



AGENDA

President and Board of Trustees
Village of Arlington Heights
Board Room

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005

November 7, 2016

8:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. APPROVAL OF MINUTES

- A. Committee of the Whole 10/10/2016
- B. Committee of the Whole 10/17/2016
- C. Village Board 10/17/16
- D. Committee of the Whole 10/24/16

V. APPROVAL OF ACCOUNTS PAYABLE

- A. Warrant Register 10/30/16

VI. RECOGNITIONS AND PRESENTATIONS

- A. Presentation of the 2016 Arlington Heights Cultural Arts Award to Linda Daniels McDonald by the Arts Commission

VII. PUBLIC HEARINGS

VIII. CITIZENS TO BE HEARD

Anyone wishing to speak on a subject not on the Agenda should fill out a card, located in the back of the room, and hand it to the Village Clerk. Please limit your comments to three minutes.

IX. OLD BUSINESS

- A. Report of the Committee-of-the-Whole Meeting of October 24, 2016
Downtown Streets - Pedestrian Crossing Study

Trustee Scaletta moved to recommend that the Village Board accept the Downtown Streets Pedestrian Crossing Study. Trustee LaBedz seconded the motion. The motion passed.

B. Report of the Committee-of-the-Whole Meeting of October 24, 2016

Possible Amendment to Section 13-610d of the Liquor Code

Trustee Farwell moved to delete Section 13-610d from the Village of Arlington Heights Municipal Code. Trustee LaBedz seconded the motion. The motion passed.

C. Report of the Committee-of-the-Whole Meeting of October 24, 2016

Possible Expansion of Administrative Adjudication Process

Trustee Glasgow moved to direct staff to prepare the appropriate Code Amendment for the expansion of Administrative Adjudication. Trustee Farwell seconded the motion. The motion passed.

D. Report of the Committee-of-the-Whole Meeting of November 7, 2016

Interview of Max Schraeder for Appointment to the Youth Commission - Term Ending: 4/30/17

E. Report of the Committee-of-the-Whole Meeting of November 7, 2016

Consideration of recommending to the Liquor Commissioner the issuance of a Class "AA" Liquor License to F&F Management, Inc., dba Paragon Theaters, located at 53 S. Evergreen Avenue upon surrender of current liquor license issued to this address.

F. Report of the Committee-of-the-Whole Meeting of November 7, 2016

Continued consideration of recommending to the Liquor Commissioner the issuance of a Class "L" Liquor License to Arlington Ale House Ltd., dba Arlington Ale House, located at 111 W. Campbell Street, Suite 300.

X. CONSENT AGENDA

This Agenda consists of proposals and recommendations that, in the opinion of the Village Manager, will be acceptable to all members of the Board of Trustees. The purpose of this Agenda is to save time by taking only one roll call vote instead of separate votes on each item.

Consideration of this Consent Agenda will be governed by the following rules and procedures prior to roll call vote:

1. Any Trustee who wishes to vote "no" or "pass" on any Consent Agenda items should so indicate.

2. Upon the request of any one Trustee, any item will be removed from the Consent Agenda and considered separately after adoption of the Consent Agenda.
3. Citizens in the audience may ask to remove any item on this Consent Agenda.
4. One roll call vote will be taken and will cover all remaining Consent Agenda items.

CONSENT APPROVAL OF BIDS

- A. HVAC Preventative Maintenance for Small Municipal Buildings
- B. Dump Trucks - Public Works
- C. Multimedia Technology/Infrastructure Upgrade (Phase 1)
- D. Building Asset Reserve Study

CONSENT LEGAL

- A. A Resolution Approving Renewal of Industrial Real Estate Tax Incentive for Certain Real Estate in the Village of Arlington Heights, Cook County, Illinois
(3933 N. Ventura Drive)
- B. A Resolution Approving an Agreement with the Chamber of Commerce
(Small business development initiative)
- C. An Ordinance Amending Chapter 8 of the Arlington Heights Municipal Code
(Sections 8-525 Gang Loitering and 8-526 Narcotics Related Loitering)

CONSENT PETITIONS AND COMMUNICATIONS

- A. Bond Waiver - ABC/25 Foundation

XI. APPROVAL OF BIDS

XII. NEW BUSINESS

- A. Esplanade at Arlington Heights - 2920-3020 W. Euclid Ave. -
DC#16-124
Sign Variation
- B. Marathon Gas Station - 1706 W. Northwest Highway - PC#16-016
Special Use for Auto Service Station
- C. Egg Harbor Restaurant - 140 E. Wing St. - PC#16-006
Amendment of Special Use

XIII. LEGAL

- A. An Ordinance Amending Chapter 13 of the Arlington Heights Municipal Code
(Making available a Class "L" liquor license)

XIV. REPORT OF THE VILLAGE MANAGER

XV. APPOINTMENTS

XVI. PETITIONS AND COMMUNICATIONS

- A. Request for Closed Session per 5 ILCS 120/2(c)(21): Discussion of minutes lawfully closed, whether for purposes of approval of the minutes or the semi-annual review of the minutes

- and -

5 ILCS 120/2(c)(11): Litigation, when an action against, affecting or on behalf of the Village has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent

- and -

5 ILCS 120/2(c)(1): Appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel

XVII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Committee of the Whole 10/10/2016

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Committee of the Whole 10/10/2016	Minutes



MINUTES

President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Community Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
October 10, 2016
7:30 PM

I. CALL TO ORDER

Mayor Hayes called the meeting to order at 7:30 PM. The Pledge of Allegiance was recited.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: President Hayes; Trustees: Blackwood, Glasgow, LaBedz, Rosenberg, Scaletta and Sidor

BOARD MEMBERS ABSENT: Trustees Farwell and Tinaglia

STAFF MEMBERS PRESENT: Randy Recklaus, Village Manager; Charles Perkins, Director of Planning and Community Development; Michael Mertes, Business Development Coordinator; Robin Ward, In House Counsel; Kim Peterson, Recording Secretary

IV. NEW BUSINESS

A. Next Level Northwest - Regional Business Collaborative

Village Manager, Randy Recklaus, discussed how Staff has been talking with surrounding communities, including Elk Grove, Schaumburg, Hoffman Estates, Mount Prospect, Hanover Park, Rolling Meadows, Buffalo Grove, about the possibility of creating a new business accelerator program that would provide services that are not currently offered by the Chamber of Commerce, the Economic Alliance, the small business centers and community college, through an intergovernmental forum, on a regional basis. The Mayor did attend a meeting with the other Mayors a few months ago on this topic.

At this point, if we're going to continue with this project, we would have to consider providing some funding and start creating a formal management arrangement, such as an intergovernmental agreement with the other communities, according to Mr. Recklaus. If after receiving an overview of the program this evening, the Board wishes to continue with the creation of this project, Mr. Recklaus would like the Board to request any additional information they might need about the program before voting on it. If the Board directs staff to continue with the creation of the entity, funds would be included in the 2017 budget process. Other than a few thousand dollars to get the incorporation process started, no funds would be extended until further direction is received by the Board and a more formal arrangement is defined at a later date, according to Mr. Recklaus.

Charles Witherington-Perkins talked about how the eight communities got together to collaborate on how to promote the businesses in the northwest region. This regional collaborative approach would be somewhat similar to the Northwest Suburban Housing Collaborative, whereby the participating communities work together to develop different initiatives that are challenging to do on a community by community basis, but when you pull resources together, the outcome is much more desirable. The Next Level Northwest is a business accelerator that is meant to enhance and grow stage 2 businesses that are established and trying to grow. The liaison for the program is Dr. Ray Benedetto, a Chicago-area economic development consultant and President of GuideStar Inc. This would be an independent non-profit organization, guided through a public/private partnership. Each of the communities are discussing the possible partnership with their boards to see if there is enough interest to continue discussions and for some initial seed money to get the program established. The partnering communities would then financially support the endeavor through the next three years, with the intent that after the three years, this would be a self-sustaining 501c3 non-profit organization.

Michael Mertes explained to the Board what the definition of a stage 2 business is, which is a business that has been established for a few years, has anywhere from 10 – 100 employees and typically does less than 10 million dollars a year in gross sales. The leadership structure of Next Level Northwest would consist of a Board of Directors that would be comprised of representatives, more than likely the Village Managers, from all the municipalities that are participating in the program. They will be joined by four to eight private sector business leaders, from a variety of backgrounds, to try and give a broad perspective that would provide clients with the best direction possible. These directors will basically steer the ship, according to Mr. Mertes. The Board of Directors will determine which businesses qualify for acceptance into the program, and then they will be assigned a coach to establish an action plan for the 120 day duration of the program. The SBDC can refer businesses that are looking to get to the next level to the program. Our Village can also reach out to the businesses that are registered with a business license and fall within the 10-100 employee range, and there is also a marketing group that is associated with the program, to help get the word

out. After a business has been identified, there will be three to five pitch nights per year, where the business can pitch their concept to the Review Panel, made up of stakeholders in their community. If the concept seems feasible, it would then be presented to the Board of Directors for consideration. The goal is to create as much balance as possible within all of the participating communities and get five to ten companies funded in each community

each year. The program is still in its infancy stage and obtaining the not for profit status would be next in line, followed by putting the structure and budget together, determining the Board of Directors and then finding coaches. The initial funding would last through 2019, and then after that, the program will rely on fundraising dollars. The goal is to have the pitch nights around this time next year. Once a business has been selected and vetted by the Board of Directors, and the business owner is willing to be coached, the business will receive the financial award and an action plan will be devised. The coach and business will frequently report to the Board of Directors, according to Mr. Mertes.

Charles Witherington-Perkins discussed how this program will be funded. Each participating municipality will be responsible for a \$5,000 start-up fee, which includes the incorporation process, followed by a fee of \$15,000 per year, for three years. All of the communities will be talking to their Boards to get some feedback, and as of right now, the general consensus is that most of the communities are waiting to see what the other communities will do before making a commitment, according to Mr. Perkins.

Mayor Hayes is interested in knowing how this new program would complement the other programs we already have in the community. Mr. Perkins referred to this program as "another tool in the toolbox" to help those businesses get to the next level. Mayor Hayes would also like to know where the coaches will come from. Mr. Mertes explained that the process to find the coaches will be an extensive one, and they would come from the eight participating communities. They would also be required to have either business ownership experience or consulting experience. A pool of coaches would be developed and the Board of Directors would be responsible for pairing the businesses with the coaches.

Trustee Glasgow would like to know how we can be sure that the tax dollars we spend would come back to Arlington Heights. Mr. Perkins stated that one of the key components to this issue is how many Arlington Heights businesses have been helped through the program. If after year one, we find we don't have the businesses or they haven't been helped to the degree we had envisioned, in any kind of agreement we would have some type of exit strategy.

Trustee Glasgow also asked about what would happen if another community pulls out at this early stage. Mr. Perkins is unsure about the answer to this question. Trustee Glasgow also asked about the possibility of other communities joining the collaborative and Mr. Perkins believes this can

happen. Trustee Glasgow asked Mr. Perkins about how the coaches and businesses will be selected, as well as how much the coaches will get paid. The coaches will be chosen based upon their professional expertise and there will be an informational meeting to explain the program to businesses in the community. It has yet to be determined how much the coaches will be paid, according to Mr. Mertes. Trustee Glasgow does believe conceptually this is a good idea. Mayor Hayes clarified with Mr. Recklaus that staff is just looking for enough interest by the Board to continue this discussion. Mr. Recklaus agreed, however he did say that staff would probably not return to the Board for approval to spend the \$5,000 start-up fee.

Trustee Sidor asked Mr. Recklaus to explain further why this program is exclusive to stage 2 businesses and Mr. Recklaus discussed how the concept came out of the desire to want to help existing businesses grow. Trustee Sidor is curious as to why the businesses that could use some guidance and direction wouldn't just turn to someone such as Dr. Bennedetto for help. Mr. Recklaus stated that this program is meant to set up the framework for actual business owners to speak and mentor their peers. Trustee Sidor asked about what type of reporting we would receive and Mr. Mertes said there would be a process of reporting by the coaches to the Board of Directors. Trustee Sidor wants to be sure that our Village will get its fair share and Villages like Schaumburg don't dominate the program. Trustee Sidor asked what would happen if a business does reach the next level and possibly outgrows their current space. Mr. Perkins stated that this could happen and they may have to relocate to another larger space, or even out of town.

Trustee Blackwood asked what the annual revenue is that these Stage 2 businesses generate per year and Mr. Mertes said that it's typically between one million to five million. Trustee Blackwood is unsure if this program is truly designed for Stage 2 businesses. She sees the value but believes this program is very broad based and it might be too rudimentary.

Trustee Scaletta agreed with Trustee Blackwood that the information they received regarding the program is very general. He questioned if out of the 600 businesses that qualify in town, how many would actually choose to participate in the program. Mr. Perkins stated that the exact number is not known at this point. Trustee Scaletta believes this is a forward thinking concept, but he is not sure if we have enough businesses to sustain the program. Trustee Scaletta wants to know what's in it for our Village. Are these businesses going to buy another space, are they going to expand their existing space, or are they going to hire more employees? Mr. Recklaus believes this is an opportunity generator in that business owners who have a good experience in our town might influence other business owners to want to do business here as well. This program will distinguish our region from other areas in the county and as an innovative area, according to Mr. Recklaus. Trustee Scaletta asked about the Small Business Development Center (SBDC) at Harper College and if they will be steering businesses our way who have already reached out to them. Mr. Mertes explained that this could definitely happen. Trustee Scaletta also inquired about the cost to the

client, which will be determined after the 120 day trial period, according to Mr. Mertes. Trustee Scaletta would like to know when they would see the first success story, which Mr. Mertes believes it could be in 2018. Trustee Scaletta also inquired about where the money being collected by the municipalities will go and Mr. Mertes said that it will initially go to Mr. Benedetto, the fees associated with starting a 501c3 and to a marketing team. Trustee Scaletta believes this is a good idea, yet he is curious as to what the Economic Alliance has to say about it.

Trustee Rosenberg inquired about the results from the Fox Valley program and Mr. Perkins said that he can ask if they have any detailed reports to share with the

Board. Trustee Rosenberg asked about the pitch process and what are they pitching. Mr. Perkins said a business could pitch an existing product or something entirely new. Trustee Rosenberg is concerned with the time our Village representatives would have to commit to the program.

Trustee LaBedz believes this is a really interesting program and likes the regional approach. She asked about the idea of there being a lead community and was told there will not be by Mr. Mertes. Trustee LaBedz asked about the fundraising component of the program and what are the incentives for companies to donate to the program. Also, what are the incentives for the coaches. The hope is that businesses that experience successes will reinvest in the program, and the coaches will be paid, according to Mr. Mertes.

Trustee Blackwood asked who will determine who the coaches are and Mr. Mertes explained that it will be the Board of Directors that will choose them. Mr. Mertes went on to explain how the coaches ideally will be former business owners with an area of expertise. Trustee Blackwood hopes that the Board of Directors are qualified enough to make the right decisions.

Trustee Sidor is concerned with what a business is to do if they are assigned a coach they don't like, or work well with. There needs to be some options available. Trustee Sidor agrees with Trustee Scaletta that there are so many questions left unanswered and he would like to hear from the Economic Alliance about how they feel about the program.

Mayor Hayes believes this is a worthwhile endeavor to continue exploration of, and is a relatively small financial investment in regards to the return it could have.

Trustee Glasgow will make a motion to continue discussions, but he has reservations about the amount of information that was presented today and the number of questions that still need to be answered. Trustee Glasgow is uncomfortable with spending tax dollars before these questions are answered. Trustee Rosenberg is concerned with approving a motion that allows the expenditure of funds without the Board's approval. Mr. Recklaus stated that the approval of this motion only allows for the expenditure of the

initial \$5,000 start-up fee. Staff would come back to the Board for approval to spend the additional \$15,000. Mayor Hayes stated that the Board would like to seek input from the Economic Alliance before making any decisions.

Mayor Hayes provided the Board with an update to the motion as originally stated, which is:

Trustee Glasgow moved, seconded by Trustee LaBedz that the Committee of the Whole recommend to the Village Board to direct staff to continue their discussions both internally and with neighboring communities, and get the Board the answers to the questions that were asked, and return to the Board before any money is spent, to create the Next Level Northwest Regional Business Collaborative without spending any money until the questions that were asked during the October 10, 2016 Committee of the Whole Meeting get answered.

Upon a voice vote, the motion passed unanimously.

B. Proposed Renewal - Small Business Development Agreement with Chamber of Commerce

Mr. Recklaus discussed how Village staff met with Chamber staff on how best to utilize the strengths of the program to the Village's advantage and create new value. Mr. Recklaus wants to try and work with the Chamber to help solve some of the problems that the Village isn't necessarily equipped to deal with. Mr. Recklaus is looking for staff to provide a brief update to the Board on some of the ideas that have been generated and go over some of the minor changes to the agreement that they would like to recommend for the next three year renewal period. Mr. Recklaus thought it would be helpful to have Chamber representatives tonight to answer any questions. Mr. Recklaus discussed two of the new programs being considered in the renewal agreement this evening. The first program addresses the question: Can the Village help define a scope of services where businesses can go to the Chamber and get help. After identifying businesses in town that provide specific services and who are Chamber members, the Chamber then can formulate a list of these businesses, along with their associated costs, to any business owner asking for assistance. Mr. Recklaus used an example of a business that would like to hire an architect, but are hesitant to do so because of the potential high cost involved. This new program would allow this business owner to obtain a list of architects and what they charge for their services.

Another new program that staff would like the Board to consider is offering landlords of vacant buildings the ability to pay a fee to have the building pre-inspected with the idea of identifying any potential violations, thereby allowing them to market the property as being certified inspected to any potential tenants. Also, there will be an update of the zoning code proposed in the 2017 business plan that will be coming out in the next few days, according to Mr. Recklaus.

Mayor Hayes stated that one of the purposes of the small business agreement is to further enhance the Village's relationship with the Chamber and try to make sure that everyone works together for the betterment of the community. President Hayes thanked the Chamber for their willingness to work with the Planning Department, the Village's staff and the businesses.

Trustee Rosenberg asked about the first program that Mr. Recklaus discussed regarding the Chamber having lists of businesses to offer residents looking for specific services and questioned whether the architects would be just from Arlington Heights. Also, Trustee Rosenberg would like to know if the list will contain the fees that the various companies would charge. Mr. Perkins stated that ideally the architects would be from Arlington Heights and the costs for their services would be listed. Mr. Recklaus stated that the only entity the Village would be referring anyone to is the Chamber. The Village does not make business referrals. Jon Ridler, Executive Director of the Chamber, believes this program would be helpful in breaking down the perception that a business cannot afford to hire a particular company, such as an architect firm. Mr. Recklaus explained that he only brought up these two programs as examples of the types of things that they are coming up with while working with the Chamber. Mr. Recklaus stated that what he is looking for tonight is whether or not the Board is in support of renewing the agreement as drafted. Trustee Rosenberg asked about the 2 ½ increase and what it is for. Mr. Ridler explained that the increase was proposed by Mr. Recklaus to cover the increasing costs of the program, including staff expenses. Trustee Rosenberg is asking for a more detailed report of where the additional monies will go. Mr. Ridler is more than happy to provide this information.

Trustee Scaletta asked when the last agreement expired and Mr. Recklaus explained that it expired in July. Mr. Recklaus is willing to provide the Board with more information if that's what they would like. Trustee Scaletta appreciates the work of the Chamber, but would have liked a more detailed report of what the Chamber has done, why it is beneficial to the Village, and why they would like to continue to do it. Trustee Scaletta would like to know what the expenses are that directly impact the Chamber, by the Village and the Chamber having this agreement. Mr. Ridler indicated that they produce quarterly reports for the Village that provides this information, however they can produce these reports more often if needed by the Board. Trustee Scaletta asked if Jim Platt has a contract with the Chamber, and if so, does it run through the proposed three year agreement. Trustee Scaletta is concerned that if Jim Platt retires and an adequate replacement is not found, can we terminate the agreement. Ms. Ward said that the agreement can be terminated on its anniversary date each year. Trustee Scaletta believes Jim does a great job and that is why he continues to go along with the agreement.

Trustee Glasgow concurs with Trustee Rosenberg regarding his reluctance to approve the 2 ½ percent increase without any justification. This is tax payer money that needs to be accounted for. Trustee Glasgow would like the report

that the Chamber produces to contain detailed information as to where the money is going. Trustee Glasgow agrees with Trustee Scaletta that Mr. Platt does do a great job. Trustee Glasgow is also uncomfortable with the Chamber making referrals, because it could give the appearance of impropriety. Mr. Ridler stated the mission of the Chamber is to make connections and referrals. Trustee Glasgow said he would have to vote no then. Mr. Recklaus clarified what the Chamber's role is in that they simply provide a list of businesses, who are Chamber members, to residents/other businesses, who are looking for a particular service. They are not making recommendations, which is what Trustee Glasgow has a problem with. Trustee Glasgow questioned the change in the verbiage of Section 91A1 that the Chamber is requesting. Mr. Platt believes it is much more beneficial and a better use of his time and tax payer money to prioritize the criteria that the Village acquires information about the businesses to understand who is higher at risk so he can get to them as soon as possible.

Trustee Rosenberg asked about the elimination of the business survey and Mr. Ridler stated that the Chamber felt like the survey just wasn't working. Mr. Platt explained how the survey is more of a guideline and what he feels is more

important is finding out what the climate is like for the business owner and how they feel about being here in town. What things have been a great success for them and what things are they struggling with, that quite possibly the Chamber could help them with. Mr. Platt said the Chamber is trying to listen better, so the business owner can better understand what the process is.

Trustee Scaletta discussed the expiration date and how it seems like it would be a long time before the agreement would end. Ms. Ward said the funding could be pulled before the agreement expires. Mr. Ridler explained how this is a partnership between the Village and Chamber and reiterated what Mr. Platt said about the Chamber being a concept not a person. If Mr. Platt were to retire, Mr. Ridler is not going to get someone in that's ineffective. His goal would be to get a succession plan in place if Mr. Platt were to retire, the next person stepping in would be able to do the job and keep things going. Mr. Recklaus stated that Mr. Platt's employment is dependent upon this program.

Trustee Sidor knows this program works and would like to see it continue, however there does need to be a succession plan. This program is extremely viable and valuable to our community. Mr. Platt deserves any type of raise that he can get.

Trustee Scaletta asked about when the formal vote by the Board would take place, which would be November 7th. Trustee Scaletta would like the answers to the questions that were asked tonight, answered before the next Board Meeting.

Trustee Blackwood would like the Chamber to provide a formal presentation at the next Board meeting to stimulate some further discussion.

Mayor Hayes agreed with Trustee Sidor that he has seen the value of this program and would like to see it continue and does not need a full report to justify its continuation.

Trustee Sidor moved, seconded by Trustee Blackwood that the Committee of the Whole recommend to the Village Board to approve the renewal agreement as drafted with the Arlington Heights Chamber of Commerce to continue the small business development agreement through 2019 provided that the Chamber produces financial reports, as well as results, before the Board takes a formal vote.

Upon a voice vote, the motion passed unanimously.

C. Review of Board of Trustees Policy Manual

Mr. Recklaus explained how earlier this year an inquiry was made by multiple Trustees on a Village policy contained in the Board of Trustees Policy Manual. It was quickly realized that there are some old policies in here that could either be deleted or amended. Staff is also proposing to retain a number of these policies.

Mayor Hayes decided to go through the policies from the start, with the first being the Propose to Retain.

Trustee Glasgow moved, seconded by Trustee Rosenberg that the Committee of the Whole recommend to the Village Board to retain the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation.

Upon a voice vote, the motion passed unanimously.

The next policies are the Propose to Delete. Mayor Hayes asked Ms. Ward to define the difference between something that's operational and something that's policy. Operational is something that the Village staff does as a matter of course. A policy statement is a broader statement of a concept. In theory, the Board deals with policies and the manager and staff deal with operations.

Trustee LaBedz discussed two of the policies that are being proposed to delete, including, Policy Number 1975-8, Administrative Directions – Notification of Agenda Items to Interested Persons and Policy Number 1979-9, Board of Trustees – Agenda Package Material for Plan Commission Material and Available Material Regarding Other Major Items.

Trustee LaBedz moved, seconded by Trustee Rosenberg that the Committee of the Whole recommend to the Village Board to delete the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation.

Upon a voice vote, the motion passed unanimously.

The next policies are the Propose to Amend.

Trustee LaBedz discussed Policy Number 2003-01, Boards and Commissions – Open Meetings Act – Application to E-Mail and Telephone Conference Calls. Trustee LaBedz would like the policy to be more general than just state conference calls and e-mails. She would like it to be open to include some form of communication that we might not even anticipate. Ms. Ward distributed the updated policy to everyone.

Trustee Scaletta asked if there was any reason why the Boards and Commission manual was eliminated and Mr. Recklaus stated that because of the frequent changes, it's easier to update it electronically.

Trustee Scaletta moved, seconded by Trustee Glasgow that the Committee of the Whole recommend to the Village Board to amend the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation.

Upon a voice vote, the motion passed unanimously.

V. OTHER BUSINESS

VI. ADJOURNMENT

Trustee Glasgow moved, seconded by Trustee Scaletta to adjourn the meeting at 10:05 p.m. Upon a voice vote, the motion passed unanimously.



Item: Committee of the Whole 10/17/2016

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Committee of the Whole 10/17/2016	Minutes



MINUTES

President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Community Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
October 17, 2016
7:45 PM

I. CALL TO ORDER

Mayor Tom Hayes called the meeting to order at 7:45 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: Mayor Hayes; Trustees Blackwood, Farwell, Glasgow, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

STAFF MEMBERS PRESENT: Village Manager Randy Recklaus; Assistant Village Manager Diana Mikula

OTHERS PRESENT: George Souleles for Harvest Fresh Market

IV. NEW BUSINESS

- A. Consideration of recommending to the Liquor Commissioner the issuance of a Class "B" & Class "T" Liquor License to Arlington Produce, Inc., dba Harvest Fresh Market, located at 100 E. Rand Road (Arlington Plaza Shopping Center)

Mayor Hayes swore in Mr. George Souleles, Vice-President of Harvest Fresh Market.

Diana Mikula, Assistant Village Manager, reported to the Board that she had the opportunity to meet Mr. Souleles last week when she conducted a walk-thru of the store. She stated that Harvest Fresh previously held a liquor license at this location but surrendered it. Mr. Souleles added that because their customers were asking for specialty liquor the owners decided to again apply for a new license so that they could offer this amenity.

On September 22, 2016, the Arlington Heights Police Department completed a background check on Tony Vorrias, President owning 60% of the corporation, Nicholas Souleles, Manager owning 20% and George Souleles, Vice-President, owning 20%. No convictions were disclosed and no criminal derogatory information was found on any applicant. In addition, no lawsuits, judgments, or liens were outstanding. During the walk-thru on October 12, no issues were noted and the layout is consistent with the submitted floor plan. Also, their intended sales for liquor would be Monday – Saturday 8 AM – 9 PM and on Sundays 8 AM – 8 PM.

Mayor Hayes asked if Mr. Souleles was Basset trained. Mr. Souleles reported that his Basset card had expired.

Mayor Hayes asked where the liquor department was located within the store. Mr. Souleles indicated that it was located in the back of the store and they intend to keep it in that location. Mayor Hayes asked if there were locks on the coolers. Mr. Souleles indicated that there were no locks but security cameras were in place. Mayor Hayes asked what types of alcohol were going to be sold. Mr. Souleles stated beer and wine only would be sold.

Mayor Hayes asked how the cash registers were set up for liquor sales. Mr. Souleles stated that the liquor would be scanned at the register. A manager would be called over to the register if the cashier was not Basset trained. Currently no one is Basset trained at the store. Mayor Hayes asked how they were going to remedy this. Mr. Souleles responded that online training would take place for the cashiers and classroom training for the managers.

Ms. Mikula informed Mr. Souleles that the State of IL website has a listing of locations where classroom instruction is given.

Mayor Hayes asked Mr. Souleles if he had ever been cited for any violation of the liquor laws. Mr. Souleles reported that he had not. Mayor Hayes reported that Harvest Fresh previously had a liquor violation in 2005. Mr. Souleles said that his father was manager at that time. Mayor Hayes asked if anything had changed in the operation of the store to prevent such an occurrence from happening again. Mr. Souleles responded that everyone who is ringing up alcohol sales will be Basset trained.

Mayor Hayes asked why the original liquor license was surrendered. Mr. Souleles responded that the company decided they did not want to compete with Binny's when it opened its doors five years ago.

Trustee Glasgow asked if question 17 on the liquor license application should be amended reflecting that Mr. Souleles had been issued a liquor license in the past. Ms. Mikula questioned Mr. Souleles if he was just a manager at the time of the previous license or did he, in fact, have ownership within the company. Mr. Souleles responded that he did have ownership in the company. Ms. Mikula indicated she would have Mr. Souleles reflect this

properly on the application.

Trustee Scaletta asked if they rent or own the property. Mr. Souleles responded that they rent. Ms. Mikula stated that the lease expires in 2024 with options to extend.

**TRUSTEE GLASGOW MOVED, SECONDED BY TRUSTEE BLACKWOOD
T O RECOMMEND THAT THE VILLAGE BOARD OF TRUSTEES
RECOMMEND TO THE LIQUOR COMMISSIONER THE ISSUANCE OF A
CLASS "B" AND CLASS "T" LIQUOR LICENSE TO ARLINGTON
PRODUCE, INC., DBA HARVEST FRESH MARKET, LOCATED AT 100
EAST RAND ROAD. (ARLINGTON PLAZA SHOPPING CENTER)** Motion
passed unanimously.

V. OTHER BUSINESS

VI. ADJOURNMENT

Meeting adjourned at 7:58 PM

–

Recorded By: Diane Staggs, Administrative Asst. II



Item: Village Board 10/17/16

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Village Board 10/17/16	Minutes



MINUTES

President and Board of Trustees
Village of Arlington Heights
Board Room

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005

October 17, 2016

8:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

President Hayes and the following Trustees responded to roll: Tinaglia, Blackwood, Glasgow, Farwell, Sidor, LaBedz, Rosenberg and Scaletta.

Also present were: Randy Recklaus, Diana Mikula, Charles, Perkins, Mark Burkland, Robin Ward, Cris Papierniak, Tom Kuehne and Becky Hume.

IV. APPROVAL OF MINUTES

A. Committee of the Whole 10/4/2016 Approved

Trustee Carol Blackwood moved to approve. Trustee Bert Rosenberg Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

B. Village Board 10/4/2016 Approved

Trustee Joe Farwell moved to approve. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta,

Sidor, Tinaglia

V. APPROVAL OF ACCOUNTS PAYABLE

A. Warrant Register 10/15/2016

Approved

Trustee Joe Farwell moved to approve the Warrant Register dated 10/15/15 in the amount of \$1,908,336.80. Trustee Thomas Glasgow Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

VI. RECOGNITIONS AND PRESENTATIONS

A. Presentation of the 2016 Disability Employment Awareness Award to the Vail Street Jewel Osco by the Commission for Citizens with Disabilities

The Citizens with Disabilities Commission presented the Disability Employment Awareness Award to Jewel-Osco Vail Street Market for its hiring and support of workers with disabilities. President Hayes said the Village supports the inclusion initiative in hiring people with disabilities. Seth Goldberg, Chair of the Commission, presented the Award to Marco Caputo, Assistant Manager of the Vail Street Market Jewel-Osco. Mr. Caputo thanked the Commission and the Village for the Award.

VII. PUBLIC HEARINGS

VIII. CITIZENS TO BE HEARD

Ann Marie Lundstrom said there is a problem with coyotes. At Camelot Park there was a coyote walking around at 10 a.m. she said she put notice on Facebook about the coyotes. People have responded saying they can't use their yards, and that dogs and cats are missing. There was a report of a coyote staring down a woman walking with her children. A man put himself between her and the coyote, the woman called the village and the animal control officer told the woman not to worry about it. She asked for the village to tag and inoculate and maybe neuter the animals. Ms. Lundstrom said Lake Arlington is a man-made lake, so this might be a man-made problem. She said she hears howling at night. She said she is worried about the pets and that the coyotes may hurt a child someday.

President Hayes said he can attest to the coyotes in the Northgate neighborhood. He said the village's hands are tied by anti-cruelty laws. Mr.

Recklaus said there is information on the web site on the Police Department's page. There is also a link to the Urban Coyote Research Project. Unless a coyote is exhibiting threatening behavior, there is not much the village can do. Generally coyotes do not pose a threat to humans and are a natural part of the eco system which takes care of mice and skunks. The majority of attacks occur when a human seeks the attention of the coyote. Mr. Recklaus said to not offer food or leave pets unattended. If there is threatening behavior, call 911. If the animal is on private property, residents have the ability to call a trapper. President Hayes said if there is pack, the village would want to hear about that as well.

IX. OLD BUSINESS

- A. Report of the Committee-of-the-Whole Meeting of Approved
October 10, 2016

Next Level Northwest - Regional Business
Collaborative

Trustee Glasgow moved, seconded by Trustee LaBedz that the Committee-of-the-Whole recommend to the Village Board to direct staff to continue their discussions with neighboring communities to create the Next Level Northwest Regional Business Collaborative without spending any money until the questions that were asked during the October 10, 2016 Committee-of-the-Whole Meeting get answered. The motion passed unanimously.

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

- B. Report of the Committee-of-the-Whole Meeting of Approved
October 10, 2016

Proposed Renewal - Small Business Development
Agreement with Chamber of Commerce

Trustee Sidor moved, seconded by Trustee Blackwood that the Committee-of-the-Whole recommend to the Village Board to approve the renewal agreement as drafted with the Arlington Heights Chamber of Commerce to continue the

small business development agreement through 2019 provided that the Chamber produces financial reports, as well as results, before the Board takes a formal vote. The motion passed unanimously.

Trustee Mike Sidor moved to approve. Trustee Carol Blackwood Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

C. Report of the Committee-of-the-Whole Meeting of October 10, 2016 Approved

Review of Board of Trustees Policy Manual

Trustee Glasgow moved, seconded by Trustee Sidor that the Committee-of-the-Whole recommend to the Village Board to retain the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation. The motion passed unanimously.

Trustee LaBedz moved, seconded by Trustee Rosenberg that the Committee-of-the-Whole recommend to the Village Board to delete the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation. The motion passed unanimously.

Trustee Scaletta moved, seconded by Trustee Glasgow that the Committee-of-the-Whole recommend to the Village Board to amend the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation. The motion passed unanimously.

Trustee Glasgow moved to retain the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation. Trustee Sidor seconded the motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

Trustee LaBedz moved to delete the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation. Trustee Rosenberg

seconded the motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

Trustee John Scaletta moved to amend the items specified in the Board of Trustees Policy Manual as outlined in the staff recommendation. Trustee Thomas Glasgow Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

- D. Report of the Committee-of-the-Whole Meeting of Approved
October 17, 2016

Consideration of recommending to the Liquor
Commissioner the issuance of a Class "B" & Class
"T" Liquor License to Arlington Produce, Inc., dba
Harvest Fresh Market, located at 100 E. Rand Road
(Arlington Plaza Shopping Center)

Trustee Thomas Glasgow moved to approve. Trustee Carol Blackwood
Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

X. CONSENT AGENDA

CONSENT OLD BUSINESS

CONSENT APPROVAL OF BIDS

- A. Roadway Liquid Deicer Approved

Trustee Robin LaBedz moved to approve. Trustee Joe Farwell Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

B. Contractual Asphalt Patching

Approved

Trustee Robin LaBedz moved to approve. Trustee Joe Farwell Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

C. 6-Wheel Dump Truck

Approved

Trustee Robin LaBedz moved to approve. Trustee Joe Farwell Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

D. HVAC Preventative Maintenance

Approved

Trustee Robin LaBedz moved to approve. Trustee Joe Farwell Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

CONSENT LEGAL

- A. An Ordinance Granting a Special Use Permit for a Restaurant, Land Use Variations and a Variation from Chapter 28 of the Arlington Heights Municipal Code (Arlington Ale House, 111 W. Campbell Street) Approved

Trustee Robin LaBedz moved to approve 16-047. Trustee Joe Farwell Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Tinaglia

Abstain: Sidor

- B. A Resolution Approving an Assignment and Assumption Agreement with Metro Chicago Youth for Christ, Inc. and South Pointe Youth for Christ, Inc. Approved
(Assignment of lease for property at 112 N. Belmont Avenue)

Trustee Robin LaBedz moved to approve R16-028/A16-045. Trustee Joe Farwell Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

- C. An Ordinance Amending Chapter 13 of the Arlington Heights Municipal Code Approved
(Making available a Class "A" liquor license)

Trustee Robin LaBedz moved to approve 16-048. Trustee Joe Farwell Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

CONSENT REPORT OF THE VILLAGE MANAGER

XI. APPROVAL OF BIDS

XII. NEW BUSINESS

- A. Thomas Middle School - 1430 N. Belmont Ave. - Approved
PC#16-020
Special Use for a School, Multiple Variations

Trustee Glasgow recused himself as his wife is on the Board of School District 25. He left the room.

Mr. Perkins said the project has a unanimous recommendation from the Plan Commission. They propose adding a gym and converting the existing gym into additional classrooms and adding parking which addresses day to day traffic demands.

Stacey Mallek, Assistant Superintendent, said enrollment is increasing in north area of the district. At Thomas there will be over 1000 students next

year. Ms. Mallek explained the project. She said the school has a reciprocal agreement with Orchard Church for parking. Mike Henderson, the architect, said the scale, materials and colors will be used so the character of the school remains.

Trustee Rosenberg said there were 102 parking spaces, now there will be 141, he asked if there is enough for staff as the reported number of staff members is 127. Ms. Mallek said not all of the staff are there at the same time, some work in the evenings and some are food service employees who often park in the street. The school is not short now but close to capacity. People are able to use the Orchard Church lot too.

Trustee Scaletta asked how the new gym will be used outside of school time. Ms. Mallek said the Arlington Heights Youth Basketball Association has expressed interest and the Park District may be interested in using it as well. Trustee Scaletta asked how people know they can park in the church lot. Ms. Mallek said it is not well communicated; the school needs to do a better job communicating that. Trustee Scaletta said that as the school gets bigger, traffic will increase, he asked that the school be neighborly and encourage parking in the Orchard lot.

Trustee Labedz asked if the students will be disrupted. Ms. Mallek said all internal reconfiguration will occur after school is out.

Trustee Tinaglia asked how the new opens space was to be used. Ms. Mallek said the new courtyard will have a false turf to eliminate maintenance, there is no planned use at this time but the P.E. staff is discussing the possibilities.

Trustee Farwell asked what the average student to teacher ratio is now and what it will be. Ms. Mallek said the current average is 25-1. Right now in P.E, it is about 30-1 because of the lack of space. Some core content classes are larger than 25-1 and some classes are using smaller than average spaces. The goal is to maintain a 25-1 class ratio. Trustee Farwell said he would like the numbers of average class sizes showing a before/after scenario. Ms. Mallek said there is no expansion of services, they are just trying to be right sized to existing programs.

Trustee Rosenberg suggested the school put signs in the parking lots to direct people to the overflow parking at Orchard Church.

Trustee John Scaletta moved to approve. Trustee Bert Rosenberg Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

Absent: Glasgow

XIII. LEGAL

- A. An Ordinance Granting a Special Use Permit for a Approved Middle School and Variations from Chapter 28 of the Arlington Heights Municipal Code (Thomas Middle School, 1430 N. Belmont Avenue)

Trustee Glasgow reentered the room after the vote at 8:45 p.m.

Trustee Jim Tinaglia moved to approve 16-049. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Hayes, LaBedz, Rosenberg, Scaletta, Sidor, Tinaglia

Absent: Glasgow

XIV. REPORT OF THE VILLAGE MANAGER

- A. Metropolis Ballroom - Early Review

Trustee Farwell and Trustee Tinaglia said they had professional conflicts and recused themselves from participating in the discussion. They left the room at this time.

Tom Manetti, owner of the Metropolis Ballroom, said he has owned the ballroom for 9 years and the market is such that he would like to add additional space. He is proposing a cantilever over the docking space and sidewalk to the south of the ballroom. This addition will make the ballroom more competitive in the market and should handle another 100 people. He would like to add signage on the exterior of the building as the ballroom lacks visibility in signage. He is also proposing to redo the entranceway on the first floor creating a more permanent fixture.

Mr. Recklaus said this is a unique proposal as the expansion would go over a public sidewalk.

Mr. Perkins explained the PUD ordinance, the approved site plan and the Special Use Ordinance would need to be amended. There would be additional variations. An air rights agreement to cantilever over village property would need to be developed. A license agreement to construct a canopy over the public sidewalk would need to be in place.

The proximity of the expansion to the parking garage would make maintenance of the garage tricky. There are also infrastructure maintenance issues as there is a 12" storm sewer under the sidewalk that runs between the ballroom and the parking garage, ComEd transmission lines, and service lines that serve other buildings in the area. This proposal maintains a full set back to the property line. The cantilever starts 20 feet back from the property line. The petitioner has made changes to the plans so the

cantilever is set back 4' from the north face of the garage.

President Hayes said he was glad the space is reduced to a 4' minimum, as that was necessary for his approval. Ms. Ward said an air rights agreement and indemnification would be in place in case someone was hurt under the cantilever. Mr. Burkland concurred saying indemnification, insurance and casualty provisions are there in case something goes wrong under the structure. It would be a form of air rights oriented toward the ground.

Trustee Scaletta said the project must make sure a garbage truck will be able to get in and out. Mr. Perkins said the minimum height clearance for a Groot truck is 13'6". This plan shows a 12-13 foot clearance. It's possible the addition could be constructed with a thinner beam. Trustee Scaletta asked if there is a security concern. Mr. Perkins said not necessarily, but they have discussed lighting under the cantilever. Trustee Scaletta asked for occupancy levels in relation to washroom fixture count and the staircase. Mr. Manetti said they are proposing to expand the washrooms. Trustee Scaletta asked about drainage. Mr. Perkins said they have not gone into detail regarding downspouts and drainage. They have talked about creating an easement over the loading zone. The ComEd requirements are not known yet either. Mr. Papierniak said lining the sewer before moving forward would be something that could be done to enhance the integrity of the sewer without having to excavate it. This work would cost approximately \$35 a foot and give the sewer a 100 year life. Trustee Scaletta asked if there were other costs the village would incur. Mr. Papierniak said future maintenance of the parking garage would have an increased cost as the 4' spacing is possible to work with, but there will be a premium for some of that work. Trustee Scaletta said he was generally supportive of project and noted there is a need for a larger space for group events.

Trustee Glasgow said coordination between ComEd and the utilities was important to him. Mr. Papierniak said the village is the process of verifying what is there and see what is permitted. It is believed there is an easement there. Permission will be needed from all utility parties if change is going to occur. Trustee Glasgow asked if the air rights agreement would be the same for the cantilever and canopy. Ms. Ward said no, but a license agreement will be needed for the canopy as it would go over a village side walk. The village would want certain guarantees that the sidewalk is appropriately maintained and safe. Trustee Glasgow said he is generally supportive of the project, if the signage is tasteful he is supportive of that too. He liked the scaled back version.

Trustee LaBedz asked if the 4' distance was sufficient. Mr. Papierniak said the consultant reviewed the space requirements and thought 4' would be sufficient. Trustee LaBedz asked what the concerns are with a fixed canopy. Mr. Perkins said there would be a brick column that is wider and more solid and the footing would have to go beneath the frost line, it would have to be hand dug because of the utilities under the sidewalk. The sidewalk's not

very big and the post would need to be 2' back from curb, but also allow for pedestrian traffic. Mr. Manetti said he has lost business because he can't accommodate larger sized events and events are growing in size post-recession. Trustee LaBedz said she is generally supportive, but there is a lot to be worked out.

Trustee Sidor said he liked how it looks and concurs with Trustee Scaletta on the loading zone. He also has concerns with deliveries as he does not want more trucks on the street because they can't get into a loading zone. He also said there could be a safety issue with the crosswalk there. He asked why not keep the current canopy? Mr. Manetti said it needs frequent replacing due to weather, hail and cigarettes. He would like a longer lasting structure that would have nice letters versus letters on fabric.

Trustee Rosenberg asked if the loading area could slope to accommodate garbage trucks. Mr. Perkins said it would have to match the height of the sidewalk. It would be preferable to have a shorter beam which would have less depth between beam and floor to accommodate extra height. There are no other canopies on village property. Many canopies are cantilevered and do not have a structure on the ground. Trustee Rosenberg asked if the project was still feasible if there was 5-6' of space between the garage and new addition versus 4'. Mr. Manetti said no. Mr. Recklaus said from the village's standpoint the more space between the structures the better, from the petitioner's point of view, the closer to the garage the better. He said it is unknown what Comed will demand. Trustee Rosenberg said he was in favor of the project if the details can be worked out.

Trustee Scaletta asked about Fire Safety. Mr. Perkins said the Building Department said the floor and the wall between the ballroom and the garage will need to be fire rated. Suppression requirements are to be determined.

President Hayes asked if there are additional 30-40 cars per event, is there enough parking if downtown is busy. Mr. Perkins said there are more than 30-40 available spaces available during peak times. Staff has not projected this proposal and the Ale House proposal together yet. Parking will be part of what is looked for in the Plan Commission process. President Hayes said he was generally supportive of the concept and wants the business to be successful.

Trustee Sidor asked how the Sounds of Summer has impacted weddings. Mr. Manetti said the area has gotten very busy. The village has accommodated his request to allow deliveries and brides who have pre planned limos to come through. He said there are some sound concerns with the events across the street.

Trustee Farwell entered at 9:38 p.m.

XV. APPOINTMENTS

XVI. PETITIONS AND COMMUNICATIONS

Trustee Rosenberg wished Daily Herald Reporter Melissa Silverberg good luck in her career move.

Trustee Farwell said the Katie Project will occur on November 5th. Call Nancy Kluz at 847-368-5104 to volunteer or to get the batteries changed in your smoke detector.

- A. Request for Closed Session per 5 ILCS 120/2(c) (21): Discussion of minutes lawfully closed, whether for purposes of approval of the minutes or the semi-annual review of the minutes

- and -

5 ILCS 120/2(c)(11): litigation, when an action against, affecting or on behalf of the Village has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent

XVIIADJOURNMENT

Trustee John Scaletta moved to adjourn to Closed Session at 9:42 p.m.

Trustee Bert Rosenberg Seconded the Motion.

The Motion: Passed

Ayes: Blackwood, Farwell, Glasgow, Hayes, LaBedz, Rosenberg, Scaletta, Sidor

Absent: Tinaglia



Item: Committee of the Whole 10/24/16

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Committee of the Whole 10/24/16	Minutes



MINUTES

President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Board Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
October 24, 2016
7:30 PM

I. CALL TO ORDER

President Hayes called the meeting to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

President Hayes and the following Trustees responded to roll: Sidor, Farwell, LaBedz, Glasgow, Rosenberg, Scaletta, Blackwood.

Trustee Tinaglia was absent.

Staff members present were: Randy Recklaus, James McCalister, Diana Mikula, Robin Ward, Bill Enright, Charles Perkins and Becky Hume.

Also present were: Kevin McCaskey, Len Olson, Jay Roman and Steve Daday.

IV. NEW BUSINESS

A. Downtown Streets - Pedestrian Crossing Study

Mr. Recklaus introduced the results of the civil engineering streetscape study showing enhanced streetscape concept plans for certain downtown streets from Hampton, Lenzini & Renwick (HLR). The costs estimated are tentatively being included in the Village's Capital Improvements Program (CIP). Mr.

Enright said there are three proposed walkways recommended by the study:

- Dunton between Sigwalt and Campbell (\$86,306)
- Evergreen between Sigwalt and Campbell, also recommended for this location is an improved streetscape to add parking spaces and increase the size of the sidewalk on the east side and move the loading zone into the street. (\$200,230)
- Campbell near Highland (\$69,426.50)

Brien Funk of HLR explained that all three locations experience mid-block crossing of pedestrians which are unpredictable and unsafe. Mid-block crossings are safer than jaywalking. Most pedestrians will not walk far out of their way to cross at a crosswalk. Mr. Funk explained the proposed location for each crossing citing the number of pedestrians who cross near the proposed crosswalks. They also do not want to interrupt the loading zone in front of Metropolis as many children are dropped off at that location. One parking space would be lost. On Dunton, most people are crossing to go to the dance studio and restaurants in the center of the block. On Evergreen, there were crossings in multiple places but the majority of pedestrians are crossing in front of Starbucks. There is also an ADA issue in front of the condo building. The study suggests eliminating the 2 way left turn lane to gain parking spaces and create an 8' buffer for garage traffic entering the street. Mr. Funk said they are recommending the use of bump outs in all three locations. Bump outs allow for easier ADA compliance as the bump out section can be used as the compliant ramp leaving the existing elevation as is. It also shortens the crossing distance for the pedestrian.

Mr. Recklaus said Campbell Street has the most urgency because there may be an opportunity to improve the storm water situation on that street at the same time. During a normal rain event, water should go east and south. Now, it goes south faster than it can go east, so it backs up in front of Metropolis. If the curb was moved in at Campbell and Vail, the water might be able to make that turn and head down Vail. This could be a short term fix to help mitigate the issue.

Mr. Recklaus said Evergreen, because it has a larger scope, should be worked on when the street is being redone in a few years. Staff is also discussing if a path from Dunton to Evergreen could be tied into a pedestrian crossing.

President Hayes clarified that the bumps outs would be taking space from parking lanes, not traffic lanes. Mr. Funk said traffic would be unaffected except that bump outs also help slow down traffic. President Hayes asked if there was any accident history in these areas. Mr. Perkins said there was one accident on Evergreen where a lady was hit crossing from the Starbucks. President Hayes said all crosswalks would need to be properly signed in light of the situation in Mount Prospect. Mr. Recklaus said this area is different than the crossing in Mt. Prospect as it is pedestrian heavy and not super vehicle friendly by design. The village is trying to direct pedestrians, who are already crossing the street, to a safe location. He would not suggest a solution like this on Rand Road.

Trustee Rosenberg asked if the Campbell cross walk would affect the outdoor dining other than bringing more traffic in front of the restaurant. Mr. Funk said if the bump outs are used, no, except during construction. Trustee Rosenberg asked what the signage would be. Mr. Funk said signs could be placed in the street initially but are not necessarily needed forever. There could be advance signage and supplemental signs. With the low speeds

downtown, it might be excessive. The signs at the crosswalk just need to be well seen. Mr. Perkins said the crossing on Vail has some signage now, but advance signage was not needed there and it is working well. The drop off/delivery area for the theater would stay in the same place. A bump out would protect it more. Commercial deliveries are typically not pulling into that space now, but rather double parking on Campbell. Evergreen costs more because the whole block is being taken out and resurfaced, not just one crosswalk area. Trustee Rosenberg asked if people use crosswalks. Mr. Funk said they help if they are in the right location; there are no numbers to qualify this.

Trustee Farwell said half the lights don't work at the cross walk on Vail. Mr. Recklaus said he did not know why, but would find out. Mr. Funk said they are not recommending any active warning systems. The bump outs bring the pedestrians 8 feet out from the sidewalk, so they are more in the driver's line of sight. Mr. Recklaus said active warning systems can create a false sense of security. Trustee Farwell said he would like to see more attention to these areas than just the bump outs as the village would be inviting people to cross there, but not with the same safety parameters as on Vail. He said he would also like uniformity for the crossings.

Trustee Farwell said he liked the Evergreen location, but doesn't want to lose the turn lane. Mr. Funk said there is enough room to go around a turning car there. Trustee Farwell liked the improvement of sidewalk. He said the lack of control has him concerned. The locations of the crosswalks are perfect. He expressed concern that there will be congestion and potential accidents on Evergreen because it is a fast moving street. Mr. Enright said that the north of the pedestrian crosswalk the turn lane could be undone, as the curb lines are not changing there and the street is just being restriped. If dual left turns were needed, they could be put back.

Trustee Sidor said he was good with the Campbell and Dunton recommendations. The mid street sign on Vail by La Tasca does slow traffic down and is respected. It is good to have something to educate pedestrians. He said he would like to see the middle-of-the-street-signs in these cross walks and have them light up. He said the lit cross walks seem hard to keep working. He said he had reservations on Evergreen, a little iffy taking out the turn lane. This is a good plan for the most part. People do funnel to the midblock crossing on Campbell. This plan looks safer than what is there today.

Trustee LaBedz said she would not want planters or art on the bump outs so visibility is not diminished. She said she likes the bump outs better than the flashing lights/crosswalk combination on Vail. Flashing lights are distracting and the pedestrians are walking out between parked cars. Her concern on Evergreen was the exit from the underground garage which is a very dangerous spot. She said there is no way to see pedestrians on the sidewalk until vehicles are all the way out. She asked if something be added like mirrors. She said she liked the idea of widening the sidewalk. She also had

concerns about losing the turn lane in the middle of the block.

Trustee Scaletta asked how trucks will turn on Evergreen and Campbell with the bump outs on the corners. Mr. Funk said the radius of the bump out would match the radius of a truck turn. The bump out protects extra parking and could be widened if needed, but you would lose a parking space. Trustee Scaletta agreed that there has to be some kind of signage or lights. As two of these locations are near apartments, flashing lights may not be desirable. He said he was concerned with the elimination of the turning lane on Evergreen as a car may whip around a stopped car into the pedestrian crossing. Trustee Scaletta expressed concern that trucks trying to make turn from north heading west onto Campbell may end up on the sidewalk. He asked that staff work with the engineer on this. The sign near Jewel works, the one on Kensington comes out in the winter. In the downtown there is still activity in the winter so what will happen when the signs are removed in the winter because of the plows? He asked for cost forecasts using materials other than brick. Mr. Enright explained that Evergreen is more expensive because the geometrics have to change for drainage as a result of the bump outs. Trustee Scaletta said the plan was close, but more work needs to be done.

Trustee Glasgow asked if Oak Park's walks were the model. Mr. Funk said the village's will be narrower and use the whole bump out area to slope. Mr. Perkins said there will be a few small urns with landscaping which are set back for visibility similar to what is on Campbell and Dunton. He said this is just a study. If there is funding, then the full engineering and design work will be done to make sure that everything works. Trustee Glasgow said there were significant differences between these suggestions and the Mount Prospect crossing, as there are not four lanes and cars don't fly through the area. He said it was a good idea.

Trustee Blackwood asked how much traffic slows down with bump outs. Mr. Funk said no as it depends on the initial speed. He said the village could expect a few miles per hour slow down. Trustee Blackwood said she liked the 2 lanes of traffic suggested on Evergreen and bump outs are a good alternative. Crossing in the middle makes a lot of sense.

Trustee Scaletta asked that the costs of the study and engineering costs be included in the numbers to understand the total cost of the project.

President Hayes said there was consensus for the bump out concept with some refinements. There is still a lot of work to do.

Trustee Rosenberg asked if the Board chooses the Evergreen suggestion of going to two lanes without a turn lane, could the village add a turn lane back. Mr. Funk said the curbs could not move back, but it could be restriped.

Trustee Scaletta moved to recommend that the Village Board accept the Downtown Streets Pedestrian Crossing Study. Trustee Labeledz seconded the motion. The motion passed.

Trustee Farwell reiterated his concern for the average speed of a southbound car on Evergreen. He asked for staff to explore what could be done further north in the block to slow drivers down.

- B. Consideration of recommending to the Liquor Commissioner the issuance of a Class "L" Liquor License to Arlington Ale House Ltd., dba Arlington Ale House, located at 111 W. Campbell Street, Suite 300. Prior to issuance of the Liquor License, a walk-thru of the establishment will be conducted to confirm compliance with the submitted floor plan.

President Hayes swore in Kevin McCaskey, owner of the Ale House, Len Olson the Project Manager and Jay Roman, consultant for the business.

Mayor Hayes asked Mr. McCaskey about his experience in the restaurant and liquor business. Mr. McCaskey said he had limited experience. He has not held a liquor license previously and has not been cited for any violations of liquor laws. He has completed Basset Training. Mr. Roman said they plan to have all the 20-30 employees who will be handling liquor or food to have basic Basset Training and have continuing education for employees and management. Mr. McCaskey said there will be a general manager, a bar manager, a restaurant manager and an entertainment manager. Mr. McCaskey will not be on the management side. All will be Basset Trained and all employees will be Basset trained and trained on Illinois Restaurant Food Safety. The hours of operation will be Monday through Thursday; 4 p.m. to 10 p.m., Friday; 4 p.m. to 2 a.m., Saturday 11 a.m. to 2 a.m. and Sunday 11 a.m. to 1 a.m. There is no kitchen on site, but food will be available from other sources.

President Hayes asked about the restaurant relationships. Mr. McCaskey said they have agreements with Mago, Armand's and Elegante Cuisine. He does not have actual contracts yet, but has either a letter of intent or a verbal commitment. President Hayes said food must be available until the time of closing, after 11 p.m. can be limited menu. Mr. McCaskey said he understood.

Trustee Labedz asked who will be delivering the food. Mr. McCaskey said they will have a staff member pick up the food. A suggested menu was presented. Mr. Olson said they have identified their target market as the 41-61 year old crowd as they believe it is an under-served market in downtown. Food is a major part of Alehouse experience. They are not accepting revenue for food, the customer will pay directly, using a cell phone or using a phone booth on the site. He presented a suggested menu which recommends the items from the restaurant partners that travel best and some unique creations for the Alehouse. They plan to over staff the pick up service in the beginning to make sure it goes well. Trustee LaBedz asked for confirmation that the restaurants are open as late as the Alehouse. Mr. Olson said Cortland's is open until 1 a.m., after 11:00 they have an abbreviated menu.

Trustee Rosenberg said only Cortland's is open as late as the Alehouse so the menu would be limited to that. Mr. Olson said yes, at this time but they are still looking to augment the late night menu. Customers can still order from anywhere else they would like. These are suggestions, not limitations. Mr. Olson said it is a challenge supplying late night food service.

President Hayes said ordering in doesn't meet the requirements of the liquor license. He said the business must have an established relationship with a restaurant that can deliver to the Alehouse until 1 a.m. Mr. Olson said they have that now and are looking to expand.

Trustee Farwell confirmed there are written agreements with Mago, Elegante and Armand's. He asked if there is only verbal insurance from Cortland's. Yes, Mr. McCaskey said. With resurgence of the need for more food later at night there will be more demand and hopefully Cortland's will have more demand as well so that eventually there will be more offerings. This increased demand may help offset Cortland's staff costs after 11:00. Trustee Farwell said it not so much a reduced menu issue as it is a reduced staff issue at that hour, because there are fewer mouths to feed. He noted that the only restaurant that has the same hours is Cortland's, but there is nothing in writing from them tonight.

Trustee Sidor said that after 120 days, he was concerned that these questions had still not been answered. He needs a document that the Alehouse has a contractual agreement with a food vendor until it closes in order to support the petition. Trustee Sidor asked if there was an employee handbook written. Mr. Roman said he is the Vice President of the Signature Room in the Hancock building and he has a handbook drafted. He has been brought on as a consultant. He said he didn't know it was needed today or he would have brought it. He will be bringing the same Basset training that they do to the Alehouse. Trustee Sidor asked if some of the security concerns regarding the School of Performing Arts (SOPA) have been resolved and if the parents of the students had been notified and if any feedback has been received.

Mr. Recklaus said this issue has to get resolved with the Condo Board Association. There are measures that can be taken almost immediately and other measures that can be taken long term.

Ms. Ward said that the elevators can be adjusted so that one goes to the third floor only. Longer term, they are looking at options for the SOPA second floor space. Mr. Recklaus said this tenant is not creating this issue. Designating the elevators seems a manageable step. Ms. Ward said the Association hasn't reviewed this idea yet but as the village manages the condo building she did not anticipate a lot of concerns.

Trustee Sidor asked how they planned to staff the food pickup service. Mr. Olson said they will have two dedicated staff to pick up food most nights and one on the less busy nights. He said they will add people if necessary. He said the Alehouse wants the delivery role, but if they are overpopulated, the

restaurant staff will help too. Trustee Sidor asked if they had a draft copy of the agreements with the restaurants regarding delivery in place. Mr. Olson said no. Mr. McCaskey will also have catering in place. There may be food sold on premises for game days or things like that.

Trustee Blackwood asked if the Alehouse could have an abbreviated kitchen rather than depending on the restaurants. Mr. Olson said that putting in a kitchen is prohibitive. It will happen someday down the road when money is coming in. They are holding back on that to make sure that this will work. Trustee Blackwood said the real problem is around the 11-12 p.m. hour. You have to be responsible for the time after that and unless you have a dedicated food service provider, it will be difficult. Part of experience indicates that you will have food, what about breakfast after midnight? She asked if there are problems with people delivering food, will they cut hours. Mr. Olson said if there is a need for food and they can't satisfy it, people won't come back, so they believe it is necessary too. Mr. Roman said they need a kitchen; they are not making money on the food and eating the labor costs. They will try to offer something exclusive from the Alehouse in the future. Mr. Roman said Cortland's is on board and he can't believe they haven't sent the letter yet. Mr. McCaskey said Brian (from Cortland's) came to the Special Use hearing, so he thought that would suffice. He said he will get an official letter and it was his fault for not following up.

Mr. Recklaus said formal approval will occur on November 7th. He asked if the applicant could provide a letter of intent by the 7th. Mr. McCaskey said yes. President Hayes said he would need to see that before he would give final approval.

Trustee Blackwood asked what Big Shots hours were and what foods did they have available. Ms. Mikula said a majority of the downtown restaurants have a 2:00 a.m. liquor license on weekends, but they may not choose to be open that long. Big Shots is open until 2 a.m. on Friday and Saturday. They have a kitchen and a menu, with a modified menu after 11:00. Mr. Olson said Big Shots is part of the Alehouse plan, but it is not official yet. Trustee Blackwood observed there are no inconsistencies with the other downtown businesses.

Trustee Scaletta said the liquor license classification does not give language for limited menus after 11:00 p.m. Ms. Ward said the Liquor Commissioner has the ability to approve a limited menu after 11:00. President Hayes said he would have it be consistent with what is done in other restaurants that have the opportunity to provide limited menus after 11:00. Trustee Scaletta asked if there was no other business that they had a relationship for food, would they be cited for not having food available. Ms. Ward said the license requires that they have some availability for food. They could provide customers with a pizza menu and that would be allowable. Ms. Ward said the Liquor License was drafted with the intention that the Alehouse would have information for their customers so they could order food the entire time they are open. Ms. Ward said the vision was that the petitioner would provide the

Mayor a complete listing of all the potential food offerings, via a group of takeout menus. The ordinance would come before the Board on November 21st if the approval occurs on the 7th.

Trustee Scaletta asked about the limitations regarding a family with children. Ms. Ward said if someone is underage with a parent it is okay. Someone underage without a parent is prohibited by Code at this time. The Board will be discussing potential modifications to the Code as the next item on tonight's agenda.

Mr. Olson said the letters of intent will cover the operations procedures, the requirements for the Alehouse and verification of the restaurant's food handling licenses; it's more of a contract. There will also be a manual. Their partners have to live up to their commitments; they have to guarantee to the Alehouse what is expected. There will also be a backup. If there is no backup, then they will do a last call and close.

Trustee Glasgow said purchasing the property was a giant leap of faith. The Board changed everything up to give the Alehouse a new type of liquor license. He asked about the management's experience. Mr. Roman said the General Manager has been employed locally with a restaurant for 8 years. The Bar Manager has been a manager for 5 years and a bartender for 15. Both are Basset certified. The potential assistant manager has 10 years in the business, is a full basset server and currently works in a lunch type atmosphere. Mr. Roman said he will be there much of the time to help. Trustee Glasgow asked if they would you be willing, in confidence, to letting the Liquor Commissioner know who these people are. Mr. McCaskey said no, that is why Mr. Roman is here to explain his experience and speak for these people. Trustee Glasgow asked Mr. Roman how long he will be with the Alehouse. He said indefinitely, at least 3-4 days a week for a year at a minimum. Mr. Olson said the market study is proprietary. Mr. Olson said he would disclose it to the Liquor Commissioner.

Trustee Glasgow asked if they can make any food in house. Mr. McCaskey said adding in house food will be phase 2. They are investigating hoodless systems and Turbochef. Trustee Glasgow reiterated that if other places shut down the Alehouse can't serve liquor. He asked Mr. Roman what the long term view is. Mr. Roman said he will continue to focus on Basset and food safety training. He will also help Mr. McCaskey roll in some kind of kitchen within two years while still using the local restaurants.

Steve Daday, President of Metropolis Board of Directors, said several issues are concerns. The SOPA cannot have people on the second floor, and they can't have patrons of the restaurant on elevators with the SOPA students. There is only one shot, if there is an incident or problem, SOPA will lose students and parents.

Trustee Rosenberg asked Mr. Daday if he had any issue with the concept. Mr. Daday replied no, but the logistics are the key. Students cannot interact with

the patrons. There have been some inquiries on how that will be handled and there are concerns. In the lobby, they have fewer concerns. He hopes that the Alehouse patrons are Metropolis patrons and that there is symmetry.

Trustee Scaletta asked for feedback from the Metropolis Board to see make sure their concerns have been addressed.

Trustee Farwell said it's important that this business does not negatively impact Metropolis and SOPA. A formal meeting with the Condo Association is required, feedback is needed and direction from the managers to implement these ideas. After that he can see moving forward. The Board has been very pro- business and wants to see this concept work. A critical eye shouldn't be viewed as anti-idea or anti-petitioner, but an attempt to get it right. Mr. Daday said normally you wouldn't have a school next to a bar.

President Hayes restated that the recommendation will come back on the 7th and final Ordinance on the 21st. He said that allows for some time to work out some of these issues. Ms. Ward said she can fine tune the elevator piece in the next few days. President Hayes said he needed something in writing regarding food service. A contract would be preferable and at least one provider that is going to be open until the Alehouse closing hours. It can be a modified menu after 11. These documents must be received prior to November 7.

Trustee Rosenberg asked what happens next with the Condo Association. Ms. Ward said the goal is to have the elevator issue resolved by next week. The Condo Association does not have to approve the Ale House as tenants. Trustee Farwell said he wants Metropolis, SOPA and the Condo Association satisfied with elevator change. Mr. Daday said they will be very responsive.

Trustee Sidor asked how much it would cost to put in a kitchen. Mr. Roman said anywhere from \$100,000-\$150,000. The proposed sky deck cost would be \$250,000 and the walkway to the garage \$75-\$125,000. Trustee Sidor said why not put in the kitchen? Mr. McCaskey said that would be phase 2 or 3.

Trustee Sidor asked about the food delivery in regards to health. Mr. McCalister said the Health Department would be looking at the time and temperature control. This includes how it is being delivered and the type of packaging. He would like to see the agreements. Mr. Recklaus said there is still building permit process and Special Use process that have to be satisfied. These reviews by staff would occur then. Trustee Sidor said he wants to see the business to succeed, but so many details still need to be worked out. He said he was not satisfied yet and didn't want to diminish the village's standards.

Trustee Farwell encouraged Mr. Roman to review the entire application. The Liquor License was created for this business and there is no margin for error. The Board has citizens to protect, business guests to protect, a reputation

and the law to protect. He said he was not comfortable moving forward with a vote tonight. He encouraged them to come back with every "I" dotted and every "T" crossed so to ensure they know how important every detail is.

President Hayes said the petitioner knows what is expected now. Mr. McCaskey said his number one concern is with safety of children in building and everyone in the building. He said a delay after November would cost him \$20-\$30,000 dollars a month. If he had to open in January, it could be financially devastating.

Trustee Scaletta asked if the elevators would be on timers. Ms. Ward said no, they require a manual change. It is anticipated that one elevator will go to floor 3 and the other will go to floors 2 and 4 permanently.

Ms. Ward said waiting for a formal vote on 7th would not cause any delay in the Ordinance if it passed. A motion tonight does not expedite the process. Staff needs the information on the 2nd of November to have it ready for the meeting on the 7th. Mr. Olson would like staff to review prior to that time to make sure it meets the requirements. Ms. Ward said okay.

Trustee Glasgow moved to recommend to the Liquor Commissioner the approval of a Class "L" Liquor License to Arlington Ale house pending the requested documents are provided to the Liquor Commissioner and the food service achieved the Commissioner's approval. There was no second. The motion failed.

Trustee Scaletta moved to continue the consideration of the recommendation of the issuance of a Class "L" Liquor License to Arlington Ale House located at 111 West Campbell St., Suite 300 to the November 7th Committee of the Whole meeting at 7:15 p.m. Trustee Rosenberg seconded the motion.

Trustee Glasgow asked what the distinction was between his motion and Trustee Scaletta's.

President Hayes said there will not be a vote on the liquor license tonight as some Board members indicated they were not ready to recommend approval tonight. Trustee Scaletta said there is uneasiness across the Board that there needs to be more information and a comfort level. If you took a vote now and it failed, it does not do service to the petitioner. If it passed, it gives him a false sense of security when the Board wants to see more information. Trustee Glasgow said if the conditions aren't met, it doesn't get approved, so it's the same thing.

Mr. Recklaus said copies of the contracts will go to the Liquor Commissioner. In the submission, it must be shown that there will be coverage to the 1:00 a.m. hour. President Hayes said he would share the contracts with the Board. The Board will also receive an explanation of the elevator/security issue. The Alehouse contracts can be kept confidential or information can be redacted.

President Hayes said discussion will be limited to the additional items submitted only. There will not be another two hour discussion. Trustee Sidor said he wanted to hear from the Health Department. Mr. Recklaus said with every liquor application and build out, that reporting happens subsequent to the process. The Health Department response will occur prior to final approval and an update can be provided.

The motion passed.

C. Possible Amendment to Section 13-610d of the Liquor Code

Ms. Ward said that the Alehouse would like to offer events like teen nights. However, the Code prohibits individuals under the age of 21 from being in an establishment that has a liquor license unless the primary business is not the sale of liquor. Staff has looked at several other municipalities' liquor codes and did not find any that have similar provisions. There is also no similar restriction in the State liquor code. Staff is presenting three possible changes.

President Hayes said he wanted to allow for a teen night, but not allow liquor to be served under any circumstances while the teens are present. That is option 2. So, if teens were in the auditorium, the other part of the facility could not serve alcohol.

Trustee Labedz said she leans to option 1, which eliminates this code section entirely, as it something that is never checked. She didn't think the village should have a rule on the books that it never enforces. All of the serving limitations and laws would still apply.

Trustee Rosenberg asked if the only place this would apply is to the Alehouse. The answer was yes. Mr. Recklaus said enforce-ability is an issue and the village has no ability to regulate. Other establishments could be having teen nights and the village would never know. If the Board wants to be consistent with other establishments striking the language is the best choice. The assumption is that every other establishment sells more food than liquor so this code provision does not apply to them. Because the Alehouse does not sell food, it does apply to them. Mr. Recklaus said some of the restaurants probably do sell more alcohol than food, but it not audited or checked. Trustee Rosenberg asked if anyone has a teen night. Mr. Recklaus said there are often times where minors are accompanied by someone other than their parent like after a game where coaches might take a team out to a restaurant for pizza. It is possible alcohol may be being served at the same time. Ms. Mikula said there is no provision for notification regarding teen nights so the village would not know. Trustee Rosenberg said he did not want to discriminate.

Trustee Farwell said it was cleaner to eliminate the code section as many teens have homecoming dinners in places like Peggy's or Armand's and their parents are not present. He said there should not be a difference.

Trustee Farwell moved to delete Section 13-601d from the Village of Arlington Heights Municipal Code. Trustee LaBedz seconded the motion. The motion passed.

Trustee Scaletta left the meeting at this time.

D. Possible Expansion of Administrative Adjudication Process

Mr. Recklaus said expanding the Adjudication process to Code Enforcement offenses can benefit the alleged offender as it allows defendants to present their case through the mail rather than having to go to court. Further, any fines assessed do not include the typical court fees. Finally for any fines assessed, the Village retains all of the money. The village retains the option to go to court, but this would give staff the option of having some compliance issues go to a hearing instead.

Mr. McCalister said HHS Citations are primarily issued from Chapter 11, Food and Food Establishments and Chapter 19, Health & Sanitation of our Municipal Code. In the last 12 months our Health Officers had 11 new court cases that required 17 court appearances. The Citations were written for:

1. Lack of State certified food manager in food establishments
2. Lack of employees with food handler certificates in food establishments
3. Improper hot food holding in a food establishment
4. inoperable vehicles on residential property
5. Accumulation of solid waste
6. Allowing animal areas to become unsanitary
7. Tall grasses/weeds

These cases were heard in either Housing or Traffic Court. In 1998 the Illinois legislature expanded administration adjudication authority, allowing home rule municipalities to use it for local ordinance violations. Prior to 1999, all of our neighboring communities had their citations heard at the 3rd Municipal District Court House in Rolling Meadows. The code enforcement cases for the municipalities were heard on 2 different days each month in housing court. Today almost all of our neighboring communities use their own administrative adjudication program for their code enforcement cases. In August of this year, we surveyed 12 communities in the NW suburbs that use the administrative adjudication process. Some possible benefits of using adjudication that were mentioned in the survey results included:

1. Faster compliance than the current L ticket system in County Court
2. Cases not getting continued as frequently
3. Saves staff time
4. Judge has more familiarity with cases
5. More convenient for residents by not requiring trips to the County Courthouse

When asked what percentage of their cases still ends up being heard in court, of those that gave a percentage, all but one said less than 5%.

Trustee Rosenberg asked if someone doesn't pay a fine or fee, will the village use this. Mr. Recklaus said it is a tool. The Food and Beverage Tax does not work well in the court system. If they don't show up to the adjudication hearing, we would fine them. The next step is unknown, the issue could go to collections, or the village could take them to court. The Food and Beverage tax requires businesses to report after the fact. This would give us a better tool to make sure everyone is paying. Mr. Recklaus said with this process, the village would cite them for not paying the tax. This provision would be more used for Health Department enforcement. It increases the village's teeth and makes sure everyone is on the same playing field. The village will not issue a business license if a business is not paying. It will not issue a liquor license if there are any outstanding fines.

Trustee Glasgow said judges don't understand it and slough it off.

Trustee Glasgow moved to direct staff to prepare the appropriate Code Amendment for the expansion of administrative adjudication. Trustee Farwell seconded the motion. The motion passed.

V. OTHER BUSINESS

VI. ADJOURNMENT

Trustee Glasgow moved to adjourn at 10:29 p.m. Trustee LaBedz seconded the motion. The motion passed.



Item: Warrant Register 10/30/16

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Warrant Register 10/30/16

Type

Warrant Register



VILLAGE OF ARLINGTON HEIGHTS

**WARRANT REGISTER FOR
CHECK DATE: 10 - 30 - 2016**

Fund	Fund Description	Total Transaction Amount
101	General Fund	\$376,832.98
211	Motor Fuel Tax Fund	\$584,451.10
215	CDBG Fund	\$25,224.31
227	Foreign Fire Ins Tax Fund	\$5,412.63
231	Criminal Investigation Fd	\$25,659.69
235	Municipal Parkg Opr Fund	\$29,113.05
263	TIF IV	\$2,800.00
401	Capital Projects Fund	\$626,094.60
435	EAB Fund	\$89,323.60
505	Water and Sewer Fund	\$840,537.88
515	Arts,Entert & Events Fund	\$3,843.82
605	Health Insurance Fund	\$296,604.72
615	Workers Compensation Ins	\$32,699.90
621	Fleet Operations Fund	\$51,316.91
625	Technology Fund	\$49,897.46
711	Fire Pension Fund	\$85.56
715	Guaranty Deposits Fund	\$5,900.00
TOTAL ALL FUNDS		\$3,045,798.21

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 0					
Division: 0					
2067	715-0000-220.93-00	STRUEBING, GLEN B	REPLACE LOST CHECK	\$150.00	\$150.00
202452	715-0000-220.93-00	AMERICAN NATIONAL	REFUND BOND	\$200.00	\$200.00
202453	715-0000-220.93-00	AMERICAN NATIONAL	REFUND BOND	\$200.00	\$200.00
202454	715-0000-220.93-00	AMERICAN NATIONAL	REFUND BOND	\$200.00	\$200.00
202455	715-0000-220.93-00	AMERICAN NATIONAL	REFUND BOND	\$200.00	\$200.00
202456	505-0000-140.10-00	AMERICAN PRINTING TECHNOLOGIES	POSTAGE	\$1,875.10	\$1,875.10
202461	505-0000-452.42-00	MARTIN ARANAS	REPLACE LOST CK 200359	\$30.13	\$30.13
202479	101-0000-433.14-00	BLUE CROSS BLUE SHIELD	REFUND AMBULANCE CLAIM	\$80.00	\$200.00
			REFUND AMBULANCE CLAIM	\$120.00	
202491	101-0000-140.51-00	CANON SOLUTIONS AMERICA	COPIER MAINTENANCE	\$8.89	\$8.89
202504	235-0000-435.65-02	MAHIRUL CHOWDHURY	REFUND PARKING PERMIT	\$30.00	\$30.00
202536	505-0000-452.42-00	JEFFREY DIETZ	REFUND FINAL WATER	\$150.74	\$150.74
202538	715-0000-220.93-00	DOMBROWSKI, ROBERT	REFUND BOND	\$200.00	\$200.00
202539	715-0000-220.93-00	DONAHUE, PETER	REFUND BOND	\$200.00	\$200.00
202546	505-0000-452.42-00	MATTHEW ELAKATT	REFUND FINAL WATER	\$19.08	\$19.08
202550	505-0000-452.42-00	ALICE FARQUHAR	REFUND FINAL WATER	\$24.28	\$24.28
202552	715-0000-220.93-00	FEINSTEIN, JOAN	REFUND BOND	\$200.00	\$200.00
202561	715-0000-220.93-00	FRETT, JACQUELINE	REFUND BOND	\$150.00	\$150.00
202564	715-0000-220.93-00	JOHN GAJZLER	REFUND RE-INSPECTION FEE	\$50.00	\$50.00
202576	715-0000-220.93-00	HAGLAND, CARL	REFUND BOND	\$200.00	\$200.00
202587	101-0000-433.14-00	HEALTH CARE SERVICE CORP	REFUND AMBULANCE CLAIM	\$619.60	\$619.60
202596	715-0000-220.93-00	HOLZE, SCOTT	REFUND BOND	\$200.00	\$200.00
202616	101-0000-433.14-00	RALPH JOHNSON	REFUND AMBULANCE CLAIM	\$80.00	\$80.00
202617	715-0000-220.93-00	JOHNSTON, TRAVIS	REFUND BOND	\$200.00	\$200.00
202621	505-0000-452.42-00	JOHN PAUL KELLER	REFUND WATER DUPL PAYMENT	\$74.60	\$74.60
202626	101-0000-422.05-00	THOMAS KUEHNE	REFUND PERMIT FEE	\$40.00	\$40.00
202641	101-0000-433.14-00	RICHARD MARINANGELI	REFUND AMBULANCE CLAIM	\$400.00	\$400.00
202643	101-0000-433.14-00	AGNES MARTINKA	REFUND AMBULANCE CLAIM	\$73.92	\$73.92
202668	101-0000-433.14-00	NATL GOVERNMENT SERVICES	REFUND AMBULANCE CLAIM	\$313.60	\$604.52
			REFUND AMBULANCE CLAIM	\$290.92	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202689	715-0000-220.93-00	PAVERSTONE BRICK PAVING	REFUND BOND	\$200.00	\$200.00
202693	715-0000-220.93-00	PIGNATARO, DENISE	REFUND BOND	\$200.00	\$200.00
202699	101-0000-140.20-00	PRINTFIN PRINTING & GRAPHICS SRVS	PAPER, OFFICE, MAILROOM	\$2,450.00	\$2,450.00
202704	505-0000-452.42-00	GEORGE RATEIKE	REFUND FINAL WATER	\$19.08	\$19.08
202709	715-0000-220.93-00	ROBERT MICHAEL BLAKE LLC	REFUND BOND	\$50.00	\$50.00
202710	715-0000-220.93-00	ROBERTS, DAVE	REFUND BOND	\$200.00	\$200.00
202717	715-0000-220.93-00	S & H PAVING	REFUND BOND	\$200.00	\$200.00
202718	715-0000-220.93-00	S & H PAVING INC	REFUND BOND	\$200.00	\$200.00
202719	715-0000-220.93-00	S & H PAVING INC	REFUND BOND	\$200.00	\$200.00
202720	715-0000-220.93-00	S & H PAVING INC	REFUND BOND	\$150.00	\$150.00
202721	715-0000-220.93-00	S & H PAVING INC	REFUND BOND	\$150.00	\$150.00
202722	715-0000-220.93-00	S & H PAVING INC	REFUND BOND	\$200.00	\$200.00
202723	715-0000-220.93-00	S & H PAVING INC	REFUND BOND	\$200.00	\$200.00
202727	235-0000-435.65-03	CHARLES SARINYAMAS	REFUND PARKING PERMITS	\$90.00	\$90.00
202728	715-0000-220.93-00	SARNELLE CONSTRUCTION	REFUND BOND	\$200.00	\$200.00
202729	715-0000-220.93-00	SARNELLI CONST	REFUND BOND	\$200.00	\$200.00
202730	715-0000-220.93-00	SARNELLI CONST	REFUND BOND	\$200.00	\$200.00
202735	101-0000-433.14-00	WILLIAM H SELLECK	REFUND AMBULANCE CLAIM	\$80.00	\$80.00
202747	101-0000-433.14-00	GLORIA SPIERLING	REFUND AMBULANCE CLAIM	\$50.00	\$50.00
202754	715-0000-220.93-00	STYRCZULA, JAN	REFUND BOND	\$200.00	\$200.00
202773	101-0000-433.26-00	RICHARD TOMPKINS	REFUND TOWING FEE	\$500.00	\$500.00
202774	235-0000-435.65-02	SEAN TOOMEY	REFUND PARKING PERMIT	\$30.00	\$30.00
202789	715-0000-220.93-00	VEGA'S LANDSCAPING	REFUND BOND	\$200.00	\$200.00
202790	715-0000-220.93-00	VEGA'S LANDSCAPING	REFUND BOND	\$200.00	\$200.00
202809	505-0000-120.80-00	VIVA KI YOGA INC	REFUND FIANAL WTER	\$166.42	\$166.42
202813	715-0000-220.93-00	WELLS, EDWARD	REFUND BOND	\$200.00	\$200.00
202820	715-0000-220.93-00	WOOD, KEVIN	REFUND BOND	\$200.00	\$200.00
202821	101-0000-433.14-00	CATHERINE WYTZKA	REFUND AMBULANCE CLAIM	\$25.00	\$25.00
202823	505-0000-452.42-00	BORIS YARNE	REFUND FINAL WATER	\$26.02	\$26.02
202826	101-0000-433.14-00	TAMI ZOMMER	REFUND AMBULANCE CLAIM	\$791.30	\$791.30
801590	101-0000-210.95-00	RTA/CTA BENEFIT PROGRAM	TRANSIST PROGRAM	\$591.75	\$591.75
901189	101-0000-210.91-00	EMPLOYEE BENEFITS CORP	FSA FUNDING 10-7-16	\$2,998.13	\$2,998.13
901190	101-0000-210.91-00	NORTHWEST WATER COMMISSION	FSA FUNDING 10-17-2016	\$2,487.80	\$2,487.80

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Total Division:				\$20,436.36	
Total Department:				\$20,436.36	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 1 Board of Trustees					
Division: 1					
202492	101-0101-501.21-65	CAPTION FIRST INC	CLOSED CAPTIONING SEPT. B	\$600.00	\$600.00
202581	101-0101-501.30-05	HARRIS TRUST & SAVINGS BANK	BAUDVILLE INC.	\$174.02	\$174.02
202635	101-0101-501.21-65	LORELLE COMMUNICATIONS INC	SERVICE MISCELLANEOUS	\$4,500.00	\$4,500.00
901192	101-0101-501.22-05	CITIBANK	POSTAGE	\$4.55	\$4.55
Total Division:				\$5,278.57	
Total Department:				\$5,278.57	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 2 Integrated Services					
Division: 1					
202581	101-0201-502.22-03	HARRIS TRUST & SAVINGS BANK	EB WENDELL JONES AWARD	\$27.37	\$27.37
202677	101-0201-502.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$19.62	\$64.60
			OFFICE SUPPLIES	\$4.99	
			OFFICE SUPPLIES	\$39.99	
202691	101-0201-502.30-05	PETTY CASH	OFFICE SUPPLIES	\$53.50	\$53.50
202759	101-0201-502.40-55	SUMMERFIELD ZOO INC	REINDEER & 2 ELVES HOLIDAY	\$1,800.00	\$1,800.00
202761	101-0201-502.40-55	SUNSHINE FARM II	HAY WAGON/PET ZOO HOLIDAY	\$1,800.00	\$1,800.00
202791	101-0201-502.21-65	VERIZON WIRELESS	INV 3473786999	\$100.00	\$100.00
202822	101-0201-502.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$85.00	\$85.00
901192	101-0201-502.22-05	CITIBANK	POSTAGE	\$1.41	\$1.41
Total Division:				\$3,931.88	
Total Department:				\$3,931.88	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 3 Human Resources					
Division: 1					
202565	615-0301-552.42-75	GALLAGHER BASSETT SERVICES INC	CLAIMS - MEDICAL LOSS	\$8,490.70	\$8,490.70
	615-0301-552.42-80		CLAIMS - W/C	\$23,953.00	\$23,953.00
202581	101-0301-503.40-70	HARRIS TRUST & SAVINGS BANK	JIMMY JOHN'S #748	\$90.58	\$90.58
202633	615-0301-552.22-03	KELLY LIVINGSTON	CONFERENCE	\$211.20	\$211.20
202674	605-0301-552.20-50	NORTHWEST COMMUNITY HOSPITAL	SERVICE HEALTH TESTING	\$4,136.00	\$9,685.00
			SERVICE HEALTH TESTING	\$2,717.00	
			SERVICE HEALTH TESTING	\$2,760.00	
			SERVICE HEALTH TESTING	\$72.00	
202691	101-0301-503.30-05	PETTY CASH	SUPPLIES	\$8.99	\$8.99
	101-0301-503.40-70		EMPLOYEE APPRECIATION	\$17.09	\$198.39
			EMPLOYEE APPRECIATION	\$50.00	
			EMPLOYEE APPRECIATION	\$41.13	
			EMPLOYEE ORIENTATION	\$16.99	
			RECOGNITION LUNCH	\$50.00	
			EMPLOYEE RECOG	\$23.18	
	615-0301-552.20-50		WELLNESS PROGRAM	\$5.00	\$25.00
			WELLNESS PROGRAM	\$20.00	
	615-0301-552.22-05		SAFETY PROGRAM	\$20.00	\$20.00
202802	101-0301-503.21-65	VERIZON WIRELESS	INV 9773971598	\$126.41	\$126.41
202822	101-0301-503.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$85.00	\$85.00
901187	605-0301-552.20-60	HMO ILLINOIS	INS PREMIUM 10-2016	\$279,390.96	\$279,390.96
901188	605-0301-552.20-65	PRUDENTIAL INSURANCE CO OF AMERICA	INS PREMIUM/LIFE	\$4,779.59	\$4,779.59
	605-0301-552.20-66		INS PREMIUM/OPT LIFE	\$2,621.29	\$2,621.29
901190	101-0301-503.21-65	NORTHWEST WATER COMMISSION	10-15 FEE ADJUSTMENT	\$703.25	\$703.25
901192	101-0301-503.22-05	CITIBANK	POSTAGE	\$20.84	\$20.84
	605-0301-552.22-05		POSTAGE	\$127.88	\$127.88
Total Division:				\$330,538.08	
Total Department:				\$330,538.08	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 4 Legal Department					
Division: 1					
202463	101-0401-503.22-02	ARDC	DUES	\$385.00	\$770.00
			DUES	\$385.00	
202507	101-0401-503.20-20	CLARK BAIRD SMITH LLP	LEGAL SERVICES	\$568.75	\$568.75
202525	101-0401-503.21-65	COOK COUNTY RECORDER OF DEEDS	RECORDINGS	\$586.00	\$586.00
202548	101-0401-503.20-15	ERNEST R BLOMQUIST PC	RETAINER	\$4,170.00	\$4,170.00
202551	101-0401-503.22-05	FEDERAL EXPRESS	SHIPPING/DELIVERY SERVICE	\$37.62	\$37.62
202594	101-0401-503.20-10	HOLLAND & KNIGHT LLP	RETAINER	\$3,000.00	\$3,000.00
202691	101-0401-503.21-65	PETTY CASH	FILING FEE	\$10.00	\$10.00
202713	101-0401-503.21-65	ROSE MARY JURINEK	COURT REPORTER	\$910.00	\$910.00
202769	101-0401-503.33-05	THOMSON REUTERS-WEST	INFORMATION CHARGES	\$292.22	\$292.22
202793	101-0401-503.21-65	VERIZON WIRELESS	INV 9774232271	\$98.43	\$98.43
202822	101-0401-503.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$140.90	\$140.90
901192	101-0401-503.22-05	CITIBANK	POSTAGE	\$78.87	\$78.87
Total Division:				\$10,662.79	
Total Department:				\$10,662.79	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 5 Finance					
Division: 1					
202537	101-0501-503.22-10	DIRECT RESPONSE RESOURCE	SERVICE PRINTING	\$13,697.00	\$13,697.00
202591	505-0501-503.40-87	LEO HICKEY	SEWER REBATE PROGRAM	\$4,780.00	\$4,780.00
202609	101-0501-503.22-02	INTL INSTITUTE MUN CLERKS	MEMBER RENWAL ID# 26447	\$200.00	\$200.00
202670	101-0501-503.21-02	NEOPOST USA INC	MAINTENANCE SER#13FF1604	\$2,371.28	\$4,075.28
			POSTAGE MAINT #2897772	\$1,704.00	
202677	101-0501-503.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$117.19	\$304.87
			OFFICE SUPPLIES	\$187.68	
202691	101-0501-503.33-05	PETTY CASH	SUPPLIES	\$28.57	\$28.57
202792	101-0501-503.21-65	VERIZON WIRELESS	INV 9772518348	\$58.28	\$58.28
202798	101-0501-503.21-65	VERIZON WIRELESS	INV 9774184631	\$58.23	\$58.23
202803	101-0501-503.21-65	VERIZON WIRELESS	INV 9774184631	\$58.23	\$58.23
202822	101-0501-503.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$85.00	\$85.00
901192	101-0501-503.22-05	CITIBANK	POSTAGE	\$3,283.02	\$3,283.02
	505-0501-503.22-05		POSTAGE	\$1,576.93	\$1,576.93
Total Division:				\$28,205.41	
Total Department:				\$28,205.41	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 6 Information Technology					
Division: 1					
202459	625-0601-553.20-39	AMERICANEAGLE INC	WEB FEES FOR VAH.COM	\$180.00	\$180.00
202498	625-0601-553.22-03	CDS OFFICE TECHNOLOGIES	TRAINING	\$390.00	\$390.00
	625-0601-572.50-10		COMPUTERS,DP & WORD PROC.	\$10,776.00	\$10,776.00
202514	625-0601-553.21-65	COMCAST PROCESSING CENTER	INV 47063370	\$5,236.17	\$5,236.17
202606	625-0601-572.50-10	INSIGHT PUBLIC SECTOR	COMPUTERS,DP & WORD PROC.	\$5,875.94	\$6,281.93
			COMPUTERS,DP & WORD PROC.	\$405.99	
202627	625-0601-553.22-03	KWIATKOWSKI, JANUSZ	MILEAGE REIMBURSEMENT	\$97.20	\$97.20
202677	625-0601-553.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$238.27	\$238.27
202691	625-0601-553.22-03	PETTY CASH	TRAINING	\$48.48	\$82.92
			TRAINING	\$34.44	
202707	625-0601-553.21-02	RJN GROUP INC	COMPUTERS,DP & WORD PROC.	\$4,247.50	\$4,247.50
202744	625-0601-553.33-05	SOFTMART INC	COMPUTERS,DP & WORD PROC.	\$3,700.15	\$3,700.15
202746	625-0601-572.50-10	SOUTHERN COMPUTER WAREHOUSE	FIVE DELL MONITORS	\$599.50	\$859.50
			HP LJ M402N PRINTERS	\$260.00	
202760	625-0601-553.20-39	SUNGARD PUBLIC SECTOR	COMPUTERS,DP & WORD PROC.	\$15,256.02	\$15,256.02
202796	625-0601-553.21-65	VERIZON WIRELESS	INV 9773884355	\$418.72	\$418.72
202797	625-0601-553.21-65	VERIZON WIRELESS	INV 9773528465	\$101.87	\$101.87
202799	625-0601-553.21-65	VERIZON WIRELESS	INV 9774232270	\$1,452.46	\$1,452.46
202800	625-0601-553.21-65	VERIZON WIRELESS	INV 9774281995	\$578.75	\$578.75
Total Division:				\$49,897.46	
Total Department:				\$49,897.46	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 10 Boards & Commissions					
Division: 8					
202603	101-1008-502.22-02	IL FIRE & POLICE COMM ASSOC	MEMBERSHIP RENEWAL 2017	\$375.00	\$375.00
Total Division:				\$375.00	
Division: 11					
202675	101-1011-502.40-05	NORTHWEST COMPASS INC	CDBG PROGRAM	\$5,585.00	\$5,585.00
Total Division:				\$5,585.00	
Division: 17					
202645	101-1017-502.20-24	JACKIE MC CARTHY	SUPPLIES	\$23.51	\$23.51
202649	101-1017-502.20-24	MC MAHON MARGARET	REIMBURSEMENT SUPPLIES	\$24.51	\$24.51
202691	101-1017-502.20-24	PETTY CASH	PLAQUE	\$45.00	\$45.00
Total Division:				\$93.02	
Division: 18					
202467	515-1018-525.40-55	ARLINGTON RENTAL INC	ADDITIONAL RENTAL ITEMS F	\$268.61	\$268.61
202562	515-1018-525.40-55	STEVEN FROMM	SUPPLIES/AUTUMN HARVEST	\$245.15	\$245.15
202569	515-1018-525.40-55	GOEBBERTS INC	PUMPKINS FOR AUTUMN HARVEST	\$1,380.00	\$1,380.00
202611	515-1018-525.40-55	JD'S SMOKEHOUSE BBQ	FOOD VOLUNTEERS AUTUMN HARVEST	\$154.00	\$154.00
202691	515-1018-525.40-55	PETTY CASH	EMPLOYEE APPRECIATION	\$54.00	\$54.00
202712	515-1018-525.40-55	ROLLING GREEN COUNTRY CLUB	DOWN PYMT FOR HEARTS OF GOLD	\$500.00	\$500.00
202734	515-1018-525.40-55	KEVIN SEIFERT	SUPPLIES AUTUMN HARVEST	\$162.06	\$162.06
202761	515-1018-525.40-55	SUNSHINE FARM II	BALES OF STRAW	\$480.00	\$480.00
Total Division:				\$3,243.82	
Division: 21					

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202691	101-1021-502.40-40	PETTY CASH	ECONO ALLIANCE	\$28.98	\$28.98
Total Division:				\$28.98	
Division: 22					
202482	515-1022-525.40-55	SHARRON BOXENBAUM	ARTS	\$150.00	\$150.00
202529	101-1022-502.33-05	CROWN TROPHY	ARTS AWARD	\$91.00	\$91.00
202644	515-1022-525.40-55	PAULA MATZEK	ARTS	\$150.00	\$150.00
202659	515-1022-525.40-55	RITA MOLEPSKE	ARTS	\$150.00	\$150.00
202770	515-1022-525.40-55	SUE THOMSON	ARTS	\$150.00	\$150.00
Total Division:				\$691.00	
Total Department:				\$10,016.82	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 30 Police Department					
Division: 1					
202468	101-3001-511.21-02	ARLINGTON SECURITY CO LLC	EQUIPMENT MAINTENANCE	\$1,362.50	\$1,425.00
			EQUIPMENT MAINTENANCE	\$62.50	
202478	101-3001-511.22-03	BLAND WESLEY	TRAINING	\$153.00	\$153.00
	101-3001-511.30-35		CLOTHING REIMBURSEMENT	\$172.50	\$172.50
202489	101-3001-511.30-35	BUTLER MICHAEL	CLOTHING REIMBURSEMENT	\$99.95	\$99.95
	101-3001-511.40-67		TRAINING	\$712.53	\$712.53
202503	101-3001-511.22-03	PATRICK CHOJNOWSKI	TRAINING	\$15.00	\$15.00
202508	101-3001-511.22-03	BRIAN CLARKE	TRAINING	\$75.00	\$90.00
			TRAINING	\$15.00	
202523	101-3001-511.22-03	COOK COUNTY ANIMAL & RABIES CONTROL	REGISTRATION	\$125.00	\$125.00
202528	101-3001-511.33-30	CORPORATE IDENTITY INC	POLICE EQUIPMENT & SUPPLY	\$800.00	\$846.81
			SHIPPING/DELIVERY SERVICE	\$46.81	
202533	101-3001-511.22-03	GRZEGORZ J CZERNECKI	TRAINING	\$15.00	\$30.00
			TRAINING	\$15.00	
202553	101-3001-511.22-03	FINNERTY RAYMOND	TRAINING	\$15.00	\$90.00
			TRAINING	\$75.00	
202557	101-3001-511.22-03	ANDREW FLENTGE	TRAINING	\$45.00	\$45.00
	101-3001-511.30-35		CLOTHING REIMBURSEMENT	\$40.54	\$40.54
202558	101-3001-511.22-03	FONTANA, JEFFREY	TRAINING	\$45.00	\$120.00
			REPLACE LOST CK 200435	\$75.00	
202563	101-3001-511.30-35	JUSTIN FRYKSDALE	CLOTHING REIMBURSEMENT	\$226.01	\$226.01
202566	101-3001-511.22-03	ANDREW GATZ	TRAINING	\$15.00	\$30.00
			TRAINING	\$15.00	
202575	101-3001-511.30-35	GROSS WILLIAM	CLOTHING REIMBURSEMENT	\$85.18	\$85.18
202581	101-3001-511.21-65	HARRIS TRUST & SAVINGS BANK	4TEILSESOFTATEFEE	\$2.84	\$123.84
			4TE STATE OF ILL	\$121.00	
	101-3001-511.22-03		JIMMY JOHNS - 709	\$124.00	\$201.50
			JIMMY JOHNS - 709	\$57.50	
			HARPER E-COMMERCE	\$20.00	
	101-3001-511.30-05		AMAZON MKTPLACE PMTS	\$164.98	\$164.98

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202581	101-3001-511.33-05	HARRIS TRUST & SAVINGS BANK	TLF AMLINGS FLOWERLAND	\$50.00	\$159.48
			EB WENDELL JONES AWARD	\$109.48	
202590	101-3001-511.30-35	HESS ROBERT	UNIFORM REIMBURSEMENT	\$380.15	\$380.15
202602	101-3001-511.22-03	HUDGENS STEVEN	TRAINING	\$15.00	\$15.00
202612	101-3001-511.30-35	JAMES JENNINGS	CLOTHING REIMBURSEMENT	\$152.89	\$152.89
202613	101-3001-511.30-35	JG UNIFORMS	UNIFORM CLOTHING	\$397.95	\$3,616.28
			UNIFORM CLOTHING	\$432.45	
			UNIFORM CLOTHING	\$187.00	
			UNIFORM CLOTHING	\$1,063.99	
			UNIFORM CLOTHING	\$23.95	
			UNIFORM CLOTHING	\$623.09	
			UNIFORM CLOTHING	\$23.95	
			UNIFORM CLOTHING	\$270.00	
			UNIFORM CLOTHING	\$15.90	
			UNIFORM CLOTHING	\$60.00	
			UNIFORM CLOTHING	\$177.00	
			UNIFORM CLOTHING	\$341.00	
202615	101-3001-511.22-03	CHRISTOPHER JOHNSON	TRAINING	\$45.00	\$45.00
202628	101-3001-511.21-65	LAW OFFICE OF JOAN VASQUEZ	SERVICE PROFESSIONAL	\$962.50	\$962.50
202636	101-3001-511.33-25	LOWES COMMERCIAL SERVICES	HARDWARE SUPPLIES	\$5.68	\$5.68
	101-3001-511.40-67		FURNITURE, NON OFFICE	\$109.71	\$183.50
			FURNITURE, NON OFFICE	\$73.79	
202639	101-3001-511.22-03	MACK STEPHANIE	TRAINING	\$15.00	\$30.00
			TRAINING	\$15.00	
202646	101-3001-511.22-03	MC GRATH JAMES	TRAINING	\$15.00	\$15.00
202652	101-3001-511.21-65	METRO-WESTERN COOK CREDIT	SERVICE MISCELLANEOUS	\$64.00	\$64.00
202665	101-3001-511.21-65	MSAB INC	RENEWAL	\$2,995.00	\$2,995.00
202669	101-3001-511.22-03	NE MULTI REGIONAL TRAINING INC	REGISTRATION	\$75.00	\$2,525.00
			REGISTRATION	\$250.00	
			REGISTRATION	\$1,000.00	
			REGISTRATION	\$75.00	
			REGISTRATION	\$200.00	
			REGISTRATION	\$250.00	
			REGISTRATION	\$275.00	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202669	101-3001-511.22-03	NE MULTI REGIONAL TRAINING INC	REGISTRATION	\$400.00	\$2,525.00
202671	101-3001-511.21-65	NORTHERN IL FUNERAL SERVICES INC	SERVICE MISCELLANEOUS	\$480.00	\$480.00
202677	101-3001-511.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$124.99	\$702.87
			OFFICE SUPPLIES	\$30.67	
			OFFICE SUPPLIES	\$58.51	
			OFFICE SUPPLIES	\$6.28	
			OFFICE SUPPLIES	\$22.47	
			OFFICE SUPPLIES	\$29.92	
			OFFICE SUPPLIES	\$297.52	
			OFFICE SUPPLIES	\$57.81	
			OFFICE SUPPLIES	\$74.70	
202679	101-3001-511.30-35	MICHAEL ORLANDO	CLOTHING REIMBURSEMENT	\$181.91	\$181.91
202681	101-3001-511.22-03	ALEXANDRA OVINGTON	TRAINING	\$45.00	\$120.00
			TRAINING	\$75.00	
202683	101-3001-511.22-03	RYAN PACYGA	TRAINING	\$45.00	\$150.00
			TRAINING	\$15.00	
			TRAINING	\$15.00	
			TRAINING	\$75.00	
202685	101-3001-511.22-03	ANTHONY PADIYARA	TRAINING	\$45.00	\$45.00
202692	101-3001-511.33-25	PETTY CASH/POLICE	SUPPLIES	\$8.28	\$64.84
			SUPPLIES	\$40.00	
			SUPPLIES	\$16.56	
202699	101-3001-511.22-10	PRINTFIN PRINTING & GRAPHICS SRVS	SERVICE PRINTING	\$102.50	\$102.50
202702	101-3001-511.30-35	RADEK TODD	UNIFORM REIMBURSEMENT	\$172.40	\$172.40
202705	101-3001-511.30-35	RAY O'HERRON	UNIFORM CLOTHING	\$30.50	\$1,905.80
			UNIFORM CLOTHING	\$138.00	
			UNIFORM CLOTHING	\$286.89	
			UNIFORM CLOTHING	\$606.98	
			UNIFORM CLOTHING	\$25.50	
			UNIFORM CLOTHING	\$78.00	
			UNIFORM CLOTHING	\$391.95	
			UNIFORM CLOTHING	\$172.99	
			UNIFORM CLOTHING	\$174.99	
	101-3001-511.33-25		TRAINING SUPPLIES	\$450.31	\$2,114.73

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202705...	101-3001-511.33-25...	RAY O'HERRON	BALLISTIC VESTS	\$1,664.42	\$2,114.73...
202725	101-3001-511.33-25	SAM'S CLUB/SYNCHRONY BANK	SUPPLIES	\$396.23	\$396.23
202733	101-3001-511.30-35	CHRISTOPHER SEFTON	CLOTHING REIMBURSEMENT	\$165.00	\$165.00
202737	101-3001-511.33-25	SHERWIN ACE HARDWARE	BATTERIES	\$29.98	\$29.98
202741	101-3001-511.22-03	SJODIN ALF	TRAINING	\$45.00	\$45.00
202742	101-3001-511.30-35	SKEETER KELL SPORTS	UNIFORM CLOTHING	\$165.00	\$165.00
202748	101-3001-511.30-35	SPOERRY PATRICK	CLOTHING REIMBURSEMENT	\$40.00	\$40.00
202758	101-3001-511.40-67	KEVIN SULLIVAN	TRAINING	\$707.25	\$707.25
202762	101-3001-511.22-03	CHRISTOPHER TATMAN	TRAINING	\$45.00	\$45.00
202763	101-3001-511.22-03	JEFFREY TEGTMEYER	TRAINING	\$45.00	\$45.00
202772	101-3001-511.33-25	TJ CONEVERA'S	POLICE EQUIPMENT & SUPPLY	\$4,280.00	\$4,280.00
202787	101-3001-511.22-15	UPS STORE #4073	SHIPPING CHARGE	\$192.01	\$192.01
202794	101-3001-511.21-65	VERIZON WIRELESS	INV 9774201814	\$240.62	\$240.62
202804	101-3001-511.21-65	VERIZON WIRELESS	INV 9774233720	\$2,337.88	\$2,337.88
202818	101-3001-511.33-25	WILLIAMS SHOOTERS SUPPLY INC	POLICE EQUIPMENT & SUPPLY	\$5,489.00	\$5,489.00
901192	101-3001-511.22-05	CITIBANK	POSTAGE	\$712.32	\$712.32
Total Division:				\$36,876.66	
Division: 3					
202486	231-3003-511.40-11	BUCZYNSKI CHARLES	TRAINING	\$150.00	\$150.00
202581	231-3003-511.40-11	HARRIS TRUST & SAVINGS BANK	ASU CONFERENCES CONT	\$2,000.00	\$3,496.30
			TRAVELOCITY.COM	\$1,496.30	
202663	231-3003-511.40-11	GERALD MOURNING	CONFERENCE	\$2,154.98	\$2,154.98
202669	231-3003-511.40-11	NE MULTI REGIONAL TRAINING INC	REGISTRATION FEE	\$7,400.00	\$7,400.00
202690	231-3003-511.40-11	PECORA JR, NICHOLAS	CONFERENCE	\$1,526.27	\$1,526.27
202781	231-3003-511.40-11	ULTRA STROBE COMMUNICATIONS INC	EQUIP/INSTALLED SQUAD CAR	\$10,932.14	\$10,932.14
Total Division:				\$25,659.69	
Total Department:				\$62,536.35	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 35 Fire					
Division: 1					
2066	101-3501-512.22-03	NORTHEASTERN IL PUBLIC SAFETY	BASIC FF TRAINING	\$3,495.00	\$3,495.00
202447	101-3501-512.30-35	AIR ONE EQUIPMENT	SAFETY & FIRST AID EQUIP.	\$2,026.50	\$2,026.50
202449	101-3501-512.31-65	ALLIANCE PAPER & FOOD SERVICE EQUIP	KITCHEN SUPPLIES	\$72.78	\$72.78
202472	101-3501-512.33-05	BADGE A MINIT	FIRE PROTECTION EQUIP/SUP	\$129.95	\$129.95
202481	101-3501-512.33-50	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	\$476.09	\$513.35
			MEDICAL SUPPLIES	\$37.26	
202487	101-3501-512.31-60	BULLEX INC	CLEANING SOLUTION	\$119.00	\$119.00
202501	101-3501-512.33-50	CHANNING BETE COMPANY INC	CPR SUPPLIES	\$2,355.45	\$2,355.45
202555	101-3501-512.30-35	FIRESERVICE MANAGEMENT	TURNOUT GEAR RENTAL	\$400.00	\$705.00
			TURNOUT GEAR RENTAL	\$305.00	
202568	101-3501-512.33-05	GLOBAL EMERGENCY PRODUCTS	OPERATOR MANUAL CD ROM	\$87.98	\$87.98
202581	101-3501-512.21-02	HARRIS TRUST & SAVINGS BANK	OHD, INC.	\$860.00	\$860.00
	101-3501-512.22-02		4TE EMT BASIC INITAL	\$1.00	\$41.00
			4TE EMT PARAMEDIC RENE	\$40.00	
	101-3501-512.22-03		CRACKER BARREL	\$163.72	\$186.44
			BP#9725482BB CONVENQPS	\$22.72	
	101-3501-512.30-35		MYPILOTSTORE.COM	\$135.20	\$135.20
	101-3501-512.31-65		AMAZON.COM AMZN.COM/BI	\$38.56	\$38.56
	101-3501-512.31-85		WWW.MAGNETICMIC.COM	\$1,249.50	\$1,361.04
			SEARS.COM 9300	\$111.54	
	101-3501-512.33-50		WALMART.COM	(\$28.79)	\$-28.79
202586	101-3501-512.33-50	HEALTH CARE LOGISTICS	MEDECINE BAGS	\$280.37	\$280.37
202589	101-3501-512.33-50	HENRY SCHEIN MATRX MEDICAL	G3 BACKUP PACK	\$799.80	\$799.80
202597	101-3501-512.31-65	HOME DEPOT CREDIT SERVICES	HARDWARE SUPPLIES	\$46.65	\$46.65
202613	101-3501-512.30-35	JG UNIFORMS	SHOES AND BOOTS	\$358.80	\$1,419.75
			CLOTHING & APPAREL	\$35.95	
			CLOTHING & APPAREL	\$145.00	
			CLOTHING & APPAREL	\$145.00	
			BADGES & OTHER ID EQUIP.	\$122.50	
			BADGES & OTHER ID EQUIP.	\$270.00	

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202613	101-3501-512.30-35	JG UNIFORMS	CLOTHING & APPAREL	\$112.50	\$1,419.75..
			SHOES AND BOOTS	\$230.00	
202619	101-3501-512.33-05	KAESER AND BLAIR INC	PUBLIC EDUCATION MATERIAL	\$1,359.79	\$1,359.79
202623	101-3501-512.33-05	KOSCO FLAGS AND FLAGPOLES LLC	BLACK-PURPLE BUNTING	\$290.00	\$290.00
202625	101-3501-512.33-05	KT TEXTILES LLC	SUPPLIES	\$468.00	\$468.00
202630	101-3501-512.31-60	LEE AUTO PARTS	SSUUPIES	\$5.98	\$5.98
202661	101-3501-512.33-50	MOORE MEDICAL LLC	MEDICAL SUPPLIES	\$31.69	\$31.69
202677	101-3501-512.30-05	OFFICE DEPOT	OFFICE SUPPLIES	(\$18.49)	\$512.54
			OFFICE SUPPLIES	\$153.45	
			OFFICE SUPPLIES	\$52.78	
			OFFICE SUPPLIES	\$178.23	
			OFFICE SUPPLIES	\$52.91	
			OFFICE SUPPLIES	\$93.66	
202757	101-3501-512.21-02	SUBURBAN SERVICE INC	EQUIPMENT MAINTENANCE	\$238.95	\$238.95
202778	101-3501-512.31-60	TRUE VALUE	SUPPLIES	\$17.99	\$17.99
	101-3501-512.31-65		SUPPLIES	\$16.53	\$16.53
202786	101-3501-512.22-05	UPS STORE #1051	SHIPPING/DELIVERY SERVICE	\$21.20	\$21.20
202795	101-3501-512.21-65	VERIZON WIRELESS	INV 9774193856	\$785.59	\$785.59
202807	101-3501-512.21-65	VERIZON WIRELESS	INV 9867573460	\$787.22	\$787.22
202819	101-3501-512.31-65	WITMER PUBLIC SAFETY GROUP	STREAMLIGHT BATTERIES	\$125.16	\$125.16
202822	101-3501-512.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$52.00	\$286.00
			OFFICE MACHINES & ACCESS	\$52.00	
			OFFICE MACHINES & ACCESS	\$52.00	
			OFFICE MACHINES & ACCESS	\$52.00	
			OFFICE MACHINES & ACCESS	\$26.00	
			OFFICE MACHINES & ACCESS	\$26.00	
			OFFICE MACHINES & ACCESS	\$26.00	
901192	101-3501-512.22-05	CITIBANK	POSTAGE	\$56.85	\$56.85
Total Division:				\$19,648.52	
Total Department:				\$19,648.52	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 37 Foreign Fire Insurance					
Division: 1					
202485	227-3701-512.22-03	BRIAN BUCHEK	TUITION REIMBURSEMENT	\$97.20	\$97.20
202706	227-3701-512.30-35	RED WING SHOE STORE	CLOTHING	\$235.43	\$235.43
202812	227-3701-512.50-15	WEBER STEPHEN PRODUCTS LLC	APPLIANCES	\$5,080.00	\$5,080.00
Total Division:				\$5,412.63	
Total Department:				\$5,412.63	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 40 Planning					
Division: 1					
202543	101-4001-521.40-40	DUE NORTH CONSULTING INC	ADVERTISING	\$250.00	\$250.00
202571	101-4001-521.20-05	GOVTEMPSUSA LLC	SERVICE PROFESSIONAL	\$1,344.00	\$5,376.00
			SERVICE PROFESSIONAL	\$1,344.00	
			SERVICE PROFESSIONAL	\$1,344.00	
			SERVICE PROFESSIONAL	\$1,344.00	
202581	101-4001-521.21-65	HARRIS TRUST & SAVINGS BANK	APL ITUNES.COM/BILL	\$0.99	\$0.99
	101-4001-521.22-03		ILLINOIS-TIF.COM	\$350.00	\$350.00
	101-4001-521.40-40		SURVEYMONKEY.COM	\$204.00	\$245.91
			RACKHOUSE TAVERN LLC	\$21.91	
			ARL HTS CHAMBER OF COMM	\$20.00	
202583	101-4001-521.22-02	STEVE HAUTZINGER	DUES	\$61.41	\$61.41
202631	101-4001-521.21-65	LEGRAND REPORTING & VIDEO SERVICES	TRANSCRIPTS	\$420.95	\$937.95
			TRANSCRIPTS	\$283.55	
			TRANSCRIPTS	\$233.45	
202642	263-4001-571.20-05	MAROUS & COMPANY	PROFESSIONAL SERVICES	\$2,800.00	\$2,800.00
202677	101-4001-521.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$150.04	\$264.69
			OFFICE SUPPLIES	\$80.17	
			OFFICE SUPPLIES	\$34.48	
202684	101-4001-521.22-01	PADDOCK PUBLICATIONS INC	ADVERTISING	\$125.55	\$1,043.55
			ADVERTISING	\$83.70	
			ADVERTISING	\$98.55	
			ADVERTISING	\$86.40	
			ADVERTISING	\$86.40	
			ADVERTISING	\$90.45	
			ADVERTISING	\$72.90	
			ADVERTISING	\$87.75	
			ADVERTISING	\$224.10	
			ADVERTISING	\$87.75	
	101-4001-521.40-41		ADVERTISING	\$870.00	\$4,819.80
			ADVERTISING	\$37.20	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202684	101-4001-521.40-41	PADDOCK PUBLICATIONS INC	ADVERTISING	\$37.20	\$4,819.80
			ADVERTISING	\$37.20	
			ADVERTISING	\$893.20	
			ADVERTISING	\$1,260.00	
			ADVERTISING	\$700.00	
			ADVERTISING	\$175.00	
			ADVERTISING	\$810.00	
202691	101-4001-521.22-03	PETTY CASH	TRAINING	\$15.00	\$43.13
			TRAINING	\$28.13	
	101-4001-521.40-40		ECONO ALLIANCE	\$56.00	\$56.00
202822	101-4001-521.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$37.96	\$37.96
901192	101-4001-521.22-05	CITIBANK	POSTAGE	\$106.87	\$106.87
Total Division:				\$16,394.26	
Total Department:				\$16,394.26	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 41 Community Devl Block Grnt					
Division: 1					
202551	215-4101-522.41-02	FEDERAL EXPRESS	SHIPPING/DELIVERY SERVICE	\$38.78	\$94.31
			SHIPPING/DELIVERY SERVICE	\$25.78	
			SHIPPING/DELIVERY SERVICE	\$29.75	
202567	215-4101-522.41-03	GLENKIRK	CDBG PROGRAM	\$15,000.00	\$15,000.00
202632	215-4101-522.41-03	LITTLE CITY FOUNDATION	CDBG PROGRAM	\$10,130.00	\$10,130.00
Total Division:				\$25,224.31	
Total Department:				\$25,224.31	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 45 Building					
Division: 1					
202456	101-4501-523.22-05	AMERICAN PRINTING TECHNOLOGIES	BUSINESS LICENSE MAILING	\$1,500.00	\$1,500.00
202527	101-4501-523.33-05	CORPORATE CASUALS	FIRE SAFETY APPAREL (4)	\$213.60	\$213.60
202570	101-4501-523.20-05	GOVTEMPSUSA LLC	TEMP EMPLOYMENT	\$1,288.00	\$5,908.70
			TEMP EMPLOYMENT	\$1,030.40	
			TEMP EMPLOYMENT	\$1,030.40	
			TEMP EMPLOYMENT	\$1,030.40	
			TEMP EMPLOYMENT	\$499.10	
			TEMP EMPLOYMENT	\$1,030.40	
202677	101-4501-523.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$252.12	\$847.19
			OFFICE SUPPLIES	\$539.98	
			OFFICE SUPPLIES	\$39.99	
			OFFICE SUPPLIES	\$6.79	
			OFFICE SUPPLIES	\$8.31	
202691	101-4501-523.22-03	PETTY CASH	TRAINING	\$20.00	\$20.00
	101-4501-523.30-05		SUPPLIES	\$18.98	\$18.98
	101-4501-523.33-05		SUPPLIES	\$24.74	\$24.74
202699	101-4501-523.22-10	PRINTFIN PRINTING & GRAPHICS SRVS	PRINTING	\$42.50	\$719.30
			SERVICE PRINTING	\$676.80	
202716	101-4501-523.22-10	RYDIN SIGN & DECAL	VENDING MACHINE DECAL/FOO	\$429.50	\$429.50
202768	101-4501-523.21-65	THOMPSON ELEVATOR INSPECTION	SERVICE BLDG MAINT	\$38.00	\$1,080.00
			SERVICE BLDG MAINT	\$114.00	
			SERVICE BLDG MAINT	\$38.00	
			SERVICE BLDG MAINT	\$38.00	
			SERVICE BLDG MAINT	\$476.00	
			SERVICE BLDG MAINT	\$300.00	
			SERVICE BLDG MAINT	\$76.00	
202776	101-4501-523.20-05	TPI	TEMP.PLUMBING INSPECTOR	\$1,600.00	\$1,600.00
202785	101-4501-523.22-03	UNIV OF IL	CERTIFICATION C.LORUSSO	\$250.00	\$250.00
202801	101-4501-523.21-65	VERIZON WIRELESS	INV 9774212419	\$162.21	\$162.21
202805	101-4501-523.21-65	VERIZON WIRELESS	INV 9772546311	\$114.03	\$114.03

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202806	101-4501-523.21-65	VERIZON WIRELESS	9772546310	\$590.73	\$590.73
202822	101-4501-523.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$26.00	\$111.00
			OFFICE MACHINES & ACCESS	\$85.00	
901192	101-4501-523.22-05	CITIBANK	POSTAGE	\$87.32	\$87.32
Total Division:				\$13,677.30	
Division:	2				
202465	101-4502-523.41-16	ARLINGTON HTS PARK DISTRICT	CAP CHILDREN AT PLAY	\$23.40	\$3,317.05
			CAP CHILDREN AT PLAY	\$196.95	
			CAP CHILDREN AT PLAY	\$196.95	
			CAP CHILDREN AT PLAY	\$2,899.75	
202526	101-4502-523.21-10	CORELOGIC SOLUTIONS LLC	PROPERTY MAINTENANCE	\$220.00	\$220.00
202541	101-4502-523.20-25	DR ROBERT FABSIK	COUNSELING	\$130.00	\$130.00
202542	101-4502-523.20-25	IRENA DUBIEL	COUNSELING	\$500.00	\$500.00
202556	101-4502-523.21-10	FLECKS LANDSCAPING	SERVICE MISCELLANEOUS	\$85.00	\$155.00
			SERVICE MISCELLANEOUS	\$70.00	
202581	101-4502-523.30-01	HARRIS TRUST & SAVINGS BANK	TME PEOPLE MAGAZINE	\$49.50	\$49.50
	101-4502-523.40-53		COMED PAYMENT	\$302.50	\$618.44
			COMED PAYMENT	\$315.94	
202618	101-4502-523.20-25	JOURNEYS COUNSELING CENTER LLC	COUNSELING	\$219.50	\$219.50
202648	101-4502-523.33-10	MC KESSON GENERAL MEDICAL	CLINIC SUPPLIES	\$1,683.19	\$1,683.19
202677	101-4502-523.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$60.75	\$78.54
			OFFICE SUPPLIES	\$17.79	
202691	101-4502-523.22-03	PETTY CASH	TRAINING	\$19.44	\$106.92
			TRAINING	\$19.44	
			TRAINING	\$9.72	
			TRAINING	\$9.72	
			TRAINING	\$9.72	
			TRAINING	\$19.44	
			TRAINING	\$9.72	
			TRAINING	\$9.72	
	101-4502-523.33-10		SUPPLIES	\$15.29	\$57.78
			SUPPLIES	\$10.23	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202691	101-4502-523.33-10	PETTY CASH	SUPPLIES	\$24.29	\$57.78..
			SUPPLIES	\$7.97	
202775	101-4502-523.22-10	TOTAL PRINT SOLUTIONS	PRINTING	\$213.13	\$213.13
202822	101-4502-523.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$85.00	\$170.00
			OFFICE MACHINES & ACCESS	\$85.00	
901192	101-4502-523.22-05	CITIBANK	POSTAGE	\$144.96	\$144.96
Total Division:				\$7,664.01	
Division: 3					
202457	101-4503-523.22-02	AMERICAN SOCIETY ON AGING	MEMBERSHIP DUES 11/1/16-1	\$248.00	\$248.00
202530	101-4503-523.21-65	BRUCE CRUZ	PROGRAMMING (JULY-SEPT)	\$75.00	\$75.00
202535	101-4503-523.21-65	DES PLAINES HARMONAIRES	PROGRAM - 12/6/2016	\$150.00	\$150.00
202549	101-4503-523.21-65	FALCONAIRES ORCHESTRA	DANCE PROGRAM - JULY & SE	\$200.00	\$200.00
202580	101-4503-523.21-65	HARPER COLLEGE	SPANISH (BEGINNING & INT/	\$80.00	\$80.00
202581	101-4503-523.21-65	HARRIS TRUST & SAVINGS BANK	VOLGISTICS INC	\$61.00	\$61.00
	101-4503-523.30-05		ACCO BRANDS DIRECT	(\$11.99)	\$-11.99
	101-4503-523.31-65		CHD DALLASMIDWEST.COM	\$494.80	\$1,221.27
			JEWEL #3461	\$53.00	
			JEWEL #3491	\$42.23	
			GFS STORE #1913	\$93.69	
			GFS STORE #1913	\$115.92	
			GIACOMO'S RISTORANT	\$320.00	
			DUNKIN #352446	\$101.63	
202622	101-4503-523.21-65	KOLLUM ,JEFFERY M	PROGRAM INSTRUCTIONAL FEE	\$150.00	\$150.00
202653	101-4503-523.21-65	METROPOLIS PERFORMING ARTS CENTRE	PROGRAM INSTRUCTIONAL FEE	\$525.00	\$525.00
202677	101-4503-523.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$89.38	\$89.38
	101-4503-523.31-65		OFFICE SUPPLIES	\$155.70	\$155.70
202695	101-4503-523.22-05	POSTMASTER ARLINGTON HEIGHTS	PERMIT 2594 - SC LETTER	\$455.60	\$455.60
901192	101-4503-523.22-05	CITIBANK	POSTAGE	\$29.77	\$29.77
Total Division:				\$3,428.73	
Total Department:				\$24,770.04	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 50 Engineering					
Division: 1					
202469	401-5001-571.50-30	ARROW ROAD CONSTRUCTION CO	SERVICE CONSULTING	\$400,133.08	\$400,133.08
202483	401-5001-571.50-30	BRIAN PROPERTIES INC	DRIVEWAY REIMBURSEMENT	\$2,289.33	\$2,289.33
202572	101-5001-524.20-05	GOVTEMPSUSA LLC	TEMP PLAN REVIEWER	\$924.00	\$2,170.00
			TEMP PLAN REVIEWER	\$1,246.00	
202578	101-5001-524.20-05	HAMPTON LENZINI & RENWICK INC	SERVICE PROFESSIONAL	\$12,659.78	\$12,659.78
202581	101-5001-524.22-03	HARRIS TRUST & SAVINGS BANK	AMERICAN PUBLIC WORKS	\$10.00	\$150.00
			SPECIALTY PUBLICATIONS	\$140.00	
202595	401-5001-571.50-30	SCOTT HOLZE	DRIVEWAY REIMBURSEMENT	\$250.20	\$250.20
202614	211-5001-571.50-40	JOHNSON PAVING CO	SERVICE CONSULTING	\$579,138.95	\$579,138.95
202677	101-5001-524.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$14.42	\$14.42
202680	401-5001-571.50-30	ROBERT OVERBECK	DRIVEWAY REIMBURSEMENT	\$408.66	\$408.66
202686	101-5001-524.22-03	PAGONES MICHAEL	CONFERENCE	\$208.60	\$208.60
202691	101-5001-524.22-03	PETTY CASH	TRAINING	\$36.75	\$36.75
202694	101-5001-524.22-03	PONSOT THOMAS	CONFERENCE	\$492.37	\$492.37
202756	101-5001-524.21-65	SUBURBAN LABORATORIES INC	WATER TESTING	\$150.00	\$150.00
202771	401-5001-571.50-30	STEVE TIMKO	DRIVEWAY REIMBURSEMENT	\$1,000.80	\$1,000.80
202783	401-5001-571.50-30	UNION PACIFIC RAILROAD COMPANY	SERVICE CONSTRUCTION	\$186,422.68	\$186,422.68
202808	101-5001-524.21-65	VERIZON WIRELESS	INV 9773903177	\$660.22	\$660.22
202822	101-5001-524.22-15	XEROX CORPORATION	RENTAL/LEASE EQUIPMENT	\$85.00	\$85.00
901192	101-5001-524.22-05	CITIBANK	POSTAGE	\$44.84	\$44.84
Total Division:				\$1,186,315.68	
Total Department:				\$1,186,315.68	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 71 Public Works					
Division: 1					
202441	101-7101-531.21-11	A & J SEWER SERVICE INC	GREASE TRAP CLEANING	\$135.00	\$135.00
202442	101-7101-531.21-15	ACTION FENCE CONTRACTORS, INC.	FENCING	\$6,995.00	\$6,995.00
202443	101-7101-531.31-55	ACTIVE ELECTRICAL SUPPLY CO	VILLAGE HALL LIGHTING	\$199.00	\$199.00
	101-7101-531.31-75		PRECISION PHOTOCCELL	\$950.00	\$950.00
202444	101-7101-531.31-55	ACTIVE LOCK AND KEY LTD	KEYS	\$1,327.36	\$1,327.36
202445	101-7101-531.31-65	ADAMS GLENN	EVENT SUPPLY REIMBURSEMENT	\$360.85	\$360.85
202446	101-7101-531.31-55	ADDISON BUILDING MATERIAL CO	SUPPLIES	\$15.65	\$104.72
			REPAIRS DOOR FRAME	\$2.39	
			REPAIRS DOOR FRAME	\$38.23	
			FILTER SYSTEM	\$48.45	
	101-7101-531.31-85		TOOLS	\$22.49	\$22.49
202448	101-7101-531.30-35	ALEXANDER EQUIPMENT CO INC	SAFETY PANTS/GLASSES	\$446.65	\$446.65
202450	101-7101-531.21-11	ALPHA BUILDING MAINTENANCE SRVS	SERVICE BLDG MAINT	\$3,987.50	\$3,987.50
202451	401-7101-571.50-20	AMERICAN DOOR & DOCK	ANNEX GATE REPAIRS	\$1,239.16	\$1,239.16
202460	401-7101-571.50-20	ANDERSON LOCK	HINGE, FLAT BAR	\$1,282.04	\$2,564.08
			POLICE DEPT DOOR REPAIR	\$1,282.04	
202466	101-7101-531.31-65	ARLINGTON POWER EQUIPMENT	SUPPLIES	(\$6.99)	\$-6.99
	401-7101-572.50-15		SNOW, 721R C COM	\$2,800.00	\$2,800.00
202473	101-7101-531.21-15	ANTHONY BALZAN	CURB REIMBURSEMENT	\$503.63	\$503.63
202474	435-7101-531.40-86	LARRY BARR	EAB REIMBURSEMENT	\$50.00	\$50.00
202476	101-7101-531.31-55	BERKHEIMER CO INC	SUPPLIES	\$40.74	\$87.83
			SUPPLIES	\$47.09	
202477	101-7101-531.31-85	BERLANDS HOUSE OF TOOLS	MITRE SAW REPAIR	\$47.00	\$47.00
202480	101-7101-531.21-15	THOMAS BONUSO	CURB REIMBURSEMENT	\$148.13	\$148.13
202490	101-7101-531.31-90	C C CARTAGE INC	STREET/SIDEWALK SUPPLIES	\$1,477.30	\$1,477.30
202505	101-7101-531.21-11	CINTAS CORP	MAT CLEANING	\$23.56	\$175.40
			MAT CLEANING	\$23.56	
			MAT CLEANING	\$26.42	
			MAT CLEANING	\$55.17	
			MAT CLEANING	\$25.32	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202505	101-7101-531.21-11	CINTAS CORP	MAT CLEANING	\$21.37	\$175.40
	101-7101-531.30-35		WORK SHIRTS AND PANTS	\$19.71	\$215.08
			WORK SHIRTS AND PANTS	\$70.21	
			WORK SHIRTS AND PANTS	\$80.77	
			WORK SHIRTS AND PANTS	\$44.39	
	101-7101-531.31-55		FLOOR MATS	\$87.01	\$87.01
202509	435-7101-571.50-55	CLEAN CUT TREE SERVICE INC	SERVICE TREES	\$29,868.00	\$29,868.00
202510	101-7101-531.21-15	KATHY COLE	SUPPLIES	\$296.25	\$296.25
202511	101-7101-531.31-40	COLORBLENDS	TULIP BULBS	\$616.00	\$616.00
202512	101-7101-531.22-70	COMCAST CABLE	INTERNET SCADA	\$14.78	\$14.78
202513	101-7101-531.22-70	COMCAST CABLE	INTERNET SCADA	\$184.85	\$184.85
202515	101-7101-531.21-50	COMMONWEALTH EDISON COMPANY	2985063029	\$88.57	\$88.57
202519	101-7101-531.21-50	COMMONWEALTH EDISON COMPANY	2278061084	\$107.33	\$107.33
202521	101-7101-531.21-50	COMMONWEALTH EDISON COMPANY	4103039009	\$325.52	\$325.52
202522	101-7101-531.21-11	COMPLETE CLEANING CO INC	SERVICE BLDG MAINT	\$4,438.00	\$4,438.00
202524	211-7101-571.50-40	COOK COUNTY HIGHWAY DEPT	SERVICE MISCELLANEOUS	\$5,312.15	\$5,312.15
202531	101-7101-531.21-11	CRYSTAL MAINTENANCE & MGMT SRVS	SERVICE BLDG MAINT	\$9,745.00	\$9,745.00
202534	101-7101-531.22-03	DEADESSIS NICK	TRAINING	\$32.00	\$32.00
202554	235-7101-571.50-25	FIGLIO NURSERY	AGRICULTURAL SUPPLIES	\$4,867.73	\$4,867.73
202556	101-7101-531.21-15	FLECKS LANDSCAPING	SERVICE MISCELLANEOUS	\$2,265.00	\$13,430.00
			SERVICE MISCELLANEOUS	\$11,165.00	
	435-7101-571.50-55		SERVICE TREES	\$2,800.00	\$6,189.10
			SERVICE TREES	\$3,389.10	
202560	101-7101-531.21-02	FOUNTAIN TECHNOLOGIES LTD	FOUNTAIN MAINTENANCE	\$300.00	\$1,125.00
			FOUNTAIN MAINTENANCE	\$825.00	
202573	101-7101-531.31-45	GRAINGER W W INC	SUPPLIES	(\$132.45)	\$-132.45
	101-7101-531.31-55		SUPPLIES	\$18.56	\$85.41
			SUPPLIES	(\$101.57)	
			SUPPLIES	\$101.57	
			SUPPLIES	\$38.85	
			SUPPLIES	\$28.00	
	101-7101-531.31-85		SUPPLIES	\$156.64	\$156.64
202574	401-7101-572.50-15	GRAYBAR ELECTRIC COMPANY	BUILDERS SUPPLIES	\$18,444.85	\$18,444.85
202577	101-7101-531.31-80	HALL SIGNS INC	SIGNS, SIGN MATERIAL	\$8,242.80	\$8,242.80

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202579	101-7101-531.31-65	HARBOR FREIGHT TOOLS	SUPPLIES	\$45.98	\$45.98
	101-7101-531.31-85		SUPPLIES	\$55.99	\$124.95
			SUPPLIES	\$4.00	
			SUPPLIES	\$19.98	
			SUPPLIES	\$44.98	
202581	101-7101-531.22-03	HARRIS TRUST & SAVINGS BANK	PAYPALILLINOISARB	\$1,040.00	\$1,040.00
	101-7101-531.31-45		AMAZON MKTPLACE PMTS	\$13.74	\$13.74
	101-7101-531.31-55		AMAZON MKTPLACE PMTS	\$79.99	\$79.99
	101-7101-531.31-65		JEWEL #3422	\$44.72	\$1,077.40
			PAPA SAVERIOS PIZZA	\$675.00	
			AMAZON MKTPLACE PMTS	\$6.99	
			AMAZON MKTPLACE PMTS	\$19.09	
			AMAZON MKTPLACE PMTS	\$11.62	
			BEST BUY	\$239.99	
			BEST BUY	\$79.99	
	401-7101-572.50-15		DMI DELL HIGHER EDUC	\$1,854.26	\$1,854.26
202582	101-7101-531.31-55	HASTINGS AIR ENERGY CONTROL	PARTS, EXHAUST REPAIR	\$161.84	\$161.84
202584	101-7101-531.21-02	HAYES MECHANICAL	HOT WATER LEAK REPAIR	\$859.21	\$5,102.46
			GUN RANGE AIR HANDLER REP	\$494.54	
			HVAC PREVENTIVE MAINTENAN	\$829.00	
			HVAC PREVENTIVE MAINTENAN	\$509.50	
			HVAC PREVENTIVE MAINTENAN	\$428.50	
			HVAC PREVENTIVE MAINTENAN	\$269.00	
			HVAC PREVENTIVE MAINTENAN	\$498.50	
			HVAC PREVENTIVE MAINTENAN	\$781.50	
			IGNITION CABLES	\$432.71	
202588	101-7101-531.21-55	HENDRICKSEN ROBERT W COMPANY	SERVICE TREES	\$11,326.00	\$21,880.00
			SERVICE TREES	\$10,554.00	
202592	101-7101-531.31-85	HIGH PSI LTD	SUPPLIES	\$279.00	\$279.00
202608	101-7101-531.21-11	INTL EXTERMINATORS INC	OCT SERVICE	\$118.00	\$550.00
			MICE SERVICE	\$432.00	
202610	101-7101-531.31-40	JCK CONTRACTORS	TOPSOIL	\$990.00	\$990.00
202620	101-7101-531.31-65	ASHLEY KARR	EVENT SUPPLIES REIMBURSEM	\$117.92	\$117.92
202624	101-7101-531.21-15	KONSTANTINOS KOUGIAS	CURB REIMBURSEMENT	\$592.50	\$592.50

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202629	101-7101-531.30-39	LEAHY WOLF CO	HYDRAULIC OIL	\$1,249.74	\$1,606.69
			HYDRAULIC OIL	\$356.95	
202634	101-7101-531.21-11	LORCHEM TECHNOLOGIES INC	SHOP SUPPLIES	\$227.46	\$227.46
202636	101-7101-531.31-40	LOWES COMMERCIAL SERVICES	AGRICULTURAL SUPPLIES	\$43.11	\$43.11
	101-7101-531.31-45		JANITORIAL SUPPLIES	\$26.94	\$26.94
	101-7101-531.31-55		BUILDER'S SUPPLIES	\$20.88	\$189.96
			ELECTRICAL EQUIP & SUPPLY	\$4.47	
			ELECTRICAL EQUIP & SUPPLY	\$42.73	
			HARDWARE SUPPLIES	\$59.66	
			ELECTRICAL EQUIP & SUPPLY	\$62.22	
	101-7101-531.31-65		SUPPLIES	\$79.53	\$617.04
			HARDWARE SUPPLIES	\$19.00	
			HARDWARE SUPPLIES	\$20.66	
			HARDWARE SUPPLIES	\$7.91	
			HARDWARE SUPPLIES	\$17.98	
			HARDWARE SUPPLIES	\$150.28	
			HARDWARE SUPPLIES	\$126.79	
			HARDWARE SUPPLIES	\$7.16	
			HARDWARE SUPPLIES	\$14.72	
			HARDWARE SUPPLIES	\$7.91	
			STREET/SIDEWALK SUPPLIES	\$17.10	
			HARDWARE SUPPLIES	\$42.72	
			HARDWARE SUPPLIES	\$37.42	
			BATTERIES	\$67.86	
	101-7101-531.31-75		STREET LIGHT SUPPLIES	\$65.70	\$65.70
	101-7101-531.31-85		HAND TOOLS-POWER/NON POW	\$98.06	\$156.49
			HAND TOOLS-POWER/NON POW	\$34.16	
			HAND TOOLS-POWER/NON POW	\$24.27	
	101-7101-531.31-90		HARDWARE SUPPLIES	\$169.87	\$178.19
			HARDWARE SUPPLIES	\$8.32	
202640	435-7101-531.40-86	JANICE MANCHESTER	EAB	\$50.00	\$50.00
202651	101-7101-531.31-55	MECOR INC	AGRICULTURAL SUPPLIES	\$19.80	\$19.80
202655	101-7101-531.21-02	MID AMERICAN ELEVATOR CO INC	ELEVATOR MAINTENANCE OCT	\$1,376.50	\$1,376.50
202656	235-7101-571.50-25	MIDWEST GROUNDCOVERS	AGRICULTURAL SUPPLIES	\$6,774.50	\$6,774.50

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202658	401-7101-571.50-30	MILIEU DESIGN LLC	SERVICE MISCELLANEOUS	\$7,680.00	\$7,680.00
202660	101-7101-531.31-45	MONKS CLEAN & SHINE	SUPPLIES	\$75.40	\$75.40
202672	435-7101-531.40-86	NORTHGATE CIVIC ASSOC	EAB REIMBURSEMENT	\$995.50	\$995.50
202676	101-7101-531.31-55	NORTHWEST ELECTRICAL SUPPLY CO	ELECTRICAL SUPPLIES	\$25.48	\$1,323.55
			ELECTRICAL SUPPLIES	\$142.69	
			ELECTRICAL SUPPLIES	\$359.38	
			ELECTRICAL SUPPLIES	\$43.91	
			ELECTRICAL SUPPLIES	\$429.73	
			ELECTRICAL SUPPLIES	\$322.36	
	101-7101-531.31-75		ELECTRICAL SUPPLIES	\$79.61	\$79.61
202677	101-7101-531.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$12.14	\$88.53
			OFFICE SUPPLIES	\$15.95	
			OFFICE SUPPLIES	\$26.80	
			OFFICE SUPPLIES	\$33.64	
202678	101-7101-531.21-15	OLIVE GROVE LANDSCAPING INC	SERVICE MISCELLANEOUS	\$8,617.52	\$10,250.92
			SERVICE MISCELLANEOUS	\$1,633.40	
	235-7101-571.50-25		SERVICE MISCELLANEOUS	\$8,950.00	\$8,950.00
202687	101-7101-531.31-65	CRIS PAPIERNIAK	KITCHEN SUPPLIES	\$90.26	\$90.26
202691	101-7101-531.31-65	PETTY CASH	SNOW COMMAND	\$6.99	\$6.99
202696	101-7101-531.21-55	POWELL TREE CARE INC	SERVICE TREES	\$11,927.20	\$20,345.30
			SERVICE TREES	\$6,638.10	
			PRIVATE ASH REMOVAL	\$1,780.00	
202700	101-7101-531.30-35	PRO SAFETY INC	SAFETY VESTS	\$96.50	\$96.50
202703	401-7101-572.50-15	RADICOM	BATTERY, SIREN, TORNADO	\$1,007.50	\$1,007.50
202706	101-7101-531.30-35	RED WING SHOE STORE	CLOTHING & APPAREL	\$609.92	\$1,945.23
			CLOTHING & APPAREL	\$205.48	
			CLOTHING & APPAREL	\$319.96	
			CLOTHING & APPAREL	\$199.95	
			CLOTHING & APPAREL	\$609.92	
202708	101-7101-531.30-39	RKA PETROLEUM COMPANIES INC	FUEL,OIL,GREASE, & LUBES	\$14,685.96	\$14,685.96
202714	435-7101-531.40-86	SARAH ROSECRANS	EAB REIMBURSEMENT	\$50.00	\$50.00
202724	101-7101-531.30-35	SAF T GUARD INTL INC	GLOVES	\$622.01	\$622.01
202726	101-7101-531.21-15	SANDY'S LAWN AND TREE CARE	SERVICE MISCELLANEOUS	\$5,610.00	\$5,860.00
			WEED SPRAYING	\$250.00	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202737	101-7101-531.31-45	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$9.99	\$9.99
	101-7101-531.31-65		HARDWARE SUPPLIES	\$15.98	\$48.90
			HARDWARE SUPPLIES	\$17.98	
			HARDWARE SUPPLIES	\$14.94	
	101-7101-531.31-85		HAND TOOLS-POWER/NON POW	\$41.55	\$91.53
			HAND TOOLS-POWER/NON POW	\$49.98	
202740	101-7101-531.31-40	SITEONE LANDSCAPE SUPPLY LLC	SUPPLIES	\$142.99	\$175.08
			SUPPLIES	\$32.09	
202745	101-7101-531.31-55	SOUTH SIDE CONTROL SUPPLY CO.	REPAIR PARTS BOILER	\$104.17	\$104.17
202752	101-7101-531.21-02	STATE OF IL FIRE MARSHALL	ANNUAL BOILER INSPECTION	\$70.00	\$70.00
202753	101-7101-531.31-85	STEINER ELECTRIC	AC CLAMP METER	\$384.38	\$384.38
202779	101-7101-531.21-65	TYCO INTEGRATED SECURITY	QUARTERLY BILLING	\$183.37	\$273.37
			ALARM MONITORING	\$90.00	
202784	101-7101-531.21-36	UNITED RENTALS	RENTAL/LEASE EQUIPMENT	\$4,146.17	\$4,146.17
202810	235-7101-571.50-25	WALKER PARKING CONSULTANTS	SERVICE CONSULTING	\$390.00	\$390.00
202815	101-7101-531.21-55	WEST CENTRAL MUNICIPAL CONF	AGRICULTURAL SUPPLIES	\$8,987.00	\$41,839.00
			AGRICULTURAL SUPPLIES	\$32,852.00	
	435-7101-571.50-55		AGRICULTURAL SUPPLIES	\$52,121.00	\$52,121.00
202817	101-7101-531.21-11	WIL-KIL PEST CONTROL	MONTHLY CONTRACT	\$110.00	\$460.00
			COMMERCIAL CONTRACT	\$80.00	
			COMMERCIAL CONTRACT	\$45.00	
			COMMERCIAL CONTRACT	\$225.00	
202825	101-7101-531.20-05	RYAN ZIMMERMAN	WINTER WEATHER SERVICE	\$618.75	\$618.75
801586	101-7101-531.21-50	NICOR	40178600009	\$27.38	\$3,293.95
			28178600004	\$262.34	
			38178600003	\$45.51	
			58401600000	\$116.52	
			55616726109	\$1,299.52	
			96945600003	\$1,542.68	
801587	101-7101-531.22-70	AT & T	847577579209	\$240.56	\$4,147.37
			847577545309	\$67.17	
			847439786809	\$82.16	
			84729727809	\$646.85	
			84716051909	\$2,252.70	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
801587	101-7101-531.22-70	AT & T	847590600009	\$857.93	\$4,147.37...
801589	101-7101-531.21-50	COMMONWEALTH EDISON COMPANY	8572043011	\$172.92	\$396.71
			5492508009	\$223.79	
901192	101-7101-531.22-05	CITIBANK	POSTAGE	\$30.48	\$30.48
Total Division:				\$355,350.26	
Total Department:				\$355,350.26	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 72 Water and Sewer					
Division: 1					
202458	505-7201-561.22-03	AMERICAN WATER WORKS ASSN	TRAINING	\$32.00	\$32.00
202462	505-7201-561.50-10	ARC DOCUMENT SOLUTIONS LLC	MONITOR MOUNTS REPLACEMENT	\$163.50	\$163.50
202475	505-7201-561.31-65	BATTERIES PLUS LLC	BATTERIES	\$81.80	\$81.80
202490	505-7201-561.21-36	C C CARTAGE INC	RENTAL/LEASE EQUIPMENT	\$3,360.00	\$23,624.32
			RENTAL/LEASE EQUIPMENT	\$16,104.32	
			SERVICE DISPOSAL	\$4,160.00	
	505-7201-561.21-62		SERVICE DISPOSAL	\$2,535.00	\$2,535.00
	505-7201-561.31-90		STREET/SIDEWALK SUPPLIES	\$14,155.47	\$14,155.47
202517	505-7201-561.21-50	COMMONWEALTH EDISON COMPANY	0300013030	\$4,403.53	\$4,403.53
202520	505-7201-561.21-50	COMMONWEALTH EDISON COMPANY	0111076085	\$142.26	\$142.26
202544	505-7201-561.21-50	DYNEGY ENERGY SERVICES	1297160055	\$163.53	\$163.53
202545	505-7201-561.31-01	EAST JORDAN USA INC	WATER SEWER SYSTEM SUPPLY	\$13,788.00	\$14,760.00
			WATER SEWER SYSTEM SUPPLY	\$972.00	
	505-7201-561.31-07		COMPOSITE MANHOLE COVER	\$700.00	\$5,319.80
			INFRA-RISER	\$2,951.91	
			INFRA-RISER	\$1,113.00	
			INFRA-RISER	\$554.89	
202547	505-7201-561.50-15	EMERGENT SAFETY	BARRICADES	\$1,275.10	\$1,275.10
202559	505-7201-561.31-01	FOREMAN JOSEPH D AND CO	COPPER TUBING	\$1,575.00	\$1,575.00
202574	505-7201-561.30-30	GRAYBAR ELECTRIC COMPANY	NETCOM CARDS	\$543.84	\$543.84
202579	505-7201-561.31-85	HARBOR FREIGHT TOOLS	SUPPLIES	\$105.67	\$363.58
			SUPPLIES	\$77.92	
			SUPPLIES	\$179.99	
202581	505-7201-561.30-05	HARRIS TRUST & SAVINGS BANK	ERGODIRECT	\$219.00	\$219.00
	505-7201-561.30-30		AMAZON MKTPLACE PMTS	\$12.99	\$40.97
			AMAZON MKTPLACE PMTS	\$27.98	
	505-7201-561.31-40		KNUPPER NURSERY	\$107.92	\$323.76
			KNUPPER NURSERY	\$215.84	
	505-7201-561.31-55		AMAZON.COM	\$199.98	\$199.98
	505-7201-561.31-65		AMAZON MKTPLACE PMTS	\$60.00	\$362.12

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202581	505-7201-561.31-65.	HARRIS TRUST & SAVINGS BANK	AMAZON MKTPLACE PMTS	\$158.90	\$362.12
			AMAZON MKTPLACE PMTS	\$40.54	
			AMAZON MKTPLACE PMTS	\$44.99	
			CORNER BAKERY	\$57.69	
	505-7201-561.31-85		ZORO TOOLS INC	\$132.13	\$132.13
202585	505-7201-561.21-35	HBK WATER METER SERVICE INC	SERVICE METER	\$1,316.16	\$2,434.12
			SERVICE METER	\$820.16	
			SERVICE METER	\$297.80	
	505-7201-561.31-02		SERVICE METER	\$1,813.32	\$2,159.74
			FLANGED SPOOL PIECE	\$346.42	
202599	505-7201-561.21-50	HOMEFIELD ENERGY	0522082015	\$399.58	\$399.58
202600	505-7201-561.21-50	HOMEFIELD ENERGY	0300013030	\$5,588.50	\$5,588.50
202624	505-7201-561.21-30	KONSTANTINOS KOUGIAS	APRON REIMBURSEMENT	\$1,408.00	\$1,408.00
202636	505-7201-561.31-01	LOWES COMMERCIAL SERVICES	WATER SEWER SYSTEM SUPPLY	\$180.16	\$180.16
	505-7201-561.31-07		STREET/SIDEWALK SUPPLIES	\$351.54	\$351.54
	505-7201-561.31-55		PAINT & EQUIPMENT	\$29.04	\$29.04
	505-7201-561.31-65		HARDWARE SUPPLIES	\$142.54	\$142.54
202647	505-7201-561.20-05	MC HENRY ANALYTICAL WATER LAB	MONTHLY DRINKING SAMPLES	\$860.00	\$860.00
202654	505-7201-561.50-15	METROPOLITAN INDUSTRIES	SUPPLIES	\$2,758.49	\$2,758.49
202657	505-7201-561.31-65	MIDWEST WATER GROUP	WATER SEWER SYSTEM SUPPLY	\$4,741.77	\$4,741.77
202667	505-7201-561.31-07	NATL CAP & SET SCREW CO	SUPPLIES	\$39.39	\$39.39
202676	505-7201-561.30-30	NORTHWEST ELECTRICAL SUPPLY CO	SUPPLIES	\$8.82	\$8.82
202677	505-7201-561.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$12.14	\$88.54
			OFFICE SUPPLIES	\$15.95	
			OFFICE SUPPLIES	\$26.80	
			OFFICE SUPPLIES	\$33.65	
	505-7201-561.50-10		CHAIR	\$209.99	\$209.99
202682	505-7201-561.31-90	OZINGA READY MIX CONCRETE INC	STREET/SIDEWALK SUPPLIES	\$636.00	\$636.00
202688	505-7201-561.21-36	PATTEN INDUSTRIES INC	EQUIPMENT RENTAL	\$3,160.00	\$6,320.00
			EQUIPMENT RENTAL	\$3,160.00	
202691	505-7201-561.22-03	PETTY CASH	TRAINING	\$30.00	\$70.00
			TRAINING	\$40.00	
	505-7201-561.30-35		CLOTHING	\$18.69	\$18.69
202698	505-7201-561.22-03	PREUCIL JOHN	TRAINING	\$48.00	\$48.00

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202700	505-7201-561.30-35	PRO SAFETY INC	SAFETY VESTS	\$96.50	\$96.50
202706	505-7201-561.30-35	RED WING SHOE STORE	CLOTHING & APPAREL	\$79.99	\$319.96
			CLOTHING & APPAREL	\$79.98	
			CLOTHING & APPAREL	\$159.99	
202715	505-7201-561.50-15	RUSSO'S POWER EQUIPMENT INC	CHAINSAW	\$2,839.00	\$2,839.00
202736	505-7201-561.30-35	SHERDEN KENNETH	SAFETY SHOE REIMBURSEMENT	\$176.54	\$176.54
202737	505-7201-561.31-55	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$9.28	\$9.28
	505-7201-561.31-65		HARDWARE SUPPLIES	\$19.96	\$47.63
			HARDWARE SUPPLIES	\$4.49	
			HARDWARE SUPPLIES	\$1.70	
			HARDWARE SUPPLIES	\$11.70	
			HARDWARE SUPPLIES	\$9.78	
	505-7201-561.33-05		HARDWARE SUPPLIES	\$13.98	\$13.98
202738	505-7201-561.33-05	SIGNS BY TOMORROW	BANNERS	\$3,490.00	\$3,490.00
202743	505-7201-561.21-35	SKIRMONT MECHANICAL CONTRACTORS	SERVICE METER	\$5,193.66	\$5,193.66
202751	505-7201-561.31-55	STANDARD PIPE & SUPPLY INC	SUPPLIES	\$63.46	\$63.46
202766	505-7201-561.31-02	TEST GAUGE & BACKFLOW SUPPLY	BACKFLOW DEVICE	\$2,438.29	\$2,438.29
202767	505-7201-561.21-30	TGF ENTERPRISES INC	REPAIR PIPE, IRRIGATION S	\$1,244.93	\$1,244.93
202777	505-7201-561.21-36	TRAFFIC CONTROL & PROTECTION	BARRICADES	\$95.00	\$95.00
202780	505-7201-561.50-10	ULINE INC	SUPPLIES	\$517.09	\$517.09
202782	505-7201-561.31-01	UNDERGROUND PIPE & VALVE	SUPPLIES	\$756.00	\$1,788.00
			SUPPLIES	\$1,032.00	
202811	505-7201-561.31-07	WATER PRODUCTS CO	SUPPLIES	\$404.60	\$404.60
202824	505-7201-561.31-01	ZIEBELL WATER SERVICE PRODUCTS	SUPPLIES	\$782.92	\$1,437.92
			SUPPLIES	\$655.00	
801587	505-7201-561.22-70	AT & T	847577545309	\$41.00	\$2,056.72
			847537468409	\$41.00	
			847R19028909	\$862.28	
			847590808509	\$173.72	
			847590210509	\$938.72	
801588	505-7201-561.22-70	AMERICAN MESSAGING	U1109311QJ	\$96.93	\$96.93
801589	505-7201-561.21-50	COMMONWEALTH EDISON COMPANY	0087155164	\$53.56	\$160.41
			1104021044	\$106.85	
901191	505-7201-561.21-53	NORTHWEST WATER COMMISSION	QUARTERLY PAY 11-1-2016	\$710,396.00	\$710,396.00

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Total Division:				\$831,795.50	
Total Department:				\$831,795.50	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 73 Parking					
Division: 1					
202737	235-7301-532.33-05	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$67.96	\$67.96
801589	235-7301-532.21-50	COMMONWEALTH EDISON COMPANY	4643715006	\$19.99	\$19.99
Total Division:				\$87.95	
Division: 2					
202655	235-7302-532.21-02	MID AMERICAN ELEVATOR CO INC	EQUIPMENT MAINTENANCE	\$516.00	\$2,915.25
			EQUIPMENT MAINTENANCE	\$344.00	
			EQUIPMENT MAINTENANCE	\$383.25	
			EQUIPMENT MAINTENANCE	\$440.00	
			EQUIPMENT MAINTENANCE	\$352.00	
			EQUIPMENT MAINTENANCE	\$880.00	
Total Division:				\$2,915.25	
Division: 3					
202518	235-7303-532.21-50	COMMONWEALTH EDISON COMPANY	4643395004	\$721.26	\$721.26
202598	235-7303-532.21-50	HOMEFIELD ENERGY	4643395004	\$1,948.22	\$1,948.22
202737	235-7303-532.31-65	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$24.63	\$24.63
202751	235-7303-532.31-65	STANDARD PIPE & SUPPLY INC	ZURN DRAIN	\$137.35	\$137.35
Total Division:				\$2,831.46	
Division: 4					
202516	235-7304-532.21-50	COMMONWEALTH EDISON COMPANY	0983023007	\$120.16	\$120.16
202601	235-7304-532.21-50	HOMEFIELD ENERGY	0983023007	\$887.85	\$887.85
202655	235-7304-532.21-02	MID AMERICAN ELEVATOR CO INC	EQUIPMENT MAINTENANCE	\$352.00	\$352.00
202739	235-7304-532.21-02	SIMPLEX GRINNELL	FIRE ALARM INSPECTION	\$786.15	\$786.15

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Total Division:				\$2,146.16	
Total Department:				\$7,980.82	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 75 Municipal Fleet Services					
Division: 1					
202464	621-7501-551.31-51	ARLINGTON HTS FORD INC	VEH MAINTENANCE SUPPLY	\$73.16	\$608.44
			VEH NAINTENANCE SUPPLY	\$487.92	
			VEH MAINTENANCE SUPPLY	\$47.36	
202466	621-7501-551.31-51	ARLINGTON POWER EQUIPMENT	VEH MAINTENANCE SUPPLY	\$44.06	\$620.47
			VEH MAINTENANCE SUPPLY	\$442.61	
				\$133.80	
202470	621-7501-551.31-51	AUTO TECH CENTERS INC	TIRES	\$553.85	\$553.85
202471	621-7501-551.31-51	AUTO ZONE	VEH MAINTENANCE SUPPLY	(\$39.99)	\$17.17
			VEM MAINTENANCE SUPPLY	(\$24.99)	
			VEH MAINTENANCE SUPPLY	\$10.99	
			VEH MAINTENANCE SUPPLY	\$9.34	
			VEH MAINTENANCE SUPPLY	\$4.15	
			DIESEL EXHAUST FLUID	\$12.99	
			DIESEL EXHAUST FLUID	\$12.99	
			SCHRADER EZ-SENSOR	(\$39.99)	
			VEH MAINTENANCE SUPPLY	\$50.68	
			VEH MAINTENANCE SUPPLY	\$21.00	
202475	621-7501-551.31-51	BATTERIES PLUS LLC	BATTERIES	\$237.60	\$373.37
			FLOOD LIGHT	\$135.77	
202484	621-7501-551.21-07	BRISTOL HOSE & FITTING INC	HOSE ASSEMBLY	\$497.23	\$497.23
202488	621-7501-551.21-08	BURRIS EQUIPMENT CO	SUPPLIES	\$414.08	\$414.08
	621-7501-551.31-51		SUPPLIES	\$23.66	\$32.57
			SUPPLIES	\$8.91	
202493	621-7501-551.21-07	CAR PRETTY	DETAIL	\$100.00	\$100.00
202494	621-7501-551.31-51	CAR QUEST	VEH MAINTENANCE SUPPLY	\$11.30	\$1,246.84
			VEH MAINTENANCE SUPPLY	\$12.32	
			VEH MAINTENANCE SUPPLY	\$83.64	
			VEH MAINTENANCE SUPPLY	\$31.84	
			VEH MAINTENANCE SUPPLY	\$13.79	
			VEH MAINTENANCE SUPPLY	\$18.05	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202494	621-7501-551.31-51	CAR QUEST	VEH MAINTENANCE SUPPLY	\$144.43	\$1,246.84..
			VEH MAINTENANCE SUPPLY	\$136.60	
			VEH MAINTENANCE SUPPLY	\$173.39	
			VEH MAINTENANCE SUPPLY	\$101.13	
			VEH MAINTENANCE SUPPLY	\$136.08	
			VEH MAINENANCE SUPPLY	\$60.55	
			VEH MAINTENANCE SUPPLY	\$35.18	
			VEH MAINTENANCE SUPPLY	\$45.37	
			VEH MAINTENANCE SUPPLY		
			VEH MAINTENANCE SUPPLY	\$94.99	
202495	621-7501-551.31-51	CASSIDY TIRE & SERVICE	TIRES	\$361.10	\$361.10
202496	621-7501-551.31-51	CASTLE CHEVROLET NORTH	VEH MAINTENANCE SUPPLY	\$35.94	\$35.94
202497	621-7501-551.21-07	CATCHING FLUID POWER INC	HOSE/FITTING	\$37.54	\$172.60
			HOSE/FITTING	\$135.06	
	621-7501-551.31-51		HOSE/FITTING	\$91.17	\$91.17
202499	621-7501-551.21-07	CERTIFIED FLEET SERVICES INC	SCISSOR LIFT INSPECTION	\$400.00	\$5,305.00
			AERIAL LIFT INSPECTION	\$450.00	
			AERIAL LIFT INSP/DI-ELECT	\$765.00	
			AERIAL LIFT INSP/BUCKET	\$765.00	
			AERIAL LIFT INSP/DI-ELECT	\$885.00	
			AERIAL LIFT INSP/DI-ELECT	\$735.00	
			OSHA CRANE INSPECTION	\$435.00	
			OSHA CRANE INSPECTION	\$435.00	
			OSHA CRANE INSPECTION	\$435.00	
202500	621-7501-551.22-03	CHABOWSKI, KARL	TRAINING REIMBURSEMENT	\$184.00	\$184.00
202502	621-7501-551.31-51	CHICAGO PARTS AND SOUND	EXTREME WINTER BLADE	\$71.50	\$940.26
			EXTREME WINTER BLADE	\$71.50	
			BATTERIES	\$197.24	
			ANTI-FREEZE	\$377.22	
			BRAKE SHOE KITS, ROTOR AS	\$222.80	
202505	621-7501-551.30-35	CINTAS CORP	WORK SHIRTS AND PANTS	\$19.71	\$215.09
			WORK SHIRTS AND PANTS	\$70.21	
			WORK SHIRTS AND PANTS	\$80.77	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202505...	621-7501-551.30-35	CINTAS CORP	WORK SHIRTS AND PANTS	\$44.40	\$215.09...
202506	621-7501-551.21-36	CITY WELDING SALES & SERVICE	CYLINDER RENTAL	\$130.56	\$130.56
202540	621-7501-551.31-51	DOUGLAS TRUCK PARTS INC	MINI BULBS	\$11.00	\$11.00
202568	621-7501-551.31-51	GLOBAL EMERGENCY PRODUCTS	VEH MAINTENANCE SUPPLY	\$67.68	\$1,415.49
			VEH MAINTENANCE SUPPLY	\$123.15	
			VEH MAINTENANCE SUPPLY	\$62.23	
			VEH MAINTENANCE SUPPLY	\$1,039.73	
			VEH MAINTENANCE SUPPLY	\$47.76	
			VEH MAINTENANCE SUPPLY	\$19.27	
			VEH MAINTENANCE SUPPLY	\$55.67	
202573	621-7501-551.31-51	GRAINGER W W INC	SUPPLIES	(\$50.88)	\$14.16
			SUPPLIES	\$65.04	
	621-7501-551.31-65		SUPPLIES	\$141.89	\$327.29
			SUPPLIES	\$185.40	
202581	621-7501-551.21-65	HARRIS TRUST & SAVINGS BANK	IL TOLLWAY AUTO REPLEN	\$40.00	\$40.00
	621-7501-551.31-51		AUTO TRUCK	\$769.52	\$769.52
	621-7501-551.31-65		WIPECO	\$82.50	\$356.21
			SHOPEQUIPMENTPARTS	\$273.71	
202593	621-7501-551.21-07	HILLSIDE AUTO BODY SERVICES	BODY REPAIR	\$2,056.20	\$2,056.20
202604	621-7501-551.21-62	IL RECOVERY GROUP INC	PARTS WASHER SERVICE	\$270.00	\$270.00
	621-7501-551.31-51		VEH MAINTENANCE SUPPLY	\$278.40	\$278.40
202605	621-7501-551.21-07	IL SECRETARY OF STATE	VEHICLE REGISTRATION	\$101.00	\$101.00
202607	621-7501-551.31-51	INTERSTATE POWER SYSTEMS INC	VEH MAINTENANCE SUPPLY	\$46.10	\$46.10
202630	621-7501-551.31-51	LEE AUTO PARTS	VEH MAINTENANCE SUPPLY	\$9.98	\$31.35
			VEH MAINTENANCE SUPPLY	\$14.48	
			VEH MAINTENANCE SUPPLY	\$6.89	
202637	621-7501-551.31-51	LUND INDUSTRIES INC	VEH MAINTENANCE SUPPLY	\$892.39	\$892.39
202638	621-7501-551.21-07	MAACO AUTO PAINTING & BODY WORK	DOOR REPAIR	\$1,539.00	\$1,539.00
202650	621-7501-551.31-51	MC MASTER CARR SUPPLY CO	VEH MAINTENANCE SUPPLY	\$47.78	\$47.78
202662	621-7501-551.31-51	MORTON GROVE AUTOMOTIVE WEST	VEH MAINTENANCE SUPPLY	\$185.00	\$885.00
			VEH MAINTENANCE SUPPLY	\$110.00	
			VEH MAINTENANCE SUPPLY	\$295.00	
			VEH MAINTENANCE SUPPLY	\$295.00	
202664	621-7501-551.31-51	MPC COMMUNICATIONS & LIGHTING INC	VEH MAINTENANCE SUPPLY	\$358.00	\$358.00

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202666	621-7501-551.31-51	NAPA HEIGHTS AUTOMOTIVE	VEH MAINTENANCE SUPPLY	(\$36.00)	\$428.61
			VEH MAINTENANCE SUPPLY	\$39.50	
			VEH MAINTENANCE SUPPLY	\$29.96	
			VEH MAINTENANCE SUPPLY	\$333.48	
			VEH MAINTENANCE SUPPLY	\$61.67	
202673	621-7501-551.21-07	NORTHWEST AUTO WASH	CAR WASHES	\$530.95	\$530.95
202691	621-7501-551.31-85	PETTY CASH	TOOL	\$21.94	\$21.94
202697	621-7501-551.31-51	PRECISION SERVICE PARTS	VEH MAINTENANCE SUPPLY	\$83.90	\$332.00
			VEH MAINTENANCE SUPPLY	\$45.76	
			VEH MAINTENANCE SUPPLY	\$51.99	
			VEH MAINTENANCE SUPPLY	\$150.35	
202701	621-7501-551.31-51	PRO VISION INC	CAMERA SYSTEM	\$1,962.28	\$1,962.28
202706	621-7501-551.30-35	RED WING SHOE STORE	CLOTHING & APPAREL	\$123.24	\$203.23
			CLOTHING & APPAREL	\$79.99	
202711	621-7501-551.21-08	ROLAND MACHINERY CO	HYD CYL	\$1,166.74	\$1,166.74
202731	621-7501-551.31-51	SCRUBBER CITY INC	BROOMS	\$532.06	\$532.06
202732	621-7501-551.21-07	SECRETARY OF STATE	TITLE/PLATES/CHK RETURN F	\$128.00	\$128.00
202737	621-7501-551.31-51	SHERWIN ACE HARDWARE	BATTERIES	\$19.96	\$19.96
	621-7501-551.31-65		HARDWARE SUPPLIES	\$7.98	\$7.98
202749	621-7501-551.31-51	SPRING ALIGN	PRO PLUS EDGE	\$280.00	\$280.00
202750	621-7501-551.21-07	STANDARD EQUIPMENT CO	REPAIRS	\$639.00	\$639.00
	621-7501-551.31-51		VEH MAINTENANCE SUPPLY	\$1,134.67	\$1,627.04
			VEH MAINTENANCE SUPPLY	\$492.37	
202755	621-7501-551.21-07	SUBURBAN ACCENTS INC	LETTERING SQUAD	\$450.00	\$450.00
202764	621-7501-551.31-51	TEREX SERVICES	VEH MAINTENANCE SUPPLY	\$89.01	\$89.01
202765	621-7501-551.31-51	TERMINAL SUPPLY CO	VEH MAINTENANCE SUPPLY	\$98.16	\$336.66
			VEH MAINTENANCE SUPPLY	\$238.50	
	621-7501-551.31-65		VEH MAINTENANCE SUPPLY	\$189.00	\$189.00
202788	621-7501-551.22-05	UPS STORE-1051	SHIPPING	\$59.80	\$81.40
			SHIPPING	\$21.60	
202814	621-7501-551.31-51	WENTWORTH TIRE SERVICE	TIRES	\$269.42	\$940.54
			TIRES	\$228.22	
			TIRES	\$228.22	
			TIRES	\$214.68	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
202816	621-7501-551.31-51	WHOLESALE DIRECT INC	VEH MAINTENANCE SUPPLY	\$315.72	\$482.88
			VEH MAINTENANCE SUPPLY	\$167.16	
202827	621-7501-551.21-07	211 RAND ROAD INC	CAR WASHES	\$90.00	\$90.00
Total Division:				\$31,877.91	
Total Department:				\$31,877.91	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 80 Pensions					
Division: 1					
901192	711-8001-631.22-05	CITIBANK	POSTAGE	\$85.56	\$85.56
Total Division:				\$85.56	
Total Department:				\$85.56	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amt
Department: 90 Capital					
Division: 3					
202532	621-9003-572.50-05	CURRIE MOTORS	VEHICLE MAJOR TRANSPORT	\$19,439.00	\$19,439.00
Total Division:				\$19,439.00	
Total Department:				\$19,439.00	
TOTAL ALL FUNDS:				\$3,045,798.21	



Item: Presentation of the 2016 Cultural Arts Award

Department: Village Manager's Office

Presentation of the 2016 Arlington Heights Cultural Arts Award to Linda Daniels McDonald by the Arts Commission

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Report of the Committee-of-the-Whole Meeting of October 24, 2016 - Pedestrian Crossing Study

Department: Village Manager's Office

Report of the Committee-of-the-Whole Meeting of October 24, 2016

Downtown Streets - Pedestrian Crossing Study

Trustee Scaletta moved to recommend that the Village Board accept the Downtown Streets Pedestrian Crossing Study. Trustee LaBedz seconded the motion. The motion passed.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Report of the Committee-of-the-Whole Meeting of October 24, 2016 - Possible Amendment to Section 13-610d

Department: Village Manager's Office

Report of the Committee-of-the-Whole Meeting of October 24, 2016

Possible Amendment to Section 13-610d of the Liquor Code

Trustee Farwell moved to delete Section 13-610d from the Village of Arlington Heights Municipal Code. Trustee LaBedz seconded the motion. The motion passed.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Report of the Committee-of-the-Whole Meeting of October 24, 2016 - Administrative Adjudication

Department: Village Manager's Office

Report of the Committee-of-the-Whole Meeting of October 24, 2016

Possible Expansion of Administrative Adjudication Process

Trustee Glasgow moved to direct staff to prepare the appropriate Code Amendment for the expansion of Administrative Adjudication. Trustee Farwell seconded the motion. The motion passed.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Report of the Committee-of-the-Whole Meeting of November 7, 2016 - Interview of MSchraeder

Department: Village Manager's Office

Report of the Committee-of-the-Whole Meeting of November 7, 2016

Interview of Max Schraeder for Appointment to the Youth Commission - Term Ending: 4/30/17

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Report of the Committee-of-the-Whole Meeting of November 7, 2016 - Paragon Theaters

Department: Village Manager's Office

Report of the Committee-of-the-Whole Meeting of November 7, 2016

Consideration of recommending to the Liquor Commissioner the issuance of a Class "AA" Liquor License to F&F Management, Inc., dba Paragon Theaters, located at 53 S. Evergreen Avenue upon surrender of current liquor license issued to this address

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Report of the Committee-of-the-Whole Meeting of November 7, 2016 - Arlington Ale House

Department: Village Manager's Office

Report of the Committee-of-the-Whole Meeting of November 7, 2016

Continued consideration of recommending to the Liquor Commissioner the issuance of a Class "L" Liquor License to Arlington Ale House Ltd., dba Arlington Ale House, located at 111 W. Campbell Street, Suite 300.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: HVAC Preventative Maintenance for Small Municipal Buildings

Department: Public Works

BACKGROUND

On October 11, 2016, the Village held a public bid opening for Heating, Ventilation, and Air Conditioning (HVAC) Preventative Maintenance for Small Municipal Buildings (Group A). The following bids were received:

<u>BIDDER</u>	<u>1st Year</u>	<u>2nd Year</u>	<u>3rd Year</u>
Bedco Mechanical Glenview, IL	\$8,500	\$8,910	\$9,320
Dynamic Heating & Piping Crestwood, IL	\$10,244	\$10,553	\$10,872
Geostar Mechanical Rockford, IL	\$10,500	\$10,890	\$11,295
YMI Group Elk Grove, IL	\$13,454	\$13,859	\$14,272
Hayes Mechanical Chicago, IL	\$13,680	\$14,044	\$14,484
Johnson Controls Arlington Heights, IL	\$35,334	\$36,391	\$37,482

The contract includes the preventative maintenance of HVAC units in approximately eight buildings as well as quarterly inspections and maintenance, including lubrication and filter replacements.

The Village checked the three municipal reference lists for the apparent low bidder, Bedco Mechanical. None of the references were favorable, and Staff is therefore not comfortable making the recommendation to award them the contract.

The Village has had previous experience with the second lowest bidder, Dynamic Heating & Piping, and found their work to be acceptable. Based on the information provided, Staff is recommending the HVAC Preventative Maintenance For Small Municipal Buildings (Group A) bid be awarded to Dynamic Heating & Piping of Crestwood, IL, the second lowest bidder.

Although the bid includes an hourly rate for repairs as well as a fixed markup for

all parts, the Village is not obligated to use Dynamic Heating & Piping for repairs, and may seek alternative pricing when needed.

RECOMMENDATION

It is recommended that the Village Board reject the lowest bid from Bedco Mechanical for the reasons set forth above and award the HVAC Preventative Maintenance for Small Municipal Buildings bid to the second lowest bidder, Dynamic Heating & Piping of Crestwood, Illinois, for a three-year total cost of \$31,669 and authorize Staff to execute the necessary documents.

Bid Section

Item:	HVAC Preventative Maintenance of Small Municipal Buildings
Bid Opening Date:	October 11, 2016
Account Numbers:	101-7101-531.21-02
Total Budget for Specific Item:	\$225,800
Bid Amount:	Three-Year Total Bid Price \$31,669



Item: Dump Trucks - Public Works

Department: Public Works

BACKGROUND

The approved FY16 Capital Budget includes \$1,340,000 for the replacement of six single-axle dump trucks and one dual-axle dump truck for the Maintenance Division of the Public Works Department.

The State of Illinois, through their Central Management Services Department, offers a joint purchasing program to municipalities. The current State of Illinois contract for heavy duty trucks is through TRANSCHICAGO TRUCK GROUP of Elmhurst, Illinois.

The trucks being replaced will be 14 years old by the time the proposed new trucks would arrive. The trucks are primarily used for snow and ice control, but are also used during construction for asphalt and concrete work, and for hauling leaves and aggregate.

Staff is recommending that four single-axle dump trucks and one dual-axle dump truck be replaced with standard dump trucks. At a future date, Staff will also be recommending the replacement of the final two budgeted dump trucks with hook loaders. Hook loaders allow for interchangeable dump bodies that have the potential to improve fleet effectiveness.

The Fleet Unit of Public Works has inspected the dump trucks, and recommends replacement. If the purchase is approved, the existing dump trucks will be declared surplus when the new trucks arrive.

RECOMMENDATION

It is recommended that the Village Board award the bid to TRANSCHICAGO TRUCK GROUP of Elmhurst, Illinois for the purchase of four single-axle dump trucks and one dual-axle dump truck in the amount of \$865,235 for the Maintenance Division of Public Works, and authorize the execution of the necessary contracts.

Item:	Dump Trucks - Public Works
Bid Opening Date:	State of Illinois - Central Management Services - Joint Purchasing Program
Account Numbers:	621-9003-572.50-05 (VH9501)
Total Budget for Specific Item:	\$1,340,000
Bid Amount:	\$865,235



Item: Multimedia Technology/Infrastructure Upgrade (Phase 1)

Department: Fire

BACKGROUND

The current PolyCom audio/videoconferencing system in the Training Room at Fire Department headquarters was purchased in 2003. Since that time, the system has become outdated, is not compatible with current equipment, and can no longer be serviced. As part of a three-phase, three-year project, the Fire Department would like to make much needed upgrades in our interface and source equipment.

This multimedia technology/infrastructure project involves a comprehensive upgrade of the current audio/video and teleconferencing systems in the Training Room. The deliverable is a turnkey solution that consists of design, installation, equipment, programming, labor, hardware/software, materials, training and a three-year on-site service and maintenance agreement. The new equipment is compatible with existing non-proprietary videoconferencing systems at Fire Stations 1, 3 and 4, as well as the cloud-based virtual meeting room currently used by the Fire Department. The specified compatibility ensures a stable architecture and creates a migration path for other facility upgrades.

This system upgrade will greatly improve the audio and visual quality of the Fire Department and Village training sessions. The enhancements will revitalize the current videoconferencing system, allowing all four fire stations to have access to quality training and conferencing while staying in district in order to respond to emergency calls.

Bids were publicly advertised and opened on October 12, 2016. Bid results are:

<u>Bidder</u>	<u>Total Price</u>
AVI-SPL, Inc. Schaumburg, IL	\$70,913.21
SKC Communications Shawnee, KS	\$82,657.60

RECOMMENDATION

It is recommended that the Village Board authorize the purchase of a PolyCom

Audio/Videoconferencing System from AVI-SPL, Inc. of Schaumburg, IL for a total cost for this phase of the project of \$70,913.21. AVI-SPL has met specifications and has been determined to be a responsible vendor.

Bid Section

Item:	PolyCom Audio/Videoconferencing System
Bid Opening Date:	October 12, 2016
Account Numbers:	401-3501-572.50-15 EQ-95-02
Total Budget for Specific Item:	\$85,000
Bid Amount:	\$70,913.21



Item: Building Asset Reserve Study

Department: Public Works

BACKGROUND

The Public Works Department is looking to complete a comprehensive assessment of 23 facilities owned by the Village. This assessment, or Building Asset Reserve Study, will establish a baseline condition of the infrastructure for those facilities and identify maintenance and replacement costs as they relate to the building envelope, doors, windows, roofing, interior finishes, mechanical, electrical, lighting, and plumbing.

At the completion of the study, the consultants will provide a modifiable database that inventories all known assets within these facilities and includes all estimated expenses and replacement costs for a 20 year period. These maintenance and replacement costs will be based on the current condition of the asset as well as inflation. This study will be used by staff to plan significant building maintenance projects and to create long range budget projections for the Capital Improvement Program.

After the Request for Proposal was released to nine firms on October 4, 2016, a pre-proposal meeting was held on October 13, 2016. The following five firms submitted proposals prior to the October 20, 2016 deadline:

- EMG - \$50,141.50
- Structural Technologies Incorporated - \$74,750
- Reserve Advisors - \$97,700
- Superior Reserve Engineering and Consulting - \$102,800
- Legat Architects - \$120,768.40

Proposals were evaluated on cost, the firms' ability and expertise to provide a comprehensive study, and reference checks from other comparable municipalities. Of the five firms, EMG was the lowest responsible bidder, had staffing with the level of expertise required to perform this study, and had several positive references from previous municipal clients.

RECOMMENDATION

Staff recommends that the Village Board authorize a contract to the lowest

responsible proposal for a facility reserve study to EMG of Owings Mills, Maryland, in an amount not-to-exceed \$50,141.50.

Bid Section

Item:	Building Asset Reserve Study
Bid Opening Date:	October 20, 2016
Account Numbers:	401-7101-571.50-20 (BL1630)
Total Budget for Specific Item:	\$80,000
Bid Amount:	\$50,141.50



Item: Resolution - Class 6b Assessment Incentive Program - 3933 N. Ventura Drive

Department: Legal

BACKGROUND

Bristol North Ventura LLC is requesting Village approval for a Cook County Class 6b Property Tax Classification renewal relative to 3933 N. Ventura Drive, consisting of two parcels of property. The site was occupied previously by 3e Marketing Communications, but had been 100% vacant since November 2014, until re-occupation earlier this year. In order for the new tenant, DevLinks, to remain in the building, a Class 6b property tax abatement renewal is being requested. The Village's guidelines for Class 6b applicants are based upon showing financial benefit to the Village, and commitment to providing 10% of their property tax savings over the first five years towards the Zero Interest Loan program.

DevLinks employs 19 workers (including one part-time), with plans to grow to as many as 50 employees (one part-time) in Arlington Heights in the next three years. The applicant does anticipate having a positive financial impact on the Village. Both existing and current Staff will provide direct and indirect spending to Village businesses. Furthermore, the amount of property tax revenue gained from retaining the businesses with a Class 6b designation, as opposed to allowing the site to become vacant, is estimated at over \$260,000 over the 12-year life of the abatement. The applicant has signed an agreement to provide the Village with 10% of their property tax savings over the first five years of the abatement, in order to help fund the Zero Interest Loan program, or other economic development programs as needed.

DevLinks is a growing company looking to set up long-term stability in Arlington Heights. The Class 6b incentive would allow for continued re-occupancy of a 35,000 square foot industrial facility, reducing industrial vacancy while allowing a new business to grow in Village and create additional employment opportunities. A detailed summary of the request by Bristol North Ventura LLC for a Cook County Class 6b incentive is attached.

RECOMMENDATION

It is recommended that the Village Board of Trustees approve a resolution

supporting the application for a Class 6b tax incentive for Bristol North Ventura LLC for the property located at 3933 N. Ventura Drive. This approval is subject to compliance with all Village codes and regulations.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Class 6b Assessment Incentive Program - 3933 N. Ventura Dr.	Resolution
Application Summary - 3933 N. Ventura Dr.	Exhibits

**A RESOLUTION APPROVING RENEWAL OF INDUSTRIAL
REAL ESTATE TAX INCENTIVE FOR CERTAIN REAL ESTATE
IN THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS**

WHEREAS, the Cook County Board on November 23, 1999, approved an amendment of the Real Estate Classification Ordinance allowing for the renewal of the Cook County Class 6b incentive, effective January 1, 2000; and

WHEREAS, the Village of Arlington Heights has heretofore adopted Resolution R97-020 approving the Class 6b assessment for 3933 N. Ventura Drive, Arlington Heights, Illinois; and

WHEREAS, on May 21, 2007, the Village of Arlington Heights adopted Resolution R07-026, extending the period of incentive treatment; and

WHEREAS, the period of incentive treatment has been extended from 10% for the first ten years, 15% for the eleventh year and 20% for the twelfth year; and

WHEREAS, an application for renewal may be filed any time during the last year of 10% treatment, up until the last day of the incentive period; and

WHEREAS, while the Village Board adopted the resolution for renewal of the Class 6b, the premises were vacated in November, 2014 and remained vacant for over one year, until early 2016; and

WHEREAS, in order for the new tenant, DevLinks, to remain in the building, a Class 6b property tax abatement renewal is requested; and

WHEREAS, in order to renew the Cook County Class 6b classification, a resolution must be passed by the municipality in which the business is located and filed at the time the classification change is sought,

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: That the Village of Arlington Heights has determined that the industrial use of the property is necessary and beneficial to the local economy and supports and consents to the renewal of the County Class 6b incentive, as amended by the Cook County Board, effective January 1, 2000, for qualifying businesses located in Arlington Heights.

SECTION TWO: That said approval shall relate to the following described real estate to wit:

Lots 2 and 3 in 53 Park of Commerce, being a subdivision of part of Government Lots 1 and 2 in the West ½ of Section 6, Township 42 North, Range 11 and part of the East ½ of the South east ¼ of Section 1, Township 42 North, Range 10 East of the Third Principal Meridian, according to the plat thereof recorded July 11, 1985 as Document Number 85097888, as corrected by Surveyor's Certificates of Correction recorded September 4, 1985, as Document Number 85173204 and November 25, 1985 as Document Number 85296795, in Cook County, Illinois.

P.I.N. 03-06-108-002, -003

commonly described as 3933 N. Ventura Drive, Arlington Heights, Illinois

SECTION THREE: The Village Clerk shall transmit a certified copy of this Resolution to the Office of the Assessor of Cook County, Illinois, and to the business owners at the common addresses herein listed, and to such other parties in interest as required by law.

SECTION FOUR: This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES:

NAYS:

PASSED AND APPROVED this 7th day of November, 2016.

Village President

ATTEST:

Village Clerk

THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

The review for determination of support for County Tax abatement for the property identified as 3933 N. Ventura Drive will be conducted as follows:

- I. Item by item review as per Village Procedures and Application Form
- II. Synopsis of application
- III. Correlation of application to Comprehensive Plan
- IV. Correlation of application to zoning
- V. State of economy of industry making application
- VI. Site visit summary
- VII. Site specifics of property requesting abatement
- VIII. Relationship of property tax abatement goals to application
- IX. Relationship of Village guidelines to application
- X. Finance Department review
- XI. Adherence to Zero Interest Loan program / economic program requirements
- XII. Department of Planning and Community Development recommendation

This particular approach is being utilized so as to provide ease to Village Administration and the Village Board with the review of the application submitted. It is hoped that this method will encourage a realistic understanding of the application and relationship of such to the community and local economy.

I. Review Item by Item of Application

- A) INTRODUCTION: Complete. (Applicant asserts that computations are to the best of its knowledge based on current value.)
- B) PROPERTY DESCRIPTION: Complete. Submitted as Exhibit A.
- C) IDENTIFICATION OF PERSONS: Complete. Submitted as Exhibit D.
- D) PROPERTY USE: Complete. Submitted as Exhibits E, F, G, and H.
- F) TRAFFIC: Complete. Approximately 20 automobiles and one truck will enter/exit the facility on a daily basis. Ventura Drive is the main route of ingress and egress, via Wilke Road. The property offers 80 parking spaces. The business currently employs 19 people, one of whom is part-time. Over the next five years, the business expects to employ 50 employees total and utilize three commercial vehicles. This will require 49 standard parking spaces by Code. The 80 available spaces are more than adequate for this business use. See Section IV for more information.

- G) EVIDENCE OF NEW CONSTRUCTION: Complete. The applicant plans to replace the facility's roof, install a new HVAC system in the building, conduct repairs to the parking lot, paint the building's exterior, and upgrade interior lighting. The estimated cost for this work is approximately \$510,000. Submitted as Exhibit J.
- H) EMPLOYMENT OPPORTUNITIES: Complete. The business currently employs 18 full-time workers and one part-time worker. By the end of the life of the Class 6b, the owner anticipates the business to employ at least 49 full-time staff in addition to the one part-time worker. The applicant does not currently meet the minimum number of total employees per the application requirements (25), but expects exceed that within three years. The business employs three Arlington Heights residents, which does not meet the application requirement of ten Village residents. The applicant is requesting an exemption from these aspects of the employment requirements of the Village's Class 6b guidelines. Submitted as Exhibit K.
- I) FINANCIAL INFORMATION: Complete. Submitted as Exhibit L.
- J) FISCAL EFFECT: Complete. Submitted as Exhibit M.
- K) OTHER INDUCEMENTS: Complete. No other inducements requested. Submitted as Exhibit N.
- L) JUSTIFICATION: Complete. Submitted as Exhibits O and Q.
- M) OTHER DATA: Complete. Provided aerial of site and copies of floor plans. Submitted as Exhibit C.

II. Synopsis

Applicant wishes to obtain a Cook County Class 6b Property Tax Classification upon which the purchase of the property was contingent. Ownership has expressed a likely inability to remain in this facility should a Class 6b designation not be granted. The Class 6b classification is designed to encourage industrial development throughout Cook County by offering a real estate tax incentive for the development of new industrial facilities, the rehabilitation of existing industrial structures, and the industrial reutilization of abandoned buildings. The goal of Class 6b is to attract new industry, stimulate expansion and retention of existing industry and increase employment opportunities.

The site was approved for a Class 6b tax abatement in March 1997 by the Village Board and renewed for the first time in May 2007. This was when the property was occupied by 3e Marketing Communications, which vacated the property in October 2014. With approval, the property would be assessed at 10% for the next ten years, before rising to 15% in the 11th year, and 20% in the 12th year. This represents a substantial reduction in the level of assessment and results in significant tax savings. Barring the approval of another incentive renewal, the property would return to paying the standard 25% assessment after the 12th year.

In the absence of this incentive, industrial real estate would normally be assessed at 25% of its market value. The industrial/flex vacancy rate in Arlington Heights was 17.9% in June, when the business relocated to Arlington Heights. By re-occupying the property, this decreased the vacancy rate by 0.5% to 17.4%. (Source of Vacancy Rate: CoStar).

Eligibility Requirements

Real estate is eligible for Class 6b status under the following conditions:

1. The real estate is used primarily for "industrial purposes".
2. There is either: (a) new construction, (b) substantial rehabilitation, or (c) substantial re-occupancy of "abandoned" property.
3. An Eligibility Application and supporting documents have been timely filed with the Office of the Assessor according to deadlines as set forth in the "What Must Be Filed" and "Time for Filing" sections.
4. The municipality in which such real estate is located (or the County Board, if the real estate is located in an unincorporated area) must, by lawful resolution or ordinance, expressly state that it supports and consents to the filing of a Class 6b Application and that it finds Class 6b necessary for development to occur on the subject property.

The applicant wishes to obtain a Cook County Class 6b Property Tax classification. The Law Offices of Liston & Tsantilis filed the original Class 6b application on behalf of the applicant, Bristol North Ventura LLC, the purchasers of the property.

III. Correlation of Application to Comprehensive Plan

The General Comprehensive Plan indicates that this property should be research, development, manufacturing and warehouse.

- Design, Manufacturing, and Warehouse 71%
- General Office 29%

This takes into account approximately 25,000 square feet of industrial space and an estimated 10,000 square feet of office space.

IV. Correlation of Application to Zoning

The Zoning Map revised January 1, 2016 designates the relevant parcel as an **M-1 Limited Heavy Manufacturing** zoning district. Within this district warehousing, packaging, and distribution and development are allowed. The proposed use of the subject site falls under the Zoning Code Permitted Use Table as a "Tool & Die Shop", which is permitted outright in M-1 zoning.

As proposed, the site will have a surplus of 31 parking spaces. Currently, DevLinks employs 19 people. This is expected to increase to 50 people over the next three years. The following chart details the proposed parking scenario at 3933 N. Ventura Drive at the end of the incentive:

Use/Business	Code Use	Square Feet	Parking Standard	Employees	Vehicles	Parking Req.
Machinery Design & Manufacturing	Tool & Die Shops	25,038	0.5 spaces per employee; 1 space/commercial vehicle	26	3	16
Office	Offices - Business and Professional	10,000	1 space/300 SF	24	N/A	33
		35,038		SPACES REQUIRED		49
				SPACES AVAILABLE		80
				SURPLUS / (DEFICIT)		31

V. State of Economy of Industry Making Application

DevLinks is a company that designs and manufactures machines to operate in manners specified by individual clients. The company relocated from a 25,000 square foot facility on Malmo Drive, just outside the Village's municipal boundaries. Due to the company's anticipated growth, they need a much larger facility. They have relocated to 3933 N. Ventura Drive, but the anticipated property taxes on the building would make the long-term relocation cost-prohibitive compared to similar buildings in Lake County.

The Village guidelines suggest that the applicant have a minimum employment threshold of 25 employees, and of this total, 10 employees should reside in Arlington Heights. DevLinks has a total of 18 full-time employees (and one part-time worker) which does not meet the minimum threshold for number of employees. As this falls below the Village's employment criteria for the Class 6b, the company is requesting an exemption from this particular requirement. However, the company anticipates employing 49 full-time and one part-time employee in the next three years.

Over the 12-year life of the incentive, the applicant estimates that the property will generate over \$260,000 more in property taxes with the Class 6b designation than if it were to be vacant for the same period, although it is unlikely that the building would remain vacant for 12 years. Even with the abatement, the applicant expects the property to generate \$885,000 in total property tax revenue from 2016-2027.

VI. Site Visit

Planning and Community Development Department Staff met with representatives of DevLinks for this application, touring their location on Malmo Drive. They have a multi-faceted operation in terms of office workers and manufacturing operations. Due to their business growth the company is in need of more Staff and space to conduct their operation, and the Arlington Heights facility provides the opportunity to expand in all facets of their operation.

VII. Site Specifics of Property Requesting Abatement

The building at 3933 N. Ventura Drive is 35,038 square feet. The applicant is applying for a Class 6b property tax abatement that would permit DevLinks to stay in this location. The site specifics are provided below:

- A. The site had been 100% vacant for approximately 14 months prior to DevLink's reoccupation.
- B. The property tax rate is approximately \$4.07 per square foot at this property. The applicant is would paying \$1.69 per square foot at a similarly-sized Lake County facility. A Class 6b designation would make 3933 N. Ventura Drive much more competitive at \$1.63 per square foot, allowing the company to remain at this site.
- C. The tenant is projecting immediate employment growth. The company currently employs 18 full-time staff and one part-time employee. By just the third year of the Class 6b incentive for 3933 N. Ventura Drive they anticipate formally employing 49 total full-time employees and one part-time worker.

By definition, “The purpose of the M-1 District is to encourage the grouping of offices, research offices and laboratories, light manufacturing uses, and ancillary business uses. The district should be accessible to an arterial street designated on the Village Official Map or Village Comprehensive Plan Map...Performance standards protect residential areas by restricting objectionable manufacturing activities such as noises, vibration, smoke, dust, odors, heat, glare, fire hazards, and other objectionable influences.”

The use type into which DevLinks falls under (“Tool & Die Shops”) is permitted outright in M-1. The business designs and manufactures machinery, which complies with the mission of the Class 6b designation. The business and facility meets "industrial purposes" and that there is substantial re-occupancy of a 35,000 square foot building that was vacant beginning in November 2014.

VIII. Relationship of Property Tax Abatement Goals to Application

The initial intent of the County Assessor's revised property tax incentive plan is to encourage new industrial and commercial development within the County. Reacting to slowed development in the commercial and industrial sectors, the Assessor recognized that the property tax rates in Cook County were higher than those of neighboring counties, which were seeing gains in the previously mentioned sectors. The Class 6b Property Tax Abatement program demonstrates an ongoing desire by Cook County officials to maintain their commercial and industrial competitiveness with the rest of the Chicago metropolitan region.

In this instance, the abatement would allow for the continued re-occupancy of a building previously vacant for over one year. Economic impact would be shown in the employment growth, an increase in local consumer spending, and the complete re-occupancy of the 35,000 square foot facility. The amount of property tax revenue gained from the businesses obtaining a Class 6b designation, as opposed to a vacant site, is estimated at approximately \$261,500 over the 12-year life of the abatement.

IX. Relationship of Village Guidelines to Application

The Class 6b incentive renewal provides a 10% assessment level for the first 10 years, 15% in the 11th year and 20% in the 12th year. This constitutes a substantial reduction in the level of assessment and results in significant tax savings. In the absence of this incentive, industrial real estate would normally be assessed at 25% of its market value.

This provision requires that the applicant be a manufacturing or warehousing operation and may include high technology land uses. This incentive is available throughout Cook County, but requires municipal approval prior to County officials granting the abatement.

Further, localities may adopt guidelines of their own. These specifications may place restrictions such as minimum number of employees, residency, or square feet of operation.

The Village of Arlington Heights initiated its own guidelines in May, 1990. These guidelines require the following:

1. The application fee shall have been paid.
2. The application form shall have been completed with attachments.
3. The business must be a manufacturing, industrial, research, warehousing, or fabricating firm for an excess of 51% of the structure's floor space or an excess of 51% of the employees.

4. The business must employ at least 25 individuals during the period when the taxes are abated. Ten or more employees must reside in Arlington Heights.
5. The application (Section VI, VII, VIII and IX) must show a five-year financial benefit to the Village and no negative effect on any similar Village firm.

Guideline #3 is met by this application as 71% of the floor space is dedicated to manufacturing, with the remaining 29% dedicated to office space. Guideline #4 is not currently met as the prospective tenant, DevLinks, only employs 19 workers. However, the applicant is requesting an exemption from this requirement, as well as the requirement of at least ten workers residing in Arlington Heights, as they will employ 50 people within the next three years. Guideline #5 is met by the re-occupancy of a 35,000 square foot industrial vacancy, greater property tax revenue with the incentive than if it were to be vacant, and the attraction of a growing company to Arlington Heights.

X. Finance Department Review

The Finance Department has reviewed the application and has no objections.

XI. Adherence to Zero Interest Loan Program / Economic Program Requirements

In order to receive approval from the Village of Arlington Heights for the Class 6b tax abatement, the applicant must formally execute an agreement with the Village. This agreement is a commitment to rebate 10% of the applicant's savings from the abatement to the Village over the first five years of the incentive. The savings will be placed in the Zero Interest Loan fund, to be distributed to new or expanding businesses within Arlington Heights that have applied and been approved for such a loan or other economic development programs that may be developed.

The applicant has signed the formal agreement and is willing to rebate the Village 10% of their property tax abatement savings in order to help the Village enhance its business community.

XII. Department of Planning and Community Development Recommendation

The intent of the Class 6b tax abatement program is to allow participating communities in Cook County to provide an incentive to office research, manufacturing, and warehousing firms to locate and/or expand within the County. This program provides for a renewal of the adjusted property tax in addition to new tax abatements by reducing the tax rate for a twelve-year period provided that a fiscal benefit continues to return to the host community.

The request for tax abatement is recommended for approval. The program is designed to facilitate the ongoing, long-term use of the property located at 3933 N. Ventura Drive. It is imperative that the community continues to demonstrate that it is ready to aggressively assist business development provided that it does not negatively impact the Village's quality of life. However, approval is contingent upon compliance with all Village codes.

The abatement would further benefit the community by bringing a new employer to the community, along with 19 jobs. The tenant, DevLinks, is expected to create 31 new jobs over the next three years as well, with the possibility of more employment opportunities created during the 12-year life of the incentive. Also, as demonstrated in the application, the Village will see a much greater return on property taxes with the Class 6b than if the building was to be vacant over the same period of time.

As is always the case with Class 6b property tax abatement requests, the applicant finds Cook County commercial property taxes to be burdensome. An illustrative comparison of property taxes between Cook County and Lake County (where the tenant is currently located) follows:

For use as an EXAMPLE:

	<u>COOK</u>	<u>COOK (W/CLASS 6B)</u>	<u>LAKE</u>
Market Value	\$ 1,706,630	\$ 1,706,630	\$ 1,706,630
Assessment Level	x .25	x .10	x .33
Assessed Valuation	\$ 426,658	\$ 170,663	\$ 563,188
Equalization Factor	x 2.7253	x 2.7253	x 1.0000
Equalized Value	\$ 1,162,770	\$ 465,108	\$ 563,188
Tax Rate (per \$100)	x 12.27%	x 12.27%	x 10.54%
Taxes	\$ 142,672	\$ 57,069	\$ 59,360

Lake County taxes for a similar building are \$83,312 lower than Cook County taxes. In other terms, Lake County property taxes are approximately 140% lower than Cook County industrial property taxes in this example. With the Cook County 6b abatement, property taxes become exponentially more competitive (3.6% lower than Lake County property taxes) in this instance.

The net result of encouraging Class 6b tax abatement incentives will provide for a more aggressive atmosphere for economic development in Arlington Heights than other communities in the six-county region. DevLinks is a growing company looking to invest in Arlington Heights. Support of this incentive request will help the company thrive in the long-term and continue occupation of a 35,000 square foot building to ensure its ability to serve an Arlington Heights business in the present and in the future.



Item: Resolution - Agreement - Chamber of Commerce

Department: Legal

A Resolution Approving an Agreement with the Chamber of Commerce
(Small business development initiative)

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Chamber of Commerce	Resolution
Small Business Development Initiative	Agreement

A RESOLUTION APPROVING AN
AGREEMENT WITH THE CHAMBER OF COMMERCE

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: That an agreement by and between the Village of Arlington Heights and the Arlington Heights Chamber of Commerce dated November 7, 2016, concerning a small business development initiative, a true and correct copy of which is attached hereto, be and the same is hereby approved.

SECTION TWO: The Village President and Village Clerk are hereby authorized and directed to execute said agreement on behalf of the Village of Arlington Heights.

SECTION THREE: This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES:

NAYS:

PASSED AND APPROVED this 7th day of November, 2016.

Village President

ATTEST:

Village Clerk

AGREEMENT

THIS AGREEMENT is made and entered into the ____ day of____, 2016 by and between the Village of Arlington Heights, a municipal corporation, ("Village") and the Arlington Heights Chamber of Commerce ("AHCC").

WHEREAS, the Village and AHCC agree that it is important to the well-being of the Village to provide a small business development initiative designed to educate, facilitate and assist small business owners through a proactive retention, expansion and identified needs process; and

WHEREAS, in order to provide that initiative, the Village and AHCC agree that it is beneficial to build upon and strengthen an engaging, dynamic and positive collaboration between the Village and AHCC; and

NOW THEREFORE, in consideration of the foregoing premises, the mutual covenants and promises herein contained, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

SECTION ONE: This Agreement is intended to renew a program whereby the Village provides funds to the AHCC in order for the AHCC to utilize its resources to assist the Village in retaining small businesses. For purposes of this Agreement, a small business is defined as having no more than approximately eight full-time equivalent employees or occupying no more than approximately 2,000 square feet of space at the time of the initial contact. These parameters are established as guidelines and not to be read as absolute. It is further understood that should the small business expand beyond these parameters, the AHCC liaison shall remain the main contact to carry out the purposes of this Agreement.

SECTION TWO: AHCC will perform the services stated in this Agreement and provide the equipment, staff and materials to achieve them. In performing the services under this Agreement, AHCC is an independent contractor and its employees and agents are not employees of the Village. Employees and agents of AHCC will not hold themselves out as Village employees. Neither AHCC nor its employees or agents has authority to make any agreement or commitment on behalf of the Village.

SECTION THREE: This Agreement shall commence on the date set forth above. This Agreement shall continue in force until its termination date, as long as the Village continues to provide funding. The Village will review funding on an annual basis as part of its regular budget process. The determination as to whether to provide funding shall be made by the Village in its sole discretion. Should the Village decide to terminate the contract prior to the termination date, whether for lack of funding or otherwise, AHCC shall be barred from any legal action for breach of contract or to recover damages. If not terminated prior, the Agreement shall expire on December 31, 2019.

Notwithstanding the above, it is understood that either party has the right to terminate this Agreement annually on its anniversary date. The terminating party must give written notice no later than September 1 of the year in which termination is sought. Upon termination by either party, the Village's obligation to pay the AHCC shall cease as of the effective date of the termination.

SECTION FOUR: For the services rendered by AHCC under this Agreement, the Village agrees to pay AHCC quarterly upon the Village's receipt of an invoice as follows:

January 1, 2017 – December 31, 2017: \$12,812 quarterly (\$51,250 annually)

January 1, 2018 – December 31, 2018: \$13,132 quarterly (\$52,531 annually)

January 1, 2019 – December 31, 2019: \$13,641 quarterly (\$53,845 annually)

SECTION FIVE: The AHCC will provide the Village with the following reports on the activities pursuant to this Agreement on a quarterly basis. Reports shall be provided within 30 days after the completion of each quarterly period. The Village may request reports more frequently or additional reports and such reports shall be provided by the AHCC in a timely fashion. At a minimum, quarterly reports shall include the following information:

- a. Retention Visits
- b. Expansion Plans and Opportunities
- c. Identified Needs - Educational, Promotional, Developmental

SECTION SIX: The Planning and Community Development Department shall serve as the primary liaison between the AHCC and the Village for this Agreement. Where appropriate, AHCC may contact other departments in the furtherance of its duties delineated in this Agreement. It is expected that the AHCC will communicate regularly with the Planning and Community Development Department. If requested by the Planning and Community Development Department, AHCC shall cooperate with any other economic development-related boards and departments, including but not limited to all Village departments, the Arlington Economic Alliance, and the Woodfield Chicago Northwest Convention Bureau, in furtherance of this Agreement.

SECTION SEVEN: It is recognized that the handling of information related to small business prospects may require access to confidential information. Both Parties agree to keep such information confidential, to the extent permitted by law. Such information may be shared between the AHCC and the Village as appropriate. All confidential information shall be identified as such, in order to prevent the identity of the small business prospects from being publicly known until such time as it is deemed appropriate or required by law.

It is understood that all work product created or attained by the AHCC in the carrying out of its duties pursuant to this Agreement is owned by the Village, and a copy of all such work product shall be delivered to the Village upon request or upon termination of this Agreement.

SECTION EIGHT: The duties and responsibilities of AHCC are as follows:

1. AHCC shall provide qualified and competent staff for the retention of and assistance to small businesses as well as for the expansion of existing small businesses, providing all management and administrative services necessary to present a viable program.
2. AHCC shall be responsible for the operation of the programs carried out under the terms of this Agreement.
3. AHCC shall provide office space, general office supplies, office equipment, rent, accounting and legal services, insurance, payroll taxes, general postage, and telephone necessary for carrying out the terms of this Agreement.
4. AHCC shall ensure that the funds provided by the Village pursuant to this Agreement will be used only to further the small business initiative and not to

support traditional AHCC activities that generally serve and benefit only the AHCC membership.

5. AHCC shall operate the programs contemplated in this Agreement for the good of the general public and for the promotion of small businesses, industry, marketing, and trade within Arlington Heights.
6. AHCC shall conduct telephone or personal meetings with all small businesses referred to AHCC by the Village and shall regularly provide the Village with progress reports on each small business referred to AHCC by the Village.
7. AHCC shall provide collaboration with and assist the Village in its on-going strategy for small business economic development based upon current initiatives.
8. AHCC shall provide financial records concerning the funds expended under this Agreement quarterly to the Village. Upon request of the Village, the financial records governing this Agreement may be reviewed for accuracy on an annual basis.

SECTION NINE: The following are the core services and deliverables to be achieved through this Agreement:

1. Small Business Retention: AHCC shall implement an annual small business retention program in which existing businesses and employers are identified and personal contact is made with business owners by the AHCC through on-site visits, mail or email surveys or both. The AHCC small business retention program shall be designed to identify and address the needs of existing small businesses and the manner in which AHCC and the Village can better assist those businesses, through the following components:
 - a. Meet with small business owners to understand their business needs.
 - 1) Develop effective processes to identify existing businesses who are evaluated to be at greater risk of failure or relocating out of the Village and establish a line of contact to schedule a qualified retention visit.
 - 2) Conduct an average of ten qualified retention visits a month (a qualified retention visit is a scheduled in-person discussion with the small business owner/manager to learn about any issues or needs that can be addressed and document any successes that can be communicated)
 - b. Connect small business owners with necessary resources for the successful retention of their business.
 - c. Guide and assist small business owners coordination with the appropriate Village officials regarding local codes and regulations and assist with the process of applications and permits requested.
 - d. Develop and implement cost savings programs to minimize overhead and maximize profitability.
 - e. Invite small business presidents/owners to meet with the Mayor for open discussion.

2. Small Business Expansion: As a result of small business retention visits, the AHCC shall provide assistance to small business owners seeking to expand their business both physically and in employee size. In addition, the AHCC shall provide assistance to small business owners seeking to expand their customer base domestically or internationally.
 - a. The AHCC shall coordinate with the Village regarding small business expansion needs and provide local business contacts needed to physically expand their existing building or space or relocate within Arlington Heights.
 - b. The AHCC shall provide local business contacts needed to recruit and hire qualified employees for positions needed to expand.
 - c. The AHCC shall provide local business contacts needed to promote and communicate more effectively to existing and new consumers.
 - d. The AHCC shall provide contacts if needed to begin relationships for the development of regional, national, or international trade and partnerships.
3. Small Business Identified Needs: AHCC shall assist in the coordinating of small businesses needs identified as a result of retention visits.
 - a. The AHCC will provide assistance once an identified need(s) assessment is confirmed and collaborate with the Village and any outside agencies that may be needed to bring it to a successful completion.
 - b. The AHCC will work in collaboration with the Village on any qualified new business leads resulting from a retention visit or survey along with unsolicited contacts made by prospective business owners.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

ARLINGTON HEIGHTS CHAMBER
OF COMMERCE

VILLAGE OF ARLINGTON HEIGHTS

President

Village President

Date

Date

ATTEST:

ATTEST:

Village Clerk



Item: Ordinance - Code Amendment - Chapter 8

Department: Police/Legal

BACKGROUND

The Police Department is proposing that the Village adopt a local ordinance specifically targeting gang activity. Of particular concern with gang activity is the problem gang members cause by loitering. Street gangs and their associates are consistently loitering on the sidewalk, in parking lots, in front of stores, and inside retail businesses during the day and night. It is known that gang members loiter with the intent to claim territory, recruit new members, and intimidate rival gangs and community members.

It is anticipated that adoption of the attached ordinance will serve as an efficient tool for addressing gang activity within the Village by giving the police the authority to prevent gang members from congregating in areas with intent to engage in gang-related activities. The City of Rolling Meadows and the Village of Mount Prospect both have ordinances prohibiting gang loitering.

RECOMMENDATION

It is recommended that the Village Board adopt the attached Ordinance Amending Chapter 8 of the Arlington Heights Municipal Code.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Sections 8-525 Gang Loitering and 8-526 Narcotics Related Loitering	Ordinance

**AN ORDINANCE AMENDING CHAPTER 8 OF
THE ARLINGTON HEIGHTS MUNICIPAL CODE**

BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: That Chapter 8, Public Safety, Morals and Welfare, of the Arlington Heights Municipal Code, is amended by adding the following sections to Article V, Other Offenses Relating to Public Peace and Welfare, as follows:

Section 8-525 Gang Loitering.

- a. Whenever a police officer observes a member of a criminal street gang engaged in gang loitering with one or more other persons in any public place designated for the enforcement of this Section under subsection b., the police officer shall, subject to all applicable procedures promulgated by the Police Chief:
 1. inform all such persons that they are engaged in gang loitering within an area in which loitering by groups containing criminal street gang members is prohibited;
 2. order all such persons to disperse and remove themselves from within sight and hearing of the place at which the order was issued; and
 3. inform those persons that they will be subject to arrest if they fail to obey the order promptly or engage in further gang loitering within sight or hearing of the place at which the order was issued during the next eight hours.
- b. The Police Chief shall by written directive designate areas of the Village in which the Chief has determined that enforcement of this Section is necessary because gang loitering has enabled criminal streets gangs to establish control over identifiable areas, to intimidate others from entering those areas, or to conceal illegal activities. Prior to making a determination under this Subsection, the Police Chief shall consult as he deems appropriate with persons who are knowledgeable about the effects of gang activity in areas in which the ordinance may be enforced. Such persons may include, but need not be limited to, members of the police department with special training or experience related to criminal street gangs; other personnel of that department with particular experience related to criminal street gangs; other personnel of that department with particular knowledge of gang activities in the proposed designated area, and elected and appointed officials of the area. The Police Chief shall develop and implement procedures for the periodic review and update of designations made under this Subsection.
- c. The Police Chief shall by written directive promulgate procedures to prevent the enforcement of this Section against persons who are engaged in collective advocacy activities that are protected by the Constitution of the United States or the State of Illinois.

d. Definitions. Unless otherwise expressly stated, the following words or terms, whenever used in this Section, shall have the following meanings:

1. Gang Loitering. Remaining in any one place with the intent to enable a criminal street gang to establish control over identifiable areas, to intimidate others from entering those areas or to conceal illegal activities.
2. Criminal Street Gang. Any ongoing organization, association in fact or group of three or more persons, whether formal or informal, having as one of its substantial activities the commission of one or more of the criminal acts enumerated in paragraph 3., and whose members individually or collectively engage in or have engaged in a pattern of criminal gang activity.
3. Criminal Gang Activity. The commission, attempted commission or solicitation of the following offenses, provided that the offenses are committed by two or more persons or by an individual at the direction of, or in association with, any criminal street gang, with the specific intent to promote, further or assist in any criminal conduct by gang members. The following sections of the Illinois Criminal Code (720) of the Illinois Compiled Statutes:

5/9-1	Murder
5/9-3.3	Drug-induced homicide
5/10-1	Kidnapping
5/10-4	Forcible detention
5/12-2(a)(13)	Aggravated assault – discharging firearm
5/12-4	Aggravated battery
5/12-4.1	Heinous battery
5/12-4.2	Aggravated battery with a firearm
5/12-4.3	Aggravated battery of a child
5/12-4.6	Aggravated battery of a senior citizen
5/12-6	Intimidation
5/12-6.1	Compelling organization membership of persons
5/12-11	Home invasion
5/12-14	Aggravated criminal sexual assault
5/18-1	Robbery
5/18-2	Armed robbery
5/19-1	Burglary
5/19-3	Residential burglary
5/19-5	Criminal fortification of a residence of building
5/20-1	Arson
5/20-1.1	Aggravated arson
5/20-2	Possession of explosives or explosive or incendiary devices
5/24-1(a)(6), (a)(7), (a)(9), or (a)(12)	Unlawful use of weapons

- 5/24-1.1 Unlawful use or possession of weapons by felons or persons in custody of the department of corrections facilities
 - 5/24-1.2 Aggravated discharge of a firearm
 - 5/25-1(d) Mob action – violence
 - 5/33-1 Bribery
 - 5/33A-2 Armed violence
 - 5, 5.1, 7, 9 Cannabis Control Act where the offense is a felony:
Manufacture or delivery of cannabis
Cannabis trafficking
Calculated criminal cannabis conspiracy and related offenses
 - 401, 401.1 Sections of the Illinois Controlled Substances Act:
 - 405, 406.1 Illegal manufacture or delivery of a controlled substance
 - 407, 407.1 Controlled substance trafficking
Calculated criminal drug conspiracy and related offenses
4. Pattern of criminal gang activity means two or more acts of criminal gang activity of which at least two such acts were committed within five years of each other.
 5. Public place means the public way and any other location open to the public, whether publicly or privately owned.
- e. Any person who fails to obey promptly an order issued under subsection a., or who engages in further gang loitering within sight or hearing of the place at which such an order was issued during the eight-hour period following the time the order was issued, is subject to a fine in accordance with Section 8-601a of this Chapter.

Section 8-526 Narcotics Related Loitering.

- a. Whenever a police officer observes one or more persons engaged in narcotics-related loitering in any public place designated for the enforcement of this Section under subsection b., the police officer shall:
 1. inform all such persons that they are engaged in loitering within an area in which loitering is prohibited;
 2. order all such persons to disperse and remove themselves from within sight and hearing of the place at which the order was issued; and
 3. inform those persons that they will be subject to arrest if they fail to obey the order promptly or engage in further narcotics-related loitering within sight or hearing of the place at which the order was issued during the next eight hours.
- b. The Police Chief shall by written directive designate areas of the Village in which enforcement of this Section is necessary because the areas are frequently associated with narcotics-related loitering. Prior to making a determination under this Subsection, the Police Chief shall consult as he deems appropriate with persons who are knowledgeable

about the effects of narcotics-related activity in areas in which the ordinance may be enforced. Such persons may include, but need not be limited to, members of the police department with special training or experience related to narcotics-related activity; other personnel of that department with particular knowledge of narcotics-related activities in the proposed designated area, and elected and appointed officials of the area. The Police Chief shall develop and implement procedures for the periodic review and update of designations made under this Subsection.

- c. Definitions. Unless otherwise expressly stated, the following words or terms, whenever used in this Section, shall have the following meanings:
1. Narcotics-related Loitering. Remaining in any one place with the intent to facilitate the distribution of substances in violation of the Cannabis Control Act or the Illinois Controlled Substances Act.
 2. Public Place. The public way and any other location open to the public, whether publicly or privately owned.
- d. Any person who fails to obey promptly an order issued under subsection a., or who engages in further narcotics-related loitering within sight or hearing of the place at which such an order was issued during the eight-hour period following the time the order was issued, is subject to a fine in accordance with Section 8-601a of this Chapter.

SECTION TWO: This Ordinance repeals all ordinances or parts of ordinances in conflict with the provisions hereof and shall be in full force and effect from and after its passage, approval and publication in pamphlet form, in the manner provided by law.

AYES:

NAYS:

PASSED AND APPROVED this 7th day of November, 2016.

Village President

ATTEST:

Village Clerk

CODEAMENDMENTS:08-525 and 08-526



Item: Bond Waiver - ABC/25 Foundation

Department: Building Services

Background

ABC/25 Foundation is requesting a waiver of the bond requirement for nine in-school drawings to be conducted across all District 25 schools. In-school drawing tickets will be available for 4-6 continuous weeks in the winter or spring (exact duration and dates vary by school). Drawings are expected to begin December, 2016.

Recommendation

Staff recommends that the Village Board grant a waiver of the bond fee requirement for the ABC/25 Foundation raffles.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Letter

Type

Correspondence



November 1, 2016

Village of Arlington Heights
Department of Building and Health Services
33 N. Arlington Heights Rd.
Arlington Heights, IL 60005

Re: Raffle License Application

Included with this letter you will find a Raffle License Application for the Village of Arlington Heights. The applicant is ABC/25 Foundation, a non-profit organization that will use proceeds from in-school drawings to fund education program grants. The proceeds will also be shared with the Arlington Heights Council of PTAs that will use their share of the proceeds to fund District 25 student scholarships.

A total of nine in-school drawings will be conducted across all District 25 schools. In-school drawing tickets will be available for 4-6 continuous weeks in the winter or spring (exact duration and dates vary by school). *starting Dec 2016*

Cash values for prizes are less than \$50. We request that the bond requirement be waived for all events.

Please contact us with any questions.

Respectfully,

Doris Downing, President
ABC/25 Foundation
126 E. Wing Street, #285
Arlington Heights, IL 60004
Abc25president@gmail.com



Item: Esplanade at Arlington Heights - 2920-3020 W. Euclid Ave. - DC#16-124

Department: Planning & Community Development

Requested Action

1. A variation from Chapter 30, section 30-302 Number a, to allow a 281'-4" separation between the office park sign and the multi-tenant project identification sign on Euclid Avenue where the minimum separation is 800 feet.
2. A variation from Chapter 30, section 30-302 Number a, to allow a 503'-8" separation between the multi-tenant project identification sign on Euclid Avenue and the multi-tenant project identification sign on Salt Creek Lane where the minimum separation is 800' feet.

Recommendation

A public meeting was held by the Design Commission on October 25, 2016 where Commissioner Kingsley moved and Commissioner Fitzgerald seconded:

A motion to recommend approval to the Village Board of Trustees for the sign variation request for the Esplanade at Arlington Heights located at 2920-3020 W. Euclid Avenue. This recommendation is subject to compliance with the plans received on 10/07/16, Federal, State, and Village Codes, regulations, and policies, the issuance of all required permits, and resolution of the following:

1. This review deals with architectural design only and should not be construed to be an approval of, or to have any other impact on, any other zoning and/or land use issues or decisions that stem from zoning, building, signage or any other reviews. In addition to the normal technical review, permit drawings will be reviewed for consistency with the Design Commission and any other Commission or Board approval conditions. It is the architect/homeowner/builder's responsibility to comply with the Design Commission approval and ensure that building permit plans comply with all zoning code, building permit and signage requirements.

Roll Call Vote: Commissioners Kingsley, Fasolo, Fitzgerald and Chairman Eckhardt voted in favor. The motion carried.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Staff Report	Board or Commission Report
DC Minutes 10/25/16 - DRAFT	Minutes
Drawings & Documents	Exhibits
2008 Reports & Minutes	Exhibits
DC Timeline Tracker	Exhibits

STAFF DESIGN COMMISSION REPORT

PROJECT INFORMATION:

Project Name: Esplanade at Arlington Heights
Project Address: 2920-3020 W. Euclid Ave.
Prepared By: Steve Hautzinger

PETITIONER INFORMATION:

DC Number: 16-124
Petitioner Name: C. Josh Wohlreich
Petitioner Address: Stonestreet Esplanade LLC
760 W. Main Street, Suite 140
Barrington, IL 60010
Meeting Date: October 25, 2016

Date Prepared: October 17, 2016

Requested Action:

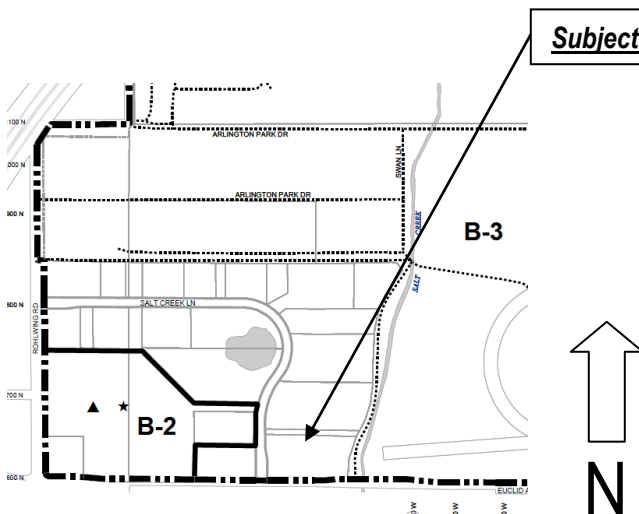
1. A variation from Chapter 30, section 30-302 Number a, to allow a 281'-4" separation between the office park sign and the multi-tenant project identification sign on Euclid Avenue where the minimum separation is 800 feet.
2. A variation from Chapter 30, section 30-302 Number a, to allow a 503'-8" separation between the multi-tenant project identification sign on Euclid Avenue and the multi-tenant project identification sign on Salt Creek Lane where the minimum separation is 800' feet.

Previously Approved Sign Variations from 2008 (for reference only):

1. A variation from Chapter 30, section 30-302 Number a, to allow for 340'-6" feet separation between the relocated office park sign and the multi-tenant project identification sign on Euclid Avenue where the minimum separation is 800 feet.
2. A variation from Chapter 30, section 30-302 Number a, to allow for 562'-10" feet separation between the multi-tenant project identification sign on Euclid Avenue and the multi-tenant project identification sign on Salt Creek Lane where the minimum separation is 800' feet.
3. A variation from Chapter 30, section 30-302 Number a, to allow 3 ground signs where only two are allowed.

ANALYSIS:

The subject design is being forwarded to the Design Commission for review pursuant to Chapter 6 of the Municipal Code, specifically Section 6-501 (e)(1), which states that the Design Commission "shall review all Plan Commission, Zoning Board of Appeals, Building Permit and Sign Permit applications for new construction...to determine whether it meets with the standards, requirements and purposes of the Design Guidelines and Chapter 30, Sign Code."



Zoning Map of Property



Aerial of Property

Summary:

The Esplanade at Arlington Heights is an existing retail center located at the northeast corner of Euclid Avenue and Salt Creek Lane. The property is located on the south end of the Arlington Business Center. The business park has two "Arlington Business Center" identification signs, one sign is on the northeast corner of Rohlwing Road and Salt Creek Lane and the second sign is on the southwest corner of the petitioner's property. In addition to the "Arlington Business Center" sign, there are two existing monument style, multi-tenant, Esplanade ground signs on the subject site, one facing Euclid Avenue, and one facing Salt Creek Lane. These three existing ground signs were approved by sign variation in 2008, to allow three ground signs, where only two are allowed, as well as a reduction to the 800 foot separation required between ground signs.

At this time, the petitioner is requesting an amendment to the previously approved separation distances to allow relocation of the existing Euclid facing multi-tenant Esplanade ground sign from the east side of the Euclid entry drive to the west side of the entry drive. Relocation of the sign is required to accommodate development of the east end of the site with a new Westgate Dental building and corresponding parking area. The relocation of the existing sign results in a 59'-2" reduction in the required separation distance between the signs, so new sign variations are required.

There will be no change to the overall size of the three signs, but the signage area on the two Esplanade signs will be slightly increased due to converting the existing "ESPLANADE" sign panel to tenant panels, and adding new "ESPLANADE" signage on the top portion of the existing signs. Chapter 30 (sign code) establishes the maximum size for ground signs based upon the fronting street size and speed limit, which in this case is 80 sf maximum along Euclid, and 66 sf maximum along Salt Creek Lane. The fact that the three ground signs are less than the maximum sizes allowed per street frontage was a factor when approving the original sign variations. However, Staff is not concerned with the small increase in signage area on the two Esplanade signs.

Table 1: Existing and Proposed Ground Signs Summary:

Ground Sign	Frontage	Sign Height (16'-6" allowed)	Sign Area	Separation Distance (800 feet required)	Remarks
EXISTING					
Sign A: Multi-Tenant Esplanade sign	Salt Creek Lane	10'-0"	44.85 sf	222'-4" between A & B	
Sign B: Business Center sign	At corner	5'-9"	21 sf		
Sign C: Multi-Tenant Esplanade sign	Euclid Avenue	10'-0"	44.85 sf	340'-6" between B & C 562'-10" between A & C	Variations approved in 2008 for separation. Variation approved in 2008 for quantity.
PROPOSED					
Sign A: Multi-Tenant Esplanade Sign	Salt Creek Lane	10'-0"	52 sf	222'-4" between A & B	
Sign B: Business Center sign	At corner	5'-9"	21 sf		
Sign C: Multi-Tenant Esplanade sign	Euclid Avenue	10'-0"	52 sf	281'-4" between B & D 503'-8" between A & D	Variations required for separation. Variation approved in 2008 for quantity.

Sign Variation Criteria:

The Village Sign Code, Chapter 30, Section 30-901 sets out the criteria for granting a sign variation.

- a. *That the particular difficulty or peculiar hardship is not self-created by the Petitioner.*
- b. *That the granting of said variation will not create a traffic hazard, a depreciation of nearby property values or otherwise be detrimental to the public health, safety, morals and welfare;*
- c. *That the variation will serve to relieve the Petitioner from a difficulty attributable to the location, topography, circumstances on nearby properties or other peculiar hardship, and will not merely serve to provide the Petitioner with a competitive advantage over similar businesses;*
- d. *That the variation will not alter the essential character of the locality;*
- e. *That the Petitioner's business cannot reasonably function under the standards of this chapter.*

The petitioner has submitted a letter addressing the above criteria, with the primary hardship identified as the existing sign location being in conflict with the approved parking for the new dental office. The petitioner for the original sign variations justified the need for two retail ground signs based on the fact that the business park sign occupies the prime location at the corner where a single retail center sign could have been located. This unique circumstance still exists today, and Staff does not object to the three existing ground signs. Furthermore, Staff has no objection to the requested reduction in separation distance between the ground signs because of the sign location conflict with the new parking to be constructed.

RECOMMENDATION

It is recommended that the Design Commission **approve** the requested sign variations for the *Esplanade at Arlington Heights* at 2920-3020 W. Euclid Avenue. This recommendation is subject to compliance with the plans received on 10/07/16, Federal, State, and Village Codes, regulations, and policies, the issuance of all required permits, and resolution of the following:

1. This review deals with architectural design only and should not be construed to be an approval of, or to have any other impact on, any other zoning and/or land use issues or decisions that stem from zoning, building, signage or any other reviews. In addition to the normal technical review, permit drawings will be reviewed for consistency with the Design Commission and any other Commission or Board approval conditions. It is the architect/homeowner/builder's responsibility to comply with the Design Commission approval and ensure that building permit plans comply with all zoning code, building permit and signage requirements.

Steve Hautzinger AIA, Design Planner
Department of Planning & Community Development

c: Charles Witherington-Perkins, Director of Planning and Community Development, Petitioner, DC File 16-124

DRAFT

MINUTES OF
THE VILLAGE OF ARLINGTON HEIGHTS
DESIGN COMMISSION MEETING
HELD AT THE ARLINGTON HEIGHTS MUNICIPAL BUILDING
33 S. ARLINGTON HEIGHTS RD.
OCTOBER 25, 2016

Chair Eckhardt called the meeting to order at 6:30 p.m.

Members Present: Ted Eckhardt, Chair
John Fitzgerald
Anthony Fasolo
Kirsten Kingsley

Members Absent: Jonathan Kubow

Also Present: John Wozniak, David Weekley Homes for *1116 N. Douglas Ave & 1225 N. Walnut Ave.*
Josh Wohlreich, Stoneleigh Companies for *Esplanade at Arlington Heights*
John Kosich, CTK Chicago Partners for *Medical Office Building*
Steve Hautzinger, Staff Liaison

REVIEW OF MEETING MINUTES FROM OCTOBER 4, 2016

A MOTION WAS MADE BY COMMISSIONER FITZGERALD, SECONDED BY COMMISSIONER FASOLO, TO APPROVE THE MEETING MINUTES OF OCTOBER 4, 2016. ALL WERE IN FAVOR. THE MOTION CARRIED.

ITEM 3. SIGN VARIATION REVIEWDC#16-124 – Esplanade at Arlington Heights – 2920-3020 W. Euclid Ave.

Josh Wohlreich, representing *Stoneleigh Companies*, was present on behalf of the project.

Mr. Hautzinger presented Staff comments. The Esplanade at Arlington Heights is an existing retail center located at the northeast corner of Euclid Avenue and Salt Creek Lane. The property is located on the south end of the Arlington Business Center. The business park has two "Arlington Business Center" identification signs, one sign is on the northeast corner of Rohlwing Road and Salt Creek Lane and the second sign is on the southwest corner of the petitioner's property. In addition to the "Arlington Business Center" sign, there are two existing monument style, multi-tenant, Esplanade ground signs on the subject site, one facing Euclid Avenue, and one facing Salt Creek Lane. These three existing ground signs were approved by sign variation in 2008, to allow three ground signs where only two are allowed, as well as a reduction to the 800 foot separation required between ground signs.

At this time, the petitioner is requesting an amendment to the previously approved separation distances to allow relocation of the existing Euclid facing multi-tenant Esplanade ground sign from the east side of the Euclid entry drive to the west side of the entry drive. Relocation of the sign is required to accommodate development of the east end of the site with a new Westgate Dental building and corresponding parking area. The relocation of the existing sign results in a 59'-2" reduction in the required separation distance between the signs, so new sign variations are required.

There will be no change to the overall size of the three signs, but the signage area on the two Esplanade signs will be slightly increased due to converting the existing "ESPLANADE" sign panel to tenant panels, and adding new "ESPLANADE" signage on the top portion of the existing signs. Chapter 30 (sign code) establishes the maximum size for ground signs based upon the fronting street size and speed limit, which in this case is 80 sf maximum along Euclid, and 66 sf maximum along Salt Creek Lane. The fact that the three ground signs are less than the maximum sizes allowed per street frontage was a factor when approving the original sign variations. However, Staff is not concerned with the small increase in signage area on the two Esplanade signs and recommends approval of the following:

1. A variation from Chapter 30, Section 30-302 Number a, to allow a 281'-4" separation between the office park sign and the multi-tenant project identification sign on Euclid Avenue where the minimum separation is 800-feet.
2. A variation from Chapter 30, Section 30-302 Number a, to allow a 503'-8" separation between the multi-tenant project identification sign on Euclid Avenue and the multi-tenant project identification sign on Salt Creek Lane where the minimum separation is 800-feet.

The petitioner had no comments at this time.

Commissioner Fasolo was fine with the change being proposed and the variations being requested. Commissioner Kingsley questioned if the required site lines were being met with the new location of the ground sign and Mr. Hautzinger replied that it was. Commissioner Fitzgerald was okay with the variations being requested.

A MOTION WAS MADE BY COMMISSIONER KINGSLEY, SECONDED BY COMMISSIONER FITZGERALD, TO RECOMMEND APPROVAL TO THE VILLAGE BOARD OF TRUSTEES, A SIGN VARIATION REQUEST FOR *ESPLANADE AT ARLINGTON HEIGHTS* LOCATED AT 2920-3020 W. EUCLID AVENUE. THIS RECOMMENDATION IS SUBJECT TO COMPLIANCE WITH PLANS RECEIVED ON 10/07/16, FEDERAL, STATE AND VILLAGE CODES, REGULATIONS AND POLICIES, THE ISSUANCE OF ALL REQUIRED PERMITS, AND THE FOLLOWING:

1. A VARIATION FROM CHAPTER 30, SECTION 30-302a NUMBER, TO ALLOW A 281'-4" SEPARATION BETWEEN THE OFFICE PARK SIGN AND THE MULTI-TENANT PROJECT IDENTIFICATION SIGN ON EUCLID AVENUE WHERE THE MINIMUM SEPARATION IS 800-FEET.
2. A VARIATION FROM CHAPTER 30, SECTION 30-302a NUMBER, TO ALLOW A 503'-8" SEPARATION BETWEEN THE MULTI-TENANT PROJECT IDENTIFICATION SIGN ON EUCLID AVENUE AND THE MULTI-TENANT PROJECT IDENTIFICATION SIGN ON SALT CREEK LANE WHERE THE MINIMUM SEPARATION IS 800-FEET.
3. THIS REVIEW DEALS WITH THIS REVIEW DEALS WITH ARCHITECTURAL DESIGN ONLY AND SHOULD NOT BE CONSTRUED TO BE AN APPROVAL OF, OR TO HAVE ANY OTHER IMPACT ON NOR REPRESENT ANY TACIT APPROVAL OR SUPPORT FOR THE PROPOSED LAND USE OR ANY OTHER ZONING AND/OR LAND USE ISSUES OR DECISIONS THAT STEM FROM ZONING, BUILDING, SIGNAGE OR ANY OTHER REVIEWS. IN ADDITION TO THE NORMAL TECHNICAL REVIEW, PERMIT DRAWINGS WILL BE REVIEWED FOR CONSISTENCY WITH THE DESIGN COMMISSION AND ANY OTHER COMMISSION OR BOARD APPROVAL CONDITIONS. IT IS THE ARCHITECT/HOMEOWNER/BUILDER'S RESPONSIBILITY TO COMPLY WITH THE DESIGN COMMISSION APPROVAL AND ENSURE THAT BUILDING PERMIT PLANS COMPLY WITH ALL ZONING CODE, BUILDING PERMIT AND SIGNAGE REQUIREMENTS.

Mr. Hautzinger clarified that the Design Commission approval is a recommendation to the Village Board.

KINGSLEY, AYE; FASOLO, AYE; FITZGERALD, AYE; ECKHARDT, AYE.
ALL WERE IN FAVOR. MOTION CARRIED.

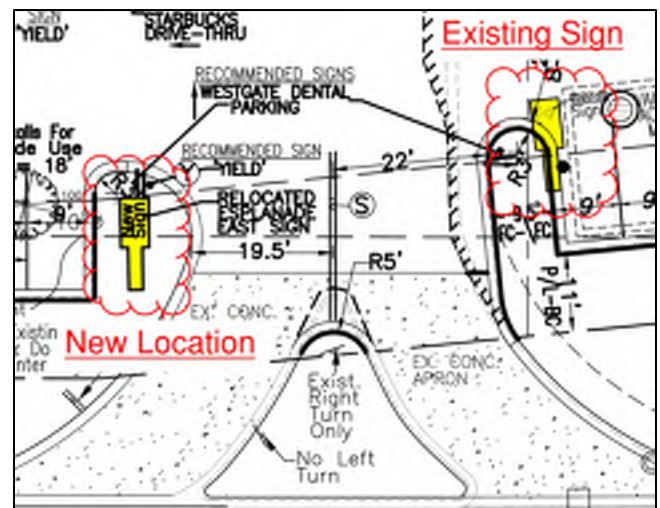


Design Commission Review Submittal

- a. 1 set – Fully dimensioned, detailed site plans including building locations, driveways, yards, setbacks, proposed sign and existing sign with dimensions. **ATTACHED**
- b. 1 set – Existing and proposed elevations of building facades. Must be architectural scale, i.e., ¼-inch equals 1-foot or 1/8-inch equals 1-foot. Colored renderings are required to indicate proposed signage. **PER STEVE HAUTZINGER, NOT REQUIRED**
- c. 1 set – Fully dimensioned drawings of proposed signs with scale. Fully dimensioned and scaled drawing of any existing signage. **ATTACHED**
- d. 1 set – Color photographs of subject property and surrounding properties: 3 sites to the left, 3 sites to the right, and 3 sites across the street. Color photos of any existing signage. **ATTACHED**
- e. 1 – Written list of all sign materials. (See attached SAMPLE on Page 7) **ATTACHED**
- f. 1 – Letter for variation and hardship request, per Chapter 30, Section 30-802 (**SEE FOLLOWING**)

Section 30-802 Standards. The Design Commission and the Village Board of Trustees will base their recommendation for a variation on the following facts:

- a. Petitioner is required to relocate the existing sign as part of the construction plans for the recently approved dental office. Please see the plan to the right. The existing sign conflicts with the revised and approved curbs and parking configuration. Requesting a minor modification variations approved when the facility was constructed in 2008 by a previous owner.
- b. The relocated sign will be located outside of the 12' visibility triangle so it will not create a traffic hazard, the sign is existing and is nicely designed so there will be no negative impact on nearby property values.



- c. The sign needs to be relocated to accommodate development of the east end of the site with a new building and new parking area.
- d. The sign is existing so there will be no change to the character of the locality
- e. A sign is required in this location for visibility along Euclid Avenue.



- g. 1 – Sample of major sign materials including colors, textures and finishes being proposed on an 8.5” X 11” material board. **PER STEVE HAUTZINGER, ATTACHED PHOTOS WILL SUFFICE**
- h. 1 – Completed application form (Page 5), including signatures and \$300 fee. (Check shall be made out to: The Village of Arlington Heights) **ATTACHED**
- i. Notification to property owners/taxpayers of record within 100-feet, Section 30-804a (Page 8) no less than 7 days prior to the meeting. Affidavit (Page 11), list of property owners and receipts of certified mailings must be submitted to Staff 7 days prior to meeting. **PETITIONER WILL COMPLY**
- j. Sign posting requirement, Section 30-804b (Pages 8 & 9), no less than 15 days prior to the meeting. Affidavit (Page 10) and photograph of sign installed at site must be submitted to Staff 15 days prior to meeting. **PETITIONER WILL COMPLY**
- k. Electronic (pdf) files of Items a thru f. **PROVIDED**

Clean Site Plan

REVISED/DEDICATED ESPLANADE SHOPPING PARKING
EXISTING SHOP. CENTER PARKING = 147
ADD 2 NEW SOUTH LOT STALLS = 2
LESS EAST REAR PARKING PROVIDED TO WESTGATE = 149
TOTAL = 140 (RESULTS IN NET LOSS OF 7 SPACES)
VAH REQUIRED PER CODE = 128 (PER VAH TABULATION W/O WESTGATE)
BASED ON VAH CODE ESPLANADE SURPLUS = 12 (SEE PARKING & TRAFFIC REPORT)

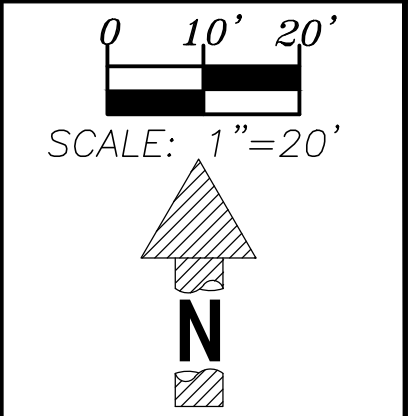
COMBINED ESPLANADE & WESTGATE DENTAL PARKING
PROPOSED PARKING = 64 (61 REGULAR + 3 ADA)
PROPOSED ESPLANADE = 140 (135 REGULAR + 5 ADA)
TOTAL AUTOMOBILE PARKING = 204
VS. REQUIRED AUTOMOBILE PARKING = 175
→ SURPLUS AUTOMOBILE PARKING = 29 CARS ←

PROPOSED PARKING LOT SUMMARY
WESTGATE DENTAL EMPLOYEE NORTH LOT: 18 STALLS
WESTGATE DENTAL EMPLOYEE WEST LOT: 12 STALLS
WESTGATE DENTAL CUSTOMER SOUTH PARKING LOT: 34 STALLS
TOTALS: 64 STALLS

PROPOSED AUTOMOBILE PARKING = 61 SPACES + 3 A.D.A.
TOTAL = 64 SPACES
VS.
REQUIRED AUTOMOBILE PARKING = 45 SPACES + 2 A.D.A.
TOTAL = 47 SPACES
WESTGATE DENTAL SURPLUS = 17 SURPLUS

SIGN & STRIPING LEGEND
N ARROW - RIGHT TURN, WHITE PAINT, 6 FOOT LONG
O ARROW - STRAIGHT, WHITE PAINT, 6 FOOT LONG
P ARROW - LEFT TURN, WHITE PAINT, 6 FOOT LONG
R 6" LANE LINE, WHITE PAINT
S 24" STOP LINE, WHITE PAINT
D 6" DOUBLE-LANE DIVIDE LINE, YELLOW PAINT
ST 'STOP' SIGN ON METAL POST
T 4" PARKING LINE, YELLOW PAINT
V 4" DIAGONAL STRIPING @ 4" CENTERS, YELLOW PAINT
W HANDICAP SYMBOL YELLOW PAINT
X HANDICAP & \$ 350 FINE SIGN ON METAL POST.
Y DETECTABLE WARNING TRUNCATED DOME (PER VAH STD.)
Z 'YIELD' SIGN ON METAL POST
Z 'STOP', 'ONLY' OR 'SLOW' LABELS, WHITE PAINT, 6' LONG
S PRECAST CONCRETE WHEEL STOP

****NOTE:****
ALL HANDICAP SIGNAGE MUST COMPLY WITH ALL APPLICABLE STATE, FEDERAL, AND LOCAL REGULATIONS.



LEGEND

EXISTING	PROPOSED
Combined Sewer	Combined Sewer
Sanitary Sewer	Sanitary Sewer
Storm Sewer	Storm Sewer
Sanitary Manhole	Sanitary Manhole
Storm Manhole	Storm Manhole
Catch Basin	Catch Basin
Inlet	Inlet
Down Spout	Down Spout
Water Mains & Services	Water Mains & Services
Valve & Vault	Valve & Vault
Pressure Connection	Pressure Connection
Valve & Box	Valve & Box
Fire Hydrant	Fire Hydrant
Structure to be Abandoned	Structure to be Abandoned
Power Pole	Power Pole
Overhead Electric Wires	Overhead Electric Wires
Spot Code 1000000000000000	Spot Code 1000000000000000
Contour	Contour
Drainage Arrow	Drainage Arrow
Neenah Form & Lid No.	Neenah Form & Lid No.
Structure Size "x"y"	Structure Size "x"y"
Type	Type
Structure No. 1-4 (48) R-172-B	Structure No. 1-4 (48) R-172-B
Structure Invert Elevation	Structure Invert Elevation

TOPOGRAPHIC SURVEY
DAVID BYCROFT
NORMAN J. TOBERMAN & ASSOCIATES, LLC
115 SOUTH WILKE ROAD
SUITE 301
ARLINGTON HTS., IL 60005
PHN: (847) 439-8225
FAX: (847) 749-4104

AS-BUILT SURVEY
SARKO ENGINEERING, INC.
847 HIGHWAY JG
MT. PROS, IL
(JOB NUMBER-41249)
PHN: (608) 832-6297

PROJECT CONTRACTOR
Mike Latorio
LATORIO BROS. CONSTRUCTION CORP.
355 E. Potter St.
Wood Dale, IL 60191
PHN: (630) 766-3036
FX: (630) 766-9901
Web: www.latorioconstruction.com

FUTURE OWNER
DR. PETER KICS
EMAIL: PETEKICS@GMAIL.COM
PHN: (847) 331-5938

NORMAN J. TOBERMAN & ASSOCIATES, LLC
CONSULTING CIVIL ENGINEERS & SURVEYORS
ATTENTION: CLIFF TOBERMAN, P.E.
115 S. WILKE ROAD, SUITE 301
ARLINGTON HEIGHTS, IL 60005
P. (847) 439-8225
F. (847) 749-4104
mail@toberman.us
www.toberman.us

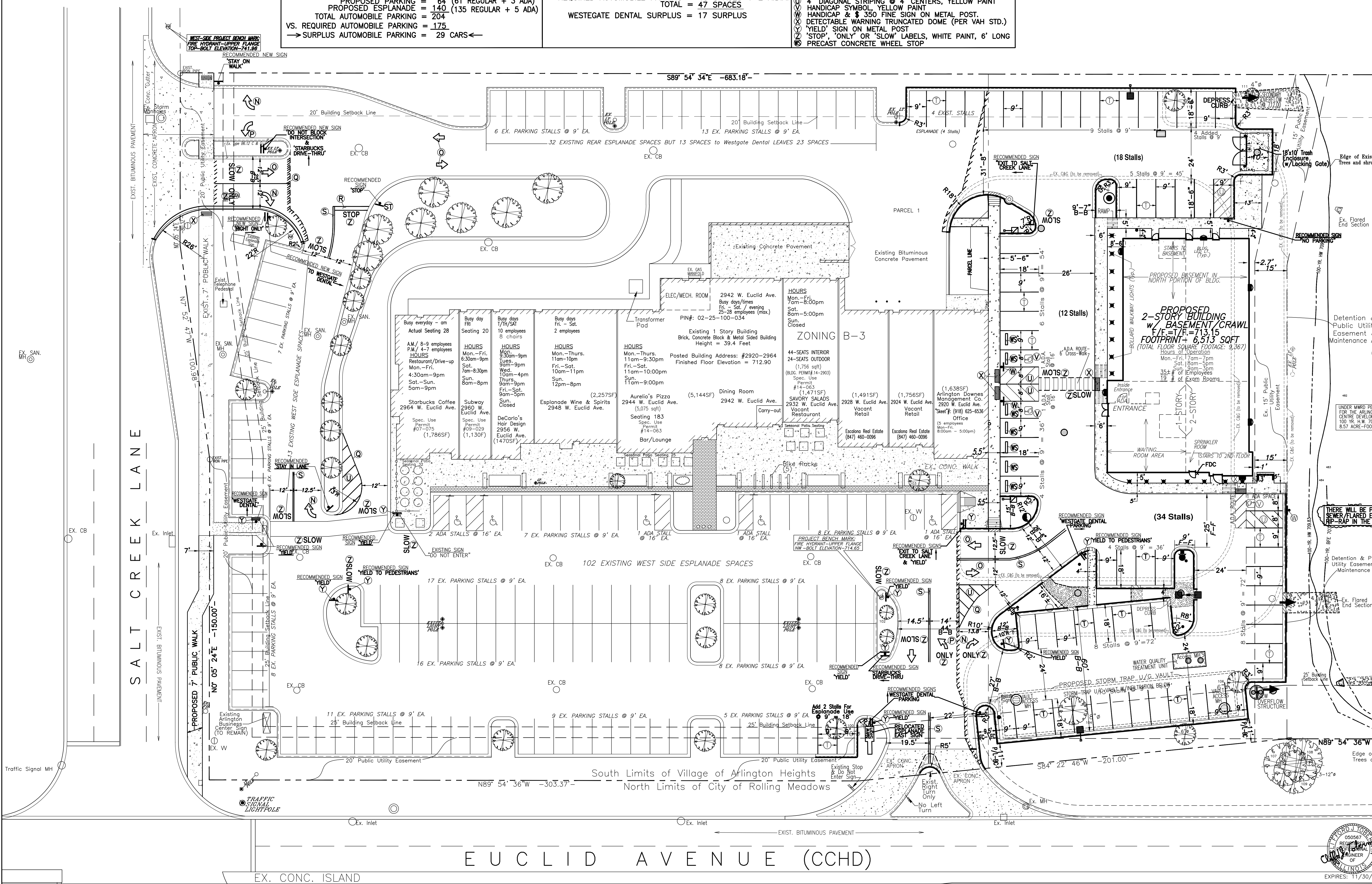
DESIGN FIRM NO: 184005910
EXPIRES: 04-30-17

No.	Date	Revision
1	12/01/15	VAH Concept Review
2	1/8/16	NEW ARCH. PLANS
3	1/13/16	[ALTERNATE DESIGN WITH LARGER SOUTH PARKING LOT]
4	1/28/16	INTERNAL REVIEW
5	2/15/16	NEW BLDG. PRINT
6	2/17/16	for internal review
7	3/10/16	for VAH STAFF REV
8	4/27/16	FOR PLAN COMMISSION SUBMIT
9	5/19/16	

PROPOSED WESTGATE DENTAL FACILITY
2920-2964 WEST EUCLID AVE.
ARLINGTON HTS., IL 60005
(THE ESPLANADE)

NJT Project No:
#15-6464
SIGN & STRIPING PLAN

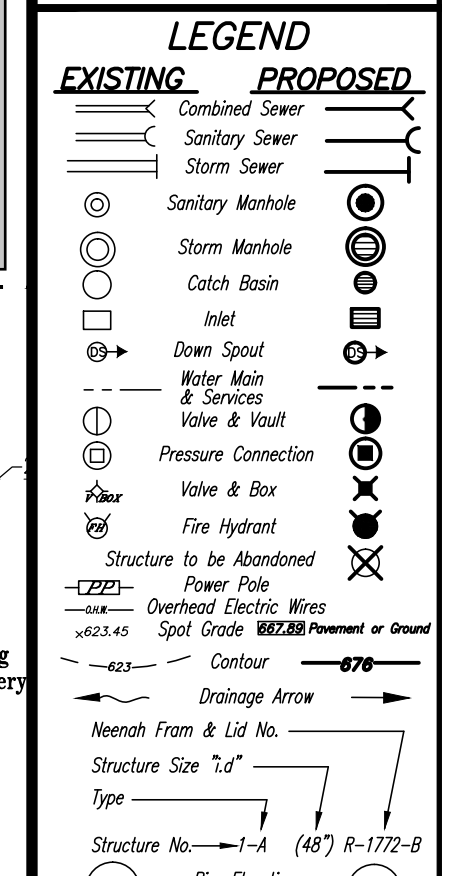
Sheet No.
C-4
Plot Date: 5-19-2016-CJT



SIGN & STRIPING LEGEND	
N	ARROW - RIGHT TURN, WHITE PAINT, 6 FOOT LONG
O	ARROW - STRAIGHT, WHITE PAINT, 6 FOOT LONG
P	ARROW - LEFT TURN, WHITE PAINT, 6 FOOT LONG
R	6" LANE LINE, WHITE PAINT
S	24" STOP LINE, WHITE PAINT
S	6" DOUBLE-LANE DIVIDE LINE, YELLOW PAINT
T	'STOP' SIGN ON METAL POST
U	4' PARKING LINE, YELLOW PAINT
V	4' DIAGONAL STRIPING @ 4' CENTERS, YELLOW PAINT
W	HANDICAP SYMBOL, YELLOW PAINT
X	HANDICAP & \$ 350 FINE SIGN ON METAL POST.
Y	DETECTABLE WARNING TRUNCATED DOME (PER VAH STD.)
Z	'YIELD' SIGN ON METAL POST
	'STOP', 'ONLY' or 'SLOW' LABELS, WHITE PAINT, 6' LONG

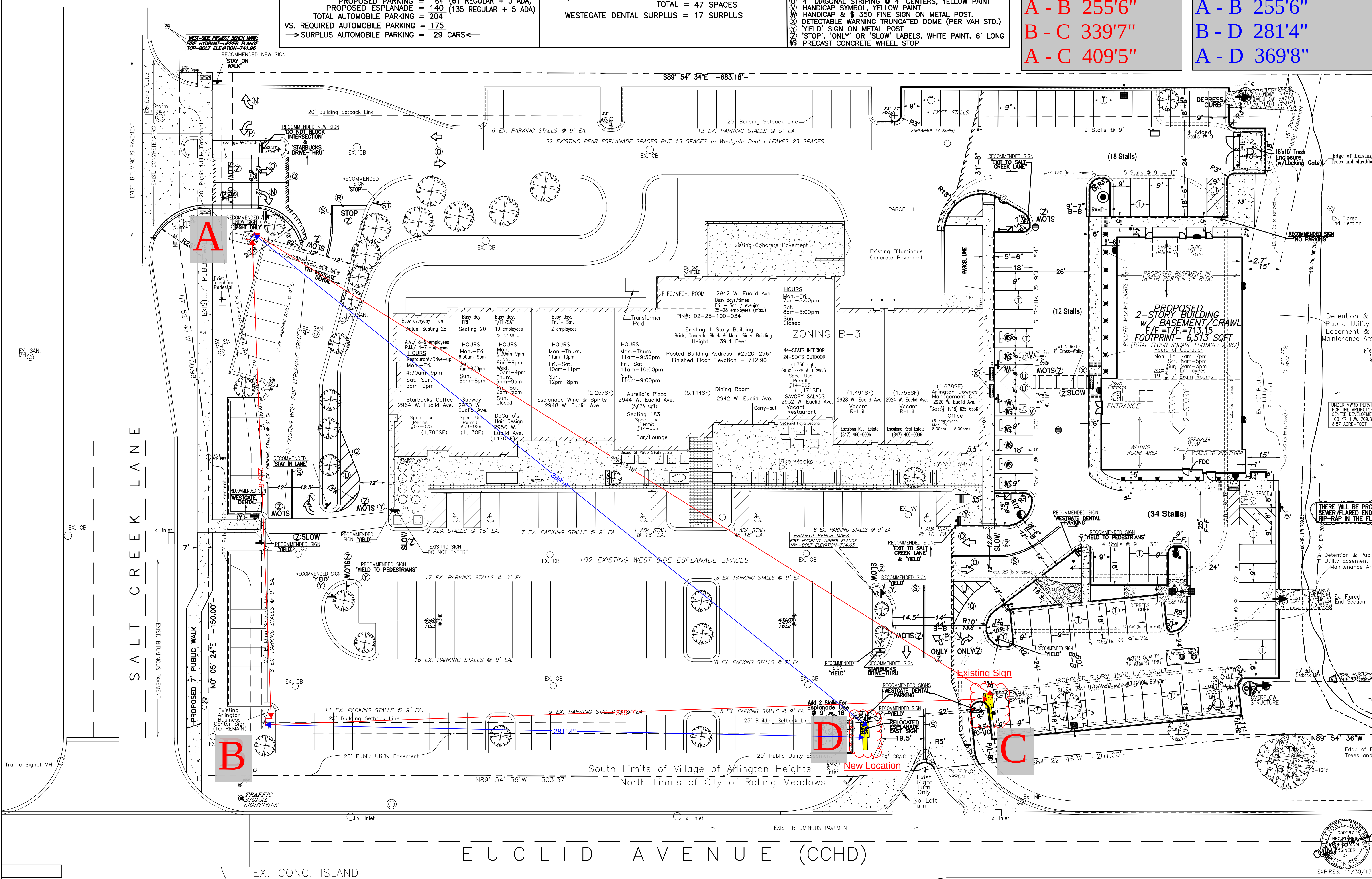
New Sign Location

A - B	255'6"
B - D	281'4"
A - D	369'8"

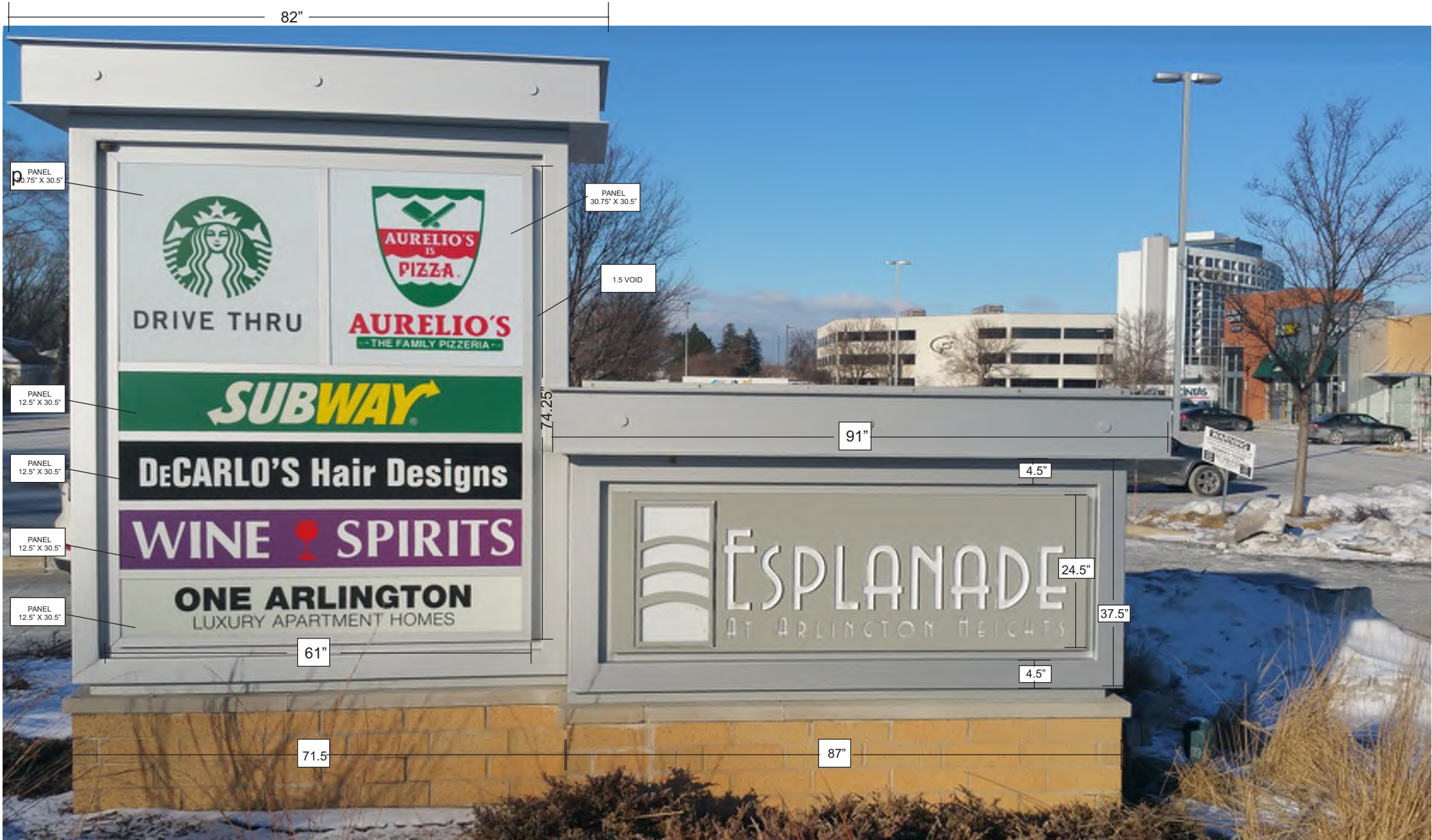


DESIGN FIRM NO: 184005910		
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7	3/10/16	for internal review
8	4/27/16	for VAH STAFF REV.
9	5/19/16	FOR PLAN COMMISSION SUBMIT

**PROPOSED
WESTGATE
DENTAL
FACILITY**
2930-2964 WEST EUCLID AVE.
ARLINGTON HTS, IL 60005
(THE ESPLANADE)
NJUT Project No.
#15-6464
**SIGN-
AND-
STRIPING
PLAN**
Sheet No.
C-4
Dist. Date: 10-18-2006 C.T.



Existing sign and dimensions



Targin Sign Systems

Office: 630.766.7667
targin1@sbcglobal.net | www.targin signs.com
160 W. Irving Park Rd | Wood Dale, IL | 60191

Date: 10-5-16
Pro: -
Drawn By: Steve/Mike
Rev: -

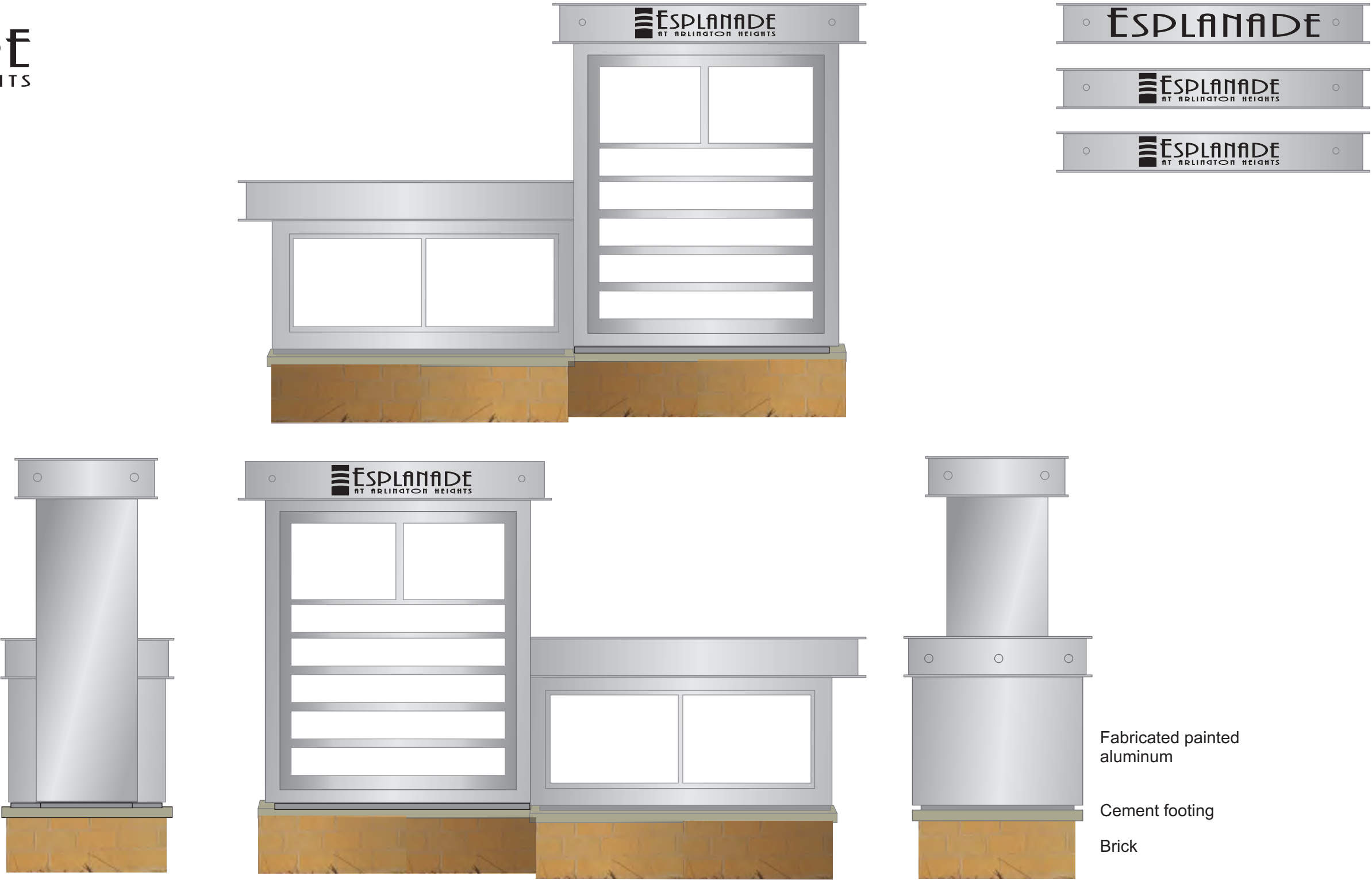
Account Representative:
Steve Gruber

Notes:
Existing sign to be relocated on property

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Comp layout



3/4"=1"
A-1



Targin Sign Systems

Office: 630.766.7667
targin1@sbcglobal.net | www.targin signs.com
160 W. Irving Park Rd | Wood Dale, IL | 60191

Date: 10-5-16	Account Representative: Steve Gruber	Notes:	COPYRIGHT NOTICE c This drawing and all reproductions thereof are the property of Targin Sign Systems and may not be reproduced, published changed or used in any way without written consent.
Pro:			
Drawn By: Steve/Mike			
Rev:			

3/4"=1"

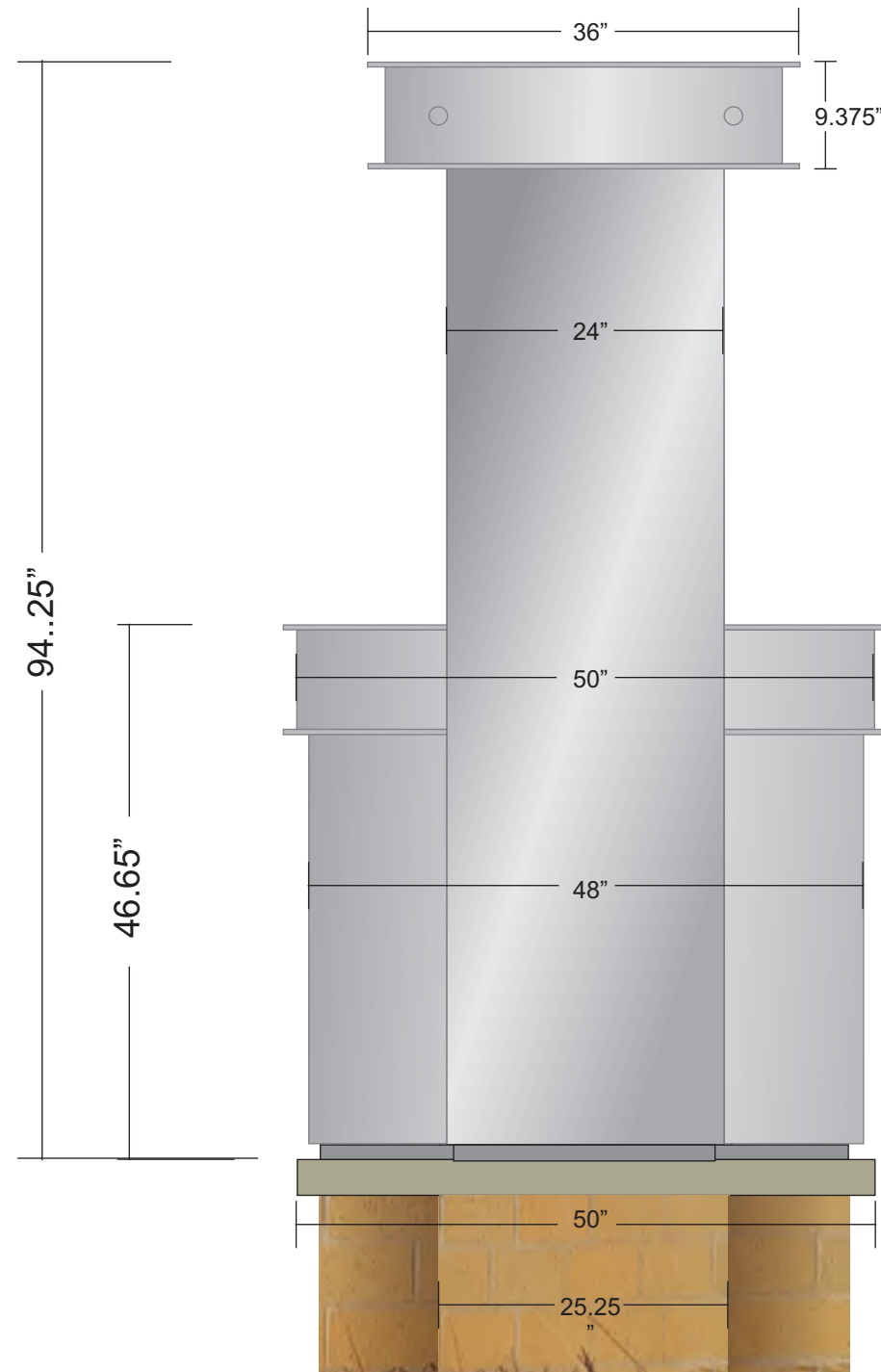
A-2



Date: 10-5-16	Account Representative: Steve Gruber	Notes:	COPYRIGHT NOTICE c This drawing and all reproductions thereof are the property of Targin Sign Systems and may not be reproduced, published changed or used in any way without written consent.
Pro:			
Drawn By: Steve/Mike			
Rev:			

3/4"=1"

B-1



Fabricated painted
aluminum

Cement footing

Brick



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targin1@sbcglobal.net | www.targin signs.com
160 W. Irving Park Rd | Wood Dale, IL | 60191

Date: 10-5-16
Pro: _____
Drawn By: Steve/Mike
Rev: _____

Account Representative:
Steve Gruber

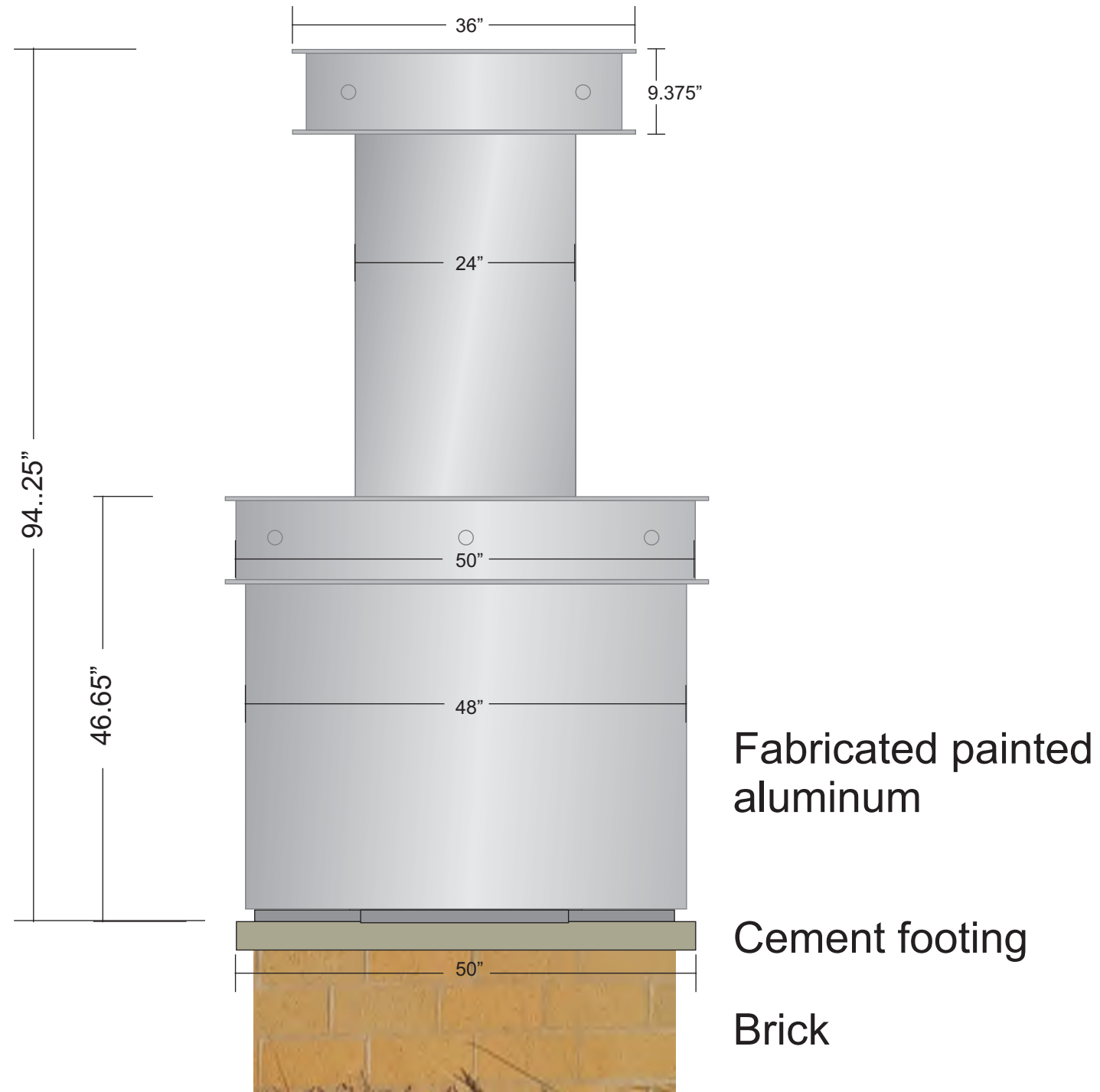
Notes:

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3/4"=1"

B-2



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160 W. Irving Park Rd | Wood Dale, IL | 60191

Date: 10-5-16
Pro: _____
Drawn By: Steve/Mike
Rev: _____

Account Representative:
Steve Gruber

Notes:

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Existing Esplanade Center



Existing Esplanade Center



Existing Esplanade Center



Existing Esplanade Center



Existing Euclid Sign Looking East
Down Euclid



Existing Euclid Sign Looking East
Down Euclid



Existing Euclid Sign Looking South



Existing Euclid Sign Looking North-West



Existing Euclid Sign Looking West
Down Euclid





View West Down Euclid (new sign location designated by the yellow box)



Sign on Corner of Salt Creek and
Euclid looking North-East



Sign on Corner of Salt Creek and
Euclid looking West

ARLINGTON
BUSINESS CENTER



Sign on Corner of Salt Creek and Euclid looking South



Sign on Corner of Salt Creek and
Euclid looking East



ARLINGTON
BUSINESS CENTER

The image shows a large, rectangular sign for the Arlington Business Center. The sign is composed of a white upper section and a red brick lower section. The text "ARLINGTON" is in a large, bold, serif font, and "BUSINESS CENTER" is in a smaller, bold, serif font below it. The sign is situated in a landscaped area with green shrubs and tall grass in the foreground. In the background, there is a parking lot with several cars, including a white SUV and a dark sedan, and a line of trees under a cloudy sky.

Sign on Salt Creek Looking North
Down Salt Creek



Sign on Salt Creek looking South



Sign on Salt Creek looking South



Sign on Salt Creek looking West



View East Down Euclid of
Neighboring Property



View West Down Euclid (neighboring
property to the west)



STAFF DESIGN COMMISSION REPORT

PROJECT INFORMATION:

Project Name: Esplanade at Arlington Park
Project Address: 2920 W. Euclid Ave.
Petitioner Name: Gregory Ratas

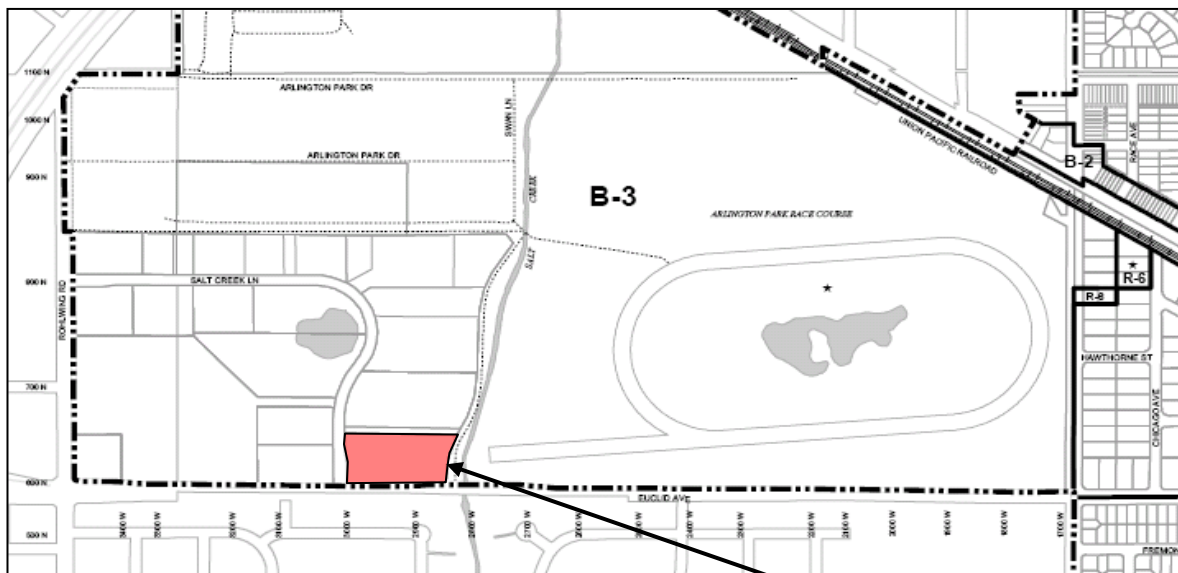
PETITIONER INFORMATION:

DC Number: 08-041
Prepared By: Afshan Hamid
Petitioner Address: Arlington Realty Partners
13965 W. Burleigh Rd. #202
Brookfield, WI 53005
Meeting Date: June 24, 2008

Date Prepared: June 19, 2008

Requested Action:

1. A variation from Chapter 30, section 30-302 Number a, to allow for 340'-6" feet separation between the relocated office park sign and the multi-tenant project identification sign on Euclid Avenue where the minimum separation is 800' feet.
2. A variation from Chapter 30, section 30-302 Number a, to allow for 562'-10" feet separation between the multi-tenant project identification sign on Euclid Avenue and the multi-tenant project identification sign on Salt Creek Lane where the minimum separation is 800' feet.
3. A variation from Chapter 30, section 30-302 Number a, to allow 3 ground signs where only two are allowed.



**SUBJECT
PROPERTY**

ANALYSIS:

Summary

The subject design is being forwarded to the Design Commission for review pursuant to Chapter 6 of the Municipal Code, specifically Section 6-501 (e)(1), which states that the Design Commission "shall review all Plan Commission, Zoning Board of Appeals, Building Permit and Sign Permit applications for new construction...to determine whether it meets with the standards, requirements and purposes of the Design Guidelines and Chapter 30, Sign Code."

The Petitioner is located in a B-3 zoning district, on the northeast corner of Euclid Avenue and Salt Creek Lane. The petitioner was approved for a strip retail center by the Village Board on December 3, 2007, known as the Esplanade. The petitioner is located on the end of the Arlington Business Center, which consists of separately platted lots in one location for the purpose of a business park. The business park has two identification signs, one on the northeast corner of Rohlwing Road and Salt Creek Lane and the second on the northeast corner of Euclid Avenue and Salt Creek Lane. The current

signs were issued permits in 1982 for Arlington Business Center, each sign has a height of 4'-6" and a width of 16 feet, 230 square feet total for both faces. One identification sign for the Arlington Business Center is currently located on the southwest corner of the petitioner's property. The petitioner is proposing to demolish the current identification sign and construct a new sign further to the south on the same property. The petitioner is also proposing two multi-tenant signs on the property for the approved strip retail center.

The petitioner is requesting a variation to allow a total of three ground sign on the site where only two are allowed. The petitioner is also seeking a variation for less than the 800 feet of separation required between signs.

PROPOSAL

Ground Sign

The petitioner is proposing the following signs:

Type of Sign	Height Proposed	Square Footage Proposed	Total Sign area per face allowed	Variations Identified
Relocated Office Park Sign (A)	5'-9"	21 sf Meets code	80 sf	30-302, 340'-6" separation Between sign A and sign B
Multi-tenant project identification sign on Euclid Ave. (B)	10'-0"	44.85 sf Meets code	80 sf	30-302, 562'-10" separation Between sign B & sign C
Multi-tenant project identification sign on Salt Creek Lane (C)	10'-0"	44.85 sf Meets code	66 sf	-----

Chapter 30 states the following:

30-302a: *No more than one ground sign shall be installed per frontage of a building or buildings, which share a common wall. If a building has more than one frontage, an additional ground sign may be permitted, provided that there is a minimum of 800 feet of separation between the ground signs as measured along the right-of-way line.*

A variation will be required for three ground signs where two are allowed.

A variation will be required between the relocated office park sign (A) and the multi-tenant project identification sign on Euclid Avenue (B).

A variation will be required between the multi-tenant project identification sign on Euclid Avenue (B) and the multi-tenant project identification sign on Salt Creek Lane (C).

30-301 e: *The area under a ground sign must be landscaped a minimum of two feet out from the signs base.*

The petitioner is proposing landscaping around the base of all three signs. The landscaping is generous and meets code requirements.

Sign Variation Criteria

The Village Sign Code, Chapter 30, Section 30-901 sets out the criteria for granting a sign variation. The Petitioner has provided a letter that outlines how they believe the criteria is being met (see Attachment). The petitioner has stated that the due to the existing office park sign being relocated at the corner of Euclid Avenue and Salt Creek Lane, one main project identification sign cannot be located at this prime location. Staff has reviewed the above request and the letter submitted in view of the hardship criteria, and does not object to the variations requested. The petitioner has commented on the requested variations as follows:

- a. *Per the office Park Declaration and the subject property's title report there is no legal basis for the office park sign to be installed on the subject property. The owner has proposed to re-install a new office park sign on the subject property as a sole gesture of good will to the office park tenants, however, it has no legal obligation to do so.*
- b. *Per the title report an easement does not exist for the office park sign to be installed on the subject property, therefore it is within the owner's legal rights to remove it upon its own discretion.*

The site is unique in that it is adjacent to a Business Park. Although the owner is not required to construct a sign for the Business Park, it is critical to recognize the Business Park.

SIMILAR SIGNS:

In researching similar signs for business districts, the Village constructed a Kensington Business District Sign which is 3' – 6" in height and 17.33 square feet. The identification sign is important in signifying that set of businesses within the specified area.

In researching past variations for business identification signs, staff has researched these types of signs, and they are limited in Arlington Heights. The two that staff is aware of are the Kensington Business District sign and the current Arlington Business District sign. There are no records of variations for this type of signage.

The following are Staff recommendations for the sign:

1. If the Design Commission does not object, then the current variation request should be approved conditioned upon the Relocated Office Park sign maintaining a height of 5'-9" and 21 sf as per the submitted drawings.

RECOMMENDATION

It is recommended that the proposed ground sign variation request for *Esplanade* located at 2920 W. Euclid Avenue, be **approved**. This recommendation is subject to compliance with the plans received 05/07/08, and Design Commission recommendations.

1. That the current variation request should be approved conditioned upon the Relocated Office Park sign maintaining a height of 5'-9" and 21 sf as per the submitted drawings.
2. This review deals with architectural design only and should not be construed to be an approval of, or to have any other impact on, any other zoning and/or land use issues or decisions that stem from zoning, building, signage or any other reviews. In addition to the normal technical review, permit drawings will be reviewed for consistency with the Design Commission and any other Commission or Board approval conditions. It is the architect/homeowner/builder's responsibility to comply with the Design Commission approval and ensure that building permit plans comply with all zoning code, building permit and signage requirements.

Afshan Hamid, Design Planner

c: William C. Dixon, Village Manager, Charles Witherington-Perkins, Director of Planning and Community Development, Nicholas Gadzekpo, Director of Building, Jack Treanor, Permit Division Supervisor, Petitioner, DC File 08-041

APPROVED

**MINUTES OF
THE VILLAGE OF ARLINGTON HEIGHTS
DESIGN COMMISSION MEETING
HELD AT THE ARLINGTON HEIGHTS MUNICIPAL BUILDING
33 S. ARLINGTON HEIGHTS RD.
JUNE 24, 2008 AT 6:30 P.M.**

Chairman Eckhardt called the meeting to order at 6:30 p.m.

Members Present: Ted Eckhardt, Commission Chair
John Fitzgerald
Alan Bombick
Jim Tinaglia

Members Absent: Kirsten Kingsley

Also Present: Mr. & Mrs. Koczaj, Owners of *11 N. Waterman Ave.*
John Berta, Capital Architects for *11 N. Waterman Ave.*
Javier Villarreal, Owner of *Javier's*
Greg Ratas, Arlington Realty Partners for *The Esplanade*
Jared Gagliardo, HKM Architects for *The Esplanade*
Mark Battista, The Bob Rohrman Group for *Dodge/Chrysler/Jeep*
Jim Powell, GHA Architects for *Sheraton Outlot*
George Maurides, Attorney for *Sheraton Outlot*
The developer for *Sheraton Outlot*
Afshan Hamid, Staff Liaison
Pat DiMatteo, Recording Secretary

REVIEW OF MEETING MINUTES FROM MAY 13, 2008

A MOTION WAS MADE BY COMMISSIONER FITZGERALD, SECONDED BY COMMISSIONER TINAGLIA, TO APPROVE THE MEETING MINUTES OF MAY 13, 2008. ALL WERE IN FAVOR. THE MOTION CARRIED. COMMISSIONER BOMBICK ABSTAINED.

REVIEW OF MEETING MINUTES FROM JUNE 10, 2008

A MOTION WAS MADE BY COMMISSIONER TINAGLIA, SECONDED BY COMMISSIONER FITZGERALD, TO APPROVE THE MEETING MINUTES OF JUNE 10, 2008. ALL WERE IN FAVOR. THE MOTION CARRIED. CHAIRMAN ECKHARDT ABSTAINED.

Chairman Eckhardt changed the order of agenda items because there was no one present yet for the Dodge/Chrysler/Jeep project. The commissioners were not opposed to this.

ITEM 3. SIGN VARIATION REVIEW

DC# 08-041 – The Esplanade at Arlington Park

Mr. Greg Ratas, representing *Arlington Realty Partners*, and **Mr. Jared Gagliardo**, representing *HKM Architects*, were present on behalf of the project.

Ms. Hamid said that the petitioner was located in a B-3 zoning district, on the northeast corner of Euclid Avenue and Salt Creek Lane, and was approved for a strip retail center by the Village Board on December 3, 2007, known as The Esplanade. The site is located on the end of the Arlington Business Center, which consists of separately platted lots in one location for the purpose of a business park. The business park has two existing identification signs (Arlington Business Center), one on the northeast corner of Rohlwing Road and Salt Creek Lane and the second on the northeast corner of Euclid Avenue and Salt Creek Lane, which photos of were provided to the commissioners. The existing identification signs are each a height of 4'-6" and a width of 16 feet, 230 square feet total for both faces, and one identification sign is currently located on the southwest corner of the petitioner's property. The petitioner is proposing to demolish this existing identification sign and construct a new ground sign to be located further to the south on the same property. The petitioner is also proposing two multi-tenant ground signs on the property for the approved strip retail center; one to be located at the entrance off Euclid Avenue and the other to be located at the entrance off Salt Creek Lane, north of Euclid Avenue, both of which meet code in terms of size. The variations being requested are as follows: to allow a total of three ground signs on the site where only two signs are allowed, and 2 separate variations to allow less than the 800-feet of separation required between ground signs.

Ms. Hamid said that a landscape plan was submitted by the petitioner, which identified the amount, size and species of plant material to be located beneath each ground sign. Staff felt that the proposed landscape plan, which met code, complimented the existing landscape plan for the approved strip retail center. **Ms. Hamid** also explained that the petitioner has stated that due to the existing office park sign being relocated at the corner of Euclid Avenue and Salt Creek Lane, one of the proposed main project identification signs cannot be located at this prime location. Staff has reviewed the above request and the letter submitted in view of the hardship criteria, and does not object to the variations requested. The petitioner made the following comments on the requested variations: per the office Park Declaration and the subject property's title report, there is no legal basis for the office park sign to be installed on the petitioner's property, and the owner has proposed to re-install a new office park sign on their property as a sole gesture of good will to the office park tenants, however, it has no legal obligation to do so; per the title report an easement does not exist for the office park sign to be installed on the subject property, therefore it is within the owner's legal rights to remove it upon its own discretion. **Ms. Hamid** added that the site is unique in

that it is adjacent to a Business Park, and although the owner is not required to construct a sign for the Business Park, it is critical to recognize the Business Park and also to identify the shopping center.

Staff recommends the Design Commission approve the sign variation requests conditioned upon that the relocated Office Park ground sign maintain the height of 5'9" and 21SF, per the drawings submitted by the petitioner.

Commissioner Fitzgerald said that he was okay with the variations being requested. **Commissioner Tinaglia** had no problem with it. **Commissioner Bombick** said that the variations were fine with him. **Chairman Eckhardt** had no problem with the variations either. **Chairman Eckhardt** asked if there was any public comment on the project and there was no response from the audience.

A MOTION WAS MADE BY COMMISSIONER FITZGERALD, SECONDED BY COMMISSIONER TINAGLIA, TO RECOMMEND APPROVAL TO THE VILLAGE BOARD OF TRUSTEES FOR THE SIGN VARIATION REQUEST FOR THE ESPLANADE AT ARLINGTON PARK LOCATED AT 2920 W. EUCLID AVENUE, AS SUBMITTED. THIS RECOMMENDATION IS SUBJECT TO COMPLIANCE WITH THE PLANS RECEIVED 05/07/08, DESIGN COMMISSION RECOMMENDATIONS, COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE AND VILLAGE CODES, REGULATIONS AND POLICIES, THE ISSUANCE OF ALL REQUIRED PERMITS, AND THE FOLLOWING:

- 1. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW FOR 340'-6" OF SEPARATION BETWEEN THE RELOCATED OFFICE PARK GROUND SIGN AND THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON EUCLID AVENUE, WHERE THE MINIMUM SEPARATION IS 800-FEET;**
- 2. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW FOR 562'-10" OF SEPARATION BETWEEN THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON EUCLID AVENUE AND THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON SALT CREEK LANE, WHERE THE MINIMUM SEPARATION IS 800-FEET;**
- 3. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW 3 GROUND SIGNS, WHERE ONLY 2 GROUND SIGNS ARE ALLOWED.**
- 4. THAT THE CURRENT VARIATION REQUEST BE APPROVED CONDITIONED UPON THE RELOCATED OFFICE PARK GROUND SIGN MAINTAINING A HEIGHT OF 5'9" AND 21 SF, AS PER THE SUBMITTED DRAWINGS;**
- 5. THIS REVIEW DEALS WITH ARCHITECTURAL DESIGN ONLY AND SHOULD NOT BE CONSTRUED TO BE AN APPROVAL OF, OR TO HAVE ANY OTHER IMPACT ON, ANY OTHER ZONING, SIGN CODE OR BUILDING OR ANY OTHER REVIEWS. IN ADDITION TO THE NORMAL TECHNICAL REVIEW, PERMIT DRAWINGS WILL BE REVIEWED FOR CONSISTENCY WITH THE DESIGN COMMISSION AND ANY OTHER COMMISSION OR BOARD APPROVAL CONDITIONS. IT IS THE ARCHITECT/HOMEOWNER/BUILDER'S RESPONSIBILITY TO COMPLY WITH THE DESIGN COMMISSION APPROVAL AND ENSURE THAT BUILDING PERMIT PLANS AND SIGN PERMIT PLANS**

COMPLY WITH ALL ZONING CODE, BULDING CODE AND SIGN CODE REQUIREMENTS.

Chairman Tinaglia asked whether or not all 3 ground signs would be constructed at the same time, and **Mr. Ratas** replied that they would be. **Mr. Ratas** also said that they would do their best to coordinate the timing of removal of the existing office park sign and installation of the new one.

**TINAGLIA, AYE; ECKHARDT, AYE; BOMBICK, AYE; FITZGERALD, AYE.
ALL WERE IN FAVOR. THE MOTION CARRIED.**

F. AERIAL UNIT AND CHASSIS

It is recommended that the Board of Trustees reject all bids for the Aerial Unit and chassis.

LEGAL

1. **A RESOLUTION APPROVING A FOURTH AMENDMENT TO A CONTRACT BETWEEN THE VILLAGE OF ARLINGTON HEIGHTS AND GROOT RECYCLING AND WASTE SERVICES FOR COLLECTION AND REMOVAL OF SINGLE-FAMILY RESIDENTIAL SOLID WASTE**
(1-year contract extension 04/01/09 through 03/31/10)
R08-031/A08-025

Trustee Scaletta moved adoption of the Consent Agenda. Trustee Stengren seconded the motion and roll was called with:

AYES: Scaletta, Stengren, Kucera, Jensen, Rosenberg, Breyer, Farwell, Mulder

NAYS: None

AYES 8 NAYS 0 – MOTION CARRIED.

NEW BUSINESS

A. PETITIONER: Arlington Realty Partners
Greg Ratas
13965 W. Burleigh Rd. #202
Brookfield, WI 53005
DC#08-041

PROPERTY: Esplanade at Arlington Park
2920 W. Euclid Ave.

REQUEST:

- Approval of the following sign variation:
 1. A variation from Chapter 30, section 30-302 Number a, to allow for 340'-6" feet separation between the relocated office park sign and the multi-tenant project identification sign on Euclid Avenue where the minimum separation is 800' feet.
 2. A variation from Chapter 30, section 30-302 Number a, to allow for 562'-10" feet separation between the multi-tenant

project identification sign on Euclid Avenue and the multi-tenant project identification sign on Salt Creek Lane where the minimum separation is 800' feet.

3. A variation from Chapter 30, section 30-302 Number a, to allow 3 ground signs where only two are allowed.

A public meeting was held by the Design Commission on June 24, 2008 to consider the matter detailed above.

A MOTION WAS MADE BY COMMISSIONER FITZGERALD, SECONDED BY COMMISSIONER TINAGLIA, TO RECOMMEND APPROVAL TO THE VILLAGE BOARD OF TRUSTEES FOR THE SIGN VARIATION REQUEST FOR THE ESPLANADE AT ARLINGTON PARK LOCATED AT 2920 W. EUCLID AVENUE, AS SUBMITTED. THIS RECOMMENDATION IS SUBJECT TO COMPLIANCE WITH THE PLANS RECEIVED 05/07/08, DESIGN COMMISSION RECOMMENDATIONS, COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE AND VILLAGE CODES, REGULATIONS AND POLICIES, THE ISSUANCE OF ALL REQUIRED PERMITS, AND THE FOLLOWING:

- 1. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW FOR 340'-6" OF SEPARATION BETWEEN THE RELOCATED OFFICE PARK GROUND SIGN AND THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON EUCLID AVENUE, WHERE THE MINIMUM SEPARATION IS 800-FEET;**
- 2. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW FOR 562'-10" OF SEPARATION BETWEEN THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON EUCLID AVENUE AND THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON SALT CREEK LANE, WHERE THE MINIMUM SEPARATION IS 800-FEET;**
- 3. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW 3 GROUND SIGNS, WHERE ONLY 2 GROUND SIGNS ARE ALLOWED.**
- 4. THAT THE CURRENT VARIATION REQUEST BE APPROVED CONDITIONED UPON THE RELOCATED OFFICE PARK GROUND SIGN MAINTAINING A HEIGHT OF 5'9" AND 21 SF, AS PER THE SUBMITTED DRAWINGS;**
- 5. THIS REVIEW DEALS WITH ARCHITECTURAL DESIGN ONLY AND SHOULD NOT BE CONSTRUED TO BE AN**

APPROVAL OF, OR TO HAVE ANY OTHER IMPACT ON, ANY OTHER ZONING, SIGN CODE OR BUILDING OR ANY OTHER REVIEWS. IN ADDITION TO THE NORMAL TECHNICAL REVIEW, PERMIT DRAWINGS WILL BE REVIEWED FOR CONSISTENCY WITH THE DESIGN COMMISSION AND ANY OTHER COMMISSION OR BOARD APPROVAL CONDITIONS. IT IS THE ARCHITECT/HOMEOWNER/BUILDER'S RESPONSIBILITY TO COMPLY WITH THE DESIGN COMMISSION APPROVAL AND ENSURE THAT BUILDING PERMIT PLANS AND SIGN PERMIT PLANS COMPLY WITH ALL ZONING CODE, BUILDING CODE AND SIGN CODE REQUIREMENTS.

TINAGLIA, AYE; ECKHARDT, AYE; BOMBICK, AYE FITZGERALD, AYE. ALL WERE IN FAVOR. THE MOTION CARRIED.

Mr. George Ratas, Arlington Realty Partners, and Mr. Jared Gagliardo, Gateway Architecture appeared before the Board.

President Mulder asked what other stores will be in the center. Mr. Ratas said they have Starbucks, Subway, a Cellular business, a medical clinic and they are talking to a sit-down restaurant and a pizza operator. He said that they are currently negotiating with about 13,000 square feet total tenants.

Trustee Scaletta said the Design Commission fully voted for this and he thinks the new development look great and people need to be able to see signs in order to know that the businesses are there.

Trustee Scaletta moved to grant a 1. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW FOR 340'-6" OF SEPARATION BETWEEN THE RELOCATED OFFICE PARK GROUND SIGN AND THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON EUCLID AVENUE, WHERE THE MINIMUM SEPARATION IS 800-FEET; 2. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW FOR 562'-10" OF SEPARATION BETWEEN THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON EUCLID AVENUE AND THE NEW MULTI-TENANT PROJECT IDENTIFICATION GROUND SIGN ON SALT CREEK LANE, WHERE THE MINIMUM SEPARATION IS 800-FEET; 3. A SIGN VARIATION FROM CHAPTER 30, SECTION 30-302, NUMBER a, TO ALLOW 3 GROUND SIGNS, WHERE ONLY 2 GROUND SIGNS ARE ALLOWED. 4. THAT THE CURRENT VARIATION REQUEST BE

**APPROVED CONDITIONED UPON THE RELOCATED OFFICE PARK
GROUND SIGN MAINTAINING A HEIGHT OF 5'9" AND 21 SF, AS PER
THE SUBMITTED DRAWINGS; 5. THIS REVIEW DEALS WITH
ARCHITECTURAL DESIGN ONLY AND SHOULD NOT BE CONSTRUED
TO BE AN APPROVAL OF, OR TO HAVE ANY OTHER IMPACT ON, ANY
OTHER ZONING, SIGN CODE OR BUILDING OR ANY OTHER REVIEWS.
IN ADDITION TO THE NORMAL TECHNICAL REVIEW, PERMIT
DRAWINGS WILL BE REVIEWED FOR CONSISTENCY WITH THE
DESIGN COMMISSION AND ANY OTHER COMMISSION OR BOARD
APPROVAL CONDITIONS. IT IS THE
ARCHITECT/HOMEOWNER/BUILDER'S RESPONSIBILITY TO COMPLY
WITH THE DESIGN COMMISSION APPROVAL AND ENSURE THAT
BUILDING PERMIT PLANS AND SIGN PERMIT PLANS COMPLY WITH
ALL ZONING CODE, BUILDING CODE AND SIGN CODE REQUIREMENTS.**
TRUSTEE STENGREN SECONDED THE MOTION AND ROLL WAS
CALLED WITH:
AYES: SCALETTA, STENGREN, KUCERA, BREYER, FARWELL,
ROSENBERG, JENSEN, MULDER
NAYS: NONE
AYES 8 NAYS 0 – **MOTION CARRIED.**

PETITIONS AND COMMUNICATIONS

President Mulder said that she wanted to remind the residents that they have the opportunity to enjoy Community Days at Arlington Park September 13th and 14th. Also, with school starting she hopes residents will drive carefully. She also remembered the 9-11 tragedy and said that there are a lot of functions going on.

Trustee Jensen said that her church, Church of Christ, at 1100 West Kirchoff Road, is dedicating a peace pole on Sunday, September 7th at 1:00 PM.

ADJOURNMENT

Trustee Stengren moved to adjourn the meeting at 8:58 PM. Trustee Scaletta
seconded the motion and it carried unanimously.

Edwina Corso, Village Clerk

DESIGN COMMISSION PROJECT TIMELINE

Project Name: Esplanade at Arlington Heights
DC Number: DC16-124
Location: 2920-3020 W. Euclid Avenue
Requested Action: Sign Variation

	Date	# of Business Days
DC Application Submittal Date	10/7/16	
DC Meeting	10/25/16	12
Village Board Meeting	11/7/16	9

Notification Requirements:

- Sign Posting, not less than 15 days prior to the date of the Design Commission meeting.
- Written Notice, not less than 7 days and not more than 30 days prior to the date of the Design Commission meeting.



Item: Marathon Gas Station - 1706 W. Northwest Highway - PC#16-016

Department: Planning & Community Development

Requested Action

Special Use Permit to allow an Auto Service Station with Convenience Mart within the B-2 District.

Variations Identified

- 1. Variation from Section 11.2-8 to reduce the minimum width of drive aisles to 17' where code requires 24' in width.
- 2. Variation from Section 6.15-1.2(b) to waive the requirement for landscape islands at the ends of all parking rows.

Recommendation

A public hearing was held by the Plan Commission on October 26, 2016 where Commissioner Warskow moved and Commissioner Green seconded:

A motion to recommend approval to the Village Board of Trustees of PC#16-016, a Special Use to allow an Auto Service Station with Convenience Mart within the B-2 District; A variation from Section 11.2-8 to reduce the minimum width of drive aisles to 17' where code requires 24' in width; and A variation from Section 6.15-1.2(b) to waive the requirement for landscape islands at the ends of all parking rows.

This approval is subject to the following conditions:

1. The subject property owner must remove and sod the 10' alley and alley approach and restore the parkway and add curb in the area at a future date, upon request of the Village.
2. Prior to issuance of a building permit, the petitioner must submit a photometric plan for review and approval by the Village.
3. Prior to issuance of a certificate of occupancy, the petitioner must provide verification of compliance with all State Fire Marshal requirements.

4. As part of the building permit submittal, the petitioner should submit engineering plans showing the existing grade on the site and the proposed drainage patterns for review and approval by the Village.
5. As part of the building permit submittal, the petitioner should submit a revised fire truck turn exhibit for review and approval by the Village.
6. The petitioner shall revise the landscaping to comply with comments 1 thru 5 on the landscape review letter dated 10-21-16.
7. Dumpster enclosure shall be constructed of masonry material to match the building.
8. The curbs on the subject property shall be revised as per Exhibit I.
9. Compliance with all Design Commission conditions.
10. The petitioner shall comply with all applicable federal, state and local codes, regulations and policies.

Roll Call Vote: Commissioners Cherwin, Drost, Green, Jensen, Sigalos, Warskow and Acting Chairman Ennes voted in favor. Motion carried.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Staff Report	Report
PC Minutes 10/26/16 - DRAFT	Minutes
Aerial	Exhibits
DC Staff Report	Board or Commission Report
DC Minutes	Minutes
Plat of Survey	Exhibits
Project Narrative	Exhibits
Justification for Special Use	Exhibits
Site Plan, Elevations, Floor Plans	Exhibits
Department Comments - Round 1	Correspondence
Petitioner Response to Department Comments - Round 1	Correspondence
Department Comments - Round 2	Correspondence

Petitioner Response to Department
Comments - Round 2
PC Timeline Tracker

Correspondence

Exhibits

STAFF DEVELOPMENT COMMITTEE REPORT

To: Plan Commission
Prepared By: Sam Hubbard, Development Planner
Meeting Date: October 26, 2016
Date Prepared: October 21, 2016
Project Title: Marathon Gas Station Redevelopment
Address: 1706 W. Northwest Highway

BACKGROUND INFORMATION

Petitioner: Steven Chacko
Address: 1706 W. Northwest Highway
 Arlington Heights, IL 60004

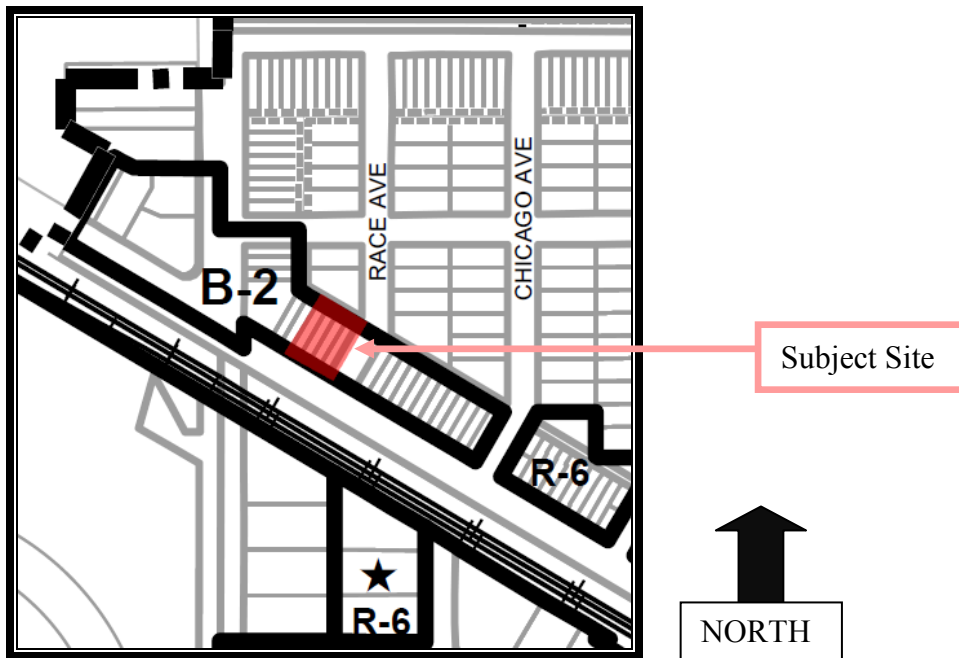
Existing Zoning: B-2, General Business District

Requested Action:

- Special Use Permit to allow an Auto Service Station with Convenience Mart within the B-2 District.

Variations Identified:

- Variation from Section 11.2-8 to reduce the minimum width of drive aisles to 17' where code requires 24' in width.
- Variation from Section 6.15-1.2(b) to waive the requirement for landscape islands at the ends of all parking rows.

**Surrounding Properties:**

Direction	Zoning	Existing Use	Comprehensive Plan
North	R-3, One-Family Dwelling District	Single-family Home	Single-Family Detached
South	B-3, General Service, Wholesale, and Motor Vehicle District	Metra railroad tracks	Commercial
East	B-2, General Business District	Commercial	Commercial
West	B-2, General Business District	Mixed Use (Commercial and Residential)	Commercial

Background:

The subject property is approximately 0.29 acres in size and is developed with a gas station and convenience store/auto repair business. The existing building is roughly 1,300 square feet in size and is occupied mostly by the auto repair business, with a small section of the building used for the convenience store. Access to the site comes from two curb cuts along Northwest Highway, and two curb cuts on Race Avenue. Access along Northwest Highway is under the jurisdiction of IDOT, while Race Avenue is a Village street.

Automobile Service Stations, with or without a convenience store, are classified as a special use within the B-2 District. Staff has researched the existing automobile service station and found no record of a Special Use Permit for an automobile service station at this location. Since the petitioner is interested in removing the auto repair portion of the site to allow expansion of the convenience store to occupy the entire building, the site must now obtain the required Special Use Permit to conform with code requirements.

The remodeled store is proposed as a BP gas station and would have a total of two employees. In conjunction with the interior remodel, the property owner is also proposing significant upgrades to the façade of the building as well as modifications to the site and parking lots.

Zoning and Comprehensive Plan

As indicated above, the property is within the B-2, General Business District, and all "Automobile Service Stations" are classified as a special use within the B-2 District. Therefore, a Special Use Permit is required. The petitioner must demonstrate conformance to the following criteria necessary for Special Use Permit approval:

- A. That said special use is deemed necessary for the public convenience at this location.***
- B. That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.***
- C. That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.***

The petitioner has submitted a written response to the above criteria. Staff concurs with the petitioner that the necessary standards for Special Use Permit approval have been met. The subject property has existed as a gas station for over 30 years without creating a detrimental effect on the vicinity, and its continuing use as a gas station will not be detrimental to the health, safety, morals, or general welfare of the vicinity.

The Village's Comprehensive Plan designates the future use of the subject property as "Commercial". The proposed use is therefore consistent with the Comprehensive Plan.

Plat and Subdivision Committee

The Plat and Subdivision Committee met on July 13th to discuss the proposed special use. The subcommittee did not identify any major issues with the preliminary proposal and encouraged the applicant to move forward.

Design Commission

The Design Commission met on July 26th to discuss the proposed exterior changes. The minutes from that meeting are attached. The Design Commission voted to approve the application subject to the following changes:

- 1. The rooftop mechanical screen shall match the tan EIFS color.
- 2. Work with Staff on the final landscape design.
- 3. The monument ground sign is approved as submitted. (note: the petitioner stated that they actually want a 14' tall ground sign, and if this change is made, then the Design Commission wants to review it)
- 4. The stone base on the front of the building shall be continued to the edge of the wing wall.

Site Plan

The current site is not well maintained and is in a deteriorated state. The parking lot is not striped and miscellaneous automobiles are stored in a gravel area in the northwest corner of the site. Additionally, a 20' wide asphalt alley runs along the rear of the property, which alley was vacated in 2005. Half of the alley was transferred to the subject property, the other half was transferred to the residential property on the opposite side of the alley. The pavement in the alley is in a state of disrepair and must be

resurfaced, and the long-term plan is to remove and replace the alley with greenspace at a time when the neighboring residential property is redeveloped or when the adjacent property owner agrees to remove the pavement and install landscaping.

Through-out the review process, the petitioner has worked closely with staff in order to develop an appropriate site plan. The current iteration of the site plan reflects these efforts and represents an improvement over the existing facility. The petitioner has proposed the addition of landscape beds and the removal of the gravel area in the northwest corner of the site (to be replaced with landscaping and sod), which will help to improve the appearance of the subject property. Additionally, there are deteriorating pavement areas in the rear of the site and within the alley area that will be resurfaced in the immediate future and removed in the long-term future.

The applicant has proposed the creation of parking spaces via the re-stripping of the parking lot, which will bring the site closer into compliance with current parking regulations. Curbing has been proposed along landscape beds and along the exterior of the site. However, curbs have been proposed in areas where they are not needed, and some gaps exist in areas where they are needed (see Exhibit I attached). Therefore, as a condition of approval, staff recommends adding and removing certain curbs as shown on Exhibit I. As part of the building permit process, the applicant will be required to submit engineering plans showing the existing grade and the proposed drainage patterns to ensure compliance with all storm water management regulations.

Given the 13,500 square foot sized site, it has been challenging to add the required parking spaces while also meeting minimum drive aisle restrictions. Some drive aisles do not meet the minimum widths as required by code, and therefore certain Variations are needed to reduce the minimum drive aisle width requirements. Specifically, on the west side of the site in between the pump and the handicap parking space, the drive aisle is proposed at 18'. On the east side of the site between the edge of the parking spaces and the 4' wide landscape island, only 20' of drive aisle width is present. Finally, between the north side of the northern most spaces adjacent to the gasoline pumps and the building there is only 17' of drive aisle width. Staff is supportive of these variations as they allow for the addition of striped parking areas including a newly added handicap parking space, the addition of landscape beds, and the aisle width reductions are in locations that are not expected to be highly trafficked.

Staff has worked with the petitioner to come up with a plan for the vacated alley area that makes up the rear 10' of the subject property. As previously mentioned, half of the alley (10' in width) belongs to the subject property owner, and the other half of the alley (10' in width) belongs to the property owner on the opposite side of the alley. This property is a single-family house owned by the owner of Jimmy's D's District Restaurant, which abuts the subject property to the northwest. It was agreed upon by both owners that the best solution for the alley area at this time, rather than to be removed and sodded, was to be resurfaced in the areas where the pavement is deteriorating. Additionally, a 6' tall privacy fence has been proposed for much of the rear property line in-between the subject property and the alley pavement, which will provide for additional screening for the residential property to the north. A condition of approval has been added that will require the portion of the alley on the subject property and the alley approach to be removed replaced with greenspace, upon the request of the Village. The long-term plan is for this alley to be removed if/when the abutting property owner to the north desires to redevelop the property or agrees to remove the pavement, and coordination on the removal of the entire alley can be accomplished at that time.

The site has not dispensed gas for two years and it has come to the Village's attention that several violations exist from the Office of the State Fire Marshal (OSFM), which regulates gasoline fueling operations. As such, staff has recommends a condition of approval that mandates compliance with all OSFM regulations prior to building occupancy.

As part of this project, a dumpster enclosure will be constructed in the rear of the building. The gates will have a metal panel painted grey or black, and the walls of the enclosure appear to be masonry to match the walls of the building. The petitioner has verbally acknowledged that the enclosure walls will be brick to match the building, however, the enclosure materials are not noted on the plans and a condition of approval formalizing such is needed. This condition of approval has been included below.

Landscaping

The petitioner is proposing a new landscape island along Race Avenue, and has added landscaping along the side and rear of the property. However, the petitioner should intensify the plantings, especially in the landscape bed along Race Avenue and along the western and northern property lines. Staff has recommended alternate landscape materials be used that will be salt-tolerant and provide better screening. Additionally, staff has recommended additional plant units in order to intensify the landscape screen.

These recommended changes are consistent with the Design Commission approval condition requiring the applicant to work with staff on the final landscape design.

The petitioner is requesting Variation relief to waive the requirement for a landscape island at the end of each parking row. Due to the small size of the site and the need to work within the existing layout, it would be impractical to add the code required landscape islands. Therefore, staff supports the proposed variation.

Traffic & Parking

Section 6.12-1(3) of the Chapter 28 requires a detailed traffic study prepared by a licensed traffic engineer for all Special Use Permits greater than 5,000 square feet if located along a Major or Secondary Arterial. Since the subject property contains less than 5,000 square feet of floor area, the detailed traffic study is not required. Exhibit II (attached) outlines the code required parking and the proposed parking. Based on staff evaluation, the site conforms to all parking requirements.

The petitioner had originally provided a fire truck auto turn diagram which met the standards of the Fire Department, however, the auto turn diagram should be updated to reflect the current iteration of the site plan, which shall be subject to review and approval by the Village. A condition of approval has been added to reflect this.

RECOMMENDATION

The Staff Development Committee reviewed the proposed request and generally supports the proposed Special Use, subject to the following:

1. The subject property owner must remove and sod the 10' alley and alley approach and restore the parkway and add curb in the area at a future date, upon request of the Village.
2. Prior to issuance of a building permit, the petitioner must submit a photometric plan for review and approval by the Village.
3. Prior to issuance of a certificate of occupancy, the petitioner must provide verification of compliance with all State Fire Marshal requirements.
4. As part of the building permit submittal, the petitioner should submit engineering plans showing the existing grade on the site and the proposed drainage patterns for review and approval by the Village.
5. As part of the building permit submittal, the petitioner should submit a revised fire truck turn exhibit for review and approval by the Village.
6. The petitioner shall revise the landscaping to comply with comments 1 thru 5 on the landscape review letter dated 10-21-16.
7. Dumpster enclosure shall be constructed of masonry material to match the building.
8. The curbs on the subject property shall be revised as per Exhibit I.
9. Compliance with all Design Commission conditions.

October 21, 2016

Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1560

The site plan for Northwest Highway shows a property with various parking areas and proposed changes. Key features include:

- Property Line:** A dashed line indicating the boundary of the property.
- Neighbor Property Area:** The area adjacent to the property line, marked with diagonal hatching.
- 10' Area Needs to be Repair & Sealed as Needed New P Solid Wooden Fence:** A note indicating the need for repair and sealing of a new solid wooden fence.
- Remove Existing Gravel Area with New Sodding to be Added:** A note indicating the removal of an existing gravel area and the addition of new sodding.
- Asphalt Paved Area and Replaced:** A note indicating the replacement of an asphalt paved area.
- Rod Run Enclosure Gate:** A gate located near the center of the property.
- New Fence:** A new fence line running along the right side of the property.
- Existing Concrete Curb No Change:** A note indicating that the existing concrete curb will remain unchanged.
- Existing Concrete Paved No Change:** A note indicating that the existing concrete paved area will remain unchanged.
- Existing Canopy No Change:** A note indicating that the existing canopy will remain unchanged.
- Existing Pump No Change:** A note indicating that the existing pump will remain unchanged.
- Existing Gas Station Sign to be Remain:** A note indicating that the existing gas station sign will remain.
- Existing Flag Post:** A flag post located near the bottom right of the property.
- Northwest Highway:** The main road running along the bottom of the property.
- Race Ave:** A road running along the right side of the property.
- Existing Drive Way No Change:** A note indicating that the existing drive way will remain unchanged.
- 24'-24" No Change:** A note indicating that the existing drive way width will remain unchanged.

5 of 4

Exhibit II – Parking Analysis

ADDRESS	TENANT	CODE USE	GROSS SQUARE FOOTAGE	NUMBER OF EMPLOYEES	NUMBER OF SERVICE BAYS	PARKING REQUIREMENT	PARKING REQUIRED
1706 W. Northwest Highway	Marathon Gas Station	Retail Store	1,307	N/A	N/A	1 per 300 sq. ft.	4
		Auto Service Station	N/A	2	0	1 per employee plus 3 per service bay	2
	Total Required		1,307				6
	<i>Total Provided (includes spaces adjacent to gas pumps)</i>						13
	Surplus / (Deficit)						7

Handicap Parking Required	1
Handicap Parking Provided	1

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PLAN

REPORT OF THE PROCEEDINGS OF A PUBLIC HEARING BEFORE THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION

COMMISSION

RE: MARATHON GAS STATION-1706 WEST NORTHWEST HIGHWAY - PC# 16-016
SPECIAL USE FOR AUTO SERVICE STATION

REPORT OF PROCEEDINGS had before the Village of
Arlington Heights Plan Commission Meeting taken at the Arlington Heights Village
Hall, 33 South Arlington Heights Road, 3rd Floor Board Room, Arlington Heights,
Illinois on the 26th day of October, 2016 at the hour of 7:30 p.m.

MEMBERS PRESENT:

TERRY ENNES, Acting Chairman
LYNN JENSEN
MARY JO WARSKOW
BRUCE GREEN
GEORGE DROST
JOHN SIGALOS
JAY CHERWIN

ALSO PRESENT:

SAM HUBBARD, Development Planner

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ACTING CHAIRMAN ENNES: Let's get our meeting started. Would you all rise and follow with me in the pledge of allegiance?

(Pledge of allegiance.)

ACTING CHAIRMAN ENNES: I'd like to call this meeting of the Plan Commission to order. I think our first item is approval of minutes. Has everybody reviewed --

MR. HUBBARD: Roll call.

ACTING CHAIRMAN ENNES: Would you like to take attendance first?

MR. HUBBARD: Yes, please. Commissioner Cherwin.

COMMISSIONER CHERWIN: Here.

MR. HUBBARD: Commissioner Dawson.

(No response.)

MR. HUBBARD: Commissioner Drost.

COMMISSIONER DROST: Here.

MR. HUBBARD: Commissioner Ennes.

ACTING CHAIRMAN ENNES: Present.

MR. HUBBARD: Commissioner Green.

COMMISSIONER GREEN: Here.

MR. HUBBARD: Commissioner Jensen.

COMMISSIONER JENSEN: Here.

MR. HUBBARD: Commissioner Sigalos.

COMMISSIONER SIGALOS: Here.

MR. HUBBARD: Commissioner Warskow.

COMMISSIONER WARSKOW: Here.

MR. HUBBARD: Chairman Lorenzini.

(No response.)

ACTING CHAIRMAN ENNES: Okay, we have minutes from last week's meeting.

COMMISSIONER GREEN: I would like to make a motion for approval. They're dated 10/13/16.

COMMISSIONER CHERWIN: Second.

ACTING CHAIRMAN ENNES: Is there a second? Second. All in favor?

(Chorus of ayes.)

ACTING CHAIRMAN ENNES: Any opposed?

(No response.)

COMMISSIONER WARSKOW: I was not at the meeting.

COMMISSIONER SIGALOS: I abstain, I was not at the meeting also.

ACTING CHAIRMAN ENNES: Our first hearing is PC# 16-016, the Marathon Gas Station at 1706 West Northwest Highway for a special use permit. Is the Petitioner here? Sam, have all the legal notices been presented?

MR. HUBBARD: Yes, they have been.

ACTING CHAIRMAN ENNES: Could I ask the Petitioner to come forward? Is there anyone else that will be talking with you?

MR. KHAN: We are the design team, Maqbool Khan, George Simoulis, and the owner is here if you have any questions.

ACTING CHAIRMAN ENNES: Could I ask you to raise your hand and let me swear you in?

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(Witnesses sworn.)

ACTING CHAIRMAN ENNES: If you would state your name, spell it for the court reporter?

MR. KHAN: Maqbool Khan, M-a-q-b-o-o-l, last name is Khan, K-h-a-n.

MR. SIMOULIS: My name is George Simoulis, S-i-m-o-u-l-i-s. I'm the architect on the job.

ACTING CHAIRMAN ENNES: Would you tell us about your project?

MR. HUBBARD: You guys can put your boards on the easel if you want.

MR. KHAN: This is the existing Marathon Gas Station and we are --

MR. HUBBARD: Could you use the mic to give your presentations for the court reporter?

MR. KHAN: The existing one is the Marathon Gas Station. My client bought it out and we have the contract, and we are changing from Marathon to the BP. Whatever the requirements from the BP, we are trying to fulfill it and putting the project together.

ACTING CHAIRMAN ENNES: Would you like to go into more details about it?

MR. KHAN: What we are doing is we are doing just interior and exterior elevation of this project. This already has the existing gas station. There's two bays that we are converting to the C store with walk-in cooler in it. Exterior, what we do is there is some BP station, BP has their own rules on this and that, so we have to take care of that. Plus the storefront, complete removal for the storefront with the facade. We have a painted brick so we're going to be washing it out, putting this kind of stone at the bottom. That's the plan.

ACTING CHAIRMAN ENNES: You're asking for a couple of variations. Why do you need these?

MR. KHAN: Just for the BP. It has some requirements that we have to do to fulfill it.

ACTING CHAIRMAN ENNES: Is that all you have?

MR. KHAN: Yes.

ACTING CHAIRMAN ENNES: Sam, would you give us the Staff report?

MR. HUBBARD: Sure, yes. So, as you heard, the Petitioner would like to remodel the existing gas station. Currently, there is an auto repair use located in about two-thirds of it, and one-third is a convenience store. So, what they want to do is remove the auto repair use, expand the convenience store so that it occupies 100 percent of the existing gas station. They're also going to reopen the pumps. There are four pumps on site and they're not currently pumping gas. But the plan is to re-utilize them to sell gas in there once again.

So, the property is zoned B-2, and all gas stations in the B-2 Zoning District are required to have a special use permit. When the Applicant first approached us to discuss this project, we did some research and found that there was no special use permit for this particular site. So, the desire to expand the convenience store is now triggering the requirement to obtain a special use permit.

Additionally, the Applicant is requesting two variations, and I'll get into a little bit more detail later on in the presentation here. Here you see the aerial of the site. You will notice in the back, there is an alley that's been vacated but it's currently paved and in kind of a deteriorated condition. When the alley was vacated, half of it went to the subject property and the other half was transferred to the property on the other side to the north.

So, you can see here, this is a picture of the alley. It's not in very

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good condition and it does need some improvements. The property line is pretty much right through the center of the alley and it's shared of course between the two properties. We had asked the Petitioner to work with the adjacent property owner during the Plan Commission process to come up with some sort of a plan for the alley area. As it turns out, that adjacent property owner is the same owner as the Jimmy D's Restaurant just on the other side of the subject property, so that's a rental property. Neither of the property owners seem to want to remove that area. They were happy with it as a pavement.

So, Staff has asked that they repair the pavement. The Petitioner is going to make some other improvements back here, all of this, you know, gravel area, the patch of grass, it's going to be replaced with sod. This pavement area is going to be repaired and replaced. There is going to be some landscaping put along this edge here and a fence as well.

So, we did recommend a condition of approval that upon the request of the Village, we have the right to ask that this alley area be removed, and the approach be removed and curb be replaced and parkway restored. We don't anticipate acting on this until such time as the neighboring property owner to the north wants to come forward with redevelopment. At that point, we may like this alley to be returned to green space.

This is a street view of the property from Northwest Highway. As you can see, the site is pretty tight. It's only about 13,000 square feet. There is going to be some landscaping added along the side here, and of course these service bays will be removed. They're going to be adding a new facade on the exterior of the gas station.

This did appear before the Design Commission and it did receive a recommendation of approval subject to certain conditions. So, we did recommend that approval of the application this evening be linked to those conditions of approval by the Design Commission.

Here is the existing site plan and the proposed site plan. As you can see, a lot of landscaping is going to be added along this side as well as the side here to the north, the fence along the rear property line. These parking spaces are going to be created to the rear and on the side of the building as well as in the front, and a landscape island is going to be installed along the Race Avenue side.

So, this brings me to the subject of some of the variations. The first one was a reduction in minimum width for drive aisles. They're required to be 24 feet wide. Because the subject property is kind of tight, there are certain locations where the drive aisle widths aren't going to meet that 24 feet requirement. Staff is comfortable with the variations because it does allow the required parking to be added. It allows some additional landscaping to be added. We understand that the site is pretty unique in that it's so tight and these reduction in drive aisle widths aren't in high traffic locations.

There is also a landscaping requirement to add a landscape island at the edge of all parking rows. Again, because the site is so tight, there's really not much room. So, that's the second variation that the Petitioner has requested. With the elimination of that requirement, Staff is supportive of this variation as well because the Petitioner is making such other landscaping improvements to the site. Because it's tight, it really wouldn't fit, those landscape islands.

There were some gaps in some of the landscaping and a few outstanding issues with regards to the proposed species types. So, we have recommended a condition of approval that the Applicant work to address those outstanding items.

When it comes to parking, the site is compliant. So, essentially this

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is just a reuse of the existing gas station with some improvements to the exterior of the building and to the site.

So, I've touched on probably some of the most important conditions of approval that we're recommending. But we are supportive of the application and we are recommending approval subject to conditions 1 through 10. I'm happy to get into more detail on those conditions if you'd like or answer any questions.

ACTING CHAIRMAN ENNES: Has the Petitioner seen conditions 1 through 10?

MR. KHAN: Yes, we have.

ACTING CHAIRMAN ENNES: Do you agree with those?

MR. KHAN: Yes, we do.

ACTING CHAIRMAN ENNES: Do I have a motion to approve the Staff report?

COMMISSIONER DROST: I'll make that motion.

ACTING CHAIRMAN ENNES: Is there a second?

COMMISSIONER CHERWIN: Second.

ACTING CHAIRMAN ENNES: All in favor?

(Chorus of ayes.)

ACTING CHAIRMAN ENNES: Anyone opposed?

(No response.)

ACTING CHAIRMAN ENNES: Motion carries. What we will do now is start with questions from the Commissioners, and we'll start down with Commissioner Jensen and move on from there.

COMMISSIONER JENSEN: I don't really have any questions. I think this is a good thing to do with this particular area. The only clarification I have, I wasn't exactly clear where the garbage enclosure is going to be in that arrangement.

MR. HUBBARD: It's pretty small. Okay, if you can see here, it's kind of right in this location here.

COMMISSIONER JENSEN: So, it will be easily accessible where it shouldn't be a problem even with those tighter --

MR. HUBBARD: Correct. The truck should be able to turn and access that. I don't know if you're planning to have a dumpster on rollers.

MR. KHAN: Yes.

MR. HUBBARD: That will also help.

COMMISSIONER JENSEN: Okay, I don't have any further questions at this point. Maybe later on.

COMMISSIONER WARSKOW: I don't have any questions.

ACTING CHAIRMAN ENNES: Bruce?

COMMISSIONER GREEN: My only question was, Sam, maybe you can answer it. In the back, are they going to add a curb to the alley or just fix the alley and leave it? Is that what they're going to do?

MR. HUBBARD: The plan is to add a curb, I think it's --

COMMISSIONER GREEN: Along the property line?

MR. HUBBARD: Along just where this fence is going to go as well, so the plan is showing the curb here right along this portion. The rest of the alley would not, you know,

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have curbs added. I think the long term plan would be to have that removed and replaced with green space.

COMMISSIONER GREEN: Okay, so that, okay, I've got you. I really have no other questions.

ACTING CHAIRMAN ENNES: Commissioner Cherwin?

COMMISSIONER CHERWIN: Yes. No, I actually saw this in the subcommittee. It sounds reasonable, their approach. I think it's a good project as has been said, with the development of the property and I think the conditions are reasonable, so I'm good with it. Thank you.

ACTING CHAIRMAN ENNES: Commissioner Sigalos?

COMMISSIONER SIGALOS: I think it's a good project. I just have one question. At the Plat & Sub, it seemed that the existing tanks, fuel pumps were recently replaced six years ago or what have you?

MR. KHAN: Yes.

COMMISSIONER SIGALOS: How long have they been not dispensing fuel from those?

MR. KHAN: I think it's about six months, four to six months. That's when we signed the contract with them.

COMMISSIONER SIGALOS: Okay, because I saw something here from the Building Department and Fire Safety Division, that anything over a year would have to be removed and replaced.

MR. KHAN: Yes, yes. We understand that part. So, yes, about four to six months, something like that. If you needed any inspection or anything, we will follow that, we will take care of that one.

COMMISSIONER SIGALOS: I have no other questions. I think it's a good improvement.

MR. KHAN: Thank you very much.

ACTING CHAIRMAN ENNES: Commissioner Drost?

COMMISSIONER DROST: Yes, I think it's a good improvement, too. Having experience with BP, they're a good franchiser. Taking the automobile repair and making it into a convenience food store makes a lot of sense. That sort of ties in with another Marathon Station at Campbell and Wilke, it's on the northeast corner there. They have autos there or auto storage, and I don't think it was really in keeping with the design. This will I think be an improvement, and maybe you guys can make a deal on that Wilke and Campbell property, too.

MR. KHAN: Definitely, if it is open, then we will try.

COMMISSIONER DROST: Yes.

ACTING CHAIRMAN ENNES: Anything else?

COMMISSIONER DROST: No.

ACTING CHAIRMAN ENNES: I wasn't at Plat & Sub, I have just a couple of quick questions. The alley has been vacated, Sam?

MR. HUBBARD: It has, yes.

ACTING CHAIRMAN ENNES: Now, when an alley like that is vacated, does the land revert back to the adjoining property owners?

MR. HUBBARD: Yes, typically the abutting property owners on each side would get half of the alley, and that's what happened in this situation.

ACTING CHAIRMAN ENNES: I noticed you mention that you were going to

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reach out to the adjoining property owner and see if he wanted to sell that to you?

MR. KHAN: Yes, we did. We did approach him and talk to him already in a couple of meetings with my client and myself. I think the neighbors are here, too. They are here in the back, that's his brother. So, whatever that we have to do to re-pave and repair and maintain, then we will do it.

ACTING CHAIRMAN ENNES: What's the process of transferring that back to them? Would you be interested in moving your lot back to take advantage of the alley and make your property bigger?

MR. KHAN: Yes, definitely, if the neighbors want to sell it. I'm sure we're more than willing to look into that.

ACTING CHAIRMAN ENNES: That's all I have. Does anybody in the audience have any questions? As to the Petitioner, you can sit down.

QUESTIONS FROM AUDIENCE

MR. DEMARAKIS: We own the property adjacent. My name is George Demarakis. I live at 914 North Race Avenue, and we're the house that's directly behind there.

ACTING CHAIRMAN ENNES: Okay.

MR. DEMARAKIS: On the north side. One of the things that, our concern originally when they approached us about it was with that alley, providing the gas station towards us, it gets closer to our residential property that we live at. So, we wanted to make sure there weren't vehicles or cars coming down that way in kind of a traffic pattern. So, we really didn't want to lose the opportunity to keep that alley as an alley in the current condition.

We did work with them as we communicated to say we will re-pave and help clean that alley up to the, all the way to the end of the drive. Right now, my brother and I, part of that alley is used, too, with cars coming there once in a while. So, that was kind of one of the discussions where if we ever needed to use that alley, we would like to keep it. That was one of the --

ACTING CHAIRMAN ENNES: Is the alley used now?

MR. DEMARAKIS: Once in a while a car might park out there if we need to, my car or my brother's car for the restaurant. That was kind of in the agreement.

ACTING CHAIRMAN ENNES: Thank you. But the alley has already been vacated?

MR. HUBBARD: It has, yes.

ACTING CHAIRMAN ENNES: So, half of what they're parking on is their property?

MR. HUBBARD: Correct.

ACTING CHAIRMAN ENNES: So, you're trying to work out something on that with them?

MR. DEMARAKIS: Yes.

ACTING CHAIRMAN ENNES: Well, that's, I don't believe that's, what happens to it isn't a matter of our hearing, so that's up to you, gentlemen. Anybody else from the audience? If you would state your name and spell it and give us your address for the court reporter?

MRS. DiGIOVANNI: Diane DiGiovanni, 927 North Race Avenue.

MR. DiGIOVANNI: Tom DiGiovanni, 927 North Race Avenue. We were

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wondering --

property?

ACTING CHAIRMAN ENNES: Where do you live in relationship to the

MRS. DiGIOVANNI: We live across the street.

MR. DiGIOVANNI: We were wondering if the hours are set for the operation of the gas station or the convenience store and what would be sold.

ACTING CHAIRMAN ENNES: That I'm not aware of. What are the hours you're proposing for the gas station?

MR. CHACKO: It would be 24 hours --

ACTING CHAIRMAN ENNES: Would you come forward and give us your name and spell it for the court reporter?

MR. CHACKO: My name is Stephen Chacko, Stephen, S-t-e-p-h-e-n, Chacko, C-h-a-c-k-o. Actually this BP requirement is 24 hours. I would like to open us 24 hours as the C store and fuel center.

ACTING CHAIRMAN ENNES: Are the hours part of the petition, Sam?

MR. HUBBARD: No, not necessarily. I mean if it's a concern to the Plan Commission, there could be items that we can look at in the conditions to address if there are concerns over the hours. Certainly they have to comply with any business license restrictions. I'm not aware of any restrictions in that regard, business license that you have to comply.

COMMISSIONER JENSEN: What were the hours for the Marathon Station?

MR. DiGIOVANNI: It was basically open until about 8:00 at night.

COMMISSIONER JENSEN: 8:00 at night, open at 5:00 or 6:00 in the morning or 7:00?

MR. DiGIOVANNI: It was open basically between 6:00 and 7:00. I was just wondering if there's going to be liquor sold there, if there's going to be problems. Or is it just maybe beer and soda and stuff?

ACTING CHAIRMAN ENNES: There's nothing about a liquor permit.

MR. HUBBARD: Yes, the Village would have to approve a liquor license if the Applicant applies.

MR. DiGIOVANNI: Would that be another commission?

MR. HUBBARD: I mean there is a Liquor Commission. It's not a public hearing, but there is an application process.

ACTING CHAIRMAN ENNES: That's up to the Trustees and the Mayor. That's not something that we would consider.

MRS. DiGIOVANNI: Are there many 24-hour operations?

ACTING CHAIRMAN ENNES: He said he wants to have 24 hours.

MRS. DiGIOVANNI: I know. Are there many others in Arlington Heights?

ACTING CHAIRMAN ENNES: That I don't know.

MRS. DiGIOVANNI: It just seems incongruent with the residential area that's quite close to it. Also, I'll tell you something else, Ken, in his last months of operation, was only operating the service, he did not use those tanks for a long time. You would have to talk to Ken but I think it's more than six months.

MR. DiGIOVANNI: Maybe closer to a year, I think. He stopped pumping gas but it remained a service station.

MR. HUBBARD: Yes, the Village is aware of some issues with the pumps.

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I know they're mentioned in the Staff report about some issues with the State Fire Marshal. But the Applicant is going to resolve those issues prior to opening.

MR. DiGIOVANNI: So, in other words, the residents don't have any say if liquor is sold and the hours they're open?

ACTING CHAIRMAN ENNES: Liquor is not being considered here to approve. They're not applying for liquor sales.

MRS. DiGIOVANNI: Do the residents get any consideration if they object to the 24 hours?

ACTING CHAIRMAN ENNES: You can absolutely talk to the Village Trustees and the Mayor.

COMMISSIONER DROST: I think the Marathon on Northwest Highway and Vail is 24/7. That's a Marathon, too. Are you familiar with that station? That's a 24/7, isn't it?

MRS. DiGIOVANNI: But the way that situation is, is that's more of a --

COMMISSIONER DROST: Yes, I understand. But I'm just trying to address the anecdotal closest to the neighborhood.

MRS. DiGIOVANNI: Okay, I just wanted to, you know, that there is a contrast here with the residential.

COMMISSIONER DROST: Yes. I think Commissioner Ennes' point as far as the hours and, you know, terms of operation, there will be a date that will be given to, for the Village Trustees to hear it.

MRS. DiGIOVANNI: Okay, thank you.

COMMISSIONER DROST: So, you will get your say.

ACTING CHAIRMAN ENNES: Is there anybody else that wishes to be heard? No? Is there a motion? I'll close the public hearing, and is there a motion?

COMMISSIONER WARSKOW: I'll make a motion.

A motion to recommend to the Village Board of Trustees approval of PC# 16-016, a Special Use Permit to allow an auto service station with convenience mart within the B-2 District; a Variation from Section 11.2-8 to reduce the minimum width of the drive aisles to 17 feet where code requires 24 feet in width; and a Variation from Section 6.15-1.2(B) to waive the requirement for landscape islands at the ends of all parking rows.

This approval is subject to the following conditions:

- 1. The subject property owner must remove and sod the 10-foot alley and alley approach, and restore the parkway and add curb in the area at a future date upon request of the Village.**
- 2. Prior to issuance of a building permit, the Petitioner must submit a photometric plan for review and approval by the Village.**
- 3. Prior to issuance of a Certificate of Occupancy, the Petitioner must provide verification of compliance with all State Fire Marshal requirements.**
- 4. As part of the building permit submittal, the Petitioner should submit engineering plans showing the existing grade on the site and the proposed drainage patterns for review and approval by the Village.**
- 5. As part of the building permit submittal, the Petitioner should submit a**

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- revised fire truck turn exhibit for review and approval by the Village.
6. The Petitioner shall revise the landscaping to comply with comments 1 through 5 on the landscape review letter dated 10/21/16.
 7. Dumpster enclosure shall be constructed of masonry material to match the building.
 8. The curbs on the subject property shall be revised as per Exhibit 1.
 9. Compliance with all Design Commission conditions.
 10. The Petitioner shall comply with all applicable federal, state, and local codes, regulations and policies.

COMMISSIONER GREEN: I'd like to second then.

ACTING CHAIRMAN ENNES: Roll call.

MR. HUBBARD: Commissioner Cherwin.

COMMISSIONER CHERWIN: Yes.

MR. HUBBARD: Commissioner Drost.

COMMISSIONER DROST: Aye.

MR. HUBBARD: Commissioner Ennes.

ACTING CHAIRMAN ENNES: Yes.

MR. HUBBARD: Commissioner Green.

COMMISSIONER GREEN: Yes.

MR. HUBBARD: Commissioner Jensen.

COMMISSIONER JENSEN: Yes.

MR. HUBBARD: Commissioner Sigalos.

COMMISSIONER SIGALOS: Yes.

MR. HUBBARD: Commissioner Warskow.

COMMISSIONER WARSKOW: Yes.

MR. HUBBARD: So, that is a recommendation of approval from the Village Plan Commission. We're tentatively scheduling this for the Village Board on the first meeting in November which I believe is on November 7th. So, you'll be required to attend that meeting, we can talk tomorrow and discuss next steps. Thank you.

ACTING CHAIRMAN ENNES: There's no other business before us, is that correct?

MR. HUBBARD: That's it for this evening.

ACTING CHAIRMAN ENNES: Okay, motion to adjourn?

COMMISSIONER WARSKOW: I'll make such motion.

ACTING CHAIRMAN ENNES: Second?

COMMISSIONER SIGALOS: Second.

ACTING CHAIRMAN ENNES: All in favor?

(Chorus of ayes.)

ACTING CHAIRMAN ENNES: Any opposed?

(No response.)

ACTING CHAIRMAN ENNES: We're adjourned.

(Whereupon, the meeting was adjourned at 7:55 p.m.)

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STATE OF ILLINOIS)
) SS.
COUNTY OF K A N E)

I, RONALD LeGRAND, SR., depose and
say that I am a digital court reporter doing business in the State of Illinois;
that I reported verbatim the foregoing proceedings and that the foregoing
is a true and correct transcript to the best of my knowledge and ability.

RONALD LeGRAND, SR.

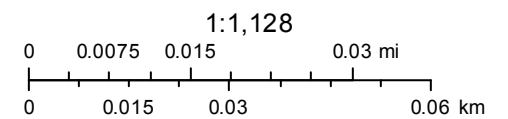
SUBSCRIBED AND SWORN TO
BEFORE ME THIS _____ DAY OF
_____, A.D. 2016.

NOTARY PUBLIC

1706 W Northwest Highway - Aerial



July 8, 2016



STAFF DESIGN COMMISSION REPORT

PROJECT INFORMATION:

Project Name: Marathon Gas Station
Project Address: 1706 W. Northwest Highway
Prepared By: Steve Hautzinger

Date Prepared: July 20, 2016

PETITION INFORMATION:

DC Number: 16-084
Petitioner Name: Stephen Chakko
Petitioner Address: 1706 W. Northwest Highway
Arlington Heights, IL 60005
Meeting Date: July 26, 2016

Requested Action(s):

1. Approval of the proposed architectural design for the renovation of an existing gas station building and site.

ANALYSIS:

Summary

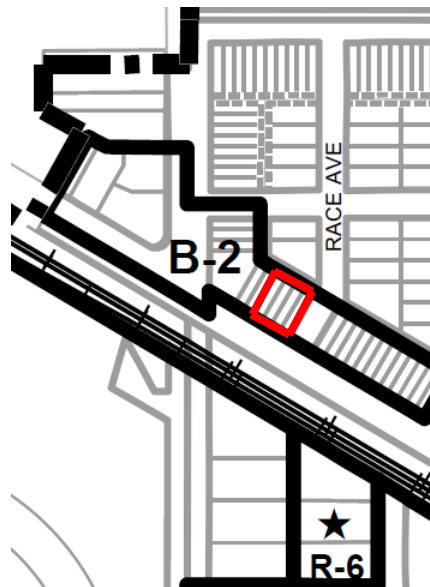
The subject design is being forwarded to the Design Commission for review pursuant to Chapter 6 of the Municipal Code, specifically Section 6-501 (e)(1), which states that the Design Commission "shall review all Plan Commission, Zoning Board of Appeals, Building Permit and Sign Permit applications for new construction and those improvements which affect the architectural design of the building, site improvements or signage to determine whether it meets with the standards, requirements and purposes of the Design Guidelines and Chapter 30, Sign Regulations."

The petitioner is proposing a complete renovation of an existing Marathon gas station building and site. Two existing mechanic bays are proposed to be converted to an indoor food mart, and the exterior of the existing building will receive a complete makeover. The existing fuel pumps and canopy will remain, and will be converted from the "Marathon" brand to "BP" branding. The site will be improved with additional parking spaces, landscaping, and a new ground sign. This project does require review by the Plan Commission and approval by the Village Board as a Special Use.

SITE ANALYSIS



Aerial of Property



Zoning Map of Property

Surrounding Land Uses:

<i>Direction</i>	<i>Existing Zoning</i>	<i>Existing Use</i>	<i>Comprehensive Plan</i>
Subject Property	B-2, General Business District	Marathon Service Station	Commercial
North	R-3, One Family Dwelling District	Single Family Residence	Single Family Detached
South	B-3, General Service, Wholesale and Motor Vehicle District	Multi-Tenant Retail	Commercial
East	B-2, General Business District	Multi-Tenant Retail	Commercial
West	B-2, General Business District	Jimmy D's Restaurant	Commercial

Architectural Design:

The brick on the existing building is currently painted white. The petitioner is proposing to remove the paint to expose the existing reddish brick color, and the brick will be repaired and tuckpointed as needed. The existing mechanic's bay doors will be infilled with new clear anodized aluminum storefronts. A limestone base and new EIFS parapet wall completes the design. Overall, the proposed makeover will be a very nice improvement to the existing building, and the design fits well with the "BP" rebranding of the existing fuel pumps and canopy.

Mechanical and Dumpster Screening:

One new mechanical unit on the roof will be screened with a 4-sided screen system attached to the unit. It is recommended that the color of the mechanical screen be tan to match the EIFS wall color.

The trash area is located behind the building and will be screened with a wood fence and metal gates.

Landscaping:

New landscaping is proposed throughout the site, and a detailed review of the landscaping is being conducted by Staff and the Plan Commission for compliance with the landscaping code requirements, including: the lack of landscaped parking islands, screening along the roads, and improved screening between the residential property to the north.

Signage:

Signage is not included in this review, but it should be noted that the proposed monument ground sign is located within the 12-foot visibility triangle. The location of the ground sign will need to be adjusted to maintain a clear view from the driveway. It is recommended that the new sign be required to be a monument style sign (instead of pole mounted) as illustrated on the renderings.

All new signage is required to comply with Chapter 30, Sign Code, and separate sign permits are required for all signage.

RECOMMENDATION:

It is recommended that the Design Commission **approve** the proposed architectural design for renovations to the *Marathon Gas Station* located at 1706 W. Northwest Highway. This recommendation is subject to compliance with the plans received on 7/15/16, color renderings received 7/8/16, Design Commission recommendations, compliance with all applicable Federal, State, and Village codes regulations and policies, the issuance of all required permits, and the following conditions:

1. A requirement that the color of the rooftop mechanical unit screen be a tan color to match the EIFS parapet wall.
2. A requirement that the ground sign be a monument style sign as illustrated on the renderings.
3. This review deals with architectural design only and should not be construed to be an approval of, or to have any other impact on nor represent any tacit approval or support for the proposed land use or any other zoning and/or land use

issues or decisions that stem from zoning, building, signage or any other reviews. In addition to the normal technical review, permit drawings will be reviewed for consistency with the Design Commission and any other Commission or Board approval conditions. It is the architect/homeowner/builder's responsibility to comply with the Design Commission approval and ensure that building permit plans comply with all zoning code, building permit and signage requirements.

4. All signage must meet code, Chapter 30.

____ July 20, 2016

Steve Hautzinger AIA, Design Planner
Planning and Community Development Department

Cc: Charles Witherington Perkins, Director of Planning and Community Development, Bill Enright, Deputy Director of Planning and Community Development, Sam Hubbard, Development Planner, Petitioner, DC File 16-084

APPROVED

MINUTES OF
THE VILLAGE OF ARLINGTON HEIGHTS
DESIGN COMMISSION MEETING
HELD AT THE ARLINGTON HEIGHTS MUNICIPAL BUILDING
33 S. ARLINGTON HEIGHTS RD.
JULY 26, 2016

Chair Eckhardt called the meeting to order at 6:30 p.m.

Members Present: Ted Eckhardt, Chair
Anthony Fasolo
Jonathan Kubow
John Fitzgerald

Members Absent: None

Also Present: Maqbool Khan & George Simoulis for *Marathon Gas Station*
Stephen Chakko, Owner of *Marathon Gas Station*
Norm Hassinger for *634 S. Burton Pl.*
Steve Hautzinger, Staff Liaison

REVIEW OF MEETING MINUTES FROM JUNE 28, 2016

A MOTION WAS MADE BY COMMISSIONER KUBOW, SECONDED BY COMMISSIONER FASOLO, TO APPROVE THE MEETING MINUTES OF JUNE 28, 2016. ALL WERE IN FAVOR. THE MOTION CARRIED.

REVIEW OF MEETING MINUTES FROM JULY 12, 2016

A MOTION WAS MADE BY COMMISSIONER FASOLO, SECONDED BY COMMISSIONER KUBOW, TO APPROVE THE MEETING MINUTES OF JULY 12, 2016. ALL WERE IN FAVOR. THE MOTION CARRIED.

ITEM 2. COMMERCIAL REVIEW

DC#16-084 – Marathon Gas Station – 1706 W. Northwest Highway.

Maqbool Khan and George Simoulis, representing the design team, and Stephen Chakko, the property owner, were present on behalf of the project.

Mr. Hautzinger presented Staff comments. The petitioner is proposing a complete renovation of an existing Marathon Gas Station building and site. Two existing mechanic bays are proposed to be converted to an indoor food mart and the exterior of the building will receive a complete makeover. The existing fuel pumps and canopy will remain; however, they will be re-branded and converted from Marathon to BP branding. The site will be improved with additional parking spaces for the food mart, new landscaping, and a new ground sign. This project does require review by the Plan Commission and approval by the Village Board as a Special Use.

With regards to the architectural design, the existing brick on the building is painted white. The petitioner is proposing to remove the paint to expose the existing reddish brick color, and repair and tuckpoint the brick as needed. The existing mechanic bay doors will be infilled with new clear anodized aluminum storefronts. A limestone base and new EIFS parapet wall completes the design. Overall, the proposed makeover will be a very nice improvement to the existing building, and the design fits well with the “BP” rebranding of the existing fuel pumps and canopy.

One new mechanical unit on the roof will be screened with a 4-sided screen system attached to the unit. It is recommended that the color of the mechanical screen be tan to match the EIFS wall color. The trash area is located behind the building and will be screened with a wood fence and metal gates. New landscaping is proposed throughout the site, and a detailed review of the landscaping is being conducted by Staff and the Plan Commission for compliance with the landscaping code requirements, including: the lack of landscaped parking islands, screening along the roads, and improved screening between the residential property to the north.

Signage is not included in this review, but it should be noted that the proposed monument ground sign is located within the 12-foot visibility triangle. The location of the ground sign will need to be adjusted to maintain a clear view from the driveway. It is recommended that the new sign be required to be a monument style sign (instead of pole mounted) as illustrated on the renderings. All new signage is required to comply with Chapter 30, Sign Code, and separate sign permits are required for all signage.

Staff recommends approval of the design with a requirement that the color of rooftop mechanical screen be a tan color to match the EIFS parapet wall, and a requirement that the ground sign be a monument style sign as illustrated on the renderings.

Mr. Kahn stated that re-branding of the existing gas station to “BP” will result in some renovations to the interior and exterior of the existing building. They are also working with Planning Staff with regards to the Plan Commission process.

Commissioner Kubow felt the proposed renovations were nice and he agreed with the requirements in the Staff report. He had no further comments.

Commissioner Fitzgerald agreed with the comments already said. In addition, he was concerned about the lack of landscaping, with only 4 shrubs and 17 perennials currently being proposed for the entire site. When landscaping is being discussed with Staff during the Plan Commission process, he encouraged additional landscaping to help soften the side wall of the building. Chair Eckhardt asked why the project did not include a fully developed landscape plan for Design commission review. Mr. Hautzinger replied that Staff is currently working with the petitioner on landscaping for this site, with encouragement to add plantings along the property line to screen the adjacent paved

area. Staff felt the landscaping was close to completion at this time. Commissioner Fitzgerald was in favor of allowing Staff to review final landscaping for the project.

Chair Eckhardt asked about the purpose of the wing wall on the front elevation, and Mr. Khan replied that it is an existing wall. Chair Eckhardt liked the design and asked Staff to advise the commissioners of any landscape issues that might arise with the project. He also asked that the motion include comments from Staff about the monument sign.

Mr. Chakko asked if the existing ground sign could be raised 2-feet higher because of visibility concerns from Northwest Highway. He explained that the existing ground sign is approximately 8 to 10-feet tall, and other BP ground signs are around 14-feet tall. Commissioner Kubow somewhat agreed that a 6-foot monument sign would not do much for west to east visibility. Mr. Hautzinger explained that 6-feet is the dimension in the sign code that differentiates between a monument style sign and a pole sign. A 6-foot monument sign has no setback requirement, as opposed to a taller ground sign that must be set back a minimum of 3-feet, and in this case the sign must be set back further due to the visibility at the driveway. Chair Eckhardt agreed that a 6-foot monument sign could be difficult to see. Commissioner Fitzgerald preferred a 6-foot monument sign, which he felt would have adequate visibility. He also said that the colors indicate what the station is, there are colors and a logo on the canopy, and there is signage on the building. Mr. Chakko explained that gas prices will be posted on the ground sign and BP signs also have an electronic message reader, with their smallest sign 12 or 14-feet tall. Chair Eckhardt pointed out the option of a variation if a taller sign is wanted by the petitioner. Commissioner Fasolo felt the ground sign should be no taller than what currently exists.

Mr. Hautzinger clarified that the intent was that the petitioner not return to the Design Commission for signage review. Signage is not typically part of a commercial redevelopment review because often the signage designs are not fully developed at the time of the review. Any and all signage will require a sign permit application and review by Staff for code compliance. He also reiterated Staff's recommendation to require a monument style ground sign as illustrated on the rendering, and that can be conditioned for the design to be approved by Staff.

Chair Eckhardt asked for discussion on the concept that Staff presented with regards to signage. Commissioner Kubow preferred to hear the petitioners' response first. Commissioner Fasolo felt no need for the petitioner to come back with signage as long as it met code and no larger than the existing ground sign. After seeing photos provided by the petitioner, Commissioner Fitzgerald felt the existing sign was big and fully visible; a taller sign was not necessary because the existing sign could be read clearly. He was not comfortable with saying that a new ground sign could be as tall as the existing sign without verification of the height. It was pointed out that the shrubs located near the base of the existing ground sign were on the adjacent property. Chair Eckhardt was inclined to allow a slightly larger sign than shown on the rendering; the existing ground sign looked a little tall; and he felt that 8-feet was an appropriate height.

Commissioner Kubow felt it was unnecessary to make the petitioner come back with signage; Staff has already recommended that a 6-foot monument style sign be required. Chair Eckhardt pointed out that code allows a 16-foot tall ground sign, which he could not support. Mr. Chakko reiterated that other BP ground signs are 14-feet tall and include an electronic reader board, which will be difficult to see from the street if the sign is not at least 14-feet tall. Mr. Hautzinger explained that an electronic message board sign is not allowed; only the electronic LED price is allowed on the ground sign.

Chair Eckhardt wanted the petitioner to be required to come back with signage since they did not know the type of sign they want at this time, and they have no images to present tonight. He added that the commissioners have typically been tough on petitioners regarding signs, and he did not want to put this responsibility on Staff. That being said, Commissioner Fitzgerald felt that the monument sign being shown in the rendering was a beautiful sign, with stone at the bottom that picks up the wainscoting on the building, which he preferred over a big, tall ground sign. Commissioner Kubow agreed. Chair Eckhardt clarified that the commissioners like the existing ground sign,

although they understand the petitioner wants something taller. He encouraged the petitioner to come back for review of the signage once they know exactly what they want.

Mr. Khan said that they would meet with BP to discuss signage and come back for further review of signage.

Commissioner Fasolo asked if the green color on the canopy and on the building were different, and Mr. Kahn replied that they will be the same color, which is a standard color for BP. Commissioner Fasolo felt that the louvers above the entry door should be painted the same green color to help them disappear, and the stone at the base of the building should continue across the wing wall. Mr. Chakko replied that the panels above the door are not louvers; they are a standard BP design element that matches the color in the center of the BP logo on the canopy. Commissioner Fasolo agreed with all of the requirements in the Staff report.

Chair Eckhardt asked if there was any public comment on the project and there was no response from the audience.

Mr. Hautzinger suggested a motion for approval of the overall project tonight, with a requirement that the petitioner return for review of the ground sign, so the entire project is not held up because of the sign. Commissioner Fitzgerald pointed out the existing tree on the adjacent Jimmy D's property that would block a taller ground sign; therefore, a lower ground sign might be beneficial.

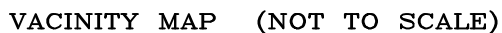
A MOTION WAS MADE BY COMMISSIONER FASOLO, SECONDED BY COMMISSIONER KUBOW, TO APPROVE THE ARCHITECTURAL DESIGN FOR RENOVATIONS TO THE MARATHON GAS STATION LOCATED AT 1706 W. NORTHWEST HIGHWAY. THIS APPROVAL IS SUBJECT TO COMPLIANCE WITH THE PLANS RECEIVED ON 7/15/16, COLOR RENDERINGS RECEIVED 7/8/16, DESIGN COMMISSION RECOMMENDATIONS, COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE, AND VILLAGE CODES, REGULATIONS, AND POLICIES, THE ISSUANCE OF ALL REQUIRED PERMITS, AND THE FOLLOWING:

1. A REQUIREMENT THAT THE COLOR OF THE ROOFTOP MECHANICAL UNIT SCREEN BE A TAN COLOR TO MATCH THE EIFS PARAPET WALL.
2. A REQUIREMENT TO WORK WITH STAFF ON THE FINAL LANDSCAPE PLAN.
3. THE MONUMENT GROUND SIGN IS APPROVED AS SUBMITTED, AND IF THE PETITIONER WANTS A TALLER OR DIFFERENT GROUND SIGN, THEN IT SHOULD COME BACK FOR DESIGN COMMISSION REVIEW.
4. A REQUIREMENT THAT THE STONE BASE ON THE FRONT OF THE BUILDING BE CONTINUED TO THE EDGE OF THE WING WALL.
5. THIS REVIEW DEALS WITH ARCHITECTURAL DESIGN ONLY AND SHOULD NOT BE CONSTRUED TO BE AN APPROVAL OF, OR TO HAVE ANY OTHER IMPACT ON, ANY OTHER ZONING AND/OR LAND USE ISSUES OR DECISIONS THAT STEM FROM ZONING, BUILDING, SIGNAGE OR ANY OTHER REVIEWS. IN ADDITION TO THE NORMAL TECHNICAL REVIEW, PERMIT DRAWINGS WILL BE REVIEWED FOR CONSISTENCY WITH THE DESIGN COMMISSION AND ANY OTHER COMMISSION OR BOARD APPROVAL CONDITIONS. IT IS THE PETITIONER'S RESPONSIBILITY TO INCORPORATE ALL REQUIREMENTS LISTED ON THE CERTIFICATE OF APPROPRIATENESS INTO THE PERMIT DRAWINGS, AND TO ENSURE THAT BUILDING PERMIT PLANS AND SIGN PERMIT PLANS COMPLY WITH ALL ZONING CODE, BUILDING CODE AND SIGN CODE REQUIREMENTS.
6. COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE AND VILLAGE CODES, REGULATIONS AND POLICIES.

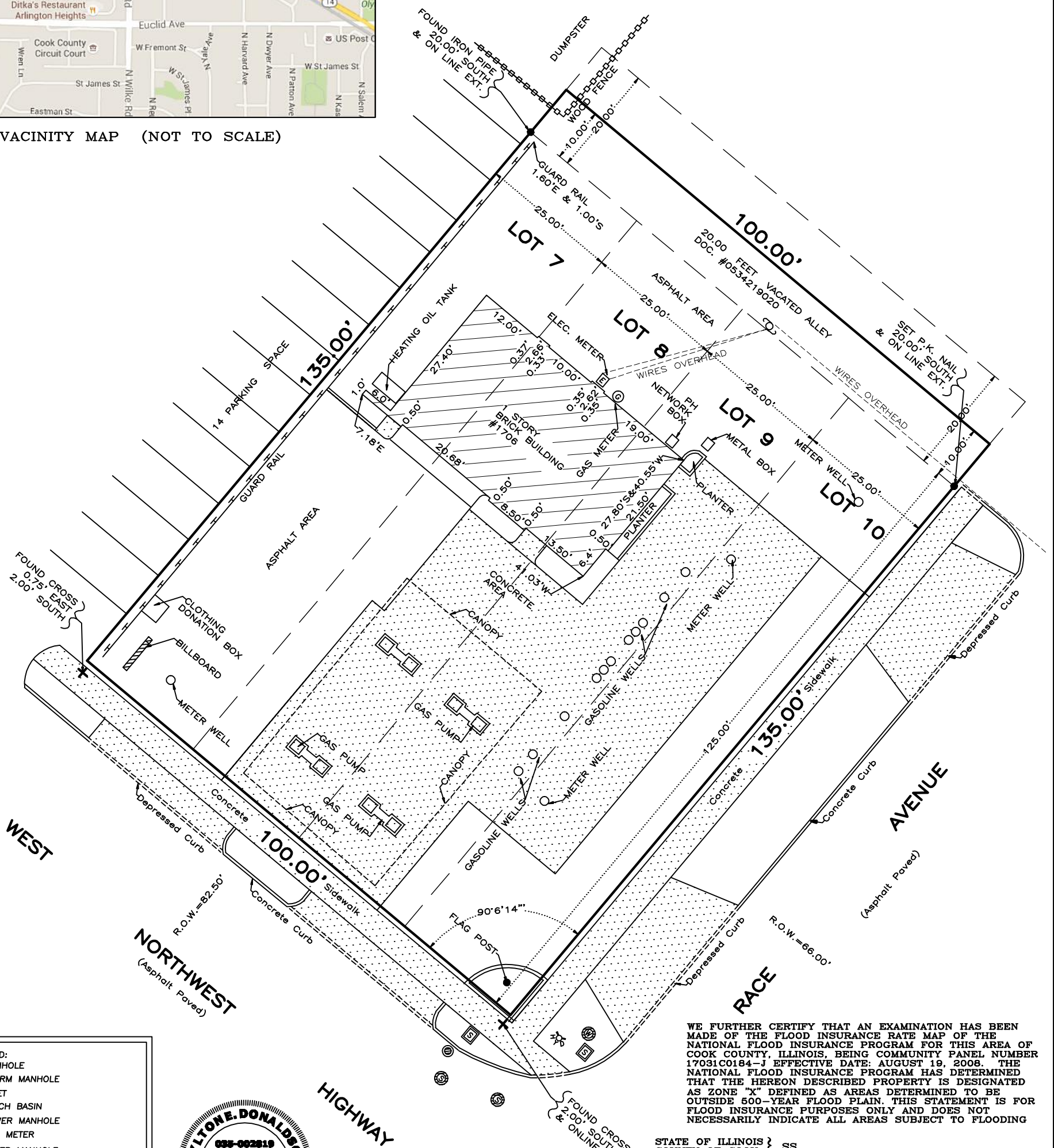
KUBOW, AYE; FITZGERALD, AYE; FASOLO, AYE; ECKHARDT, AYE.
ALL WERE IN FAVOR. MOTION CARRIED.

WAYSLS SURVEY LTD. ALTA/ACSM LAND TITLE SURVEY OF

NORTH



COMMONLY KNOWN AS: 1706 WEST NORTHWEST HIGHWAY, ARLINGTON HEIGHTS, ILLINOIS.



WE FURTHER CERTIFY THAT AN EXAMINATION HAS BEEN MADE OF THE FLOOD INSURANCE RATE MAP OF THE NATIONAL FLOOD INSURANCE PROGRAM FOR THIS AREA OF COOK COUNTY, ILLINOIS, BEING COMMUNITY PANEL NUMBER 17031C0184-J EFFECTIVE DATE: AUGUST 19, 2008. THE NATIONAL FLOOD INSURANCE PROGRAM HAS DETERMINED THAT THE HEREON DESCRIBED PROPERTY IS DESIGNATED AS ZONE "X" DEFINED AS AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN. THIS STATEMENT IS FOR FLOOD INSURANCE PURPOSES ONLY AND DOES NOT NECESSARILY INDICATE ALL AREAS SUBJECT TO FLOODING

STATE OF ILLINOIS }
COUNTY OF COOK. } SS.

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2011 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ASCM LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 6(b); 7(a), 7(b)(1), 7(c), 8, 9, 10(a), 13, 14, 16, 17, 18, 19 and 21 OF TABLE "A" THEREOF.

THE FIELD WORK WAS COMPLETED ON: JUNE 5, 2016

DATE OF PLAT OR MAP: JUNE 6, 2016

SIGNATURE:	<i>Jeffrey T. Davidson</i>
PROFESSIONAL LAND SURVEYOR NO. 0035-002819 MY LICENSE EXPIRES 11/30/2016.	

REVISED
08-23-2016

LEGEND:

- = MANHOLE
- = STORM MANHOLE
- = INLET
- = CATCH BASIN
- = SEWER MANHOLE
- = GAS METER
- = WATER MANHOLE
- = FIRE HYDRANT
- = WATER VALVE
- = GAS VALVE
- = TELEPHONE
- = TELEPHONE MANHOLE
- = CITY ELECTRIC MANHOLE
- = COMED MANHOLE
- = LIGHT POLE
- = TRAFFIC CONTROL LIGHT
- = POWER POLE/UTILITY
- = STREET/ROAD SIGN
- = TRAFFIC SIGN
- = TREE

**EXPIRES: 11/30/2016**

FIELDWORK: JA & LISA
CAD: JJ

ORDER NO. 2016-04-53
SCALE: 1 INCH = 20 FEET
DATE: JUNE 06, 2016
ORDERED BY: SHAFEEQ KHAN

Project Narrative

Ref: Existing gas station with retail store (Renovation)
1706 West Northwest Hwy, Arlington heights, IL
03-30-108-007 to 009-0000

- 1- Existing gas station with 4 fueling pumps with canopy no change only signage convert from Marathon to BP
- 2- Existing retail C store area Interior and exterior renovation with new trash enclosure spots as per plans at
- 3- Landscaping and parking upgrade as per plans

The proposed remodeling will comply with building dept. regulations and conditions of the Village of Arlington Heights.

If you need additional information please contact the Owner.


Owner Stephen K. Chacko

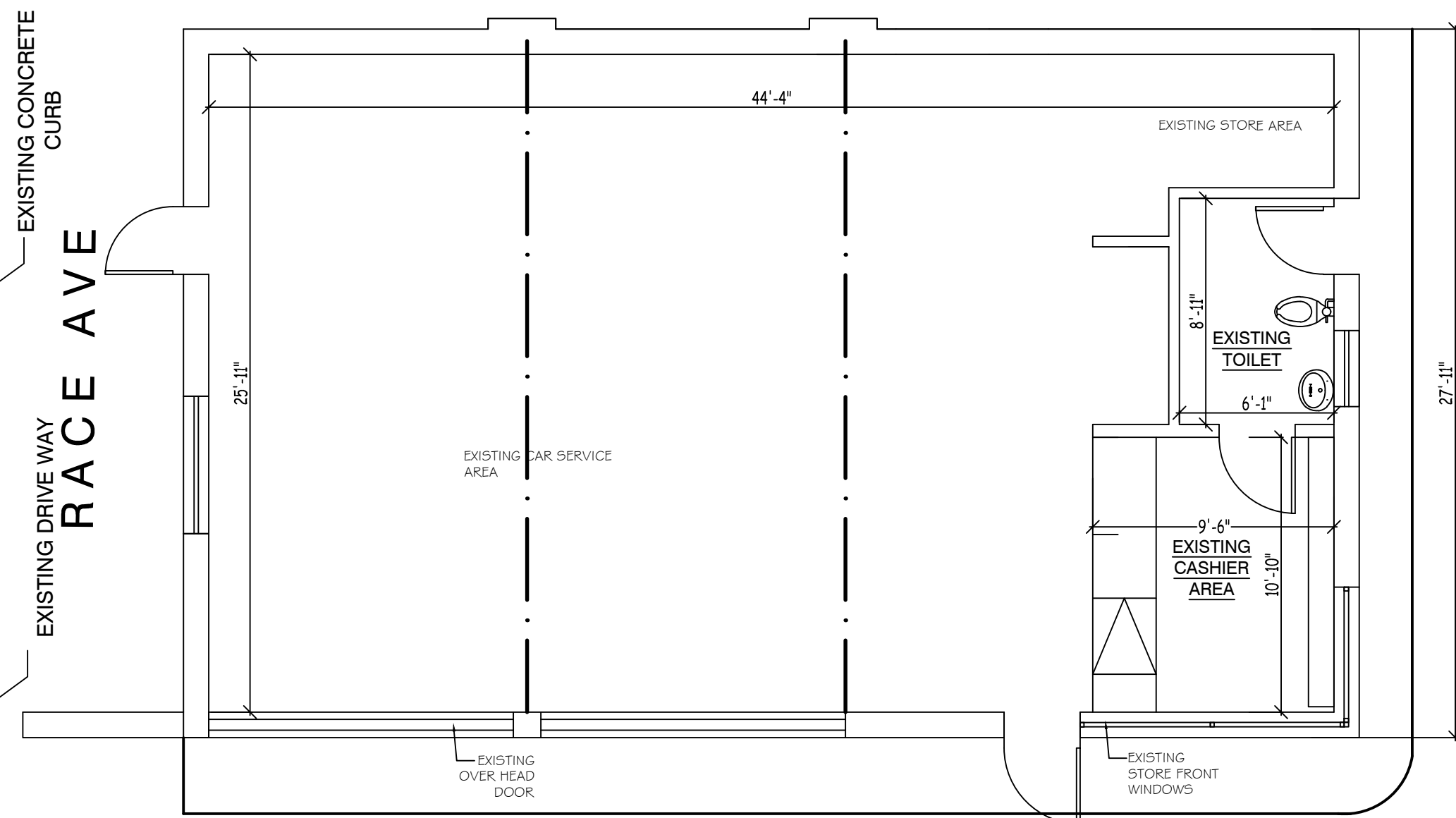
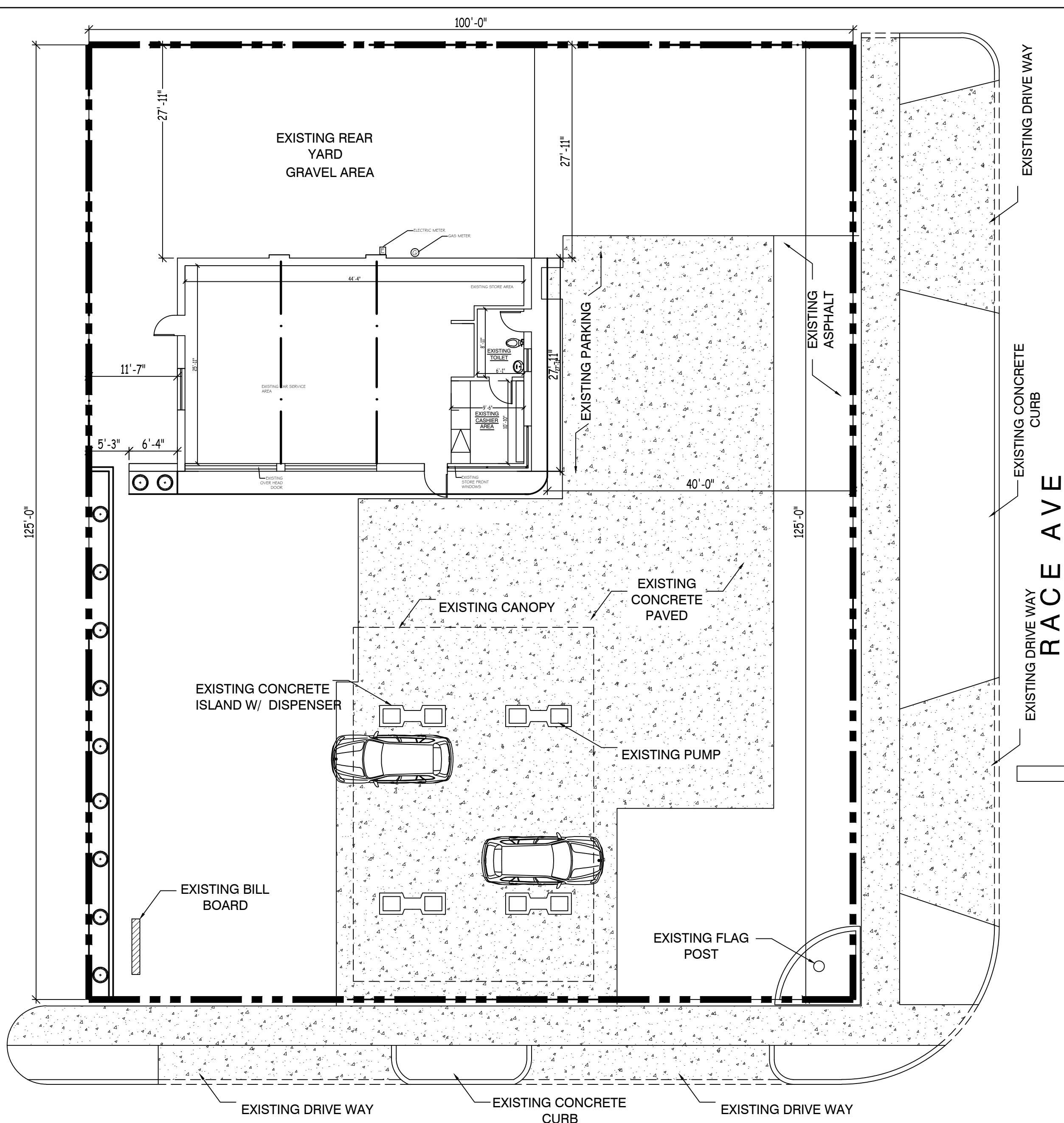
Real-estate Arlington Heights, Inc.

Ref: 1706 West Northwest Hwy, Arlington heights, IL
03-30-108-007 to 009-0000

A Special Use is required for Gas Stations in Arlington Heights. The Existing Gas Station has never had a Special Use Permit. Since the Station is to be remodeled it is required to meet the Present Special Use Requirements. The remodeling of this facility in no way has or is a detriment to the general welfare of persons living in or working in its vicinity.

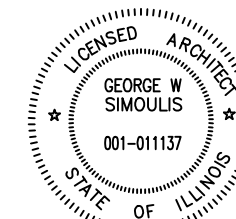
The proposed remodeling will comply with regulations and conditions of the Village of Arlington Heights. If you need additional information please contact the Owner.


Owner / Stephen K. Chacko



EXISTING FLOOR PLAN
SCALE: 3/16" = 1'-0"

SCALE: 3/16" = 1'-0"

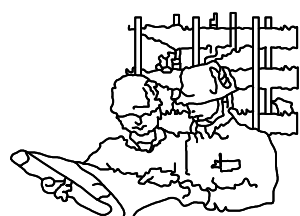


EXISTING SITE PLAN
SCALE: 3/32" = 1'-0"

SCALE: 3/32" = 1'-0'

NORTHWEST HIGHWAY

ADC AMERICAN DEVELOPERS CORPORATION
ARCHITECTS-ENGINEERS-CONSTRUCTION MANAGEMENT
 www . adc - corps . com; maqbool7300@yahoo.com
 2704 West Peterson Avenue, Chicago, IL 60659
 773 381 7300; 773 297 1938



1706 W. NORTHWEST HIGHWAY
ARLINGTON HEIGHTS

EXISTING SITE & FLOOR PLAN

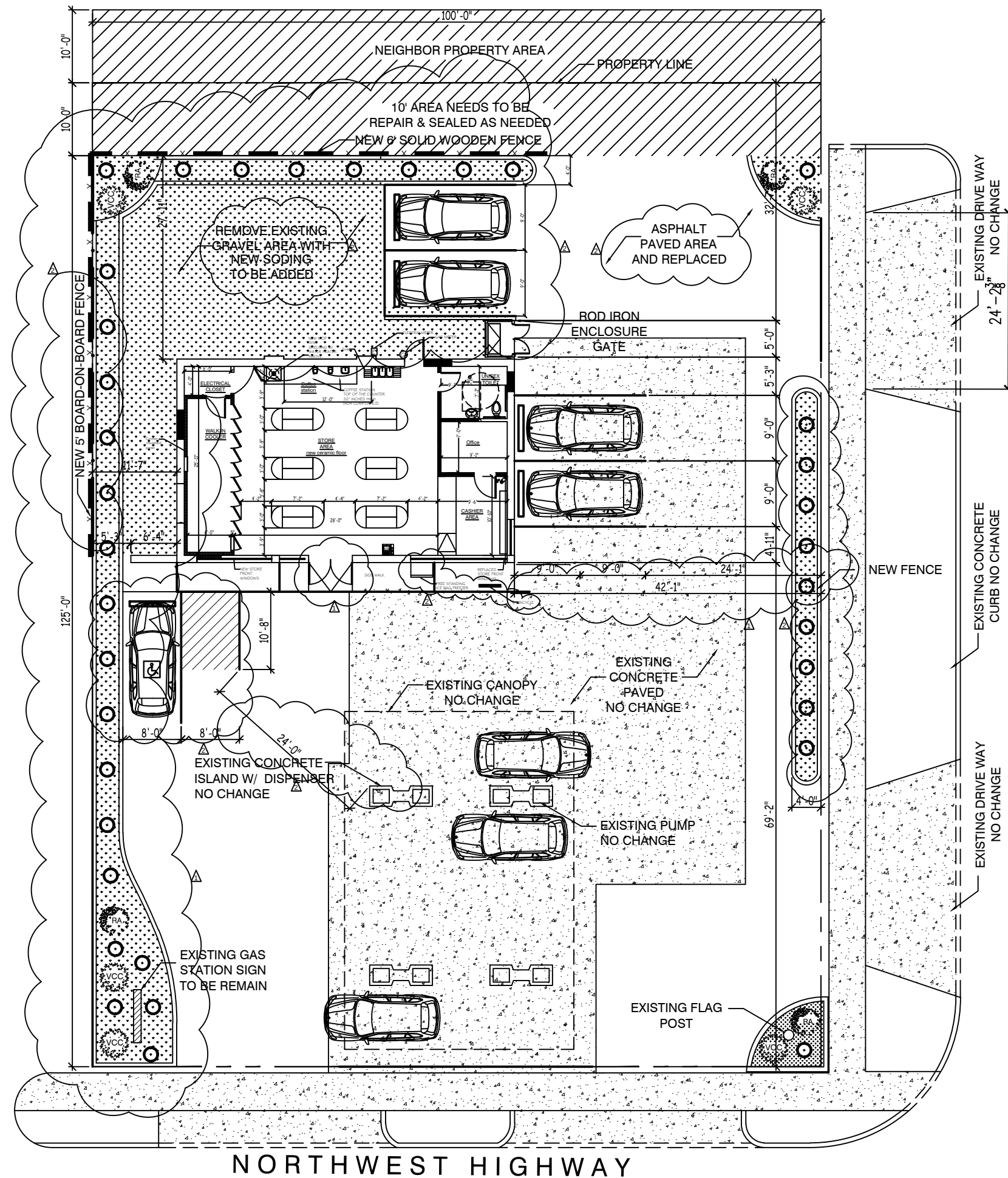
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DATE	07 - 06 - 2016

OWNER:

ARCHITECT
GEORGE SIMOULIS

SCALE
AS SHOWN

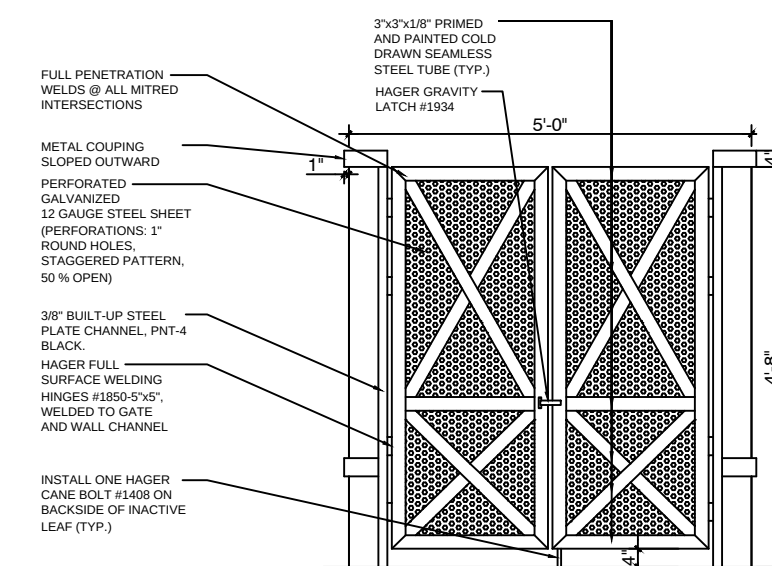
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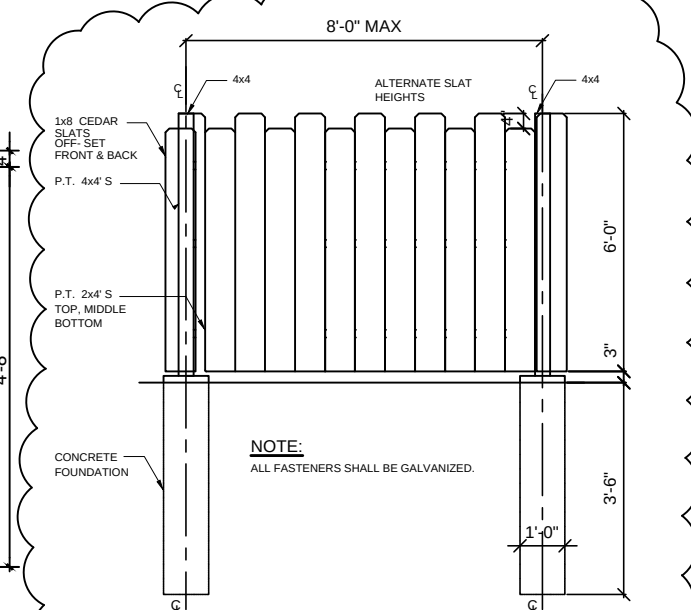
LANDSCAPE LEGEND:

SYMBOL	QUANTITY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
	ABOUT 36	WOODLAND STONECROP	SEDUM TERNATUM	less than 12" in height	WHITE FLOWERS (APRIL-MAY)
	4	ALPINE CURRANT	RIBES ALPINUM	30" HGT.	36" O.C.
	5	DWARF KOREANSPICE VIBURNUM	VIBURNUM CARLESSI COMPACTUM	30" HGT.	36" O.C.
		GRASS AREA			

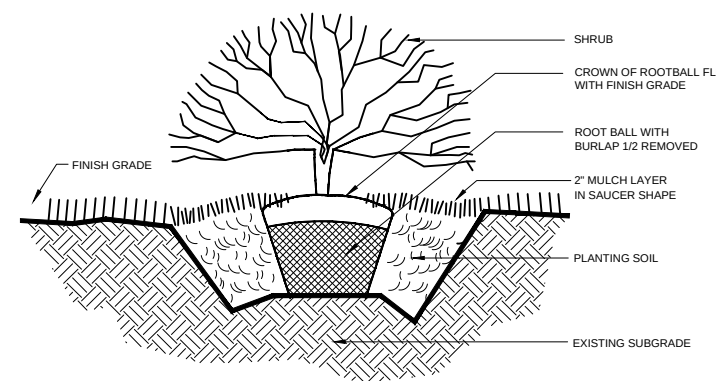
RACE AVE



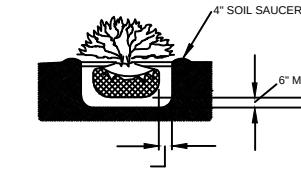
1 ELEVATION - PROPOSED TRASH ENCLOSURE WITH GATES
N.T.S.



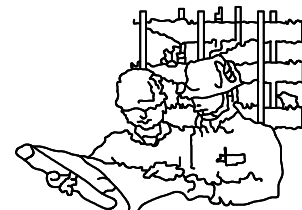
2 NEW FENCE DETAIL TYPICAL
N.T.S.

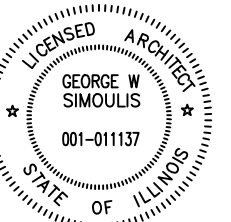
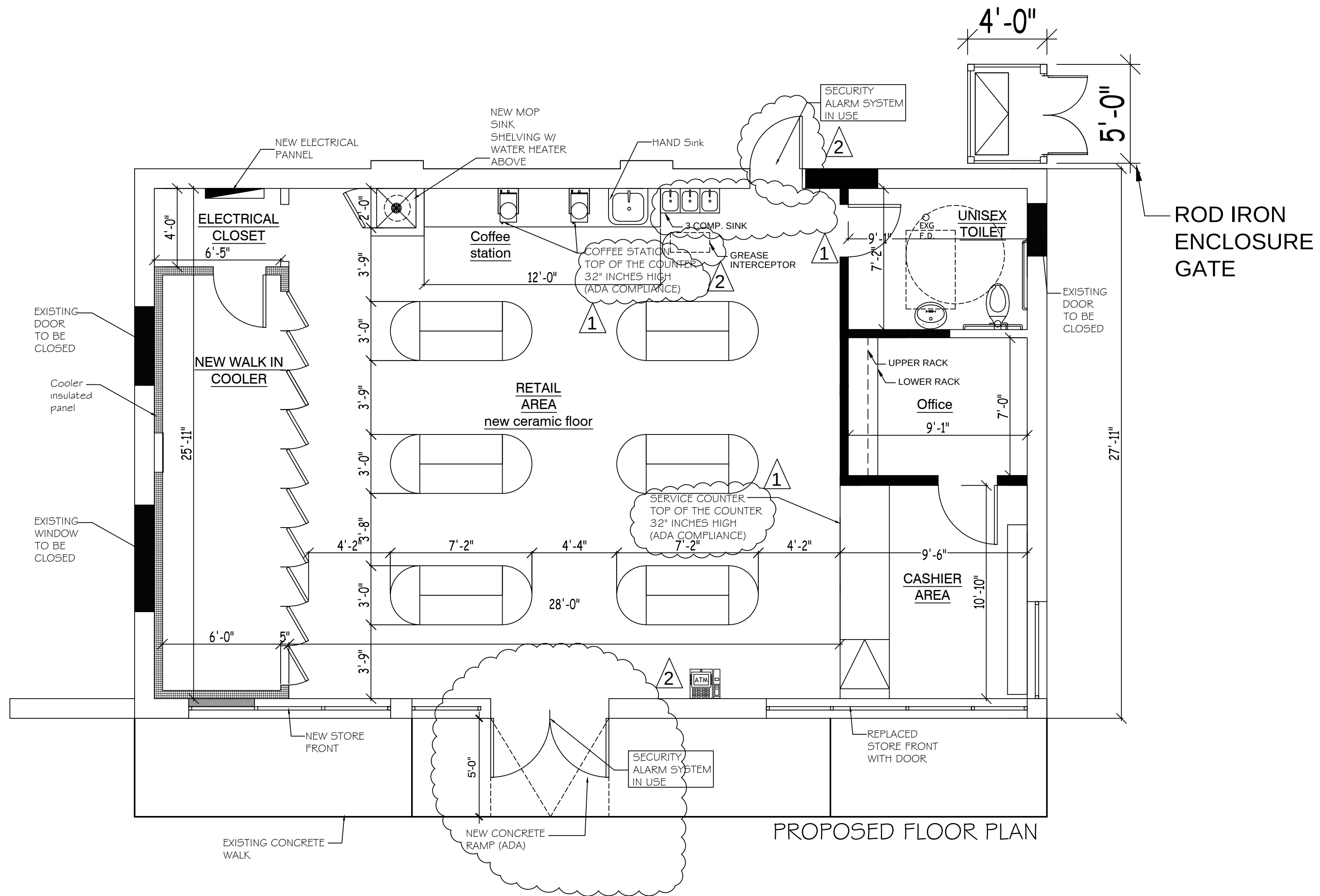


3 SHRUB DETAIL
N.T.S.

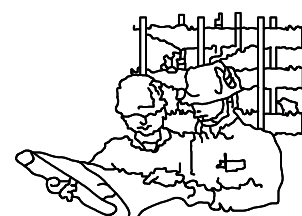


4 SHRUB DETAIL
N.T.S.





ADC AMERICAN DEVELOPERS CORPORATION
 ARCHITECTS-ENGINEERS-CONSTRUCTION MANAGEMENT
 www.adc-corp.com; maqbool7300@yahoo.com
 2704 West Peterson Avenue, Chicago, IL 60659
 773 381 7300; 773 297 1938



1706 W. NORTHWEST HIGHWAY
 ARLINGTON HEIGHTS

RENOVATION ON EXISTING
 GAS STATION
 PROPOSED FLOOR PLAN

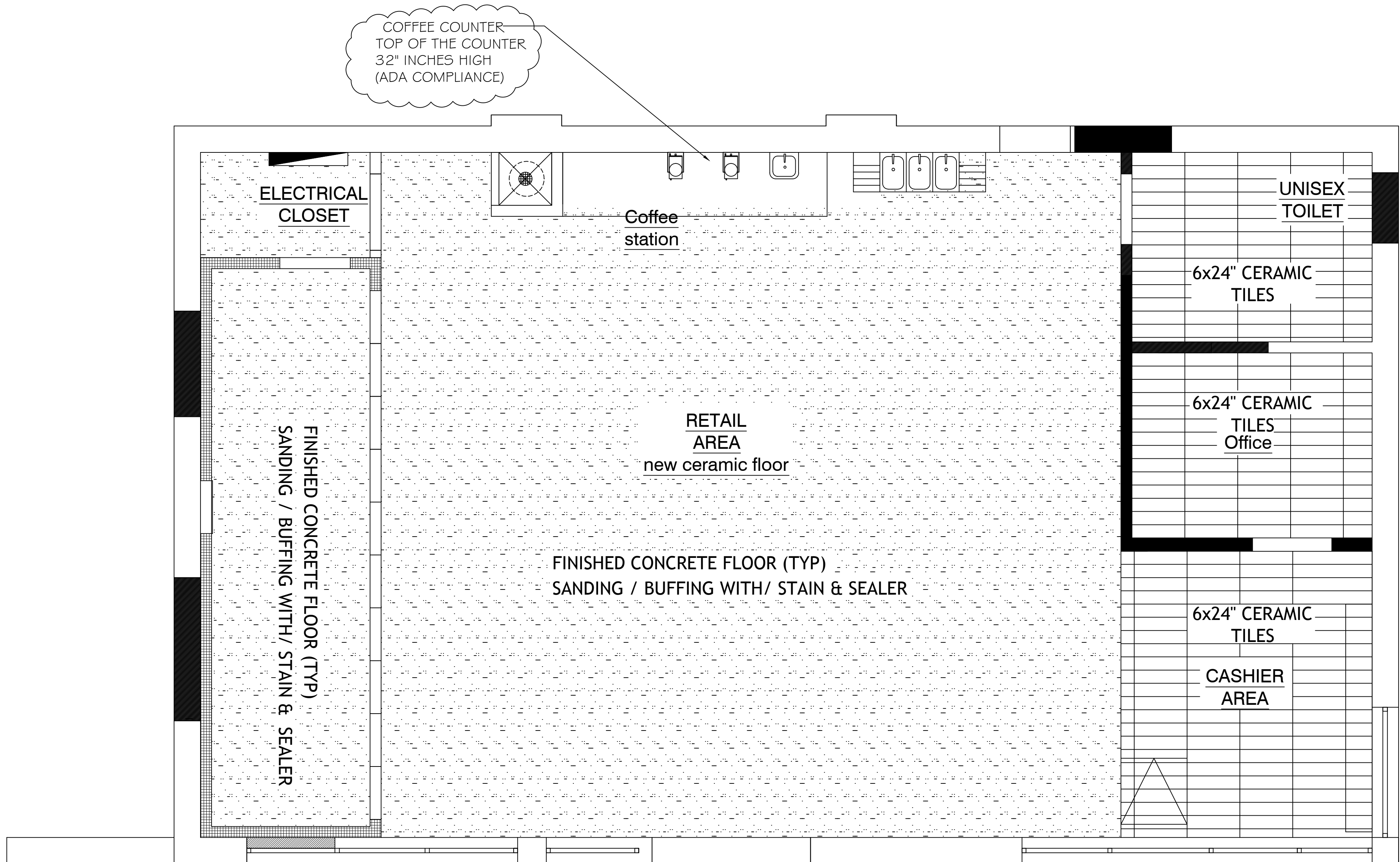
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 REVISION-1 08-09-2016
 REVISION-2 10-14-2016

OWNER:

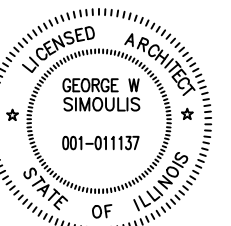
ARCHITECT
 GEORGE SIMOULIS

SCALE 1/4"=1'-0"

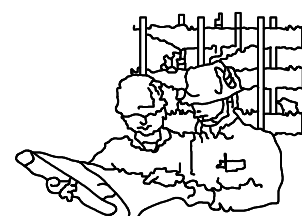
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PROPOSED TILES LAYOUT



ADC AMERICAN DEVELOPERS CORPORATION
 ARCHITECTS-ENGINEERS-CONSTRUCTION MANAGEMENT
 www.adc-corp.com; maqbool7300@yahoo.com
 2704 West Peterson Avenue, Chicago, IL 60659
 773 381 7300; 773 297 1938



1706 W. NORTHWEST HIGHWAY
 ARLINGTON HEIGHTS

RENOVATION ON EXISTING
 GAS STATION
 FINISH FLOOR PLAN

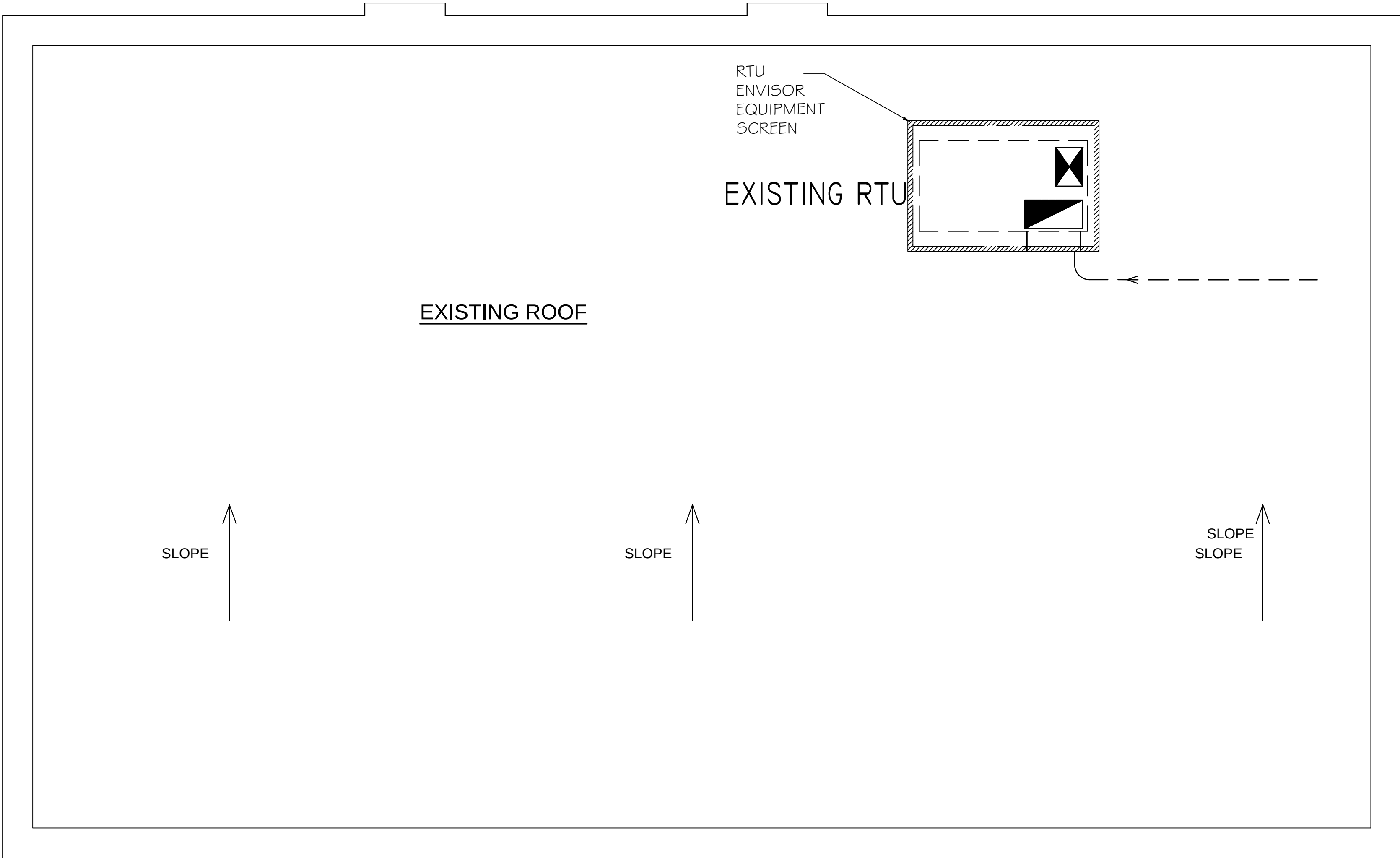
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 REVISION-1 08-09-2016
 REVISION-2 10-14-2016

OWNER:

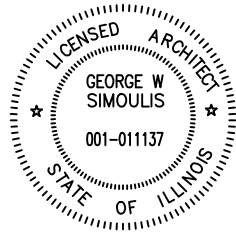
ARCHITECT
 GEORGE SIMOULIS

SCALE 3/8"=1'-0"

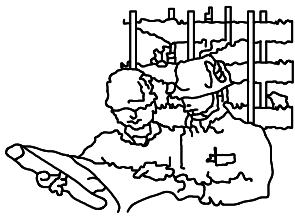
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PROPOSED ROOF PLAN



ADC AMERICAN
DEVELOPERS
CORPORATION
ARCHITECTS-ENGINEERS-CONSTRUCTION MANAGEMENT
www.adc-corp.com; maqbool7300@yahoo.com
2704 West Peterson Avenue, Chicago, IL 60659
773 381 7300; 773 297 1938



1706 W. NORTHWEST HIGHWAY
ARLINGTON HEIGHTS

RENOVATION ON EXISTING
GAS STATION
PROPOSED ROOF PLAN

DRAWN BY IM
DATE 07-06-2016
REVISION-1 08-09-2016
REVISION-2 10-14-2016

OWNER:

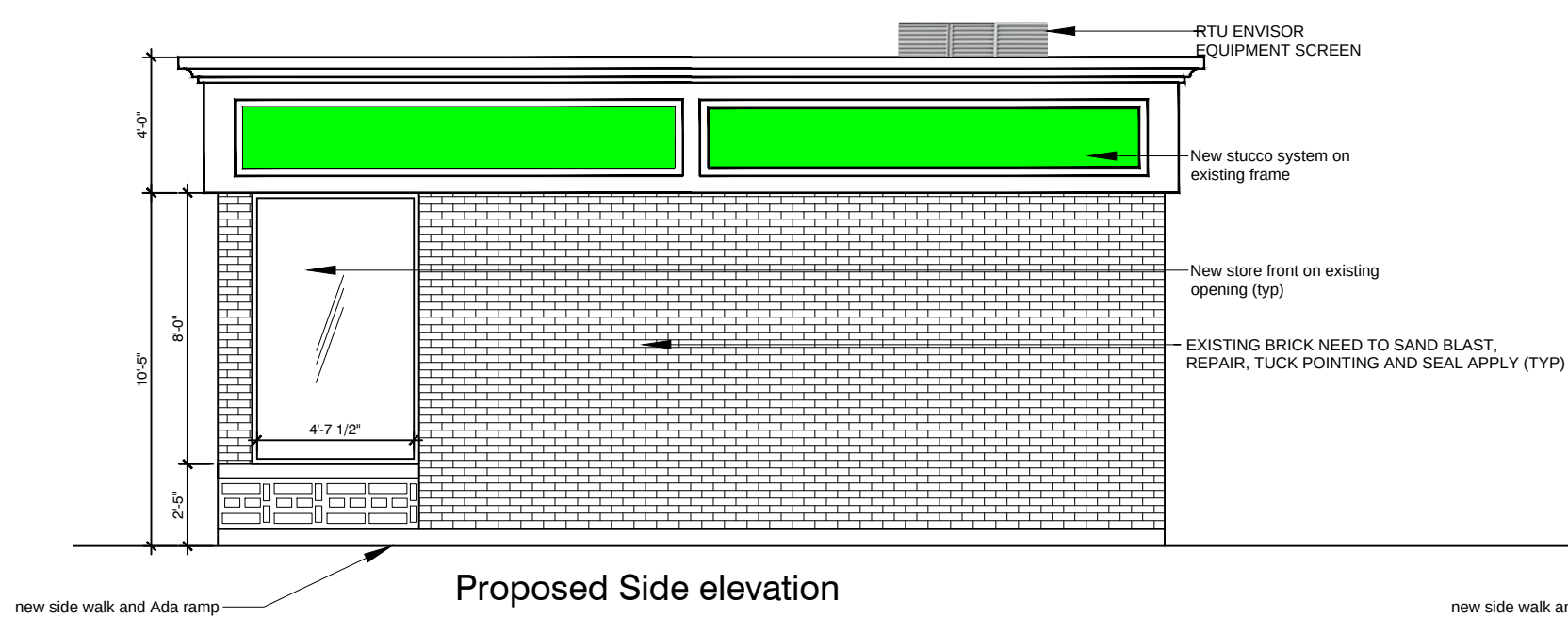
ARCHITECT
GEORGE SIMOULIS

SCALE 3/8"=1'-0"

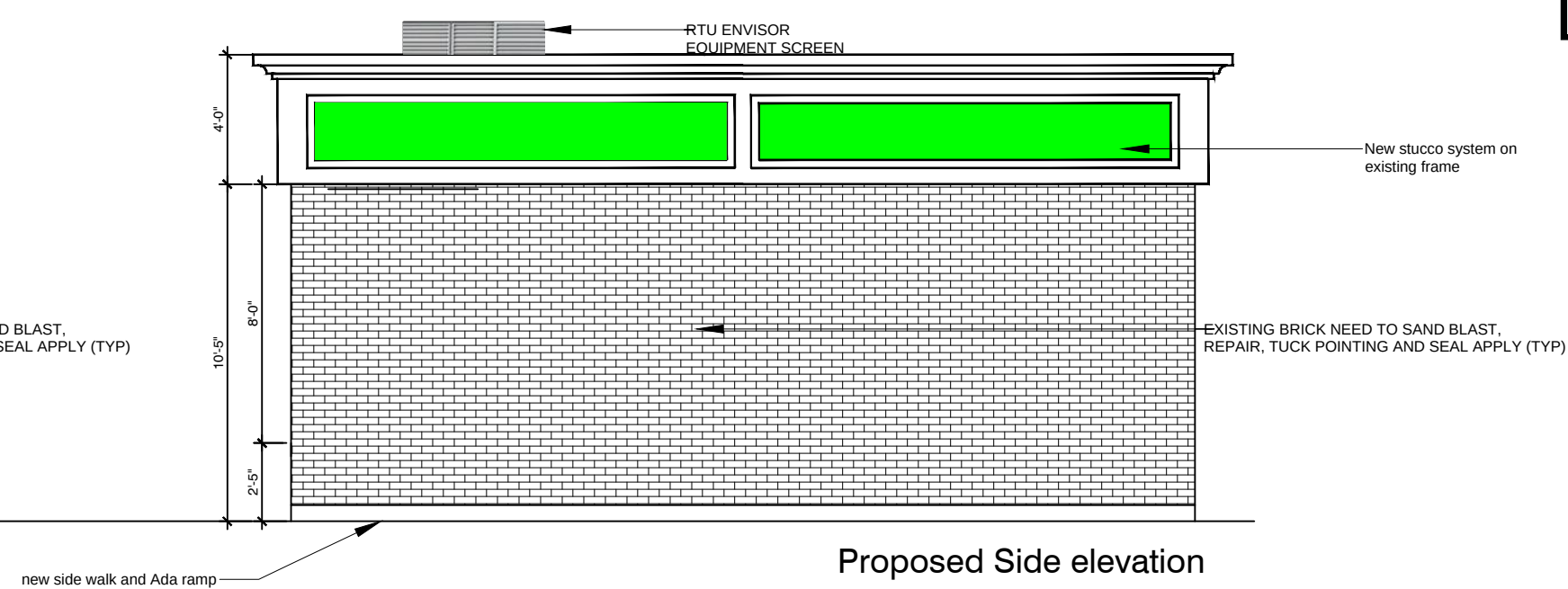
DRG.NO. A5



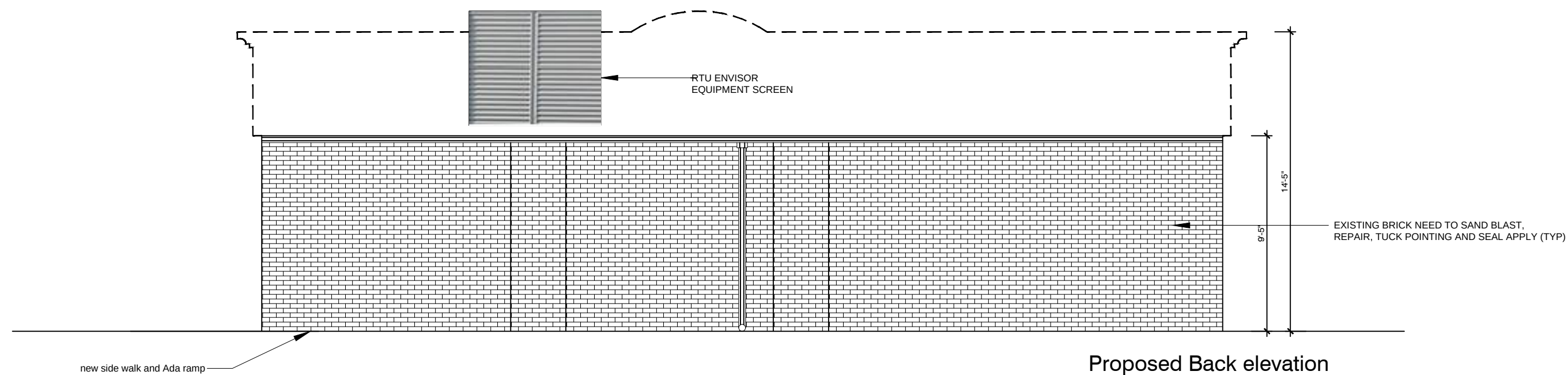
Proposed Front elevation



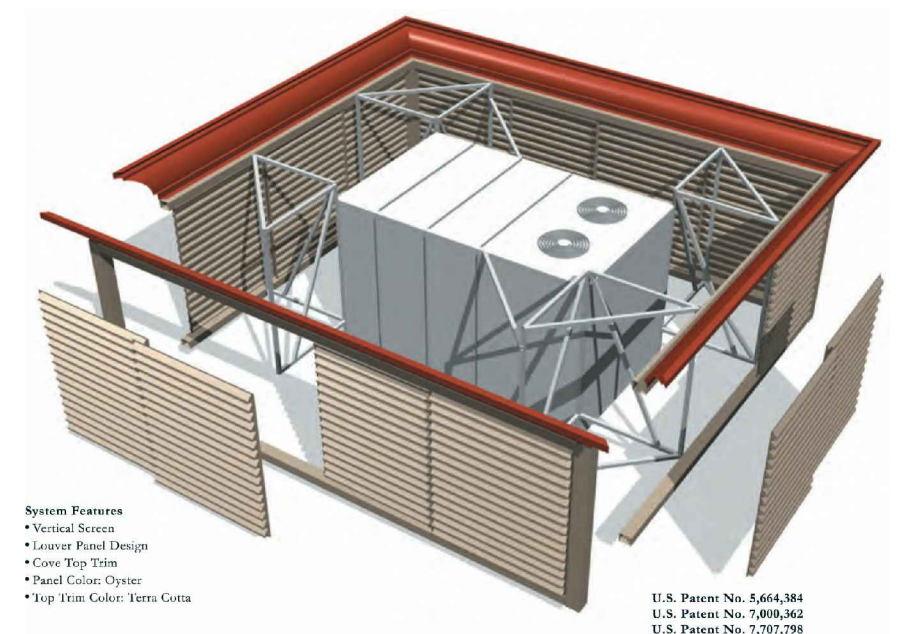
Proposed Side elevation



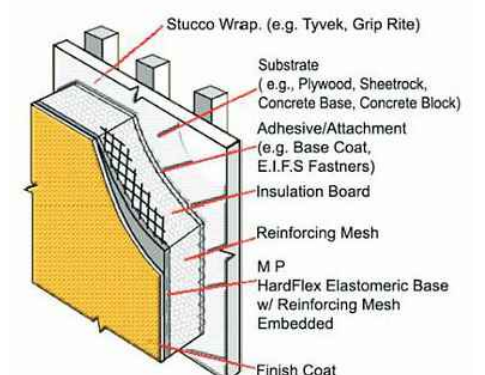
Proposed Side elevation



Proposed Back elevation

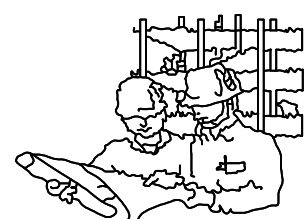


RTU ENVISOR EQUIPMENT DETAIL



Stucco Detail

ADC AMERICAN
DEVELOPERS
CORPORATION
ARCHITECTS-ENGINEERS-CONSTRUCTION MANAGEMENT
www.adc-corp.com; maqbool7300@yahoo.com
2704 West Peterson Avenue, Chicago, IL 60659
773 381 7300; 773 297 1938



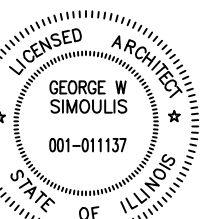
1706 W. NORTHWEST HIGHWAY
ARLINGTON HEIGHTS

RENOVATION ON EXISTING
GAS STATION
PROPOSED ELEVATIONS

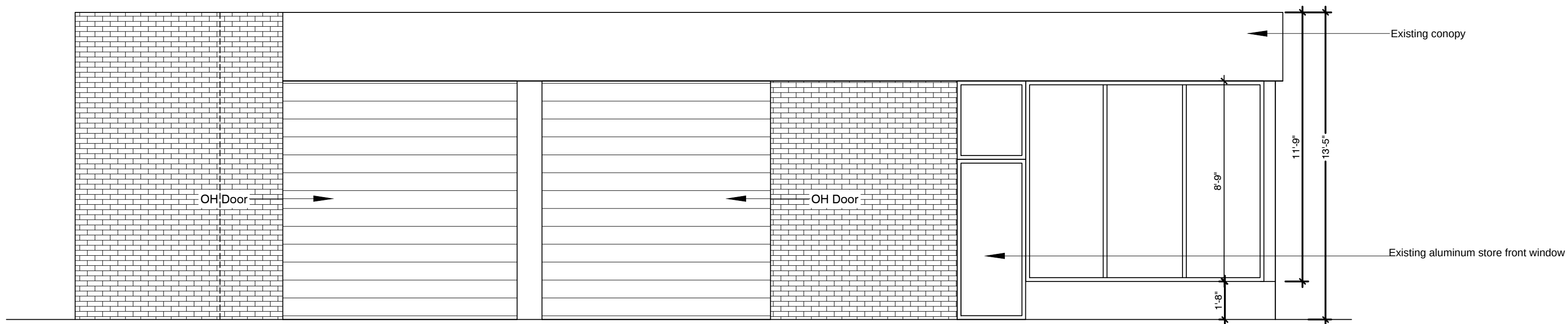
DRAWN BY IM
DATE 07 - 06 - 2016
REVISION-1 08 - 09 - 2016

OWNER:

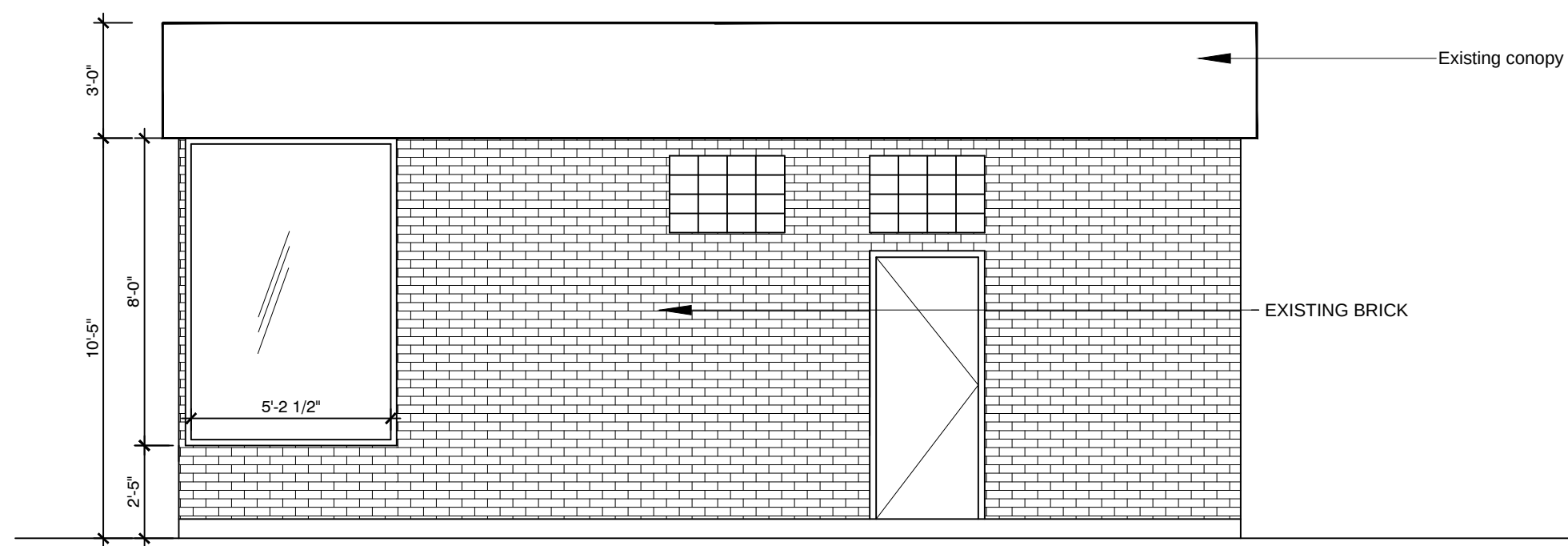
ARCHITECT
GEORGE SIMOULIS



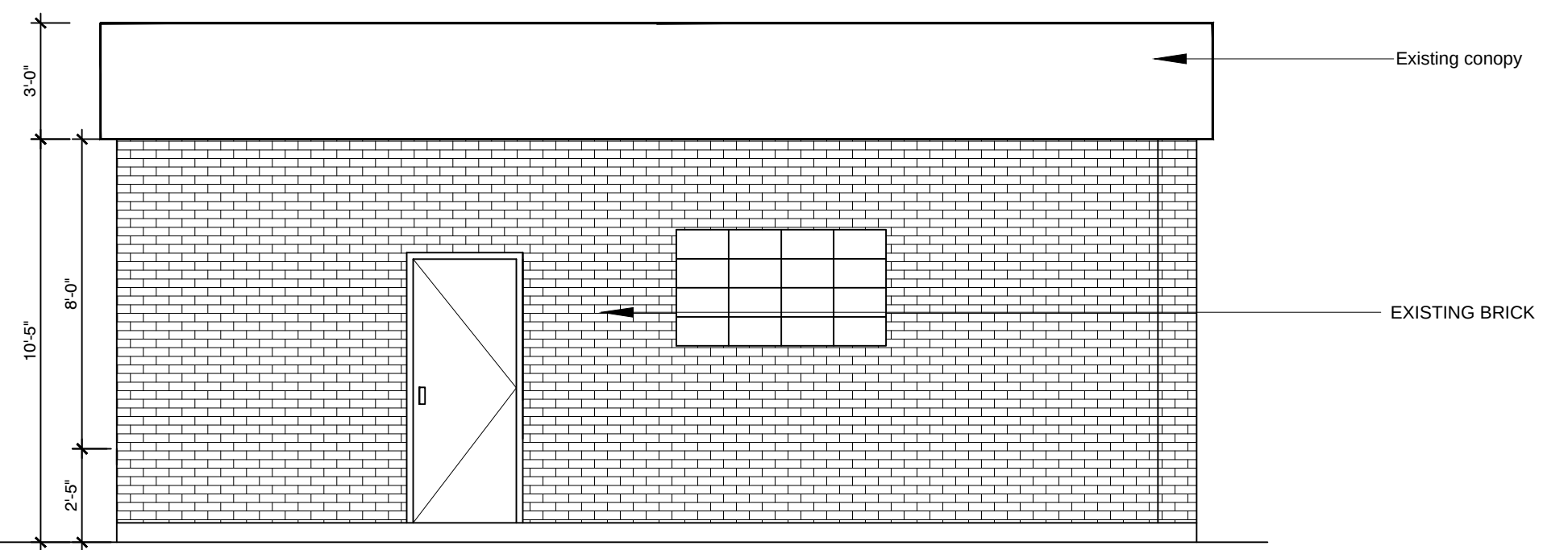
SCALE
3/16"=1'-0"
DRG.NO. A6



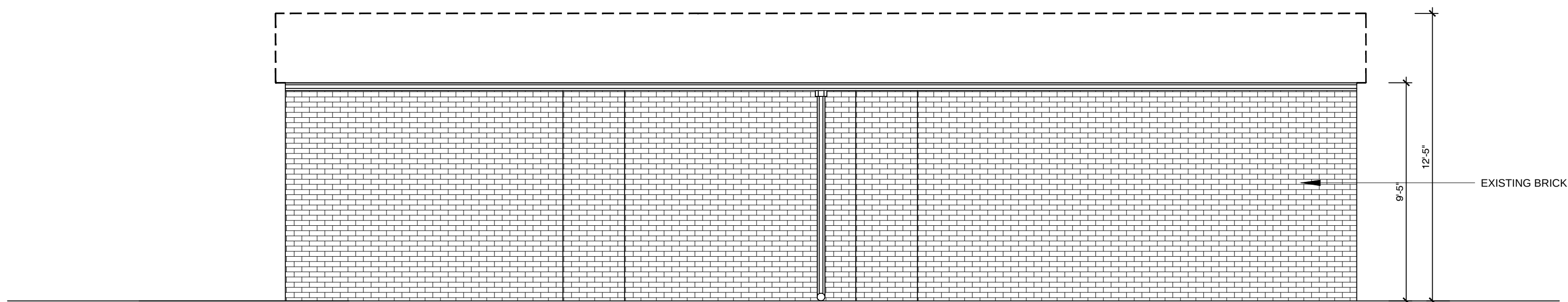
Existing elevation



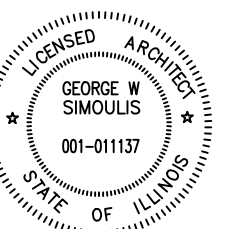
Existing elevation



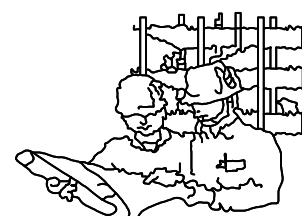
Existing Side elevation



existing Back elevation



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www.adc-corps.com; maqbool7300@yahoo.com
2704 West Peterson Avenue, Chicago, IL 60659
773 381 7300; 773 297 1938



1706 W. NORTHWEST HIGHWAY
ARLINGTON HEIGHTS

EXISTING ELEVATIONS

DRAWN BY IM
DATE 07 - 06 - 2016

OWNER:

ARCHITECT
GEORGE SIMOULIS

SCALE 1/4"=1'-0"

DRG.NO. A7



Village of Arlington Heights Building Services Department

Interoffice Memorandum

To: Sam Hubbard, Development Planner, Planning and Community Development

From: Deb Pierce, Plan Reviewer, Building Services Department

Subject: Marathon Gas Station/Convenience Store
Special Use Permit for Automobile Service Station with Convenience Mart

Date: June 17, 2016

Sam:

I have reviewed the documents submitted and have the following comments:

1. This project is being reviewed as a mixed use of an M (Mercantile) for motor fuel dispensing and S-1 (Moderate-hazard storage) for motor vehicle repair garage, per the 2009 International Building Code. The maximum allowable quantities of hazardous materials shall comply with Table 307.1(1) of the 2009 International Building Code (I.B.C.).
2. A permit from the Office of the State Fire Marshal is required if the owner intends to dispense motor fuel.
3. The disposition of the existing underground storage tanks may require them to be replaced depending on the length of time since last operated. Check with the Office of the State Fire Marshal for more information.
4. Provide details on whether or not the location will continue as a repair facility, and if so, the types of repairs to be performed. Indicate the method of disposing of used motor oil, and parts.
5. Any interior/exterior alterations to the existing building/property will require all necessary permits from the Village as well as the Office of the State Fire Marshal.

RECEIVED
JUN 17 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT



**Village of Arlington Heights, IL
Building Services Department
Fire Safety Division**

33 S. Arlington Heights Rd., Arlington Heights, IL 60005
(847) 368-5560 • FAX (847) 368-5975 • www.vah.com

**To: S. Hubbard, Development Planning
A. Larson, A.H.F.D.**

**Re: 1706 W. Northwest Highway
PC#16-016**

The following is provided in response to your request for review and comment regarding the proposed Plan Commission case for the subject property.

I have no concerns/objection for approval of a Special Use Permit for Automobile Service Station and Convenience Mart under the following conditions:

1. All current Codes and State Regulations regarding storage and use of flammable and combustible liquids shall be adhered to.
2. Should the owner choose to not use the fuel pumps for fuel delivery, requirements of the Fire Code mandate that the existing fuel tanks meet certain criteria based on the amount of time the tanks would be considered to be abandoned.

Following is information from the International Fire Code of those requirements. This list is NOT inclusive of all regulations that may apply:

- a. Tanks taken out of service shall be removed in accordance with Section 3404.2.14, or safeguarded in accordance with Sections 3404.2.13.1 through 3404.2.13.2.3 of the 2009 International Fire Code. and API 1604.
- b. Underground tanks temporarily out of service shall have the fill line, gauge opening, vapor return and pump connection secure against tampering. Vent lines shall remain open and be maintained.
- c. Underground tanks not used for a period of 90 days shall be safeguarded in accordance with all the following or be removed.
 1. Flammable or combustible liquids shall be removed from the tank.
 2. All piping, including fill line, gauge opening, vapor return and pump connection, shall be capped or plugged and secured from tampering.
 3. Vent lines shall remain open and be maintained

- d. Underground tanks that have been out of service for a period of one year shall be removed from the ground, or abandoned in place in accordance with the following:
1. Flammable and combustible liquids shall be removed from the tank and connected piping.
 2. The suction, inlet, gauge, vapor return and vapor lines shall be disconnected.
 3. The tank shall be filled completely with an approved inert solid material.
 4. Remaining underground piping shall be capped or plugged.
 5. A record of tank size, location and date of abandonment shall be retained
 6. All exterior above-grade fill piping shall be permanently removed when tanks are abandoned or removed.

Other local, state or federal regulations may also apply.

Should you have additional questions feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Don Lay", with a stylized flourish at the end.

Don Lay, M.B.A, C.F.I.
Fire Safety Supervisor

Memorandum

To: Sam Hubbard, Planning and Community Development
From: Cris Papierniak, Assistant Director of Public Works
Date: July 5, 2016
Subject: 1706 W. Northwest Highway P.C. #16-016 revised

With regard to the proposed construction, I have the following comments:

1. The addition of a food preparation area may require a grease trap.
2. The existing domestic service may need to be increased in diameter to meet the minimum plumbing flow requirements.
3. An approved RPZ will need to be installed once the water service diameter is determined.
4. Upon completion of renovations, please verify and correct any defects to the existing sidewalk to meet existing Village code.

Thank you for the opportunity to comment on this permit application.

C: file
LF

ENGINEERING DEPARTMENT

3

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 16-016
 Petitioner: Stephen K Chacko

Owner: Stephen K Chacko

Contact Person: Stern
 Address: 1706 W Northwest Hwy
Arlington Hts, IL

Phone #: 773-671-9864

Fax #: stephenck23@aol.com

E-Mail: maybach301@yahoo.com

P.I.N.# 03-30-108-007-0000
03-30-108-008-0000
03-30-108-009-0000

Location: _____

Rezoning: _____ Current: _____ Proposed: _____

Subdivision: _____

of Lots: _____ Current: _____ Proposed: _____

PUD: _____ For: _____

Special Use: ☒ For: Gas station

Land Use Variation: _____ For: _____

Land Use: _____ Current: Gas station w/ Retail
 Proposed: Gas station w/ Retail
stone

Site Gross Area: _____

of Units Total: _____

1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

1. PUBLIC IMPROVEMENTS

REQUIRED: _____ YES NO COMMENTS

a. Underground Utilities

Water _____ ☒ _____

Sanitary Sewer _____ ☒ _____

Storm Sewer _____ ☒ _____

b. Surface Improvement

Pavement _____ ☒ _____

Curb & Gutter _____ ☒ _____

Sidewalks _____ ☒ _____

Street Lighting _____ ☒ _____

c. Easements

Utility & Drainage _____ ☒ _____

Access _____ ☒ _____

2. PERMITS REQUIRED OTHER THAN VILLAGE:

a. MWRDGC _____ b. IDOT _____

c. ARMY CORP _____ d. IEPA _____

e. CCHD _____

3. R.O.W. DEDICATIONS? _____

4. SITE PLAN ACCEPTABLE? _____

5. PRELIMINARY PLAT ACCEPTABLE? _____

6. TRAFFIC STUDY ACCEPTABLE? _____

7. STORM WATER DETENTION REQUIRED? _____

8. CONTRIBUTION ORDINANCE EXISTING? _____

9. FLOOD PLAIN OR FLOODWAY EXISTING? _____

10. WETLAND EXISTING? _____

YES NO COMMENTS

_____ ☒ _____

_____ ☒ NEED ENGINEERING SITE PLAN

_____ ☒ N/A

_____ ☒ N/A

_____ ☒ _____

_____ ☒ _____

_____ ☒ _____

_____ ☒ _____

GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: GEORGE SIMONIS

DATE OF PLANS: 6-14-16

James J. Wall 6/27/16
 Director Date

PLAN COMMISSION PC #16-016
Marathon Gas Station/Convenience Store
1706 W. Northwest Highway
SU-Auto Service Station with Convenience Mart
Round 1

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding.
12. Plans are acceptable for Special Use approval; however, permit submittal will require engineering plans including grades to show existing and proposed drainage patterns.
13. Site plan shows two pump islands, but the ALTA survey shows four pump islands
14. When on-site lighting is proposed, provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all roadway, parking lot, and building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted.
15. Provide an exhibit to engineering scale showing the turning path of the Fire Department's responding vehicle, in this case the tower truck. Exhibit must show front and rear wheel paths and the extent of the front and rear overhangs, as provided in an "Autoturn" exhibit. The vehicle shall be shown maneuvering through the site in all possible directions of travel. Attached are the specifications for the tower apparatus.
16. Consider including bicycle racks in development plan to encourage alternate modes of transportation for employees and patrons.


James J. Massarelli, P.E. 6/27/16
Director of Engineering Date

Attachments:

Fire Apparatus Tower 131 Specifications (1 page)

RECEIVED
JUN 27 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Marathon Gas Station/ Convenience Store
1706 W. Northwest Highway
PC 16-016
Round 1

Review Comments

06/28/2016

1. Character of use:

The character of use is consistent with the area and is not a concern.

2. Are lighting requirements adequate?

Lighting should be up to Village of Arlington Heights code.

3. Present traffic problems?

There are no apparent traffic problems at this location.

4. Traffic accidents at particular location?

This is not a problem area in relation to traffic accidents.

5. Traffic problems that may be created by the development.

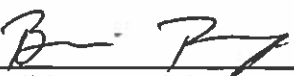
This development should not create any additional traffic problems.

6. General comments:

-Please ensure that there is an emergency information/contact card on file with the Arlington Heights Police Department and that it is up-to-date. Agent contact information must be provided to the Arlington Heights Police Department during all construction phases. The form is attached. Please complete and return. This allows police department personnel to contact an agent during emergency situations or for suspicious/criminal activity on the property during all hours.

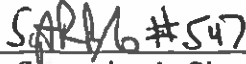
- Landscaping should provide open sightlines to increase natural surveillance and avoid creating ambush locations.

- Consider posting no trespassing / loitering/ no un-authorized use signage. The Arlington Heights Police Dept. has and utilizes trespass warning forms under qualifying circumstances when requested by property management.

 #272

Brandi Romag, Crime Prevention Officer
Community Services Bureau

Approved by:

 #547

Supervisor's Signature

RECEIVED
JUN 28 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

Arlington Heights Police Department

Emergency Information Card

1. Fill in all information by tabbing to each field.
2. When completed, save the form and send as an attachment to: tmorales@vah.com.

Arlington Heights Police Department
200 E. Sigwalt Street
Arlington Heights, IL 60005-1499
Phone: 847/368-5300

Completed forms may also be printed and submitted in the following manner:

By Mail: Arlington Heights Police Department
200 E. Sigwalt Street, Arlington Heights, IL 60005
Attention: Police Administration

By Fax: (847) 368-5970 - Attention: Police Administration

In Person: Dropped off at the Arlington Heights Police Department's front desk for forwarding to Police Administration.

Print Form (To Mail)

Name (Firm or Residence)

Address/City

Telephone Number

Date Information Obtained

IN CASE OF EMERGENCY PLEASE CALL:

Contact #1

Name

Address/City

Telephone Number

Cell Number

Contact #2

Name

Address/City

Telephone Number

Cell Number

Alarm System

☐ No

☐ Yes

Phone number:

Alarm Company Name

HEALTH SERVICES DEPARTMENT

6

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

03-30-108-007-0000

03-30-108-008-0000

03-30-108-009-0000

Petition #: P.C. _____

Petitioner: Stephen K. Charko

P.I.N.# _____

Location: _____

Rezoning: _____ Current: _____ Proposed: _____

Subdivision: _____

of Lots: _____ Current: _____ Proposed: _____

PUD: _____ For: _____

Special Use: ☒ For: Gas station w/ Retail store

Land Use Variation: _____ For: _____

Contact Person: SteveAddress: 1706 W Northwest HwyArlington Hts, ILPhone #: 773-671-9864Fax #: Stephenck23@aol.comE-Mail: mcg60d7300@yahoo.comLand Use: _____ Current: Gas station w/ Retail storeProposed: gas station w/ Retail s

Site Gross Area: _____

of Units Total: _____

1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

1. GENERAL COMMENTS:

If coffee pots are used for coffee machines, a 3-compartment sink with 2 integral drain boards and a hand sink must be installed.

See the attached accessibility comments.

Sean Freres, LEHP

6/30/16

Environmental Health Officer

Date

James McCalister

6/30/16

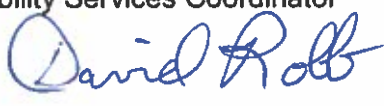
Director

Date

Plan Review

Address: 1706 W. Northwest Highway
Marathon Gas Station/Convenience Store
Special Use Permit for Automobile Service Station with
Convenience Mart
P.C. 16-016 Round 1

Submitted to: Sam Hubbard, Planning

Submitted by: David Robb, Disability Services Coordinator
(847) 368-5793 

Date: June 29, 2016

Re: Illinois Accessibility Code (IAC) Effective April 1997
<http://www.illinois.gov/cdb/business/codes/pages/illinoisaccessibilitycode.aspx>

Sheet A-1

1. Relocate the "Reserved Accessible Parking Space" to the parking space closest to the accessible entrance. See IAC Section 400;.310(c)(2).
2. Provide a service counter in compliance with Section 400.320(h)(1)(a)
3. Ensure reach ranges for the "Coffee Station" comply with IAC Section 400.320(l)(6) in accordance with Section 400,220(e and f) and 400.Illustration B., Figures 6 and 54.

Planning & Community Development Dept. Review

June 29, 2016



REVIEW ROUND 1

Project: Marathon Gas Station with Convenience Store
1706 W Northwest Highway

Case Number: PC 16-016

General:

7. Per staff research, the subject property has never been granted a Special Use Permit to allow the existing Automobile Service Station. As the property owner intends to remodel the existing auto service station to remove the repair portion of the facility and replace it with a larger convenience store, a Special Use Permit is required. Section 5.5-1 of Chapter 28 classifies Automobile Service Stations as a Special Use within the B-2, General Business zoning district.
8. Please clarify what mechanical units will be located on the ground, and indicate their location on the site plan. Screening of all mechanical units is required.
9. Will any exterior items be sold, including ice, propane, firewood, windshield fluid, etc.? Please indicate the location of any outdoor storage on the site plan.
10. Please provide information regarding the proposed refuse collection and delivery schedule (gasoline items and the items for sale in retail portion of the facility).
11. A Design Commission application is required for this project. Please submit a Design Commission application as soon as possible. The Design Commission approval must come prior to the Plan Commission approval, so failure to initiate the Design review process may delay appearance at the tentative Plan Commission hearing on July 27th.

Site/Landscaping:

12. The Plat of Survey is not to scale. Please provide a measurement from the rear of the building to the rear property line on the Plat of Survey, and provide a Plat of Survey that is to-scale. Additionally, the Plat of Survey is indicating that there is a public alley in the rear of the site. This alley was vacated via Doc. 0534219020. The Plat of Survey and site plan should be revised to address the property boundaries given that the alley has been vacated.
13. Please develop a plan for the rear of the site, including how the existing alley will be integrated within the development. Please work with the neighbor on the other side of the alley to develop a plan for this area.
14. Please clarify the boundaries of the pump islands. On the Plat of Survey, it appears that there are 4 pump islands; on the site plan there only appears to be two pump islands. If pumps will be removed, please clarify this. If the pumps will remain as is, please revise the site plan to show the 4 existing pump islands as per the Plat of Survey.
15. Dumpster enclosure should be moved back so that it is behind the rear of the building (please see the attached graphic at the end of this review.) Additionally, the materials of the enclosure should be revised so that they match the materials of the building.

16. Please alter the orientation and size of the proposed landscape island along the northwest side of the site. The location should be altered so that it provides a landscape bed for the proposed ground sign. This might also allow an additional parking spot (see attached graphic).
17. Additional landscaping, as well as a privacy fence, should be installed along the rear property line (see attached graphic). The size of this landscape area will be analyzed once the site plan has been adjusted to accommodate for the vacated alley and a plan has been determined for the vacated alley area.
18. All gravel/pavement should be removed from the area on the northwest side of the building (see attached graphic – area in pink). This area should be replaced with sod and/or landscaping.
19. The asphalt on the side of the building (see yellow area on attached graphic) should be resurfaced and must comply with all engineering standards for parking lots. A landscape island along the rear of this area may be required once a final plan for the vacated alley area is determined. Picture below documents current deteriorated condition of pavement.



Parking/Traffic:

20. Please analyze all parking spaces and drive aisles with respect to Section 11.2-8 and 11.2-9. It appears that there is only approx. 10' of clearance between the 3rd parking space in front of the building and the pump island (see graphic). Furthermore, it appears there would be less than 10' of clearance if a car was parked at the pump. Additionally, the drive aisle to the rear driveway entrance along Race Avenue does not appear to provide enough room for two way traffic.
21. Please evaluate the possibility of removing the entrance drive along Race Avenue, adjacent to the intersection of

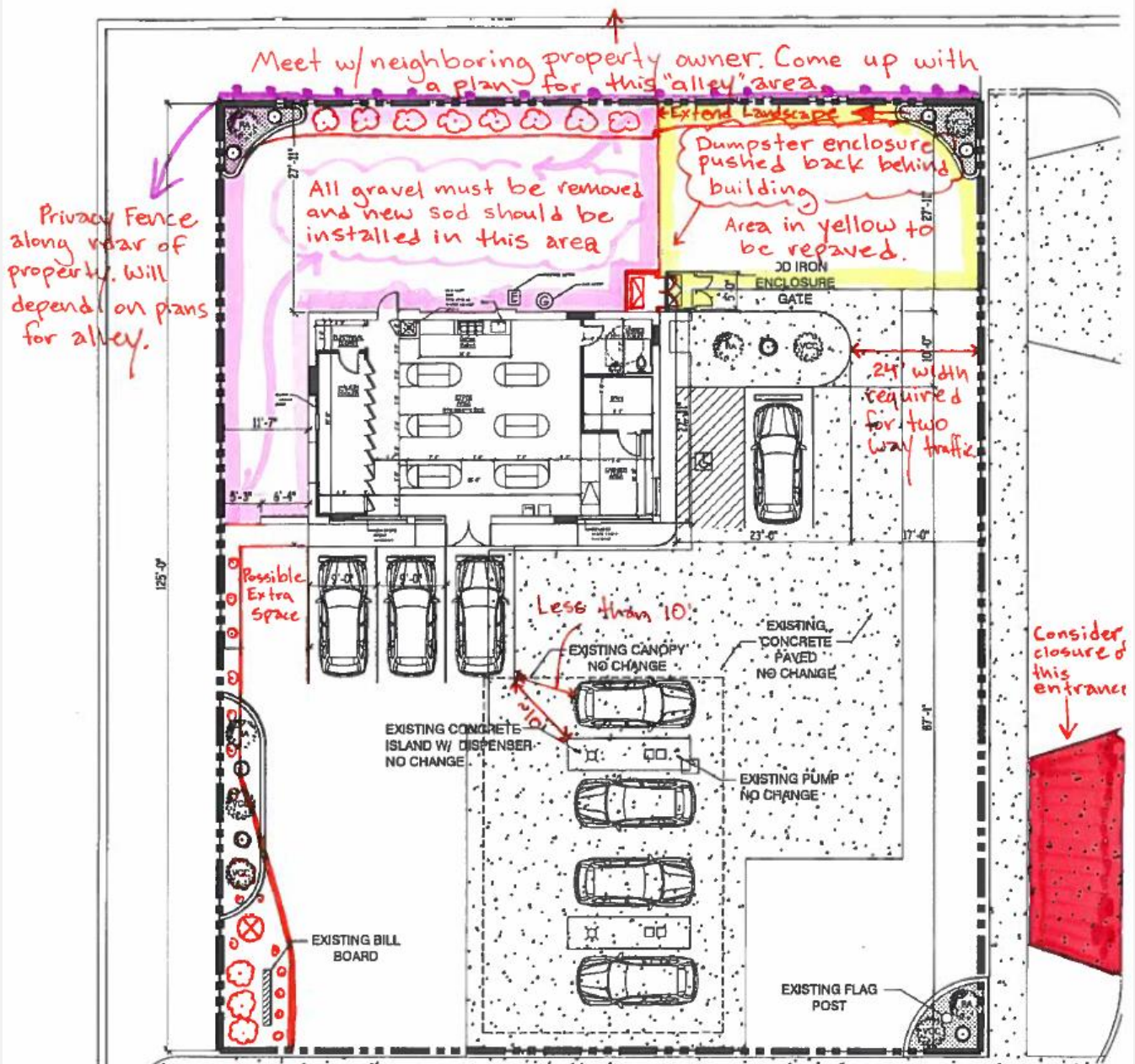
Race and Arlington Heights Rd. This may allow additional parking and/or landscaping to be installed in this area (see attached graphic). This would also allow for the addition of parkway trees.

22. The required parking for the subject property is calculated in the below table. Please provide the total number of peak employees that will be present on the subject property. Once this figure is provided, staff can determine the total number of parking spaces for the site. Since one space per employee is required for each employee, the total number of parking spaces on the site must increase, or the subject property must be approved for a variation.
23. The location of the handicap parking space needs to be relocated to the closest accessible entrance. See review comments from Health Dept.

ADDRESS	TENANT	CODE USE	GROSS SQUARE FOOTAGE	NUMBER OF EMPLOYEES	NUMBER OF SERVICE BAYS	PARKING REQUIREMENT	PARKING REQUIRED
1706 W. Northwest Highway	Marathon Gas Station	Retail Store	1,307	N/A	N/A	1 per 300 sq. ft.	4
		Auto Service Station	N/A	Unknown	0	1 per employee plus 3 per service bay	Unknown. Depends on Number of Employees
Total Required							4
Total Provided							4
Surplus / (Deficit)							Deficit Based on # of employees

Handicap Parking Required	1
Handicap Parking Provided	1

- SEE ATTACHED GRAPHIC ON NEXT PAGE -



Prepared by: SAM/UBBARI

Marathon Gas Station
1706 W. Northwest Highway
PC 16-016
July 1, 2016

Landscape Issues

- 1) The ends of all parking rows must include a landscape island, which contains a 4" caliper shade tree (Chapter 28, Section 6.16-1.2b).
- 2) Per Chapter 28, Section 6.15-1.2a, a three foot high screen must be provided in order to screen the parking/paved areas that are adjacent to the public way. Provide a three foot high screen along Northwest Highway and Race Avenue.
- 3) Provide landscaping at the base of the ground sign in the southwest corner. Per Chapter 30, landscaping is required at the base of ground signs. Extend the proposed landscape island along the west property line to the south and incorporate the ground sign within the island.
- 4) Along the rear property line, adjacent to the residential district, provide 6' high landscaping that provides year round opacity and/or a 6 foot high solid fence (Chapter 28, Section 6.15).
- 5) It is recommended that the area on the northwest side and north side of the building be converted to open greenspace.
- 6) The proposed landscaping at the corner of Race and Northwest Highway will obstruct site lines. Within the island it is recommended that a mix of salt tolerant/drought tolerant plant material that will not exceed three feet in height be incorporated in this area.
- 7) Overall the landscaping is minimal and additional landscaping should be provided. The area in the rear of the building is in need of attention. Incorporate foundation plantings along the north and west elevation. The trash enclosure must be fully screened.

Plan Review

Address: 1706 W. Northwest Highway
Marathon Gas Station/Convenience Store
Special Use Permit for Automobile Service Station with
Convenience Mart
P.C. 16-016 Round 1

Submitted to: Sam Hubbard, Planning

Submitted by: David Robb, Disability Services Coordinator
(847) 368-5793 

Date: June 29, 2016

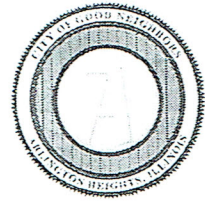
Re: Illinois Accessibility Code (IAC) Effective April 1997
<http://www.illinois.gov/cdb/business/codes/pages/illinoisaccessibilitycode.aspx>

Sheet A-1

1. Relocate the "Reserved Accessible Parking Space" to the parking space closest to the accessible entrance. See IAC Section 400;.310(c)(2).
We provide in construction documents
2. Provide a service counter in compliance with Section 400.320(h)(1)(a)
We provide in construction documents
3. Ensure reach ranges for the "Coffee Station" comply with IAC Section 400.320(l)(6) in accordance with Section 400,220(e and f) and 400.Illustration B., Figures 6 and 54.
We provide in construction documents

Planning & Community Development Dept. Review

June 29, 2016



REVIEW ROUND 1

Project: Marathon Gas Station with Convenience Store
1706 W Northwest Highway

Case Number: PC 16-016

General:

7. Per staff research, the subject property has never been granted a Special Use Permit to allow the existing Automobile Service Station. As the property owner intends to remodel the existing auto service station to remove the repair portion of the facility and replace it with a larger convenience store, a Special Use Permit is required. Section 5.5-1 of Chapter 28 classifies Automobile Service Stations as a Special Use within the B-2, General.
Existing service station no special use permit issued at this location. Submitting documents for the special use permit
8. Please clarify what mechanical units will be located on the ground, and indicate their location on the site plan. Screening of all mechanical units is required.
I Revised on date ;07/06/2016
9. Will any exterior items be sold, including ice, propane, firewood, windshield fluid, etc.? Please indicate the location of any outdoor storage on the site plan.
We will be revised and submitting in construction documents.
10. Please provide information regarding the proposed refuse collection and delivery schedule (gasoline items and the items for sale in retail portion of the facility).
Once in a week depend on Gas Sales.
11. A Design Commission application is required for this project. Please submit a Design Commission application as soon as possible. The Design Commission approval must come prior to the Plan Commission approval, so failure to initiate the Design review process may delay appearance at the tentative Plan Commission hearing on July 27th.
Submitted on date ;07/12/2016

Site/Landscaping:

12. The Plat of Survey is not to scale. Please provide a measurement from the rear of the building to the rear property line on the Plat of Survey, and provide a Plat of Survey that is to-scale. Additionally, the Plat of Survey is indicating that there is a public alley in the rear of the site. This alley was vacated via Doc. 0534219020. The Plat of Survey and site plan should be revised to address the property boundaries given that the alley has been vacated.
Yes we will be revised and submitting in construction documents.
13. Please develop a plan for the rear of the site, including how the existing alley will be integrated within the development. Please work with the neighbor on the other side of the alley to develop a plan for this area.
Yes we will be revised and submitting in construction documents.
14. Please clarify the boundaries of the pump islands. On the Plat of Survey, it appears that there are 4 pump islands; on the site plan there only appears to be two pump islands. If pumps will be removed, please clarify this. If the pumps will remain as is, please revise the site plan to show the 4 existing pump islands as per the Plat of Survey.
Revised on date ;07/06/2016
15. Dumpster enclosure should be moved back so that it is behind the rear of the building (please see the attached graphic at the end of this review.) Additionally, the materials of the enclosure should be revised so that they match the materials of the building.

Revised on date ;07/06/2016

Race and Arlington Heights Rd. This may allow additional parking and/or landscaping to be installed in this area (see attached graphic). This would also allow for the addition of parkway trees.

Revised on date :07/06/2016

22. The required parking for the subject property is calculated in the below table. Please provide the total number of peak employees that will be present on the subject property. Once this figure is provided, staff can determine the total number of parking spaces for the site. Since one space per employee is required for each employee, the total number of parking spaces on the site must increase, or the subject property must be approved for a variation.

Revised on date :07/06/2016

23. The location of the handicap parking space needs to be relocated to the closest accessible entrance. See review comments from Health Dept.

ADDRESS	TENANT	CODE USE	GROSS SQUARE FOOTAGE	NUMBER OF EMPLOYEES	NUMBER OF SERVICE BAYS	PARKING REQUIREMENT	PARKING REQUIRED
1706 W. Northwest Highway	Marathon Gas Station	Retail Store	1,307	N/A	N/A	1 per 300 sq. ft.	4
		Auto Service Station	N/A	Unknown	0	1 per employee plus 3 per service bay	Unknown. Depends on Number of Employees
Total Required							4
Total Provided							4
Surplus / (Deficit)							Deficit Based on # of employees

Handicap Parking Required	1
Handicap Parking Provided	1

- SEE ATTACHED GRAPHIC ON NEXT PAGE -

Marathon Gas Station
1706 W. Northwest Highway
PC 16-016
July 1, 2016

Landscape Issues

- 1) The ends of all parking rows must include a landscape island, which contains a 4" caliper shade tree (Chapter 28, Section 6.16-1.2b).
- 2) Per Chapter 28, Section 6.15-1.2a, a three foot high screen must be provided in order to screen the parking/paved areas that are adjacent to the public way. Provide a three foot high screen along Northwest Highway and Race Avenue.

Will be Revised in permit construction drawing.

- 3) Provide landscaping at the base of the ground sign in the southwest corner. Per Chapter 30, landscaping is required at the base of ground signs. Extend the proposed landscape island along the west property line to the south and incorporate the ground sign within the island.

Will be Revised in permit construction drawing.

- 4) Along the rear property line, adjacent to the residential district, provide 6' high landscaping that provides year round opacity and/or a 6 foot high solid fence (Chapter 28, Section 6.15).

N/A

- 5) It is recommended that the area on the northwest side and north side of the building be converted to open greenspace.

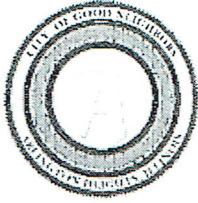
Will be Revised in permit construction drawing.

- 6) The proposed landscaping at the corner of Race and Northwest Highway will obstruct site lines. Within the island it is recommended that a mix of salt tolerant/drought tolerant plant material that will not exceed three feet in height be incorporated in this area.

Will be revised in permit construction drawing.

- 7) Overall the landscaping is minimal and additional landscaping should be provided. The area in the rear of the building is in need of attention. Incorporate foundation plantings along the north and west elevation. The trash enclosure must be fully screened.

Will be revised in permit construction drawing.



**Village of Arlington Heights, IL
Building Services Department
Fire Safety Division**

33 S. Arlington Heights Rd., Arlington Heights, IL 60005
(847) 368-5560 · FAX (847) 368-5975 · www.vah.com

**To: S. Hubbard, Development Planning
A. Larson, A.H.F.D.**

**Re: 1706 W. Northwest Highway
PC#16-016**

The following is provided in response to your request for review and comment regarding the proposed Plan Commission case for the subject property.

I have no concerns/objection for approval of a Special Use Permit for Automobile Service Station and Convenience Mart under the following conditions:

1. All current Codes and State Regulations regarding storage and use of flammable and combustible liquids shall be adhered to.
2. Should the owner choose to not use the fuel pumps for fuel delivery, requirements of the Fire Code mandate that the existing fuel tanks meet certain criteria based on the amount of time the tanks would be considered to be abandoned.
After Renovation all pumps and gas sales to continue to be use
Following is information from the International Fire Code of those requirements. This list is NOT inclusive of all regulations that may apply:

- a. Tanks taken out of service shall be removed in accordance with Section 3404.2.14, or safeguarded in accordance with Sections 3404.2.13.1 through 3404.2.13.2.3 of the 2009 International Fire Code. and API 1604.
- b. Underground tanks temporarily out of service shall have the fill line, gauge opening, vapor return and pump connection secure against tampering. Vent lines shall remain open and be maintained.
- c. Underground tanks not used for a period of 90 days shall be safeguarded in accordance with all the following or be removed.
 1. Flammable or combustible liquids shall be removed from the tank.
 2. All piping, including fill line, gauge opening, vapor return and pump connection, shall be capped or plugged and secured from tampering.
 3. Vent lines shall remain open and be maintained

After Renovation all pums and gas sales to continue to be use

d. Underground tanks that have been out of service for a period of one year shall be removed from the ground, or abandoned in place in accordance with the following:

1. Flammable and combustible liquids shall be removed from the tank and connected piping.
2. The suction, inlet, gauge, vapor return and vapor lines shall be disconnected.
3. The tank shall be filled completely with an approved inert solid material.
4. Remaining underground piping shall be capped or plugged.
5. A record of tank size, location and date of abandonment shall be retained
6. All exterior above-grade fill piping shall be permanently removed when tanks are abandoned or removed.

After Renovation all pumps and gas sales to continue to be use.

Other local, state or federal regulations may also apply.

Should you have additional questions feel free to contact me.

Sincerely,



Don Lay, M.B.A, C.F.I.
Fire Safety Supervisor

Memorandum

To: Sam Hubbard, Planning and Community Development
From: Cris Papierniak, Assistant Director of Public Works
Date: July 5, 2016
Subject: 1706 W. Northwest Highway P.C. #16-016 revised

With regard to the proposed construction, I have the following comments:

1. The addition of a food preparation area may require a grease trap.
It will be revised and prepacked incorporated in building permit drawing.
2. The existing domestic service may need to be increased in diameter to meet the minimum plumbing flow requirements.
It will be revised and prepacked incorporated in building permit drawing.
3. An approved RPZ will need to be installed once the water service diameter is determined.
It will be revised and prepacked incorporated in building permit drawing.
4. Upon completion of renovations, please verify and correct any defects to the existing sidewalk to meet existing Village code.
It will be revised and prepacked incorporated in building permit drawing.

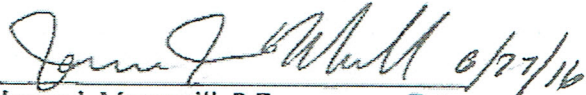
"ALL PREPACK FOOD"

Thank you for the opportunity to comment on this permit application.

C: file
LF

PLAN COMMISSION PC #16-016
Marathon Gas Station/Convenience Store
1706 W. Northwest Highway
SU-Auto Service Station with Convenience Mart
Round 1

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding.
Yes we do
12. Plans are acceptable for Special Use approval; however, permit submittal will require engineering plans including grades to show existing and proposed drainage patterns.
Yes we do
13. Site plan shows two pump islands, but the ALTA survey shows four pump islands
Revised drawing date :07/06/2016
14. When on-site lighting is proposed, provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all roadway, parking lot, and building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted. Will be revised in construction documents.
15. Provide an exhibit to engineering scale showing the turning path of the Fire Department's responding vehicle, in this case the tower truck. Exhibit must show front and rear wheel paths and the extent of the front and rear overhangs, as provided in an "Autoturn" exhibit. The vehicle shall be shown maneuvering through the site in all possible directions of travel. Attached are the specifications for the tower apparatus. Will be revised in construction documents.
16. Consider including bicycle racks in development plan to encourage alternate modes of transportation for employees and patrons.
Will be revised in construction documents.


James J. Massarelli, P.E. Date
Director of Engineering

Attachments:

Fire Apparatus Tower 131 Specifications (1 page)

RECEIVED
JUN 27 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT



Arlington Heights Fire Department Plan Review Sheet

P. C. Number _____

Project Name _____

Project Location 1706 W NWHWY

Planning Department Contact Sam Hubbard

General Comments

Due to the poor quality drawings and limited information provided the fire department has no comment at this time. Future comments may come once better and more accurate information is provided.

NOTE; PLAN IS CONCEPTUAL ONLY SUBJECT TO DETAILED PERMIT DRAWING

Date July 1, 2016 Reviewed By: LT. Andrew Larson

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Marathon Gas Station/ Convenience Store
1706 W. Northwest Highway
PC 16-016
Round 1

Review Comments

06/28/2016

1. **Character of use:**

The character of use is consistent with the area and is not a concern.

2. **Are lighting requirements adequate?**

Lighting should be up to Village of Arlington Heights code.

3. **Present traffic problems?**

There are no apparent traffic problems at this location.

4. **Traffic accidents at particular location?**

This is not a problem area in relation to traffic accidents.

5. **Traffic problems that may be created by the development.**

This development should not create any additional traffic problems.

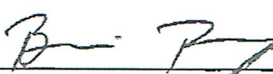
6. **General comments:**

-Please ensure that there is an emergency information/contact card on file with the Arlington Heights Police Department and that it is up-to-date. Agent contact information must be provided to the Arlington Heights Police Department during all construction phases. The form is attached. Please complete and return. This allows police department personnel to contact an agent during emergency situations or for suspicious/criminal activity on the property during all hours.

- Landscaping should provide open sightlines to increase natural surveillance and avoid creating ambush locations. Will be Revised on permit drawing.

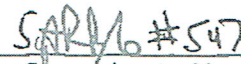
- Consider posting no trespassing / loitering/ no un-authorized use signage. The Arlington Heights Police Dept. has and utilizes trespass warning forms under qualifying circumstances when requested by property management.

Will be revised on permit drawing.

 #272

Brandi Romag, Crime Prevention Officer
Community Services Bureau

Approved by:

 #547

Supervisor's Signature

RECEIVED
JUN 28 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

Arlington Heights Police Department

Emergency Information Card

1. Fill in all information by tabbing to each field.
2. When completed, save the form and send as an attachment to: tmorales@vah.com.

Arlington Heights Police Department
200 E. Sigwalt Street
Arlington Heights, IL 60005-1499
Phone: 847/368-5300

Completed forms may also be printed and submitted in the following manner:

By Mail: Arlington Heights Police Department
200 E. Sigwalt Street, Arlington Heights, IL 60005
Attention: Police Administration

Print Form (To Mail)

By Fax: (847) 368-5970 - Attention: Police Administration

In Person: Dropped off at the Arlington Heights Police Department's front desk for forwarding to Police Administration.

Name (Firm or Residence)

MARTHON GAS STATION

Address/City

1706 West northwest hwy, Arligton HTS

Telephone Number

773-671_9864

Date Information Obtained

7/23/2016

IN CASE OF EMERGENCY PLEASE CALL:

Contact #1

Name

Steve chakko

Address/City

1706 west northwest hwy, Arligton HTS

Telephone Number

773_671_9864

Cell Number

Contact #2

Name

jaybi

Address/City

1706 west northwest Hwy, Arligton HTS

Telephone Number

773_510_8839 Cell

Cell Number

773_510_8839 Cell

Alarm System

☐ No

☐ Yes

Phone number:

Alarm Company Name

After renovation we will provide company name and phone number with copy of contract



Village of Arlington Heights, IL
Department of Building Services
Fire Safety Division



P.C. Number: #16-016 Round 2

Project Name: Marathon Gas Station/Convenience Store
Project Location: 1706 W. Northwest Highway
Planning Department Contact: Sam Hubbard, Planning and Community Development

General Comments

1. The fuel pump emergency cut off switch shall be tested and accepted prior to operation of fuel pumps being placed in service.
2. The proper placement of fire extinguishers and current testing criteria/certification shall be confirmed by a fire inspector prior to opening.
3. Emergency lighting shall be tested and accepted prior to opening.
4. The owner shall provide a current inspection test certificate for all life safety systems (fire alarm, fire suppression) if applicable prior to opening for business.

RECEIVED

SEP-28-2016

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

NOTE: PLAN IS CONCEPTUAL ONLY SUBJECT TO DETAILED PLAN REVIEW

Date 09-27-16

Reviewed By:


Fire Safety Supervisor

PLAN COMMISSION PC #16-016
Marathon Gas Station/Convenience Store
1706 W. Northwest Highway
SU-Auto Service Station with Convenience Mart
Round 2

17. The responses made by the petitioner to comments #11-13 & 15-16 are acceptable.
18. The response made by the petitioner to comment #14 is noted. Lighting will be addressed in the permit phase and must conform to the requirements in Comment #14.
19. There is not enough room between the northwest pump and the proposed parking space for access to the north side of the pump if the parking space is occupied. Suggest eliminating one parking space, keeping the proposed handicap access space, and placing the striped area on the east side of the space.

James J. Massarelli, P.E. Date
Director of Engineering

RECEIVED

OCT 06 2016

**PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT**

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Marathon Gas Station/ Convenience Store
1706 W. Northwest Highway
PC 16-016
Round 2

Review Comments

10/03/2016

1. **Character of use:**
Nothing further.
2. **Are lighting requirements adequate?**
Nothing further.
3. **Present traffic problems?**
Nothing further.
4. **Traffic accidents at particular location?**
Nothing further.
5. **Traffic problems that may be created by the development.**
Nothing further.
6. **General comments:**
 - Recommended to have an alarm system along with signage indicating there is an alarm on premise. Make sure all exterior doors have alarm company security signage clearly displayed.
 - Install cameras (with recording capabilities) on the exterior and interior of store, to include a monitor at the checkout counter so employees have ability to monitor store interior and exterior. Exterior surveillance should be able to monitor license plates at pumps for drive offs, patrons entering and exiting building, etc.
 - Ensure employees have unobstructed views of the aisles- utilizing open floor plan, convex mirrors. Install mirrors in ceiling corners of store to improve visibility within store and down aisles.
 - High value merchandise should be kept in secured/locked area behind counter
 - Recommended to relocate the ice freezer to front of store in an area visible to employees to deter/reduce theft. Relocate bicycle rack as well.
 - Store front windows should be free of large posters and obstructions to increase visibility from outside in and vice versa.
 - Recommended to have rear access door (northside) relocated so employees can have better view of door to deter theft; or install door buzzer/chimes to alert employee when door is open(ed)

RECEIVED
OCT 04 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

B. Romag #272

Brandi Romag, Crime Prevention Officer
Community Services Bureau

Approved by:

D. H. #557

Supervisor's Signature



**Village of Arlington Heights
Health & Human Services Department**

Memorandum

To: Sam Hubbard, Development Planner
From: Sean Freres, Environmental Health Officer
Date: September 29, 2016
Re: Marathon Gas Station- PC#16-016 Round 2

A handwritten signature in black ink, appearing to be 'S. Freres', is written over the 'From' line of the memorandum.

Interior grease interceptor lid must be installed flush with floor finish.

See attached accessibility comment.

RECEIVED
SEP 30 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

Plan Review

Address: 1706 W. Northwest Highway
Marathon Gas Station/Convenience Store
Special Use Permit for Automobile Service Station with
Convenience Mart
P.C. 16-016 Round 2

Submitted to: Sam Hubbard, Planning

Submitted by: David Robb, Disability Services Coordinator
(847) 368-5793



Date: September 28, 2016

Re: Illinois Accessibility Code (IAC) Effective April 1997
<http://www.illinois.gov/cdb/business/codes/pages/illinoisaccessibilitycode.aspx>

Sheet A2 - New Concrete Ramp (ADA) at Doorway

Level landings are required at doorways per IAC Section 400.310(j)(5) in accordance with IAC section 400.310(e)(4)(D).

Planning & Community Development Dept. Review

October 5, 2016



REVIEW ROUND 1

Project: Marathon Gas Station with Convenience Store
1706 W Northwest Highway

Case Number: PC 16-016

General:

7. Section 5.1-11.1(h) of Chapter 28 states that "All deliveries and loading related activities, as well as parking lot sweeping in the service area, directly abutting a residential property, shall not be permitted between the hours of 10:00 p.m. and 7:00 a.m." As the subject property abuts a residential area, it is subject to the above restriction. Please confirm that no deliveries will take place between 10:00 p.m. and 7:00 a.m.
8. Please clarify if any new lighting will be proposed. If any new lighting is proposed, a photometric plan will be required.
9. The proposed 8' tall fence along the rear of the property must be reduced in height so as not to exceed 6'. Additionally, this fence should be a solid privacy fence so as to provide a full screen (i.e. spaces between the fence boards are not allowed). Please revise this graphic on the site plan.
10. The fencing in the front of the property along Northwest Highway and along Race Avenue is not allowed.
11. The fence along the side of the property (west) should be revised so that it is a 5' tall board-on-board fence. The proposed 8' tall fence in this location is not allowed. Please provide a detail for the 5' tall solid board-on-board fence, or add a note to the site plan indicating that it will be a board-on-board fence.
12. Please provide information on the maximum number of employees.

Site/Landscaping:

13. Handicap parking spaces are only required to be 8' wide with an 8' wide striped access pathway. The proposed handicap space appears to be 9' wide with a 9' wide access pathway. Please reduce the width of this space to be 8' wide with an 8' wide striped access aisle, which will allow for greater distance between the pump island and the edge of the parking space. Additionally, we recommend removing the parking space on the side to provide additional drive aisle space (see attached graphic).
14. The two parking spaces at the rear of the property appear to be 10' in width. Code only requires 9' wide minimum width for parking spaces. Please reduce the width of these spaces to be 9' wide to allow for the continuation of the landscape bed in this area (see attached graphic). The landscape bed should be 3' in width (not including curb), which may require the parking spaces to be shifted to the south. The fence should be located on the **outside** of the curb for the landscape bed.
15. Add a note to the "Asphalt Paved Area" indicating that the asphalt in this area will be removed and replaced (see attached graphic).
16. Add a note to the "Remove Existing Gravel Area With New Sodding" to clarify that the new sodding will be

added (see graphic).

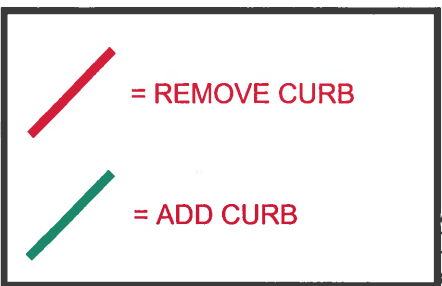
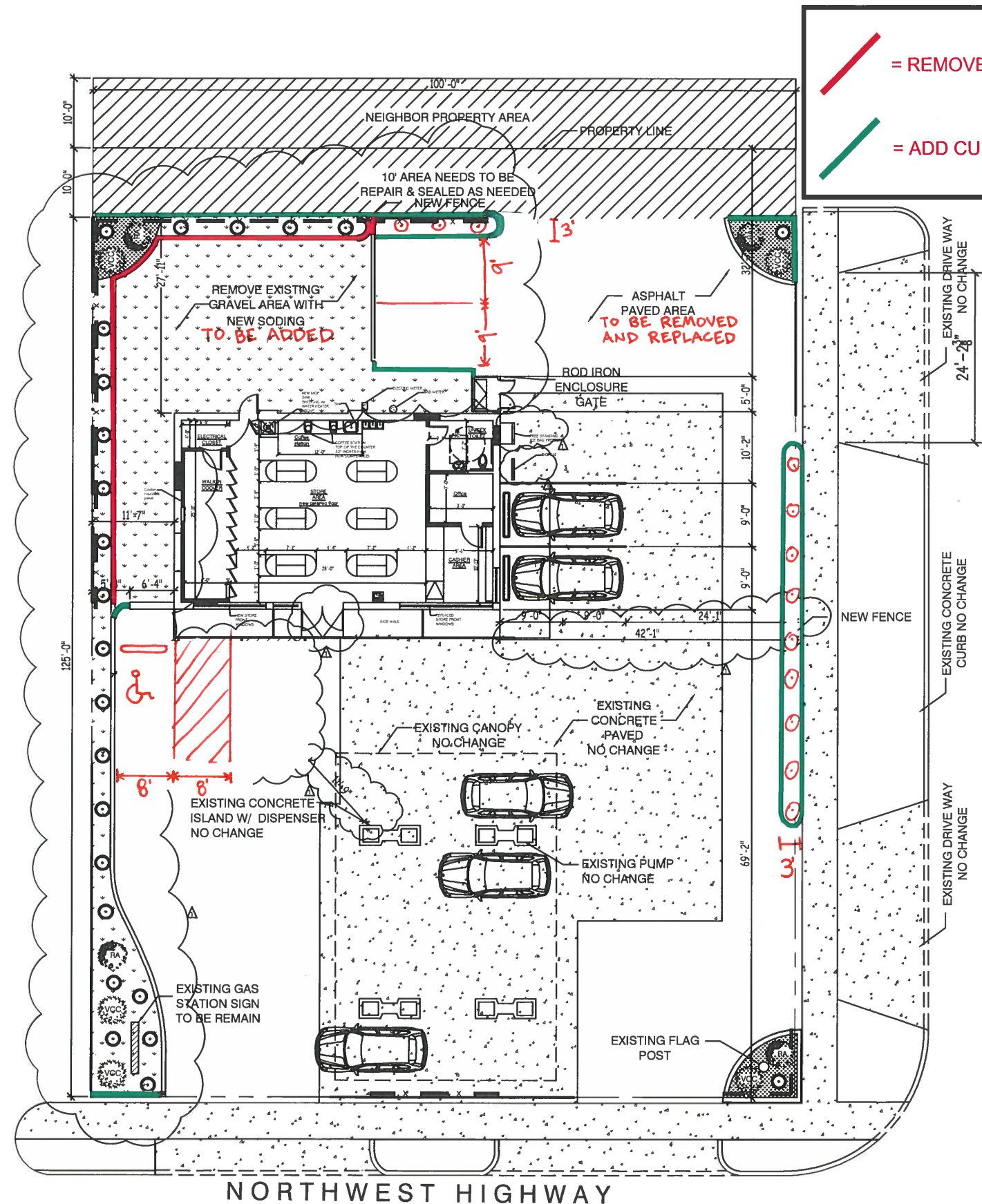
17. Curbs must be provided around edges of the landscape beds. The curbs around the landscape beds that abut the newly sodded area should be removed (see attached graphic).
18. A 9-foot wide curbed island with a 4-inch caliper shade tree is required at the end of each row of parking row. Since this requirement has not been met, a Variation is required. Staff supports this Variation due to the small size of the site, however, please provide the written justification as outlined in #22 below.
19. A 3' wide (not including curb) curbed landscape bed should be added along Race Avenue (see attached graphic). This will reduce the width of the drive aisle, but staff is supportive of a Variation to reduce this drive aisle width to accommodate the landscape bed.
20. Please clarify the color of the metal panel that will be on the gate for of the dumpster enclosure. Will the panel be painted?
21. Information on the materials of the walls of the dumpster enclosure is required. The walls should be brick to match the materials of the building. No information on the walls of the dumpster enclosure have been provided.
22. Written justification must be provided for any Variation requested, as per the following criteria:
 - That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.
 - The plight of the owner is due to unique circumstances.
 - The variation, if granted, will not alter the essential character of the locality.

Parking/Traffic:

23. The drive aisle, currently shown as 11'9" and in-between the handicap space and the existing pump, is required to be no less than 24' in width. Please revise the plan to create a 24' wide drive aisle or request a Variation.

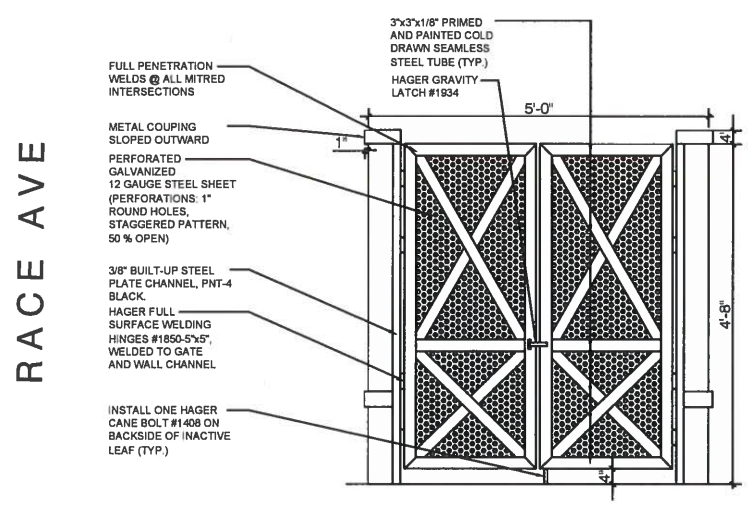
- SEE ATTACHED GRAPHIC ON NEXT PAGE -

Prepared by: SAM J. LUBARZ

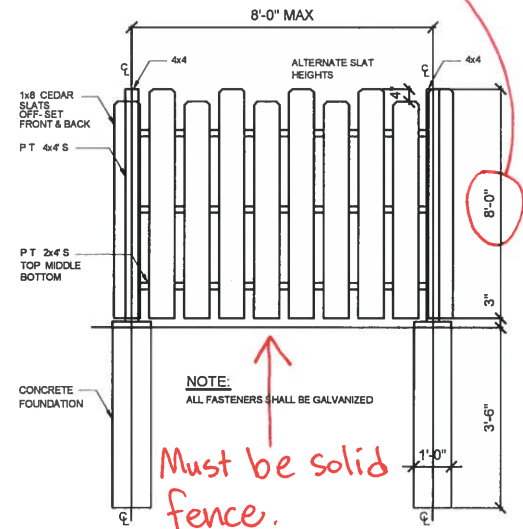


CAPE LEGEND:

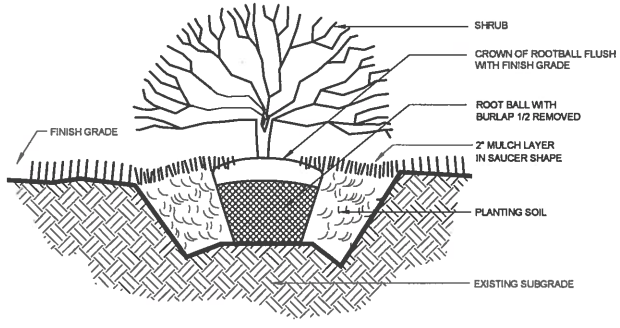
	PLANT QUANTITY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
NATIVE FLOWERS	1 ST	WOODLAND STONECROP	SEDUM TERNATUM	less than 12" n height	WHITE FLOWERS (APRIL-MAY)
SHRUBS	4	ALPINE CURRANT	RIBES ALPINUM	30" HGT.	36" O.C.
	5	DWARF KOREANSPICE VIBURNUM	VIBURNUM CARLESSI COMPACTUM	30" HGT.	36" O.C.
		GRASS AREA			



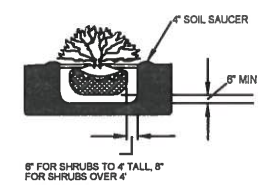
1 ELEVATION - PROPOSED TRASH ENCLOSURE WITH GATES
N.T.S.



2 NEW FENCE DETAIL TYPICAL
N.T.S.



3 SHRUB DETAIL
N.T.S.

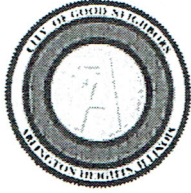


4 SHRUB DETAIL
N.T.S.

Marathon Gas Station
1706 W. Northwest Highway
PC 16-016
October 5, 2016

Landscape Issues

- 1) Overall the landscaping is minimal. Along the north property line, replace the sedum with a deciduous shrub that is salt and drought tolerant and planted three feet on center. In addition, it is recommended that the width of the planting bed be increased from 2.5 feet to 3 feet.
- 2) Along the west property line consider ornamental grasses in place of the proposed sedum. The ornamental grasses should be planted approximately 2 feet on center.
- 3) It is recommended that a salt tolerant perennial that is less than 3 feet in heights such as Daylilies be included within the island adjacent to the flag pole and in the island in the northeast corner. Adjacent to the ground sign in the southwest corner, consider incorporating low shrubs and perennials such as Low Gro Sumac and Daylilies. The proposed landscaping will obstruct sight lines.
- 4) The fence along the north property line must be six foot high and solid. The fence along the west property line may not exceed a height of 5 feet and must be semi open.
- 5) There are concerns with the fence proposed along Race Avenue and Northwest Highway. It is recommended that the fence be removed.
- 6) It is recommended that a three foot high landscape screen along Race be provided.
- 7) The ends of all parking rows must include a landscape island, which contains a 4" caliper shade tree (Chapter 28, Section 6.16-1.2b) or a variation will be required.



Village of Arlington Heights, IL
Department of Building Services
Fire Safety Division



P.C. Number: #16-016 Round 2

Project Name: Marathon Gas Station/Convenience Store
Project Location: 1706 W. Northwest Highway
Planning Department Contact: Sam Hubbard, Planning and Community Development

General Comments

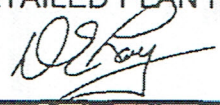
1. The fuel pump emergency cut off switch shall be tested and accepted prior to operation of fuel pumps being placed in service. SEE ATTACH DWG F1.
2. The proper placement of fire extinguishers and current testing criteria/certification shall be confirmed by a fire inspector prior to opening. SEE ATTACH DWG F1.
3. Emergency lighting shall be tested and accepted prior to opening. WE SHALL CALL THE VILLAGE INSPECTION PERIOR TO GRAND OPENING.
4. The owner shall provide a current inspection test certificate for all life safety systems (fire alarm, fire suppression) if applicable prior to opening for business. WE SHALL CALL THE VILLAGE INSPECTION PERIOR TO GRAND OPENING.

RECEIVED
SEP-28-2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

NOTE: PLAN IS CONCEPTUAL ONLY SUBJECT TO DETAILED PLAN REVIEW

Date 09-27-16

Reviewed By:


Fire Safety Supervisor



Village of Arlington Heights
Health & Human Services Department

Memorandum

To: Sam Hubbard, Development Planner

From: Sean Freres, Environmental Health Officer

A handwritten signature in black ink, appearing to be "SF", written over the "From:" line.

Date: September 29, 2016

Re: Marathon Gas Station- PC#16-016 Round 2

Interior grease interceptor lid must be installed flush with floor finish.

See attached accessibility comment. SEE ATTACH DWG P1, REVISION-2 WITH DETAIL.

RECEIVED
SEP 30 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

B. Romag #212

Brandi Romag, Crime Prevention Officer
Community Services Bureau

Approved by:

D. H. #557

Supervisor's Signature

PLAN COMMISSION PC #16-016
Marathon Gas Station/Convenience Store
1706 W. Northwest Highway
SU-Auto Service Station with Convenience Mart
Round 2

17. The responses made by the petitioner to comments #11-13 & 15-16 are acceptable. YES WE DO.
18. The response made by the petitioner to comment #14 is noted. Lighting will be addressed in the permit phase and must conform to the requirements in Comment #14. YES WE DO.
19. There is not enough room between the northwest pump and the proposed parking space for access to the north side of the pump if the parking space is occupied. Suggest eliminating one parking space, keeping the proposed handicap access space, and placing the striped area on the east side of the space. SEE ATTACH DWG AZ REVISION-2

James J. Massarelli, P.E. Date
Director of Engineering

RECEIVED

OCT 06 2016

**PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT**



Arlington Heights Fire Department Plan Review Sheet

P. C. Number 16-016

Project Name

Marathon Gas / Convenience Store

Project Location

1706 W. NWHWY

Planning Department Contact Sam Hubbard

General Comments

1. Building to be sprinkled.
2. Locate the sprinkler connection at the main front entrance.
3. Locate a fire hydrant within 100' of the sprinkler connection.
4. Locate a Knox Box at the main front entrance.
5. Install a fully operational annunciator panel or alarm panel at the front door.

USE OF CHANGE IS ONLY ADDITIONAL AREA (C. STORE).
WOULD YOU LIKE TO HAVE MEETING WITH ARLINGTON FIRE MARSHALL TO
DISCUSS BEFORE PROCEED TO PLAN.

**NOTE: PLAN IS CONCEPTUAL ONLY
SUBJECT TO DETAILED PLAN REVIEW**

Date September 26, 2016

Reviewed By: LT. Andrew Larson

Arlington Heights Fire Department

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Marathon Gas Station/ Convenience Store
1706 W. Northwest Highway
PC 16-016
Round 2

Review Comments

10/03/2016

1. **Character of use:**
Nothing further.
2. **Are lighting requirements adequate?**
Nothing further.
3. **Present traffic problems?**
Nothing further.
4. **Traffic accidents at particular location?**
Nothing further.
5. **Traffic problems that may be created by the development.**
Nothing further.
6. **General comments:**
 - Recommended to have an alarm system along with signage indicating there is an alarm on premise. Make sure all exterior doors have alarm company security signage clearly displayed. SEE ATTACH DWG F1, REVISION-2.
 - Install cameras (with recording capabilities) on the exterior and interior of store, to include a monitor at the checkout counter so employees have ability to monitor store interior and exterior. Exterior surveillance should be able to monitor license plates at pumps for drive offs, patrons entering and exiting building, etc. SEE ATTACH DWG S1, REVISION-2.
 - Ensure employees have unobstructed views of the aisles- utilizing open floor plan, convex mirrors. Install mirrors in ceiling corners of store to improve visibility within store and down aisles. SEE ATTACH DWG F1, REVISION-2.
 - High value merchandise should be kept in secured/locked area behind counter YES WE DO BEHIND COUNTER.
 - Recommended to relocate the ice freezer to front of store in an area visible to employees to deter/reduce theft. Relocate bicycle rack as well. SEE ATTACH DWG A2, REVISION-2.
 - Store front windows should be free of large posters and obstructions to increase visibility from outside in and vice versa. SEE ATTACH DWG F1, REVISION-2.
 - Recommended to have rear access door (northside) relocated so employees can have better view of door to deter theft; or install door buzzer/chimes to alert employee when door is open(ed) SEE ATTACH DWG F1, REVISION-2.

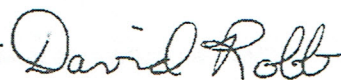
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PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

Plan Review

Address: 1706 W. Northwest Highway
Marathon Gas Station/Convenience Store
Special Use Permit for Automobile Service Station with
Convenience Mart
P.C. 16-016 Round 2

Submitted to: Sam Hubbard, Planning

Submitted by: David Robb, Disability Services Coordinator
(847) 368-5793



Date: September 28, 2016

Re: Illinois Accessibility Code (IAC) Effective April 1997
<http://www.illinois.gov/cdb/business/codes/pages/illinoisaccessibilitycode.aspx>

Sheet A2 - New Concrete Ramp (ADA) at Doorway

Level landings are required at doorways per IAC Section 400.310(j)(5) in accordance with IAC section 400.310(e)(4)(D).

SEE ATTACH DWG A3, REVISION-2.

Planning & Community Development Dept. Review

October 5, 2016



REVIEW ROUND 1

Project: Marathon Gas Station with Convenience Store
1706 W Northwest Highway

Case Number: PC 16-016

General:

7. Section 5.1-11.1(h) of Chapter 28 states that "All deliveries and loading related activities, as well as parking lot sweeping in the service area, directly abutting a residential property, shall not be permitted between the hours of 10:00 p.m. and 7:00 a.m." As the subject property abuts a residential area, it is subject to the above restriction. Please confirm that no deliveries will take place between 10:00 p.m. and 7:00 a.m. **YES WE DO.**
8. Please clarify if any new lighting will be proposed. If any new lighting is proposed, a photometric plan will be required. **SEE ATTACH DWG S1, REVISION-2.**
9. The proposed 8' tall fence along the rear of the property must be reduced in height so as not to exceed 6'. Additionally, this fence should be a solid privacy fence so as to provide a full screen (i.e. spaces between the fence boards are not allowed). Please revise this graphic on the site plan. **SEE ATTACH DWG A2, REVISION-2 WITH DETAIL.**
10. The fencing in the front of the property along Northwest Highway and along Race Avenue is not allowed. **WE REMOVED.**
11. The fence along the side of the property (west) should be revised so that it is a 5' tall board-on-board fence. The proposed 8' tall fence in this location is not allowed. Please provide a detail for the 5' tall solid board-on-board fence, or add a note to the site plan indicating that it will be a board-on-board fence. **SEE THE NOTE ON DWG A2, REVISION-2**
12. Please provide information on the maximum number of employees. **2 EMPLOYEES.**

Site/Landscaping:

13. Handicap parking spaces are only required to be 8' wide with an 8' wide striped access pathway. The proposed handicap space appears to be 9' wide with a 9' wide access pathway. Please reduce the width of this space to be 8' wide with an 8' wide striped access aisle, which will allow for greater distance between the pump island and the edge of the parking space. Additionally, we recommend removing the parking space on the side to provide additional drive aisle space (see attached graphic). **SEE ATTACH DWG A2, REVISION-2.**
14. The two parking spaces at the rear of the property appear to be 10' in width. Code only requires 9' wide minimum width for parking spaces. Please reduce the width of these spaces to be 9' wide to allow for the continuation of the landscape bed in this area (see attached graphic). The landscape bed should be 3' in width (not including curb), which may require the parking spaces to be shifted to the south. The fence should be located on the **outside** of the curb for the landscape bed. **SEE ATTACH DWG A2, REVISION-2.**
15. Add a note to the "Asphalt Paved Area" indicating that the asphalt in this area will be removed and replaced (see attached graphic). **SEE ATTACH DWG A2, REVISION-2.**
16. Add a note to the "Remove Existing Gravel Area With New Sodding" to clarify that the new sodding will be

added (see graphic). SEE ATTACH DWG A2, REVISION-2.

17. Curbs must be provided around edges of the landscape beds. The curbs around the landscape beds that abut the newly sodded area should be removed (see attached graphic). SEE ATTACH DWG A2, REVISION-2.
18. A 9-foot wide curbed island with a 4-inch caliper shade tree is required at the end of each row of parking row. Since this requirement has not been met, a Variation is required. Staff supports this Variation due to the small size of the site, however, please provide the written justification as outlined in #22 below.
19. A 3' wide (not including curb) curbed landscape bed should be added along Race Avenue (see attached graphic). This will reduce the width of the drive aisle, but staff is supportive of a Variation to reduce this drive aisle width to accommodate the landscape bed.
20. Please clarify the color of the metal panel that will be on the gate for of the dumpster enclosure. Will the panel be painted? **BLACK OR GRAY PAINT.**
21. Information on the materials of the walls of the dumpster enclosure is required. The walls should be brick to match the materials of the building. No information on the walls of the dumpster enclosure have been provided. **ROD AND IRON SEE THE DETAIL ON DWG A2, REVISION-2.**
22. Written justification must be provided for any Variation requested, as per the following criteria:
 - That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.
 - The plight of the owner is due to unique circumstances.
 - The variation, if granted, will not alter the essential character of the locality.

Parking/Traffic:

23. The drive aisle, currently shown as 11'9" and in-between the handicap space and the existing pump, is required to be no less than 24' in width. Please revise the plan to create a 24' wide drive aisle or request a Variation. SEE ATTACH DWG A2, REVISION-2.

- SEE ATTACHED GRAPHIC ON NEXT PAGE -

Prepared by: 

Marathon Gas Station
1706 W. Northwest Highway
PC 16-016
October 5, 2016

Landscape Issues

- 1) Overall the landscaping is minimal. Along the north property line, replace the sedum with a deciduous shrub that is salt and drought tolerant and planted three feet on center. In addition, it is recommended that the width of the planting bed be increased from 2.5 feet to 3 feet. SEE ATTACH DWG A2, REVISION-2.
- 2) Along the west property line consider ornamental grasses in place of the proposed sedum. The ornamental grasses should be planted approximately 2 feet on center. SEE ATTACH DWG A2, REVISION-2.
- 3) It is recommended that a salt tolerant perennial that is less than 3 feet in heights such as Daylilies be included within the island adjacent to the flag pole and in the island in the northeast corner. Adjacent to the ground sign in the southwest corner, consider incorporating low shrubs and perennials such as Low Gro Sumac and Daylilies. The proposed landscaping will obstruct sight lines.
- 4) The fence along the north property line must be six foot high and solid. The fence along the west property line may not exceed a height of 5 feet and must be semi open. SEE ATTACH DWG A2, REVISION-2.
- 5) There are concerns with the fence proposed along Race Avenue and Northwest Highway. It is recommended that the fence be removed. WE REMOVED.
- 6) It is recommended that a three foot high landscape screen along Race be provided.
- 7) The ends of all parking rows must include a landscape island, which contains a 4" caliper shade tree (Chapter 28, Section 6.16-1.2b) or a variation will be required.

PLAN COMMISSION PROJECT TIMELINE

Project Name: Marathon Gas Station Redevelopment
PC Number: 16-016
Location: 1706 W. Northwest Highway
Requested Action: Special Use Permit to allow an Auto Service Station with Convenience Mart within the B-2 District, Variation to reduce the minimum width of drive aisles to 17' where code requires 24' in width, Variation to waive the requirement for landscape islands at the ends of all parking rows.

	Date	# of Business Days
Preliminary Meeting With Applicant	05/24/16	
PC Application Submittal Date	06/15/16	15
1 st Round Department Comments	07/01/16	12
Plat and Sub Committee Meeting	07/13/16	20 days from application date
Petitioner's Response to 1 st Round	09/26/16	59
2 nd Round Department Comments	10/07/16	9
Petitioner's Response to 2 nd Round	10/14/16	5
PC Hearing*	10/26/16	93 days from application date
Village Board	11/07/16	8
Village Board Ordinance Adoption	11/21/16	9

Note:

*Legal notice; State Statute requires 15 to 30 days notice.

** Applicant had to resolve several issues with plan prior to scheduling appearance before the Village Board.



Item: Egg Harbor Restaurant - 140 E. Wing St. - PC#16-006

Department: Planning & Community Development Department

Background

1. Amend existing Special Use #88-14 to allow expansion of the Egg Harbor Cafe restaurant into an adjacent store front, including 25 additional seats.

Recommendation

A public hearing was held by the Plan Commission on April 13, 2016 where Commissioner Drost moved and Commissioner Ennes seconded:

A motion to recommend to the Village Board of Trustees approval of PC#16-006 to amend the existing Special Use #88-14 to allow expansion of the Egg Harbor Cafe Restaurant into the adjacent storefront including 25 additional seats. This approval is subject to the following conditions:

1. The Petitioner shall purchase monthly parking permits from the Village for employee parking in the Village-owned "North Garage".
2. The Petitioner shall comply with all applicable Federal, State and local codes, regulations and policies.

Roll Call Vote: Commissioners Cherwin, Drost, Ennes, Green, Jensen and Chairman Lorenzini voted in favor. Motion carried.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Type

Staff Memo 11/3/16

Staff Report

PC Minutes 4/13/16

Aerial

Narrative

Floor Plans

Department Comments - Round 1

Petitioner Response to Department
Comments - Round 1

PC Timeline Tracker

Memorandum

Board or Commission Report

Minutes

Exhibits

Correspondence

Exhibits

Correspondence

Correspondence

Correspondence



Memorandum

To: Charles Witherington-Perkins, Director of Planning and Community Development

From: Sam Hubbard, Development Planner

Date: 11/3/2016

Re: PC #16-006 – Egg Harbor Café Expansion, 140 E. Wing St.

Project Summary:

In an effort to assist the petitioner in obtaining approval for the proposed expansion prior to finalizing a lease for the space, staff allowed the applicant to proceed to the Plan Commission and recommended approval with final consideration by the Board contingent upon the execution of a lease for the expanded space. It was expected that the lease would be executed shortly after the Plan Commission hearing, however, since the expansion of Egg Harbor involved the relocation of Fannie May into a new unit within the building, a new lease for Fannie May had to be negotiated prior to finalizing the lease with Egg Harbor.

New personnel in the corporate office of the landlord (John Hancock) further delayed the lease negotiations, but after several months the lease to allow Egg Harbor to expand into the unit formerly occupied by Fannie May has now been finalized.

The project is ready to proceed to the Village Board for final consideration and approval of the Special Use Permit amendment.

STAFF DEVELOPMENT COMMITTEE REPORT

To: Plan Commission
Prepared By: Sam Hubbard, Development Planner
Meeting Date: April 13, 2016
Date Prepared: April 8, 2016
Project Title: Egg Harbor Expansion
Address: 140 E. Wing Ave

BACKGROUND INFORMATION

Petitioner: David Thoma
 Stratford Company
Address: 234 James Street
 Barrington, Illinois 60010

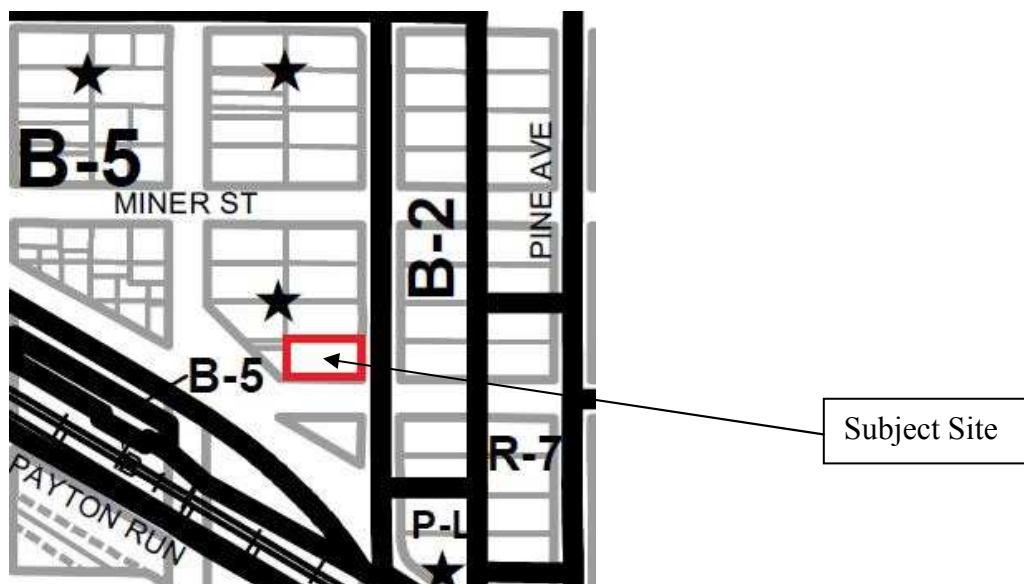
Existing Zoning: B-5, Downtown District

Requested Action:

- Amend existing Special Use #88-14 to allow expansion of the Egg Harbor Cafe restaurant into an adjacent store front, including 25 additional seats.

Variations Identified:

- None.

**Surrounding Properties**

Direction	Zoning	Existing Use	Comprehensive Plan
North	B-5, Downtown District	Residential	Mixed Use
South	B-5, Downtown District	Northwest Highway , Public Land, and METRA	Government
East	B-5, Downtown District	Parking	Mixed Use
West	B-5, Downtown District	Residential	Mixed Use

Background:

Egg Harbor Café is a casual sit down restaurant specializing in gourmet breakfast and lunch creations served from 6:30 a.m. to 2:00 p.m. daily. The 3,844 square foot tenant space is in Units 9, 10, and 11 of the retail portion of the One Hancock mixed use

PUD, adopted in May 1986 (Ordinance 86-70). The subject site is located along E. Wing Street, on the south side of this development in a multi-tenant commercial shopping strip referred to as One Hancock Square. One Hancock Square includes 36,705 square feet of retail space. Directly in front of Egg Harbor Cafe is a 57-space surface public parking lot. Retailers here are required to obtain parking permits for their employees in the north garage on Evergreen and Miner Streets.

The existing restaurant is approximately 3,844 square feet and the new expansion will include another 952 square feet, for a total space of 4,796 square feet. The restaurant intends to expand into a former Fannie May candy store that plans to relocate into another vacated space in the same retail center. Other tenants in the shopping strip include a variety of restaurants, services, offices, and other retail space.

The Petitioner is requesting to increase the seating area inside the restaurant from 1,635 square feet (excluding the hostess station and the waiting area) with an additional 735 square feet of seating area for a total 2,370 square feet of seating area. The expansion will result in an addition of 25 seats. The existing restaurant seating area has seating for 126 patrons.

Zoning and Comprehensive Plan

The current zoning permits a restaurant use. However, the special use for the restaurant will need to be amended to accommodate the expansion. The expansion will include the removal of five booths in the existing restaurant space. The removed booths will make space for an expanded waiting area, a barista station, and a cashier booth. There will be six new booths and five additional tables in the proposed expanded dining area, resulting in a net addition of 25 seats. The proposed restaurant expansion project is compatible with the surrounding land uses, and is consistent with the Village's Comprehensive Plan, which designates the subject property as Mixed Use.

Plat and Subdivision Committee

On February 24, 2016, the Plat and Subdivision committee met to discuss the project. The subcommittee was supportive of the proposed amendment to the existing special use permit that would allow the expansion of Egg Harbor into the space currently occupied by Fannie May Candies.

Site Plan, Building and Landscaping

All improvements will be interior and no modifications to the exterior layout of the shopping strip or the parking lot are proposed. The project will be implemented in two phases. Phase One will be improvements to the existing interior restaurant space. Phase Two will encompass the expansion of the restaurant into the new space, once the current tenant has vacated.

Traffic & Parking

The Village has received complaints regarding current Egg Harbor employees taking up customer parking in the surface public parking lot in front of Egg Harbor, and on weekends occupying much of the customer parking spaces in the North Garage. In response to these complaints, Egg Harbor has double checked with their employees to confirm that they must park in the parking garage and not within the surface parking lot that is meant for customers. Furthermore, beginning in April, management will purchase parking permits to the North Garage for all full time employees, which employees have currently been parking in the daily spaces of the garage. This should help to free up the daily fee spaces within the North Garage.

Although the Zoning Ordinance only requires a Traffic & Parking study for projects located on a major or secondary arterial that are greater than 5,000 square feet in size, the Petitioner has submitted a parking survey that analyzes the typical usage of the nearby parking areas during the week and on weekends. This survey is attached as **Exhibit A**. Based on this survey, it is clear that the peak usage of parking within this area occurs during the weekend. The Staff Development Committee has analyzed the parking counts and believes that the purchase of monthly parking permits for full time employees will help to mitigate the parking impact of the proposed expansion.

Additional public street parking exists along Miner Street and along Northwest Highway. Public parking is also available in the parking lots adjacent to the Metra train station. Given these additional parking options within the downtown area (but not included within Petitioner's parking survey), staff believes that adequate parking options exist within the area to absorb the proposed restaurant expansion.

RECOMMENDATION

The Staff Development Committee reviewed the proposed request and supports the proposed Special Use amendment, subject to the following:

1. The Petitioner shall purchase monthly parking permits from the Village for employee parking in the Village owned "North Garage".

_____, April 8, 2016

Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads

Exhibit A
Parking Survey for Parking Areas Adjacent to Hancock Square

Date	Time	Available Spaces		
		In Surface Lot	In Parking Garage	On Evergreen Street
Saturday, March 19th	9:00 AM	6	3/4 of garage vacant	0
	11:00 AM	0	0	0
	1:00 PM	2 (Handicap)	3	0
Monday, March 21st	9:00 AM	18	30	11
	11:00 AM	8	33	5
	1:00 PM	4	31	2
Wednesday, March 23rd	9:00 AM	28	31	6
	11:00 AM	6	21	3
	1:00 PM	16	28	5

APPROVED

PLAN

REPORT OF THE PROCEEDINGS OF A PUBLIC HEARING
BEFORE THE VILLAGE OF ARLINGTON HEIGHTS
PLAN COMMISSION

COMMISSION

RE: EGG HARBOR RESTAURANT - 140 EAST WING STREET - PC# 16-006
AMENDMENT OF SPECIAL USE

REPORT OF PROCEEDINGS had before the Village of
Arlington Heights Plan Commission Meeting taken at the Arlington Heights Village
Hall, 33 South Arlington Heights Road, 3rd Floor Board Room, Arlington Heights,
Illinois on the 13th day of April, 2016, at the hour of 7:42 p.m.

MEMBERS PRESENT:

JOE LORENZINI, Chairman
LYNN JENSEN
TERRY ENNES
BRUCE GREEN
GEORGE DROST
JAY CHERWIN

ALSO PRESENT:

SAM HUBBARD, Village Planner

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CHAIRMAN LORENZINI: The next item on the agenda is Egg Harbor Restaurant, PC# 16-006. Have all the proper notices been given, Sam?

MR. HUBBARD: Yes.

CHAIRMAN LORENZINI: Is the Petitioner here?

MR. THOMA: Yes.

CHAIRMAN LORENZINI: Anybody else who's going to testify, come up. If it's just you, that's fine.

MR. THOMA: I don't know if anybody else will. If you'll have questions of --

CHAIRMAN LORENZINI: Okay, we can always bring them in. Would you raise your right hand so I can swear you in?

(Witnesses sworn.)

CHAIRMAN LORENZINI: Thank you. Please state your name and spell it, give an address.

MR. THOMA: My name is David Thoma, T-h-o-m-a. Address is 234 James Street in Barrington, Illinois.

CHAIRMAN LORENZINI: Thank you. Have you read all the conditions in the petition?

MR. THOMA: Yes.

CHAIRMAN LORENZINI: And you agree to them?

MR. THOMA: Yes.

CHAIRMAN LORENZINI: Okay, thank you. Would you please give a brief presentation of what your project is?

MR. THOMA: Yes. I am the architect for Egg Harbor. I've had the great privilege of working for Egg Harbor for almost 30 years now. We're, this is kind of a milestone project because with the work we just recently did on the existing restaurant, I've got my fingerprints on every restaurant Egg Harbor owns, so this one was done before we started doing the design and construction for them. But with this, with the remodeling we did and the proposed expansion, I have completed the circle.

So, we're asking to, there's no changes to the exterior, all changes are interior. If you've been in Egg Harbor in the last few weeks, you'll know that we just recently finished a remodeling of the existing restaurant. After more than 25 years of operation, there was a time for a little bit of a refreshment, you know, refreshing everything and we cleaned up the kitchen and put in new finishes and made some other improvements, brought up some of the finishes in the dining room to Egg Harbor standards today, and now are asking to expand into what was a retail space, Fannie May Candy Shop, which will be moving out.

It's about 1,000 square feet, a little bit less. We're essentially going to turn that into a dining room. We're going to remove five existing booths from the restaurant, essentially move them over to the expansion area, so there's no net gain at that point. Where those five booths are is going to be an expanded hostess stand and a barista coffee bar, just a coffee station where coffee drinks and other drinks are prepared and then brought to the tables. Then, in the expansion area, besides those five booths we moved over, we're going to add another 25 seats. So, that dining room will add a net of 25 seats to the restaurant.

It's about 3,800 square-foot restaurant now, it will go to 4,800 with this addition. 750 square feet of that, it's actually about a 950 square-foot expansion, will be dining

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room, and the remaining will be a storeroom. That's it in a nutshell. If you have questions?

CHAIRMAN LORENZINI: We'll get to that later on.

MR. THOMA: Okay.

CHAIRMAN LORENZINI: Thank you. Staff report please.

MR. HUBBARD: So, the subject property has an existing special use permit issued in 1988 that allowed the current Egg Harbor Restaurant to locate in the space close to three decades ago. The Petitioner, as you've heard, would like to expand the restaurant to the space next door, which therefore requires an amendment to the existing special use permit. The expansion would yield an extra 25 seats which would help to ease wait times during peak breakfast and lunch hours. So, this will be an approximately 25 percent increase in floor area and 20 percent increase in the overall number of seats.

We're excited to see the success of a long-time local business and we're supportive of the expansion. We've been working with the Petitioner on parking permits for employees to park in the nearby parking garage. I believe he was unaware of the discounted rates for downtown businesses. So, in an effort to help ease any parking shortages, we're recommending that he direct all employees, full-time employees, to park in the garage via monthly or quarterly parking passes. This is a condition of approval and the Applicant is aware and has agreed to comply. We believe this should help mitigate any parking issues. Due to the prevalence of downtown parking spaces in both the garage, the streets and in nearby parking lots, we believe parking will not become an issue with this expansion.

So, again, we're very excited to see this move forward and are supportive of the project.

CHAIRMAN LORENZINI: Thank you. Is there a motion to put the Staff report into the public record?

COMMISSIONER JENSEN: So moved.

CHAIRMAN LORENZINI: Second?

COMMISSIONER GREEN: Second.

CHAIRMAN LORENZINI: All in favor?

(Chorus of ayes.)

CHAIRMAN LORENZINI: Opposed?

(No response.)

CHAIRMAN LORENZINI: Okay, good. Questions from the Plan Commission? Jay, would you like to start this one?

COMMISSIONER CHERWIN: Sure. Similarly, I talked to the Petitioner in the Plat and Sub and, you know, I was pleased with what they had to say. I think parking was the one issue that we talked about. It sounds like you've found a resolution in trying to optimize that. But I'm totally for it, I think it's a great business. Really excited to see them expand in Arlington and look forward to the continued success. So, I'm fine with it.

CHAIRMAN LORENZINI: Thank you. George?

COMMISSIONER DROST: Yes, I'm supportive of the Petitioner. I think taking over the Fannie May space probably is less dangerous to all of our health, and it's probably a good use. The speech would be, you know, they've been good neighbors for such a long time, I think everybody has been to Egg Harbor in their lifetime here as Arlington Heights residents, and it's a welcome addition to the downtown neighborhood, and I'm supportive of the project.

One question I have of Mr. Thoma, do you have a relative named

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Greg?

CHAIRMAN LORENZINI: Would you come back forward

please?

COMMISSIONER DROST: You have to speak into the microphone. Do you have a relative named Greg?

MR. THOMA: I do.

COMMISSIONER DROST: Does he have a place, was he in the restaurant business?

MR. THOMA: No.

COMMISSIONER DROST: No, okay, and no Chicago connections then.

MR. THOMA: No.

COMMISSIONER DROST: Okay, I just was wondering if this was a family type of thing.

MR. THOMA: No, it's not.

COMMISSIONER DROST: We'll pick up on that later. I'll leave that as a mystery for you.

CHAIRMAN LORENZINI: Mr. Thoma, would you please stay up there just in case there's other questions?

MR. THOMA: Sure.

CHAIRMAN LORENZINI: I assume that's not going to affect your vote, Commissioner Drost.

COMMISSIONER DROST: No, it will not, in fact it would have enhanced it if he answered yes. I'm neutral now.

CHAIRMAN LORENZINI: Lynn, any questions?

COMMISSIONER JENSEN: I was in Plat and Sub and I think we worked through most of the details. I'm very happy with this. I'm a frequent customer, I'd be glad to see the extra space.

CHAIRMAN LORENZINI: Thank you. Terry?

COMMISSIONER ENNES: I've got to say the slide show made it a little more difficult since I haven't been home for dinner yet. No, I'm a supporter.

I do have one question though in regard to, there is reference made in here about parking in the adjacent Metra lot. Do we have an overhead or something you can me where that is? I never realized that retail customers could park there.

MR. HUBBARD: I don't believe there's an overhead in the slide show. There should be an aerial in the packet that went out. I'm not sure if it encompasses --

COMMISSIONER JENSEN: Well, if they want to pay a fee, they could park there obviously.

COMMISSIONER GREEN: No, there's open parking here after 5:00 o'clock.

COMMISSIONER JENSEN: Just not for lunch which is their big thing.

COMMISSIONER GREEN: Well, I only know when I go there to pick up --

COMMISSIONER ENNES: This says there's public parking that's also available in the parking lots adjacent to the Metra train station. Oh, adjacent to the Metra, is anybody aware of that?

MR. STAPLETON: I'd like to answer.

CHAIRMAN LORENZINI: Yes, sir, would you like to come forward please?

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Give your name, spell it please.

MR. STAPLETON: My name is Todd Stapleton and I'm one of the managers at Egg Harbor Café.

CHAIRMAN LORENZINI: How do you spell your last name?

MR. STAPLETON: S-t-a-p-l-e-t-o-n. The Metra lot was used when they were redoing some parking upstairs, redoing the building, the parking garage upstairs. So, some of the employees did park across the street at the Metra, but other than that we never really go over there. But they were paid parking as well, so I think that was just during the renovation of upstairs.

COMMISSIONER ENNES: It doesn't say these are paid but maybe they are.

MR. STAPLETON: Those are definitely paid.

COMMISSIONER ENNES: I have no other questions.

MR. STAPLETON: Thanks.

CHAIRMAN LORENZINI: Bruce?

COMMISSIONER GREEN: We had this, we went through this in the Plat and Sub, and as long as you can keep the employees out of that parking lot in the front of your store, that really helps a lot because it's always so tight to get in there. I think it's a great thing you're doing.

CHAIRMAN LORENZINI: Thank you, Bruce. Yes, I also like the project and I think it's a good thing.

Sam, one question, it says Petitioner shall purchase monthly parking permits. How many? Do we specify how many they need to buy?

MR. HUBBARD: We didn't specify because, you know, employee counts can fluctuate over time, so we didn't want to stick a hard and fast number on it. We just said for full-time employees.

MR. STAPLETON: I can answer more on that?

CHAIRMAN LORENZINI: Would you come back to the front please?

MR. STAPLETON: For the month of April, we purchased 15 passes. Ironically, we found that 10 to 12 employees either walk to work or take Metra from other areas or bus. We were kind of surprised at the number. Most of the people who would need passes are servers and we actually purchased passes for them. So, we bought I think 15, I have the receipt in my pocket, and I haven't given them all out because not everyone required them.

CHAIRMAN LORENZINI: Okay, thank you. Okay, that's all the questions from the Commissioners. Does anybody in the audience have any comments, questions, concerns? If not, we'll close the public comment portion and turn it back to the Commissioners for any further comments.

COMMISSIONER DROST: I'm going to try to make the right motion this time.

A motion to recommend to the Village Board of Trustees approval of PC# 16-006 to amend the existing Special Use #88-14 to allow expansion of the Egg Harbor Café Restaurant into the adjacent storefront including 25 additional seats.

This approval is subject to the following conditions:

LeGRAND REPORTING & VIDEO SERVICES
Chicago & Roselle, Illinois - Miami & Orlando, Florida
(630) 894-9389 - (800) 219-1212

APPROVED

1. **The Petitioner shall purchase monthly parking permits from the Village for employee parking in the Village-owned 'North Garage.'**
2. **The Petitioner shall comply with all applicable federal, state and local codes, regulations and policies.**

CHAIRMAN LORENZINI: Is there a second?

COMMISSIONER ENNES: I'll second that.

CHAIRMAN LORENZINI: Thank you. Roll call vote
please.

MR. HUBBARD: Commissioner Cherwin.

COMMISSIONER CHERWIN: Yes.

MR. HUBBARD: Commissioner Drost.

COMMISSIONER DROST: Aye.

MR. HUBBARD: Commissioner Ennes.

COMMISSIONER ENNES: Yes.

MR. HUBBARD: Commissioner Green.

COMMISSIONER GREEN: Yes.

MR. HUBBARD: Commissioner Jensen.

COMMISSIONER JENSEN: Yes.

MR. HUBBARD: Chairman Lorenzini.

CHAIRMAN LORENZINI: Yes. Okay, congratulations. You've received
unanimous approval. Is there a date when it's going to go to the Board of Trustees yet?

MR. HUBBARD: Also May 2nd.

CHAIRMAN LORENZINI: May 2nd, okay, thank you. Okay, congratulations.
Moving on, there is nothing else officially on the agenda. Is there any other
business anybody has?

COMMISSIONER DROST: Are we going to have a meeting on the 27th?

MR. HUBBARD: I do not believe, no, there will be no meeting on the 27th.

COMMISSIONER DROST: None scheduled or published --

MR. HUBBARD: None scheduled. Plat and Sub yes, Plan Commission no.

COMMISSIONER DROST: Okay, good. Thank you.

CHAIRMAN LORENZINI: Okay, great. Anything else? Or a motion to
adjourn?

COMMISSIONER DROST: This is your first solo, isn't it, Sam? Without the
Enright connection?

MR. HUBBARD: Yes.

COMMISSIONER DROST: Congratulations.

CHAIRMAN LORENZINI: 25 minutes, it's a record.

COMMISSIONER DROST: Yes, which is good, keep it up.

MR. HUBBARD: Thank you.

CHAIRMAN LORENZINI: Motion to adjourn?

COMMISSIONER JENSEN: I move we adjourn.

CHAIRMAN LORENZINI: Second?

COMMISSIONER GREEN: Second.

APPROVED

CHAIRMAN LORENZINI: All in favor?

(Chorus of ayes.)

CHAIRMAN LORENZINI: Opposed?

(No response.)

CHAIRMAN LORENZINI: We're done, thank you.

(Whereupon, the above-mentioned petition was adjourned
at 7:56 p.m.)

APPROVED

STATE OF ILLINOIS)
) SS.
COUNTY OF K A N E)

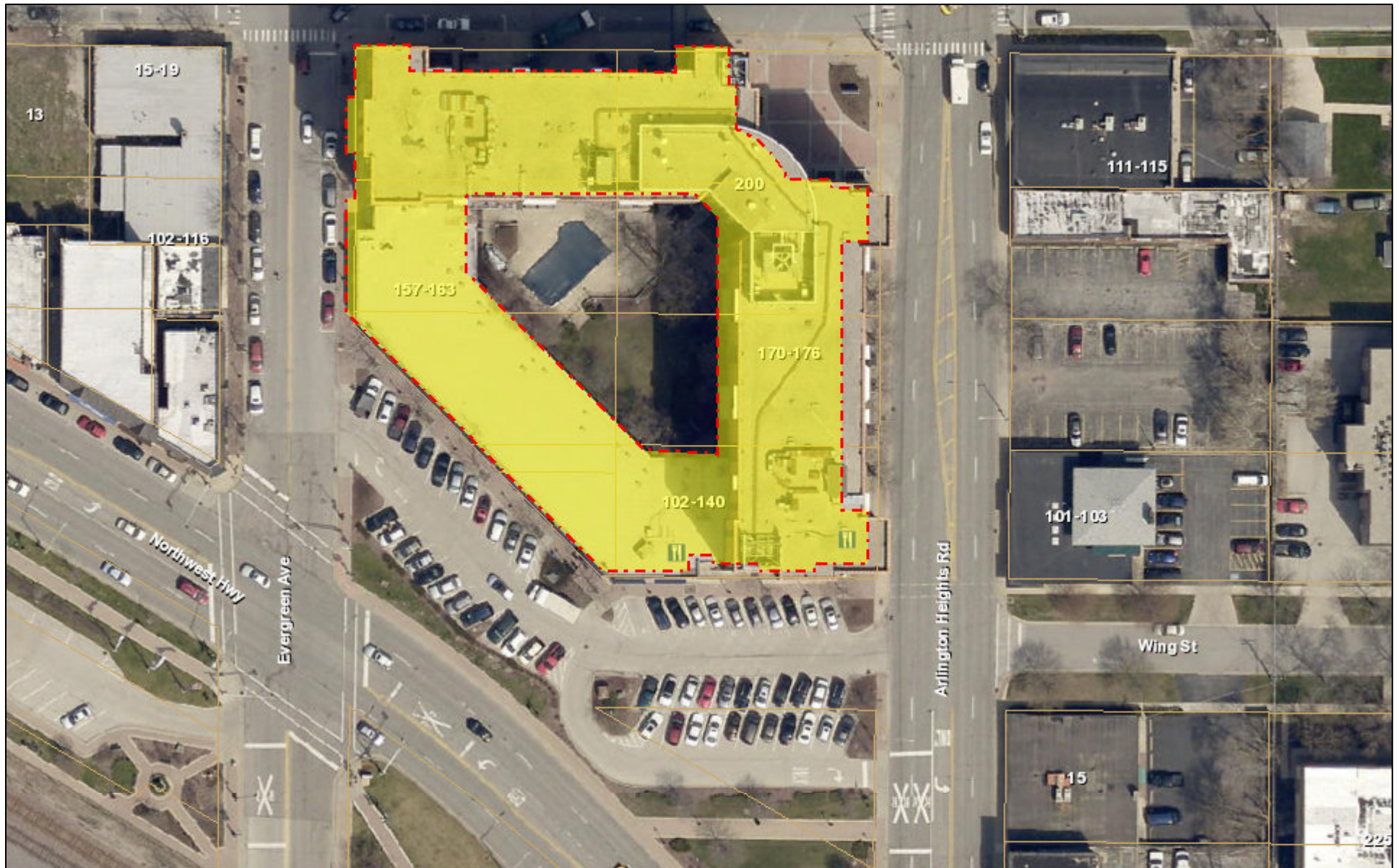
I, ROBERT LUTZOW, depose and
say that I am a direct record court reporter doing business in the
State of Illinois; that I reported verbatim the foregoing proceedings
and that the foregoing is a true and correct transcript to the best of
my knowledge and ability.

ROBERT LUTZOW

SUBSCRIBED AND SWORN TO
BEFORE ME THIS _____ DAY OF
_____, A.D. 2016.

NOTARY PUBLIC

140 E Wing



February 17, 2016

1:1,128
0 0.0075 0.015 0.03 mi
0 0.015 0.03 0.06 km

DRAFT

Egg Harbor Restaurant has been a valued tenant at Hancock Square since 1993. The modification of their interior provides expansion of their current tenancy by approximately 952 square feet into contiguous space within the B-5 Downtown District mixed use development. The current restaurant operation is in compliance with the regulations and conditions of the existing special use and due to the expansion that special use requires an amendment. Alcohol is not served.

The expanded floor plan totals approximately 4,796 square feet. The approximate 735 square feet of seating area will result in an addition of 25 seats. The design provides better flow for both patrons and servers within this popular eatery which is open for breakfast and lunch 6:30 until 2:00.

The restaurant is considered an amenity to Village residents within the Central Business District and those throughout the community given its convenient and central location at Arlington Heights Road and Northwest Highway.

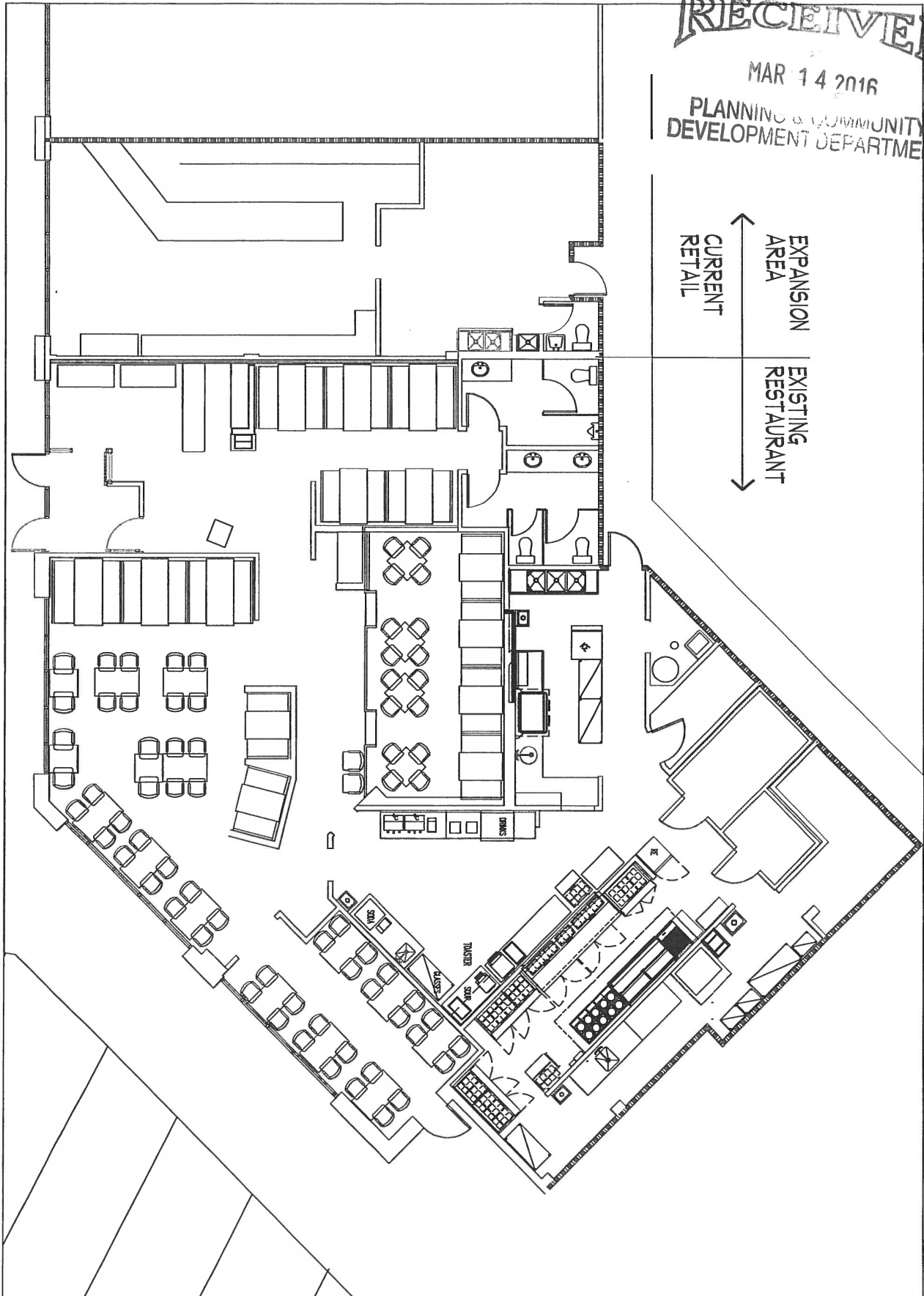
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MAR 14 2015
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

RECEIVED

MAR 14 2016

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

EXPANSION
AREA
CURRENT
RETAIL
EXISTING
RESTAURANT



INTERIOR TENANT IMPROVEMENTS AND EXPANSION

EGG HARBOR CAFE

140 E. WIND STREET
ARLINGTON HEIGHTS, ILL. 60004

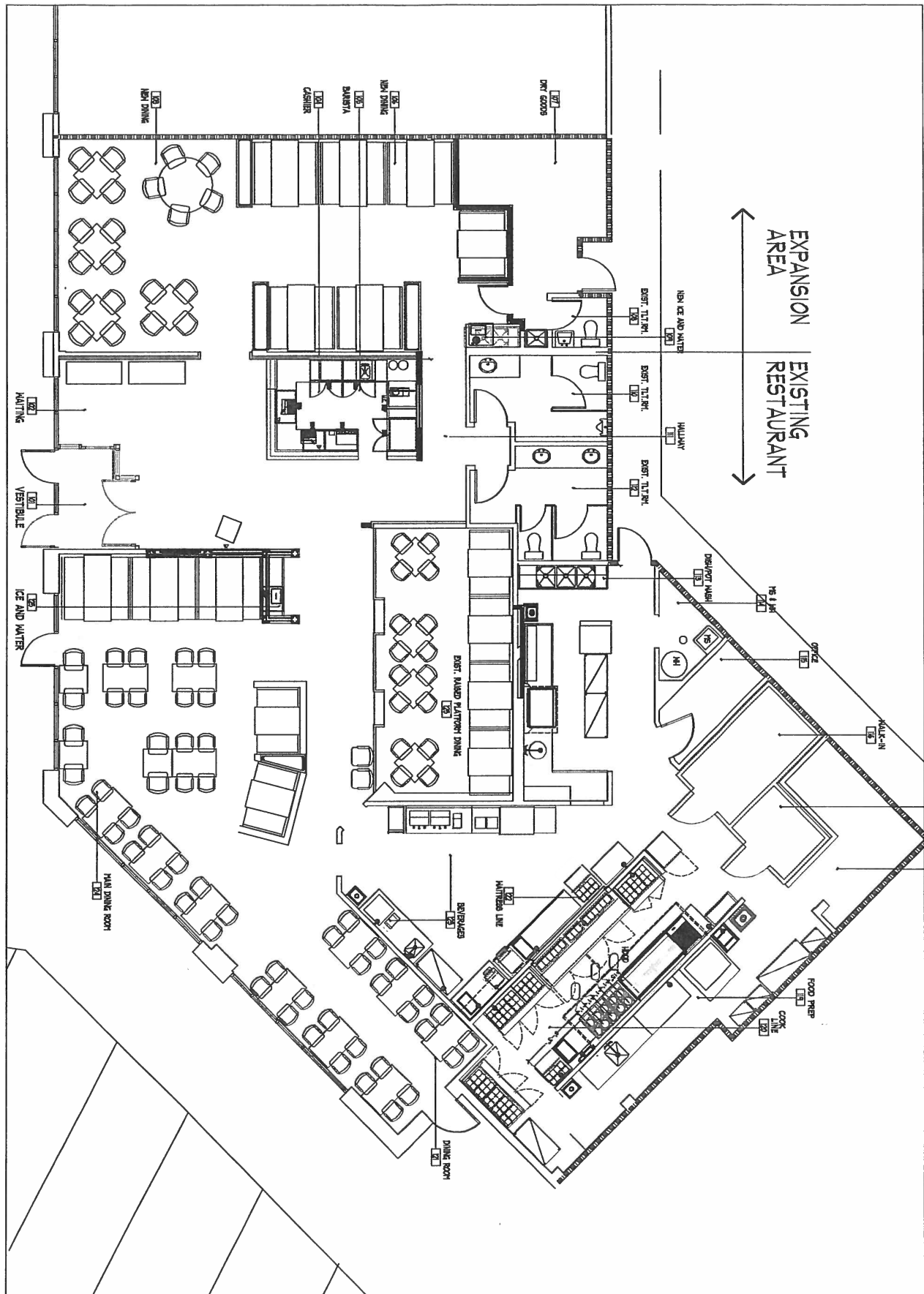
EXISTING RESTAURANT

11 MARCH, 2016

STRATFORD
COMPANY GENERAL CONTRACTOR

DAVID THOMA ARCHITECT
234 JAMES STREET
SUITE 2
BARRINGTON, ILLINOIS
60010

847.361.8880
FAX 847.361.8120
www.stratfordcompany.com



INTERIOR TENANT IMPROVEMENTS AND EXPANSION
EGG HARBOR CAFE

140 E. WIND STREET
ARLINGTON HEIGHTS, ILL. 60004

PROPOSED RESTAURANT EXPANSION

11 MARCH, 2016

STRATFORD
COMPANY GENERAL CONTRACTOR

DAVID THOMA ARCHITECT
224 JAMES STREET
SUITE 2
BARRINGTON, ILLINOIS
60010

847.381.8880
FAX 847.381.9130
www.stratfordcompany.com

BUILDING DEPARTMENT

1

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 16-006
 Petitioner: Egg Harbor Cafe III Inc.
300 Village Green, Suite 200
Lincolnshire, IL 60069
 Owner: John Hancock Life Insurance Co, USA
197 Clarendon St., Boston, MA 02116
 Contact Person: David Thoma, Stratford Company
 Address: 234 James Street
Barrington, IL 60010
 Phone #: 847-381-8880
 Fax #: 847-381-9120
 E-Mail: _____

P.I.N.# 03-25-302-022-0000
 Location: 140 E. Wing St., Arlington Heights, IL
 Rezoning: _____ Current: _____ Proposed: _____
 Subdivision: _____
 # of Lots: _____ Current: _____ Proposed: _____
 PUD: _____ For: _____
 Special Use: ✓ For: Restaurant expansion
 Land Use Variation: _____ For: _____
 Land Use: _____ Current: _____
 Proposed: _____
 Site Gross Area: 2.64 acres
 # of Units Total: _____
 1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

DO EXISTING STRUCTURES, IF ANY, MEET MINIMUM REQUIREMENTS OF THE FOLLOWING:

YES NO

- | | | | | |
|----|-------|----------|-------------|---------------|
| 1. | _____ | <u>X</u> | VILLAGE | BUILDING CODE |
| 2. | _____ | _____ | PRESENT | ZONING USE |
| 3. | _____ | _____ | REQUESTED | ZONING USE |
| 4. | _____ | _____ | SUBDIVISION | REQUIRED |
| 5. | _____ | _____ | SIGN | CODE |

6. GENERAL COMMENTS:

— THE NARRATIVE SUBMITTED INDICATES THE ADDITION OF 25 SEATS, YET THE DRAWING PROVIDED IS SHOWING 45.

— THE DRY GOODS STORAGE SHOULD BE ENCLOSED AS EGRESS IS NOT PERMITTED TO PASS THROUGH STORAGE AREAS.

RECEIVED

MAR 22 2016

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

DEB PIERCE
Director PLAN REVIEWER

3-21-16
Date

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

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(Petitioner: Please do not write below this line.)

INSPECTIONAL SERVICES

*Change of use of existing space from previous
 Business use to Assembly use may require
 changes to ~~the~~ any LIFE SAFETY system.*

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MAR 22 2016

PLANNING & COMMUNITY
 DEVELOPMENT DEPARTMENT

Delay
 Director

3/22/16

Date

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APR 01 2016

**PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT**

**Village of Arlington Heights
Public Works Department**

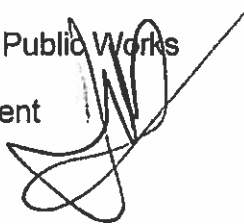
Memorandum

To: Cris Papierniak, Assistant Director of Public Works

From: Jeff Musinski, Utilities Superintendent

Date: March 31, 2016

Subject: 140 E Wing St., P.C. #16-006



With regard to the proposed expansion, I have the following comments:

- 1) There are no utility improvements to be made, therefore VAHPW is acceptable with the expansion.

C. file

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(Petitioner: Please do not write below this line.)

1. PUBLIC IMPROVEMENTS

REQUIRED: _____ YES NO COMMENTS

a. Underground Utilities

Water _____ ☒ _____

Sanitary Sewer _____ ☒ _____

Storm Sewer _____ ☒ _____

b. Surface Improvement

Pavement _____ ☒ _____

Curb & Gutter _____ ☒ _____

Sidewalks _____ ☒ _____

Street Lighting _____ ☒ _____

c. Easements

Utility & Drainage _____ ☒ _____

Access _____ ☒ _____

2. PERMITS REQUIRED OTHER THAN VILLAGE:

a. MWRDGC _____

b. IDOT _____

c. ARMY CORP _____

d. IEPA _____

e. CCHD _____

YES NO COMMENTS

3. R.O.W. DEDICATIONS? _____ ☒ _____

4. SITE PLAN ACCEPTABLE? _____ N/A _____

5. PRELIMINARY PLAT ACCEPTABLE? _____ N/A _____

6. TRAFFIC STUDY ACCEPTABLE? _____ N/A _____

7. STORM WATER DETENTION REQUIRED? _____ ☒ _____

8. CONTRIBUTION ORDINANCE EXISTING? _____ ☒ _____

9. FLOOD PLAIN OR FLOODWAY EXISTING? _____ ☒ _____

10. WETLAND EXISTING? _____ ☒ _____

~~GENERAL COMMENTS ATTACHED~~

No FURTHER COMMENTS AT THIS TIME.

PLANS PREPARED BY: N/A

DATE OF PLANS: N/A

[Signature] BY *[Signature]*
 Director

3-24-16
 Date

Arlington Heights Fire Department Plan Review Sheet

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Egg Harbor
140 E. Wing Street

Round 1 Review Comments

03/29/2016

1. Character of use:

The character of use is consistent with the area and is not a concern.

2. Are lighting requirements adequate?

Lighting should be up to Village of Arlington Heights code.

3. Present traffic problems?

There are no traffic problems at this location.

4. Traffic accidents at particular location?

This is not a problem area in relation to traffic accidents.

5. Traffic problems that may be created by the development.

This development should not create any additional traffic problems.

6. General comments:

Please ensure that there is an emergency information/contact card on file with the Arlington Heights Police Department and that it is up-to-date. The form is attached. Please complete and return. This allows police department personnel to contact an agent during emergency situations or for suspicious/criminal activity on the property during all hours.

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MAR 29 2016
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DEVELOPMENT DEPARTMENT

 #272

Brandi Romag, Crime Prevention Officer
Community Services Bureau

Approved by:

 #54

Supervisor's Signature

Arlington Heights Police Department

Emergency Information Card

1. Fill in all information by tabbing to each field.
2. When completed, save the form and send as an attachment to: ttorales@vah.com.

Arlington Heights Police Department
200 E. Sigwalt Street
Arlington Heights, IL 60005-1499
Phone: 847/368-5300

Completed forms may also be printed and submitted in the following manner:

By Mail: Arlington Heights Police Department
200 E. Sigwalt Street, Arlington Heights, IL 60005
Attention: Police Administration

Print Form (To Mail)

By Fax: (847) 368-5970 - Attention: Police Administration

In Person: Dropped off at the Arlington Heights Police Department's front desk for forwarding to Police Administration.

Name (Firm or Residence)

Address/City

Telephone Number

Date Information Obtained

IN CASE OF EMERGENCY PLEASE CALL:

Contact #1

Name

Address/City

Telephone Number

Cell Number

Contact #2

Name

Address/City

Telephone Number

Cell Number

Alarm System

☐ No

☐ Yes

Phone number:

Alarm Company Name

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. <u>16-006</u>	P.I.N.# <u>03-25-302-022-0000</u>
Petitioner: <u>Egg Harbor Cafe III Inc.</u>	Location: <u>140 E. Wing St., Arlington Heights, IL</u>
<u>300 Village Green, Suite 200</u>	Rezoning: <u> </u> Current: <u> </u> Proposed: <u> </u>
<u>Lincolnshire, IL 60069</u>	Subdivision: <u> </u>
Owner: <u>John Hancock Life Insurance Co. USA</u>	# of Lots: <u> </u> Current: <u> </u> Proposed: <u> </u>
<u>197 Clarendon St., Boston, MA 02116</u>	PUD: <u> </u> For: <u> </u>
Contact Person: <u>David Thoma, Stratford Company</u>	Special Use: <u>✓</u> For: <u>Restaurant expansion</u>
Address: <u>234 James Street</u>	Land Use Variation: <u> </u> For: <u> </u>
<u>Barrington, IL 60010</u>	Land Use: <u> </u> Current: <u> </u>
Phone #: <u>847-381-8880</u>	Proposed: <u> </u>
Fax #: <u>847-381-9120</u>	Site Gross Area: <u>2.64 acres</u>
E-Mail: <u> </u>	# of Units Total: <u> </u>
	1BR: <u> </u> 2BR: <u> </u> 3BR: <u> </u> 4BR: <u> </u>

(Petitioner: Please do not write below this line.)

1. GENERAL COMMENTS:

No comments at this time.

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MAR 18 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

Sean Freres, LEHP

Environmental Health Officer

3/18/16

Date

James McCalister

tor

3/18/16

Director
Date

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

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(Petitioner: Please do not write below this line.)

YES NO

1. X _____ COMPLIES WITH COMPREHENSIVE PLAN?
2. N/A _____ COMPLIES WITH THOROUGHFARE PLAN?
3. _____ X _____ VARIATIONS NEEDED FROM ZONING REGULATIONS?
 (See below.)
4. _____ X _____ VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS?
 (See below.)
5. _____ X _____ SUBDIVISION REQUIRED?
6. _____ X _____ SCHOOL/PARK DISTRICT CONTRIBUTIONS REQUIRED?
 (See below.)

Comments:

PLEASE SEE ADDITIONAL COMMENTS
 ATTACHED.

 Date

Planning & Community Development Dept. Review

March 30, 2016



REVIEW ROUND 1

Project: Egg Harbor – David Thoma/Stratford Company
140 E. Wing Street

Case Number: PC 16-006

7. The Beneficial Owners signature is required on the petition (page "A").
8. The Affidavit of Ownership must be signed by the property owner, notarized, and submitted to the Village (page 9 of the application).
9. A copy of an executed contract to lease the space at 130 E. Wings Street (Fannie May Candies) is required. Sensitive information can be redacted from the executed contract.
10. Per Section 6.12-1.2.b of the Zoning Code, a parking study is not required due to the floor area of the proposed Special Use Permit Amendment at less than 5,000 sq. ft. and the location of the subject property as essentially along Northwest Highway and Arlington Heights Road (both classified as Major Arterials). However, a parking inventory/survey over a three day period (including Saturday) of the available parking spaces within the adjacent public surface parking lot in front of the retail on Wing Street during the restaurant's breakfast and lunch peak hours is required.
11. The Village has received multiple complaints that Egg Harbor employees park in the surface parking lot spaces along Wing Street. Monthly employee parking permits can be purchased (at a reduced rate) for the North Garage located at the corner Miner St. and Evergreen St. Please propose a solution to remedy this parking issue.

Prepared by:

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

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(Petitioner: Please do not write below this line.)

LANDSCAPE & TREE PRESERVATION:

	<u>YES</u>	<u>NO</u>
1. Complies with Tree Preservation Ordinance	<u>N/A</u>	_____
2. Complies with Landscape Plan Ordinance	_____	_____
3. Parkway Tree Fee Required (See below.)	_____	<u>X</u>

Comments:

NO COMMENTS

[Signature] 3/25/16
 Coordinator Date

Dan Griebel

From: Dan Griebel
Sent: Tuesday, April 05, 2016 4:17 PM
To: 'Enright, Bill'
Cc: 'Mertes, Michael S.'; 'Hubbard, Sam'; 'doug gow'
Subject: Egg Harbor - Special Use
Attachments: Village Review Comments - Round 1.pdf

Bill,

As each of you are aware the Egg Harbor special use process is slightly different given the fact that Egg Harbor is the petitioner, John Hancock is the owner & landlord of Hancock Square and, a second tenant, Fannie May is relocating within Hancock Square to enable Egg Harbor's expansion of 25 seats. Due to timing, variety of entities (owner's various level of approvals, tenants, general contractors and sub contractors) involved in perfecting the various negotiations, location of home offices and size of organizations involved numerous details have been assigned to CTK Chicago Partners and Gow Real Estate Services.

The Petitioner within Special Use process designed by VAH should be the entity compiling the various information for good reason. Egg Harbor's representative – Dave Thoma - shall be making the presentation on April 13th and I will be in attendance. Miscommunication at this level within the Village regarding a Special Use is potentially disastrous given all the Departments, within the Village involvement, and precedent of consideration.

Response per the Round 1 Comments:

Building Department 1

Seating – per Dave Thoma (3-31-16) 25 seat addition is accurate - 5 Booths are being removed from the existing restaurant & replaced with 6 booths and 5 tables – net gain is 1 booth and 5 tables or 25 seats

Egress - per Dave Thoma (3-31-16) Dry Storage isn't a means of egress

Building Department 1A

Life Safety – per Dave Thoma (3-31-16) Expansion space has sprinklers and will conform to exit sign requirements

Utility, Engineering, Health Services and Landscape (7A)

No comments required

Fire Department

Knock Box shall be installed during construction and remain afterwards

Police Department

#2 Interior lighting shall conform per code – Exterior lighting is provided within VAH owned surface parking lot; #6 Emergency Contact Information is provided within the attached pdf

Planning and Community Development Department (7)

#7, #8 & #9 - John Hancock shall authorize each including redacted versions of both Fannie May and Egg Harbor leases. Numerous levels of authorization were required to perfect the business terms of the renegotiated Fannie May extension and relocation. These protracted negotiation delays and complications stem from a new Director of Real Estate and Fannie's Parent Corporation's acquisition of Harry and David in 10/2016.

#10 – Parking Study completed within PDF

#11 – per Carl's email (3-24-16) full time employees will be provided monthly garage parking passes and employees informed him that they were using daily fee upper level spaces.

It is further understood that a full 'powerpoint' presentation in pdf format shall be delivered to the Village to ensure that Petitioner provides a professional presentation containing all required information, one week prior to April 13th.

All parties appreciate the ability to maintain a slot within the April 13th Planning Commission meeting. Please feel free to call me directly to discuss and compiling the various emails referenced within this correspondence which shall be sent this afternoon.

Sincerely,

Dan Griebel
Vice President
CTK Chicago Partners
1111 E. Touhy, Suite 230, Des Plaines, IL 60018

847.768.3059 office - 630.205.1803 mobile - dgriebel@ctkcp.com





Seating

INTERIOR TENANT IMPROVEMENTS AND EXPANSION
EGG HARBOR CAFE

140 E. WING STREET
ARLINGTON HEIGHTS, ILL 60004

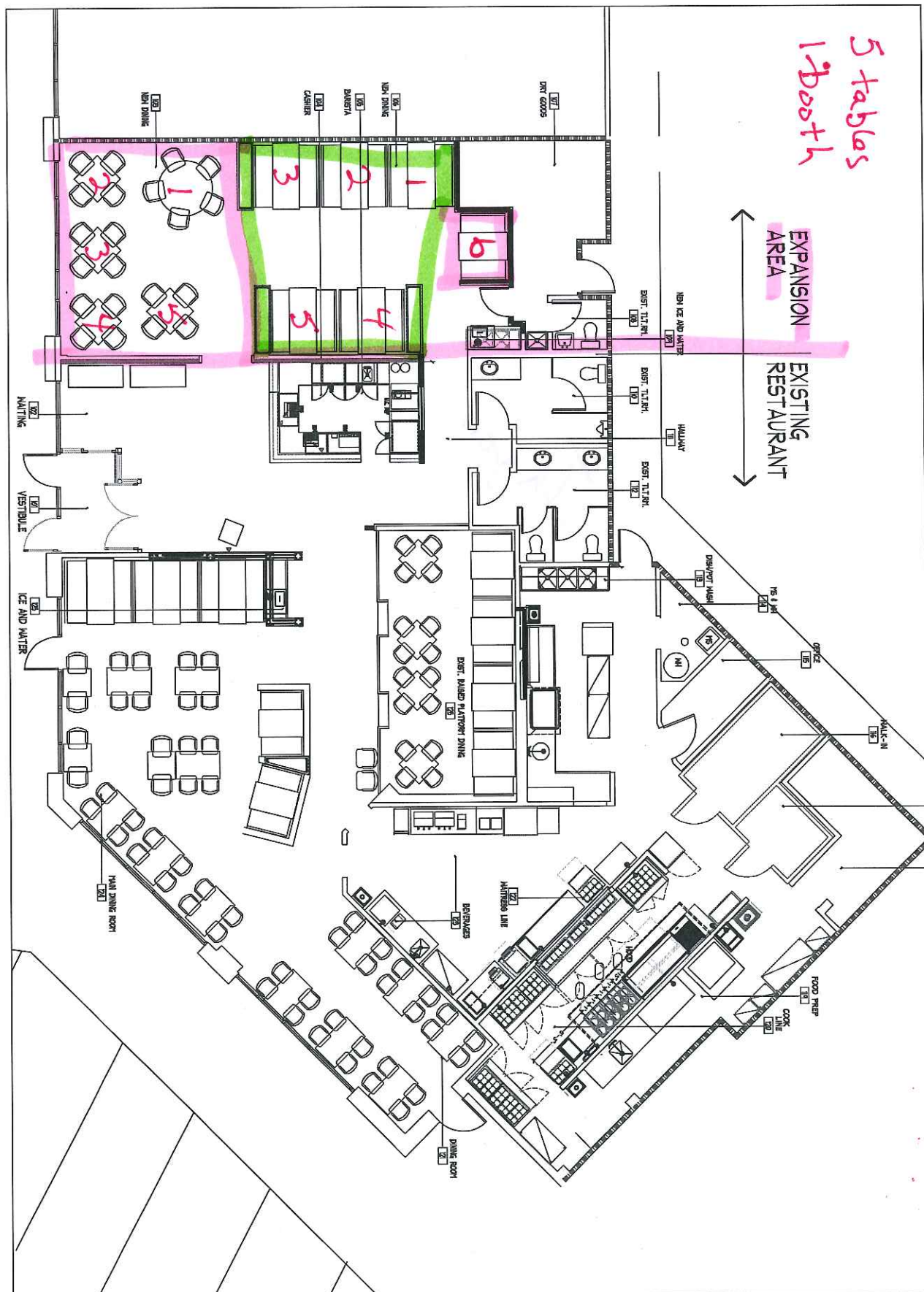
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11 MARCH, 2016

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INTERIOR TENANT IMPROVEMENTS AND EXPANSION
EGG HARBOR CAFE

140 E. WING STREET
ARLINGTON HEIGHTS, ILL. 60004

PROPOSED RESTAURANT EXPANSION

11 MARCH, 2016

STRATFORD
COMPANY GENERAL CONTRACTOR

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SUITE 2
BARRINGTON, ILLINOIS
60010

847.381.8800
FAX 847.381.9120
www.stratfordcompany.com

Dan Griebel

From: doug gow [dougslgow@gmail.com]
Sent: Tuesday, April 05, 2016 10:06 AM
To: Dan Griebel
Subject: Fwd: Village Review Comments

Doug Gow

REAL ESTATE SERVICES
675 N. North Court #100
Palatine, Illinois 60067

847-934-9496-Office
847-934-9439-Fax
847-772-3684-Cell
dougslgow@gmail.com

Seating & Egress & Life Safety

----- Forwarded message -----

From: David Thoma <dthoma@stratfordcompany.com>

Date: Thu, Mar 31, 2016 at 1:39 PM

Subject: RE: Village Review Comments

To: doug gow <dougslgow@gmail.com>

Cc: Dan Griebel <DGriebel@ctkcp.com>, David Thoma <dthoma@stratfordcompany.com>

25 is correct.

I don not use the Dry Storage rooms as a required means of egress.

Life safety is fire alarm, sprinklers, means of egress (i.e. exit signs)

From: doug gow [mailto:dougslgow@gmail.com]
Sent: Thursday, March 31, 2016 11:12 AM
To: David Thoma
Cc: Dan Griebel
Subject: Re: Village Review Comments

Dave,

Emergency Contact Information

Arlington Heights Police Department**Emergency Information Card**

1. Fill in all information by tabbing to each field.
2. When completed, save the form and send as an attachment to: tmorales@vah.com.

Arlington Heights Police Department
200 E. Sigwalt Street
Arlington Heights, IL 60005-1499
Phone: 847/368-5300

Completed forms may also be printed and submitted in the following manner:

By Mail: Arlington Heights Police Department
200 E. Sigwalt Street, Arlington Heights, IL 60005
Attention: Police Administration

By Fax: (847) 368-5970 - Attention: Police Administration

In Person: Dropped off at the Arlington Heights Police Department's front desk for forwarding to Police Administration.

Print Form (To Mail)

Name (Firm or Residence)

EGG HARBOR CAFE

Address/City

140 E. WING STREET, ARLINGTON HEIGHTS

Telephone Number

847 253-4363

Date Information Obtained

IN CASE OF EMERGENCY PLEASE CALL:**Contact #1**

Name

IVAN ARRIOLA

Address/City

845 MILLER LANE, BUFFALO GROVE

Telephone Number

—

Cell Number

847 312-4634

Contact #2

Name

MICHAEL FARRELL

Address/City

443 SIGNAL HILL, N. BARRINGTON

Telephone Number

847 382-3335

Cell Number

224 522-3335

Alarm System

☒ No

☐ Yes

Phone number:

—

Alarm Company Name

—

HAMCO, INC.**EGG HARBOR CAFE MANAGEMENT COMPANY***Parking Study*

April 1, 2016

TO: Doug Gow

FROM: Michael Farrell

We have done a few surveys regarding our parking situation. We did this three separate days of the week at three different times of the day. You will see below the TOTAL AMOUNT OF OPEN SPACES THAT WERE AVAILABLE.

	In The Lot	In The Parking Garage	On Evergreen Street	
Sat. March 19, 2016	6	¼ Full	0	9 am
	0	0	0	11 am
	2 handicap	3	0	1 pm
Mon. March 21, 2016	13	30	11	9 am
	3	33	5	11 am
	4	31	2	1 pm
Wed. March 23, 2016	28	31	6	9 am
	6	21	3	11 am
	16	28	5	1 pm

After the three day assessment, it looks as though the weekends are the busiest. However, I believe the parking garage has more spaces available at these times. If you need any further information, please let me know.

Mike Farrell

Mike Farrell

Dan Griebel

From: doug gow [dougslgow@gmail.com]
Sent: Thursday, March 24, 2016 1:59 PM
To: Dan Griebel
Subject: Fwd: AH Parking Study Results
Attachments: AH 3 day parking survey.pdf

FYI

Doug Gow

REAL ESTATE SERVICES
675 N. North Court #100
Palatine, Illinois 60067

847-934-9496-Office
847-934-9439-Fax
847-772-3684-Cell
dougslgow@gmail.com

----- Forwarded message -----

From: Arlington Heights <arlingtonheights@eggharborcafe.com>
Date: Thu, Mar 24, 2016 at 1:57 PM
Subject: AH Parking Study Results
To: doug gow <dougslgow@gmail.com>, Mike Farrell <mfeh60@gmail.com>

Hi Doug,

We finished the three day parking study this week and I have attached the results. I want to be very reassuring that we double checked to make sure that no employees are parked in the lot while we are open and we discovered that zero employees of Egg Harbor were in the lot. We also checked on evergreen street and in the parking garage in the customer parking and included those numbers in the survey. We are going to get parking passes in April for employees who work full time and have them start using garage pass spots instead of the \$1.50 upper lot spots they are currently using and we will require these employees to use these spots in the garage every time that they park.

Thank you for taking the time to look over the results. We look forward to completing the expansion for our restaurant as we know many guests of local are are excited to see us able to accommodate larger groups of people during our busy lunch hours and weekends.

Look forward to hearing from you.

-Carl

Arlington Heights Egg Harbor Cafe
140 E Wing St
[847-253-4363](tel:847-253-4363)

From: doug gow <douglasgow@gmail.com>
Sent: Wednesday, March 16, 2016 10:10 AM
To: Mike Farrell; Arlington Heights
Subject: Re: Egg Harbor Parking study

Carl,
Attached per Mike Farrell's request.
See the recommendations at the bottom of the page.
Regards

Doug Gow
REAL ESTATE SERVICES
675 N. North Court #100
Palatine, Illinois 60067

[847-934-9496](tel:847-934-9496)-Office
[847-934-9439](tel:847-934-9439)-Fax
[847-772-3684](tel:847-772-3684)-Cell
douglasgow@gmail.com

On Wed, Mar 16, 2016 at 9:51 AM, Mike Farrell <mfeh60@gmail.com> wrote:
Hey Doug: Do you have a copy of the special use permit application you could forward to our manager Carl Fine at the store: Arlingtonheights@eggharborcafe.com. I was encouraging them to get some parking permits for the staff, and he was concerned about the notes the Village sent about EHC employees parking in the lot and parking deck. He said they all park on the top deck, daily fee parking, so wants to see what the village is talking about. Mike

Dan Griebel

From: doug gow [dougslgow@gmail.com]
Sent: Thursday, March 24, 2016 10:25 AM
To: Dan Griebel; Mike Farrell
Subject: Fwd: Egg harbor sign

FYI

Doug Gow
847-772-3684

Signage

Begin forwarded message:

From: Jennifer <jennifer@signcentral.com>
Date: March 24, 2016 at 10:04:10 AM CDT
To: doug gow <dougslgow@gmail.com>
Subject: Egg harbor

Hi dad the following are the pictures for the public hearing sign. Thanks a lot Jen

EGG HARBOR CAFE

May

130

425293 M4

NOTICE OF PUBLIC HEARING

HEARING FOR: SPECIAL USE - 140 EAST WING STREET,
ARL. HTS., IL

HEARING LOCATION: ARLINGTON HEIGHTS MUNICIPAL BUILDING
33 S. ARLINGTON HEIGHTS ROAD

DATE: APR. 13, 2016 TIME: 7:30PM

PUBLIC ATTENDANCE & COMMENTS INVITED

FOR DETAILS CALL: OR: THE VILLAGE OF ARLINGTON HEIGHTS
HAWCO, INC. DEPARTMENT OF PLANNING AND
847-473-5100 COMMUNITY AFFAIRS
340 S. JEFFERSON
SARASOTA, FL 34230

NOTIFICATION AFFIDAVIT

I, MICHAEL J. FARRELL hereby certify as follows:

1. That on the 25th day of MARCH, 2016, affiant caused to be mailed in the Post Office of LINCOLNSHIRE, copies of the attached Notice of Public Hearing to all listed tax payers of real estate within 250 feet, excluding all Public Right-of-Ways of the subject property and to the owners, or representatives, of property listed as exempt, and to all Condominium Associations whose property is within 250 feet of the subject site for which the hearing is being held..
2. That the parties to whom said notice was mailed are set forth on the attached list.
3. That the petitioner stated that the required sign(s) were erected as required by the Village of Arlington Heights.

[Signature]
Signature

Subscribed and Sworn to before me

this 25th day of March, 2016.

[Signature]
Notary Public





WHEELING TOWNSHIP

1616 N. Arlington Heights Road • Arlington Heights, Illinois 60004

847-259-7730 • fax 847-259-1570

www.wheelingtowship.com

Assessor Jerry Sadler

Phone: 847-259-1515 Fax: 847-259-3070

Instructions for Your Variance

We have supplied you with the property index numbers (PINS) for the property within the required boundaries for your variance letters.*

You will need to go to the web to obtain the names and addresses for mailing your variances notices.

The web address is: www.cookcountytreasurer.com

1. Choose "Payments" then "Payment Status."
2. Enter P.I.N. #.
3. Enter Security Code given as it reads.
5. Click on 'Search'
4. Choose "Click Here to Pay or for Detailed Tax Information"
5. Use "Mailing Information" not "Property Location."
6. Return to PIN Summary to enter next P.I.N. #.

If you have any questions, please feel free to contact the Wheeling Township Assessor's office at 847-259-1515.

Jerry Sadler
Wheeling Township Assessor

*These property index numbers are required by your village or city and are provided as a courtesy by the Wheeling Township Assessor's office. The Township assumes no responsibility for any additional requirements by the village or city.

PUBLIC HEARING NOTIFICATION LIST OF PROPERTY OWNERS OF RECORD

(Real Estate Index No.)	(Name)	(Street)	(City/State/Zip)
03-29-335-001/002 004/005/006/007	SUBJECT: 140 E. WING ST,	ARL HTS	60004
03-29-327-004	VILLAGE OF ARL HTS,	33 S ARLINGTON HTS RD,	A.H. 60005
- - - - -005			
- - - - -006			
- - - - -009			
- - - - -010			
- - - - -011			
- - - - -012			
- - - - -013			
03-29-333-002	VILLAGE OF ARL HTS,	33 S ARLINGTON HTS RD,	A.H. 60005
03-29-333-004	RTA/METRA,	547 W. JACKSON BLVD,	CHICAGO, IL 60606
03-29-334-003			
- - - - -004			
- - - - -005			
- - - - -006			
- - - - -008			
- - - - -009			
- - - - -010			
- - - - -012			
- - - - -014			
- - - - -015			
- - - - -016			
03-29-500-007	500 W. Madison St	Chicago, IL	60661
- - - - -			

PUBLIC HEARING NOTIFICATION LIST OF PROPERTY OWNERS OF RECORD

(Real Estate
Index No.)

(Name)

(Street)

(City/State/Zip)

03-29-326-002

- - - - -003

- - - - -004

- - - - -005

- - - - -008

- - - - -012

- - - - -013

- - - - -014

- - - - -009

- - - - -011

03-29-328-003

- - - - -004

- - - - -007

- - - - -008

- - - - -009

- - - - -010

03-29-328-011 - 1001 thru 1020 - Rel. Plaza Condo

03-29-336-001

- - - - -002

- - - - -008

- - - - -004

- - - - -005

- - - - -009

03-29-336-010 - 1001 thru 1020 - Parkview Condo

PUBLIC HEARING NOTIFICATION LIST OF PROPERTY OWNERS OF RECORD

(Real Estate
Index No.)

(Name)

(Street)

(City/State/Zip)

03-29-344-001

- - - - -007

- - - - -008

- - - - -009

- - - - -011

- - - - -013

03-29-344-014

Village of Oak Hills, 33 S. Arlington Hills Rd, AH. 60005

1001 - thru 1020 - Pine Crest Condo

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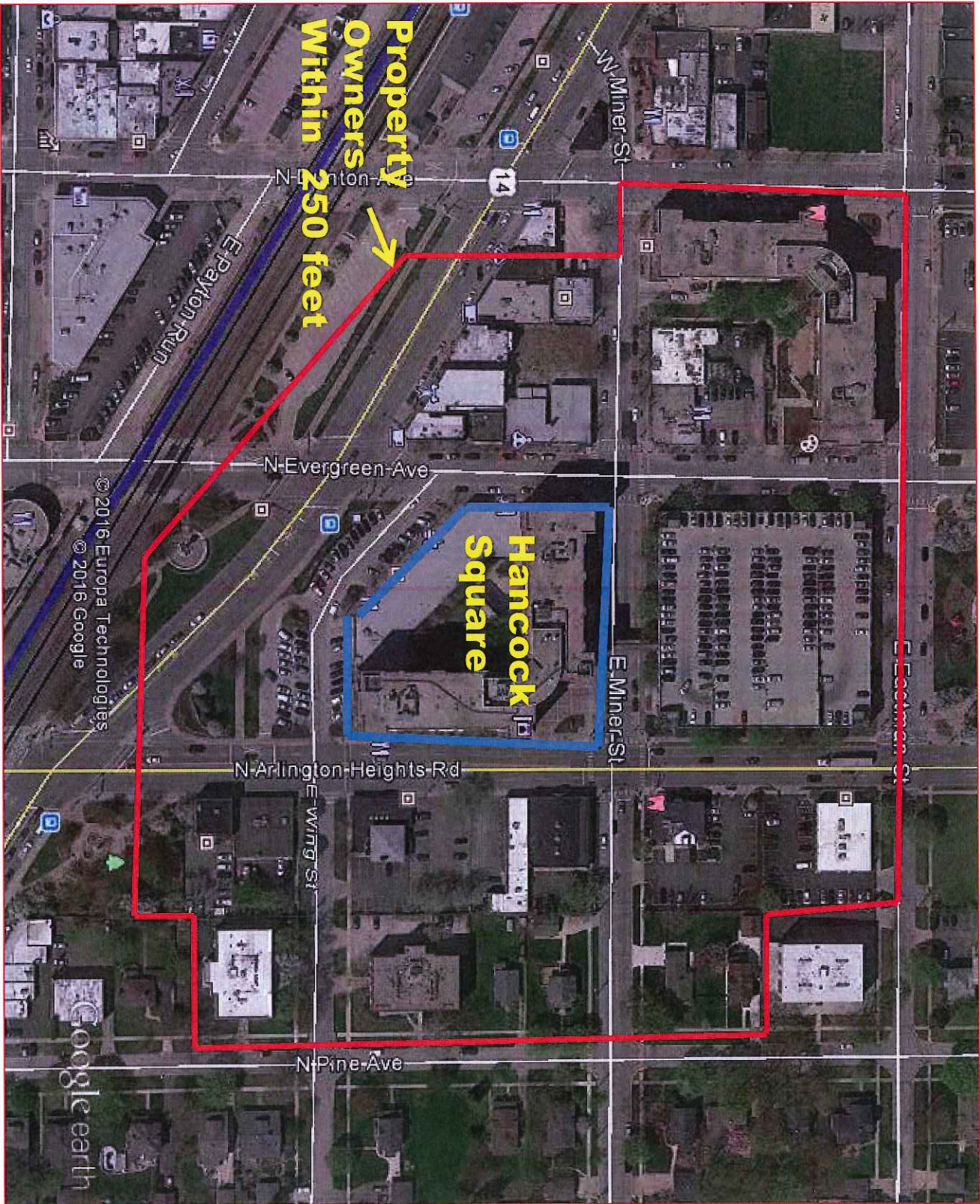
- - - - -

CONDOMINIUM: 03-29-344-014-1001 thru 1020
PINE CREST CONDOMINIUMS

Unit	Unit	Unit	Unit
201 = 1001	301 = 1006	401 = 1011	501 = 1016
202 = 1002	302 = 1007	402 = 1012	502 = 1017
203 = 1003	303 = 1008	403 = 1013	503 = 1018
204 = 1004	304 = 1009	404 = 1014	504 = 1019
205 = 1005	305 = 1010	405 = 1015	505 = 1020

CONDOMINIUM: 03-29-328-011-1001 thru 1020
ARLINGTON PLAZA CONDOMINIUM

Unit	Unit	Unit	Unit
1 A = 1001	2 B = 1006	3 C = 1011	4 D = 1016
1 B = 1002	2 C = 1007	3 D = 1012	5 A = 1017
1 C = 1003	2 D = 1008	4 A = 1013	5 B = 1018
1 D = 1004	3 A = 1009	4 B = 1014	5 C = 1019
2 A = 1005	3 B = 1010	4 C = 1015	5 D = 1020



PLAN COMMISSION PROJECT TIMELINE

Project Name: Egg Harbor Cafe
PC Number: 16-006
Location: 140 E. Wing Street
Requested Action: Amendment to Existing Special Use Permit to Allow an Expansion of the Egg Harbor Restaurant

	Date	# of Business Days
Preliminary Meeting	01/6/16	
Awaiting Petitioner PC Application	03/14/16	49
PC Application Submittal Date	03/14/16	-
Plat and Sub Committee Meeting	03/23/16	5
1 st Round Department Comments	03/31/16	13*
Petitioner's Response	04/5/16	3
PC Hearing	04/13/16	6
Village Board	11/7/16	145**
Village Board Ordinance Adoption	11/21/16	9

Note:

*Number of Business Days for 1st Round Department Comments is based on PC Application Submittal Date

**Applicant could not proceed to Village Board until they provided an executed copy of the lease for the expanded space.



Item: Ordinance - Chapter 13 - Class "L" liquor license

Department: Manager/Legal

An Ordinance Amending Chapter 13 of the Arlington Heights Municipal Code
(Making available a Class "L" liquor license)

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Chapter 13 - Class "L" liquor license	Ordinance

AN ORDINANCE AMENDING CHAPTER 13 OF THE
ARLINGTON HEIGHTS MUNICIPAL CODE

BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: That Section 13-502 of the Municipal Code of Arlington Heights, pertaining to the number of liquor licenses, is hereby amended to increase the number of Class "L" liquor licenses authorized, with the amended entry for Class "L" licenses to read as follows:

CLASS OF LICENSE	ANNUAL LICENSE FEE	NUMBER OF LICENSES AUTHORIZED
L	\$4,600.00	1

SECTION TWO: This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES:

NAYS:

PASSED AND APPROVED this 7th day of November, 2016.

Village President

ATTEST:

Village Clerk



Item: Closed Session

Department: Village Manager's Office

Request for Closed Session per 5 ILCS 120/2(c)(21): Discussion of minutes lawfully closed, whether for purposes of approval of the minutes or the semi-annual review of the minutes

- and -

5 ILCS 120/2(c)(11): Litigation, when an action against, affecting or on behalf of the Village has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent

- and -

5 ILCS 120/2(c)(1): Appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount: