to the federal Fair Housing Act. Typically, after a certification determination, HUD will refer complaints of housing discrimination that it receives to the state or local agency for investigation.

### **Zoning and Building Codes**

Zoning ordinances, building codes and other local policies that serve the public good can have disparate impacts on the housing choice of the protected classes. For example, some state and local governments have enacted laws that limit or exclude housing facilities for persons with disabilities or homeless people from certain residential areas. The Department of Justice and

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

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HUD take the position, and most courts that have addressed the issue agree that density restrictions are generally inconsistent with the Fair Housing Act.

### **Zoning**

Zoning ordinances regulate how property can be utilized, maintain the character of a neighborhood, and provide for orderly growth. Zoning ordinances with a single-family zoning district must contain a definition of family. The definition cannot be written to exclude certain family members, families which are not biologically related, or are non-traditional, or have a disparate impact on one of the protected classes. In 1995, the U.S. Supreme Court reviewed *City of Edmonds v. Oxford House, Inc.* The City of Edmonds cited a halfway house for violating a city ordinance because it was located in a neighborhood zoned for single-family residences. The city ordinance defined “family” as “persons related by genetics, adoption, or marriage, or a group of five or fewer [unrelated] persons.” While the court did not find the city ordinance in violation of the Fair Housing Act, the court ruled the ordinance was not exempt from the Fair Housing Act since it sets a limit for the number of unrelated occupants but not related occupants.

The updates to the Fair Housing Act in 1988 were intended, in part, to prohibit the application of special requirements through land-use regulations, restrictive covenants, and conditional or special use permits that have the effect of limiting the ability of persons with disabilities to live in the residence of their choice in the community. This includes regulation and licensing requirements for group homes. The majority of group homes for persons with disabilities are subject to state regulations intended to protect the health and safety of their residents. HUD has found licensing requirements are necessary and serve a legitimate purpose. Local decision makers must recognize not all individuals with disabilities living in group home settings desire or need the same level of services or protection and requests for reasonable accommodation should be honored where appropriate.

Zoning authority in Hoffman Estates is held at the municipal level. As part of the planning process, staff consulted with members of the Planning and Zoning Commission and reviewed local ordinance and zoning documents to determine if any impediments existed.

In the consultation with the member of the Planning and Zoning Commission, it was noted that several homeowners had approached the board seeking variances for mobility improvements.



## Village of Hoffman Estates Analysis of Impediments to Fair Housing

While the board had not formally adopted a written policy, its members were well aware of its responsibilities to provide reasonable accommodations.

The following definitions are included within the local zoning ordinance. Upon review, it was determined that no impediments existed.

- Family: One or more persons occupying a premises and living as a single household unit.
- Disability: A physical or mental impairment which substantially limits one or more of such person's major life activities, impairs their ability to live independently, or a record of having such an impairment, or being regarded as having such an impairment, but such terms do not include current use of or addiction to a controlled substance.
- Dwelling—Assisted Residential Facilities: A public or private living facility in which care or support services are received by six or more residents. Services and programs received may include, but are not limited to, the following: meals, housekeeping, laundry, social, recreational, educational, protective security, transportation, or response to medical emergencies. These facilities may or may not be licensed or approved by the State of Illinois or other regulatory agencies. Such facilities shall include, but not be limited to: Assisted Living, Congregate Care, Life Care, Convalescent Care, Rehabilitative Care, and Extended Care Facilities. However, Community Residences, Hospitals, and Sanitariums shall not be included in this definition. Any such use shall be considered only as a special use.
- Dwelling—Community Residence: A building that: a) is occupied on a permanent basis by unrelated persons with disabilities who live together as a single housekeeping unit in a family-like setting, and who require and receive supervision or care by staff to live in a family setting; b) is state licensed; c) has obtained an Administrative Occupancy Permit from the Village; d) complies with the zoning regulations for the district in which the site is located. Community residences may also be commonly known as group homes or specialized residential care homes.
- Dwelling—Independent Residential Facilities: A public or private living facility containing six or more individual dwelling units designed and operated for residents aged 55 or older (in accordance with the Federal Fair Housing Act) who are capable of

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

maintaining independent households. Limited services and programs may be provided, however, the facility shall not meet the requirements for any state license as a care facility. Such facilities shall not include: Assisted Living, Supportive Living, Congregate Care, Life Care, Convalescent Care, Rehabilitative Care, Extended Care, Community Residences, Hospitals, or Sanitariums. Any such use shall be considered only as a special use.

### **Building Codes**

Building codes provide minimum standards for the design, construction, and use of buildings to protect public health and safety. These regulations are essential to protect the health and safety of citizens and the general welfare of the community. While building codes have positive contributions, they often contribute to increased construction costs. Codes that require certain amenities or setbacks can affect the feasibility of providing low- and moderate-income housing development. These requirements may serve as an impediment to fair housing choice if the low-income population consists primarily of protected classes, such as racial minorities. The Village of Hoffman Estates adopted a uniform building code based on the International Building Code (IBC). HUD has reviewed the IBC and found these codes are in compliance with the Fair Housing Act in terms of design standards. To offset potential impediments to low- and moderate-income homes in need of updates to meet building code standards, the Village provides a zero-interest home rehabilitation loan program to assist with repairs.

### **Municipal Services and Neighborhood Revitalization**

Hoffman Estates provides a full range of general governmental services, including police and fire protection, health and social services, water and sewer utilities, street construction and maintenance, code enforcement, planning and zoning, and general administrative services. Hoffman Estates reviewed the provision of services and did not find evidence of an impediment to fair housing choice.

In terms of CDBG funding, the vast majority of funding is allocated to public facility and infrastructure improvements and an owner-occupied housing rehabilitation program. The funding decisions for the infrastructure projects were based on the two main factors: the eligibility of the service area (based on the percentage of residents who earn less than 80% of the

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

area median income) and the capital needs of the service area as identified by the Village. The housing rehabilitation program is administered by the North West Housing Partnership. Income-eligible beneficiaries are reviewed and awarded funds on a first-come, first-served basis. The Village reviewed marketing and outreach efforts and found no instance of potential impediments. The Village also reviewed racial and ethnic demographic data collected for its annual performance reports for HUD-funded programs and found no evidence of impediments.

### **Private Sector Impediments**

Discrimination is the most common form of impediments to fair housing choice within the private sector. Discrimination exists if a tenant, prospective tenant or homebuyer is treated differently than others on the basis of belonging to one of the protected classes. This may involve refusing to rent or sell to someone, or doing so under different terms and conditions. Discrimination can be found in many areas of the housing market, including but not limited to the following.

- The sale and rental of housing and real estate practices such as blockbusting, deed restrictions, trust or lease provisions, conversions of apartments to all-adult occupancy, inaccessible design, or management firm “occupancy quotas”
- Banking and insurance policies and practices pertaining to the financing, sale, purchase, rehabilitation, and rental of housing that may affect the achievement of fair housing choice
- The discriminatory provision of mortgage brokerage services

Housing discrimination also includes the refusal to make a reasonable accommodation for a person with a disability, such as waiving a no-pets policy for a service animal or allowing an alteration to the unit.

This section provides data on discrimination complaints at the local, state, and national levels. Data for the local and state level was provided by the Illinois Department of Human Rights and the national data was provided by HUD's Office of Fair Housing and Equal Opportunity (FHEO) reporting system, the Title Eight Automated Paperless Office Tracking System (TEAPOTS).

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Table 16 and 17 summarize complaints originating from the Village, including the basis for the discrimination and the issue. There were a total of 10 complaints received since 2005. Half of the complaints received were based on discrimination in a rental transaction. Half of the complaints cited racial discrimination as the basis.

**Table 16: Housing Discrimination Complaints by Issue - Village**

<b>Year</b>	<b>Issue</b>	<b>Count</b>
2005-2006	sales transaction	1
2007-2008	Terms	1
2007-2008	rental transaction	1
2009-2010	rental transaction	4
2009-2010	terms	2
2009-2010	publication with intent to discriminate	1

Source: Illinois Department of Human Rights

**Table 17: Housing Discrimination Complaints by Basis - Village**

<b>Year</b>	<b>Basis</b>	<b>Count</b>
2005-2006	race (African American)	1
2007-2008	race (African American)	1
2007-2008	sex/sexual harassment	1
2009-2010	race	3
2009-2010	familial status	1
2009-2010	physical disability	1
2009-2010	sexual orientation / gender identity	2

Source: Illinois Department of Human Rights

Table 18 summarizes discrimination complaint data received by IDHR in 2010. The most common basis for complaints were race (31%) and disability (19%), which accounted for half of all complaints. It should be noted however that IDHR tracks Mental Disability as a separate category. When both disability categories are totaled, they account for 30% all complaints.

**Table 18: Housing Discrimination Complaints by Basis - IDHR**

Basis	2010	
	#	%
Race	138	31%
Disability	86	19%
National Origin	59	13%
Mental Disability	51	11%
Familial Status	37	8%
Sex	34	8%
Retaliation	14	3%
Age	8	2%
Other	6	1%
Religion	6	1%
Sexual Orientation/Gender Identity	6	1%
Marital Status	5	1%
Coercion	1	<1%
Color	1	<1%
Total	452	
Source: Illinois Department of Human Rights Annual Report 2010		

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Table 19 and 20 summarize discrimination complaint data tracked by HUD, including complaints handled by HUD and by HUD-funded agencies. Compared to the local data, disability is a more common basis for discrimination.

**Table 19: Housing Discrimination Complaints by Basis - National**

Basis	FY 2007		FY 2008		FY 2009		FY 2010	
	#	%	#	%	#	%	#	%
Disability	4,410	43%	4,675	44%	4,458	44%	4,839	48%
Race	3,750	37%	3,669	35%	3,203	31%	3,483	34%
Familial Status	1,441	14%	1,690	16%	2,017	20%	1,560	15%
National Origin	1,299	13%	1,364	13%	1,313	13%	1,177	12%
National Origin Hispanic	784	8%	848	8%	837	8%	722	7%
Sex	1,008	10%	1,133	11%	1,075	10%	1,139	11%
Religion	266	3%	339	3%	302	3%	287	3%
Color	173	2%	262	2%	251	2%	219	2%
Retaliation	588	6%	575	5%	654	6%	707	7%
Number of Complaints Filed	10,154		10,552		10,242		10,155	
Source: TEAPOTS								
Percentages do not total 100 percent because complaints may contain multiple bases.								

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**Table 20: Housing Discrimination Complaints by Issue – National**

Issue	FY 2007		FY 2008		FY 2009		FY 2010	
	#	%	#	%	#	%	#	%
Refusal to Sell	234	2%	214	2%	166	2%	205	2%
Refusal to Rent	2,649	26%	2,697	26%	2,430	24%	2,405	24%
Steering	76	1%	64	1%	58	1%	84	1%
Discriminatory Terms, Conditions, Privileges	5,922	58%	5,862	56%	5,617	55%	5,959	59%
Discriminatory Notices, Statements, or Ads	593	6%	828	8%	1,223	12%	937	9%
False Denial or Representation of Availability	251	2%	303	3%	282	3%	256	3%
Failure to Permit a Reasonable Modification	169	2%	205	2%	178	2%	203	2%
Failure to Make a Reasonable Accommodation	2,094	21%	2,401	23%	2,252	22%	2,556	25%
Non-Compliance with Design and Construction	195	2%	176	2%	155	2%	169	2%
Discriminatory Financing	411	4%	324	3%	392	4%	511	5%
Redlining	12	<0.5%	8	<0.5%	14	<0.5%	6	<0.5%
Refusal to Provide Insurance	3	<0.5%	5	<0.5%	3	<0.5%	2	<0.5%
Coercion, Intimidation, Threats	1,477	15%	1,402	13%	1,425	14%	1,478	15%
Number of Complaints Filed	10,154		10,552		10,242		10,155	
Source: TEAPOTS								
Percentages do not total 100 percent because complaints may contain multiple issues.								

## **Lenders and Lending Services**

Lenders, in the past, routinely refused loans to sections of a community in a practice known as redlining. Federal initiatives, such as the Community Reinvestment Act, have curtailed redlining and made credit more readily available to these communities.

Advancements in computerized underwriting practices have removed some subjectivity of local loan officers and potential for illegal discrimination in the determination of creditworthiness. As a result, discrimination in today's financial services market is not as blatant and is more difficult to detect. Financing is more available to borrowers, but the terms in which the financing is offered can be discriminatory.

Subprime loans, used legitimately, are not predatory. They are necessary to provide credit for borrowers who pose a higher credit risk for the lender because of poor credit histories, high loan-to-home-value ratios, or other credit risk characteristics that disqualify the borrower from lower cost, prime-rate loans.

Minority consumers often have unequal access to loans at the best terms based on credit history, income, and other risk factors. High-cost loans can be defined as first mortgages with interest rates 3 percentage points higher than a benchmark rate and second mortgages with interest rates 5 percentage points or higher than a benchmark rate. It is a violation of the Fair Housing Act to impose different terms or conditions on a loan, such as different interest rates, points or fees based on a person's race, color, national origin, religion, sex, familial status, or disability. A recent study by the Urban Institute found African American and Hispanic homebuyers received disparate treatment in terms of financing options.<sup>2</sup> Freddie Mac indicates one-third to one-half of borrowers who qualify for low-cost loans receive subprime loans.

An investigation undertaken by the National Community Reinvestment Committee from 2004 to 2006 revealed disparate treatment by mortgage brokerages based on race and national origin in 46 percent of cases. The results of the investigation showed that white testers were offered better pricing than African American or Hispanic testers. This disparate treatment was not limited to lower-income households. There was a higher level of discrepancy when analyzing upper-income households. A low-income African American borrower was three times more likely to receive a high-cost loan than a low-income white borrower. An African American earning more



## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

than \$135,000 annually was five times more likely to receive a high-cost loan than a white borrower at the same income level.

As part of the planning process, the Village consulted with several lending institutions that serve the jurisdiction. The group said that they have very specific policies regarding discrimination at the government level and at the bank level. They are required to be very careful on documentation and disclosures because the government can shut them down if they do not uphold federal and state requirements. One participant stated that they recently finished their annual staff education course on anti-discrimination practices.

As part of the analysis, Hoffman Estates analyzed data reported by lending institutions per the Home Mortgage Disclosure Act (HMDA) for 2010 (for detailed HMDA data, please refer to the appendix). The analysis included all of the census tracts that contain a portion of Hoffman Estates. HMDA data cannot be used to "prove" discrimination by banks and other lending institutions. Data can be used to determine whether discrimination may be occurring. While the datasets for minority groups are small, the numbers show that African American and Hispanic households were less likely to successfully complete the loan process to origination. The Village calculated the loan origination rate as the percentage of originations compared to all loan actions taken by the original lender (i.e. excluding all loan purchases by secondary markets). Overall, the loan origination rate for the Village was 68 percent. The origination rates for African American and Hispanic borrowers were 54% and 53%, respectively.

The Village also reviewed the likelihood of households that would receive a high-cost loan. HMDA data defines high-cost loans as first mortgages with interest rates 3 percentage points higher than a benchmark rate and second mortgages with interest rates 5 percentage points or higher than a benchmark rate. There was no indication that minority borrowers were more likely to receive a high cost loan.

### **Real Estate Services**

The services of real estate professionals are critical in the provision of fair housing choice. Homebuyers rely heavily on the professional's expertise of the local market. The National Fair Housing Alliance (NFHA) has focused recent studies on the role of real estate agents and the prevalence of discrimination within the profession. The results of the study reveal discriminatory

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

steering practices and disparate treatment. Racial steering is the practice of limiting a buyer's choice, through comments or actions, to specific neighborhoods based on race or national origin.

The NFHA study showed African American and Latino buyers were refused appointments or offered very limited service by real estate agents one of five times. The limited service was described as the buyer never receiving a return call from the agent after several messages and scheduling appointments the agent never kept. In paired testing, agents showed white buyers an average of eight homes; African American and Latino testers saw an average of five homes.

Per state licensing requirements, Illinois realtors must meet educational requirements that include a fair housing component. The educational requirements include initial work before receiving a license and continuing education as well.

As part of the planning process, Village staff interviewed local realtor practicing in Hoffman Estates. When asked about discrimination, the realtor stated he was not aware of any instances in Hoffman Estates and explained that most agents are aware of the severe legal punishments. While not a protected class under state or federal law, it was stated that Section 8 voucher users have a difficult time finding housing mostly because of the administrative and approval process involved with housing selection. The process is delayed because the Section 8 program must approve the property before the participant can sign a lease. The market is so full of renters these days that in the time it takes for Section 8 to approve the space, which sometimes can be weeks long, the apartment complex has had one or more offers to rent the apartment as normal, and the space is rented.

### **Public and Private Sector**

The public-private sector analysis focuses on areas of fair housing provided through a partnership of the public and private sector, including outreach, education, and enforcement. These activities are usually carried out by public agencies and non-profit agencies exclusively conducting fair housing activities. In Hoffman Estates, the three public agencies providing fair housing services are the Village, the State of Illinois, and HUD. While there are several non-profits with a fair housing focus located in the Chicago metro area, none are located within the Village and most do not include the Village within their service area. The Chicago Area Fair Housing Alliance (CAFHA) acts as an umbrella organization for fair housing and advocacy

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

organizations, government agencies, and municipalities committed to the value of fair housing, diversity, and integration. CAFHA works to combat housing discrimination and promote integrated communities of opportunity through research, education, and advocacy.

The following agencies received funding from HUD in 2011 through the Fair Housing Initiatives Program (FHIP):

- Access Living of Metropolitan Chicago
- Chicago Lawyers' Committee for Civil Rights Under Law, Inc.
- HOPE Fair Housing Center
- Interfaith Housing Center of the Northern Suburbs
- John Marshall Law School
- Oak Park Regional Housing Center
- South Suburban Housing Center

The region is also served by the following agencies that focus on fair housing or provide fair housing as part of its mission:

- AIDS Legal Council of Chicago
- Center for Disabilities and Elder Law
- Council for Disability Rights
- DuPage County Center for Independent Living
- Equip for Equality
- Fair Housing Center of Lake County
- Lake County Center For Independent Living
- Lawyers' Committee for Better Housing
- Leadership Council for Metropolitan Open Communities
- Legal Assistance Foundation of Metropolitan Chicago
- Prairie State Legal Services
- Progress Center for Independent Living

### **Fair Housing Education and Outreach**

The Village does not currently have an active fair housing education and outreach initiative. Staff is familiar and knowledgeable about fair housing rights, but there have been no affirmative outreach actions taken to educate the public and housing providers on fair housing. In addition, several of the fair housing organizations contacted could not identify any recent outreach activities within the Village.

The lack of an effective informational program can create an impediment to equal housing opportunity. A 2002 National HUD study found seventeen percent of individuals who believed they had experienced housing discrimination took some action in response. Of those who took action, one percent said they reported the discrimination to a government agency. Recent studies have shown discrimination based on national origin is largely underreported, specifically by Latinos, Asian Americans, and Native Americans. These studies suggest several reasons for underreporting of housing discrimination. The reasons are listed below:

- Housing discrimination is often not readily identifiable by consumers.
- Language barriers and other cultural issues, including immigration status, hesitancy to challenge authority, and a general lack of faith in the justice system.
- Low expectations of a good result. Two-thirds of those who expected filing a complaint would bring a good outcome said they would be very likely to file one if they were discriminated against, compared to less than one-fourth of those who did not anticipate good results.

Aggressive informational programs have shown to be effective in encouraging persons who experience discrimination to report it. The five counties across the country with the highest rate of complaints reported 51 to 96 housing discrimination complaints per 100,000 households.<sup>3</sup> All five counties cited informational and outreach programs as effective tools.

### **Limited English Proficiency**

According to the 2008-2010 American Community Survey (ACS) conducted by the U.S. Census, 11,084 residents of the Village spoke English less than “very well”. This accounts for 23 percent of the population. Of this population, approximately 38% speak Spanish, 37% speak another

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

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Indo-European language, and 24% speak an Asian language. Persons who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English are defined as Limited English Proficient (LEP) and may be entitled to language assistance with respect to participating in federally funded programs. Language for LEP persons can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by federally funded programs and activities. Per Title VI of the Civil Rights Act of 1964, recipients of federal financial assistance have an obligation to reduce language barriers that can preclude meaningful access by LEP persons to important government programs, services, and activities.

### **Financial Literacy**

A study commissioned by the Mortgage Bankers Association of America (MBAA) documented a widespread view among minority renters that they would fare poorly when obtaining a mortgage. Among those who had never applied for a mortgage, 32 percent of African Americans and 24 percent of Hispanics believed they would encounter discrimination because of their race or ethnic background.<sup>4</sup>

Hoffman Estates can take an active role bridging the language/cultural gap by organizing English language and financial literacy programs, potentially in tandem with financial institutions. The Village conducted consultations with local lenders as part of the planning process. Hoffman Estates Community Bank has conducted bank education classes at the HE Community Resource Center (CRC). The class showed the attendees the basics of checking, savings, and loans. The materials and the instruction were in Spanish. The bank may expand to other locations and are open to other suggestions from the Village for additional spaces. They also held a class on improving credit scores at the Hoffman Estates Branch Library. Another lender, First American Bank, described the Money Smart financial literacy program held each April.

### **Fair Housing Enforcement**

The Village identified only one instance of potential housing discrimination reported to the Village. The circumstance turned out to be a resident who signed a bad lease for a home rental

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

and incurred a large utility bill because of the misunderstanding. The individual was educated on proper leases, and advised to pro bono legal services to assist her with the lease issue.

Effective fair housing enforcement lies at the heart of a comprehensive program to affirmatively further fair housing. Testing has proven to be one of the most effective ways to combat discrimination and enforce fair housing choice.<sup>5</sup> In most communities, this role is undertaken by fair housing advocacy organizations whose sole mission is to promote fair housing choice.

While several fair housing agencies serve the Chicago metropolitan area, none have played an active role in serving the Village. To date, the Village has not identified any agency that would serve as the primary fair housing service provider. Village staff indicated that all discrimination complaints are currently referred to the Illinois Department of Human Rights and to the Chicago Regional Office of HUD.

In Illinois, the Illinois Department of Human Rights plays a large role in enforcing fair housing law throughout the state. This agency is responsible for enforcing the Illinois Human Rights Act (Illinois Compiled Statutes 775 ILCS 5). The Department investigates and resolves allegations of discrimination and violations of the Act. In 2010, IDHR received 868 complaints of housing discrimination. Of those, charges were filed in 347 cases.

## Summary of Impediments to Fair Housing Choice

HUD defines impediments to fair housing as (1) any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin which restrict housing choices or the availability of housing choice; or (2) any actions, omissions, or decisions which have the effect of restricting housing choices or the availability of housing choice on the basis of race, color, religion, sex, disability, familial status, or national origin.

This study has found that the following impediments to fair housing choice exist within Hoffman Estates:

- **Impediment #1: Lack of Local Capacity and Coordination:** The CDBG program has a small staff and budget to administer the program as a whole and it can only dedicate a portion of its limited resources to the mission of affirmatively furthering fair housing. In addition, there is no organization dedicated to fair housing advocacy within Hoffman

## Village of Hoffman Estates Analysis of Impediments to Fair Housing

Estates. All fair housing issues are currently referred to the State of Illinois and the Chicago Regional Field Office of HUD. Coordination can be enhanced between the CDBG program staff at the Village and other departments and officials. Actions to address this impediment include:

Action 1: Increase Coordination

Action 2: Fair Housing and Financial Literacy Workshops

- **Impediment #2: Lack of Public Awareness:** A National HUD study found of the people who suspect housing discrimination, only 1% report the case to a government agency.<sup>6</sup> Among the reasons for lack of reporting include the inability to identify discrimination and belief that nothing will result from the report. In some cases, limited English proficiency plays a role as well. In this regard, the largest impediment to fair housing choice may be lack of consumer education regarding fair housing rights. There is a need for a multi-faceted approach that effectively reaches all affected parties, including housing consumers, housing professionals and landlords, government officials, and public advocacy groups. Actions to address this impediment include:

Action 1: Increase Coordination

Action 2: Fair Housing and Financial Literacy Workshops

Action 3: Material Distribution

Action 4: Media Advertising

Action 5: Limited English Proficiency (LEP) study

- **Impediment #3: Disparate Treatment in the Rental Market:** The statistics reported nationally by HUD indicate discrimination based on race exists in the rental market. Disparate treatment in the provision of rental housing is a clear impediment to fair housing choice. The dispersion of the three largest minority groups within the Village suggests some geographic concentration, which may partially result from a lack of fair housing choice. Actions to address this impediment include:

Action 6: Referral and Enforcement

Action 7: Testing

## **Proposed Actions to Affirmatively Further Fair Housing Choice**

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Hoffman Estates, as a recipient of federal CDBG, must take appropriate actions to overcome the effects of the impediments identified within this plan and maintain records reflecting the analysis and actions taken.

1. **Increase Coordination:** Hoffman Estates will assign one staff person as the fair housing liaison to serve as the point person for fair housing activities and information. The fair housing liaison will be responsible for increasing coordination internally and with outside parties such as local businesses, fair housing advocates, and other government agencies. Internally, the fair housing liaison will ensure all staff, elected officials, and board members are aware of their fair housing responsibilities and take the lead on developing fair housing policies and procedures. With external organizations, the liaison will build a contact list of local housing providers, lenders, and other housing professionals to notify these organizations of resources and events. The liaison will coordinate with fair housing advocates and neighboring jurisdictions to increase the level of available resources for education, outreach, and enforcement activities.
2. **Fair Housing and Financial Literacy Workshops:** Hoffman Estates will coordinate with local non-profits and businesses, including area lenders and housing professionals, to organize periodic workshops to highlight fair housing rights and responsibilities and financial literacy.
3. **Material Distribution:** Hoffman Estates will distribute fair housing marketing materials aimed at educating residents of their right to fair housing, how to identify discrimination, and how to report it. The purpose of distributing material is to reach people who experience discrimination but do not report it. Hoffman Estates will maintain a page dedicated to fair housing on its website. The webpage will be an information clearinghouse for residents, housing professionals working in Hoffman Estates, and government employees. The website will be updated periodically with issues related to fair housing.



## Village of Hoffman Estates Analysis of Impediments to Fair Housing

4. **Media Advertising:** Hoffman Estates may use existing resources at their disposal to advertise local fair housing resources. This list may include: cable television, electronic display signs and billboards, citizen newsletters, and the Village website.
5. **Limited English Proficiency:** Hoffman Estates will conduct a four-factor analysis to ensure persons with Limited English Proficiency have meaningful access to programs funded by the Consolidated Plan. Hoffman Estates will further develop its Language Assistance Plan (LAP) to provide a standard framework for provision of timely and reasonable language assistance.
6. **Referral and Enforcement:** Hoffman Estates will research the possibility of identifying a local fair housing agency as its primary partner to respond to and investigate fair housing complaints. At the moment, the Village will refer all fair housing complaints to the IDHR for investigation and enforcement.
7. **Testing:** In the long term, the Village will explore the use of CDBG funds of fair housing testing and enforcement efforts. Testing is a proven method for combatting discrimination where it exists. However, before spending limited resources on testing, the Village needs to gather more information in terms of what areas should be tested. This could include monitoring the success of public education efforts. If the Village determines testing is required in order to further enforce fair housing, potential projects include in-depth audit testing of housing practices within rental and sales markets focused on identifying patterns and practices, such as neighborhood steering, or other forms of housing choice denials, that could be potential violations of fair housing laws.

## Recordkeeping

Hoffman Estates will maintain the following records regarding fair housing and equal opportunity.

- Documentation of the analysis of impediments and actions the recipient has carried out with its housing and community development and other resources to remedy or ameliorate impediments to fair housing choice in the recipient's community.

## **Village of Hoffman Estates Analysis of Impediments to Fair Housing**

- Data on the extent to which each racial and ethnic group and single-headed household (by gender of household head) have applied for, participated in, or benefited from, any program or activity funded in whole, or in part, with CDBG funds (the data will only be used to further investigation as to compliance with nondiscrimination requirements).
- Data on employment in the categories prescribed on the Equal Employment Opportunity Commission's EEO-4 form, and documentation of any actions undertaken to assure equal employment opportunities to all persons regardless of race, color, national origin, sex, or disability.
- Data indicating the race and ethnicity of households (and gender of single-head of households) displaced as a result of CDBG funded activities and address and census tract of the housing unit to which each displaced household relocated (the data will only be used for further investigation as to compliance with nondiscrimination requirements).
- Documentation of actions undertaken to meet the requirements of Sec. 570.607(b) which implements section 3 of the Housing Development Act of 1968, as amended (12 U.S.C. 1701U) relative to the hiring and training of low- and moderate-income persons and the use of local businesses.
- Data indicating the racial/ethnic character of each business entity receiving a contract or subcontract of \$25,000 or more paid, or to be paid, with CDBG funds (this information will include the amount of the contract or subcontract, and documentation of recipient's affirmative steps to assure minority business and women's business enterprises have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction and services).
- If applicable, documentation of affirmative action measures the recipient has taken to overcome prior discrimination, if the courts or HUD found the recipient previously discriminated against persons on the ground of race, color, national origin or sex in administering a program or activity funded in whole, or in part, with CDBG funds.


## **Endnotes**

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- <sup>1</sup> Abravanel, Martin D. and Cunningham, Mary K. How Much Do We Know. US. Department of Housing and Urban Development. April, 2002.
- <sup>2</sup> Turner, Margery Austin et al. All Other Things Being Equal: A Paired Testing Study of Mortgage Lending Institutions. The Urban Institute. April 2002.
- <sup>3</sup> Berry, Deborah Barfield and Benincasa, Robert. Aggressive outreach, disability cases help explain high complaint rates. Gannett News Service. September 27, 2007.
- <sup>4</sup> Study on Barriers to Homeownership and Perceptions of Discrimination in Mortgage Lending. Mortgage Bankers of America. March 22, 1994.
- <sup>5</sup> Fix, Michael E., and Turner, Margery Austin. A National Report Card on Discrimination in America: The Role of Testing. Urban Institute. March 01, 1998.
- <sup>6</sup> Abravanel, Martin D. and Cunningham, Mary K. How Much Do We Know. US. Department of Housing and Urban Development. April, 2002.

## A LOOK AT FAIR HOUSING IN HOFFMAN ESTATES

A Presentation of the Community Development Block Grant  
Analysis of Impediments to Affirmatively Furthering Fair Housing



**IDHR**

### WHAT IS THE FAIR HOUSING ACT?

- ▶ Title VIII of the Civil Rights Act of 1968 (Fair Housing Act)
- ▶ Prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status and handicap (disability).

### WHAT IS HOUSING DISCRIMINATION?

- ▶ Based on race, color, national origin, religion, sex, familial status and disability, discrimination can be recognized as but not limited to:
  - ▶ Refusing to rent, sell, or negotiate for housing
  - ▶ Setting different terms for lease or sale of a property
  - ▶ Providing a different set of services for the property
  - ▶ Denying to make a mortgage loan or changing the terms of a mortgage
  - ▶ Refusing to purchase a loan or changing the terms of purchase
  - ▶ Discriminating in property appraisal.

### HUD FAIR HOUSING REQUIREMENTS AND THE ANALYSIS OF IMPEDIMENTS

- ▶ The United States Department of Housing and Urban Development (HUD) administers and enforces the Fair Housing Act.
- ▶ HUD requires recipients of Community Development Block Grant (CDBG) funding to analyze the housing environment of the community to identify potential impediments to fair housing choice and present these impediments in a report called an Analysis of Impediments (AI).
- ▶ The AI serves as the basis for fair housing planning within the Village and provides essential information to policy makers, administrative staff, housing providers, lenders, and advocates to affirmatively further fair housing choice.

### THE VILLAGE'S ROLE IN AFFIRMATIVELY FURTHERING FAIR HOUSING

- ▶ Every five years, Village is required to conduct an analysis of impediments to fair housing choice and report on these by way of an Analysis of Impediments.
- ▶ The Village must take appropriate actions to overcome the effects of any impediments identified and maintain records of actions taken.
- ▶ Village can reasonably respond only to concerns within its municipal boundaries.
- ▶ Village has adopted the Illinois Human Rights Act as Chapter 17 of Municipal Code.

### REPORT OVERVIEW

- ▶ Demographic Trends
- ▶ Housing Supply
- ▶ Household Type by Income
- ▶ Rental Rates
- ▶ Housing Needs
- ▶ Discrimination Complaints
- ▶ Impediments
- ▶ Proposed Actions
- ▶ Recordkeeping

### POTENTIAL IMPEDIMENTS IDENTIFIED

The identified impediments may not exist in Hoffman Estates at this time but the analysis performed indicates that the current environment may be conducive to impediments.

- ▶ Lack of Local Capacity and Coordination
- ▶ Lack of Public Awareness
- ▶ Disparate Treatment in the Rental Market

### ACTION STEPS

- ▶ 1) Increase coordination
- ▶ 2) Provide fair housing and financial literacy workshops
- ▶ 3) Distribute awareness materials
- ▶ 4) Advertise
- ▶ 5) Incorporate a Limited English Proficiency study
- ▶ 6) Refer and enforce fair housing standards, and
- ▶ 7) Perform testing to identify potential discrimination.

### COORDINATION EFFORT

**Village of Hoffman Estates  
Fair Housing Liaison:**

Dr. Algean Garner  
Department of Health and Human Services  
1900 Hassell Road, Hoffman Estates, IL 60169  
847-781-4851

**Village Staff Resources:**  
Directory, Analysis of Impediments Report and Policies in  
COMMON drive

### EXAMPLES OF EDUCATION MEDIA

The collage shows various educational materials: a flyer with a photo of people and the text 'Fair Housing: Learn the Facts', a booklet titled 'A Guide to Fair Housing Rights', and a document titled 'Disparate Treatment'. There are also logos for the Illinois Department of Human Resources and the Illinois State Housing Development Authority.

### EXAMPLES OF EDUCATION MEDIA

The screenshot shows a website for Hoffman Estates. The main heading is 'Fair Housing'. Below it, there is text about fair housing laws and a logo for IDHR (Illinois Department of Human Resources). The text includes: 'The Fair Housing Act is a federal law that prohibits housing discrimination on the basis of race, color, sex, religion, national origin, and disability. It also prohibits housing discrimination on the basis of marital status, age, and handicap. The law requires that housing be available to all people on an equal basis. It also requires that housing be available to all people on an equal basis. It also requires that housing be available to all people on an equal basis.' There are also links for 'Fair Housing', 'Disparate Treatment', and 'Financial Literacy'.

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

**SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE  
June 10, 2013**

**PLANNING AND ZONING COMMISSION**

**April 17, 2013 Meeting**

- Morizzo Funeral Home – 2550 Hassell Road – Special Use Amendment (**APPROVED**)

**May 1, 2013 Meeting – Rescheduled to 5/8**

**May 8, 2013 Rescheduled Meeting**

- Resident - 671 Wainsford Drive – Fence Variation (**APPROVED**)

**May 15, 2013 Meeting – Cancelled**

**June 5, 2013 Meeting**

- Resident – 1340 Dennison Road – Patio Setback Variation (**APPROVED**)
- Barrington Square Animal Hospital, 2370 Higgins Rd. - Site plan and special use amendment and variations for expansion (**APPROVED**)
- Ricky Rockets – Barrington & Hassell – Site Plan Amendment for lighting, façade, and landscaping and Plat of Easement (**APPROVED Lighting only – Remainder CONTINUED TO June 26, 2013**)

**CURRENT ACTIVE PROJECT REVIEWS**

- Bradwell Parcel – Annexation, site plan, variations and subdivision for single family homes
- Prairie Stone Parcel 23 – Site Plan Review for gas station/restaurant
- St. Alexius Medical Ctr., 1555 Barrington Road & ABBHH, 1650 Moon Lake Boulevard - Master Sign Plan
- Resident, Devonshire Woods Estates – Plat of Consolidation and Site Plan Amendment to combine two lots
- Resident, Devonshire Woods Estates Lot 29 – Site Plan Amendment for new house
- SHARE, 1776 Moon Lake, Site plan amendment for minor addition
- Montessori School – 1250 Freeman – Site Plan Amendment for Building and Site Improvements
- Golf Center, Golf and Roselle – Master Sign Plan
- American Tower, Sears Centre Arena – Site plan amendment for DAS equipment area
- ICAR, Trillium Boulevard – site plan amendment for dumpster enclosure
- Goodwill – Hoffman Village – Site Plan Amendment and Special Use for a resale shop

**POTENTIAL UPCOMING PROJECTS**

- Sensient (former Givaudan), 5115 Prairie Stone Parkway, site plan amendment for expansion
- 940 Freeman – site plan amendment for farmhouse renovation
- 2475 W. Higgins (former Max & Erma's) – Site plan amendment and variations for used car sales lot
- National Veterans Museum – Site plan, subdivision, zoning, Development Agreement for museum
- McDonald's – 2250 W. Higgins – Site Plan Amendment for a demolition of existing restaurant and rebuild

**POTENTIAL FUTURE DEVELOPMENTS**

- *Vacant Beacon Pointe Phase 2* – no formal development discussions – the old farm buildings have been fully demolished and the site cleaned up to eliminate an attractive nuisance.

- *Vacant Fountain Crossings properties* – occasional discussions continue with the bank that owns 15 acres north of the Meijer property, as well as with Meijer regarding potential future uses for the property
- *Vacant parcel on Barrington Road between Golf and Bode Roads (17 acres)* – no recent activity.
- *Vacant parcel at Ela and Algonquin Roads (40 acres)* – no recent discussions.
- *Various Prairie Stone Properties* – Planning staff continues to work with the Economic Development Division 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. Recently there has been an increase in interest in potential developments in this area.

### **RESIDENTIAL SUBDIVISIONS**

There has been no recent activity regarding new construction, except for the proposed 19-lot subdivision on Bradwell. There have been a few general inquiries from residential home builders about various parcels.

### **GENERAL ACTIVITIES**

*General Planning Efforts* – The Development Services Coordinator continues to lead efforts to enhance the operations of the main Village front counter and to pursue opportunities to improve processes. The goal is to improve customer service and find operational efficiencies wherever possible. This effort has involved extensive work with Code Enforcement and Planning Division staff, and coordination with the Finance Department.

Planning staff is continuing to work with the Transportation and Engineering Division on Canadian National Railroad sound mitigation plan. Planning is also providing input and some assistance on the Hassell Road project, Palatine Road project, Tollway widening, Barrington Road Tollway Interchange, Pace Park & Ride locations, and the RTA Transit Study Project.

Staff viewed a U.S. Census webinar on population and housing projections on May 22<sup>nd</sup>.

*Village Website* – Planning staff continues to regularly update the Planning, CDBG, Census, Green, Grants, and Economic Development portions of the Village website. Staff assisted the Transportation and Engineering Division by creating a new website resource and helped identify other methods of communication for the CN Noise Mitigation program. Staff also identified and requested URL shortcuts for various pages, department-wide, that should make web resources more easily accessible to website users.

### ***Economic Development/Marketing/Promotional Items***

Planning staff continues to create the graphics for events and perform all regular updates to the Village's [www.visithoffman.com](http://www.visithoffman.com) tourism website, where detailed information can be found on events, dining, lodging, entertainment, and shopping opportunities.

Planning staff continues to work with the Economic Development Division and Mayor's office on marketing and branding for the Poplar Creek at 59/90 Entertainment District.

### **GREEN INITIATIVES** [www.hoffmanestates.org/green](http://www.hoffmanestates.org/green)

#### ***Activities and Awards*** –

- Ashley Monroe continues to oversee implementation of the Sustainability Plan. Several action items have been initiated in multiple Departments. The Sustainability Team met in early June and with feedback from the meeting, Ashley is preparing a mid-year report on project status.
- Ashley Monroe participated in the May Prairie State Network monthly call, focused on food scrap composting.

- Staff continues to work as liaison to the Sustainability Commission in preparing events planned in the 2013 activities calendar and responding to resident inquiries. A notice for the Community Pride Award nominations is included in the June *Citizen*. This year, electronic submissions will also be accepted at [www.hoffmanestates.org/SC](http://www.hoffmanestates.org/SC). An article featuring the Village's participation in WaterSense (EPA program) is planned for the July *Citizen*.

**Green Business Recognition Program** - The Green Business Recognition Program launched in 2011 and eleven applications for recognition have been submitted. The Sustainability Commission is considering ways of increasing program participation. Jewel Osco, located on Roselle Road, is a new applicant that was recognized on June 5<sup>th</sup> for its green initiatives. The application for green business recognition is located on the Village's website on the *Growing to Greenness* page or the *Business* tab on the main page.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)** [www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg)

**General** - Program Year 7 began October 1, 2012 with an allocation of \$259,504. As part of the 2012 Annual Action Plan, the funds have been allocated based on Village funding priorities, including funding for housing rehabilitation and a small amount for infrastructure improvements.

The 2013-2014 Annual Action Plan is due to HUD in August, therefore staff has initiated the draft and review process. A public comment period for the Draft Annual Action Plan began on May 6<sup>th</sup> and a public hearing was held at the Village Hall on May 20<sup>th</sup>. The federal budget allocations were released at the end of May, and the Village's 2013-2014 allocation will be \$273,435 for the year (a 5% increase from last year). The Draft Plan is posted at [www.hoffmanestates.org/CDBG](http://www.hoffmanestates.org/CDBG) and paper copies by request from the Planning Division. Notice of the comment period and public hearing were sent to a mailing list of over 150 interested parties. The proposed Action Plan includes similar funding as the past (single family home rehab, public infrastructure, and administration) and will be brought to Committee on June 10<sup>th</sup> for consideration.

Staff spent time preparing a presentation for the Planning, Building and Zoning Committee regarding the Analysis of Impediments to Fair Housing (AI) report. The AI is a document required by HUD as part of the Village's participation in the CDBG program. It identifies the level of fair housing within Hoffman Estates as well as potential obstacles to fair housing and action steps to reduce or eliminate these obstacles. The presentation will be given at the June 10<sup>th</sup> Committee meeting along with a supplementary staff memo.

As part of reporting requirements for CDBG, HUD continues to encourage communication with the area organizations such as housing and homelessness prevention agencies (like WINGS.)

**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 33 projects have been completed since 2006. A few households are moving through various stages of the application and construction process. As required by HUD, staff visited NWHP to perform an annual sub-recipient monitoring. Staff utilized documents from HUD to conduct the audit and identified no major Findings. Staff has received a letter from NWHP requesting funding for the upcoming program year; this letter is included with the Draft Annual Action Plan, which will be reviewed by Committee on June 10<sup>th</sup>.

**GRANTS** A full spreadsheet of all grants is available at [www.hoffmanestates.org/grants](http://www.hoffmanestates.org/grants).

Staff continues to search for and investigate new grant opportunities through a variety of sources. Staff assisted the Police Department with a grant application for communications equipment.

**CMAP Local Technical Assistance Grant** –The Golden Corridor Manufacturing group CMAP project has begun and the group has established a steering committee. The steering committee has met several times and CMAP has presented basic findings for a draft of an existing conditions report. CMAP recently sent a survey for the steering committee to distribute to other manufacturers. The survey results will assist in the compilation of the more in-depth report, anticipated in late June. Staff has assisted Economic Development with this project. The next Golden Corridor Steering Committee meeting, in which CMAP will share preliminary report findings, will be June 11<sup>th</sup> at ACME in Elk Grove Village.

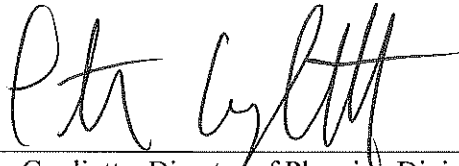


**TIGER Grant** – The Village applied for the fifth round of the Transportation Infrastructure grant from the U.S. Department of Transportation for funding assistance for a full interchange at Barrington Road and I 90. Planning staff assisted Transportation staff with the TIGER application, due June 3<sup>rd</sup>, in addition to the analysis component completed by selected consultants, Parsons Brinckerhoff.

**ITEP Grant** – The Village will receive \$676,000 for a bicycle and pedestrian undercrossing of I-90 along the CN Railroad tracks and modifications to the trail along Shoe Factory Road. The crossing and bike system improvements will connect residential neighborhoods and Prairie Stone Business Park, as well as regional systems. Staff is reviewing an RFP for phase I engineering, due April 19<sup>th</sup>. The path will likely be constructed in 2014 - 2016 in coordination with the Tollway reconstruction. Development Services staff is drafting an intergovernmental agreement with the local share partners, the Forest Preserve District of Cook County and the Hoffman Estates Park District. This agreement is anticipated for Committee review in early summer. The Village is also working with the Park District to acquire one key parcel of land through the Cook County No Cash Bid process to accommodate this bike path.

**IDNR Trails Grant** – Staff and the Transportation Division coordinated and submitted an application for an Illinois Department of Natural Resources Recreational Trails Grant. The project would construct a paved bicycle and pedestrian path from west AT&T Center Drive to Huntington Boulevard along the Central Road Right of Way. The development agreement for the property ensures that developer funds would cover Village grant cost-sharing expenses. The trail would link to the walking trail on AT&T property and connect to a link to the Paul Douglas Forest Preserve, planned for 2014 construction in the Cook County Forest Preserve District Capital Plan. Selections are anticipated in Spring 2013 but no award information has been given to-date.

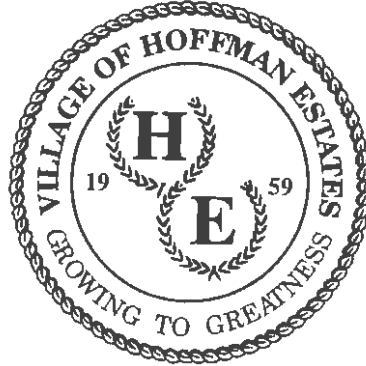
**RTA Flexible Transit Service Operations Study Grant** – Results of the study went to the Transportation and Road Improvement Committee on March 18, 2013 and were accepted by the committee. A short term recommendation of the study is to create a committee to advise and oversee implementation of the recommended actions. This committee has not yet been established.



Peter Gugliotta, Director of Planning Division

***Village Summary Information for Grants Received (current as of May 2013)***

<b>ARRA Grant</b>	<b>Amount Received</b>	<b>Amount Expended</b>	<b>Project</b>	<b>Status</b>
Energy Efficiency and Conservation Block Grant (EECBG)	\$515,100	\$520,249.99	Fund initiatives for public facilities and residents.	The Energy Assessment program continues and Code staff BPI certified (energy certification). Parking lot lighting, Village Hall exterior lighting, interior lighting at Public Works buildings, and Village Hall roof projects complete. All recycling containers & the hybrid vehicle purchased. HVAC system update at Vehicle Maintenance is complete. Staff completed Sustainability Plan. Funds beyond amount received reflect program income acquired within grant period and reimbursed to Village for staff time expended on EECBG projects.
Communities Putting Prevention to Work (CPPW)	\$48,000 plus \$10,000 supplement	\$50,580.53	Install bike route signs, complete streets resolution, code revisions	Signage installation completed in October 2011 and paid installer. Active Transportation Alliance has reviewed Code and staff has been working on an internal review. Funds drawn for staff time. Grant period complete.
<b>Non- ARRA Grant</b>	<b>Amount Allocated/ Received</b>	<b>Amount Expended</b>	<b>Project</b>	<b>Status</b>
Metropolitan Mayors Caucus (MMC) (2011 Grant)	\$29,926	\$29,863 (reimbursed)	Reforestation grant for planting trees to replace Ash trees to prevent infestation of Emerald Ash Borer.	Initiated reforestation. Have invoiced MMC for reimbursement.
Federal Emergency Management Agency (FEMA)	\$49,760	\$31,639.20	Pays 80% of Fire Department employee physicals.	A portion of the physicals have been completed. An extension has been given into summer 2012.
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 \$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.	Study is complete and will be presented to the Transportation Committee on March 18 <sup>th</sup> .



**CODE ENFORCEMENT**  
**MONTHLY REPORT**  
**SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE**  
**June 2013**

Attached is the monthly report for Code Enforcement for the period ending May 31, 2013.

A handwritten signature in blue ink that reads "Mark A. Koplin".

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Mark Koplin, Assistant Village Manager-Development Services

**ACTIVITIES**

On May 1, 2013, Jeff Mattes and Ray Norton attended a seminar sponsored by Northwest Building Officials/Band F Technical on the ICC Fuel Gas Code.

On May 16, 2013, John Cumpek and Ray Norton attended a seminar entitled Understanding Chapters 4, 7 & 10 of the International Building Code.

On May 22, 2013, David Banaszynski attended a meeting in Rockford put on by the Illinois Department of Public Health.

On May 23, 2013, David Banaszynski attended a meeting in Rockford put on by the Illinois Department of Public Health.

On May 23, 2013, David Banaszynski and Betty Melligan attended a food vendor meeting in regards to Northwest Fourthfest at the Sears Centre.

**EMERGENCY CALL OUTS**

No call outs.

**GARAGE SALE PERMITS** - 74 permits

**DEMOLITION PERMITS** - 1 permit

Farm structures on Shoe Factory Road.

**CONSTRUCTION INSPECTIONS** - Total of 363

Structural	148	Fences	8
Electrical	47	Roofing/Siding	19
Plumbing	45	Patios/Driveways	55
Mechanical	33	Decks	0
Other	5	Sheds	3

**FIRE INSPECTIONS** - Total of 192

Annual	126
Reinspections	55
Business Licenses	11

**ENERGY AUDITS** - none

**BACKFLOW TESTING** - 127 devices tested

**CITATIONS** - 96 issued

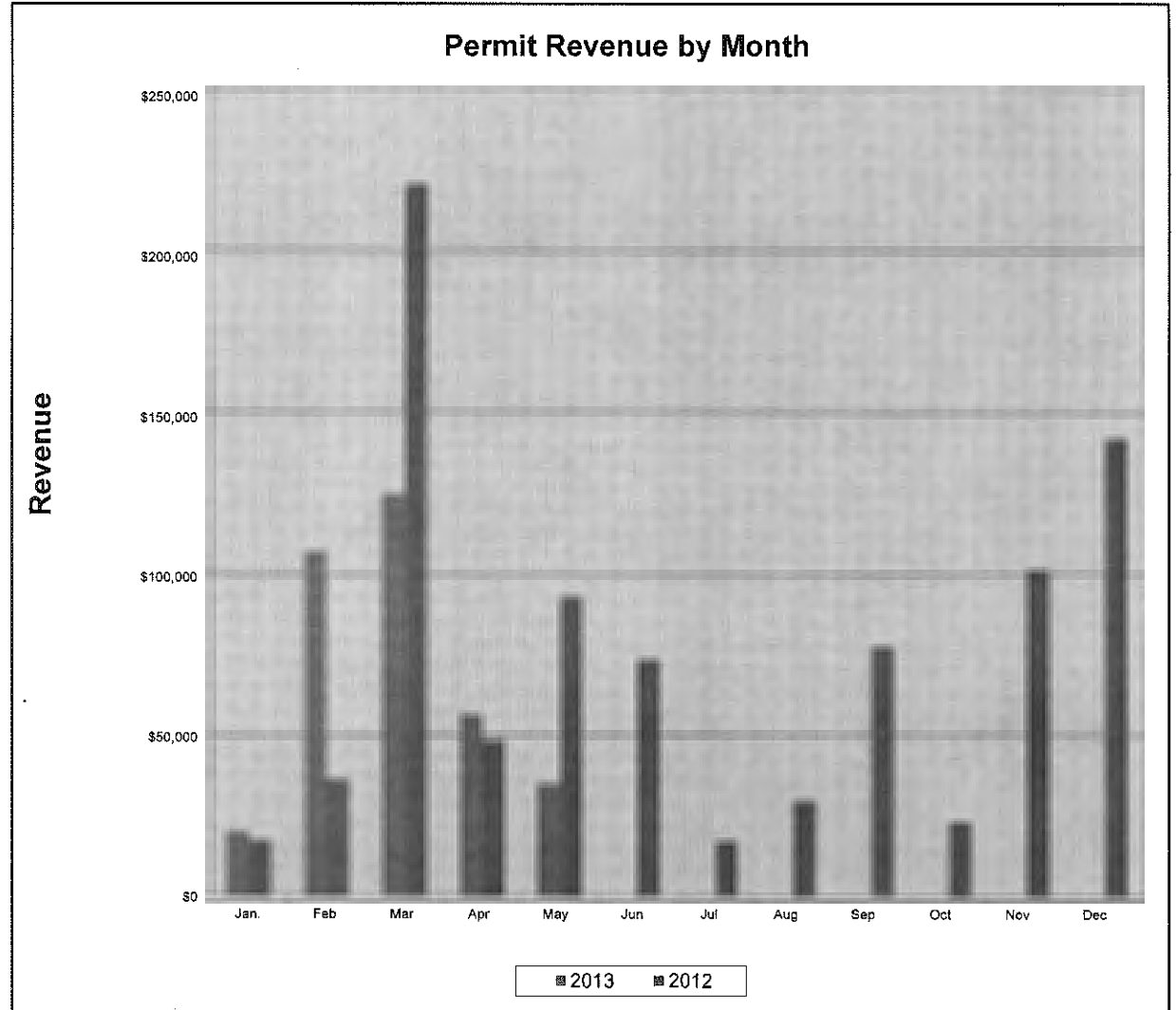
**PERMIT REPORT**

DESCRIPTION	2013 MAY # OF PERMITS	2013 TOTAL YEAR-TO-DATE # OF PERMITS	2012 MAY # OF PERMITS	2012 TOTAL YEAR-TO-DATE # OF PERMITS
<b>Building Permits</b>				
Commercial Remodeling	10	44	9	28
Community Residence	0	6	0	0
Demolition	1	1	0	0
Driveways	21	33	28	60
Electrical	12	51	2	42
Fences	31	62	30	75
Mechanical	22	67	21	59
Miscellaneous Permits	44	108	43	114
Multi-Family Remodeling	1	4	0	0
New Commercial	0	0	1	2
Plumbing	26	105	19	100
Pools	3	4	4	5
Residential Decks & Patios	28	53	36	54
Residential Garages	0	1	0	2
Residential Remodeling	16	58	14	44
Residential Sheds	7	10	7	15
Roofs/Siding	50	117	53	138
Signs	12	32	12	55
New Single Family Residences	0	0	0	0
<b>Fire Permits</b>				
Automatic Fire Alarms	7	27	3	13
Fuel Storage Tanks	0	0	0	0
Hood & Duct	1	4	2	4
Automatic Sprinklers	3	21	6	15
Lock Boxes	1	10	0	3
Pyrotechnic Displays	0	2	0	0
Other	1	10	1	8
<b>TOTALS</b>	<b>297</b>	<b>830</b>	<b>291</b>	<b>836</b>

### Permit Revenue Comparison

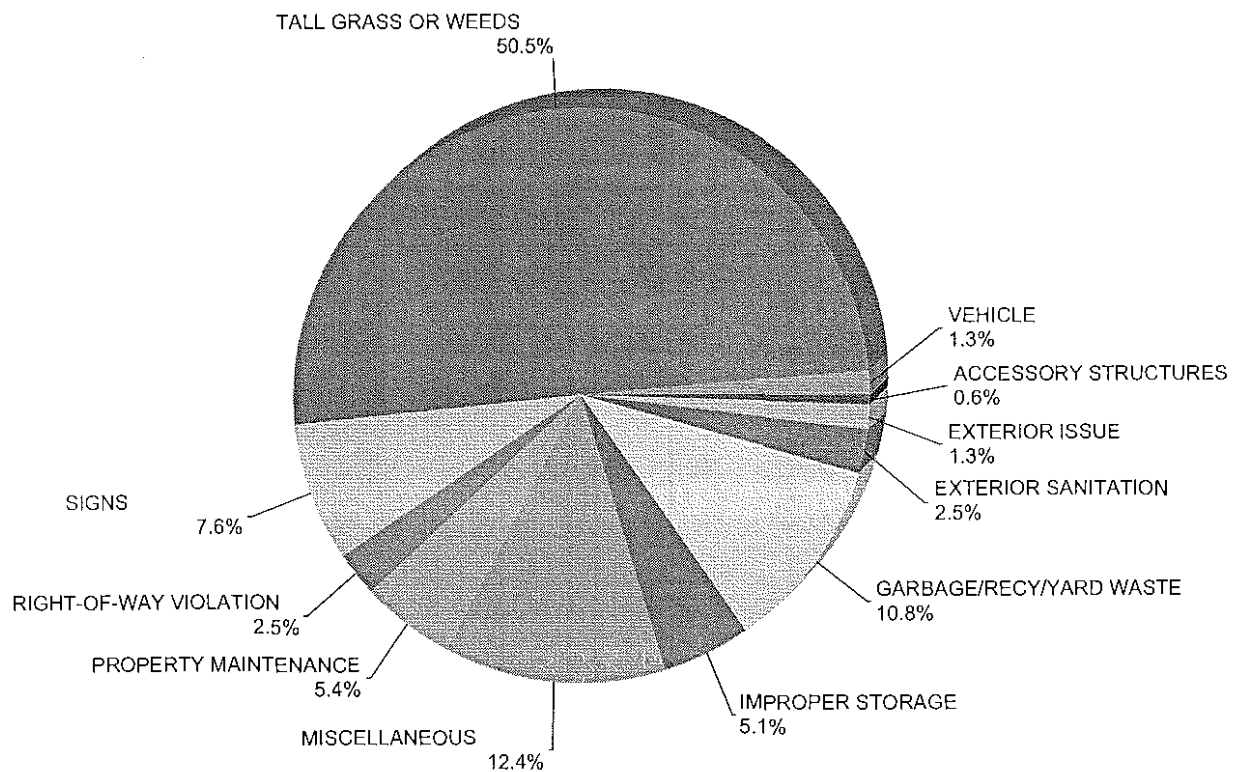
Year	2013	2012
Jan.	\$20,146	\$17,585
Feb	\$106,661	\$36,310
Mar	\$124,513	\$220,508
Apr	\$56,440	\$48,383
May	\$35,068	\$92,948
Jun	\$0	\$73,321
Jul	\$0	\$17,269
Aug	\$0	\$29,757
Sep	\$0	\$77,373
Oct	\$0	\$23,473
Nov	\$0	\$101,439
Dec	\$0	\$142,016
<b>Revenue</b>	<b>\$342,828</b>	<b>\$880,382</b>

**2013 Budget: \$600,000**



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

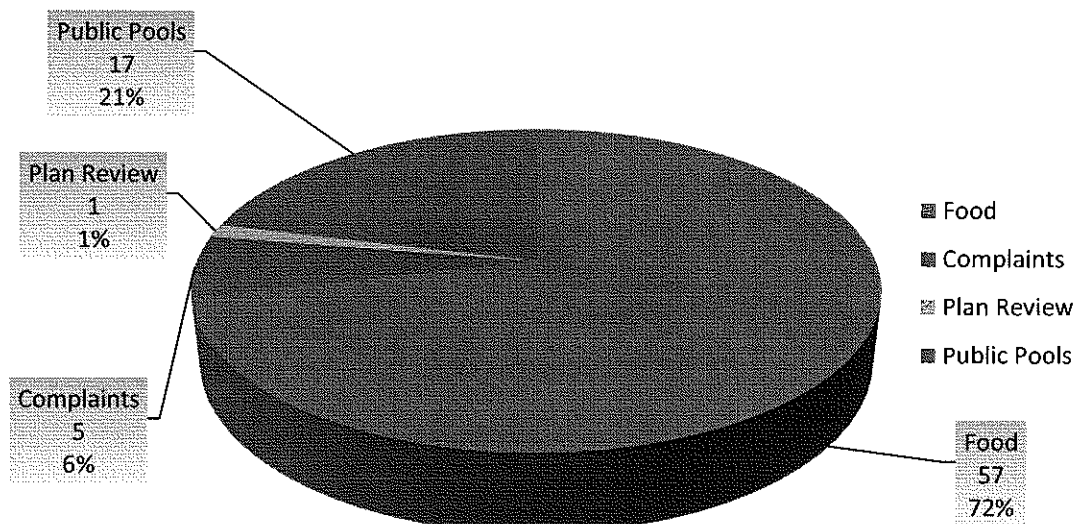
**Monthly Property Maintenance Summary Report**  
 May 1, 2013 - May 31, 2013



Violation Type	Monthly Total	YTD Total	Total # in 2012
ACCESSORY STRUCTURES	2	14	56
EXTERIOR ISSUE	4	262	196
EXTERIOR SANITATION	8	38	128
GARBAGE/RECY/YARD WASTE	34	271	543
IMPROPER STORAGE	16	75	354
INTERIOR ISSUE	0	22	34
MISCELLANEOUS	39	207	1,106
PROPERTY MAINTENANCE	17	55	87
RIGHT-OF-WAY VIOLATION	8	25	94
SIGNS	24	132	549
TALL GRASS OR WEEDS	159	160	298
VEHICLE	4	37	94
<b>Totals</b>	<b>315</b>	<b>1298</b>	<b>3539</b>

**ENVIRONMENTAL HEALTH INSPECTION REPORT**

**80 Inspections/Site Visits**



Activity	This Month	Year to Date
High Risk Food	46	162
Med Risk Food	7	87
Low Risk Food	4	15
Public Pools	17	22
Plan Review	1	24
Day Care	0	0
Complaint	5	20
<b>Totals:</b>	<b>80</b>	<b>330</b>

\* 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.

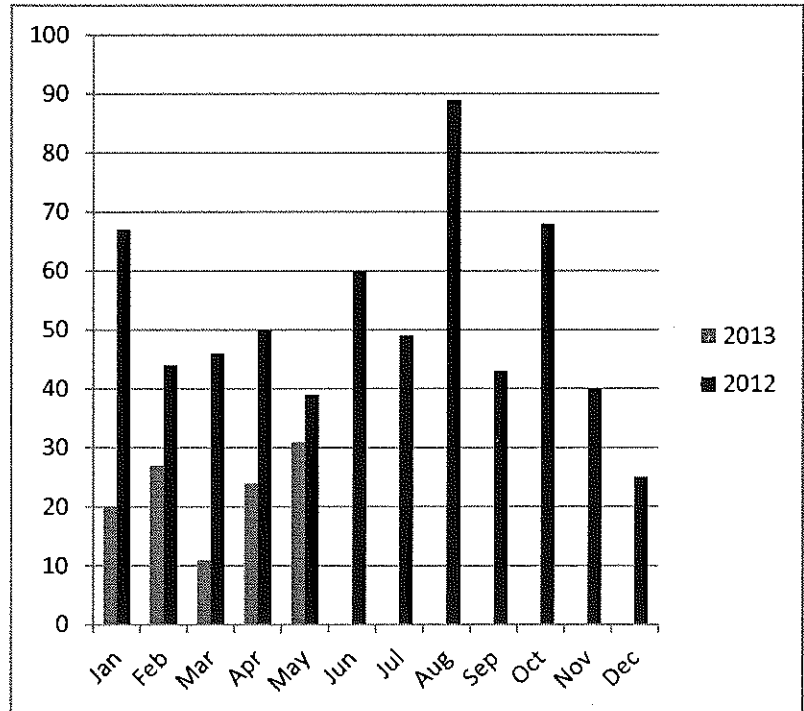


Code Enforcement staff have been monitoring foreclosure activity since 2008. In 2012, there were 315 foreclosures and 304 re-sales. The chart below shows an increase in activity. This trend continued through 2012, as more properties get funneled through the court system. However, staff has not seen an impact on our neighborhoods. This is due to several factors; our increased awareness on the streets, increased cooperation from property owners, increased communication from property servicers (ie: banks) and the fact that about half of the properties in question are condominiums. In May, 22 foreclosed homes were resold. Year-to-date, 114 foreclosed homes were resold.

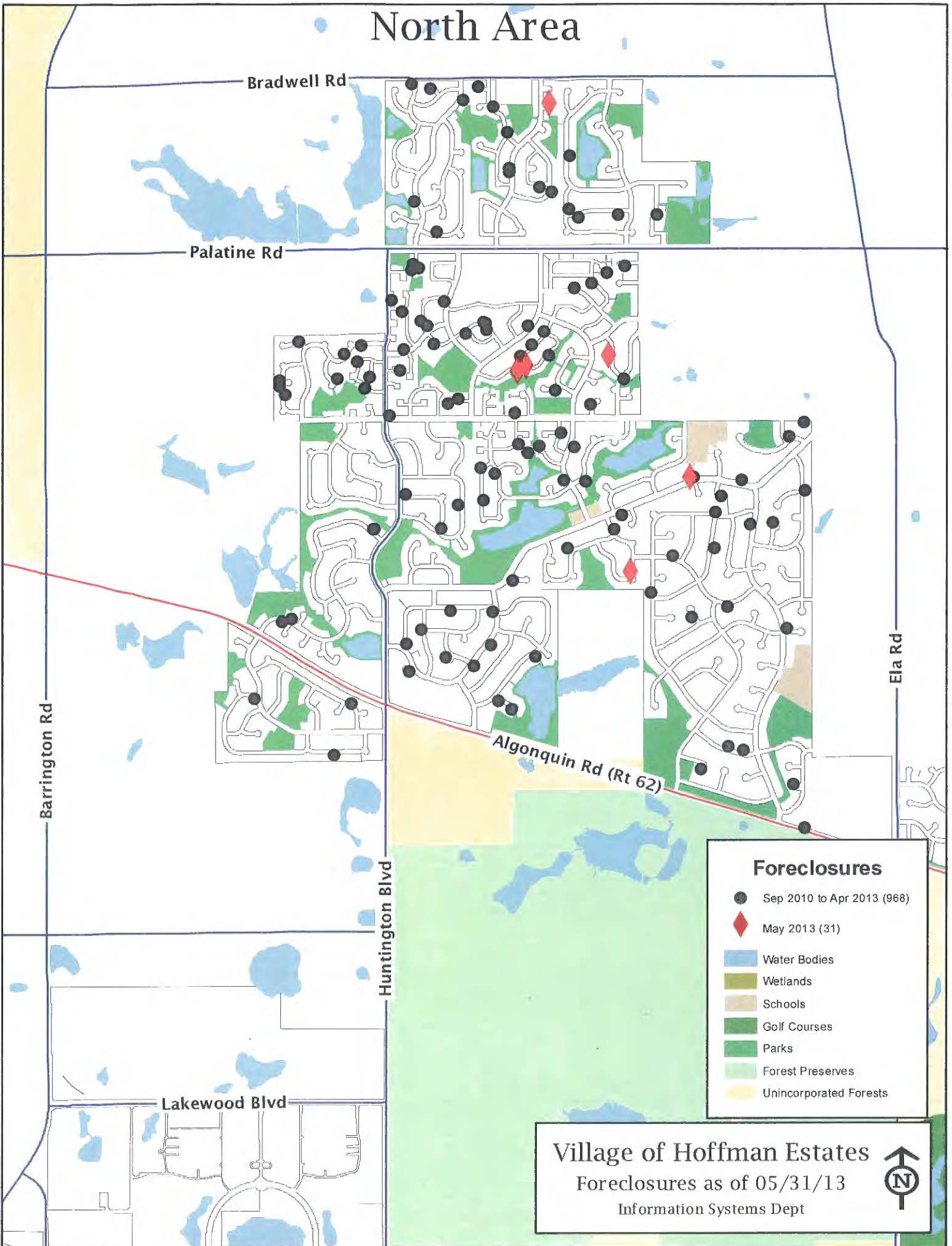
### Foreclosure Activity

#### New Foreclosures Filed

Year	2013	2012
Jan	20	67
Feb	27	44
Mar	11	46
Apr	24	50
May	31	39
Jun		60
Jul		49
Aug		89
Sep		43
Oct		68
Nov		40
Dec		25



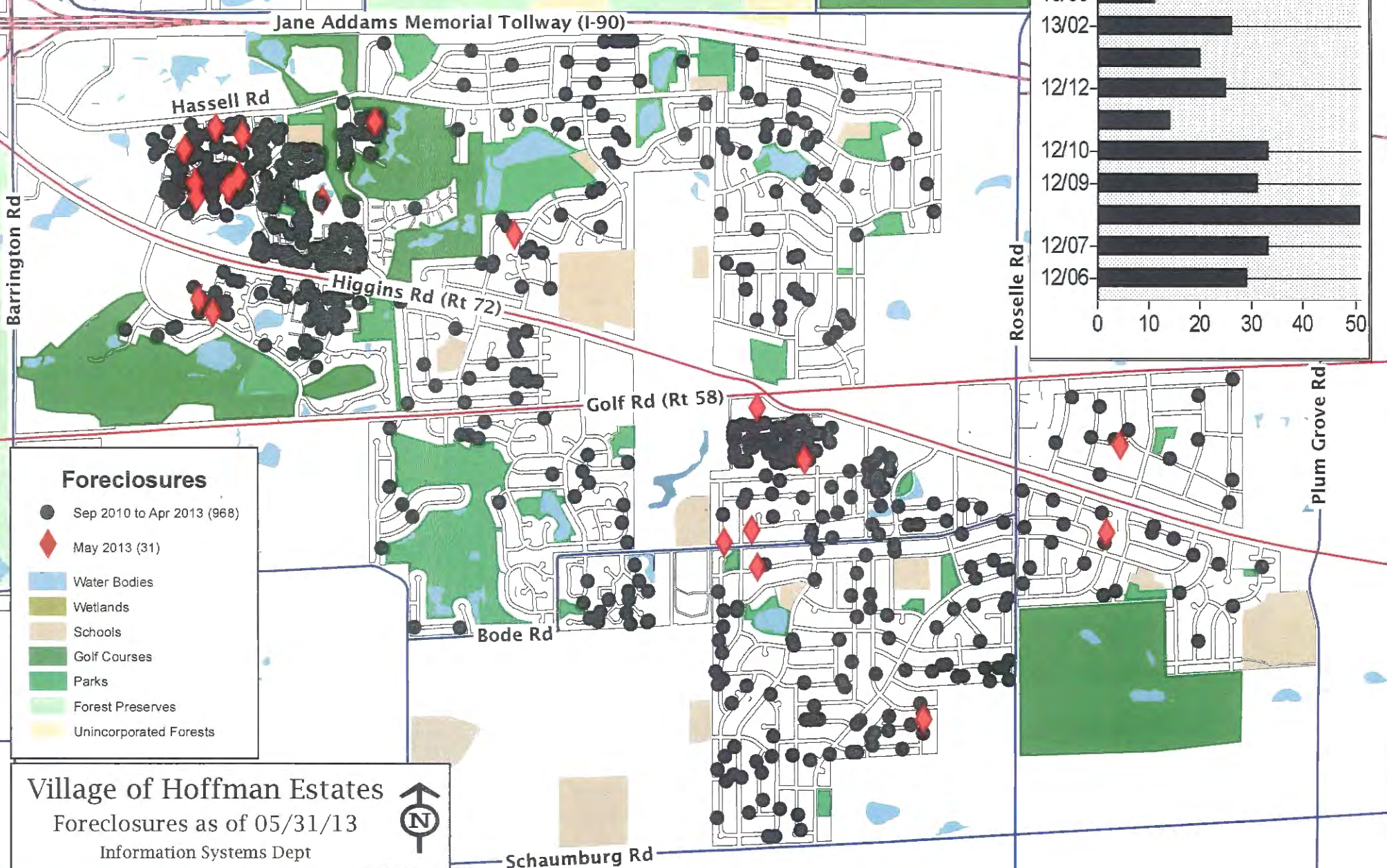
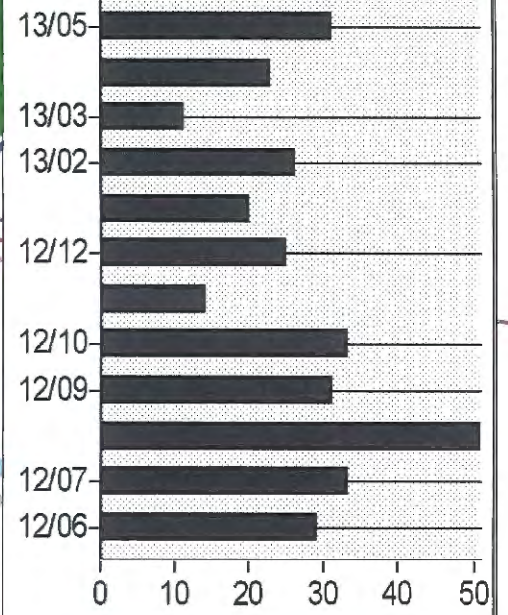
# North Area





# South Area

## Foreclosures Trend



### Foreclosures

- Sep 2010 to Apr 2013 (968)
- ◆ May 2013 (31)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

## Village of Hoffman Estates

Foreclosures as of 05/31/13

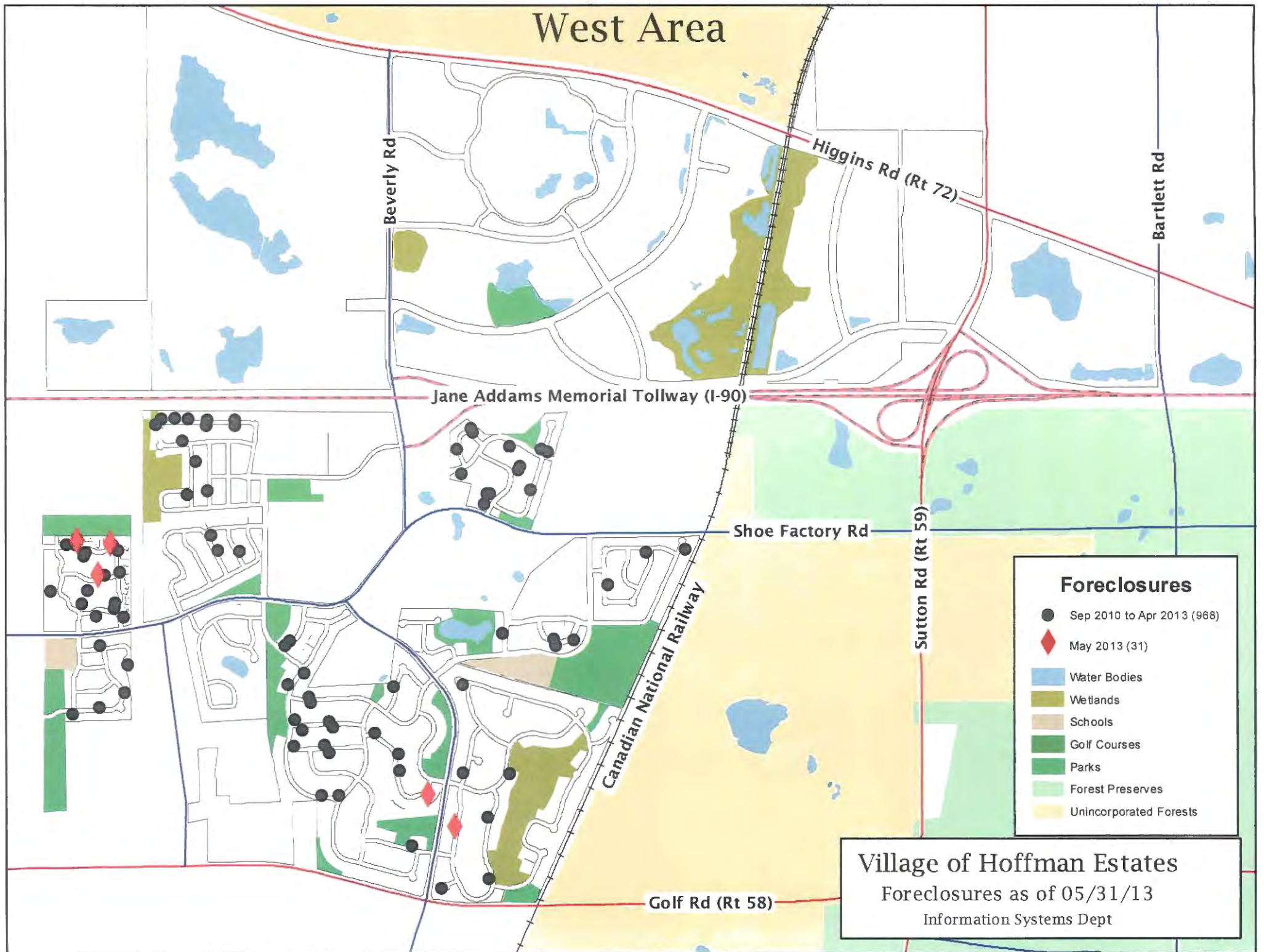
Information Systems Dept



Schaumburg Rd



# West Area



## Foreclosures

- Sep 2010 to Apr 2013 (968)
- ◆ May 2013 (31)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

## Village of Hoffman Estates

Foreclosures as of 05/31/13

Information Systems Dept

**ECONOMIC DEVELOPMENT/TOURISM MONTHLY REPORT  
JUNE 2013**

**GENERAL**

- ◆ Coordination and planning for Economic Development Commission meeting at St. Alexius Medical Center.
- ◆ Attendance at a CMAP Economic Development advisory meeting working on ways to enhance regional economic development.
- ◆ Multiple contacts acting as Village liaison with the Saddle Room to complete their landscaping requirements.
- ◆ Preparation and planning for a manufacturing forum to be held at Harper Community College in early October. The goals and accomplishments of the Golden Corridor Manufacturing Group will be presented.
- ◆ Participation in three planning sessions to apply for a manufacturing grant.
- ◆ Periodic International Food Fest meetings for the event on October 29.
- ◆ Ongoing collection of giveaways to grow the 59-90.com database of western area shoppers. The list informs consumers of events like SCA events, special sales, and seasonal shopping.
- ◆ Regular communications with banks trying to sell foreclosed commercial property in the Village.
- ◆ Continued discussion related to the sale of 75 and 85 East Golf Road from brokers and developers.
- ◆ Numerous internal meetings with Development Services staff to plan for a smooth transition in the Director position.
- ◆ Responding to calls inquiring about potential locations for office and retail tenants.

**OFFICE/INDUSTRIAL**

- ◆ Continued updating and working with brokers to keep the information updated on the Village's searchable property database - hoffmanestatessite.com.
- ◆ Multiple calls to AT&T to meet their new real estate manager and discuss a succession plan for the building.
- ◆ Attendance at an AIRE luncheon to network with industrial brokers.
- ◆ Planning for the Golden Corridor Steering Committee meeting at ACME Industries and the completion of an area existing conditions report.

- ◆ Meeting with a potential office user for a possible location in Prairie Stone. Scheduling of Regus (flex office) to be advertised on the Cabela's digital sign.
- ◆ Coordination with Sensient Technologies to be eligible for the Enterprise Zone sales tax exemption for building materials.
- ◆ Attendance at over 25 meetings and networking events at the 2013 ICSC RECon trade show and convention.

### RETAIL

- ◆ ICSC - There are a couple potentially significant developments the economic development team discovered at the trade show and will be following-up on them.
- ◆ Conversations with the Burger King owners about exploring a 1031 Exchange of property to possibly sell their property. The franchisee lease expires in March 2014.
- ◆ Consistent pursuit of sponsorships for the 59-90 website.
- ◆ Meeting with McShane Companies and McCarter Design for new signage for Parcel 23 in the 59/90 Entertainment District, satisfying multiple interests. Draft concepts are under review.
- ◆ Continued pursuit of a hardware store operator in Hoffman Estates.
- ◆ Ongoing dialogue with the purchaser of the Rose Plaza Shopping Center to explore visibility and leasing possibilities. It is now called Charles Plaza.
- ◆ Periodic meetings with service provider for the 59-90 website and marketing activities.
- ◆ Sending multiple "thank you" letters for ICSC meetings.
- ◆ Meeting with a developer and his architect to redevelop the 75 and 85 East Golf Road properties, as well as future adjacent property.

### TOURISM

#### **Big Ten:**

- ◆ To quantify the revenues generated at each Hoffman Estates hotel property that had team or Big Ten staff lodging during the Big Ten Tournament, an actualized room night count was determined times their rate offering. Looking at hotel tax revenues generated for the first quarter when no other significant event would have impacted revenues, we can see that year over year each hotel that participated had an appreciable increase in revenues.
  - ◇ Chicago Marriott Northwest - Hoffman Estates
  - ◇ Ohio State - 60 rooms, Indiana University - 25 rooms.
  - ◇ Total room night pick up - 236 @ \$129 per room = \$30,444.
  - ◇ Increase to hotel tax revenue received 1st quarter - \$11,985.95 (year over year comparative).

- ◇ Hyatt Place Chicago - Hoffman Estates  
Big Ten staff and officials - 51 rooms.  
Total room night pick up - 204 @\$96 per room = \$19,584.  
Increase to hotel tax revenue received 1st quarter - \$8,685.20 (year over year comparative).
- ◇ 2nd tier fan base hotels - no defined room block to quantify - year over year comparative of 1st quarter:  
Hampton Inn - increase in hotel tax revenues of \$4,019.00  
LaQuinta - increase in hotel tax revenue of \$3,451.62  
Red Roof Inn - increase in hotel tax revenue of \$3,039.53  
(Hawthorne, Comfort Inn, and Hilton Garden did not capture fan base rooms and show a decrease in hotel tax revenues generated during the first quarter)
- ◆ Conducted on-site visits with every full service hotel from Elk Grove Village to Elgin that met the criteria for Big Ten team lodging to ensure we had guestroom and banquet room space blocked to accommodate the universities and staff of Big Ten when they return in 2015. Sent a recap to Big Ten officials for their consideration.

**Willow Creek:**

- ◆ Ongoing field work to create a piece for Willow Creek conference organizers that showcases every restaurant, their meal periods, and what unique private room or gathering spaces that can be utilized during their small group gatherings.

**TASTE 2013:**

- ◆ Meeting in person with restaurants that participated in TASTE 2012 to ensure they are prepared for added dimensions to TASTE 2013, such as food demonstrations that will take place in the pavilion tent every 15 minutes. Met with Stonegate general manager to encourage their hosting of liquor samplings that would promote drink sales during the event. Every part of Stonegate will be filled with activity during TASTE 2013, giving the Stonegate a showcase opportunity. Restaurant map piece is now being designed inhouse (Planning and development team) creating this marketing piece to become a distribution piece for Sears Centre Arena, hospital, Park District, and hotels. Seeking bids for printing costs.

**Bollywood 100th Year Celebration:**

- ◆ Ongoing meetings with event organizer to capture occupancy for Village hotels and grow awareness of the event that is taking place over Labor Day weekend in September at the Sears Centre Arena. Invited Bollywood dancers to come out to Fitness for America to conduct warm ups with Bollywood style dancing prior to events.

**Fitness for America:**

- ◆ Alexian Network declined to increase their sponsorship to \$30,000 (previously sponsored this event at \$20,000 and agreeing to that amount again in 2013). The additional \$10,000 was to create cash prizes for the running events that would draw top athletes from around the world and increase tourism, seeking additional sponsors as a result. Meeting with businesses in the field to encourage their participation in Fitness for America 2013 such as: Sports Authority, GNC, Core, Jerseys, Dance Project, Hoffman Estates Park District.

**US Synchronized Skating Event:**

- ◆ Event organizer is bringing in 185 teams, 3,500 competitors, and 4,000 guests utilizing 18 hotels, 1,750 hotel rooms, and 5,000 room nights. Each participating hotel must agree to \$109 rate with a comp of 1 per every 15 occupied. Currently, Marriott is official host hotel. Hilton Garden Inn, Hampton Inn, and Comfort Inn are providing room blocks. Organizer moved event from Skokie area but is filling hotels adjacent to the airport and in Elgin. The event is taking place January 2-25, 2014, at the Sears Centre Arena and also utilizing Triphahn Ice Arena.



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Gary Skoog, Director of Economic Development