

**AGENDA**  
**PLANNING, BUILDING AND ZONING COMMITTEE**  
**Village of Hoffman Estates**  
**April 21, 2014**

**Immediately Following the Transportation & Road Improvement Committee**

<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 - March 17, 2014**

**NEW BUSINESS**

1. Request by M/I Homes of Chicago, LLC (contract purchaser) for a courtesy review of a proposed residential subdivision located at the northwest corner of Algonquin Road and Ela Roads.
2. Request by Craig Daun (applicant) to consider a site plan amendment to allow a change in construction materials on a previously approved house located at 1670 Pondview Drive (Lot 29 in Devonshire Woods Estates).
3. Request by Barrington Square Merchants Association for a time extension through 2019 for the Classic Car Nights car show special use and site plan and for car shows to be held on Mondays and Saturdays in the parking lot of the Barrington Square Town Center.
4. Request by Marchris Engineering, Ltd. for approval of an Administrative Site Plan Amendment for two stormwater detention projects on the Sutton Crossing property at the northeast corner of the I-90 Tollway and IL Route 59.
5. Request approval of an Existing Development Plan List to be submitted to the Metropolitan Water Reclamation District (MWRD) regarding development projects that are in progress that will not be subject to the requirements of the newly adopted Watershed Management Ordinance (WMO).
6. Request acceptance of Department of Development Services monthly report for Planning Division.
7. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
8. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

**III. President's Report**

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

PLANNING, BUILDING & ZONING  
COMMITTEE MEETING MINUTES

March 17, 2014

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  
William D. McLeod, Village President

Management Team Members  
in Attendance:

Jim Norris, Village Manager  
Arthur Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Mark Koplun, Asst. Vlg. Mgr., Dev. Services  
Peter Gugliotta, Director of Planning  
Kevin Kramer, Economic Development Coord.  
Michael Hankey, Director of Transportation  
Jeff Jorian, Fire Chief  
Michael Hish, Police Chief  
Algean Garner, Director of HHS  
Rachel Musiala, Director of Finance  
Ashley Monroe, Asst. to the Village Manager  
Bruce Anderson, CATV Coordinator  
Tia Messino, Administrative Intern  
Patricia Cross, Asst. Corp. Counsel  
Patrick Seger, Director HRM

Others in Attendance:

Reporter from *Daily Herald*

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

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the Planning, Building & Zoning Committee meeting minutes of February 10, 2014. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request approval of an Intergovernmental Agreement between the Village of Schaumburg and the Village of Hoffman Estates regarding the placement and future maintenance of utilities within the Thacker Street right of way for single-family lots located within the Village of Schaumburg.

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

Trustee Stanton noted a correction on page 4 of the Agreement to add the word "from" to line 4.

Motion by Trustee Gaeta, seconded by Trustee Stanton to approve an Intergovernmental Agreement between the Village of Schaumburg and the Village of Hoffman Estates regarding the placement and future maintenance of utilities within the Thacker Street right of way for single-family lots located within the Village of Schaumburg. All ayes. Motion carried.

2. **Request by Kenilworth Investments, LLC for approval of an agreement allowing the installation of utilities, driveway aprons, and sidewalk within the Thacker Street right of way for a single-family subdivision of seven lots located within the Village of Schaumburg.**

An item summary sheet from Peter Gugliotta and Jim Donahue was presented to the Committee.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve an ordinance amending Section 8-7-19 regarding garage sales. Voice vote taken. All ayes. Motion carried.

3. **Request by Higgins & Golf Ltd. for approval of a plat of easement vacation and approval of a site plan amendment to allow a freestanding canopy for the property located at 1051 W. Higgins Road (Land Rover).**

An item summary sheet from Peter Gugliotta and Jim Donahue was presented to the Committee.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve request by Higgins & Golf Ltd. for approval of a plat of easement vacation and approval of a site plan amendment to allow a freestanding canopy for the property located at 1051 W. Higgins Road (Land Rover). Voice vote taken. All ayes. Motion carried.

4. **Request approval of an ordinance amending Section 8-13-2-D (residential rental housing licensing).**

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

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve an ordinance amending Section 8-13-2-D of Hoffman Estates Municipal Code (residential rental housing licensing). Voice vote taken. All ayes. Motion carried.

5. **Request approval of a resolution adopting the 2014 zoning map.**

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

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve a resolution adopting the 2014 zoning map. Voice vote taken. All ayes. Motion carried.

6. **Request approval for the Planning and Zoning Commission to hold public hearings to consider amendments to the Zoning Code (Chapter 9) regarding temporary signs.**

An item summary sheet from Peter Gugliotta and Josh Edwards was presented to the Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, for Planning and Zoning Commission to hold public hearings to consider amendments to the Zoning Code (Chapter 9) regarding temporary signs. Voice vote taken. All ayes. Motion carried.

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

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

**9. 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 Pilafas congratulated Linda Scheck on securing a grant in the amount of \$38,000 from the Illinois Office of Tourism that allowed the RNC Tournament to utilize the Sears Centre.

Motion by Trustee Pilafas, seconded by Trustee Gaeta, 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 Gaeta, to adjourn the meeting at 7:18 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request by M/I Homes of Chicago, LLC (contract purchaser) for a courtesy review of a proposed residential subdivision located at the northwest corner of Algonquin Road and Ela Roads

**MEETING DATE:** April 21, 2014

**COMMITTEE:** Planning, Building and Zoning

**FROM:** PG Peter Gugliotta/James Donahue JD

**REQUEST:** Request by M/I Homes of Chicago, LLC (contract purchaser) for a courtesy review of a proposed residential subdivision located at the northwest corner of Algonquin Road and Ela Roads.

**BACKGROUND:** The subject property is an existing farm that was previously annexed into the Village in 1962 and is currently zoned R-4 single-family (9,250 square foot lot minimum). This approximately 37 acre property is surrounded by the Village of Hoffman Estates on its south, west, and east sides, and by the Village of Inverness to its north.

The site has been a working farm for the entire time it has been in the Village and has recently come under contract with the petitioner to develop the site as a residential subdivision.

**PROPOSAL:** The petitioner is proposing a mixed single-family subdivision with 59 single-family lots and 76 rowhome units. The rowhomes are proposed for the south end of the property abutting Algonquin Road. The rowhomes would be clustered together in buildings comprised of 4 to 7 units per building, with a majority of the units accessed by a looped driveway system off the public road system internal to the subdivision. The single-family lots would encompass the majority of the site with a minimum square footage of 9,425 per lot.

The petitioner states that they plan to build single-family homes on 59 lots, ranging from 2,400 to 3,700 square feet, with every elevation incorporating a variety of brick, stone, and siding. Prices on the single-family homes are expected to be in the \$400s to mid 500s.

The rowhomes design ranges in square footage from 1,900 to 2,100 square feet and would offer three distinct floor plans. Per the petitioner, the architecture of the rowhomes would be a Georgetown style with simple window placement, a combination of brick and siding and garage access at the front of the home coupled with a front entryway stoop. Prices on the rowhomes are expected to be in the \$300s.

**PROPOSAL:** (Continued)***Site Plan***

The site plan depicts 59 single-family lots on the majority of the property and a cluster of rowhomes on the south end along Algonquin Road. The southeast corner of the site is proposed to be a park site and currently shows the farmhouse as being preserved. The single-family lots are proposed to be similar in size than those in the adjacent Winston Knolls and Highland Woods subdivisions. Detention for the site is proposed to be accommodated in a central naturalized detention facility in the center of the overall subdivision. The rowhomes would be clustered on the south end of the property and would have access off the proposed public street either directly or via a private looped driveway access.

Landscaping is proposed along Ela Road and Algonquin Road to help provide streetscape. Additionally, a pathway system (in addition to the internal public sidewalk system) is proposed along Ela Road, as well as between the detention area and the park site. There will be a homeowners association proposed for this development, as common area is planned.

***Bergman Farmhouse***

The existing farmhouse is shown as being saved with the concept plan. The house is being reviewed by a third party expert who will determine if the house is historical. Based on the report, the Village Board can determine the merits of saving the house for public use. The results of the house assessment would be brought back at a later date for discussion.

**DISCUSSION:**

This proposal would include a request for rezoning, site plan, and subdivision plat approval. It is expected that this project will be presented to the Planning and Zoning Commission in a few months following development and review of more detailed plans.

It should be noted that with the current site design, there will be necessary waivers from the townhome design guidelines in the Subdivision Code and variances from the R-10 zoning regulations with respect to the number of units and buildings on a single courtyard and the number of buildings that can exceed six units per building. The petitioner believes that through the site plan process, these items can be evaluated and mitigated through site design principles.

Additionally, a variance from the Zoning Code for the proposed density of 7.6 units per acre versus the allowed 6.0 units per acre will be needed.

**RECOMMENDATION:**

Materials presented for courtesy review only.

**Attachments**

cc: Planning & Zoning Commission Members  
Greg Collins (M/I Homes of Chicago, LLC)

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

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

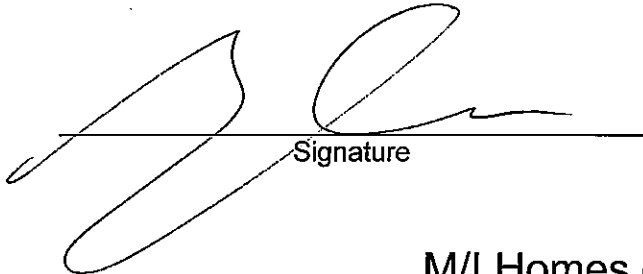
A petitioner may appear before the Planning, Building and Zoning Committee of the Village Board to make a brief "Courtesy" presentation of a proposed project. Expert witnesses, exhibits, etc. are not required, as the appearance is only intended to provide a general overview of the proposed project. The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

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

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

**Statement of Understanding**

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

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Name (PLEASE PRINT)

Company/Developer: M/I Homes of Chicago, LLC

Address: 400 E. Diehl Rd

City, State, Zip Code: Naperville, IL 60563

Telephone Number: 630-527-5209

Email Address: gcollins@mihomes.com

Name of Project: Bergman Farm

Date: 4/11/14



CHICAGO DIVISION  
400 East Diehl Road, Suite 230  
Naperville, IL 60563  
630-577-5200 OFFICE  
630-577-5220 FAX

April 10, 2014

Mr. Peter Gugliotta  
Director of Planning, Building  
and Code Enforcement  
Village of Hoffman Estates  
1900 Hassell Rd.  
Hoffman Estates, IL 60169

**Re: Bergman Farm  
Concept Review**

Director Gugliotta:

Enclose for your review and consideration is a package of information including a concept plan and architecture to illustrate our proposal for the Bergman Farm. Our intention is to review this plan with Hoffman Estates' Planning, Building and Zoning Committee in order to receive feedback on the merits of the proposal and seek direction on the next steps with our concept.

**Development Concept**

The Bergman Farm is 37 acres of gently rolling terrain located at the northwest corner of Algonquin and Ela Road. Given the prominence of the Bergman Farmstead on the property and its historic significance to the area and the Village of Hoffman Estates, we have been diligently working with Planning to develop a concept that preserves and incorporates the farmhouse. Dovetailing the house and open space together, we are able to take advantage of the topography and tree stand areas at the corner to not only provide a significant window into the community but also retain the open space relationship that exists with the Forest Preserve to the south.

Road connectivity is straightforward with two logical connections to both Wilshire Drives on Ela Road.

With 135 combined units, the site density is 3.64 units per acre. The table provided below outlines land areas for the residential, open space, amenities and improvements.

**SITE DATA:**

<u>Land Use</u>	<u>Units</u>	<u>Area</u>	<u>% Site Area</u>
SINGLE FAMILY HOMES	59	19.4 AC	52%
ROWHOMES	76	10.0 AC	27%
PARK		2.6 AC	7.0%



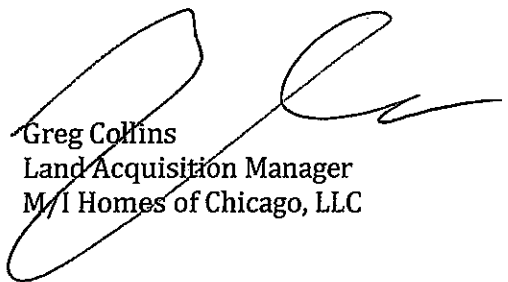
<u>DETENTION</u>		<u>5.0 AC</u>	<u>14%</u>
TOTAL	135 UNITS	37.0 AC	100.0%

Our single family design ranges in square footage from 2400sf to 3700sf and its our intention that every elevation incorporates a variety of brick, stone and siding. We strictly adhere to the rigorous Energy Star® construction standards that only 20% of new homes in built in America today meet. The result is a home that saves as much as 30% on energy bills when compared to a house built to code.

Our rowhome design ranges in square footage from 1900sf to 2100sf and offers three distinct floorplans. Our architectural character expresses a Georgetown rowhome with simple window placement, bold brick colors and garage access (in the front of the home) coupled with a front entryway stoop.

We hope that you are as excited as we are about the concept and the opportunity to offer a unique community for Hoffman Estates. I look forward to presenting this plan before you. Thanks again for your time and consideration.

Very truly yours,



Greg Collins  
Land Acquisition Manager  
M/I Homes of Chicago, LLC

CONCEPTUAL SITE PLAN

# HOFFMAN ESTATES PARCEL

HOFFMAN ESTATES, ILLINOIS



**Site Data Table:**

Single Family .....	58
(R3 - min. 9425 sq. ft.)	
Townhomes .....	76
<b>Total</b>	<b>135</b>
Stormwater Management .....	5.0 Ac.
Park Site .....	2.55 Ac.



**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request by Craig Daun (applicant) to consider a site plan amendment to allow a change in construction materials on a previously approved house located at 1670 Pondview Drive (Lot 29 in Devonshire Woods Estates)

**MEETING DATE:** April 21, 2014

**COMMITTEE:** Planning, Building and Zoning

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

**REQUEST:** Request by Craig Daun (applicant) to consider a site plan amendment to allow a change in construction materials on a previously approved house located at 1670 Pondview Drive (Lot 29 in Devonshire Woods Estates).

**BACKGROUND:** In July 2013, the Village approved a site plan amendment to allow the construction of a single-family home at 1670 Pondview Drive within the Devonshire Woods Estates subdivision. The house size and architecture was specifically looked at to ensure it complied with the terms of the Devonshire Woods settlement agreement and fit in with the existing homes in the area.

**DISCUSSION:** The petitioner is proposing to change the previously approved architecture for his home to one that would be consistent with the other existing homes in the subdivision.

The previously approved home from July 2013, was a ranch style home that was similar in square footage to the ranch style home originally offered by the original developer. The exterior materials consisted of brick, stone, and cedar-shake siding.

The revised plans show the entire front facade as brick with shake siding on one upper dormer. The rear and sides are proposed to be concrete hardie board with a minimal amount of shake siding on the gables in the rear. The look would be a lot more consistent with the other homes out there, as almost all the existing homes have the same brick front and hardie board on the rear and side design. It meets all the requirements of the Village and settlement agreement.

All conditions of approval would remain in effect from the previous Village Board approval.

**RECOMMENDATION:**

Approval of a request by Craig Daun (applicant) to approve a site plan amendment to allow a change in construction materials on a previously approved house located at 1670 Pondview Drive (Lot 29 in Devonshire Woods Estates), subject to the following conditions (from the July 22, 2013, Village Board approval):

1. All previous conditions of approval from the September 4, 2007, subdivision approval remain in effect.
2. The property is subject to the terms and conditions as identified in the 5th Amendment to the University Place Annexation Agreement.
3. The property is subject to the conditions as identified in the Disclosure Statement dated September 12, 2011.
4. At time of final occupancy, staff will assess the balance of the trees and may recommend additional actions based on the final engineering of the lot and the locations and health of the remaining trees.
5. The building permit shall be obtained within nine months of the Village Board action on this request.
6. In accordance with Village code, construction hours shall be limited to 7:00 a.m.-7:00 p.m. Monday through Friday, and 8:00 a.m.-6:00 p.m. Saturday and Sunday.
7. A preconstruction meeting between the contractor and Code Enforcement and Planning will be required to discuss expectations with respect to tree fencing, street cleanliness, and inspection requirements.

## Attachments

cc: Craig Daun (applicant)













**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request by Barrington Square Merchants Association for a time extension through 2019 for the Classic Car Nights car show special use and site plan and for car shows to be held on Mondays and Saturdays in the parking lot of the Barrington Square Town Center

**MEETING DATE:** April 21, 2014

**COMMITTEE:** Planning, Building and Zoning

**FROM:** Peter Gugliotta/<sup>PG</sup>Josh Edwards<sup>JAE</sup>

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**REQUEST:** Request by Barrington Square Merchants Association for a time extension through 2019 for the Classic Car Nights car show special use and site plan and for car shows to be held on Mondays and Saturdays in the parking lot of the Barrington Square Town Center.

**BACKGROUND:** In 2004, the Village Board approved a special use (Ordinance 3726-2005) and a site plan amendment to permit a Classic Car Nights car show on Mondays during the months of June through September. After a successful first year, in 2005 the Village Board extended these approvals for five years through 2009. In 2010, the Village Board extended the approval through 2014, and the event was extended to begin in May. The Association is requesting to add another show each week, on Saturday evenings from 4:00 p.m. to 9:00 p.m., also from May through September. The Monday show consists of classic cars and the Saturday shows are planned to include sports cars and collector cars and is expected to draw a larger number of visitors. The Association is also requesting that the approval be extended another five years beyond the existing 2010-2014 approval (through 2019).

The car shows would take place in the southern tier of the parking lot between Buona Beef and McDonald's, and the former Menard's parking lot, as shown on the attached site plan. As it has done in recent years, Buona Beef is organizing the event.

Staff is recommending that the conditions approved in past years continue for the renewal period. The conditions would apply to both the Monday and Saturday shows.

**RECOMMENDATION:** Approval of a request by Barrington Square Merchants Association for a time extension through 2019 for the Classic Car Nights car show special use and site plan and for car shows to be held on Mondays and Saturdays in the parking lot of the Barrington Square Town Center, with the following conditions (new or revised conditions are in italics).

**RECOMMENDATION:** (Continued)

The following conditions are recommended:

1. *This special use and site plan amendment shall be valid for the months of May through September for the calendar years of 2014 through 2019 only.*
2. This approval shall be subject to review and possible termination by the Village if:
  - a. The ownership of Barrington Square Town Center changes.
  - b. The site plan of Barrington Square Town Center changes so as to affect this portion of the property.
3. Prior to the event starting each year, the Barrington Square Merchants Association shall provide the name of their representative who is the organizer of the event.
4. The event shall be suspended during periods of construction activity on the subject property, as deemed necessary by the petitioner or as directed by the Village. This measure shall be taken if the event could conflict with construction staging.
5. The event participants shall be managed by the petitioner to assure that:
  - a. Event participants do not park illegally (outside designated spaces, etc.).
  - b. The petitioner shall ensure that parking conflicts are resolved promptly.
  - c. *Event hours shall be limited to 4:00 p.m. to 9:00 p.m., with one-half hour before and after to set up and clean up.*
  - d. Refuse bins shall be provided in sufficient quantity, as needed, and shall be stored during non-event times in an enclosed storage area.
  - e. In accordance with the petitioner's proposal, no vendor food service will be provided outside currently licensed facilities.
  - f. Disc jockey equipment shall be placed so as to minimize noise impacts on adjacent residents, and if complaints arise due to excessive noise from an on-site disc jockey or stereo, the petitioner shall discontinue the music for the remainder of the evening of the complaint at the direction of the Village.
  - g. The petitioner and all event participants shall adhere to Hoffman Estates Municipal Code Section 7-5-11 restricting "cruising" on the subject property (Barrington Square Town Center) and the petitioner shall manage event participants to ensure repetitive unnecessary driving does not occur.
  - h. If the Village finds that the activities associated with this event require excessive Police presence, the Village shall require the event to cease operation or the owner shall hire private security or take other measures as may be approved by the Village.
  - i. In the event that problems arise with the foregoing, the special use permit will be subject to review and possible termination by the Village.

## Attachments

cc: Joseph Caruso (Caruso Development Corporation)  
Robert Vendel (Buona Restaurants & Catering)



**CARUSO DEVELOPMENT  
CORPORATION**

2314 W. Higgins Rd., Hoffman Estates, IL 60169

March 18, 2014

Peter J. Gugliotta  
Director of Planning Division  
Department of Development Services  
1900 Hassell Rd.  
Hoffman Estates, IL 60169

Re: **Barrington Square Mall  
Saturday Night Seasonal Car Show**

Dear Mr. Gugliotta:

As agent for the owners of Barrington Square Mall, we have granted permission to the Barrington Square Merchants Association to sponsor a Car Show at the mall on Saturdays from 4 pm to 9 pm, May 3rd thru September 29<sup>th</sup>, 2014. This show will run concurrently with the existing permitted Monday night show under the extension of special use ordinance 3726-2005 which will expire after the 2014 season. The area to be used for the car shows is the out-lot between Buona Beef and McDonalds adjacent to Higgins Road.

This event will be organized and run by Buona Beef. They will be responsible for applying for a permit for the Saturday show and weekly operation of the show.

Any and all correspondence should be directed to Robert Vendel, 2352 W. Higgins Rd., Hoffman Estates, IL 60169 (847/490-4449) cell: 847/668-5446, with a copy of all correspondence to Caruso Development.

Should you have any questions, please feel free to call me.

Sincerely,

Joseph A. Caruso, CCIM  
As Agent for the Owners of Barrington Square Mall

JAC/mm

cc: Robert Vendel  
John Gill

Merchants > Typical Event Set up Area  
Assoc

NOTHING CAN  
BE SET UP OR  
STAGED ON  
GRASS LOT

DO NOT BLOCK  
**TYPICAL  
USE  
AREAS**  
DO NOT BLOCK

BUONA  
PIZZA

Mc  
Donalds

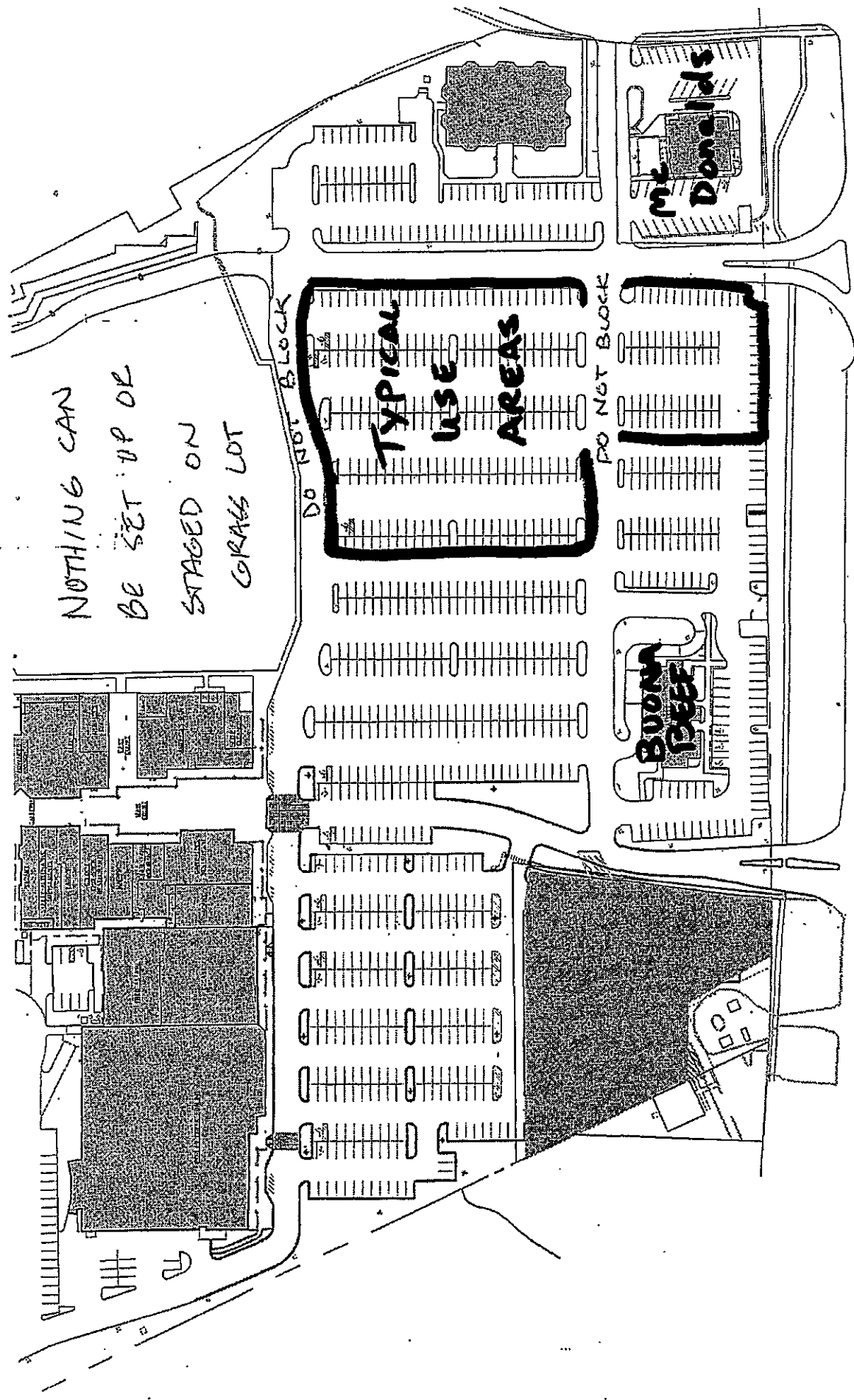
ROAD

(IL RTE 72)

HIGGINS

RECONFIGURED DRIVE  
AND PARKING

SEPT. 2012



**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request by Marchris Engineering, Ltd. for approval of an administrative site plan amendment for two stormwater detention projects on the Sutton Crossing property at the northeast corner of the I-90 Tollway and IL Route 59

**MEETING DATE:** April 21, 2014

**COMMITTEE:** Planning, Building and Zoning

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

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**REQUEST:** Request by Marchris Engineering, Ltd. for approval of an administrative site plan amendment for two stormwater detention projects on the Sutton Crossing property at the northeast corner of the I-90 Tollway and IL Route 59.

**BACKGROUND:** The subject property (called Sutton Crossing) encompasses approximately 120 acres and has been before the Village for other approvals in the past, including annexation, rezoning, and detention pond/wetland improvements. In 2006, the Village Board approved a site plan amendment to permit a modification of the wetland area at the southeast corner of the property to a wetland stormwater retention pond following an Army Corps determination that the wetland was not jurisdictional. In 2008, the Village Board approved a site plan amendment to permit a concrete walled retention basin on the northeast corner of the property. This was in addition to the centrally located existing lake and retention pond on the southeast corner of the property. The basins are connected through the use of storm pipe and would work in conjunction with each other to regulate storm runoff.

**DISCUSSION:** Basin #1 Work

The larger stormwater basin (North Central Basin) is proposed to be modified at the request of West Shore Pipeline Company. There is an existing high pressure fuel line serving O'Hare Airport that crosses though the Sutton Crossing property. A section of the pipeline runs through this large retention pond. West Shore Pipeline Company is concerned that if there is a leak in the pipeline that they will not be able to detect it which could result in an adverse environmental condition when fuel could be discharged into the downstream watershed.

**DISCUSSION:** (Continued)

The petitioner is proposing to provide the necessary fill in the area between the pipeline easement and the south end of the large basin in order to provide the necessary ground cover to allow West Shore Pipeline Company to have full access to their pipeline. In order to accomplish this, a portion of the basin must be filled and a portion of that basin must be excavated. The plans indicate that the larger basin (North Central Basin) will primarily include filling work, with some excavation to compensate for the fill.

The Sutton Crossing property is governed by a full MWRD drainage permit. Under that permit, detention has been satisfied for the full development of the Sutton Crossing property. Since the larger basin must be modified to provide access to the existing pipeline, the petitioner will amend their MWRD Permit.

**Basin #2 Work**

The petitioner will also excavate and modify the existing southeast basin in order to provide the required storage volume per the MWRD permit, as well as improve the aesthetics of the pond so that it matches the existing pond on the northeast corner (**Basin #3**) of the site. The existing naturalized pools and dry bottom basin that make up this detention area will be modified to look more manicured and formal. The Army Corps of Engineers inspected Sutton Crossing last fall and indicated that there are no wetlands related to the retention basins.

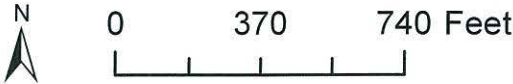
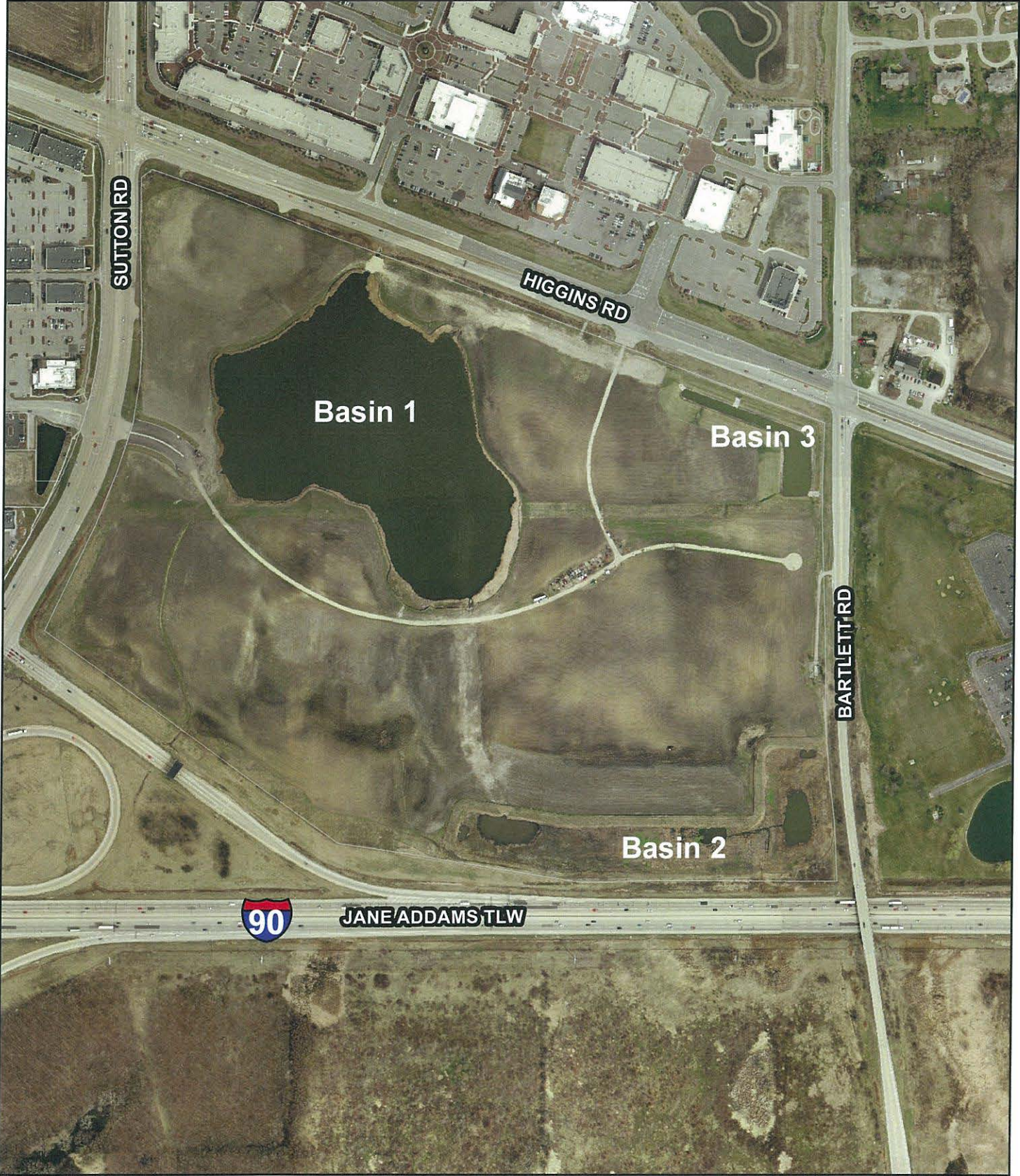
**RECOMMENDATION:**

Approval of a request by Marchris Engineering, Ltd. for approval of an administrative site plan amendment for two stormwater detention projects on the Sutton Crossing property at the northeast corner of the I-90 Tollway and IL Route 59.

## Attachments

cc: Joseph Zgonina (Marchris Engineering, Ltd)

# Sutton Crossing



Planning Division  
Village of Hoffman Estates  
April 2014



# marchris engineering limited

RECEIVED

MAR 21 2014

ENGINEERING  
TRANSPORTATION

March 7, 2014

Mr. Gary Salavitch, P.E.  
Director of Engineering  
Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates, IL 60169

Re: Sutton Crossing – North Central Detention Basin Improvements  
MEL Job No. 2014-011

Dear Mr. Salavitch:

Two (2) issues have arisen relative to the Sutton Crossing property in the Village of Hoffman Estates. These include:

- The existing high pressure pipeline that runs through the North Central Detention Basin
- Development of the commercial portion of the subject property

Previously, the subject property was a landscape nursery farm. Over the course of time, the various landscaping materials were removed. The previous property owner did install a storm water culvert at the north end of the subject property in order to trap surface water runoff in the low land area and use it for irrigation purposes. When the landscaping materials were removed the various field drain tiles were damaged which caused the low land depression area to increase in size. When the pipeline was constructed through the Sutton Crossing property, it was constructed in an area of dry land and now the pipeline is covered by roughly 18 inches of water. The West Shore Pipeline Company has concerns relative to the location of their pipeline. If there were to be a break, it would be virtually impossible to correct the situation. The pipeline company would like the pipeline exposed in order to have the ability to access their facility if it was necessary.

The second issue pertains to developing the commercial portion of the property. The owners of the property have requested our firm to prepare a detailed land plan for a shopping center to be located at the extreme northwest corner of the Sutton Crossing property. Initial investigations are currently underway to explore the development potential of that area. In order to prepare a detailed land plan, it is necessary to have a defined location with a regular boundary line in order to achieve that objective. The west shoreline of the North Central Detention Basin is irregularly shaped and needs to be modified.

CONSULTING CIVIL TRAFFIC AND ENVIRONMENTAL ENGINEERS

100 East State Parkway • Schaumburg, IL 60173  
847-885-8357 • FAX: 847-885-2252 • mel@marchris.net

Mr. Gary Salavitch, P.E.  
March 7, 2014  
Page 2

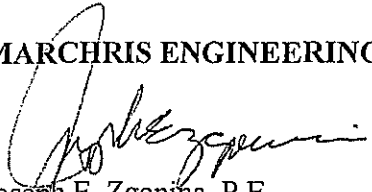
Enclosed for your review, commitment, and approval are two (2) sets of engineering drawings pertaining to proposed modifications to the existing Sutton Crossing North Central Detention Basin. It is proposed that the south end of the basin be filled to a point even with the north side of the pipeline easement. In addition, the west shoreline of the basin will be re-graded and provide a straight alignment along the east side of a proposed commercial development. Other modifications are proposed along the shoreline of that basin.

A full MWRD Permit was issued for the Sutton Crossing property that includes a retention system for the total development of the property based on an impervious factor of 100%. When the permit was issued, detention facilities were constructed and/or modified in three (3) areas on the Sutton Crossing property. As we know, there is more detention volume capacity on the subject property than what is needed or what will be zoned when the property is developed. It is also the developers intention to reconstruct the southeast drainage basin. Engineering plans have been previously submitted to you for your review and approval. When that facility is reconstructed to include a permanent water pool, additional capacity will be achieved. When the North Central Detention Basin is modified as indicated on the enclosed engineering drawings, the required detention volume per the issued MWRD permit will be satisfied. In essence then, the reconstruction of the two (2) facilities on the property will provide the required detention volume storage meeting the requirements of the Village of Hoffman Estates and the MWRD.

Based on the above, we are requesting your usual favorable review and approval of the enclosed engineering plans. Should you have any questions pertaining to the above or the enclosed plans, please do not hesitate to contact me.

Sincerely,

**MARCHRIS ENGINEERING, LTD.**



Joseph E. Zgonina, P.E.  
President

Enclosures

# marchris engineering limited

RECEIVED

MAR 07 2014

ENGINEERING  
TRANSPORTATION

March 5, 2014

Mr. Gary Salavitch, P.E.  
Director of Engineering  
Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates, IL 60169

Re: Sutton Crossing – Southeast Detention Basin Improvements  
MEL Job No. 2014-008

Dear Mr. Salavitch:

The owners of the Sutton Crossing property have made numerous improvements related to their property in anticipation of future development. The various improvements have been undergoing for the past several years. The various projects completed to date include:

- Extension of public sewer and water into the site from Route 59.
- Extension of the public water supply from the south side of the Jane Adams Tollway into the subject property.
- The widening and lane improvements along Route 59.
- The widening of Illinois Route 72 (Higgins Road).
- The widening and lane improvements along Bartlett Road (currently under construction).
- Obtaining a full MWRD drainage permit for the entire site including on-site detention.
- Obtaining a full drainage permit from the Illinois Department of Transportation.
- Construction of two (2) detention basins on the subject property.
- Reconstruction of the existing detention basin located in the north central portion of the subject property.
- Construction of an on-site storm drainage system for the conveyance of storm water flows including the installation of a controlled outlet structure.
- Installation of private utilities such as gas and electric lines along the west side of Bartlett Road.
- Construction of a portion of the entrance roadway into the subject property.
- Obtained approval from the Army Corps of Engineers relative to release of their jurisdictional review and regulation on the subject property.

CONSULTING CIVIL TRAFFIC AND ENVIRONMENTAL ENGINEERS

100 East State Parkway • Schaumburg, IL 60173  
847-885-8357 • FAX: 847-885-2252 • mel@marchris.net

Mr. Gary Salavitch, P.E.  
March 5, 2014  
Page 2

The storm water management system on the subject property consists of two (2) detention basins having a permanent water pool. At the southeast corner of the subject property there is a combination detention basin consisting of two (2) small water pools and a dry bottom basin. It is the intention of the property owners to reconstruct the basin within the southeast corner of the subject property from a combination wet and dry storm water detention facility to a facility with a permanent water pool. The purpose of that improvement is to enhance the appearance of the facility, but more important to increase the storm water storage volume within that basin.

The purpose of this letter and submittal then is to provide the Village of Hoffman Estates with engineering plans relative to the reconstruction of that retention basin. Enclosed for your review and approval are two (2) sets of engineering drawings indicating how the facility will be reconstructed. Examination of the engineering plans indicates that the existing basin will be excavated to a uniform depth. In addition, three (3) areas within the basin would be lowered to a depth of 10 feet to ensure proper protection for fish and wildlife habitation. A safety ledge is also included in the design.

If you recall, the United States Supreme Court rendered an opinion identified as the SWANK decision regarding on-site wetland or flood plain areas. Under that decision, a lowland depression area cannot be considered a wetland if there is no defined creek entering or exiting the lowland area. The detention facility at the southeast corner of the Sutton Crossing property is not considered a wetland. Our office and our consultant obtained approval from the Army Corps of Engineers indicating that they have determined that there are no waterways, wetlands, or other areas on the subject property considered to be "waters of the United States". Therefore, the Army Corps of Engineers has no jurisdictional determination or involvement in the subject property. Enclosed please find a letter from the Corps of Engineers dated December 9, 2013 regarding this issue.

According to the requirements of the Cook County Storm Water Management Ordinance and the Metropolitan Water Reclamation District, jurisdiction of any on-site grading falls under the purview of the local community. In this case, it is the Village of Hoffman Estates. The MWRD will have an involvement at a later date when the property is developed and sewer permits are required to connect the buildings into the sewer system or if the sewer system is expanded within the development. Mandatory detention requirements have already been satisfied, as you know, based on the issuance of MWRD Permit No. 08-141.

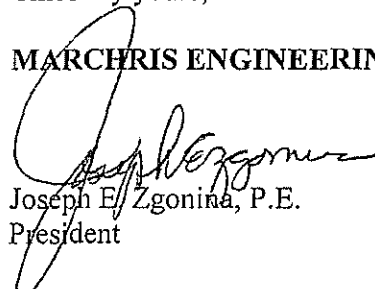
Mr. Gary Salavitch, P.E.  
March 5, 2014  
Page 3

Therefore, based on the above, it would be appreciated if you could provide us with your usual, favorable and prompt review of our engineering drawings for proposed improvements as indicated on the enclosed engineering plans. If review comments are generated, please forward them to our office. Our drawings will then be updated immediately for your final review and approval.

Hoping the above and the enclosed documents meet with your approval. I remain,

Sincerely yours,

**MARCHIS ENGINEERING, LTD.**



Joseph E. Zgonina, P.E.  
President

Enclosures

13-040



DEPARTMENT OF THE ARMY  
CHICAGO DISTRICT, CORPS OF ENGINEERS  
231 SOUTH LA SALLE STREET  
CHICAGO, ILLINOIS 60604-1437

REPLY TO  
ATTENTION OF:

December 9, 2013

Technical Services Division  
Regulatory Branch  
LRC-2013-00736

SUBJECT: Request for a Jurisdictional Determination on Property Located at the Southeast Corner of Route 59 and Route 72 in Hoffinan Estates, Cook County, Illinois

John Avlon  
9059 Realty Corp / 7290 Realty Corp  
110 Church Street  
Charleston, South Carolina 29401

Dear Mr. Avlon:

This is in response to your request for a jurisdictional determination, submitted on your behalf by Midwest Ecological, for the above-referenced project. This office has determined that there are no waterways, wetlands or other areas considered "waters of the United States" under Corps of Engineers jurisdiction at the site. Therefore, a Department of the Army permit under Section 404 of the Clean Water Act is not required. **The North Central, North East and South East Stormwater Basins are all exempt from regulation.** Please note that this office does not concur with the boundaries of waters not under federal jurisdiction. It is your responsibility however to obtain any required state or local approvals for this project.

This determination covers only your project as described above and as shown in the Jurisdictional Determination Request dated August 8, 2013, prepared by Midwest Ecological. Although this determination provides a notification of the presence of waters not under Federal jurisdiction, this determination does NOT finalize the wetland boundary.

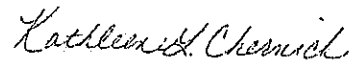
This determination has been conducted to identify the limits of the Corps Clean Water Act jurisdiction for the particular site identified in this request. This determination may not be valid for the wetland conservation provisions of the Food Security Act of 1985, as amended. If you or your tenant are USDA program participants, or anticipate participation in USDA programs, you should request a certified wetland determination from the local office of the Natural Resources Conservation Service prior to starting work.

This determination is valid for a period of five (5) years from the date of the letter, unless new information warrants revision of the determination before the expiration date or a District Commander has identified, after public notice and comment, that specific geographic areas with rapidly changing environmental conditions merit re-verification on a more frequent basis.

It is your responsibility to obtain any required state, county, or local approvals for impacts to wetland areas not under the Department of the Army jurisdiction.

This letter is considered an approved jurisdictional determination for your subject site. If you wish to appeal this decision or if you have any questions please contact Mr. Mike Machalek of my staff by telephone at 312-846-5534 or email at [Mike.J.Machalek@usace.army.mil](mailto:Mike.J.Machalek@usace.army.mil). You may also visit our website at <http://www.lrc.usace.army.mil/Missions/Regulatory.aspx> for information on our program.

Sincerely,



Kathleen G. Chernich  
Chief, East Section  
Regulatory Branch

Copy Furnished:

Cook County Building and Zoning (Donald Wlodarski)  
Midwest Ecological (Rob Vanni)





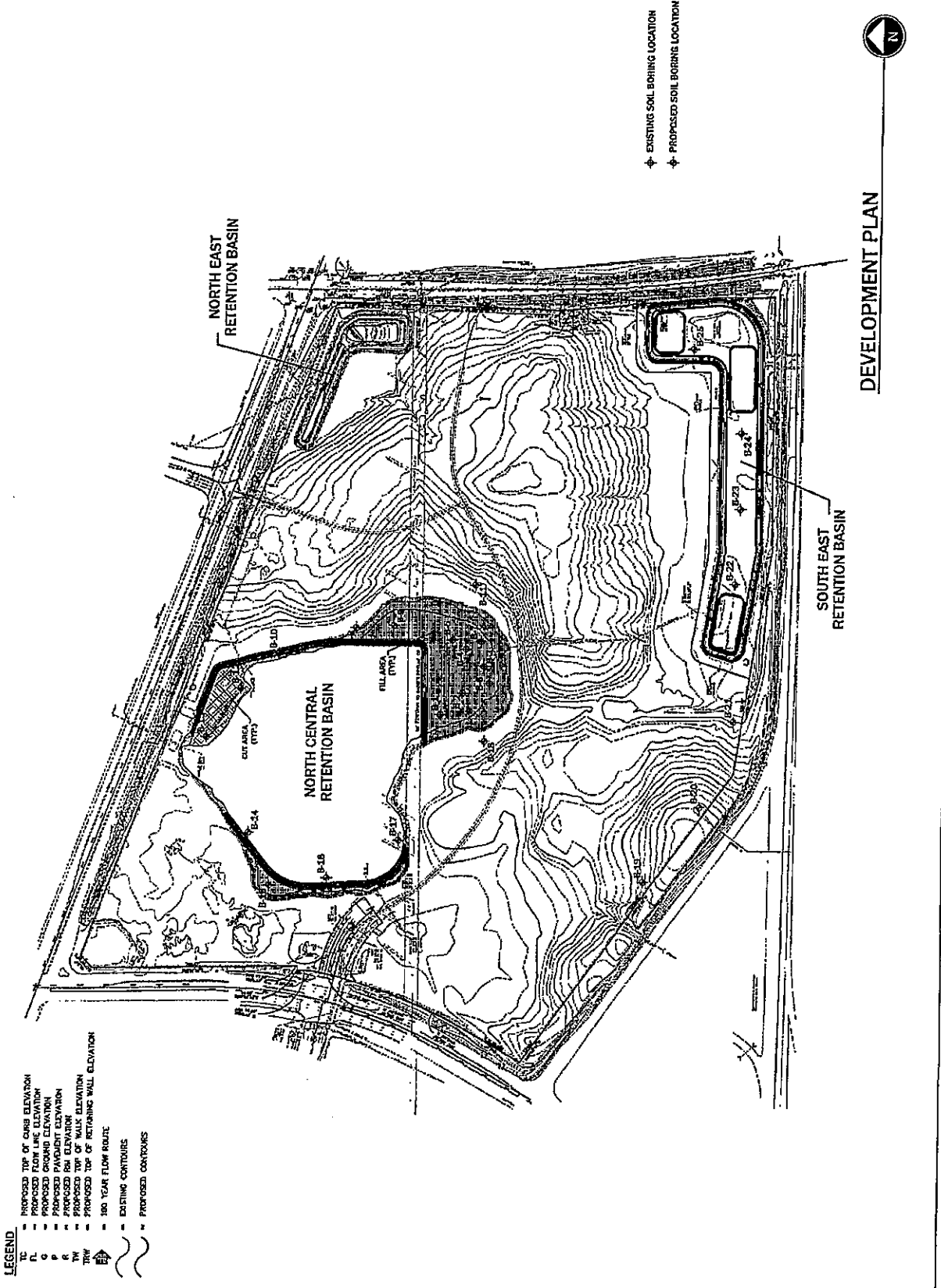
REVISIONS	DATE	DESCRIPTION

**SUTTON CROSSING  
NORTH CENTRAL AND SOUTH EAST  
RETENTION BASIN IMPROVEMENTS**  
SE CORNER OF ROUTE 22 AND ROUTE 69  
MONTANA STATE, MONTANA

**MARCHIS ENGINEERING, LTD.**  
CONSULTING ENGINEERS AND PLANNERS  
100 East 20th Street • Bozeman, MT 59713 • Tel: 406-552-7777 Fax: 406-552-7778  
DESIGNER: JZ  
DATE: APRIL 3, 2014  
SCALE: 1"=100'  
DRAWING: Y04



JOB NO. 14-038  
**CE-2**



- LEGEND**
- PROPOSED TOP OF CURB ELEVATION
  - PROPOSED FLOW LINE ELEVATION
  - PROPOSED GROUND ELEVATION
  - PROPOSED PAVEMENT ELEVATION
  - PROPOSED RIM ELEVATION
  - PROPOSED TOP OF WALK ELEVATION
  - PROPOSED TOP OF RETAINING WALL ELEVATION
  - 100 YEAR FLOW ROUTE
  - EXISTING CONTOURS
  - PROPOSED CONTOURS

- ◆ EXISTING SOIL BORING LOCATION
- ◆ PROPOSED SOIL BORING LOCATION



**DEVELOPMENT PLAN**

DATE	REVISION

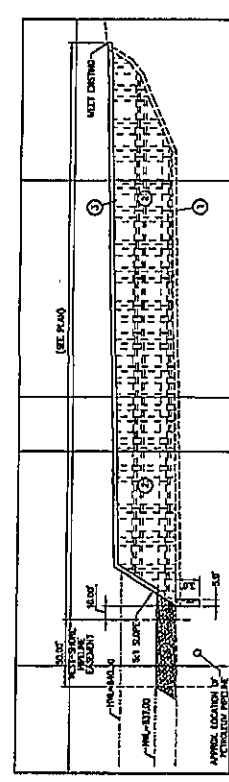
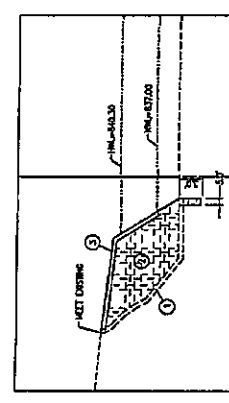
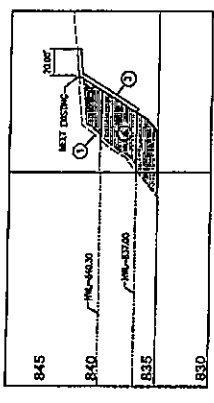
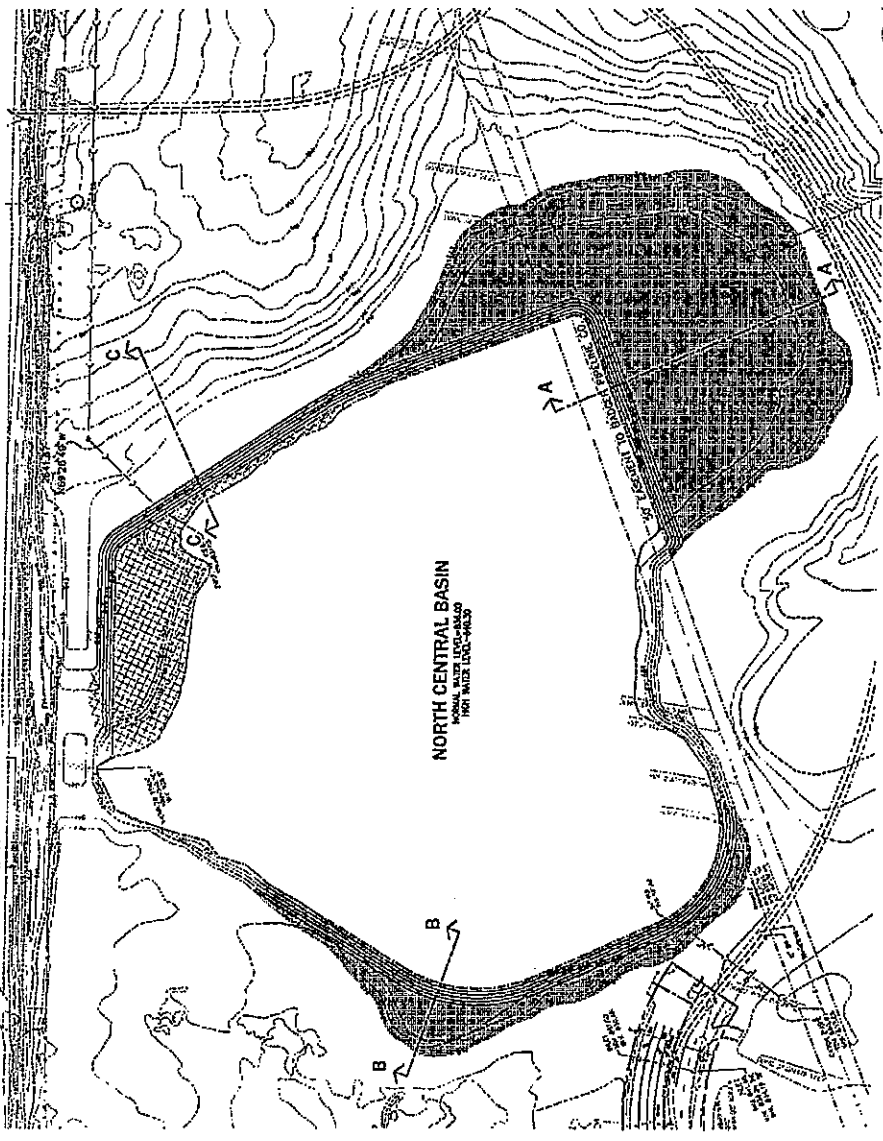
**SUTTON CROSSING**  
**NORTH CENTRAL AND SOUTH EAST**  
**RETENTION BASIN IMPROVEMENTS**  
 86 CORNER OF ROUTE 22 AND ROUTE 99  
 HOFFMAN ESTATES, ILLINOIS

**MARCHIS ENGINEERING, LTD.**  
 CONSULTING ENGINEERS AND PLANNERS  
 100 Lakeshore Parkway • Schaumburg, IL 60196 • Tel: (815) 464-4373 Fax: (815) 464-2233  
 www.marchis.com  
 DESIGN: J.E. JR.  
 DRAWING: VOR  
 DATE: MARCH, 2014  
 SHEET: T-89



PROJ. NO. 14-003  
**CE-3**

- LEGEND**
- ① TOP SOIL REMOVAL MATERIAL TO BE STOCKPILED FOR RE-SPREAD
  - ② COMPACTED STRUCTURAL FILL MATERIAL OBTAINED FROM ON-SITE EROSION SOURCE OR TRUCKED IN
  - ③ 4" MIN. TOP SOIL RE-SPREAD
  - ④ CLAY DIRT
  - ⑤ FILL MATERIAL



**GRADING IMPROVEMENT PLAN**

NOTES: 1. THE PLAN IS BASED ON THE SURVEY DATA PROVIDED BY THE CLIENT.  
 2. PREPARED BY CONRAD HANCOCK & ASSOCIATES, INC. (C&A), 955-9600  
 3. ALL DIMENSIONS AND ELEVATIONS SHALL BE IN FEET.  
 4. ALL DIMENSIONS AND ELEVATIONS SHALL BE IN FEET.  
 5. ALL DIMENSIONS AND ELEVATIONS SHALL BE IN FEET.  
 6. ALL DIMENSIONS AND ELEVATIONS SHALL BE IN FEET.

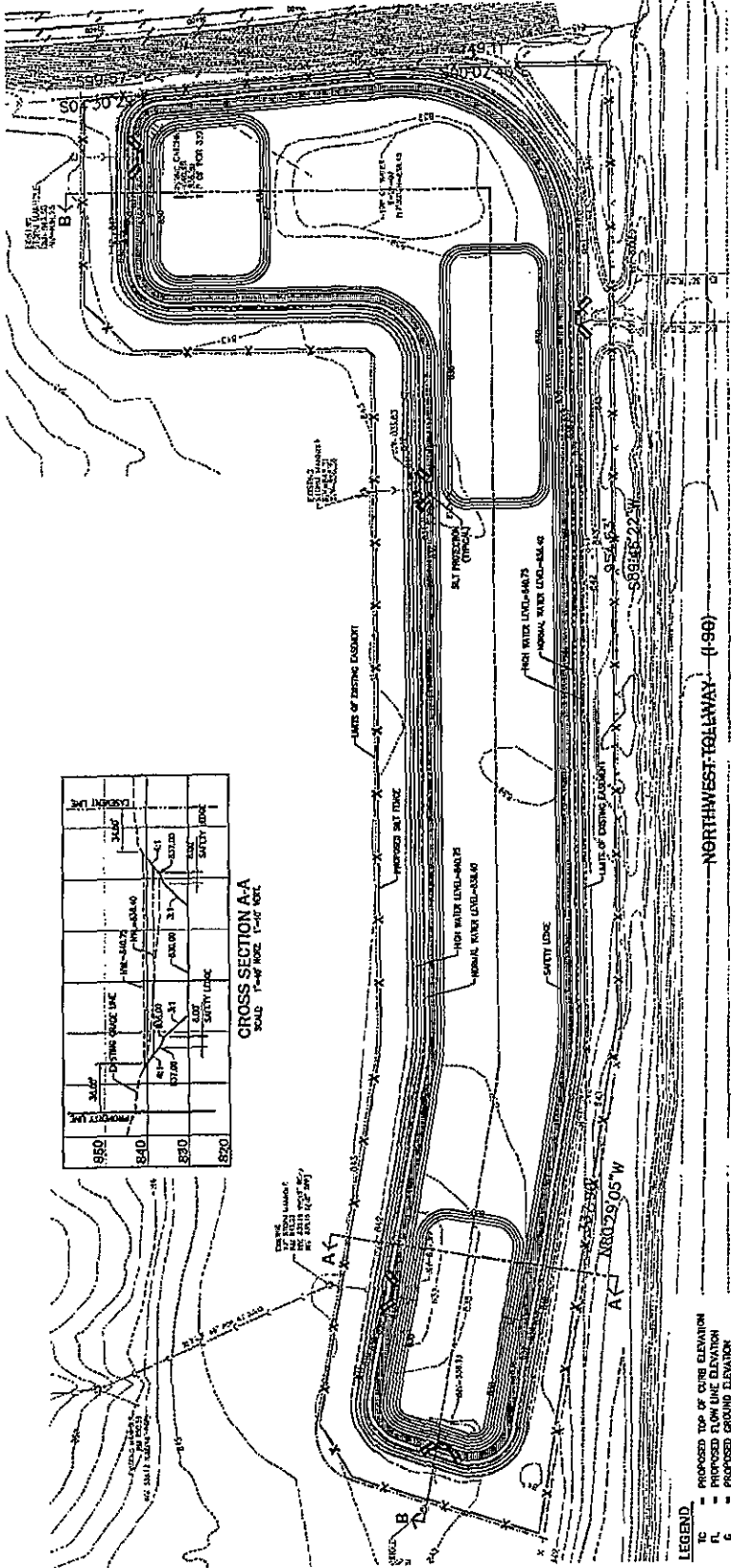
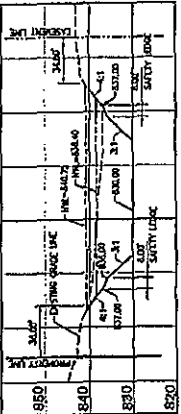
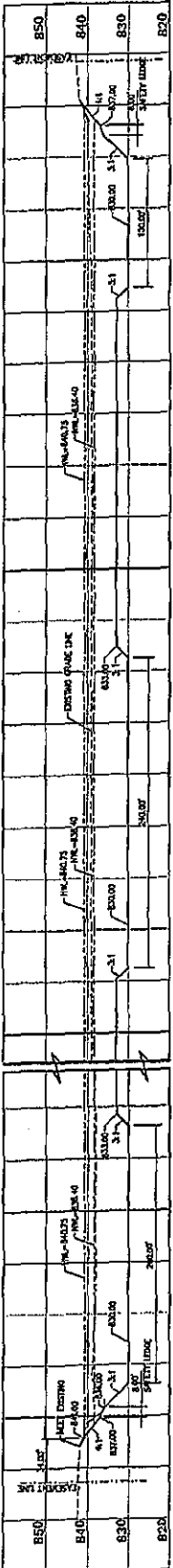


JOB NO. 14101B  
CE-4

**MARCHARIS ENGINEERING, LTD.**  
CONSULTING ENGINEERS AND LANDSCAPE ARCHITECTS  
100 The Glen Parkway - Scarborough, ON M1S 2K7 • TEL: (416) 291-7777 • FAX: (416) 291-7778  
DRAWING NO. DATE: APRIL 2014 SCALE: 1"=50'

**SUTTON CROSSING NORTH CENTRAL AND SOUTH EAST RETENTION BASIN IMPROVEMENTS**  
SE CORNER OF ROUTE 73 AND ROUTE 69  
HORTHAVAN TOWNSHIP, KENT COUNTY

REVISIONS	DATE	DESCRIPTION



**GRADING IMPROVEMENT PLAN**  
NOTES:  
1. THIS PLAN IS BASED ON THE PROPOSED AND EXISTING SURVEY DATA AND FIELD DATA.  
2. PRIOR TO CONSTRUCTION, THE FIELD SURVEY DATA SHALL BE RECHECKED FOR ACCURACY AND ANY DISCREPANCIES SHALL BE CORRECTED.  
3. UNLESS OTHERWISE NOTED, THE TOP OF CURB IS TO BE MAINTAINED AND PROTECTED AT ALL TIMES.

**NOTES:**  
1. EXCAVATED MATERIAL FROM THE BASIN IS TO BE EVENLY SPREAD AROUND THE PERIMETER OF THE BASIN TO THE NORTH OF THE PROPOSED IMPROVEMENTS. EXCAVATED MATERIAL CAN ALSO BE PLACED IN A BERM TO THE WEST OF THE BASIN AND ADJACENT TO THE TOLLWAY FENCE.  
2. EXISTING STORM STRUCTURES TO BE MAINTAINED AND PROTECTED AT ALL TIMES.

- LEGEND**
- TC - PROPOSED TOP OF CURB ELEVATION
  - FL - PROPOSED FLOW LINE ELEVATION
  - G - PROPOSED FINISH GRADE ELEVATION
  - R - PROPOSED FINISH GRADE ELEVATION
  - TW - PROPOSED TOP OF WALK ELEVATION
  - 100 - 100 YEAR FLOW ROUTE
  - EXISTING CONTOURS
  - PROPOSED CONTOURS



**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval of an Existing Development Plan List to be submitted to the Metropolitan Water Reclamation District (MWRD) regarding development projects that are in progress that will not be subject to the requirements of the newly adopted Watershed Management Ordinance (WMO)

**MEETING DATE:** April 21, 2014

**COMMITTEE:** Planning, Building and Zoning

**FROM:** Peter Gugliotta *PG*

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**REQUEST:** Request approval of an Existing Development Plan List to be submitted to the Metropolitan Water Reclamation District (MWRD) regarding development projects that are in progress that will not be subject to the requirements of the newly adopted Watershed Management Ordinance (WMO).

**BACKGROUND:** The MWRD has adopted a new (and more stringent) comprehensive WMO that will require a greater volume of stormwater detention, among other changes which may greatly increase development costs. The WMO will become effective May 1, 2014, for all new projects, unless they have been included on MWRD's formal Existing Development List provided by each municipality. Inclusion on the list will indicate that a developer has already invested expense in the preliminary engineering design, and it will provide a one year window for developers to submit complete permit applications under the previous stormwater regulations. This process will avoid developers having to face changed regulations midway through the project design.

**DISCUSSION:** For the purposes of creating the list for Hoffman Estates, staff is identifying projects that have had preliminary engineering plans reviewed and verified to be complete by the Village Engineer. Many of these projects will not have received formal Village Board preliminary approval yet because our local definition of "preliminary approval" includes much more than just technical engineering information (such as landscaping, lighting, architecture, etc.). The MWRD list is specific just to the technical preliminary engineering drawings. Receiving this list from each municipality will ensure that the projects at least have the *potential* to advance to eventual construction.

**DICUSSION:** (Continued)

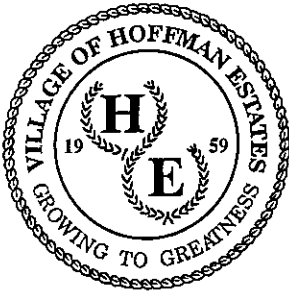
It is critical to note that including a project on the MWRD Existing Development List will not guarantee final Village Board plan approval. Once the list is provided to MWRD, a letter will be provided to each developer indicating inclusion on the list and making it clear that final project approval will still be subject to receiving formal approval through the Village’s site plan review process.

The following projects all have had at least one complete preliminary engineering plan submittal reviewed and staff has verified that the preliminary design calculations and details are acceptable. There may still need to be minor technical revisions and final plans may yet to be fully designed, but these projects are complete enough to be included on the MWRD Existing Development List.

<b>Project Name</b>	<b>Location</b>	<b>Status in Village Review Process</b>
Bergman Farm Residential	NWC Algonquin & Ela	Courtesy Review 4/21
Avenues of Plum Farms	NWC Higgins & Old Sutton Rds.	Mass Grading Approval 11/25/13
The Shops of Plum Farms	NWC Higgins & Rte. 59	Concept via Annexation Agreement

**RECOMMENDATION:**

Approval to include the above listed projects on the Existing Development Plan List to be submitted to the Metropolitan Water Reclamation District (MWRD) regarding projects that are in progress that will not be subject to the requirements of the newly adopted Watershed Management Ordinance (WMO).



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

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE**  
**BY: Peter Gugliotta, Director of Planning, Building and Code Enforcement** *PG*

**April 2014**

**PLANNING AND ZONING COMMISSION MEETINGS**

**March 19, 2014 Meeting**

- Prairie Stone Parcel 23, Southeast corner Rt. 59 & Hoffman Blvd. - Subdivision & site plan for gas station/restaurant
- Montessori School, 1250 Freeman – Site plan amendment for façade change – To be continued to March 19, 2014

**April 2, 2014 Meeting**

- Resident, 505 Newark Lane – Variation for fence - **Approved**
- Montessori School, 1250 Freeman – Site plan amendment for façade change – Continued to May 7, 2014

**Upcoming April 16, 2014 Meeting**

- Meeting Cancelled - No Petitioners

**Upcoming May 7, 2014 Meeting**

- Montessori School, 1250 Freeman – Site plan amendment for façade change – Continued from April 2, 2014
- Verizon, 700 Cougar Trail (Conant HS) – Special Use for Antennas

**CURRENT ACTIVE PROJECT REVIEWS**

- Forest Preserve, West side of Barrington Rd. at Old Higgins Rd. - Site plan for new permanent bathroom building
- St. Alexis Medical Ctr., 1555 Barrington Road - Site Plan Amendment for pedestrian walks
- Hoffman Village/Goodwill – Plat of Easement for water main relocation
- Shree Jalaram Temple – 425 Illinois – Site plan amendment for revised expansion plans
- Woodfield Acura, former Dover Straits – site plan for new auto dealership
- 2599 Higgins Road (former Shell) – concept plan for demolition and new restaurant
- Former Max & Erma's – concept plan for new restaurant in existing building
- Former Lone Star – concept plan for new restaurant in existing building
- Glen Lake Plaza – site plan amendment for minor site changes
- Starbucks, Palatine Road – expansion into former Oberweis unit with drive-thru
- McDonald's – 2250 W. Higgins – Site Plan Amendment for a demolition of existing restaurant and rebuild
- Bergman Farm – Concept plan for single family and row homes. Process will include an historic assessment of the existing old farmhouse on the property.

**POTENTIAL UPCOMING PROJECTS**

- Sensient (former Givaudan), 5115 Prairie Stone Parkway, site plan amendment for expansion
- Wendy's, Golf Center – Site plan for store remodel
- Hoffman Plaza – Landscape Revisions & Dumpster Enclosure construction
- Lots 2 & 3 Devonshire Woods Estates – Plat of Consolidation and Site Plan Amendment for a new house
- Prairie Stone Parcel 23 – Site Plan Review for day care center

Site Plan Review Process	This Month		This Quarter		Year to Date	
Number administrative cases completed	1	50% completed administratively	2	50% completed administratively	2	50% completed administratively
Number of PZC cases completed	1		2		2	
Annual goal is to complete at least 65% of cases through administrative review process						

Site Plan Review Timing	This Month		This Quarter		Year to Date	
Number of cases processed within 105 days	3	100% completed within 105 days	4	100% completed within 105 days	4	100% completed within 105 days
Annual goal is to complete 100% of cases within 105 days						

Coordinating Planning & Code Efforts	This Month	This Quarter	Year to Date	Year Target
Number of staff coordination meetings held	4	12	12	48

**GENERAL ACTIVITIES**

- Planning staff continues to work with the Transportation and Engineering Division on the Tollway widening, Barrington Road Tollway Interchange, Pace Park & Ride locations, and the RTA Transit Study Project.
- Josh Edwards attended a seminar hosted by the RTA and Chaddick Institute on *Suburban Transit*.
- Peter Gugliotta attended a two-day planning conference hosted by the American Planning Association Illinois State Section on *Adaptive Reuse*.

***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.

Economic Development Information Items	This Month	This Quarter	Year to Date	Year Target
Number of visithoffman.com listings updated	8	20	20	100% updated within 5 days
Average number of Village signs in rotation on electronic Tollway sign	4	3	3	100% of time at least 2 signs in rotation
New digital signs produced for Tollway sign	3	9	9	6

**COMPREHENSIVE PLAN** [www.hoffmanestates.com/compplan](http://www.hoffmanestates.com/compplan)

- Preparatory work is beginning for the next update to the Comprehensive Plan. Initial steps include review of the Village’s 2007 Comprehensive Plan and recent plans from comparable communities, as well as development of potential chapter content. A schedule and process is also being developed.

Comprehensive Plan Update	This Month	This Quarter	Year to Date	Year Target
Number of meetings held by staff working group	2	3	3	6
Percentage of detailed draft outline completed	2%	9%	9%	100% completion of detailed draft outline

**SUSTAINABILITY** [www.hoffmanestates.org/green](http://www.hoffmanestates.org/green)

- Village Improvement Day, an event sponsored by the Sustainability Commission will be held on April 26, beginning at the Sears Centre Arena at 9 a.m.
- Re-commissioning process for the Village Hall, Public Works, and Fleet Maintenance buildings was started.
- Staff continues to work with departments to fulfill projects selected for completion in 2014.

Sustainability Plan Projects Completed	This Month		This Quarter		Year to Date	
	1	3%	3	9%	3	9%
There are 35 projects selected for initiation in 2014. Annual goal is to complete 60% of initiated 2014 projects.						



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

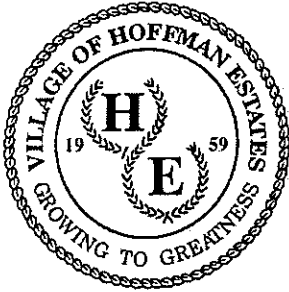
The CDBG Program Year runs from October 1 through September 30.

CDBG Expenditures and Reporting Ratio	This Month		This Quarter		Year to Date	
		\$0.00	0.00%	\$4,930.96	0.98%	\$9,177.01

Percentage equals ratio of unspent funds to total allocated funds in program year. Permitted to hold of up to 1.5% of yearly allocation.

- Staff prepared environmental reviews for CDBG-eligible 2014 street reconstruction project.
- Staff is preparing a draft Annual Action Plan for Program Year 9, to be released later this spring for public comment. A public hearing to receive comments will be held in June prior to presentation to Committee.
- On April 11<sup>th</sup>, Ashley Monroe and Mark Koplín attended training for the eCon Planning Suite, a tool that will be used in CDBG plan preparation and useful for other economic development and planning processes.
- North West Housing Partnership (NWHP), acting as the Village’s subrecipient, is actively seeking additional homeowners for the loan and construction application process for single family home rehabilitation projects. Two homes are completing construction this spring.

Housing Program Goals	This Month	This Quarter	Year to Date	Year Target
Rehabilitation Projects completed	0	0	0	5
Property Files Completed	0	0	0	5
Housing & related issues education pieces released	0	1	1	5



**VILLAGE OF HOFFMAN ESTATES  
DEPARTMENT OF DEVELOPMENT SERVICES**

***CODE ENFORCEMENT DIVISION MONTHLY REPORT***

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE**

**BY: Peter Gugliotta, Director of Planning, Building and Code Enforcement** *PG*

**April 2014**

**GENERAL ACTIVITIES**

- On March 7, 2014, Tim Meyer, John Cumpek and John Shogren attended the Suburban Building Officials Conference (SBOC) annual training for Wood Construction.
- On March 14, 2014, Jeff Mattes and Betty Melligan attended the Suburban Building Officials Conference (SBOC) annual training for Code Enforcement Day.
- On March 20, 2014, David Banaszynski attended the State Board of Health meeting.
- On March 21, 2014, Ray Norton and Tim Meyer attended the Suburban Building Officials Conference (SBOC) annual training for Mechanical Day.
- On March 22, 2014, David Banaszynski performed the Celtic Fest inspection.
- On March 25, 2014, David Banaszynski attended the LEHP Board meeting.
- On March 28, 2014, Jeff Mates and Ray Norton attended the Suburban Building Officials Conference (SBOC) annual training for Responding to Natural Disaster.
- Approximately 900 Contractor License renewal letters were mailed out and staff is working to input the renewals that have are being returned. The bulk of these renewals are completed during April and May each year.
- Staff is preparing for enforcement of the revised garage sale permit procedures, including creating a method for assessing the code-required \$10 on-site permit fee for sales without a permit.

**CUSTOMER SERVICE/FRONT COUNTER ACTIVITIES**

- The Development Services Coordinator is working on additional efficiency improvements to the front counter. Most recent efforts have involved the Village's contractor license process, garden plot registration process, and CPR class registration procedures.

<b>Enhance Customer Service at Front Counter</b>	<b>This Month</b>	<b>This Quarter</b>	<b>Year to Date</b>	<b>Year Target</b>
Number of transfer stamp process improvements made	0	0	0	2
Number of building permit process improvements made	0	0	0	2
Number of other counter process improvements made	0	2	2	2

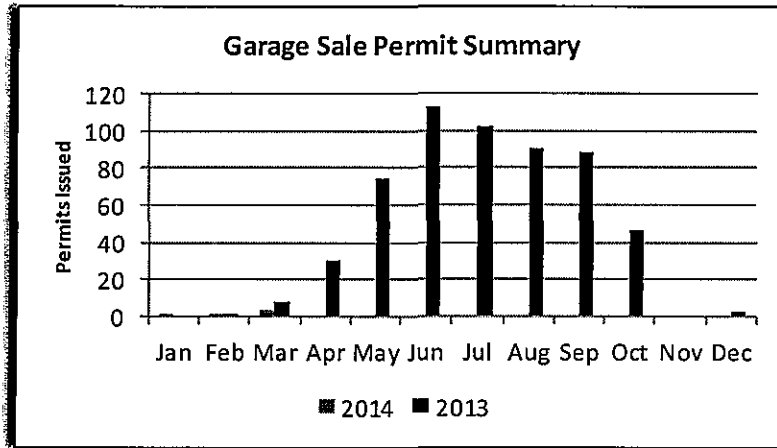
**RENTAL HOUSING LICENSE AND INSPECTION PROGRAM**

- The initial group of 2,100+ letters was sent in early April to prospective rental owners, and another group of letters will be sent soon. Responses began coming in almost immediately. Several staff members are assisting with this influx of calls.
- Inspectors and administrative staff are continuing training and preparation for the start of the rental inspections once the initial application process is complete.
- May 30, 2014, is the compliance date provided to recipients of the first group of letters. By this date an application must be submitted and the license fee paid.
- Open house dates are set for May 7 (3pm-7pm), May 12 (9am-12pm), and May 17 (9am-11am).



**Garage Sales**

Year	2014	2013
Jan	1	0
Feb	1	1
Mar	3	8
Apr	0	30
May	0	74
Jun	0	113
Jul	0	102
Aug	0	91
Sep	0	89
Oct	0	47
Nov	0	0
Dec	0	2
<b>Total</b>	<b>5</b>	<b>557</b>

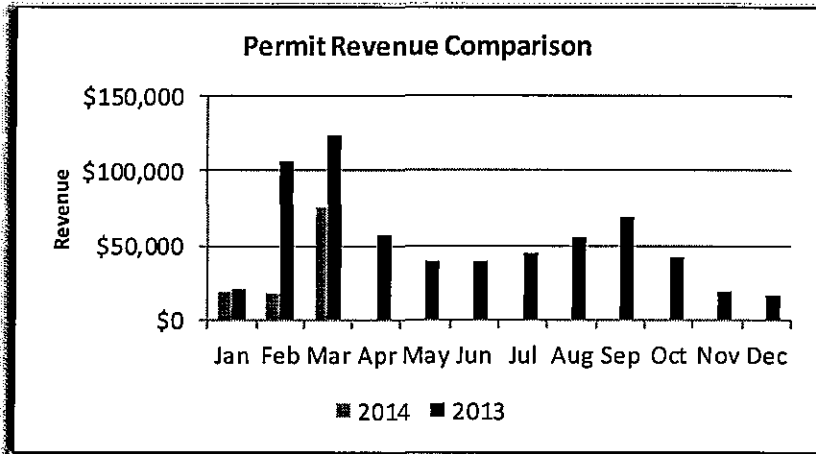


**2014 Building and Fire Permits Issued**

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2014 YTD	2013 YTD
<b>Building Permits</b>														
Commercial Remodeling	1	7	9	0	0	0	0	0	0	0	0	0	17	107
Community Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	6
Demolition	0	0	0	0	0	0	0	0	0	0	0	0	0	3
Driveways	0	0	2	0	0	0	0	0	0	0	0	0	2	145
Electrical	5	6	7	0	0	0	0	0	0	0	0	0	18	109
Fences	0	5	0	0	0	0	0	0	0	0	0	0	5	191
Mechanical	9	8	9	0	0	0	0	0	0	0	0	0	26	174
Miscellaneous Permits	22	16	30	0	0	0	0	0	0	0	0	0	68	457
Multi-Family Remodeling	9	5	7	0	0	0	0	0	0	0	0	0	21	70
New Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Plumbing	11	14	18	0	0	0	0	0	0	0	0	0	43	256
Pools	0	0	1	0	0	0	0	0	0	0	0	0	1	9
Residential Decks & Patios	0	0	1	0	0	0	0	0	0	0	0	0	1	161
Residential Garages	0	0	0	0	0	0	0	0	0	0	0	0	0	6
Residential Remodeling	16	9	16	0	0	0	0	0	0	0	0	0	41	143
Residential Sheds	0	0	0	0	0	0	0	0	0	0	0	0	0	33
Roofs/Siding	5	2	29	0	0	0	0	0	0	0	0	0	36	526
Signs	6	9	6	0	0	0	0	0	0	0	0	0	21	106
New Single Family Residences	0	0	0	0	0	0	0	0	0	0	0	0	0	2
<b>Fire Permits</b>														
Automatic Fire Alarms	4	5	3	0	0	0	0	0	0	0	0	0	12	65
Fuel Storage Tanks	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hood & Duct	0	0	0	0	0	0	0	0	0	0	0	0	0	15
Automatic Sprinklers	2	0	6	0	0	0	0	0	0	0	0	0	8	56
Lock Boxes	0	0	1	0	0	0	0	0	0	0	0	0	1	17
Other	1	0	1	0	0	0	0	0	0	0	0	0	2	19
<b>2014 Total</b>	<b>91</b>	<b>86</b>	<b>146</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>323</b>	
<b>2013 Total</b>	<b>108</b>	<b>102</b>	<b>108</b>	<b>215</b>	<b>297</b>	<b>257</b>	<b>292</b>	<b>333</b>	<b>282</b>	<b>328</b>	<b>218</b>	<b>136</b>		<b>2676</b>

**Permit Revenue**

Year:	2014	2013
Jan	\$18,611	\$20,146
Feb	\$17,377	\$106,661
Mar	\$75,725	\$124,513
Apr	\$0	\$56,440
May	\$0	\$38,789
Jun	\$0	\$39,826
Jul	\$0	\$44,989
Aug	\$0	\$55,338
Sep	\$0	\$69,226
Oct	\$0	\$42,453
Nov	\$0	\$18,957
Dec	\$0	\$16,401
<b>Total</b>	<b>\$111,713</b>	<b>\$633,739</b>



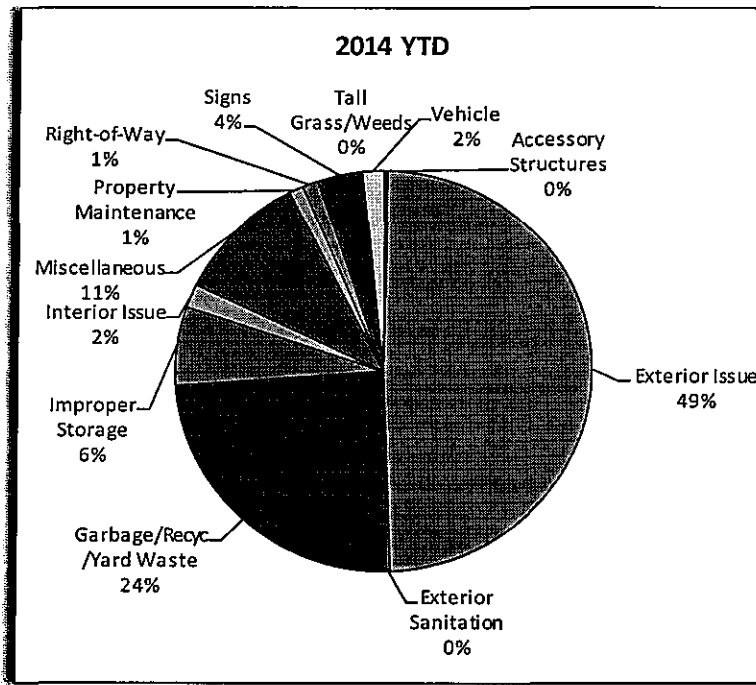
2014 Budget: \$615,000

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

Building Permit Processing Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of permits entered in computer within 24 hours of submittal	99%	98%	98%	95% within 24 hours
Percentage of permit plan reviews completed within 10 business days	97%	97%	97%	95% within 10 days
Percentage of final permits processed within 48 hours of plan approval	99%	97%	97%	90% within 48 hours

2014 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2014 YTD	2013 YTD
Accessory Structures	0	1	2	0	0	0	0	0	0	0	0	0	3	36
Exterior Issue	100	230	190	0	0	0	0	0	0	0	0	0	520	298
Exterior Sanitation	0	1	2	0	0	0	0	0	0	0	0	0	3	87
Garbage/Recyc/Yard Waste	117	70	69	0	0	0	0	0	0	0	0	0	256	867
Improper Storage	11	1	55	0	0	0	0	0	0	0	0	0	67	640
Interior Issue	15	0	5	0	0	0	0	0	0	0	0	0	20	39
Miscellaneous	57	31	22	0	0	0	0	0	0	0	0	0	110	646
Property Maintenance	2	3	7	0	0	0	0	0	0	0	0	0	12	111
Right-of-Way	6	4	3	0	0	0	0	0	0	0	0	0	13	132
Signs	6	5	26	0	0	0	0	0	0	0	0	0	37	401
Tall Grass/Weeds	0	0	0	0	0	0	0	0	0	0	0	0	0	409
Vehicle	6	6	6	0	0	0	0	0	0	0	0	0	18	93
<b>2014 Total</b>	<b>320</b>	<b>352</b>	<b>387</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1059</b>	
<b>2013 Total</b>	<b>220</b>	<b>292</b>	<b>218</b>	<b>244</b>	<b>315</b>	<b>558</b>	<b>186</b>	<b>182</b>	<b>365</b>	<b>522</b>	<b>348</b>	<b>281</b>		<b>3759</b>



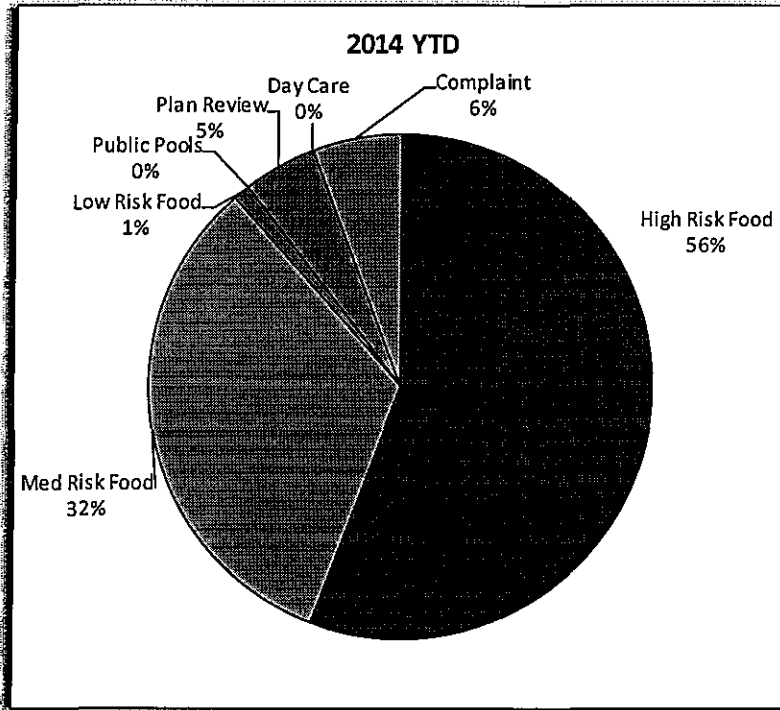
2014 Citations Issued

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
41	41	35	0	0	0	0	0	0	0	0	0	117

Inspection Services Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of property maintenance inspections completed within 24 hours of notice	99%	98%	98%	95% within 24 hr. notice

2014 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	49	51	6	0	0	0	0	0	0	0	0	0	106
Med Risk Food	4	9	49	0	0	0	0	0	0	0	0	0	62
Low Risk Food	1	0	1	0	0	0	0	0	0	0	0	0	2
Public Pools	0	0	0	0	0	0	0	0	0	0	0	0	0
Plan Review	4	4	1	0	0	0	0	0	0	0	0	0	9
Day Care	0	0	0	0	0	0	0	0	0	0	0	0	0
Complaint	4	5	2	0	0	0	0	0	0	0	0	0	11
<b>Total</b>	<b>62</b>	<b>69</b>	<b>59</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>190</b>

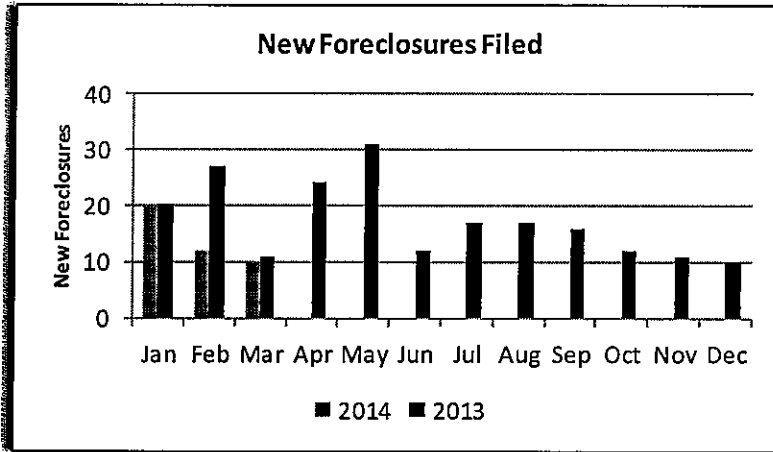


Food establishments are divided into the risk categories of high, moderate or low risk. A high risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or the type of population served by the facility. There are approximately 690 total facilities subject to annual inspection.

Inspection Services Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of annual food health inspections completed	8.6%	27.5%	27.5%	100% of total

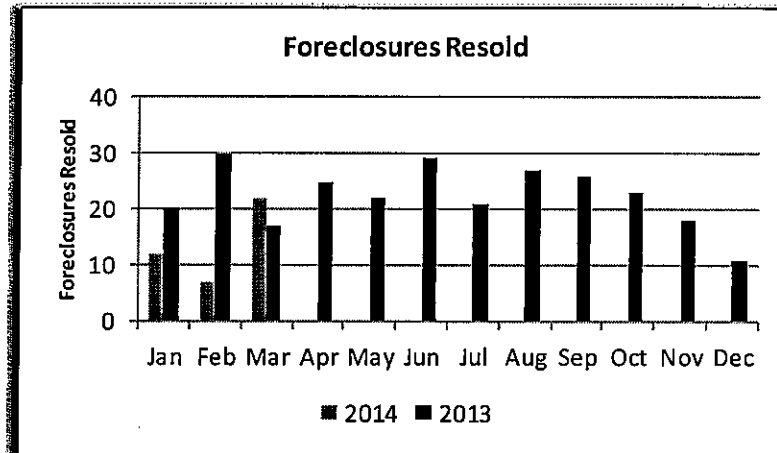
**New Foreclosures Filed**

Year	2014	2013
Jan	20	20
Feb	12	27
Mar	10	11
Apr	0	24
May	0	31
Jun	0	12
Jul	0	17
Aug	0	17
Sep	0	16
Oct	0	12
Nov	0	11
Dec	0	10
<b>Total</b>	<b>42</b>	<b>208</b>



**Foreclosures Resold**

Year	2014	2013
Jan	12	20
Feb	7	30
Mar	22	17
Apr	0	25
May	0	22
Jun	0	29
Jul	0	21
Aug	0	27
Sep	0	26
Oct	0	23
Nov	0	18
Dec	0	11
<b>Total</b>	<b>41</b>	<b>269</b>





# North Area

Bradwell Rd

Palatine Rd

Barrington Rd

Huntington Blvd

Algonquin Rd (Rt 62)

Ela Rd

Lakewood Blvd

## Foreclosures

- Sep 2010 to Feb 2014 (1121)
- ◆ March 2014 (10)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

Village of Hoffman Estates

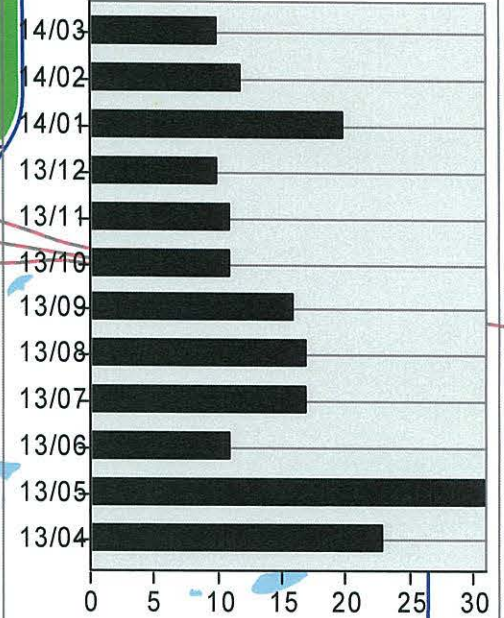
Foreclosures as of 03/31/14

Information Systems Dept



# South Area

## Foreclosures Trend



### Foreclosures

- Sep 2010 to Feb 2014 (1121)
- ◆ March 2014 (10)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

## Village of Hoffman Estates

Foreclosures as of 03/31/14

Information Systems Dept



Schaumburg Rd

Bode Rd

Golf Rd (Rt 58)

Higgins Rd (Rt 72)

Hassell Rd

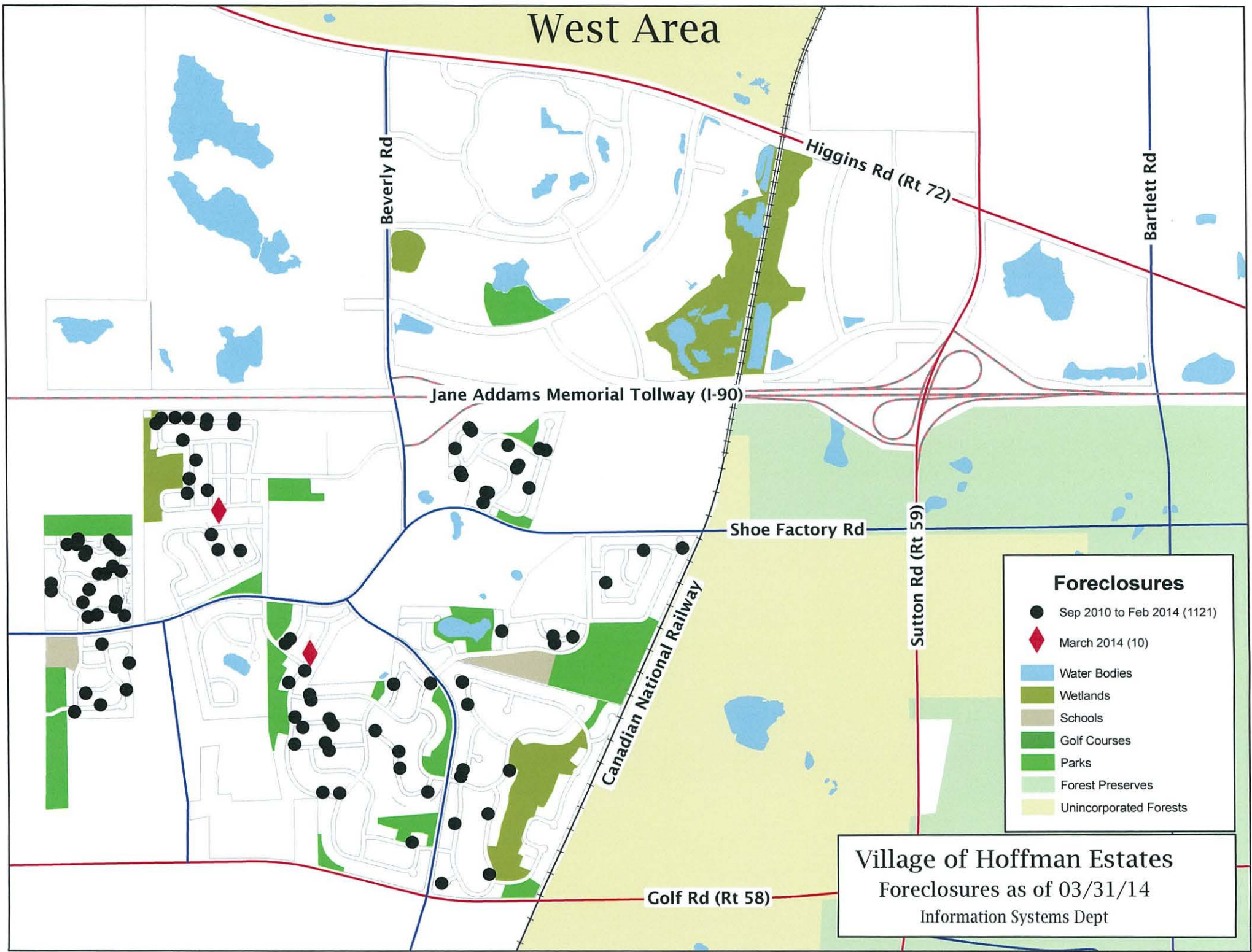
Jane Addams Memorial Tollway (I-90)

Barrington Rd

Roselle Rd

Plum Grove Rd

# West Area



## Foreclosures

- Sep 2010 to Feb 2014 (1121)
- ◆ March 2014 (10)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

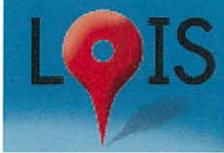
Village of Hoffman Estates  
Foreclosures as of 03/31/14  
Information Systems Dept

# ECONOMIC DEVELOPMENT & TOURISM MONTHLY REPORT

  
APRIL 2014

NB8

## General

- Updated the Village's new available properties database through Location One Information System (LOIS). A letter was drafted to let the current brokers know of the change. The new database is now linked to our website for all to use. The properties are updated weekly and an app can be downloaded for the iPhone or Android.
- 
- Continued developing a business resource guide to help small and medium sized businesses open in Hoffman Estates.
  - Spoke to several developers and restaurateurs looking to redevelop or repurpose old sites in the Village.
  - Developed lesson plans to teach at the Barrington High School Business Incubator Class. The lessons focus governmental regulations for starting a business and how to pick a location and negotiate a lease. Molded the minds of the youth for two days while we discussed their business plans and what forms they will need to register to be a legitimate business in Illinois.
  - Communicated with local brokers to answer questions and help fill their vacant properties.
  - Developed responses to several RFPs looking for new space. These requests ranged in uses from restaurants to breweries to warehouse space for non-profit organizations.
  - Attended an IEDC Economic Development Credit Analysis training course toward gaining Certified Economic Developer status.
  - Supported new businesses and attended their grand openings.
  - Held and set up meetings with properties owned by banks to understand their goals and intentions and, if at all, how the Village can help realize those goals.
  - Began working with the Arts Commission to continue to provide quality events for the residents and businesses.
  - Held a quarterly meeting with the Director of Sales for the hotels in Hoffman Estates to provide updates on the economy, events, and new ways collaborations can benefit everyone.

## Office/Industrial

- LOCAL NEWS: AMCOL was bought for \$1.6B by Imerys SA, a French building-materials company.
- Attended the monthly AIRE luncheon where there was opportunity to network with industrial and office brokers and to learn about state incentive packages to larger companies.
- Sent out letters to reinstate business retention and expansion visits to the major investors in the community. The visits will begin this month and continue throughout the year.

## Retail

- Attended an ICSC NextGen event where I had the opportunity to network with several retail brokers and developers.
- Spoke with a potential business owner looking to open in the Village. Discussed possible locations based on their business plans and provided the broker information for the proper vacancies.
- Worked on developing a new booth design for the ICSC RECon show in May.
- Continued pursuit of a hardware store operator in the Village.
- Held discussions with the Sterling Organization regarding potential redevelopment options for Hoffman Plaza.

## Tourism

- **Ron Newman Cup - PASL League - March 12-16, 2014 – Sears Centre Arena**  
Attended tournament. Chicago Mustangs took the Cup and are #1 in their league. Met with team ownership to provide sponsorship suggestions and assist in community enhancing activities such as visiting schools for Character Counts and Anti-Bullying Campaigns, sponsoring summer programs that require kids to log their physical activity to win a visit from the team, and mini skirmish for their school field day. Nominated Chicago Mustangs for Mayors Reception and proclamation/recognition of their efforts to grow tourism.
- **HYDRADE Inc.** - Met with Chicago Mustangs Special Ops Team – HYDRADE – currently in Barrington seeking Village location for their beverage plant, full service printing, and asphalt/cement business – sent lead to ED.
- **CELTIC Fest - March 22, 2014 – Sears Centre Arena**  
Provided contacts for additional activity providers to enhance Celtic Fest. Worked kids games.
- **BADass DASH - May 10, 2014 - Sears Centre Arena/Cabela's**  
Ongoing efforts to assist organizer in obtaining permission/releases from POA property owners and connecting them to potential volunteers/sponsorship opportunities. Great exposure for Cabela's as core audience is military/first responders.

## **Tourism (Cont.)**

- **Fitness for America - July 19-20, 2014 - ATT Campus and surrounding area**

The Marketing Department for Alexian Brothers Healthcare Network has agreed to be signature sponsor for this event again in 2014. They increased their sponsorship to \$25,000 in 2013, allowing us to keep all kids events free of registration fees and pay cash prizes to attract elite world class athletes. Pushing to increase level of sponsorship this year to allow FFA to play host to "events within events" that would allow Village not-for-profit agencies to organize their own 5K run that would have their supporters collecting sponsorships which would be entirely turned over to the not-for-profit. FFA would have the additional infrastructure costs (registration fees, chipped bibs, welcome bag with giveaways, hydration, and nutrition for participants) covered by additional ABHN sponsorship. This might include Hoffman Estates Park District Foundation, Gigi's Playhouse, Adaptive Need Veterans, and any other initiatives that ABHN supports. FFA would provide the opportunity to every not-for-profit in the Village, such as Children's Advocacy Center, Fellowship Housing, etc. Last year, this event won the Governor's Home Town Award due to our program that pays not-for-profits \$20 per volunteer provided to assist in running this 2 day event and provides a "donate here" option on our registration website if the organization provides 40+ volunteers.

- **TASTE of Hoffman Estates - October 2014 - Stonegate**

Met with Hoffman Estates Chamber to suggest they combine TASTE with their annual Fashion Show. This allows the Chamber to create value for current restaurant partners while demonstrating value to draw new restaurant members. Met with Daily Herald - Niche Publications to create a pullout segment that would become advance press coverage and day of fulfillment piece. Event partners would receive advertorial coverage; Tate & Lyle, Stonegate, Elgin CC Culinary Arts, Harper CC Culinary Arts. Each participating restaurant that takes a booth and distributes samplings would receive a complimentary feature advertisement (paid for by proceeds from last year's event), non-participating restaurants would be offered an opportunity to take an affordable advertisement, every restaurant featured on visithoffman.com will receive a free listing as part of the restaurant map (created in-house) replicated in this special feature publication. As an added benefit, the Daily Herald will create a frequent diner card featuring every restaurant that participates in the TASTE (each would provide a special offer that would draw diners to them). The program would be at no cost to Village or restaurants, the Daily Herald will sell the cards to recoup their costs.

- **IRCA - December 2014 - Sears Centre Arena**

Met with IRCA following slippage in number of captured room nights to advise that the 7 hotels along Barrington/Higgins would no longer pay \$10 rebate as event does not control cheer team book. Marriott is host hotel and receives signature status on the event website and hosts all activities ensuring their hotel will fill at the designated event rate. The remaining hotels felt their increased rate caused Cheer Squads to book around their defined blocks - some booking on deep discount internet sites then demanding additional features that would have been included in event rate (PJ parties, door decorating contest, cookie & milk turn down service, enhanced breakfast, private team gathering rooms, welcome bags). Some teams stayed in Schaumburg hotels citing reduced rates. IRCA agreed to allow this office to place teams for STATE 2014 this December in an effort to grow occupancy for Village hotels.

- **Hoffman Estates Park District - Krolak Cup - April 2014 - Triphahn Center**  
Assisted in securing team lodging at desired rate (under \$100) with required rebates (\$30 per room night) and transportation provided which Village hotels could not accept. Teams are staying in Holiday Inn Rolling Meadows again this year. Provided greeter bags for families and players upon check-in with information on Village attractions and restaurants to drive.
- **Hotels**  
Collected surveys distributed at last month's DOS roundtable meeting. Met individually with each property to gain additional insights into their needs. Planning next group gathering for April at Hilton Garden Inn and bringing in demand generators to provide direct contacts for each property: Medieval Times, HE Park District, Willow Creek Association, Top Golf, Extreme Trampoline, Arboretum Marketing Manager.
- **Hoffman Estates Chamber of Commerce**  
Provided leads for new Chamber members - Great Harvest Bread, Lucky Monk, Orange Leaf Frozen Yogurt, Hydrade Incorporated, and Virnich Corporation. Attended grand opening for Great Harvest Bread.
  - **Marketing assistance:**  
Provided contacts to SCA Group Sales, POA Kindercare, Heroic Fitness, Red Mango, Orange Leaf, Which Wich, Hydrade Inc., Chicago Mustangs, Great Harvest Bread Company, Relay for Life, Strides for Life, and St. Baldricks Event.
  - **Meetings:**
    - I-90 Jane Addams widening/rebuilding meeting at NIU. Encouraged hotels along Barrington/Higgins to attend.
    - Comfort Inn. Encouraged a meeting between the principals to reach a settlement in the ongoing sign issue between Comfort Inn and Heidner Properties and an affordable solution was agreed to.
    - Fox Valley CVB. Researching role of SCA in their Sports Council.
    - MEET Chicago NW. Grant opportunities for Sears Centre Arena events.
    - Beer Garden concept. Provided information for unique Beer Garden concept that would have a revenue share opportunity for the Village.



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Kevin Kramer, Director of Economic Development