



AGENDA
Planning, Building & Zoning Committee
Regular Meeting
Village Hall
1900 Hassell Road, Hoffman Estates, IL 60169

January 12, 2026	Council Chambers	Immediately Following Transportation & Road Improvement Committee
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1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
 - A. Planning, Building & Zoning Committee 12-08-2025
3. **PUBLIC COMMENT**
4. **REPORTS**
 - A. Planning Division Monthly Report
 - B. Code Enforcement Division Monthly Report
 - C. Economic Development and Tourism Monthly Report
5. **PRESIDENT'S REPORT**
6. **ITEMS IN REVIEW**
7. **OTHER**
8. **ADJOURNMENT**

Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at www.hoffmanestates.org and/or in person in the Village Clerk's office. The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.

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

December 8, 2025

1. ROLL CALL

Members in Attendance:

**Gary Stanton, Chair
Karen Arnet, Vice-Chair
Patrick Kinnane, Trustee
Karen Mills, Trustee
Anna Newell, Trustee
Mayor William D. McLeod**

Members Absent:

Gary Pilafas, Trustee

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Jon Pape, Assistant Village Manager
Dan O'Malley, Deputy Village Manager
Arthur Janura, Corporation Counsel
Patrick Seger, Director of HRM
Alan Wenderski, Director of Engineering
Jennifer Horn, Director of Trans. & Eng.
Kevin Kramer, Dir. Of Economic Dev.
Kasia Cawley, Police Chief
Ric Signorella, Cable TV Coordinator
Amy Senior, Production Assistant**

The Planning, Building & Zoning Committee meeting was called to order at 7:11 p.m.

2. APPROVAL OF MINUTES

Motion by Trustee Mills, seconded by Trustee Arnet, to approve the Planning, Building & Zoning Committee meeting minutes of November 10, 2025. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to approve the Special Planning, Building & Zoning Committee meeting minutes of November 24, 2025. Voice vote taken. All ayes. Motion carried.

3. PUBLIC COMMENT

4. NEW BUSINESS

A. Approval of an Ordinance granting a Site Plan Amendment for Casey's restaurant located at 2069 N. Barrington Road. (MM/KA)

Item summary sheet by Kevin Anderson was presented to committee.

Jennifer Horn provided background on the request.

Trustee Stanton clarified the parking issues and that space is limited – wanting to make sure the owners understand. He also asked about the timeline of the inside construction.

Owners of Casey's (Tim and Diane Schneider) indicated they are aware of potential issues but feel their space will be used at times with Starbucks and Jimmy John's are less busy and vice versa. Construction is anticipated to be three months approximately – owners are hoping to be open by St. Patrick's Day.

Motion by Mayor McLeod, seconded by Trustee Arnet, to approve an ordinance granting a Site Plan Amendment for Casey's restaurant located at 2069 N. Barrington Road. Voice vote taken. All ayes. Motion carried.

B. Approval of an Amended and Restated Redevelopment Agreement for Bell Works Chicagoland with Hoffman Estates Acquisitions LLC and Hoffman Estates Acquisitions II LLC (Lakewood Center TIF) (NO MILLS)

An item summary sheet by Jennifer Horn and Kevin Kramer was presented to committee.

Mr. Kramer provided background on the request.

The amendment permits one apartment building to be located within the TIF by removing the original restriction on residential use, reflecting revised site planning due to space and soil constraints, while a second building remains outside the TIF. It also extends the 95% developer / 5% Village TIF increment split by five additional years before reverting to a 50/50 split, addressing increased construction costs, COVID-related delays, and financing needs.

In exchange, the developer will fund specific infrastructure and connectivity improvements, including a shared-use path along Lakewood Boulevard, with administrative and school-related costs continuing to be deducted prior to increment distribution.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to amend and restate redevelopment agreement for Bell Works Chicagoland with Hoffman Estates Acquisitions LLC and Hoffman Estates Acquisitions II LLC (Lakewood Center TIF). Voice vote taken. All ayes. (One Nay: Mills) Motion carried.

C. Approval of an Ordinance granting a Site Plan Amendment for Bell Works West Side located at 2000 Center Drive.

An item summary sheet by James Donahue was presented to committee.

Mrs. Horn provided background and explained, Bell Works ownership is seeking site plan amendment approval to activate the west side of the Bell Works Chicagoland development, with exterior and interior renovations designed to mirror the east side approved in 2021. The project includes removal of the covered pedestrian bridge, reconfiguration of drop-off areas, ADA and garage modifications, and full interior renovations, resulting in approximately 430,000 square feet of office space and 70,000 square feet of retail space. The ordinance also requires completion of multiple bicycle and pedestrian connectivity improvements throughout the site, with no direct financial impact to the Village.

Motion by Mayor McLeod, seconded by Trustee Arnet, to Approval of an Ordinance granting a Site Plan Amendment for Bell Works West Side located at 2000 Center Drive. Voice vote taken. All ayes. Motion carried.

D. Approval of an Ordinance amending Chapter 8 of the Municipal Code, Residential Rental Property Licenses. (KA/PK)

An item summary sheet from Jennifer Horn was presented to Committee.

Discussion: The Village is implementing the BS&A ERP system in late January 2026 and proposes interim changes to align the Residential Rental Property License program with the new platform. Current licenses would be extended to March 31, 2026, with future licenses operating on an April 1–March 31 term.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve an ordinance amending Section 10-8-1 of the Hoffman Estates Municipal Code (Flood Hazard Area Requirements). Voice vote taken. All ayes. Motion carried.

5. REPORTS

A. Department of Development Services monthly report for Planning Division.

The Department of Development Services monthly report for Planning Division was received and filed.

B. Department of Development Services monthly report for Code Enforcement Division.

The Department of Development Services monthly report for Code Enforcement Division was received and filed.

C. Economic Development and Tourism Monthly Report.

The Economic Development and Tourism Monthly Report was received and filed.

6. PRESIDENT'S REPORT

7. ITEMS IN REVIEW

8. OTHER

9. ADJOURNMENT

Motion by Trustee Arnet, seconded by Trustee Kinnane, to adjourn the meeting at 7:34 pm. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Dir. Of Operations and
Outreach, Office of the Mayor & Board

Date



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

SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE

BY: Jennifer Horn, Director of Planning and Transportation

January 2026

Hello, Hoffman!

Hello, Hoffman is the Village's new **Comprehensive & Strategic Plan**—a guide for how Hoffman Estates will grow and thrive in the years ahead. This plan is all about shaping the future of our neighborhoods, roads, public spaces, businesses, and services. It will be shaped by input from those who live here, work here, play here, and know this community best.

Together, we're answering three big questions throughout the project:

- **#1: Where are we now?** *Let's take a good look at where we stand today. What's working, and where can we improve? What makes our community shine?*
- **#2: Where do we want to go?** *Let's boldly envision the next 20 years for our community. What are our values and priorities as we say hello to a bigger, brighter future?*
- **#3: How do we get there?** *Let's make plans! What policies, decisions, and actions do we need to take together to reach our community's goals?*



Project Updates

- ◆ Public engagement continues with over 1500 individual contacts across the Summer Hang, various pop-up events, and the online survey.
- ◆ The team met over 200 people at the Public Works Open House.
- ◆ Discovery Discussions with local youth and Village employees are being scheduled.
- ◆ Project website is live at www.hellohoffman.com. The first survey for *where are we now?*

Hoffman In Motion, Multimodal Transportation Plan

- ◆ The Hoffman in Motion Plan was adopted by the Village board at the 10/20/2025 Village Board meeting.
- ◆ Please visit www.hoffmaninmotion.com to view the final plan and interactive Story Map.
- ◆ Implementation steps are underway.
- ◆ Establishment of the Active Transportation Advisory Committee will be considered by the Transportation and Road Improvement Committee on January 12, 2025.

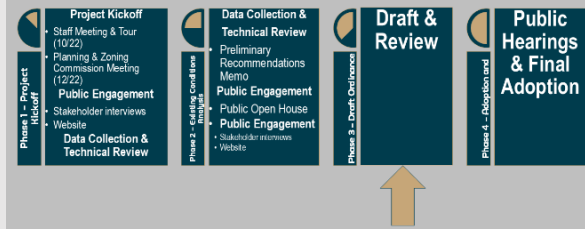


Unified Development Code Update (Zoning and Subdivision Code)

- ◆ Teska Associates (as lead) and Ancel Glink awarded contract to complete the update of the Zoning Code. The new code will be a Unified Development Code.
- ◆ The PB&Z Committee moved to support the consultant's findings and recommendations on August 7, 2023.
- ◆ The project website is live at www.VOHEzoning.org.
- ◆ A first draft of the complete code has been reviewed by Corporation Counsel. Staff are actively redrafting ahead of an anticipated early 2026 adoption process.



Zoning Code Update Timeline



ACTIVE PLANNING PROJECTS

Project	Address	Status	PZC or PBZ Meeting	VB Meeting
Bell Works – West Side Site Plan	2000 CENTER DR	CONTINUED	12/8/2025	1/19/2026
Casey's Gas Station Special Use Ownership Change	1700 W ALGONQUIN RD	APPROVED	12/17/2025	1/5/2026
Higgins Crossing Townhomes	125 - 155 W HIGGINS RD	PUBLIC MEETING	1/7/2026	1/19/2026
Microsoft CHI07 Data Center	3125 N BARRINGTON RD	UNDER REVIEW		
Bell Works Apartments	1730 LOHAN WAY	UNDER REVIEW		
Scooter's Coffee	2 E HIGGINS RD	UNDER REVIEW		
Fire Station 22	2170 – 2190 W HIGGINS RD	UNDER REVIEW		
Medcoa Buildings – SU and Parking Lot Improvements	990 - 1000 GRAND CANYON PKWY	UNDER REVIEW		
635 Lakeview Lane Plat of Subdivision	635 LAKEVIEW LN	UNDER REVIEW		
Prairie Stone Apartments	5555 PRAIRIE STONE PKWY	UNDER REVIEW		
Siemen's Building Addition	2501 N BARRINGTON RD	UNDER REVIEW		
Opus Industrial Development	SW CORNER BARTLETT & HIGGINS RD	UNDER REVIEW		

MONTHLY PLANNING PROJECT ACTIVITY

Projects Submitted by Type	December	2025 YTD
Pre-Development	1	6
Agreement		1
Annexation		
Courtesy Review		1
Easement		2
Master Sign Plan		3
Plat of Subdivision		4
Other Plat		3
RPD Amendment		
Site Plan Review	2	20
Special Use		6
Text Amendment		1
Rezoning		
Variation		6
Total	3	53
FOIA Processed	4	46
Zoning Verification Letters	0	8
Building Permits Reviewed by Planning	28	733

PLANNING PERFORMANCE MEASURES

Site Plan Review Process	December		2025 YTD	
Number of administrative/staff review site plan cases completed	NA	NA	10	67%
Number of PZC site plan cases processed	NA		5	
Annual goal is to complete at least 65% of site plan cases through administrative review process				

Site Plan Review Timing	December		2025 YTD	
Number of cases processed within 105 days	NA	NA	15	100%
Annual goal is to complete 100% of cases within 105 days				



VILLAGE OF HOFFMAN ESTATES DEPARTMENT OF DEVELOPMENT SERVICES

BUILDING & CODE ENFORCEMENT DIVISION MONTHLY REPORT

SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE

BY: Sanyokta Kapur, Director of Building & Code Enforcement

January 2026

GENERAL ACTIVITIES

- On December 3, 2025, David Dodge attended an ICC online training on Legal Aspects & Essential Topics.
- On December 5, 2025, David Dodge Presided over the NWBOCA Annual General Meeting & Election in Palatine. Sanyokta Kapur has been elected as NWBOCA Treasurer.
- On December 5, 2025, Building & Code Enforcement staff attended the NWBOCA Annual General Meeting & Election in Palatine.
- On December 8-11, 2025, Sanyokta Kapur, Kathleen Kuffer, Kerin Browne & Tricia Morandi attended BS&A software setup and configuration meetings.
- On December 9, 2025, David Banaszynski attended a Sonya Shearer online class on Ethics in Code Enforcement.
- On December 10, 2025, David Banaszynski, Liz Dianovsky, Gigi Gonzalez & Jeff Miller attended an IACE Human Trafficking & Code Officer Safety training in Elgin.
- On December 19, 2025, Kerin Browne completed an ICC online training for Exceptional Customer Service.
- On December 21, 2025, David Banaszynski inspected the Maker's Market at Poplar Creek Bowl.
- Site development is ongoing for **Kensington Townhomes by Pulte** on 1950 Hassell Rd. Model Building 1 is open as a showcase and sales office. Construction for Building 2 and Building 3 is underway.
- Site Development permit at 3333 Beverly Rd, for existing site demolition, mass grading and Land Development permit of the **Compass Data Centers** has been issued. Compass Data Center, Building 1 & 2, have completed foundations and shell.
- **Hi-Rise Dispensary** off N. Barrington Rd has received temporary certificate of occupancy.
- **Dar-ul-Ilm** Foundation interior buildout for religious center at Lakewood Blvd is underway.
- **Fire Station 21** off Flagstaff Lane is ready for Occupancy, pending minor items.
- **ComEd** is almost complete with construction on Pembroke Ave. substation expansion.
- **Airdrie Estates** subdivision has several lots under construction for new single-family homes.
- Code Enforcement staff have been involved in several ongoing property maintenance cases as well as annual monitoring of commercial snow removal and pothole maintenance.
- **Pebble Beach** fireplaces were found to be potentially not in compliance with minimum code requirements and might pose a life safety hazard. The village staff has been working with the homeowner's association, contractor and residents to remedy the situation by early 2026. So far 101 permits have been issued for work to remedy the potential life safety hazard. Of the permits issued 65 have been finalized and 36 are still active.

Bell Works Construction Update:

- Staff is working with Bell Works on several tenant build-outs and parking garage repairs throughout the east side. Land Development permit for Bell Works **Townhomes** has been issued and work is underway. **West side parking garage** repairs and interior demolition of **West and Central building** is under progress.

2025 Code Enforcement Freedom of Information Act Requests Processed

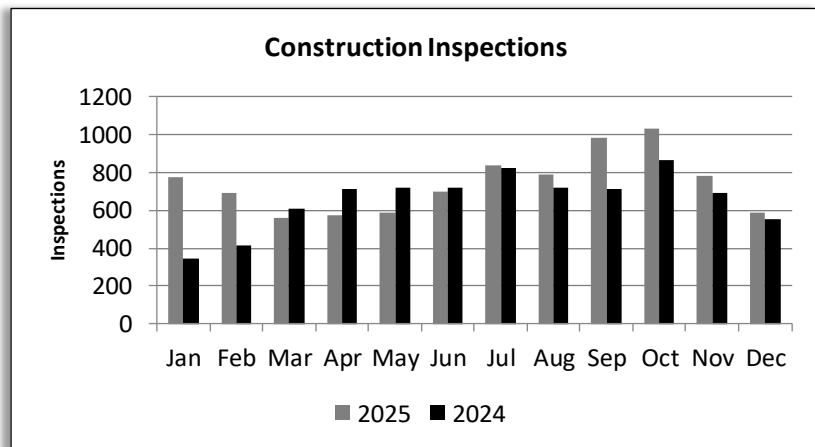
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
24	24	53	36	45	48	49	50	48	56	33	24	490

2025 Code Enforcement GovQA Questions & Complaints Processed

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
4	16	17	18	35	27	32	19	17	19	10	9	223

Construction Inspections

Year	2025	2024
Jan	775	346
Feb	693	415
Mar	563	607
Apr	576	715
May	589	718
Jun	698	717
Jul	837	827
Aug	788	720
Sep	986	716
Oct	1032	865
Nov	783	689
Dec	589	552
Total	8909	7887

**RENTAL HOUSING LICENSE AND INSPECTION PROGRAM**

- There are currently 1,877 rental properties registered. This includes 1,224 single family and townhome units (65%) and 653 condominium units (35%). This number fluctuates based on new registrants and owners who choose to no longer rent their properties.
- Renewal notifications were mailed on November 14, 2024, to all rental properties. The deadline to submit payment and update registration information was February 1, 2025.
- As of January 2nd, 1,859 properties have renewed.

2025 Rental Inspections

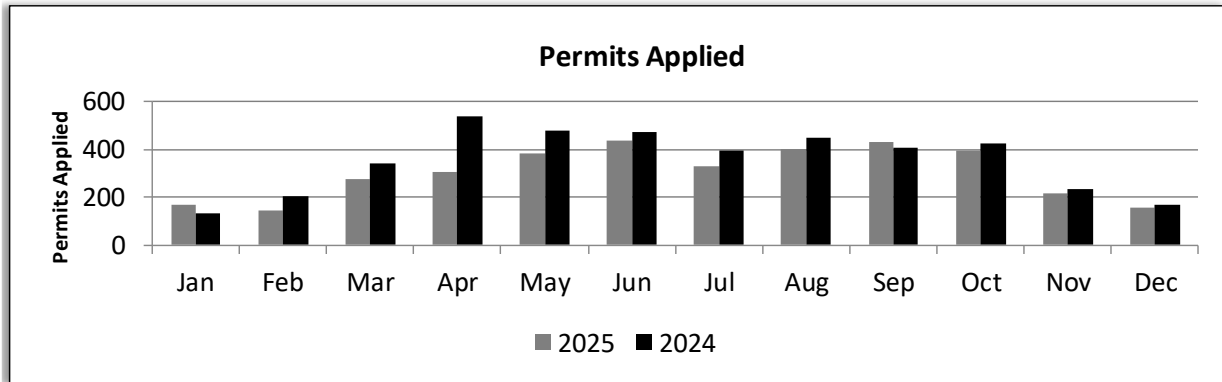
Inspection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Annual	258	128	125	195	152	87	86	49	122	194	107	260	1763
Reinspections	183	177	135	130	112	138	89	74	83	76	94	101	1392
Total	441	305	260	325	264	225	175	123	205	270	201	361	3155

2025 Permits Issued

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025 YTD	2024 Total
Commercial New	0	0	2	0	0	0	1	0	1	2	0	0	6	8
Single Family New	0	0	0	0	2	1	1	0	1	0	0	0	5	5
Land Development	2	0	3	0	0	0	0	0	0	1	0	0	6	6
Fire	16	11	7	10	11	9	3	11	12	12	10	5	117	134
All Other Permits	129	116	179	202	215	329	275	288	312	355	225	140	2765	3079
2025 Total	147	127	191	212	228	339	280	299	326	370	235	145	2899	

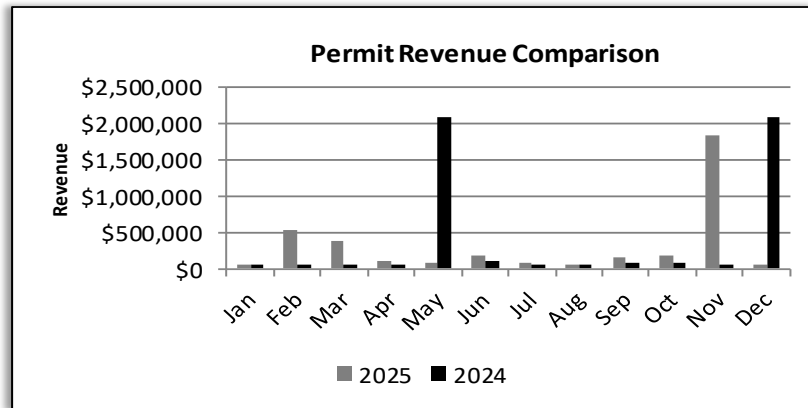
2025 Permits Applied

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	168	145	273	302	383	434	326	398	429	396	214	154	3622
2024	134	205	340	535	479	470	395	447	409	427	233	166	4240



Permit Revenue

Year	2025	2024
Jan	\$57,516	\$54,595
Feb	\$532,367	\$55,383
Mar	\$381,031	\$61,118
Apr	\$102,949	\$63,268
May	\$77,219	\$2,080,130
Jun	\$188,961	\$100,777
Jul	\$85,321	\$67,251
Aug	\$67,944	\$70,712
Sep	\$161,153	\$86,798
Oct	\$196,400	\$88,794
Nov	\$1,847,077	\$57,749
Dec	\$51,897	\$2,096,911
Total	\$3,749,834	\$4,883,486

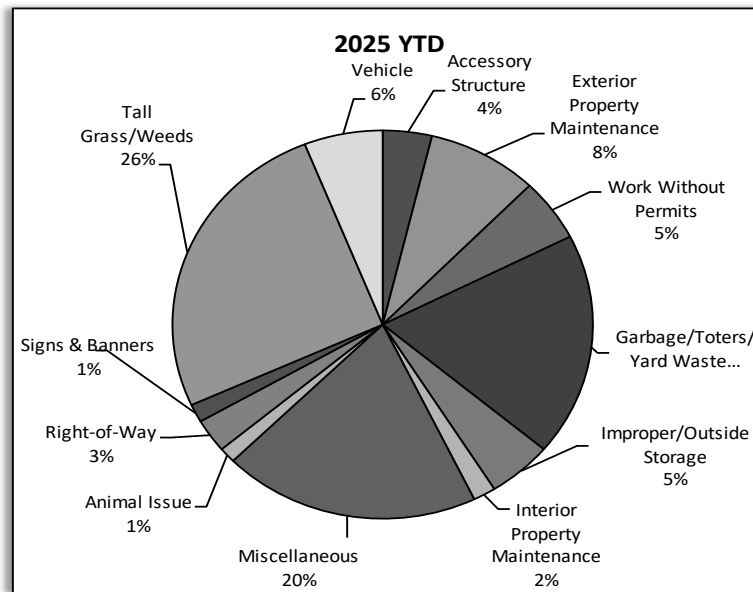


2025 Budget: \$6,625,000.

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

2025 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025 YTD	2024 Total
Accessory Structure	0	1	7	7	3	12	5	3	5	3	1	3	50	55
Exterior Property Maintenance	0	26	27	12	6	11	9	8	6	5	1	2	113	105
Work Without Permits	0	1	7	7	5	13	9	8	3	4	7	5	69	72
Garbage/Toters/Yard Waste	38	28	20	19	7	33	12	10	28	13	32	6	246	597
Improper/Outside Storage	2	4	6	6	8	3	9	12	7	4	4	1	66	110
Interior Property Maintenance	1	1	1	0	1	3	0	5	1	2	4	4	23	9
Miscellaneous	6	9	16	18	12	11	17	61	31	26	25	30	262	160
Animal Issue	0	2	0	2	0	0	0	4	2	5	1	1	17	43
Right-of-Way	0	8	0	2	4	0	2	4	7	8	1	1	37	32
Signs & Banners	0	4	1	1	2	1	1	3	1	1	3	2	20	21
Tall Grass/Weeds	0	0	0	1	114	109	50	48	12	5	2	0	341	494
Vehicle	13	3	14	16	4	6	7	6	1	2	3	5	80	60
2025 Total	60	87	99	91	166	202	121	172	104	78	84	60	1324	
2024 Total	61	109	87	164	311	174	184	201	186	139	88	54		1758



2025 Citations Issued

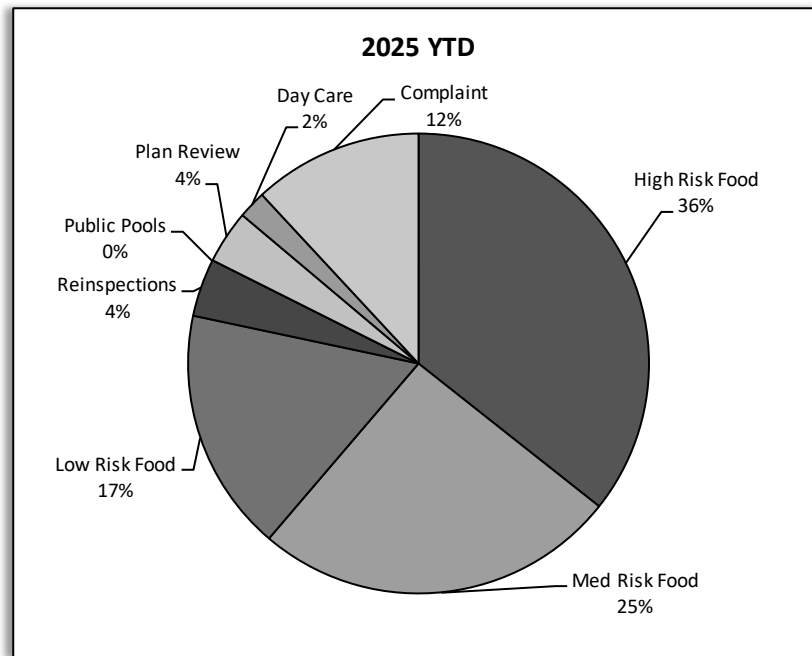
Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Business License	25	13	0	0	56	0	36	12	0	69	17	5	233
Code	47	55	34	34	67	64	47	65	60	67	48	22	610
Rental	102	80	25	35	90	63	62	45	19	70	79	14	684
Total	174	148	59	69	213	127	145	122	79	206	144	41	1527

2025 Adjudication Court Dockets - Citations Presented

Court	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Code	70	64	70	61	70	73	85	69	59	71	76	56	824
Rental/Bus Lic	75	73	78	61	76	57	60	93	43	140	81	57	894
Total	145	137	148	122	146	130	145	162	102	211	157	113	1718

2025 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	32	40	1	0	40	33	2	0	31	37	1	2	219
Med Risk Food	5	4	24	51	1	0	0	0	0	2	25	45	157
Low Risk Food	0	2	2	0	1	1	42	53	1	1	1	1	105
Reinspections	1	4	2	3	1	2	1	5	3	1	1	1	25
Public Pools	0	0	0	0	0	0	0	0	0	0	0	0	0
Plan Review	3	1	3	1	1	1	0	4	4	3	0	2	23
Day Care	0	0	2	4	0	0	0	0	0	0	2	4	12
Complaint	6	3	2	0	3	2	3	9	14	9	6	16	73
Total	47	54	36	59	47	39	48	71	53	53	36	71	614



Food establishments are divided into the risk categories of high, moderate or low, and planned inspections are performed three, two, or one time each year respectively. 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 285 facilities that require a total of approximately 550 planned inspections throughout the year (this number fluctuates based on businesses opening/closing).

HIGHLIGHTS IN 2025

94%+

Occupancy rates for several key commercial real estate sectors remained very high through the end of 2025 –
Retail 97.2% | Industrial 96.7% | Multi-Family 94.8%.



SUMMARY OF ACTIVITIES

- Staff met with several potential developers for properties around the Village. Staff also met with several property owners to strategize about the most likely development possibilities. Staff continues to seek out a development partner for properties with TIF Districts while searching for retailers and developers for other vacant property throughout the Village.
- Continued the facilitation of the Small Business Assistance Program, replacing the now-dissolved NLNW, engaging 4 companies – Minuteman Press, Fabbri Flowers, Grounded Wellness, and ACDC Closets – with IA Business Advisors. The program offers the same pro-bono, professional coaching assistance to Village companies.
- Continued to design the 2025 economic development annual report. Working with the Communications division to distribute it.
- Attended the annual Prairie Stone POA meeting where Compass Datacenters now has 3 out of 5 board seats.
- Planned the Village's economic development marketing campaign for 2026 and worked on a new campaign brand to replace Feel The Energy. The new brand is 'Build Your Future. Grow Hoffman.' to compliment the new economic development website.
- Created ads and wrote articles to market Hoffman Estates in various publications and on digital platforms.

UPCOMING EVENTS

Staff continued planning the CRE2026 event to promote Hoffman Estates to the commercial real estate industry. Once again, the event will take place at the NOW Arena during a Windy City Bulls game with high energy spark presentations lead by industry experts. The event will be the morning of February 5, 2026.



HOTEL UPDATE

Hotel revenues year over year declined due in some part to several hotels being behind on their occupancy tax payments. Nevertheless, the travel industry had a difficult year with less international travelers due to the political unrest around the world. Still, with great events like USA Gymnastics and Volleyball Nations League coming to the NOW Arena, the hotels in Hoffman Estates were able to make it through the year.

TOURISM HIGHLIGHTS FROM 2025

- Created a new VisitHoffman.com website and brand for the Tourism Office with McDaniels Marketing
- Successfully bid on a new world class event Volleyball Nations League that took place June 23-25 at the NOW Arena
- Successfully wrote a grant to DCEO for \$50,000 to market the Volleyball event beyond 50 miles of the Arena increasing ticket sales by 18,000 (40,000 tickets sold total) and driving transient occupancy demand to hotels where over 3,000 room nights were generated.
- Successfully bid on the US Classic Gymnastics event for 2025 and 2027
- Successfully wrote a grant to DCEO for \$415,000 to support the US Classic Gymnastics event taking place July 18-19, 2025 and July 2027 at the NOW Arena. Attendance was almost 5,000, and 500 room nights were generated.
- Implemented new ordinances to govern business practices that draw a positive guest population and limit length of stay to 29 days to prevent residency tenants at our hotels. Staff assisted in creating a direct relationship between the Tactical Police Officers and hotel management leaders.



Kevin Kramer, Director of Economic Development



Linda Scheck, Director of Tourism & Business Retention