



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

December 4, 2024

Council Chambers

6:30 PM

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
 - A. Planning & Zoning Commission 11-20-2024
3. **CHAIRPERSON'S REPORT**
4. **NEW BUSINESS**
 - A. Public Hearings
 1. Special Use to Ivy Massage N Spa, Inc. for a massage establishment located at 1033 W. Golf Road
5. **STAFF DISCUSSION**
6. **PUBLIC COMMENT**
7. **ADJOURNMENT**

The next regular Planning & Zoning Commission meeting is scheduled for Wednesday, **December 18, 2024 at 6:30 p.m.**

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.



MINUTES
Planning & Zoning Commission
Regular Meeting
Village Hall
1900 Hassell Road, Hoffman Estates, IL 60169

November 20, 2024

Council Chambers

6:30 PM

1. CALL TO ORDER/ROLL CALL

Chairperson Combs called the meeting to order at 06:30 PM.

Commissioners Present: Eva Combs, Adam Bauske, Lon Harner, Daniel Lee, Minerva Milford, Nancy Trieb, John Wise, Rajkumari Chhatwani

Commissioners Absent: Excused: Denise Wilson Unexcused: Lenard Henderson

A quorum was present.

Administrative Personnel Present: Kevin Anderson, Associate Planner; Daisy Dose-Adamzadeh, Assistant Planner

2. APPROVAL OF MINUTES

A. Planning & Zoning Commission 10-16-2024

Motion by Commissioner Harner, seconded by Commissioner Trieb, to approve October 16, 2024, regular meeting minutes. Voice vote taken. Ayes - 6, Nays - 0, (Abstain: Eva Combs, Rajkumari Chhatwani). Motion Passed.

3. CHAIRPERSON'S REPORT

Vice Chairperson Bauske stated the master sign plan for Hoffman Estates Community Bank was approved by the Village Board on October 21, 2024.

4. NEW BUSINESS

A. Public Hearings

1. Site Plan Amendment and a Special Use to Clearbrook for a social service agency at 1260 W. Higgins Road

Motion by Commissioner Harner, seconded by Commissioner Trieb, to Open Public Hearing. Voice vote taken. Ayes - 8, Nays - 0, (Abstain: None). Motion Passed.

Chairperson Combs swore in the petitioners.

Hollis Gorrie (2414 E Kensington Road, Arlington Heights)

Don Frick (334 S Jefferson, Woodstock)

Ms. Gorrie and Mr. Frick presented an overview of the project.

Kevin Anderson presented an overview of the staff report.

Commissioner Lee asked staff if there would be any additional fencing for security and/or safety in addition to the landscaped buffer/border. Mr. Anderson responded that from Village code perspective, the solid board on board fence that is there currently suffices. Landscape plan shows three additional trees on the north lot line to provide adequate screening. Mr. Frick commented about fencing concerns with regard to security purposes that the individuals being served at this facility are highly functioning individuals who live in and actively participate in their communities. This location is not one where individuals with behavioral concerns would be participating, therefore it is not planned to add additional fencing at this time. Commissioner Lee clarified that he was referring to safety of their clients and did not want to infer that he was asking about keeping people in.

Commissioner Wise asked the petitioners about the area they cover and how they are funded. Mr. Frick stated all services are provided within Illinois, predominantly the northern region, and Ms. Gorrie stated that 83% is funded through Federal and State dollars.

Commissioner Milford asked whether there would be adequate lighting around the site for evening events. Mr. Frick stated that evening events are smaller. However, they are proposing substantial upgrades to the lighting of the facility, including the parking lot and security lighting.

Commissioner Harner voiced concern about high school kids hiding around the property. Mr. Frick stated that lighting is adequate and security cameras are installed inside and outside the facility. Commissioner Harner praised the program in general. Ms. Gorrie expanded on the programs' relationship with Hoffman Estates High School and are looking to partner with them on their transition program and, therefore, proximity to the high school is an added bonus.

Commissioner Trieb asked for clarification about the new patio area and how it was listed as being planned to be used for "passive outdoor use"; would it be mainly for afternoon events, such as cookouts, or other events that could produce a lot of noise in the evening? Ms. Gorrie stated most evening events would be held indoors, and she did not foresee it being a loud music or party area. She stated the use might be more likely as an area to gather prior to going out into/coming back from activities the community.

Commissioner Chhatwani first expressed gratitude to Clearbrook for hosting 30 full-time staff members and offering the opportunity for volunteerism in the community, especially to high school students. She then expressed concerns about available parking on site, stating there are currently 72 parking spaces, with several spots planned to be converted into accessible parking spaces, and 30 spots needed for staff, thus leaving only 26 spots for the residents/volunteers stopping by the facility, and no local on-street parking available in the area. She asked whether there is any plan to expand parking for operations or did they feel this was sufficient for the program? Mr. Frick responded stating this location is ideal for their program with regard to the number of parking spaces. Many of the program attendees will be dropped off at the site by Clearbrook vans from the residential group home. None of the individual program attendees will be driving themselves to the site and there are some OT, PT and volunteer staff calculated within the 30 staff spaces.

Vice Chairperson Bauske asked the petitioner if they agreed with the conditions of approval in the staff report. Mr. Frick stated yes.

Chairperson Combs asked staff about Finding #4, stating the answer doesn't refer to anything regarding the access roads; should we include something to respond to this? Mr. Anderson responded that he is happy to amend anything the Commission would like, but that item #5 states that Higgins Road is the primary point of access and that there are two existing curb cuts that will continue to be utilized. Mr. Anderson also stated there is a cross access easement available between all the properties allowing travel from the property east of this site all the way over to Glen Lake Road. Chairperson Combs asked if the easement is recorded and follows the property. Mr. Anderson stated the easement is recorded against this property, the property to the east, the property to the west, the dental office and Abby Automotive.

Chairperson Combs asked staff about off-property overnight parking. Mr. Anderson clarified that parking of approximately 4 to 8 Clearbrook vehicles will be on-site in the southeastern rear lot parking spaces overnight. Mr. Frick stated they prefer to keep the buses as close to the building as they are able from a security camera standpoint.

Chairperson Combs asked if there were any members of the audience that would like to comment on the request. There were no public comments.

Motion by Commissioner Harner, seconded by Commissioner Trieb, to Close Public Hearing. Voice vote taken. Ayes - 8, Nays - 0, (Abstain: None). Motion Passed.

Motion by Vice Chairperson Bauske, seconded by Commissioner Harner, to adopt the Findings of Fact for Site Plan and Special Use, as noted in the Findings & Recommendations Summary.

Roll call vote:

Aye: Eva Combs, Adam Bauske, Lon Harner, Daniel Lee, Minerva Milford, Nancy Trieb, John Wise, Rajkumari Chhatwani

Nay: None

Absent: Lenard Henderson Denise Wilson

Motion Passed.

Motion by Vice Chairperson Bauske, seconded by Commissioner Harner, to recommend to the Village Board approval of Site Plan Amendment and Special Use to Clearbrook for a social service agency at 1260 W. Higgins Road, subject to the following conditions as of the November 20, 2024 Staff Report.

Roll call vote:

Aye: Eva Combs, Adam Bauske, Lon Harner, Daniel Lee, Minerva Milford, Nancy Trieb, John Wise, Rajkumari Chhatwani

Nay: None

Absent: Lenard Henderson Denise Wilson

Motion Passed.

Chairperson Combs stated this recommendation would be presented to the Village Board at the next regular meeting on December 2, 2024, at 7:00 p.m.

5. **STAFF DISCUSSION**

Ms. Dose-Adamzadeh stated there will be one item on the December 4, 2024, meeting, and four items for the December 18, 2024, meeting and asked that any Commissioners having conflicts for these meetings reach out as soon as possible.

6. **PUBLIC COMMENT**

None.

7. **ADJOURNMENT**

Motion by Commissioner Chhatwani, seconded by Commissioner Harner, to adjourn at 07:06 PM. Voice vote taken. Ayes - 8 | Nays - 0 (None) | Abstain - 0 (None). Motion Passed.

Minutes prepared by Marquelle Cnota, Administrative Assistant.

Chairperson's Approval

Date Approved



PLANNING & ZONING COMMISSION STAFF REPORT

Meeting Date: 12/4/2024

From: Daisy Dose, Assistant Planner

PLN24-0046

Public Hearing

Special Use to Ivy Massage N Spa, Inc. for a massage establishment located at 1033 W. Golf Road

REQUEST SUMMARY

Ivy Massage N Spa, Inc is proposing to open a massage business in the Hoffman Center Plaza. The tenant space is approximately 960 square feet and was previously occupied by an urgent care center. The space would include a guest waiting area and four massage rooms. Services offered by Ivy Massage N Spa include different massage packages, foot reflexology and head massages. The proposed hours of operation are Monday to Saturday 10am–9pm and Sunday 11am–8pm. The business will operate on an appointment only basis but may be able to accommodate walk-ins when there are staff members available.

Location: 1033 W. Golf Road
Property Owner / Applicant: Butera Property LLC / Ivy Massage N Spa, Inc.
Property Size: 3.77 Acres
Zoning / Land Use: B-2 Community Business District
Adjacent Properties: North: B-2 Community Business District (retail and car dealership)
South: R-6 One Family Residential (single family homes)
East: Retail (Village of Schaumburg)
West: B-2 Community Business District (car dealership)

BACKGROUND / ANALYSIS

Zoning

The subject property is zoned B-2 Community Business District and is located within the Hoffman Center Plaza. The subject property is improved with a multi-tenant building that is approximately 40,730 square feet in size with a surface parking lot. Massage establishments are not listed as a permitted or special use in the B-2 district, therefore this request is being considered under Section 9-8-2-C-9 which states "All other uses not heretofore cited in Sections 9-8-1B (Permitted Uses in B-1), 9-8-1-C (Special Uses in B-1), and 9-8-2-B (Permitted Uses in B-2).

Parking

The Hoffman Center Plaza currently has 153 parking spaces in the front of the building and an additional 79 spaces in the rear of the building. Spaces in the rear are typically utilized by employees of the businesses in the center. Based on the proposed business

operations, at peak capacity the studio would utilize 4 parking spaces at one time. There have been no complaints regarding parking for this shopping center and the studio won't negatively impact the existing supply.

MOTIONS

The Planning & Zoning Commission shall make the following motions (a total of 2 motions are required):

1. Adopt the Findings of Fact for a Special Use as outlined in the attached document.
2. Recommend to the Village Board of Trustees approval of a Special Use to Ivy Massage N Spa, Inc. for a massage establishment located at 1033 W. Golf Road, subject to the following condition:
 - a. The approval of the special use shall be based on the application materials submitted by the petitioner for this request.

ATTACHMENTS

1. PZC Findings and Recommendations Summary
2. Location Map - 1033 W GOLF RD
3. Supporting Documents - PLN24-0046 - 1033 W GOLF RD - Ivy Massage N Spa Inc



**PLANNING & ZONING COMMISSION
FINDINGS & RECOMMENDATION SUMMARY**

Meeting Date: 12/04/2024

Prepared By: Daisy Dose, Assistant Planner

PLN24-0046

**Special Use to Ivy Massage N Spa, Inc. for a massage
establishment located at 1033 W. Golf Road**

Draft Findings of Fact – Special Use *(as drafted by staff and may be modified by the Commission)*

Sec. 9-1-18-1: Standards. No special use shall be recommended by the Planning and Zoning Commission unless said Planning and Zoning Commission shall find:

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.
FINDING: There is no evidence that the establishment will be detrimental to the public health, safety, morals, comfort, or general welfare.
2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.
FINDING: Operation of the business in an existing retail center will not be impactful on surrounding properties.
3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
FINDING: Operation of the business in an existing retail center will not impede normal and orderly development of surrounding properties.
4. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
FINDING: Adequate utilities, access, and drainage are already serving the property. No changes are proposed as part of this request.
5. That adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in public streets.
FINDING: No changes are proposed to existing ingress and egress points serving the property.
6. That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except in each instance as such regulations may be modified by the Village Board pursuant to the recommendation of the Planning and Zoning Commission.
FINDING: The applicant is expected to conform to all applicable regulations of the Village Code.
7. That the special use shall support the economic development goals of the Village as conveyed through the Village's Comprehensive Plan, or other relevant adopted sub-area or strategic plans.

FINDING: The proposed business will occupy a vacant tenant space in an existing retail center.

Draft Recommendations

The Planning & Zoning Commission shall make the following motions (*a total of 2 motions are required*):

1. Adopt the Findings of Fact for a Special use as outlined in the Findings & Recommendations Summary.

Motion by _____, seconded by _____, to adopt the findings.

Roll call vote:

Aye:

Nay:

Absent:

Motion [Passed/Failed].

2. Recommend to the Village Board of Trustees approval of the request of a Special Use to Ivy Massage N Spa, Inc. for a massage establishment located at 1033 W Golf Road, subject to the following condition:

- a. The approval of the special use shall be based on the application materials submitted by the petitioner for this request.

Motion by _____, seconded by _____, to recommend approval.

Roll call vote:

Aye:

Nay:

Absent:

Motion [Passed/Failed].

1033 W GOLF RD
PIN: 07-16-100-014-0000

N



Legend

-  Subject Property
-  Parcel
-  VillageBoundary



Department of Development Services
Village of Hoffman Estates



VILLAGE OF HOFFMAN ESTATES PLANNING & ZONING APPLICATION SUMMARY

APPLICATION INFORMATION

Project Number:	PLN24-0046
Project Name:	Ivy Massage N Spa Inc - Special Use
Project Application Date:	11/7/2024
Project Manager:	Daisy Dose

PROJECT TYPE

Special Use;

SITE INFORMATION

Property Address:	1033 W GOLF RD
All Included PINs:	07-16-100-014-0000

PROJECT CONTACTS

Relationship to Project	Name / Firm	Address	Phone	E-Mail
APPLICANT	IVY MASSAGE N SPA INC	1033 W GOLF RD HOFFMAN ESTATES, IL 60192	8479005888	XIANGBX8@GMAIL.COM
OWNER	BUTERA PROPERTY LLC	1017 W GOLF RD HOFFMAN ESTATES, IL 601691339	8473104700	GINA@ILRELAWYERS.CO M



OWNER CONSENT FOR APPLICATION

ACKNOWLEDGEMENTS AND VERIFICATION

I hereby certify that I am the current owner of record of the subject property. I certify that the statements or information made in any paper or plans are true and correct to the best of my knowledge. I understand that any false, inaccurate, or incomplete information provided by me, or the applicant may result in the denial, revocation, or withdrawal of the request and/or approval.

Furthermore, I acknowledge the following:

- Owner, applicant and primary contact may include other team members (consultants, brokers, tenants, etc.) that may be called upon to present at public meetings before the Planning and Zoning Commission and Village Board. Owner acknowledges that it is bound by and must act in accordance with any statements, promises, or assurances given by such team members (consultants, brokers, tenants, etc.).
- Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village. Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise
- Planning and Zoning Commission members and Village Staff often conduct inspections of subject site(s) as part of the pre-hearing review of requests. These individuals will be carrying official Village identification cards that can be shown upon request

Required Disclosures:

1. Proof of Ownership
 - a. Proof of current ownership must be submitted with the application. Examples of proof of ownership may include a deed, current tax bill, or title commitment.
2. Disclosure of Beneficiaries
 - a. If the owner or applicant is a Partnership, Corporation, Joint Venture, LLC, Trust, or publicly traded company, the Village of Hoffman Estates Owner or Applicant Disclosure of Beneficiaries found on the application portal must be submitted with the application.
3. Other Interested Parties
 - a. If someone other than the owner has a property interest in the subject property such a mortgage or lease such property interest and individual or entity holding such interest must be disclosed.

The Owner and Applicant, by signing this Application, certifies the correctness of the application and all submittals and represents that it has the legal authority to do so

1033 W. Golf Rd 07-16-100 014-0000
 Property Address Property PIN

Buleva Property LLC [Signature] 10/31/24
 Owner's Name (Please Print) Owner's Signature Date

Shuang zheng Ivy Massage N Spa Inc Shuang Shuang zheng 1/5/24
 Applicant's Name (Please Print) Applicant's Signature Date

A Project Narrative

As requested, the following is "a narrative for Ivy Massage N Spa, located at 1033 W. Golf Road Hoffman Estates, IL 60169":

The petitioner (business owner) is Shuangshuang Zheng. I chose this Hoffman Center Plaza to open a Head, Foot and Body massage store for the following reasons: **1.** The plaza is very good location, **2.** there are no other massage stores nearby, **3.** there are plenty of the parking spaces for our store to parking, **4.** the rent price is just right for me.

We offer the massage services as:

1. Swedish Massage,
2. Deep Tissue Massage,
3. Hot Stone Massage,
4. Couple Massage,
5. Combo Massage,
6. Foot Reflexology.
7. Head Massage Therapy.

The massage business hours: **Mon-Sat:** 10am-9pm, **Sun:** 11am-8pm. By appointment only. Some walk ins may be considered if there is time.

The massage service price list:

1. Single person service:

- 30 Minutes--- \$40
- 60 minutes----\$70
- 90 minutes----\$100

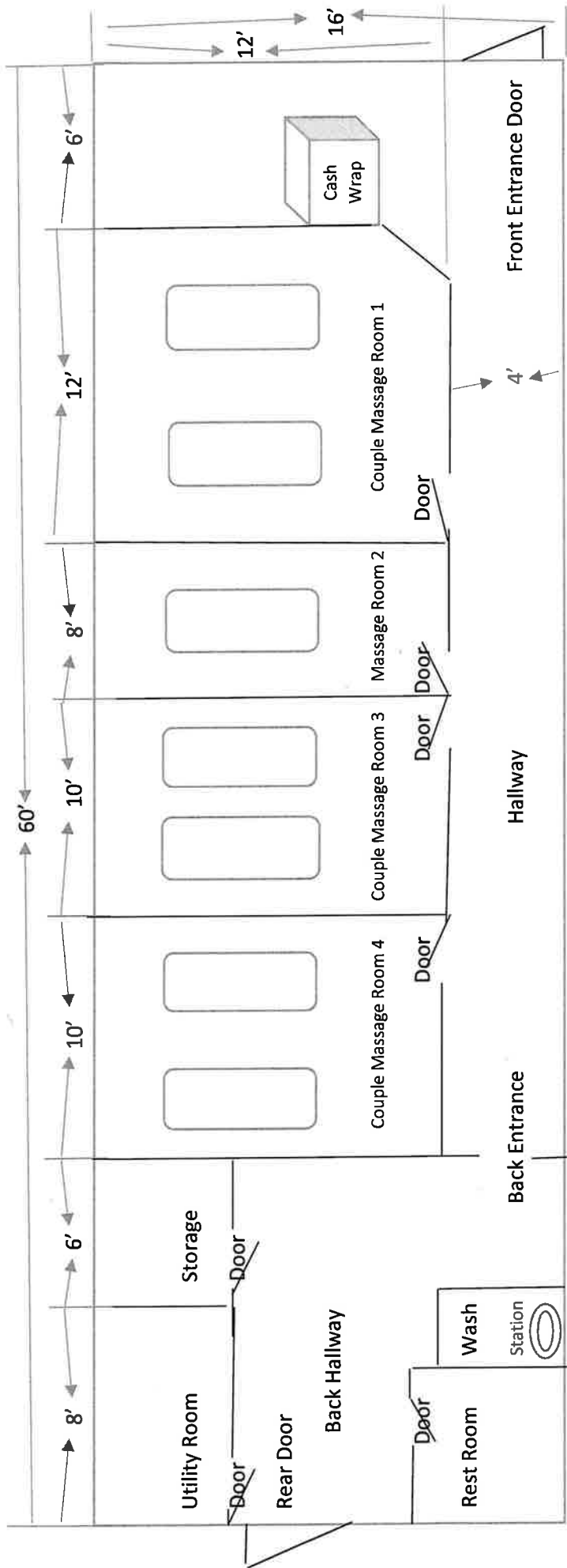
2. Couple service:

- 30 min ----- \$75
- 60 min ----- \$130
- 90 min ----- \$190

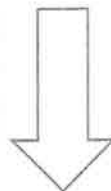
While the store starts, there are two employees in the store. They all have own Illinois massage therapy licenses. If the store business becomes better and prosperous, the store will hire more employees.

The massage can relax the body and muscle tension, leading to a sense of comfort and improve health. Therefore we want to provide these services to keep everyone healthy.

We will establish business rules and regulations for employees to keep in mind and obey.



Back Side



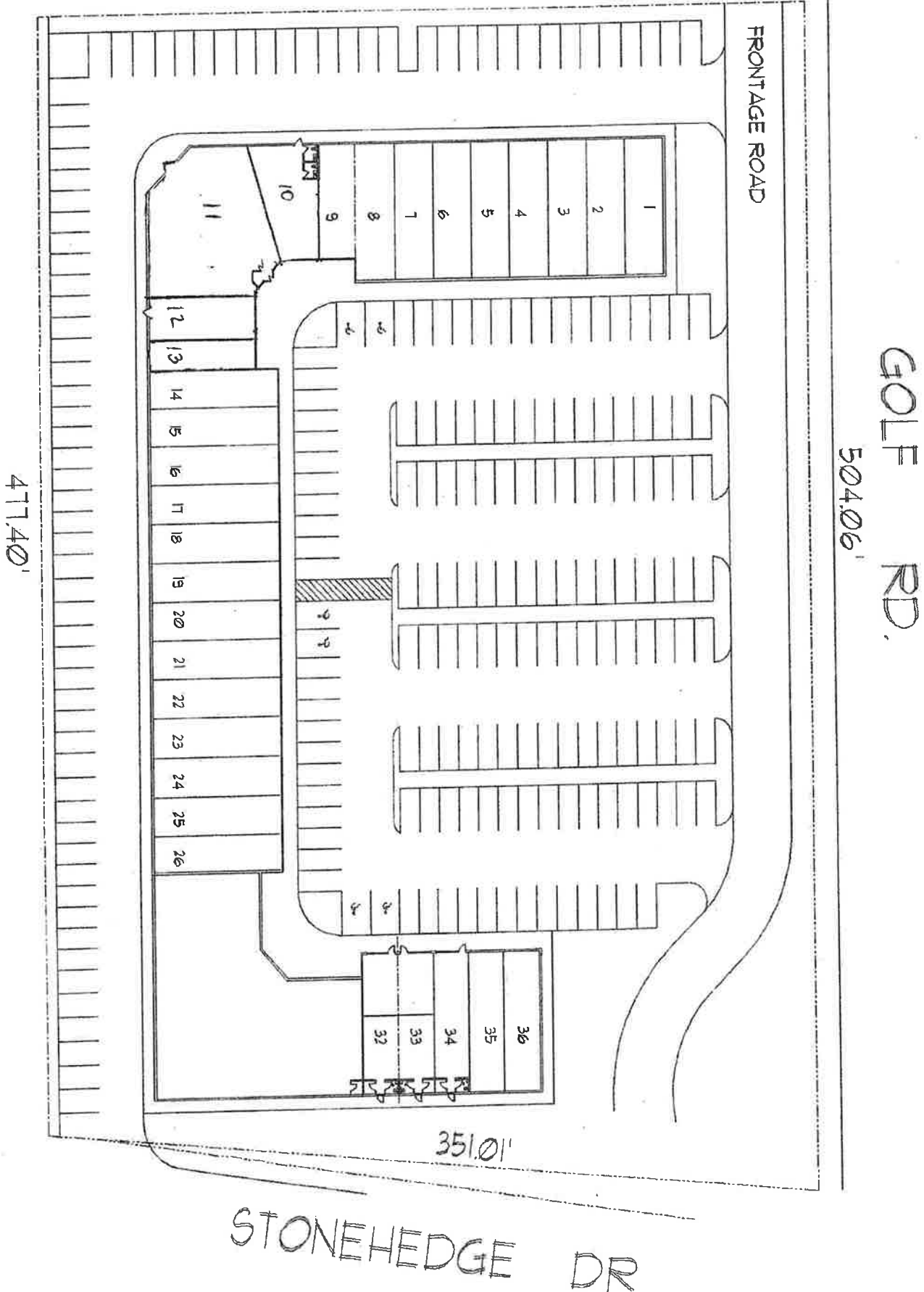
Floor Plan For 1033 W. Golf Rd, Hoffman Estates

Ivy Massage N Spa

Front Side



350.00'



GOLF RD.
504.06'

STONEHEDGE DR

EXHIBIT A-2

**LEGAL DESCRIPTION OF HOFFMAN CENTER
HOFFMAN ESTATES, ILLINOIS**

LOT 2 IN HOFFMAN HILLS COMMERCIAL SUBDIVISION UNIT NO. 2, BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 16, TOWNSHIP 41 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF HOFFMAN ESTATES, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 10, 1983 AS DOCUMENT NO. 26726560, IN COOK COUNTY, ILLINOIS; EXCEPTING THAT PART OF LOT 2 IN HOFFMAN HILLS COMMERCIAL SUBDIVISION UNIT NO. 2 BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 16, TOWNSHIP 41 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF HOFFMAN ESTATES, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 10, 1983 AS DOCUMENT NO. 26726560, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 2; THENCE ON AN ASSUMED BEARING OF SOUTH 0 DEGREES 07 MINUTES 05 SECONDS WEST ALONG THE EAST LINE OF SAID LOT 2, ALSO BEING THE WEST LINE OF STONEHEDGE DRIVE, 20.00 FEET; THENCE NORTH 59 DEGREES 16 MINUTES 40 SECONDS WEST, 34.75 FEET TO THE NORTH LINE OF SAID LOT 2, ALSO BEING THE SOUTH LINE OF GOLF ROAD; THENCE NORTH 85 DEGREES 42 MINUTES 23 SECONDS EAST ALONG THE NORTH LINE OF SAID LOT 2, 30.00 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.

STANDARDS OF A SPECIAL USE

Zoning Code Section 9-1-18 requires that the Planning and Zoning Commission shall, in making its determination, find that adequate evidence is provided to meet the Standards of a Special Use. All standards must be answered in full.

1. The establishment, maintenance or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare. Please provide an explanation on how the request meets this standard.
The Massage is a service business. It can make the customers to get physical, mental and skin benefits. All employees have their license. They'll keep to obey the regulation and law of the Government. Also there are no any dangerous equipment or material in the store.
2. The Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. Please provide an explanation.
While to take massage service, it would not make any noise. It shall not disturb to the neighbors. This business can improve the health to the public. So it can increase the value to the community.
3. That the establishment of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. Please provide an explanation.
The massage business is under the regulation and law of City, All the employees shall be trained to keep in mind the good behavior.
4. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided. Please provide an explanation.
The utilities are to the site. It has its meters and drainage. The Plaza has an entrance way to connect the Main Road (Golf Road) to the parking lot.
5. That adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in public streets. Please provide an explanation.
The store in the Plaza is just at the side of Golf Road. There is a connection road between the Plaza and Golf Road. So it easy to provide ingress and egress.
6. That the Special Use shall in all other respects conform to the applicable regulations of the district in which it is located, except in each instance as such regulations may be modified by the Village Board pursuant to the recommendation of the Planning and Zoning Commission. Please provide an explanation.
If any regulation modified or changed. The massage store shall no any hesitated to execute it.
7. That the special use shall support the economic development goals of the Village as conveyed through the Village's Comprehensive Plan, or other relevant adopted sub-area or strategic plans. Please provide an explanation.
If the Village has any comprehensive Plan, The massage store will be willingly to cooperate with the Plan.