

AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
June 9, 2014

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

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

I. Roll Call

II. Approval of Minutes - May 12, 2014

NEW BUSINESS

1. Request by Gill Management, Inc. for a courtesy review of a proposed Burger King on the southeast corner of Barrington and Higgins Roads.
2. Request approval of a resolution to enter into a Memorandum of Understanding with the Cook County HOME Investment Partnerships Program (HOME) consortium.
3. Request acceptance of Department of Development Services monthly report for Planning Division.
4. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
5. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

PLANNING, BUILDING & ZONING
COMMITTEE MEETING MINUTES

May 12, 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
Ted Bos, Asst. Police Chief
Ashley Monroe, Asst. to the Village Manager
Bruce Anderson, CATV Coordinator
Patricia Cross, Asst. Corp. Counsel
Patrick Seger, Director HRM
Bev Romanoff, Village Clerk

Others in Attendance:

Reporter from *Daily Herald*

The Planning, Building & Zoning Committee meeting was called to order at 7:06 p.m.

The meeting was recessed was reconvened at 7:20 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 21, 2014. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the Special Planning, Building & Zoning Committee meeting minutes of May 5, 2014. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request by Shree Jalarm Mandir for approval of a site plan amendment to allow site and façade changes to a previously approved site plan at 425 Illinois Boulevard.

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

Pete Gugliotta addressed the Committee and reported that the proposed plans identify three components on the site that are being modified from the 2013 approved plans – modifying the detention area to include low retaining walls, a slight increase in the building addition size from 4,800 square feet to 5,570 square feet and changes to the overall façade that will be more ornate and in line with religious temples of this faith.

Mr. Himanshu Modi with Nova Design Build, Inc. confirmed to the Committee that these are the changes being requested.

Mr. Wayne DeLoncker, 440 Mohave, addressed the Committee and stated that he would like to see more street lights in the area as there is more congestion in the streets in the neighborhood.

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve a site plan amendment to allow site and façade changes to a previously approved site plan at 425 Illinois Boulevard. Voice vote taken. All ayes. Motion carried.

2. Request approval of:

- a) **a License Agreement to allow a beer garden to sell food and beverage from the Village Green concession stand from June through October 2014; and**
- b) **an amendment to the Liquor Ordinance to establish a new Class I license.**

An item summary sheet from Mark Koplín and Kevin Kramer was presented to the Committee.

Andrew Hartman, 9196 Falcons Greet Drive, Lakewood, addressed the Committee and reviewed plans for a proposed beer garden at the Village Green. He introduced his partner, Greg Slager, Yorkville, who reviewed in detail their proposal.

Mr. Slager reported that the beer garden would sell food and beverages daily from 11 a.m. to 10 p.m., with alcohol sales being stopped at 9 p.m. for the period June-October. They agree to not operate on Thursdays during the Village's summer concert series, as well as during the 4th of July event and the Platzkonzert. They propose to pay the Village 20% of gross revenues on alcohol and 10% of gross revenues on food and beverages. Picnic tables and walk-in cooler equipment will be provided. They anticipate a "German" type band one day a week with piped-in music the other days. The proposed Agreement would only be for the 2014 season and would be evaluated after that. There was discussion regarding the Village revising the Village Code to provide a liquor license for this type of business.

The Committee had several questions regarding the gravel area, size of the site, sale of alcohol to minors, as well as the LLC not being formed yet. Mayor McLeod was not in favor of voting on an Agreement without the LLC being formed.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to send to the Village Board with no recommendation subject to the LLC verification. Voice vote taken. All ayes. Motion carried.

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

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

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

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

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

III. President's Report

Mayor McLeod reported that on Tuesday, May 6, he attended the School District 54 Foundation meeting, District 54 multicultural festival, and Lincoln Prairie presentation of the Music Man. On May 7, he attended the NWMC Executive Committee, a 4th of July Commission meeting on May 8, and on May 9, the Shree Jalaram Mandir groundbreaking and Valeo Academy Shakespeare Festival. On May 10, Mayor McLeod attended the grand opening of the Kumon Learning Center at 1622 W. Algonquin Road. On May 12, Mayor attended the Metropolitan Mayors Caucus Executive Committee meeting and a reception for the Student Arts Gallery reception.

Mayor McLeod read a letter he received from Rep. Tammy Duckworth regarding the Village's efforts in becoming an environmentally conscious community and our Growing to Greenness strategy.

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Pilafas, seconded by Trustee Gaeta, to adjourn the meeting at 8:11 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Asst.

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request by Gill Management, Inc. for a courtesy review of a proposed Burger King on the southeast corner of Barrington and Higgins Roads

MEETING DATE: June 9, 2014

COMMITTEE: Planning, Building and Zoning

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

REQUEST: Request by Gill Management, Inc. for a courtesy review of a proposed Burger King on the southeast corner of Barrington and Higgins Roads.

BACKGROUND: Currently, the 22,843 square foot (.52 acres) site consists of a closed Shell gas station with a canopy, small store, and outbuildings. The gas station was closed in June 2010, and has not operated since. The underground gas tanks were removed in 2010 as well.

PROPOSAL: The petitioner is proposing to improve the site with a new 3,081 square foot Burger King restaurant that would have a single lane drive-thru, an outdoor seating area, and sidewalk access from both Higgins Road and Barrington Road. The site is proposed to have a total of 26 parking stalls. The drive-thru shows stacking for nine vehicles.

Access to the site would be from both northbound Barrington Road and eastbound Higgins Road, with the access points moved as far away from the intersection as possible. All drivers leaving the site will be required to exit onto either northbound Barrington Road or eastbound Higgins Road, due to existing center medians.

DISCUSSION: The property is a challenging site for redevelopment given the size of the parcel. The petitioner has recognized this and is planning a smaller restaurant that would likely have the majority of its business through the drive-thru. The petitioner has stated that based on other similar stores operated by the owner today, 70% of the customers will be using the drive-thru.

Because of the small size of the property, the proposed redevelopment has site issues that will need to be addressed through the site plan review process. These include the following:

DISCUSSION: (Continued)

- ◆ **Parking.** Although the Village's Municipal Code does not have parking *requirements*, it does offer parking guidelines for off-street parking. These guidelines suggest a fast food restaurant should provide 14.8 spaces per 1,000 square feet of gross floor area or 0.57 spaces per seat. Using the per seat methodology, the proposed parking of 26 spaces may be close to the guidelines, but will need to be checked based on the final seat count in the building. As part of the site plan review process, the petitioner will be required to submit parking data that supports their site parking number. Drive-thru stacking will be looked at and verified as well.

- ◆ **Detention.** The site is .52 acres, and per the Village's Municipal Code, anything over .5 acres requires on-site detention. The new Metropolitan Water Reclamation District (MWRD) regulations will not require on-site detention, but they will have runoff and volume control requirements. The petitioner has stated that they will request a waiver from our code for on-site detention. The Municipal Code does have a cash-in-lieu option, which will be looked at as an option as part of the Village's site plan review process relative to what MWRD requires for the site.

- ◆ **Waivers.** In order to develop the site as proposed, numerous waivers from the code will be required mainly dealing with landscape setbacks, landscape plantings, and landscape islands. As part of the Village's site plan review process, landscape plans will be reviewed for areas where additional landscape could be installed or possibly a cash-in-lieu option as allowed by our code.

- ◆ **Environmental Issues.** It has been documented by the Illinois EPA that the site has underground contamination from the previous use. The petitioner proposes to cap the site and as part of the site plan review process. An environmental engineer report will be required. The petitioner will have to coordinate with the EPA on this project.

RECOMMENDATION:

Materials presented for courtesy review only.

Attachments

cc: Planning & Zoning Commission Members
Ryan Triphahn (W-T Engineering)

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.

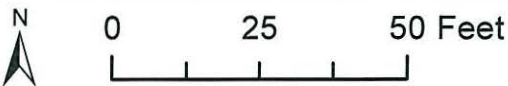
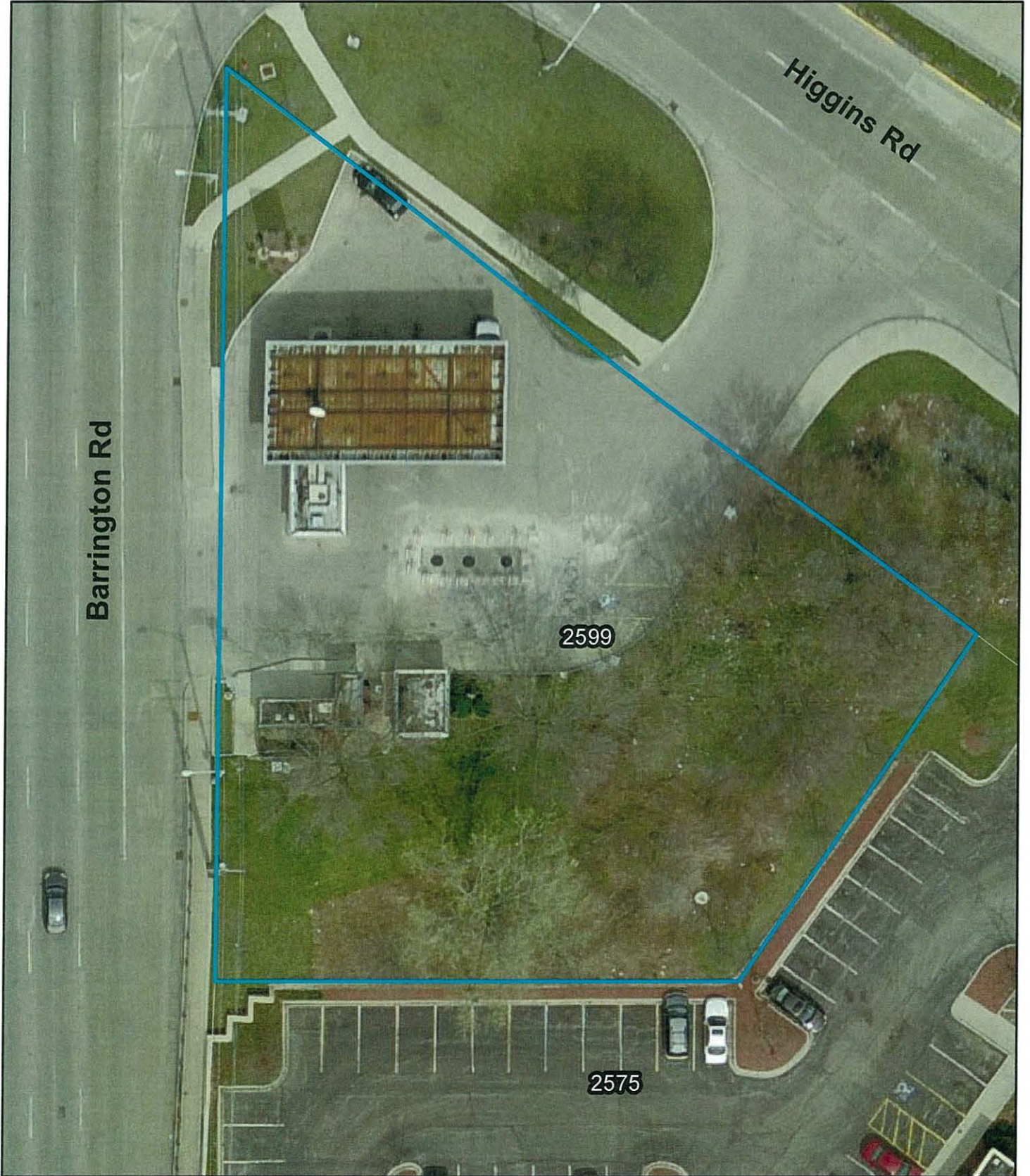

Signature

Ryan Triphahn
Name (PLEASE PRINT)

OWNER:	Authorized Agent:
Company/Developer: <u>Gill Management, INC</u>	<u>Corporate Design & Development Group, LLC</u>
Address: <u>440 S. 3rd St. - Suite 205</u>	<u>2675 Pratum Ave</u>
City, State, Zip Code: <u>St Charles, IL 60174</u>	<u>Hoffman Estates, IL 60192</u>
Telephone Number: <u>224-293-6959 (Ryan Triphahn)</u>	
Email Address: <u>ryan.triphahn@cdg-llc.com</u>	

Name of Project: Burger King - SEC Barrington Higgins Date: 5-29-2014

2599 Higgins Rd (SE Corner of Barrington & Higgins) Former/Vacant Shell Gas Station



Planning Division
Village of Hoffman Estates
May 2014



**CORPORATE
DESIGN + DEVELOPMENT
GROUP, LLC**

2675 Pratum Avenue
Hoffman Estates, IL 60192
224.293.6960 Office
224.293.6966 Fax

May 29, 2014

PROJECT NARRATIVE

**Proposed Burger King
At 2599 West Higgins Road
For PB & Z Courtesy Review Application**

GENERAL

The project consists of a 22,843 sq ft (0.52 acres) lot currently occupied by a closed Shell fuel station and small c-store. It is proposed to demo the existing canopy, small c-store, and two accessory structures. It is also proposed to remove the trees at the rear of the site. The site improvements will include a new 3,081.51 gross sq ft Burger King restaurant with a single lane drive-thru, an outdoor seating area, sidewalk access from both Higgins road frontage and Barrington road frontage, adequate site lighting per the Village's requirements, and a concrete paved parking lot with 26 total parking stalls (2 accessible). The site will also include new signage along both Higgins and Barrington.

The Burger King Restaurant building will have a single lane drive-thru and two drive-thru windows, one for paying, and one for pick-up. The drive-thru will include the Burger King Corporate standard menu-board, order confirmation unit, directional signage, and clearance bar. Within the building, 801.52 sq ft will be allocated for the dining room/seating area, with 403 sq ft additional public space for restrooms, circulation, etc. The remainder is proposed kitchen space, storage space, and manager's offices.

DETENTION

MWRD does not require on-site detention due to the size of the site. However, the MWRD will require BMPs for runoff and volume control, which will be designed for the site per their requirements. The design will also be taken through the proper MWRD review and approval process.

Per Village requirements, detention is required for sites over 0.5 acres, the current site is 0.52 acres. Due to the nature of the site and current conditions of the site, a variance will be requested from the on-site stormwater detention requirement.

SITE CONDITION

It has been documented that the site was contaminated by the prior use. It is currently proposed to cap the site, and once the projects proceeds with the full approval process, an environmental engineer will be consulted with. As well, there is a corrective action plan in place currently. Additionally, there will be a retaining wall located along the East and South property lines.

CIRCULATION

Two right-in/right-out accesses are proposed, one on Barrington Rd. and one on Higgins Rd., which have been located as far away from the intersection as possible. Upon entering the site, users will either park in a stall and dine in, or enter the single lane drive-thru. The proposed type of use, as well as similar Burger King stores operated by the owner today, have experienced approximately 70% of customers using the drive-thru exclusively, and the other 30% of customer's will park and dine within the facility.

CONCLUSION

This project will substantially improve this major corridor and gateway to the Village, as well as bring additional jobs to the area. While there are challenges on this site, by working with the Village, and obtaining variations due to the uniqueness and unusual circumstances on the site, once complete, this project will provide a great new asset to the Village of Hoffman Estates.

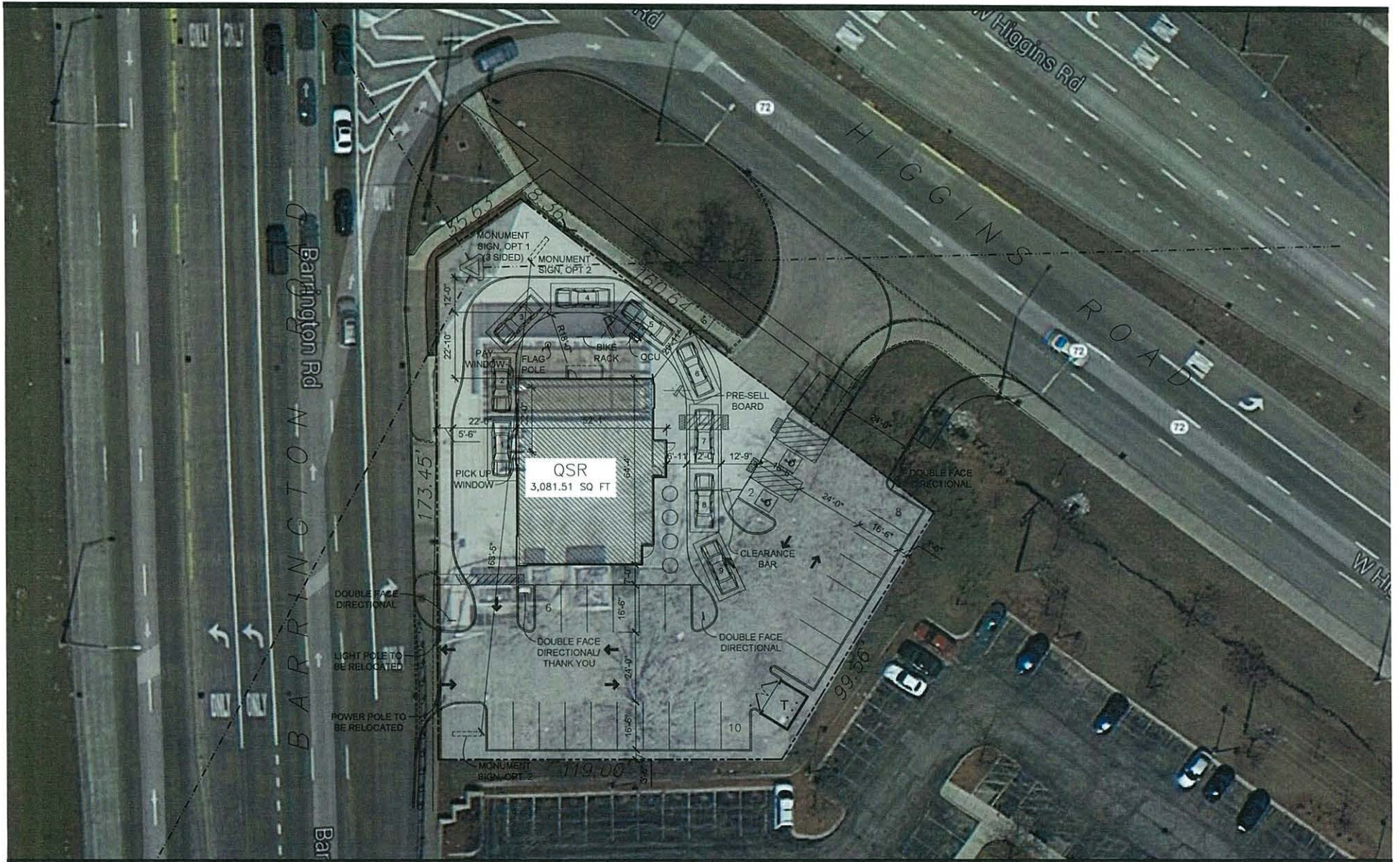
NEW BURGER KING RESTAURANT

SEC BARRINGTON ROAD & HIGGINS ROAD
HOFFMAN ESTATES, IL
ISSUE FOR COURTESY REVIEW: 4-30-2014



SEC BARRINGTON ROAD & HIGGINS ROAD, HOFFMAN ESTATES, IL
TITLE SHEET

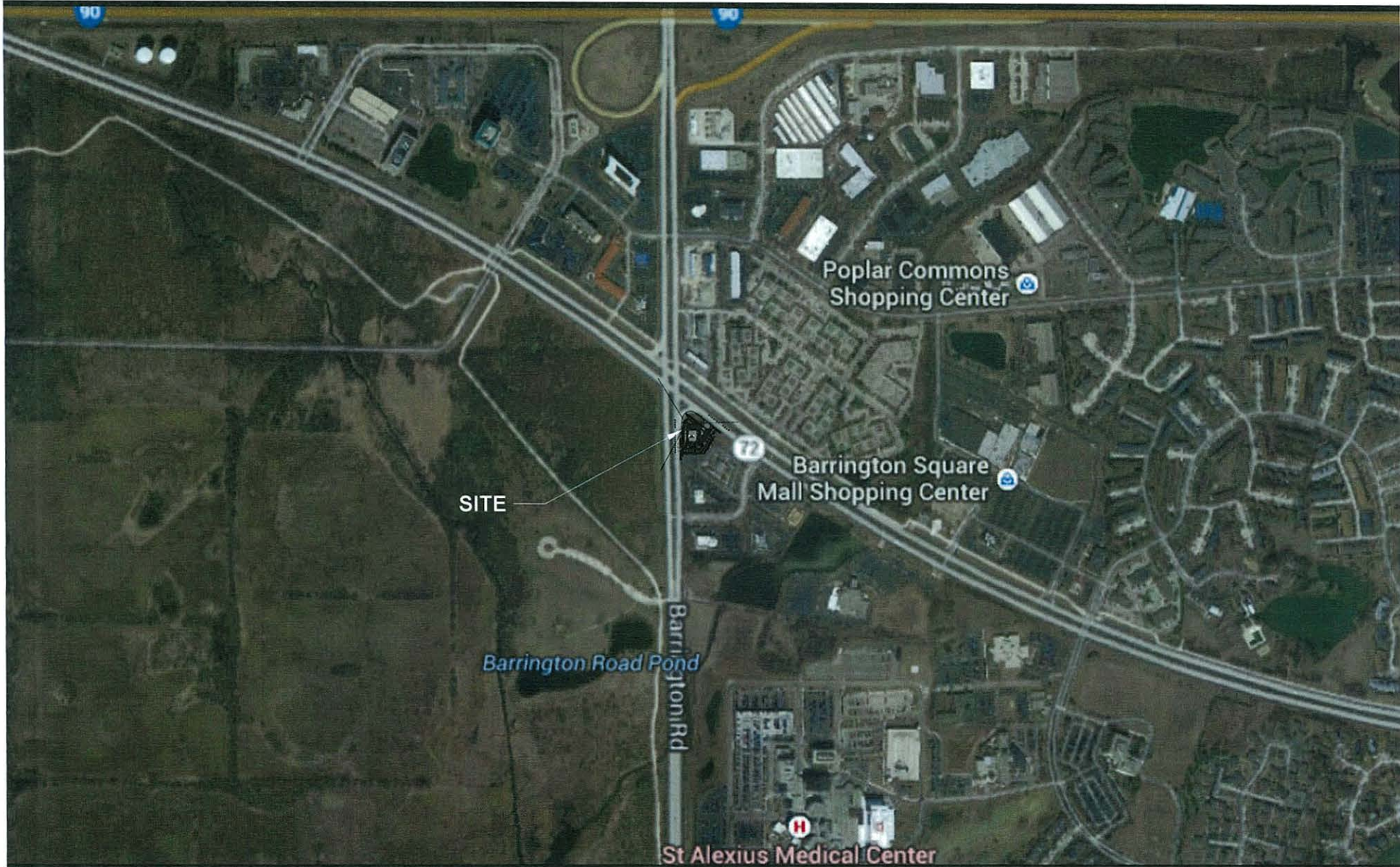
SCALE: N.T.S.



SEC BARRINGTON ROAD & HIGGINS ROAD, HOFFMAN ESTATES, IL
 SITE W/ AERIAL - 23,012.48 SQ. FT. - 26 STALLS (REVISED 4-18-14)

SCALE: 1" = 30'-0" (11 x 17 SHEET)





SITE

Poplar Commons Shopping Center

Barrington Square Mall Shopping Center

Barrington Road Pond

Barrington Rd

St Alexius Medical Center

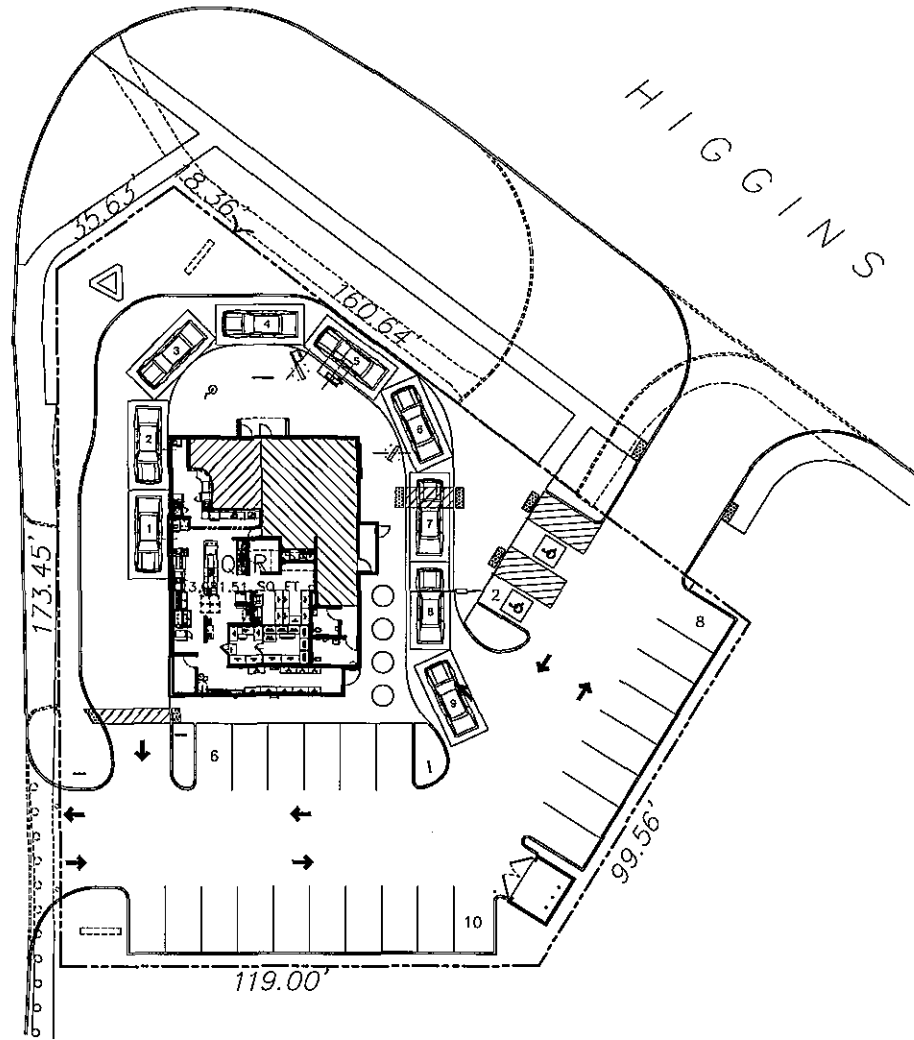
SEC BARRINGTON ROAD & HIGGINS ROAD, HOFFMAN ESTATES, IL
SITE - 23,012.48 SQ. FT. - 26 STALLS (REVISED 4-18-14)

SCALE: 1" = 500'-0"(11 x 17 SHEET)



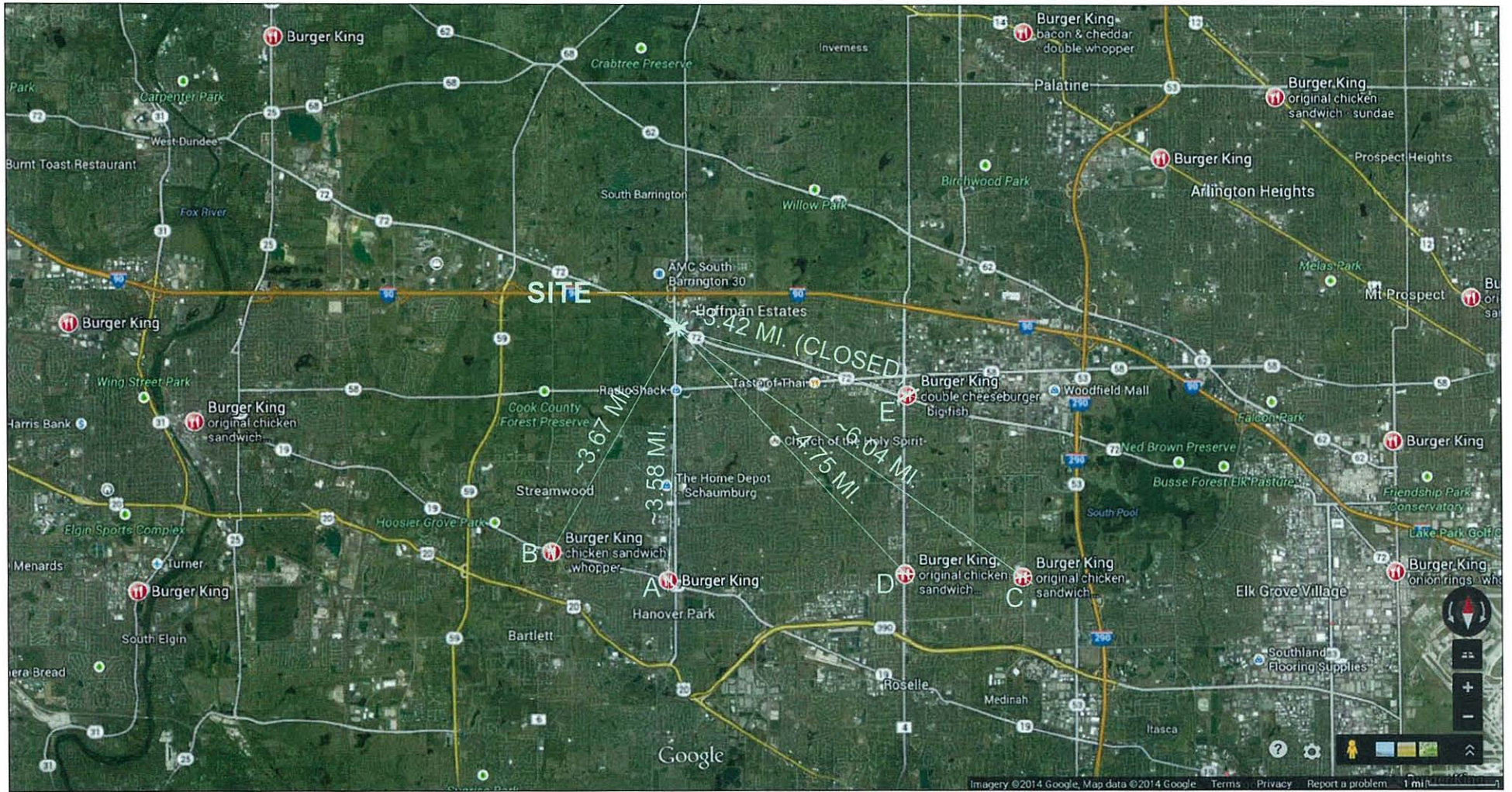
BARRINGTON ROAD

HIGGINS ROAD

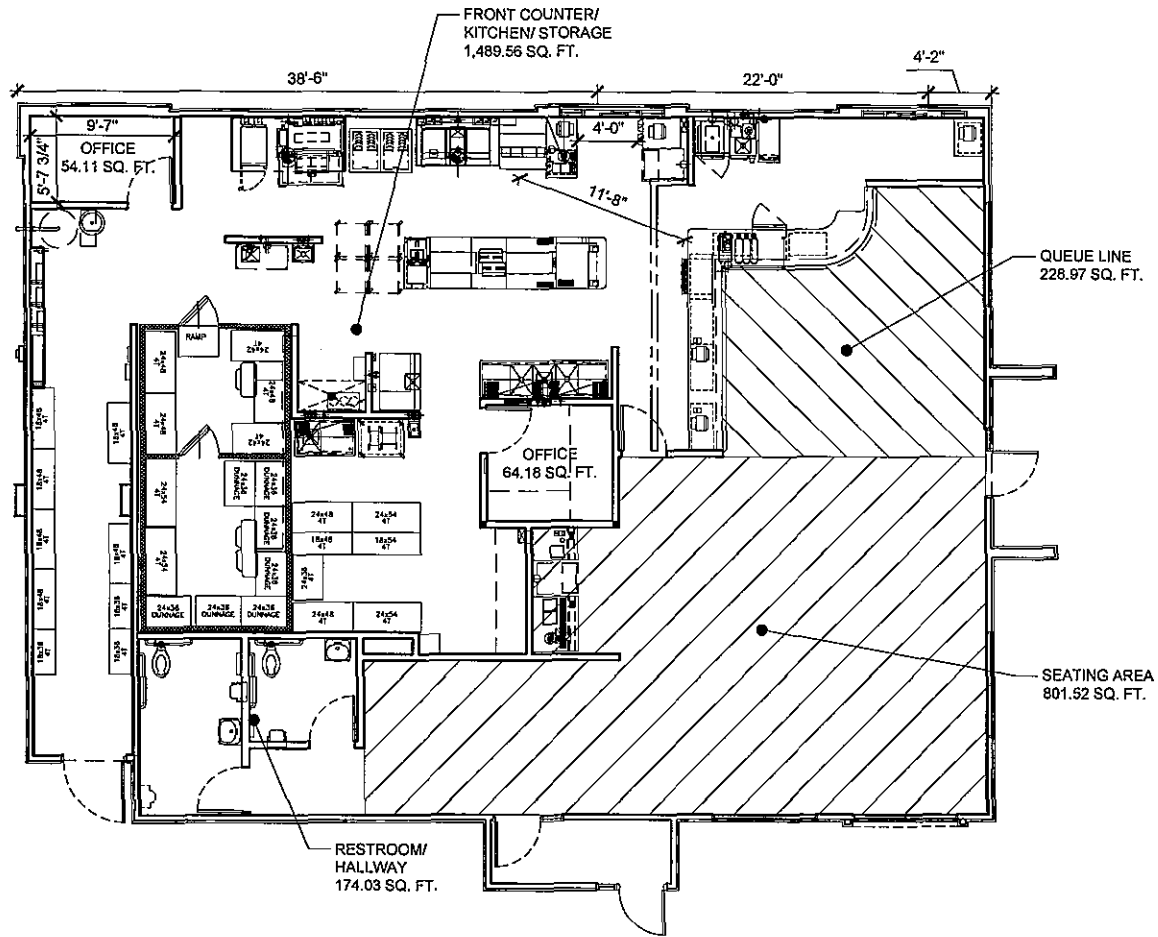


SEC BARRINGTON ROAD & HIGGINS ROAD, HOFFMAN ESTATES, IL
SITE W/FLOOR PLAN - 23,012.48 SQ. FT. - 26 STALLS (REVISED 4-18-14)

SCALE: 1" = 30'-0"(11 x 17 SHEET)



STORE FRANCHISEE LEGEND
 D - HEARTLAND
 A - GILL MANAGEMENT #1117
 E - HEARTLAND (CLOSED)
 B - GILL MANAGEMENT #13456
 C - HEARTLAND



SEC BARRINGTON ROAD & HIGGINS ROAD, HOFFMAN ESTATES, IL
FLOOR PLAN - 2,898.74 SQ FT USABLE (REVISED 4-18-14)

SCALE: 1/8" = 1'-0"



**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval of a resolution to enter into a Memorandum of Understanding with the Cook County HOME Investment Partnerships Program (HOME) consortium

MEETING DATE: June 9, 2014

COMMITTEE: Planning, Building and Zoning

FROM: Ashley Monroe

REQUEST: Request approval of a resolution to enter into a Memorandum of Understanding with the Cook County HOME Investment Partnerships Program (HOME) consortium.

BACKGROUND: The Village, currently an entitlement recipient of Community Development Block Grant (CDBG) funds, has been approached by Cook County to join the HOME Consortium. HOME Investment Partnerships Program (HOME) funds are used to support housing activities for the benefit of low and moderate income persons. HOME funds are awarded annually to Cook County from the U.S. Department of Housing and Urban Development (HUD), and if Hoffman Estates joins the consortium, Cook County would receive additional funds from the State of Illinois that could be provided to residents or developers in Hoffman Estates.

DISCUSSION: Cook County recently approached the Village and surrounding CDBG entitlement communities to join in the establishment of a HOME Consortium. Currently, the Village's HOME allocation is sent to the State of Illinois, where these funds may be awarded to other participating jurisdictions within Illinois. If Hoffman Estates would like to receive funding for HOME-eligible activities, it must apply to the state along with all other Illinois municipalities. If the Village joins the consortium, approximately \$50,000 would be moved from the state HOME program to Cook County's consortium and the Village would have greater potential to access the pool of Cook County HOME funds. The Village has never accessed these funds previously because the application, program requirements, and administration of HOME funds are complex and too time-consuming for existing staff resources.

In joining the consortium, there would be no change to the Village's existing CDBG program or funding allocation. The Village would still continue to receive CDBG funds directly from HUD, and would still be responsible for administering these funds.

DISCUSSION: (Continued)

The consortium would be in place for 3 years, (2015, 2016, and 2017) at which time the Village could renew the agreement or opt out. In addition to Cook County, the existing consortium members include the Cities of Berwyn and Chicago Heights, the Town of Cicero, and the Villages of Mount Prospect, Oak Park, and Schaumburg. The Village of Palatine is in the process of joining at the same time as the Hoffman Estates' proposal. The other neighboring CDBG entitlement communities, Arlington Heights and Des Plaines have yet to join the consortium.

HOME funds can be used for a variety of projects including but not limited to low to moderate-income housing development or housing assistance and support, allocations to a subrecipient, such as the Northwest Housing Partnership, for a residential rehabilitation program, or funds could create a down payment assistance program. The Village would have input and decision-making authority over any project presented that may be able to use HOME funding. The HOME program is more labor intensive from an administrative perspective; however, Cook County would handle all program administration on the Village's behalf, adding little to no staff time for HOME administration and reporting.

Cook County has not specified which projects would be funded with HOME funds. They are currently working with CMAP (Chicago Metropolitan Agency for Planning) to develop their Five Year Consolidated Plan, which will address various priority needs, including identification of needs specific to the northwest suburbs. Cook County is still determining how funds would be allocated to the northwest suburbs, but joining the consortium would allow Hoffman Estates residents better access to funds. Cook County has provided the Village with a draft required Memorandum of Understanding for the HOME Consortium (attached). The Village has prepared a Resolution (attached).

RECOMMENDATION:

Approval of a resolution to enter into a Memorandum of Understanding with the Cook County HOME Investment Partnerships Program (HOME) consortium.

Attachments

**MEMORANDUM OF UNDERSTANDING
HOME Investment Partnerships Program (HOME)**

THIS is a Memorandum of Understanding (the "MOU") regarding funding to align program years for CDBG Grants by and between the County of Cook, a body politic and corporate of the State of Illinois (the "County") and the Village of Hoffman Estates, an Illinois municipal corporation (the "Village"), which are collectively known as the "parties."

WITNESSETH:

WHEREAS, the United States Congress has enacted the Cranston-Gonzalez National Affordable Housing Act ("the Act") providing federal financial assistance for the support of affordable housing as identified in Title II--Investment in Affordable Housing of the HOME Investment Partnerships Act; and

WHEREAS, said Act makes possible the allocation of funds to the County for the purpose of undertaking affordable housing activities identified in said Act; and

WHEREAS, the amount of HOME funds that the County of Cook receives pursuant to entitlement status under said Act is determined by HUD formula that takes into consideration the populations of the municipalities within its jurisdiction; and

WHEREAS, certain municipalities within the County of Cook which are also entitled to receive Community Development Block Grant (CDBG) funds directly from HUD, can elect to join with the County of Cook in Cook County's HOME Consortium, which would allow HUD to take into account the populations of these municipalities when calculating the County of Cook's annual HOME funds entitlement grant; and

WHEREAS, the County and the Village have determined that joint action is the most effective way to accomplish the purposes of said Act; and

WHEREAS, units of local government have had conferred upon them the following powers by Article VII, Section 10(a) of the 1970 Constitution of the State of Illinois:

"Units of local government and school districts may contract or otherwise associate among themselves, with the State, with other states and their units of local government and school districts, and with the United States to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance. Units of

local government and school districts may contract and otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or by ordinance. Participating units of government may use their credit, revenues, and other resources to pay costs and to service debt related to intergovernmental activities;” and

WHEREAS, the Intergovernmental Cooperation Act, (5 ILCS 220/1 et seq.) enacted by the State of Illinois provides in part as follows:

“Section 3. Intergovernmental Agreements. Any powers, privileges or authority exercised or which may be exercised by a public agency of this State may be exercised and enjoyed jointly with any other public agency of this State and jointly with any public agency of any other state or of the United States, to the extent that laws of such other state or of the United States do not prohibit joint exercise or enjoyment.”

“Section 5. Intergovernmental Contracts. Any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform provided that such contract shall be authorized by the governing body of each party to the contract. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties”; and

WHEREAS, the parties to this MOU are all home rule units exercising their home rule powers pursuant to Article VII, Section 6 of the 1970 Constitution of the State of Illinois; and

WHEREAS, the parties to this MOU agree to comply with all provisions outlined in the currently active HOME Consortium Agreement originally executed on June 15, 2002 by and between the County of Cook, a body politic and corporate of the State of Illinois and the City of Berwyn, the City of Chicago Heights, and the Town of Cicero, all Illinois municipal corporations; and

WHEREAS, the Village in electing to join Cook County’s HOME Consortium, must conform to Cook County’s HOME Consortium Program Year, which runs October 1 through September 30 in accordance with HUD rules; and

WHEREAS, the Village who will continue to receive a direct allocation of CDBG funds from HUD but in electing to join the Cook County HOME Consortium agrees to

modify their existing CDBG program year to conform to the Cook County HOME Consortium program year cycle as necessary; and

WHEREAS, the County of Cook is looking to increase its allocation of HOME Funds, and therefore seeks to include the Village in its HOME Consortium; and

NOW, THEREFORE, upon the consideration of the mutual promises contained herein and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed between the County and the Village hereto, as follows:

A. That the recitals hereinabove set forth are incorporated herein by reference as if fully set forth herein.

B. That the Cook County HOME Investment Partnerships Program Consortium (the "Consortium") is defined to include as members of the Consortium the County and the Municipalities.

C. That the parties to this MOU agree to comply with all provisions outlined in the currently active HOME Consortium Agreement originally executed on June 15, 2002 by and between the County of Cook, a body politic and corporate of the State of Illinois and the City of Berwyn, the City of Chicago Heights, and the Town of Cicero, all Illinois municipal corporations which remains in effect until the HOME funds from the current renewal period are expended and closed out pursuant to 24 CFR 92.507.

D. That the Village agrees to evidence its consent to participation in the Consortium by providing the County with two certified copies of a Resolution from the governing body of the Village that the Village or its designee of the Village is authorized to sign this MOU; and

E. That the signature of said Village or its designee will be affixed to this MOU evidencing the willingness of the Village to participate in the Consortium, and to cooperate in the implementation of the Cook County HOME Consortium.

F. That the County agrees to evidence its consent to include the Village in the Consortium by providing the Village with one certified copy of a Resolution from the governing body of the County that the Chief Executive Officer or their designee of the County is authorized to sign this Consortium MOU.

G. That the signature of said Chief Executive Officer will be affixed to this MOU evidencing the willingness of the County to participate in the Consortium.

H. Further, that a copy of this MOU signed by the Chief Executive Officer or their designee of the County will be provided to the Village.

I. That the parties hereto agree that this MOU which may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all of such counterparts, taken together, shall constitute one and the same MOU.

IN WITNESS WHEREOF, the undersigned parties have caused this MOU to be executed by their duly designated Officials.

COUNTY OF COOK, ILLINOIS

BY: _____
Bureau Chief

ATTEST: _____
County Clerk

SEAL:

APPROVED AS TO FORM: _____
Assistant State's Attorney

VILLAGE OF HOFFMAN ESTATES, ILLINOIS

BY: _____
William D. McLeod, Village President

ATTEST: _____
Bev Romanoff, Village Clerk

SEAL:

APPROVED AS TO FORM: _____
Corporation Counsel

**HOME Investment Partnership
Consortium Agreement**

THIS AGREEMENT entered into effective as of June 15, 2002 by and between the County of Cook, a body politic and corporate of the State of Illinois (the "County") and the City of Berwyn, the City of Chicago Heights, and the Town of Cicero; all Illinois municipal corporations (the "Municipalities"), which are collectively known as the parties.

WITNESSETH:

WHEREAS, the United States Congress has enacted the Cranston-Gonzalez National Affordable Housing Act ("the Act") providing federal financial assistance for the support of affordable housing as identified in Title II--Investment in Affordable Housing of HOME Investment Partnerships Act; and

WHEREAS, the Act makes possible the allocation of funds to the County for the purpose of undertaking affordable housing activities identified in the Act; and

WHEREAS, the County and the Municipalities have determined that joint action is the most effective way to accomplish the purposes of said Act; and

WHEREAS, units of local government have had conferred upon them the following powers by Article VII, Section 10(a) of the 1970 Constitution of the State of Illinois:

Units of local government and school districts may contract or otherwise associate among themselves, with the State, with other states and their units of local government and school districts, and with the United States to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance. Units of local government and school districts may contract and otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or by ordinance. Participating units of government may use their credit, revenues, and other resources to pay costs and to service debt related to intergovernmental activities.; and

WHEREAS, the Intergovernmental Cooperation Act; (5 ILCS 220/1 et seq.) Enacted by the State of Illinois provides in part as follows:

Section 3. Intergovernmental Agreements. Any powers, privileges or authority exercised or which may be exercised by a public agency of this State may be exercised and enjoyed jointly with any

other public agency of this State and jointly with any public agency of any other state or of the United State, to the extent that laws of such other state or of the United States do not prohibit joint exercise or enjoyment.

Section 5. Intergovernmental Contracts. Any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform provided that such contract shall be authorized by the governing body of each party to the contract. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties."; and

WHEREAS, the parties to this Agreement are all home rule units exercising their home rule powers pursuant to Article VII, Section 6 of the 1970 Constitution of the State of Illinois.

NOW, THEREFORE, upon the consideration of the mutual promises contained herein and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed between the County and the Municipalities hereto, as follows:

A. That the recitals hereinabove set forth are incorporated herein by reference as if fully set forth herein.

B. That the Cook County HOME Investment Partnerships Consortium (the "Consortium") is defined to include as members of the Consortium the County and the Municipalities.

C. That the Municipalities and the County hereby agree to cooperate to undertake and/or to assist in undertaking housing assistance activities in order to alleviate housing problems through the HOME Investment Partnership Program (hereafter referred to as the HOME Program) in cooperation with the Consortium.

D. That the Municipalities hereby authorize the County to act in a representative capacity as the lead entity for the members of the Consortium for purposes of the HOME Program.

E. That the Municipalities agree that the County will assume overall responsibility as the lead entity to ensure that the Consortium's HOME Program is carried out in compliance with the requirements of the HOME Program, including requirements concerning a Consolidated Plan in accordance with 24 CFR Parts 92 and 91 respectively, and the requirements of 24 CFR Section 92.350(a)(5). It is mutually understood, however, that the County is responsible for implementation of the HOME Program and that each Municipality remains

fully responsible for implementation of any other funding from federal, state, or local programs for implementation of any other funding from federal, state, or local programs which may be identified in the Consolidated Plan as it pertains to the Municipality's identified needs and priorities. Notwithstanding the foregoing, in no event may any Municipality obstruct implementation of the Consortium's approved Consolidated Plan.

F. That the Municipalities agree to evidence their consent to participation in the Consortium by providing the County with two certified copies of a Resolution from the governing body of the Municipality that the Chief Executive Officer of the Municipality is authorized to sign this Consortium Agreement; and

G. That the signature of said Chief Executive Officer will be affixed to this Agreement evidencing the willingness of the Municipalities to participate in the Consortium, and to cooperate in the implementation of the Cook County Consortium for HOME.

H. That the County agrees to evidence its consent to participation in the Consortium by providing the Municipalities with one certified copy of a Resolution from the governing body of the County that the Chief Executive Officer of the County is authorized to sign this Consortium agreement.

I. That the signature of said Chief Executive Officer will be affixed to this Agreement evidencing the willingness of the County to participate in the Consortium.

J. Further, that a copy of this Consortium Agreement signed by the Chief Executive Officer of the County will be provided to each Municipality.

K. That the Municipalities and County agree to affirmatively further fair housing.

L. 1. This Agreement will automatically be renewed for each succeeding HOME Consortium Qualification period for all the parties unless the following occurs:

a. One or more of the Municipalities inform the County in writing that one or more of the Municipalities wish to terminate participation in the HOME Consortium; or

b. The County informs the Municipalities in writing that it wishes to terminate this Agreement.

c. In the event that less than all of the Municipalities inform the County in writing that those Municipalities wish to terminate participation in the HOME Consortium, the Agreement shall remain

in effect for the remaining parties to the Agreement

2. The County will notify the Municipalities in writing of the next and each succeeding HOME Consortium Qualification period in order that the Municipalities may determine whether to continue or terminate their participation in this Agreement.

3. The failure to adopt an amendment to this Agreement or to timely submit the amendment to the Agreement to HUD, when required by HUD, incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the HOME Consortium Qualification notice applicable for the year in which the next qualification of the HOME Consortium is scheduled (and for each succeeding qualification period) shall automatically terminate this Agreement following the expenditure of HOME funds allocated for use in the Municipalities' jurisdiction.

4. That the County and the Municipalities may not terminate or withdraw from this Agreement while this Agreement remains in effect. The term of this Agreement is for a period of not less than the period necessary to carry out all activities that will be funded from funds awarded for the Federal Fiscal Years 2003, 2004 and 2005 (commencing October 1, 2002 ending September 30, 2005); that this Agreement remains in effect until the HOME funds from each of Federal Fiscal Years 2003, 2004 and 2005 are closed out pursuant to 24 CFR 92.507; and that none of the signatories to this Agreement may withdraw from the Consortium while this Agreement remains in effect. **For the purposes of this Agreement, this Agreement remains in effect until all of the HOME funds for Federal Fiscal Years 2003, 2004 and 2005 are expended. All HOME funds shall mean HOME funds received by the County attributable to its status as a Participating Jurisdiction and attributable to the HOME Consortium.**

M. That the parties hereto agree that, pursuant to HUD Notice Number CPD 02-2 or any subsequently issued HUD Notice on the HOME Consortium Qualification Period, in the event one of the other eligible Municipalities decides to join the Consortium at a time other than when the parties enter into this Agreement, that said Municipality may join the Consortium upon written notice to the parties to this Agreement. The parties hereto agree that an amendment to this Agreement may be made by the execution of a written amendment by the President of the Cook County Board of Commissioners and the Chief Elected Official of said Municipality rather than all the parties to this Agreement.

N. That the County, the Cities of Berwyn and Chicago Heights and the Town of Cicero are on the same Program Year for the Community Development Block Grant, HOME, Emergency Shelter Grant, and HOPWA Programs. The parties agree that the County will apply for and work to obtain a waiver of the requirement to be on the same Program Year for all other units of general local

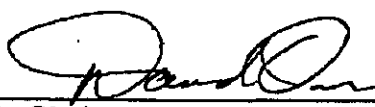
government that now or later become members of the Consortium. That County and the other parties authorizing and executing this Agreement agree that, in the event that the County is unable to obtain a waiver of the consolidated Program Year requirement, that the Consortium shall consist solely of the County, the Town of Cicero and the Cities of Berwyn and Chicago Heights.

O. That the parties hereto agree that this Agreement which may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all of such counterparts, taken together, shall constitute one and the same Agreement.

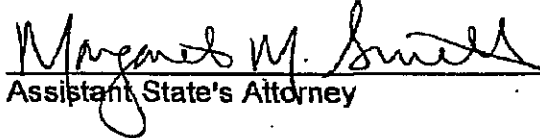
IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be executed by their duly designated Officials.

COUNTY OF COOK, ILLINOIS

BY: 
President of the Board of Commissioners

ATTEST: 
County Clerk

SEAL:

APPROVED AS TO FORM: 
Assistant State's Attorney

CITY OF BERWYN, ILLINOIS

BY: *Thomas J. Dougherty*
Mayor

ATTEST: *Michael J. McDonald*
City Clerk



APPROVED AS TO FORM: *Paul W. Siga* *Asst. City*
Corporation Counsel *Atty.*

CITY OF CHICAGO HEIGHTS, ILLINOIS

BY: Angelo A. Lambone
Mayor

ATTEST: Rachel M. Vega
City Clerk

SEAL:

APPROVED AS TO FORM: Amelia A. Jones
Corporation Counsel

TOWN OF CICERO, ILLINOIS

BY: Betty Lamm-Mattese
Mayor

ATTEST: Marilyn Colpo
Town Clerk

SEAL:

APPROVED AS TO FORM: Jay V. Peltz
Corporation Counsel

RESOLUTION

WHEREAS, the United States Department of Housing and Urban Development has notified the County that it is time for the County and its partners in the Cook County HOME Investment Partnership (HOME) Consortium to enter into a new agreement covering the HOME Program Years 2003, 2004 and 2005; and

WHEREAS, this partnership has successfully created safe, affordable and decent housing for low and moderate income residents throughout the County; and

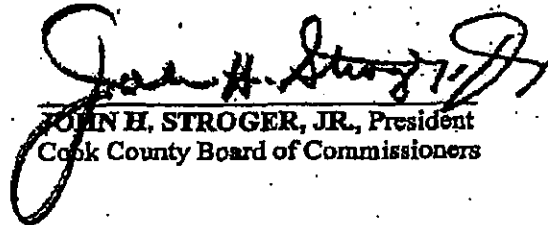
WHEREAS, it is in the best interests of the residents of the County to continue this partnership.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Commissioners of the County of Cook, Illinois:

Section 1. That the County be and is hereby authorized to enter into the HOME Investment Partnership Consortium Agreement for Federal Fiscal Years 2003, 2004 and 2005 and that the President and County Clerk be and are hereby authorized to execute said HOME Investment Partnership Consortium Agreement, a copy of which is submitted hereto and made a part hereof.

Section 2. That this Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Approved and adopted this 18th day of June 2002:


JOHN H. STROGER, JR., President
Cook County Board of Commissioners

(SEAL)

Attest: 
DAVID ORR, County Clerk

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

JUN 18 2002

COM _____

1601 CHICAGO RD. CHICAGO HEIGHTS, IL 60411
(708) 756-5328 FAX: (708) 756-0040



Fax

To: <i>Tim Kliest</i>	From: <i>Is Deppert</i>
Fax:	Pages:
Phone: <i>1-312-603-9970</i>	Date:
Re:	CC:
<input type="checkbox"/> Urgent <input checked="" type="checkbox"/> For Review <input type="checkbox"/> Please Comment <input type="checkbox"/> Please Reply <input type="checkbox"/> Please Recycle	

■ Comments:

RESOLUTION NO. 02-32

RESOLUTION AUTHORIZING THE CITY OF CHICAGO HEIGHTS TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE COUNTY OF COOK TO PARTICIPATE IN THE HOME INVESTMENT PARTNERSHIP CONSORTIUM AGREEMENT PROVIDING FINANCIAL ASSISTANCE FOR THE SUPPORT OF AFFORDABLE HOUSING

WHEREAS, the City of Chicago Heights, Illinois (the "City") is a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970, and hereby acts with the requisite authority thereof; and

WHEREAS, it has been determined necessary, appropriate and useful for the City to participate in an investment partnership agreement with other Illinois municipalities and the County of Cook, (the "County") for the purpose of providing federal financial assistance in support of affordable housing pursuant to the Cranston-Gonzalez National Affordable Housing Act; and

WHEREAS, in accordance with the Intergovernmental Cooperation Act, Article VII, Section 6 of the Illinois Constitution of 1970, the City and the County are authorized to enter into and effectuate intergovernmental agreements.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Chicago Heights, Cook County, Illinois:

That the City be and is hereby authorized to enter into the HOME Investment Partnership Consortium Agreement for Federal Fiscal Years 2003, 2004, and 2005 and that the Mayor and City Clerk be and are hereby authorized to execute said HOME Investment Partnership Consortium Agreement, a copy of which is attached hereto and made a part hereof.

That this Resolution shall take effect upon its approval, passage and publication as required by law and the corporate authorities of the City of Chicago Heights.

PASSED AND APPROVED this 20th day of May, 2002 by the Mayor and City Council of the City of Chicago Heights, Cook County, Illinois on the following roll call vote:

Angelo A. Ciambrone
Angelo A. Ciambrone, Mayor

AYES: 6
NAYS: 0
ABSENT: 0

ATTEST:

Rachel M. Uaga
City Clerk


STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, Rachel M. Vega, duly appointed and acting City Clerk of the City of Chicago Heights, Illinois and as such the keeper of the records of the City Council of the City of Chicago Heights, Illinois do hereby certify that the attached copy of

RESOLUTION NO. 02-32

is a true and correct copy of the original now on file in the Municipal Building, Chicago Heights, Illinois.

In witness whereof, I have signed my name and affixed the seal of the City of Chicago Heights, Illinois this 3RD day of JUNE, 2002.


Rachel M. Vega, City Clerk

(Seal)



THE BOARD OF COMMISSIONERS

JOHN H. STROGER, JR.

PRESIDENT

JAMLEAN COLLINS	1st Dist.	PETER N. SILVERTRI	9th Dist.
ROBBIE L. STEELE	2nd Dist.	MIKE QUIGLEY	10th Dist.
ERRY BUTLER	3rd Dist.	JOHN P. DALEY	11th Dist.
JOHN H. STROGER, JR.	4th Dist.	TED LECHOWICZ	12th Dist.
HERBIE SIMS	5th Dist.	CALVIN R. SUTKER	13th Dist.
WILLIAM R. MORAN	6th Dist.	GREGG GOSSIN	14th Dist.
JOSEPH MARIO MORENO	7th Dist.	CARL N. HANSEN	15th Dist.
ROBERTO MALDONADO	8th Dist.	ALLAN C. CARR	16th Dist.
		HERBERT T. SCHUMANN, JR.	17th Dist.



BUREAU OF ADMINISTRATION

GWENDOLYN D. CLEMONS

PLANNING AND DEVELOPMENT

DIRECTOR

69 W. Washington Street
Suite #2900

Chicago, Illinois 60602-3007

(312) 603-1000 TEL

(312) 603-9970 FAX

(312) 603-5255 TDD.

July 25, 2002

The Honorable Angelo A. Ciambrone
City of Chicago Heights
1601 Chicago Road
Chicago Heights, Illinois 60411-3487

RE: HOME Consortium Qualification Period
Federal Fiscal Years 2003, 2004 and 2005

Dear Mayor Ciambroni:

Please find enclosed the City of Chicago Heights' copy of the HOME Consortium Agreement for the above-referenced period. Please also find enclosed a certified copy of the County's resolution authorizing execution of the Agreement.

Sincerely,

Gwendolyn D. Clemmons
Director of Planning and Development

VILLAGE OF HOFFMAN ESTATES

**A RESOLUTION APPROVING A
MEMORANDUM OF UNDERSTANDING**

WHEREAS, the Village of Hoffman Estates, an Illinois municipality (the "Village") and the County of Cook, a body politic and corporate of the State of Illinois (the "County") are home rule units and units of local government pursuant to the Illinois Constitution of 1970; and

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorize local governments to contract or otherwise associate among themselves to obtain or share services, and to exercise, combine or transfer any power or function, in any manner not prohibited by law; and

WHEREAS, the Village is a grantee of Community Development Block Grant funds ("CDBG funds") provided by the U.S. Department of Housing and Urban Development (referred to as "HUD"); and

WHEREAS, Cook County administers the Cook County HOME Investment Partnerships Program Consortium (the "HOME Consortium"), a group, including the County and certain other participating municipalities, that receives federal funding (the "HOME Funds") pursuant to the Cranston-Gonzalez National Affordable Housing Act for the support of affordable housing; and

WHEREAS, the amount of HOME funds that the County receives is based upon the populations of the participating municipalities within its jurisdiction; and

WHEREAS, the Village, while entitled to receive CDBG funds directly from HUD, may also elect to participate in the HOME Consortium, so as to utilize HOME funds within the Village and allow HUD to take into account its population when calculating the County's annual HOME funds entitlement grant; and

WHEREAS, the County has requested the Village to join the HOME Consortium for the three year period commencing October 1, 2015 and ending September 30, 2018, subject to the terms of the current HOME Consortium Agreement originally executed on June 15, 2002 by and between the County and the City of Berwyn, the City of Chicago Heights, and the Town of Cicero; and

WHEREAS, the President and Board of Trustees of the Village of Hoffman Estates has deemed that it is in the best interests of the Village to be eligible for HOME funds as a member of the HOME Consortium and, to accomplish that goal, it is in the best interests of the Village to enter into a Memorandum of Understanding, attached hereto as Exhibit 1, which will become an integral part of the Consortium Agreement (the "Addendum").

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

Section 1: The recitals set forth above are incorporated by reference into this Section One as materials terms.

Section 2: That the President and Board of Trustees hereby approve the Memorandum of Understanding, attached hereto as Exhibit 1, as an Addendum to the current HOME Consortium Agreement originally executed on June 15, 2002 by and between the County and the City of Berwyn, the City of Chicago Heights, and the Town of Cicero,.

Section 3: That the Village President of the Village of Hoffman Estates is hereby authorized to execute the Memorandum of Understanding, described in Section 2 of this Resolution.

Section 4: That this Resolution shall be in full force and effective from and after its passage and approval in the manner provided by law.

PASSED THIS _____ day of _____, 2014

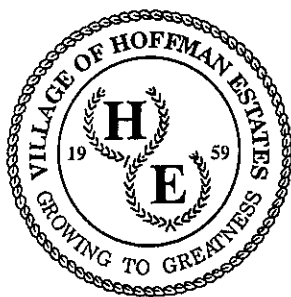
VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Michael Gaeta	_____	_____	_____	_____
Trustee Gayle Vandenberg	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2014

Village President

ATTEST:

Village Clerk



**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*

June 2014

PLANNING AND ZONING COMMISSION MEETINGS

May 21, 2014 Meeting

Meeting Cancelled - No petitioners

June 4, 2014 Meeting Results

- o Resident, 1065 Ash, Setback variation for house addition – **APPROVED**

Upcoming June 18, 2014 Meeting

Meeting Cancelled – No Petitioners

Upcoming July 2, 2014 Meeting

- o 2475 W. Higgins (former Metropolis), Site plan amendment for new restaurant (Moretti's)
- o 2525 W. Higgins (former Lone Star), Site plan amendment for new restaurant

CURRENT ACTIVE PROJECT REVIEWS

- Forest Preserve, West side of Barrington Rd. at Old Higgins Rd. - Site plan for new permanent bathroom building
- Huntington Club Townhomes, site plan for parking lot expansion
- St. Alexius Medical Ctr., 1555 Barrington Road - Site Plan Amendment for pedestrian walks
- Hoffman Village/Goodwill – Plat of Easement for water main relocation
- Woodfield Acura, former Dover Straits – site plan for new auto dealership
- 2599 Higgins Road (former Shell) – concept plan for new restaurant
- Former Metropolis – site plan for new restaurant in existing building
- Former Lone Star – concept plan for new restaurant in existing building with expansion and site changes
- Glen Lake Plaza – site plan amendment for minor site changes
- Starbucks, Palatine Road – expansion into former Oberweis unit with drive-thru
- McDonald's – Barrington Square Town Center – Site Plan new restaurant and demolition of existing building
- Bergman Farm – Concept plan residential development – pending plan revisions by contract purchaser

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
- Lots 25 & 26 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
- O'Malley Subdivision Farmhouse – site plan amendment for revised house plan

Site Plan Review Process	This Month		This Quarter		Year to Date	
Number administrative cases completed	2	66% completed	4	66% completed	6	60% completed
Number of PZC cases completed	1	administratively	2	administratively	4	administratively
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	6	100% completed within 105 days	10	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	5	10	27	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.
- There has been a general increase in inquiries about development of vacant parcels in the Village and staff continues to field calls and emails regarding zoning and site plan requirements.

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 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	5	10	30	100% updated within 5 days
Average number of Village signs in rotation on electronic Tollway sign	4	4	4	100% of time at least 2 signs in rotation
New digital signs produced for Tollway sign	1	2	11	6

COMPREHENSIVE PLAN 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	1	1	4	6
Percentage of detailed draft outline completed	0%	0%	12%	100% completion of detailed draft outline

SUSTAINABILITY www.hoffmanestates.org/green

- Re-commissioning for the Village Hall, Public Works, and Fleet Maintenance buildings is in process a report should be delivered to staff in early summer.
- 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	
	0	0%	0	0%	5	14%
There are 35 projects selected for initiation in 2014. Annual goal is to complete 60% of initiated 2014 projects.						

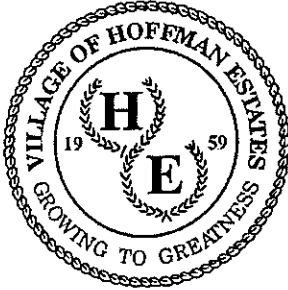
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) www.hoffmanestates.org/cdbg

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

CDBG Expenditures and Reporting Ratio	This Month		This Quarter		Year to Date	
	\$0	0.0%	\$9,056.96	0.97%	\$9,177.01	0.97%
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 a draft Annual Action Plan for Program Year 9, to be released June 10th through July 10th for public comment. A public hearing to receive comments will be held in July prior to presentation to Committee.
- 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. One home has completed construction and another is in the final inspection and punchlist stage. Two prior loans are being repaid due to the properties being sold – this program income will be available for new projects.

Housing Program Goals	This Month	This Quarter	Year to Date	Year Target
Rehabilitation Projects completed	1	1	1	5
Property Files Completed	1	0	0	5
Housing & related issues education pieces released	0	2	2	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*

June 2014

GENERAL ACTIVITIES

- On May 3, 2014, Betty Melligan inspected the Kentucky Derby event at the Saddle Room.
- On May 6, 2014, David Banaszynski inspected the Mori Seiki Innovation Days.
- On May 14, 2014, Ray Norton and Tim Meyer attended the NWBOCA training luncheon in Schaumburg.
- On May 15, 2014, David Banaszynski inspected the Veteran’s Hiring event at the Sears Centre.
- On May 15, 2014, Anthony Knuth passed the Property Maintenance Certification Test.
- On May 17, 2014, Betty Melligan inspected the Auto Underground Auto Show.
- On May 19, 2014, David Banaszynski attended the NWFF Food Vendor meeting.
- On May 20, 2014, David Banaszynski inspected the Farmer’s Market at St. Alexis Hospital.
- On May 23, 2014, David Banaszynski inspected the Force 10 company picnic.
- On May 30, 2014, David Banaszynski attended training at the Kendall County Health Dept.

CUSTOMER SERVICE/FRONT COUNTER ACTIVITIES

- Activity at the front counter has increased during the past month, and due to a vacancy, there have not been opportunities to fully implement new efficiency improvements during the past month. Counter staff continues to handle a wide variety of work and customer requests.

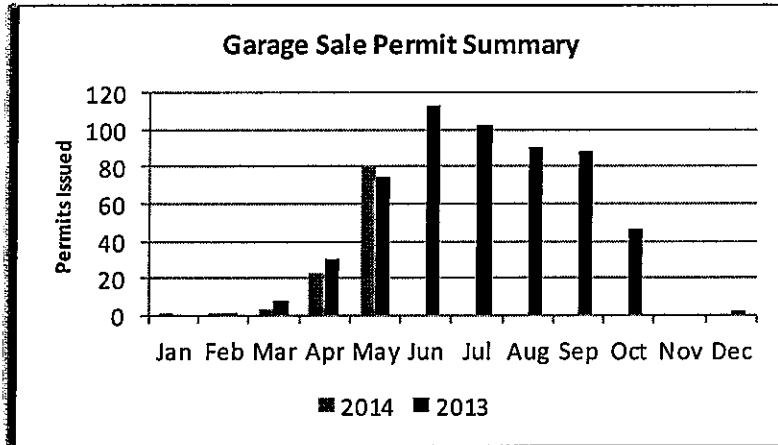
Enhance Customer Service at Front Counter	This Month	This Quarter	Year to Date	Year Target
Number of transfer stamp process improvements made	0	0	0	2
Number of building permit process improvements made	0	0	0	2
Number of other counter process improvements made	0	2	2	2

RENTAL HOUSING LICENSE AND INSPECTION PROGRAM

- As of the end of May there were a total of 978 rental housing applications submitted and paid. Because of the large influx at the beginning of this new program staff is still working to have all applications entered into the computer database and therefore a detailed breakdown of revenue and other information is not yet available.
- On May 23 approximately 700 new letters were sent to rental unit owners in the 5 multi-family complexes that are subject only to the interior inspection. These are different than the first 2,100 letters that were mailed in April. The second batch of letters included a submittal deadline of June 27.
- Two open houses have been scheduled with a specific focus on the multi-family unit owners of Steeple Hill, Highland Crossing, Moon Lake Village, Hilldale Condos, and Huntington Grove. The open house dates are **June 7 from 9 am to 11 am**, and **June 18 from 4 pm to 7 pm**. The focus will be on interior inspections, however any interested party can attend and learn more about the program.

Garage Sales

Year	2014	2013
Jan	1	0
Feb	1	1
Mar	3	8
Apr	23	30
May	81	74
Jun	0	113
Jul	0	102
Aug	0	91
Sep	0	89
Oct	0	47
Nov	0	0
Dec	0	2
Total	109	557

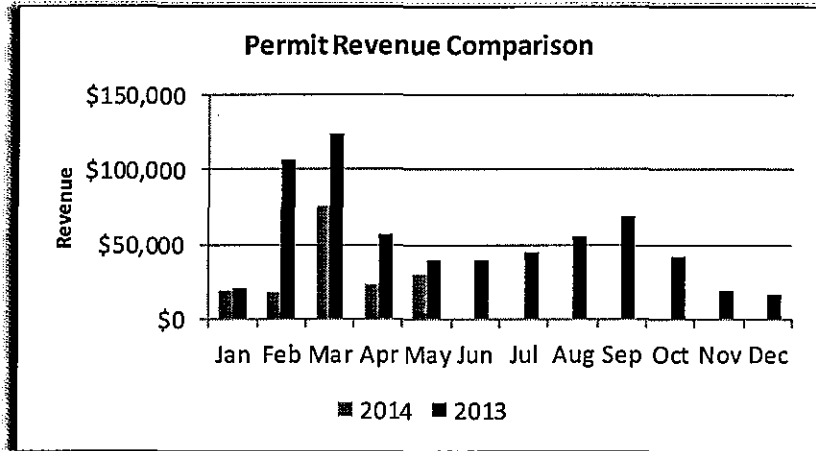


2014 Building and Fire Permits Issued

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2014 YTD	2013 YTD
Building Permits														
Commercial Remodeling	1	7	9	5	9	0	0	0	0	0	0	0	31	107
Community Residence	0	0	0	0	1	0	0	0	0	0	0	0	1	6
Demolition	0	0	0	0	0	0	0	0	0	0	0	0	0	3
Driveways	0	0	2	16	29	0	0	0	0	0	0	0	47	145
Electrical	5	6	7	2	14	0	0	0	0	0	0	0	34	109
Fences	0	5	0	19	31	0	0	0	0	0	0	0	55	191
Mechanical	9	8	9	9	14	0	0	0	0	0	0	0	49	174
Miscellaneous Permits	22	16	30	51	55	0	0	0	0	0	0	0	174	457
Multi-Family Remodeling	9	5	7	6	7	0	0	0	0	0	0	0	34	70
New Commercial	0	0	0	0	1	0	0	0	0	0	0	0	1	0
Plumbing	11	14	18	15	19	0	0	0	0	0	0	0	77	256
Pools	0	0	1	1	4	0	0	0	0	0	0	0	6	9
Residential Decks & Patios	0	0	1	8	19	0	0	0	0	0	0	0	28	161
Residential Garages	0	0	0	0	0	0	0	0	0	0	0	0	0	6
Residential Remodeling	16	9	16	6	12	0	0	0	0	0	0	0	59	143
Residential Sheds	0	0	0	2	8	0	0	0	0	0	0	0	10	33
Roofs/Siding	5	2	29	59	66	0	0	0	0	0	0	0	161	526
Signs	6	9	6	11	10	0	0	0	0	0	0	0	42	106
New Single Family Residences	0	0	0	0	1	0	0	0	0	0	0	0	1	2
Fire Permits														
Automatic Fire Alarms	4	5	3	3	3	0	0	0	0	0	0	0	18	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	6	0	0	0	0	0	0	0	0	14	56
Lock Boxes	0	0	1	1	2	0	0	0	0	0	0	0	4	17
Other	1	0	1	5	1	0	0	0	0	0	0	0	8	19
2014 Total	91	86	146	225	306	0	0	0	0	0	0	0	854	
2013 Total	108	102	108	215	297	257	292	333	282	328	218	136		2676

Permit Revenue

Year	2014	2013
Jan	\$18,611	\$20,146
Feb	\$17,377	\$106,661
Mar	\$75,725	\$124,513
Apr	\$22,612	\$56,440
May	\$30,175	\$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
Total	\$164,500	\$633,739



2014 Budget: \$615,000

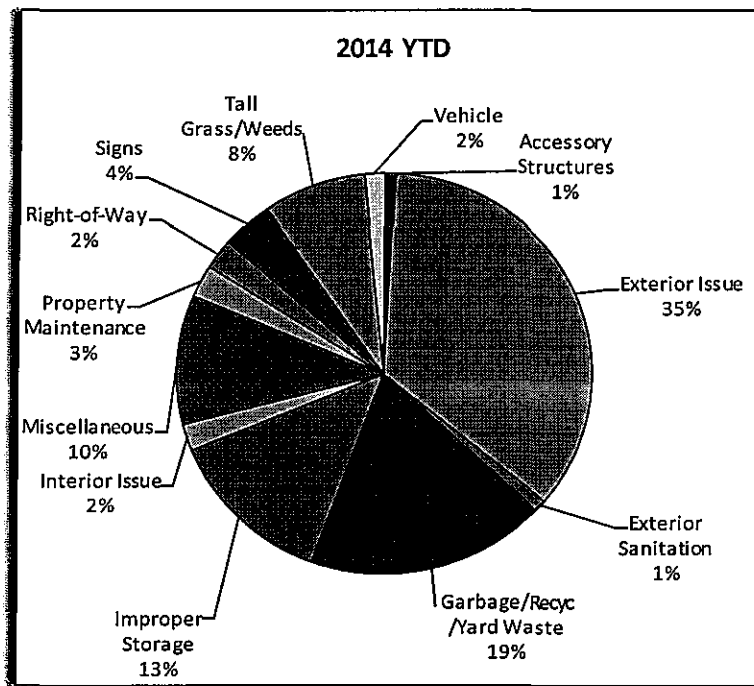
Total Revenue includes building permits, fire permits and Temporary Certificates of Occupancy.

Building Permit Processing Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of permits entered in computer within 24 hours of submittal	85%	90%	93%	95% within 24 hours
Percentage of permit plan reviews completed within 10 business days	95%	96%	97%	95% within 10 days
Percentage of final permits processed within 48 hours of plan approval	88%	90%	92%	90% within 48 hours

*Note: A front counter position is currently vacant, and due to unexpected illnesses during May and the normal increase in activity, permit entry and processing has been affected. A contingency plan has been put in place to ensure permits continue to be processed in a timely manner.

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	8	4	0	0	0	0	0	0	0	15	36
Exterior Issue	100	230	190	103	56	0	0	0	0	0	0	0	679	298
Exterior Sanitation	0	1	2	12	4	0	0	0	0	0	0	0	19	87
Garbage/Recyc/Yard Waste	117	70	69	52	53	0	0	0	0	0	0	0	361	867
Improper Storage	11	1	55	118	70	0	0	0	0	0	0	0	255	640
Interior Issue	15	0	5	2	20	0	0	0	0	0	0	0	42	39
Miscellaneous	57	31	22	45	46	0	0	0	0	0	0	0	201	646
Property Maintenance	2	3	7	2	36	0	0	0	0	0	0	0	50	111
Right-of-Way	6	4	3	20	14	0	0	0	0	0	0	0	47	132
Signs	6	5	26	10	29	0	0	0	0	0	0	0	76	401
Tall Grass/Weeds	0	0	0	0	156	0	0	0	0	0	0	0	156	409
Vehicle	6	6	6	3	10	0	0	0	0	0	0	0	31	93
2014 Total	320	352	387	375	498	0	0	0	0	0	0	0	1932	
2013 Total	220	292	218	244	315	558	186	182	365	522	348	281		3759



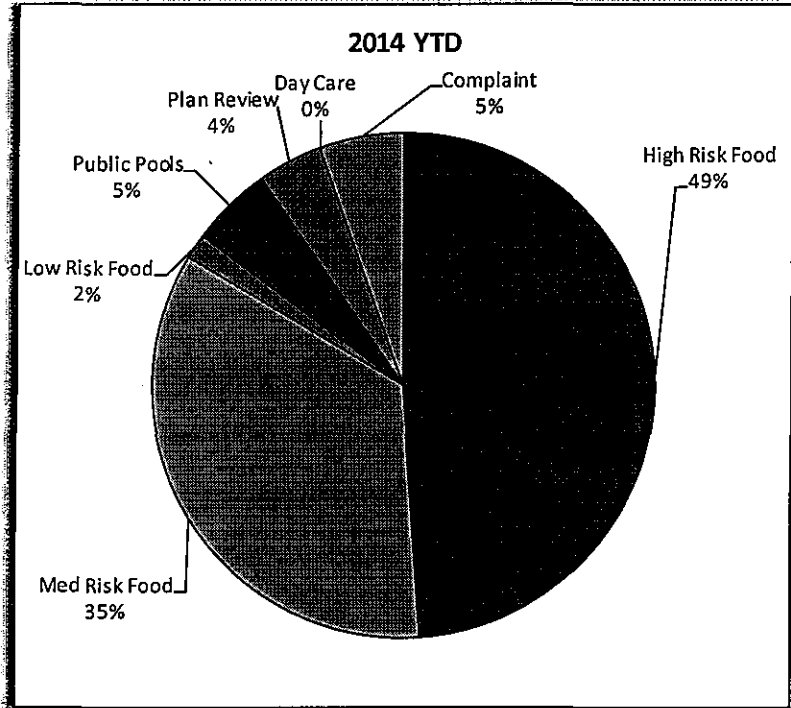
2014 Citations Issued

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
41	41	35	40	20	0	0	0	0	0	0	0	177

Inspection Services Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of property maintenance inspections completed within 24 hours of notice	98%	99%	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	3	42	0	0	0	0	0	0	0	151
Med Risk Food	4	9	49	36	9	0	0	0	0	0	0	0	107
Low Risk Food	1	0	1	2	1	0	0	0	0	0	0	0	5
Public Pools	0	0	0	1	15	0	0	0	0	0	0	0	16
Plan Review	4	4	1	2	2	0	0	0	0	0	0	0	13
Day Care	0	0	0	0	0	0	0	0	0	0	0	0	0
Complaint	4	5	2	5	1	0	0	0	0	0	0	0	17
Total	62	69	59	49	70	0	0	0	0	0	0	0	309

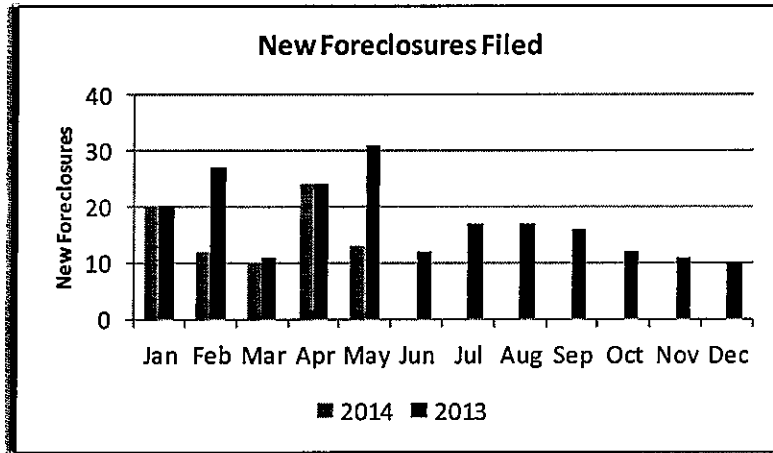


Food establishments are divided into the risk categories of high, moderate or low risk. A high risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or the type of population 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	7.5%	13.5%	38.1%	100% of total

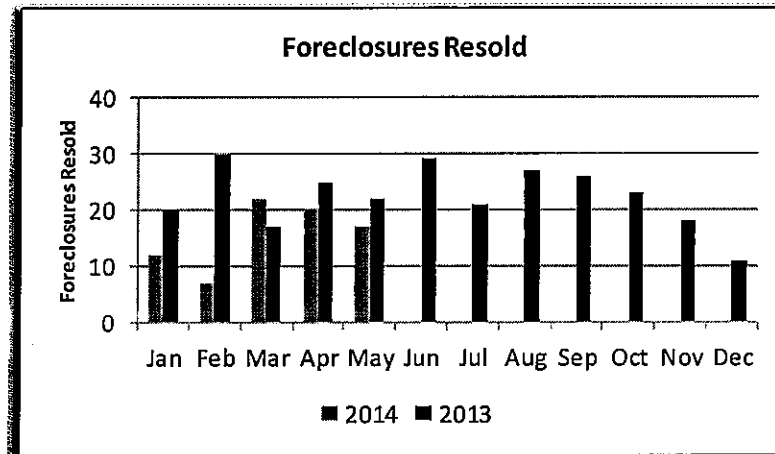
New Foreclosures Filed

Year	2014	2013
Jan	20	20
Feb	12	27
Mar	10	11
Apr	24	24
May	13	31
Jun	0	12
Jul	0	17
Aug	0	17
Sep	0	16
Oct	0	12
Nov	0	11
Dec	0	10
Total	79	208



Foreclosures Resold

Year	2014	2013
Jan	12	20
Feb	7	30
Mar	22	17
Apr	20	25
May	17	22
Jun	0	29
Jul	0	21
Aug	0	27
Sep	0	26
Oct	0	23
Nov	0	18
Dec	0	11
Total	78	269



North Area

Bradwell Rd

Palatine Rd

Barrington Rd

Huntington Blvd

Lakewood Blvd

Algonquin Rd (Rt 62)

Ela Rd

Foreclosures

- Sep 2010 to Apr 2014 (1155)
- ◆ May 2014 (13)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

Village of Hoffman Estates

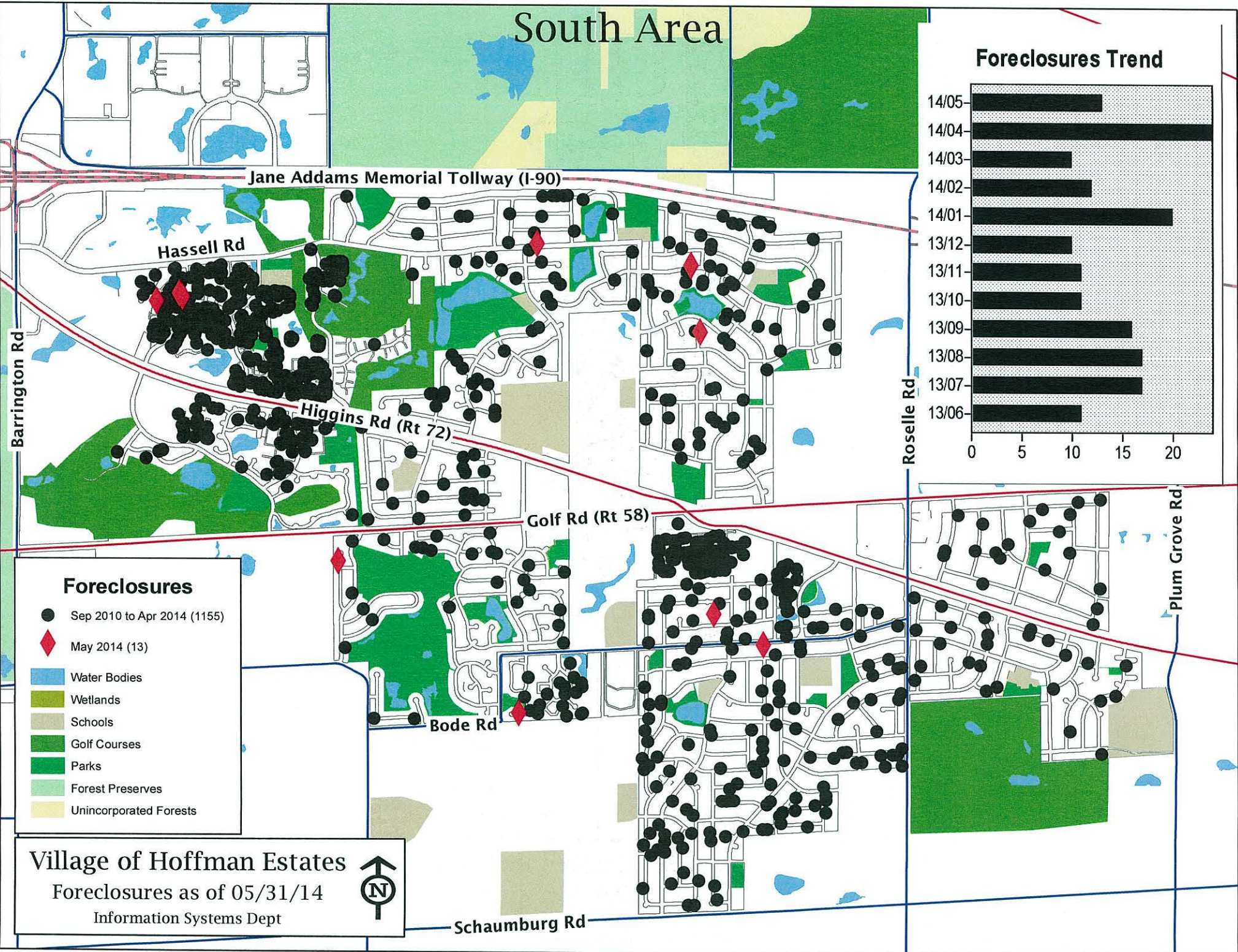
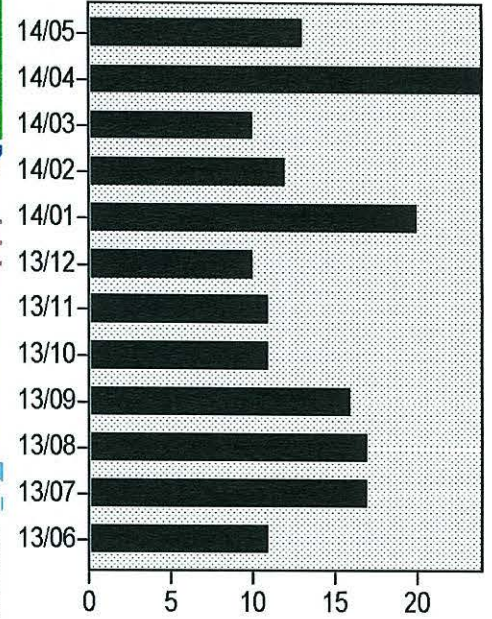
Foreclosures as of 05/31/14

Information Systems Dept



South Area

Foreclosures Trend



Foreclosures

- Sep 2010 to Apr 2014 (1155)
- ◆ May 2014 (13)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

Village of Hoffman Estates

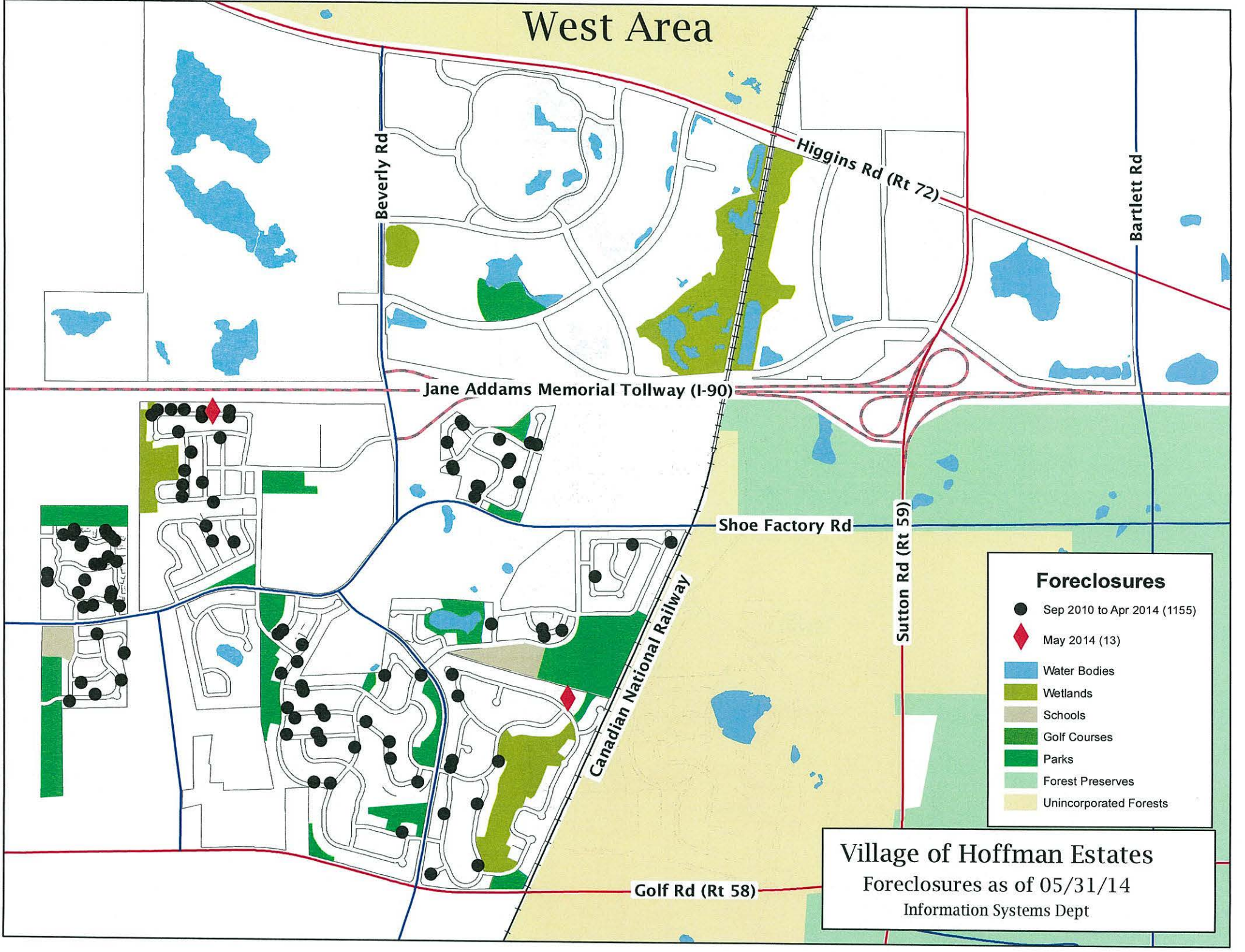
Foreclosures as of 05/31/14

Information Systems Dept



Schaumburg Rd

West Area



Beverly Rd

Higgins Rd (Rt 72)

Bartlett Rd

Jane Addams Memorial Tollway (I-90)

Shoe Factory Rd

Sutton Rd (Rt 59)

Canadian National Railway

Golf Rd (Rt 58)

Foreclosures

- Sep 2010 to Apr 2014 (1155)
- ◆ May 2014 (13)
- Water Bodies
- Wetlands
- Schools
- Golf Courses
- Parks
- Forest Preserves
- Unincorporated Forests

Village of Hoffman Estates
Foreclosures as of 05/31/14
Information Systems Dept

ECONOMIC DEVELOPMENT & TOURISM MONTHLY REPORT



General

- Attended the ICSC Real Estate Conference (RECon) in Las Vegas. Held over 20 scheduled meetings with many more walk ups to the booth. There are a couple of potentially significant developments which came from the meetings and staff will be following up with the developers and brokers.
- Updated the Village's new available properties database through Location One Information System (LOIS). The properties are updated weekly and an app can be downloaded for the iPhone or Android.
- Worked with Ala Carte Entertainment to identify the former Max & Erma and Lone Star restaurants as possible sites for two of their restaurant concepts. They have purchased both buildings but asked for TIF assistance to renovate the vacant restaurants. Worked with Ala Carte on the initial steps to propose a TIF amendment to include the restaurant mall properties as contributing to the TIF.
- Communicated with local brokers and property owners to answer questions and help fill their vacant properties.
- Continued work with the Arts Commission to continue to provide quality events for the residents and businesses, like The Notables Concert. Began working with the Platzkonzert Commission to plan for the September event.
- Attended the monthly meeting of the Chicagoland Restaurant Brokers Association to network and make new contacts.
- Ongoing phone calls with shopping center owners in town to receive updates on properties and assist in improving the properties.
- Continued conversations with the group who would like to operate a German Beer Garden at the Village Green this summer. Worked with other staff to draft a license agreement and obtain more information regarding the concept. The agreement was approved by the Board on June 2, 2014. The group will now apply for a liquor license and hope to open by the end of June. The beer garden would fit in with the Entertainment District idea of creating other uses that draw people out to the Prairie Stone area.
- Began preparations for the June meeting of the Economic Development Commission meeting.

Office/Industrial

- Participated in the GCAMP quarterly meeting on June 5, at FANUC where an update on the group was provided.
- Submitted local several sites and proposals for various industrial users to national and international companies.
- Continued scheduling visits for the Business Retention and Expansion program. Will continue the outreach throughout the year. Staff has received positive feedback from companies about the outreach visits.

Retail

- LOCAL NEWS: Ala Carte Entertainment purchased the two vacant restaurant buildings at 2475 and 2500 Higgins Road, formerly occupied by Max & Erma's and Lone Star, respectively.
- Worked on developing a new booth design, set up meetings with brokers and developers, arranged invitations to evening events and organized all promotional materials 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

- **Missouri Valley Conference Basketball Tournament - Sears Centre Arena - March 3-7, 2016, March 2-6, 2017 and March 1-5, 2018**

Attended a meeting and then hosted a site tour visit for Commissioner Doug Elgin from the Missouri Valley Conference showcasing Hoffman Estates hotels, restaurants, and attractions, along with Elgin area and Schaumburg area hotel and attractions which were submitted in our bid to capture this Tournament for multiple years beginning in 2016.

- **BADASS Dash - Sears Centre Arena - May 10, 2014**

The event went very well with 50+ volunteers and hydration partners for this event. A hard copy of Village release of liability forms were provided. Staff worked the remote registration areas at Cabela's and remained on-site throughout this first time event.

- **Big Ten Woman's Basketball Tournament - Sears Centre Arena, March 2015**

We are pleased to announce that the Big Ten decided to bring all 14 Universities to play at the Sears Centre Arena, as opposed to only 8 after initial rounds played at Universities as originally planned for 2015. Staff provided additional hotel suggestions to accommodate team lodging and hosted a site tour with Big Ten staff of these additional properties.

Tourism (Cont.)

- **Fitness for America - AT&T Campus - July 19-20, 2014**
 - Met with Daily Herald to develop strategic partnership at the request of the Alexian Network. Tour d'Elk Grove bicycle race event was cancelled for 2014 so Alexian asked the Daily Herald to produce advertorial opportunities for FFA that were previously included in their strategic partnership with Tour d'Elk Grove and Daily Herald. Working with the head of strategic relationships to develop advertorial pieces, special interest stories, timeline and drop dates for information on volunteering, participating, race routes, pictures from previous events designed to raise local awareness and participation. Requested increase to Alexian sponsorship from \$25,000 to \$35,000 to cover additional press and costs involved with "Event within the Event" opportunities.
 - Organized the annual meeting with Mayor, Mark Frey, and Alexian Marketing staff. The FFA event organizer is to present photo montage, view video from previous year's event, and secure their commitment for increased sponsorship.
 - Beginning outreach (field visits) to Village companies for sponsorship and/or participation in FFA: CORE Orthopedics, Chiro One, Heroic Fitness, Great Harvest Bread, Red Mango, Orange Leaf, Mariano's, Jewel Foods, Valli Produce, Massage Envy, Curves, Which Wich.
- **Meetings:**
 - Stonegate - Toured facility with Missouri Valley Conference contact for their consideration as host location for their Tip Off luncheon (250 people) and Brunch (500 people).
 - Chicago Marriott NW - Met with the General Manager to discuss past events (Ron Newman Cup) and Missouri Valley Conference (utilizing property for staff and officials as opposed to team lodging provides them guaranteed lodging throughout the Tournament as opposed to a guaranteed 2 night minimum for team lodging). Discussed rebate opportunities that would include stipend for Sears Centre Arena to afford attracting more Sports Tournament event opportunities.
 - Millrose Restaurant - Connected restaurant/banquets to Hoffman Estates and Conant High School students, Harper and Elgin Community College Culinary Students for potential employment opportunities. Strategized attending BACON DASH (June - Chicago) to potentially pull event to northwest suburbs in the fall, with the race starting at Millrose and Hoffman Estates hotels hosting lodging of participants/spectators.
 - MEET Chicago NW - Organized and attended meeting for Grand Sports Arena with Convention and Visitor's Bureau grant writer to review final format of grant fulfillment documents to ensure speedy fulfillment of grant payment (\$38,144.90) awarded for Ron Newman Cup event in March 2014.

- Comfort Inn - Worked with hotel to move arriving reservations to alternative Hoffman Estates hotels following the property being closed by the Illinois Department of Revenue (IDR). IDR escalated the repayment of owed taxes from 2013, despite agreeing to a repayment plan that the hotel had adhered to, closing the property and demanding payment in full (\$50,000+). Staff connected the hotel to State Representative Fred Crespo. Thanks to Mr. Crespo's intervention, Department of Revenue agreed to continue the repayment plan and reopen property. Worked with the hotel to expedite their adherence and compliance to code violations requiring installation of resistor and escape hatch on elevator. Work to be completed during June.
- GiGi's Playhouse and Children's Advocacy Center – Staff provided vendor contacts to each group resulting in fresh sliced breads from Great Harvest Bread Co. and Red Mango Frozen Yogurt being distributed at their planned 5ks in June.
- Business Ledger - Met with Business Ledger (a B2B publication with distribution of 15,000) following their publication of the 2014 Hospitality & Entertainment Guide that did not include 7 of our hotels and no mention of our Tourism Office. Business Ledger provided registration opportunities that will include our Tourism Office going forward and were distributed to all hotels to include them in all future publications. Also distributed additional advertisement opportunities and related costs should they desire a larger presence to the business audience of this publication.



Kevin Kramer, Director of Economic Development