



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

April 14, 2025

Council Chambers

**Immediately Following
Transportation & Road
Improvement Committee**

- 1. CALL TO ORDER/ROLL CALL**
- 2. APPROVAL OF MINUTES**
 - A. Planning, Building & Zoning Committee 03-10-2025
- 3. PUBLIC COMMENT**
- 4. NEW BUSINESS**
 - A. Authorization to award a contract for construction observation of the Village Green concessions & restrooms project to Tria Architecture of Burr Ridge, IL, in an amount not to exceed \$98,500.
 - B. Approval of Barrington Square Town Center TIF Reimbursement Request #9 in the amount of \$2,036,687.53
- 5. REPORTS**
 - A. Planning Division Monthly Report
 - B. Code Enforcement Division Monthly Report
 - C. Economic Development and Tourism Monthly Report
- 6. PRESIDENT'S REPORT**
- 7. ITEMS IN REVIEW**
- 8. OTHER**
- 9. 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.

Village of Hoffman Estates

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

March 10, 2025

1. ROLL CALL

Members in Attendance:

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

Via Phone:

Patrick Kinnane, Trustee

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Arthur Janura, Corporation Counsel
Jon Pape, Assistant Village Manager
Patrick Seger, Director of HRM
Alan Wenderski, Director of Engineering
Sonia Zala, Senior Transportation Engr.
Ric Signorella, Multimedia Production Mgr.**

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

2. APPROVAL OF MINUTES

Motion by Trustee Arnet, seconded by Trustee Pilafas, to approve the Planning, Building & Zoning Committee meeting minutes of February 10, 2025. Roll call vote taken. All ayes. Motion carried.

3. PUBLIC COMMENT

4. NEW BUSINESS

A. Approval of an ordinance adopting and publishing the 2025 Zoning map.

An item summary sheet from Daisy Dose-Adamzadeh and Jenny Horn was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to adopt and publish the 2025 Zoning map. Roll call vote taken. All ayes. Motion carried.

5. REPORTS (INFORMATION ONLY)

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

Trustee Stanton inquired about White Castle. Mr. Palm noted the staff would get back to him with an update.

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. Department of Development Services monthly report for Economic Development and Tourism.

The Department of Development Services monthly report for Economic Development and Tourism was received and filed.

6. **PRESIDENT'S REPORT** – Mayor provided a report on his activities the week of March 3, 2025. Mayor McLeod attended the following: Celtic Fest Committee meeting, NWMC Executive Committee meeting, Bis Now at Bell Works, Playroom Café Ribbon Cutting, Arrow of Light Ceremony for Pack 100, Caribbean Classic / Rotary Schaumburg/Hoffman Estates, PACE Directors meeting, and Hope Fore Hoffman planning meeting.
7. **ITEMS IN REVIEW**
8. **OTHER**
9. **ADJOURNMENT**

Motion by Trustee Arnet, seconded by Trustee Pilafas, to adjourn the meeting at 7:04 pm. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations/
Outreach, Office of the Mayor & Board

Date



AGENDA ITEM REPORT

Planning, Building & Zoning Committee
April 14, 2025
ITEM 4A

REQUEST: Authorization to award a contract for construction observation of the Village Green concessions & restrooms project to Tria Architecture of Burr Ridge, IL, in an amount not to exceed \$98,500.

FROM: Bryan Ackerlund, Assistant Director of Public Works

ITEM TYPE: Contract - Committee

REQUEST SUMMARY

Construction on the new Village Green concessions & restrooms project is set to begin immediately following Platzkonzert in September of this year. As is common with most large-scale projects, effective project management is essential for the successful execution of any construction project. Due to the complexity, scale, and coordination required, having a structured approach led by a qualified project manager is critical to meeting objectives on time, within budget, and to the required quality standards.

Recently, staff engaged Tria Architecture to develop a cost-effective approach which would benefit the Village best, while allowing staff to play a key role in the overall management of the project. After an in-depth analysis of the scope and identifying what specific needs exist, a hybrid approach was created. Tria drafted a proposal where they would provide construction observation prior to, and during construction.

Tria's services include the following:

- Review all requests for information (RFI), review of shop drawings, and process change orders and pay requests.
- Base meetings - Tria will conduct an in-person pre-construction meeting, weekly construction observation field visits/meetings (September 15 - May1), and punch list walk-throughs.
- Additional meetings - Tria will conduct extra OAC meetings over the months leading up to construction and weekly meetings during construction, as requested by the Village.

Tria's scope allows staff to still play a significant role in the project management. This will include daily oversight and coordination, owner's representative, and review certified payroll and lien waivers for accuracy. This approach is in the best interest of the Village, as full-time 3rd party project management would be at a significantly higher cost.

FINANCIAL IMPACT

The contract for construction observation has a total amount not to exceed \$98,500 and would utilize General Fund reserves. Tria will bill the Village using a time & materials cost structure. Therefore, any services not used would reduce the overall project cost.

Additionally, the Village was awarded a second grant from the Department of Commerce and Economic Opportunity for \$250,000, which will supplement some of the funding for the construction portion of the project.

RECOMMENDATION

Authorization to award a contract for construction observation of the Village Green concessions & restrooms project to Tria Architecture of Burr Ridge, IL, in an amount not to exceed \$98,500.

ATTACHMENTS

1. Construction Observation Project Authorization



~~February 14, 2025~~ March 12, 2025

VIA E-MAIL
(6) Page(s) Inclusive
bryan.ackerlund@vohe.org

Bryan Ackerlund, Assistant Director of Public Works (OWNER)
Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, IL 60169

Re: Village of Hoffman Estates - Village Green – Phase 2 –
Construction Observation - Revised
5510 Prairie Stone Pkwy, Hoffman Estates, Illinois 60192
Architect's Project Number: TBD
Project Authorization (Exhibit A)

Dear Mr. Ackerlund:

It has been a pleasure working with you on the proposed Village Green Phase 2 Project. Once executed, the OWNER authorizes TRIA Architecture, Inc. (TRIA) to provide professional services for the Project identified herein, which professional services shall be subject to all terms and conditions of the AIA B101-2017, Master Agreement between Owner and Architect, dated October 17, 2023 unless specifically provided otherwise in this Project Authorization.

DESCRIPTION OF PROJECT/ LOCATION:

PROJECT UNDERSTANDING:

- I. Tria Architecture (TRIA) will complete all Architectural Design for you (OWNER), as described herein. This proposal is based on the following key components:
 - A. Construction Observation for the proposed Concessions Building.
 - B. This proposal is based on the bid documents dated 9/25/24.
- II. All additional designs or design modifications requested by the OWNER or Authorities Having Jurisdiction will be completed on a Time and Material basis above and beyond this proposal, including travel.

DESIGN PHASE SERVICES:

- I. N/A

TRIA ARCHITECTURE

Illinois Office | Corporate Headquarters: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527
Indiana Office: 436 Sand Creek Drive N, Suite 105, Chesterton, Indiana 46304
Company Main: 630.455.4500 Fax: 630.455.4040
www.TRIAArchitecture.com

INIT.

Bryan Ackerlund, Assistant Director of Public Works (OWNER)
Village of Hoffman Estates

Project Authorization (Exhibit A)

Village of Hoffman Estates - Village Green – Phase 2 – Construction Observation

~~February 14, 2025~~ March 12, 2025

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BIDDING PHASE:

I. N/A

CONSTRUCTION OBSERVATION PHASE:

I. TRIA will assist the OWNER with construction observation including up to two (2) shop drawing reviews of items within our scope of services and responding to all requests for information (RFI) to clarify items within our scope of services.

II. TRIA will review, process and track any change order requests for OWNER review.

III. TRIA will review all contractor pay requests. The OWNER will review all certified payroll and lien waivers for accuracy.

IV. All scheduled services cease 60 days after the date of substantial completion set in the specifications.

V. TRIA will perform Construction Observation and punch list walk-throughs.

GENERAL ITEMS:

I. This proposal is based upon attendance at up to one (1) pre-construction meeting, seven (7) preconstruction virtual OAC meetings, thirty-three (33) weekly construction observation field visits/meetings, fifteen (15) additional construction observation field visits, and two (2) punch list walk-throughs

Because of the undetermined length and amount of additional meetings the OWNER may request, TRIA will prepare any presentation materials required and attend any other meetings requested by the OWNER, on a Time-and-Material basis above and beyond this proposal, including travel.

PROJECT PHYSICAL CHARACTERISTICS/SIZE:

Refer to bid documents dated 9/25/24

PROJECT DELIVERY METHOD:

Design-Bid-Build

TRIA ARCHITECTURE

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Bryan Ackerlund, Assistant Director of Public Works (OWNER)

Village of Hoffman Estates

Project Authorization (Exhibit A)

Village of Hoffman Estates - Village Green – Phase 2 – Construction Observation

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SCOPE OF ARCHITECTURAL AND ENGINEERING SERVICES:

(check phases included):

Schematic Design Phase	
Design Development Phase	
Construction Documents Phase	
Bidding and Negotiation Phase	
Construction Observation Phase	X

(check services included):

Architectural Design	X
Mechanical Engineering	X
Electrical Engineering	X
Plumbing Engineering	X
Fire Protection Engineering	X
Structural Engineering	X
Civil Engineering	X
Landscape Architecture	X
Food Service Planning	X

THE FOLLOWING ADDITIONAL SERVICES ARE APPROVED BY THE OWNER AND INCLUDED IN BASIC SERVICES:

Civil Engineering
Landscape Design
Food Service Planning

TRIA'S CONSULTANTS FOR THE PROJECT:

Mechanical Engineering	Larson Engineering of Illinois
Electrical Engineering	Larson Engineering of Illinois
Plumbing Engineering	Larson Engineering of Illinois
Fire Protection Engineering	Larson Engineering of Illinois
Structural Engineering	Larson Engineering of Illinois
Food Service Planning	Edge Associates
Civil Engineering	HR Green
Landscape Design	JSD

OWNER PROVIDED ITEMS/SERVICES:

Security and Data Design
Furniture Fixtures and Equipment

OWNER'S CONSULTANTS FOR THE PROJECT:

Security and Data Design	TBD
Furniture Fixtures and Equipment	TBD

POTENTIAL ADDITIONAL SERVICES:

None at this time.

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Bryan Ackerlund, Assistant Director of Public Works (OWNER)

Village of Hoffman Estates

Project Authorization (Exhibit A)

Village of Hoffman Estates - Village Green – Phase 2 – Construction Observation

~~February 14, 2025~~ March 12, 2025

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INITIAL PROJECT SCHEDULE:

Commencement of Construction shall be on or about:

September 2025

Substantial Completion shall be by:

May 1, 2026

COMPENSATION:

Architectural ~~Design~~ Construction Observation services as described above **for a Time and Material Fee Not to Exceed \$98,500.**

Estimated Fee Breakdown by Phases:

Basic Construction Observation Services: \$89,150.00 (375 Hours)

Additional OAC Meetings: \$9,250 (59 hours)

The estimated fee breakdown above is provided for informational purposes only. Invoices will be based on actual time spent multiplied by the appropriate billing rate not to exceed the amount listed above for the entire project.

HOURLY BILLING RATES:

2025 HOURLY RATES (Subject to change per the AIA Agreement)

Tria Architecture:

Principal Architect	\$250.00
Associate Architect	\$210.00
Senior Project Manager	\$195.00
Project Manager	\$185.00
Senior Architect / Senior Interior Designer	\$175.00
Architect 3 / Architectural Staff 3 / Interior Designer 3	\$175.00
Architect 2 / Architectural Staff 2 / Interior Designer 2	\$165.00
Architect 1 / Architectural Staff 1 / Interior Designer 1	\$155.00
Architectural Staff	\$145.00
Graphic Designer	\$150.00
Architectural Intern / Interiors Intern	\$135.00
Administrative Assistant	\$125.00

Larson Engineering:

Principal	\$330.00
Department Head	\$260.00
Senior Project Manager	\$230.00
Project Manager	\$200.00
Engineer 3	\$180.00
Engineer 2	\$165.00
Engineer 1	\$155.00
CADD Technician	\$145.00

HR Green:

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Project Authorization (Exhibit A)

Village of Hoffman Estates - Village Green – Phase 2 – Construction Observation

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Principal	\$265 - \$385
Senior Professional	\$265 - \$385
Professional	\$180 - \$265
Junior Professional	\$110 - \$185
Senior Technician	\$145 - \$190
Technician	\$90 - \$155
Senior Field Personnel	\$170 - \$230
Field Personnel	\$105 - \$185
Junior Field Personnel	\$95 - \$130
Senior Administrator	\$130 - \$170
Administrative	\$75 - \$130
Operators / Interns	\$75 - \$150

Edge Associates:

Principal	\$165.00
Senior Associate	\$135.00
CAD Operator	\$95.00
Technical Assistant	\$60.00

JSD:

Principal	\$250.00
Project Consultant	\$210.00
Senior Planner	\$175.00
Staff Planner	\$145.00
Senior Landscape Architect	\$175.00
Landscape Architect	\$160.00
Landscape Designer	\$140.00
Office Support	\$80.00

OWNER'S CONSTRUCTION BUDGET FOR THE PROJECT:

\$3,899,000 (Base Bid Amount)

OTHER TERMS AND CONDITIONS:

- I. If the Project is not completed within 60 days of the specified Substantial Completion Date, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as an Additional Services at the rates set forth herein.

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Bryan Ackerlund, Assistant Director of Public Works (OWNER)

Village of Hoffman Estates

Project Authorization (Exhibit A)

Village of Hoffman Estates - Village Green – Phase 2 – Construction Observation

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Please review this Project Authorization and don't hesitate to contact me if you have any questions or require any additional information. **If this Project Authorization is acceptable, please execute all of the yellow highlighted areas and send the entire document back to our office.** TRIA and I look forward to your direction and working with you.

Approved by (Sign / Print):

Title:

Date:

Sincerely,



TRIA ARCHITECTURE, INC.

Ronald E McGrath

Principal Architect

REM/jp

Attachments: None

File Name: MRK.PA.031225.HoffmanEstates.Phase2.CO - R.docxp

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INIT.



AGENDA ITEM REPORT

Planning, Building & Zoning Committee
April 14, 2025
ITEM 4B

REQUEST: Approval of Barrington Square Town Center TIF Reimbursement Request #9 in the amount of \$2,036,687.53

FROM: Kevin Kramer, Director of Economic Development
Matthew Galloway, Economic Development Specialist

ITEM TYPE: Action Item - Committee

REQUEST SUMMARY

The developer previously submitted Reimbursement Request #1 in the amount of \$3,778,049.09, Reimbursement Request #2 in the amount of \$2,375,105.73, Reimbursement Request #3 in the amount of \$3,682,677.31, Reimbursement Request #4 in the amount of \$9,002,544.97, Reimbursement Request #5 in the amount of \$4,703,954.84, Reimbursement Request #6 in the amount of \$1,494,765.36, and Reimbursement Request #7 in the amount of \$882,140.01, and Request #8 of \$351,504.87. These amounts (at 30% of total project costs) were incorporated into the TIF Note upon approval. The Development Agreement TIF Note (which reflected Reimbursement Application #1) was approved by the Board on May 14, 2012, in an amount not to exceed \$9 million of eligible TIF Redevelopment Costs. With Reimbursement Request #2-8, the amount of the TIF Note increased to \$8,492,228.91, to be reimbursed, if and when revenues are available and will increase again with this eighth submittal.

The developer has now submitted Reimbursement Application #9 for improvements made to improve Popeye's and interior improvements to the main building. Staff reviewed, discussed with the developer, and can substantiate the amount of \$340,189.53 as eligible for TIF reimbursement (see below).

The ordinance approving the Development Agreement and the TIF Note stipulates that the Corporate Authorities approve Reimbursement Requests, and directs the Finance Director to update the TIF Note to the new amount (which cannot exceed the \$9 million cap).

The amount of the TIF Note is governed by the \$9 million cap of eligible TIF Redevelopment Costs and a limitation to 30% of the approved Total Project Costs, which, upon approval of #9, equals \$28,307,419.71 cumulatively for Reimbursement Requests #1-9, whichever is lower. So, the proposed TIF Note would be increased to \$8,492,228.91 to reflect reimbursements #1-9. The Finance Director is authorized to increase the TIF Note upon Village Board approval of the Reimbursement Request.

FINANCIAL IMPACT

TIF financing is based on the principal that new development or redevelopment will increase the tax base. That increase in tax base, over time, generates additional property taxes. Those property taxes are directed to the TIF increment fund over the 23-year life of the TIF. Thus, the development itself generates a pool of money which can be used to pay for TIF-eligible costs, and provide an incentive for the developer or others to redevelop the site.

RECOMMENDATION

Approval of Barrington Square Town Center TIF Reimbursement Request #9 in the amount of \$2,036,687.53.

ATTACHMENTS

1. TIF Reimbursement Request #9 Attachments

Request for Reimbursement

March 27, 2025

Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, Illinois 60169
Attention: Village Manager

Re: · Redevelopment Agreement, dated May 14, 2012
By and Between the Village of Hoffman Estates, Illinois and De Schouw BSM LLC
(the "**Developer**").

You are requested to disburse funds from the Special Tax Allocation Fund pursuant to the Note Ordinance and Article V of the Redevelopment Agreement described above in the amount(s), to the person(s) and for the purpose(s) set forth in this Request for Reimbursement. The terms used in this Request for Reimbursement shall have the meanings given to those terms in the Redevelopment Agreement.

1. REQUEST FOR REIMBURSEMENT **Number 9**
2. PAYMENT DUE TO: DeSchouw BSM, LLC
3. FOR THIS REQUEST FOR REIMBURSEMENT, THE DEVELOPER REQUESTS THE VILLAGE TO APPROVE THE FOLLOWING EXPENDITURES AS HAVING BEEN INCURRED BY THE DEVELOPER AND AS CONSTITUTING ELIGIBLE REDEVELOPMENT PROJECT COSTS AND TOTAL PROJECT COSTS, PURSUANT TO SECTION 403 OF THE REDEVELOPMENT AGREEMENT:

a. AMOUNT SUBMITTED TO BE APPROVED FOR REIMBURSEMENT AS ELIGIBLE REDEVELOPMENT PROJECT COSTS (AND NOT PREVIOUSLY CERTIFIED AS ELIGIBLE COSTS):

\$ 340,189.53

b. AMOUNT SUBMITTED TO BE APPROVED FOR TOTAL PROJECT COSTS (AND NOT PREVIOUSLY CERTIFIED AS TOTAL PROJECT COSTS):

\$ 2,036,687.53

4. The Developer certifies that:

(i) the amounts to be reimbursed pursuant to this Request for Reimbursement were made or incurred or financed and were necessary for the Project and were made or incurred in accordance with the Construction Plans and Final Project Documents heretofore in effect;

(ii) the expenditures representing Eligible Redevelopment Project Costs and Total Project Costs have been properly recorded on the Developer's books, and a correct summary of such costs are set forth in Schedule 1 attached hereto, and the information required in Section 403 is herewith provided to the Village for all sums for which reimbursement is requested;

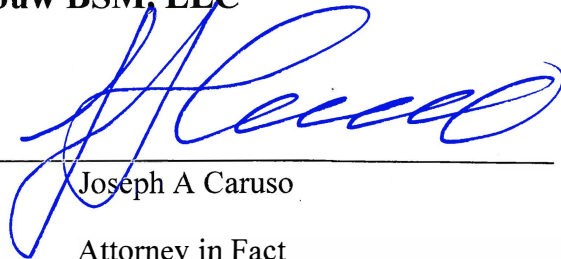
(iii) the Eligible Redevelopment Project Costs set forth in Schedule 1 have been paid by the Developer and are reimbursable under the Act, the Note Ordinance and the Agreement, and each item listed on Schedule 1 has not previously been paid or reimbursed from money derived from the Fund or any money derived from any project fund established pursuant to the Note Ordinance, and no part thereof has been included in any other certificate previously filed with the Village;

(iv) the expenditures for which reimbursement is sought are not greater than those necessary to reimburse the Developer for its funds actually paid for Eligible Redevelopment Project Costs; and

(v) the Developer is not in default under the Redevelopment Agreement and nothing has occurred to the knowledge of the Developer that would prevent the performance of its obligations under Redevelopment Agreement.

DeSchouw BSM, LLC

BY:



Joseph A Caruso

TITLE:

Attorney in Fact

VILLAGE APPROVAL

The aggregate Eligible Redevelopment Project Costs approved by the Village under this Request for Reimbursement No. 9 are a total of:

\$ 340,189.53

The aggregate Eligible Redevelopment Project Costs approved by the Village under all approved Requests for Reimbursement (including this Request for Reimbursement) are a total of:

\$ 16,190,235.21

The Total Project Costs incurred and documented by the Developer under this Request for Reimbursement are a total of:

\$ 2,036,687.53

The Total Project Costs incurred and documented by the Developer under all approved Requests for Reimbursement (including this Request for Reimbursement) are a total of:

\$ 28,307,429.71

The **Maximum Reimbursement Amount**, as of the date of approval below, is equal to (a) all approved Eligible Redevelopment Project Costs, **\$16,190,235.21**, (b) but not to exceed 30% of all approved Total Project Costs, **\$ 28,307,429.71**, whichever is less, and therefore now equals:

Maximum Reimbursement Amount

\$ **8,492,228.91**

**APPROVED BY THE
VILLAGE OF HOFFMAN ESTATES, ILLINOIS**

By: _____
Eric Palm, Village Manager

Date of Approval by the Village: _____, 2025

	Reimb. Request #1	Reimb. Request #2	Reimb. Request #3	Reimb. Request #4	Reimb. Request #5	Reimb. Request #6	Reimb. Request #7	Reimb. Request #8	Reimb. Request #9	Individual Reimbursement Requests Total	TIF Note Total
Total Project Costs Submitted	\$3,778,049.09	\$2,375,105.73	\$3,682,677.31	\$9,002,544.97	\$4,703,954.84	\$1,494,765.36	\$882,140.01	\$351,504.87	\$2,036,687.53	\$28,307,429.71	\$28,307,429.71
Project Costs submitted but not TIF eligible	\$346,856.29	\$-	\$30,735.72	\$6,197,737.13	\$2,350,602.00	\$1,494,765.36	\$0.00	\$0.00	\$1,696,498.00	\$12,117,194.50	\$12,117,194.50
Eligible TIF Redevelopment Costs	\$3,431,192.80	\$2,375,105.73	\$3,651,941.59	\$2,804,807.84	\$2,353,352.84	\$0.00	\$882,140.01	\$351,504.87	\$340,189.53	\$16,190,235.21	\$16,190,235.21
Maximum Reimbursement Amount (30% of Total) Project Costs above)	\$1,133,414.73	\$712,531.72	\$1,104,803.19	\$2,700,763.49	\$1,411,186.45	\$448,429.61	\$264,642.00	\$105,451.46	\$611,006.26	\$8,492,228.91	\$8,492,228.91
Total Paid Out (as of March 2025)											\$ 1,811,683.39
Outstanding Principal Amount											\$6,680,545.52

J:\COMDEV\TIF Districts\Barrington Square TIF\Reimbursement Requests



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

April 2025

LONG RANGE PLANNING PROJECT STATUS



HOFFMAN ESTATES

ZONING UPDATE

- ◆ 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.
- ◆ Drafting is ongoing based on direction provided by the PB&Z.

Zoning Code Update Timeline



- ◆ Epstein (as lead), HNTB, and All Together awarded contract comprehensive multimodal plan: Hoffman in Motion.
- ◆ Website is live www.hoffmaninmotion.com.

Public Engagement

- ◆ Visit www.hoffmaninmotion.com/photos to see pictures from past and future public engagement events.
- ◆ A full public engagement summary including the results of both surveys is available at www.hoffmaninmotion.com
- ◆ Hoffman in Motion was featured in the Daily Herald bike planning column
- ◆ Final open house expected in June 2025.

Work Product

- ◆ Project remains on track for summer 2025 completion.



ENGAGEMENT SUMMARY | April - November 2024 [Phase 1 & 2]



for

ACTIVE PLANNING PROJECTS

Project	Address	Status	PZC or PBZ Meeting	VB Meeting
Kaizen Jiu Jitsu Special Use	1762 W ALGONGUIN RD	APPROVED	3/19/25	4/7/25
Shed Setback Variation	760 ORANGE LN	PUBLIC MEETING	5/7/25	5/19/25
Beverly Property Mass Grading – Staff Level Approval	2601 BEVERLY RD	UNDER REVIEW		
Scooter's Coffee	2 E HIGGINS RD	UNDER REVIEW		
Microsoft CHI07 Data Center	3125 N BARRINGTON RD	UNDER REVIEW		
Bell Works Multifamily	1730 LOHAN WAY	UNDER REVIEW		
Village Hall Parking Lot	1900 HASSELL RD	UNDER REVIEW		
Forest View Estates – S Barrington Plat	10 S FREEMAN RD	UNDER REVIEW		
Shed Variation	1301 ROLLING PRAIRIE CT	UNDER REVIEW		
ComEd Substation (Compass Data Center)	5700 TRILLIUM BLVD	UNDER REVIEW		
Pool Deck and Privacy Wall Variation	510 GLENDALE LN	UNDER REVIEW		
Rookies Patio– Amin. Approval	4607 W HIGGINS RD	UNDER REVIEW		
Taco Bell & Retail Building – Pre-Development Review	2360 W HIGGINS RD	UNDER REVIEW		
Dream Clean Signage Amendment	105 E GOLF RD	UNDER REVIEW		

MONTHLY PLANNING PROJECT ACTIVITY

Projects Submitted by Type	March	2025 YTD
Pre-Development	1	2
Agreement		1
Annexation		
Courtesy Review		
Easement		
Master Sign Plan	1	1
Plat of Subdivision		1
Other Plat		
RPD Amendment		
Site Plan Review		5
Special Use		1
Text Amendment		1
Rezoning		
Variation	1	3
Total	3	15
FOIA Processed	4	9
Zoning Verification Letters	0	1
Building Permits Reviewed by Planning	55	129

PLANNING PERFORMANCE MEASURES

Site Plan Review Process	March		2025 YTD	
Number of administrative/staff review site plan cases completed	NA	NA	1	25%
Number of PZC site plan cases processed	NA		3	
Annual goal is to complete at least 65% of site plan cases through administrative review process				

Site Plan Review Timing	March		2025 YTD	
Number of cases processed within 105 days	NA	NA	4	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

April 2025

GENERAL ACTIVITIES

- On March 4, 2025, David Dodge attended a webinar on Energy Storage Systems What You Need to Know About UL 9540 and UL 9540a.
- On March 7, 2025, Anthony Knuth attended the SBOC Spring Training School on ICC Day 2024 on IRC Significant Changes.
- On March 11, 2025, David Dodge, Anthony Knuth & Tricia Morandi attended a NWBOCA training for Anchorage for Light Framed Construction & Common Mis-installed Anchors.
- On March 12-14, 2025, David Banaszynski attended his IEHA Board Retreat at Starved Rock.
- On March 14, 2025, David Dodge, Kala Kuttnerberg, Liz Dianovsky & Michael McAvoy attended the SBOC Spring Training School on IACE Day on Collaborative Communication for Building Department Teams and Ethics for Code Officials.
- On March 19, 2025, Tricia Morandi attended a virtual Permit Tech Nation meeting.
- On March 19, 2025, Tricia Morandi attended an ABCI quarterly meeting on IMRF After Retirement in Buffalo Grove.
- On March 21, 2025, Sanyokta Kapur, David Dodge, David Banaszynski, Tricia Morandi, John Staschke & Jeff Miller attended the SBOC Spring Training School on Resilient Minds Tool Kit.
- On March 27, 2025, David Dodge attended a zoom meeting to discuss on going state legislation on behalf of NWBOCA with state representatives who have introduced current bills.
- On March 28, 2025, Anthony Knuth, Kathleen Kuffer & Marc Shulga attended the SBOC Spring Training School on B & F Day on Understanding the International Building Code 2024.
- Building demolition for **CDK global** on 1950 Hassell Rd is almost complete to clear the site for future **Kensington Townhomes**. Land Development Permit has been approved.
- **Microsoft** is making steady construction progress on the Colos 2 to Colos 5 buildouts in Building 1, CHI05 with interior fit outs underway. The permit has been issued for Site and Building for CHI06, Building 2 of the campus.
- A significant portion of the **Sears campus** has been demolished. Site Development permit for existing site demolition, mass grading and Land Development permit of the **Compass Data Centers** has been issued. Compass Data Center, Building 1, is close to permit issuance.
- **Shangrila Dispensary** off N. Barrington Rd is making good progress for the interior buildout and site upgrades.
- **Dar-ul-Ilm** Foundation interior buildout for religious center at Lakewood Blvd is underway.
- **Rookies** from Higgins Rd at the Poplar Creek Crossing subdivision has started construction for expansion into the tenant space next door.
- **Fire Station 21** off Flagstaff Lane has made significant progress on foundation wall installation and site work.
- **ComEd** is almost complete with construction on Pembroke Ave. substation expansion.
- The new **Advocate** outpatient facility on Hoffman Blvd. within Prairie Stone is scheduled for ribbon cutting ceremony in April 9th.
- **Airdrie Estates** subdivision has several lots under construction for new single-family homes. Lot 5 has received temporary occupancy.
- Code Enforcement staff have been involved in several ongoing property maintenance cases as well as annual monitoring of commercial snow removal and pothole maintenance.

Bell Works Construction Update:

- Staff is working with Bell Works on several tenant build-outs and parking garage repairs throughout the east side. **Game Night Out ,Convergent and Scholastic** interior alteration is underway. Land Development permit for Bell Works **Townhomes** has been issued. West side parking garage repairs and interior demolition of West and Central building are under plan review process.

2025 Code Enforcement Freedom of Information Act Requests Processed

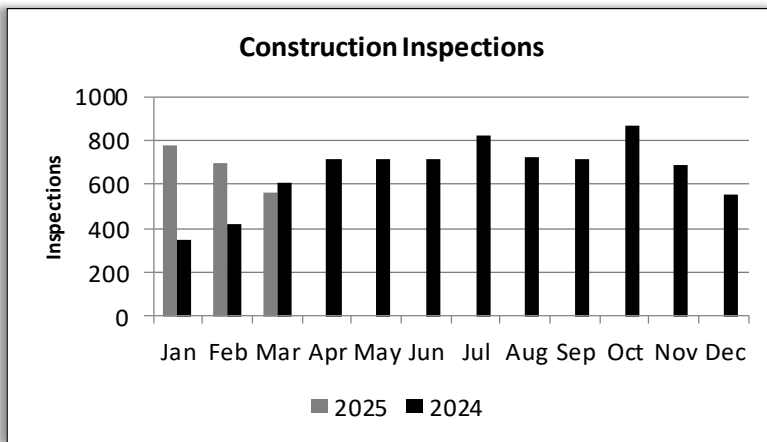
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
24	24	53										101

2025 Code Enforcement GovQA Questions & Complaints Processed

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
4	16	17										37

Construction Inspections

Year	2025	2024
Jan	775	346
Feb	693	415
Mar	563	607
Apr		715
May		718
Jun		717
Jul		827
Aug		720
Sep		716
Oct		865
Nov		689
Dec		552
Total	2031	7887

**RENTAL HOUSING LICENSE AND INSPECTION PROGRAM**

- There are currently 1,821 rental properties registered. This includes 1,174 single family and townhome units (64%) and 647 condominium units (36%). 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 April 1st, 1,762 properties have renewed.

2025 Rental Inspections

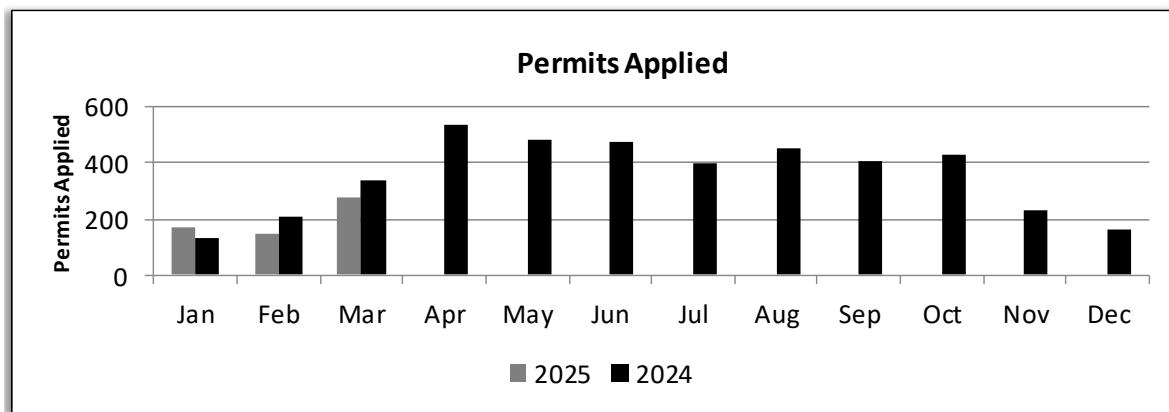
Inspection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Annual	258	128	125										511
Reinspections	183	177	135										495
Total	441	305	260	0	0	0	0	0	0	0	0	0	1006

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										2	8
Single Family New	0	0	0										0	5
Land Development	2	0	3										5	6
Fire	16	11	7										34	134
All Other Permits	129	116	179										424	3079
2025 Total	147	127	191	0	0	0	0	0	0	0	0	0	465	

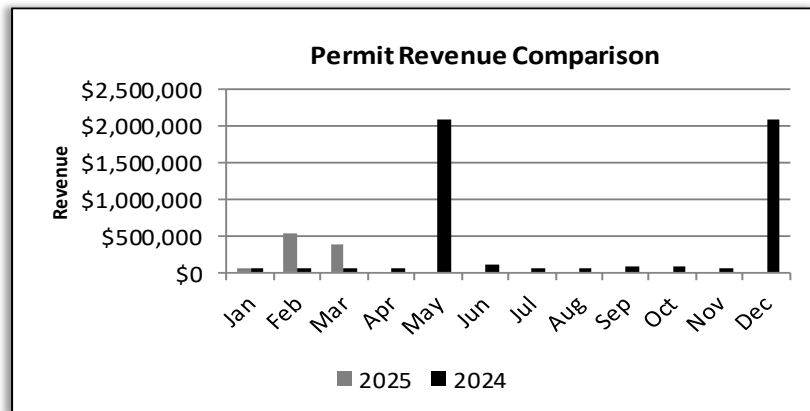
2025 Permits Applied

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	168	145	273										586
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		\$63,268
May		\$2,080,130
Jun		\$100,777
Jul		\$67,251
Aug		\$70,712
Sep		\$86,798
Oct		\$88,794
Nov		\$57,749
Dec		\$2,096,911
Total	\$970,914	\$4,883,486

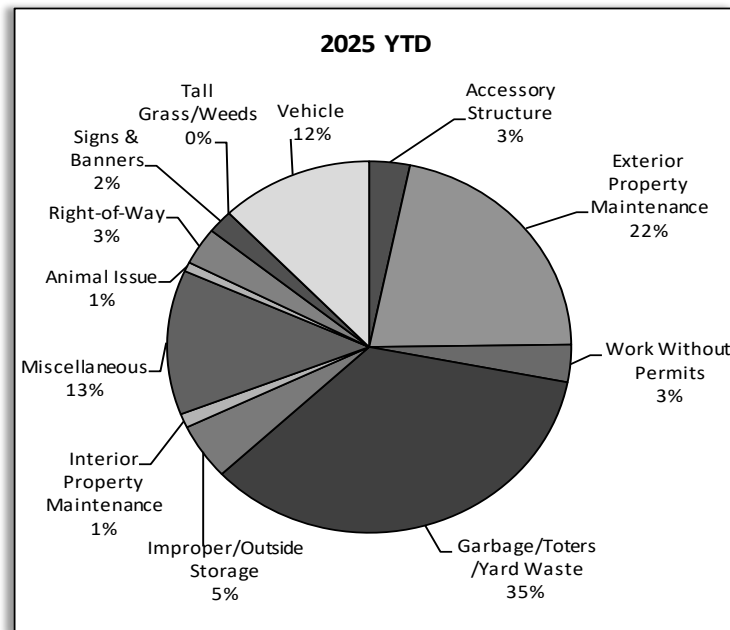


2025 Budget: \$6,625,000.

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										8	55
Exterior Property Maintenance	0	26	27										53	105
Work Without Permits	0	1	7										8	72
Garbage/Toters/Yard Waste	38	28	20										86	597
Improper/Outside Storage	2	4	6										12	110
Interior Property Maintenance	1	1	1										3	9
Miscellaneous	6	9	16										31	160
Animal Issue	0	2	0										2	43
Right-of-Way	0	8	0										8	32
Signs & Banners	0	4	1										5	21
Tall Grass/Weeds	0	0	0										0	494
Vehicle	13	3	14										30	60
2025 Total	60	87	99	0	0	0	0	0	0	0	0	0	246	
2024 Total	61	109	87	164	311	174	184	201	186	139	88	54		1758



2025 Citations Issued

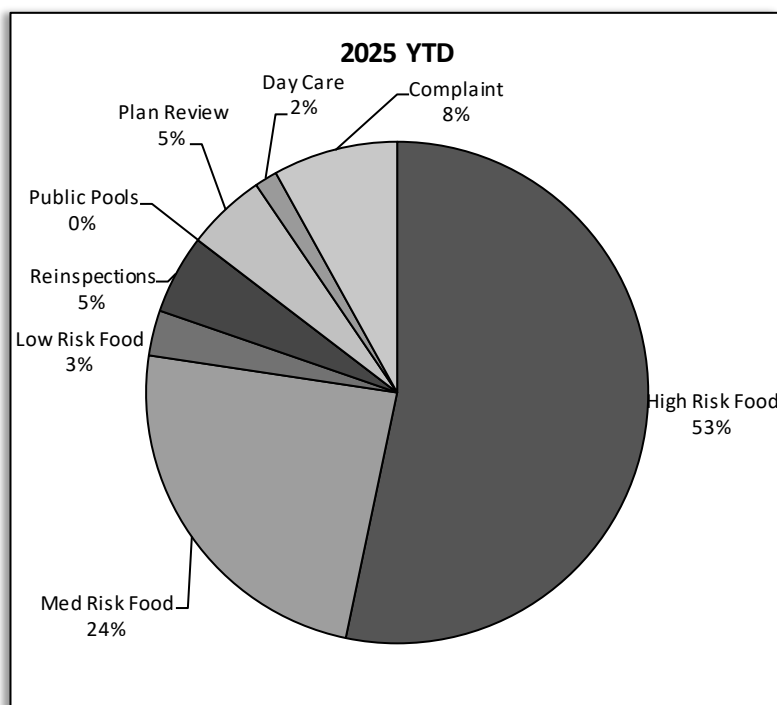
Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Business License	25	13	0										38
Code	47	55	34										136
Rental	102	80	25										207
Total	174	148	59	0	0	0	0	0	0	0	0	0	381

2025 Adjudication Court Dockets - Citations Presented

Court	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Code/Bus. Lic.	70	64	70										204
Rental	75	73	78										226
Total	145	137	148	0	0	0	0	0	0	0	0	0	430

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										73
Med Risk Food	5	4	24										33
Low Risk Food	0	2	2										4
Reinspections	1	4	2										7
Public Pools	0	0	0										0
Plan Review	3	1	3										7
Day Care	0	0	2										2
Complaint	6	3	2										11
Total	47	54	36	0	0	0	0	0	0	0	0	0	137



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 MARCH

Bell Works and Pulte Homes held their groundbreaking for the townhomes on the east side of the Metroburb.



Finished the Spring/Summer Restaurant Guide. Be sure to check it out and share it with your friends and neighbors:

Members of the Economic Development team attended the Lambda Alpha International luncheon on the topic of AI. Two leaders in the field from the University of Chicago provided some excellent food for thought to bring back to the workplace.



Staff participated in a strategic planning session with Next Level Northwest lead by IA Business Advisors. The goal is to redefine the organization to be in a better position to assist small businesses for the next 3-5 years.

SUMMARY OF ACTIVITIES

- In addition to the events above, staff also attended the annual Wintrust March Madness networking event, an office broker social event at Bell Works, and a leadership and culture talk at Bell Works.
- 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.
- Finalized a TIF reimbursement request from Barrington Square that is on the agenda for PB&Z in April, while also reviewing the current state of the Lakewood and S&P TIFs.
- Worked to finalize the design of postcards to be mailed to each business in an attempt to reach a new audience for BRE.
- Continued to assist in planning the upcoming IL Economic Development Association Summit in June. Mr. Kramer is curating the panel on data centers, AI, quantum, and more tech.
- Created ads and wrote articles to market Hoffman Estates in various publications and on digital platforms.

HOTEL UPDATE

A couple of hotels were behind in their payment of taxes so updated numbers will be included in next month's report.

VISITHOFFMAN UPDATE

- Pages Staff proofed all pages of the website for visithoffman.com prepared by McDaniels. Additional photos and videos were provided and the final edits are being made before a soft launch. Once finalized, Staff will make a presentation to PB&Z with the new website.

EVENTS

- Volleyball World - June 23-25, 2025 - NOW Arena: The Village received a Tourism Incentive Grant from the State for \$50,000 to support regional marketing to surrounding states where Arena staff has identified large cultural communities that would travel in for this event. Working with the Finance Department to provide all required documents and accept the Grant.
- Stars and Stripes, NW 4th Fest, Celtic Fest "Shenanigans on the Green" - Work continues on these events. Staff has been organizing permissions, notifications, Sister City involvement and donated trash receptacles for STARS & STRIPES at BellWorks; soliciting/contracting food vendors for the 4th Fest and researching and organizing/contracting vendors and kid's activities for Celtic Fest. WOOHOO Fest season!

MEETINGS/ACTIVITIES

- Celtic Fest and 4th of July Commission meeting
- Circulated Police Incident Reports to hotels
- Toured with new Economic Development Specialist
- Met with Staff to brainstorm a potential Japanese Fest for 2026. Researched Japanese contacts and cultural organizations.
- Hand delivered and received signatures from every hotel for the newly enacted length of stay ordinance
- Attended Taco Lamas ribbon cutting
- Met with Pinstripes and Hampton Social Sales Leaders



Kevin Kramer, Director of Economic Development



Linda Scheck, Director of Tourism & Business Retention