



**AGENDA**  
**COMMITTEE OF THE WHOLE**  
**February 21, 2017 – 7:30pm**

- 1) Billboard for Arlington International Racecourse Property**
- 2) Planning/ZBA Discussion**
- 3) Liquor License – Class “B” Hours**
- 4) Clean-Up Days for City in 2017 and then Annually**
- 5) 2017 Economic Development and Council Calls**

## COMMITTEE-OF-THE-WHOLE – February 21, 2016

### 1) Discussion on Billboard for Arlington International Racecourse Property (City of Rolling Meadows Jurisdiction)

#### Attachments:

- Aerial Photo with approximate location of the digital billboard.

#### Background:

Staff has been contacted by Tony Petrillo, General Manager of Arlington International Racecourse pertaining to a Billboard on their property within the jurisdiction of the City of Rolling Meadows. Staff has reviewed the proposed location and with an approved variance they are within their requirements and authority to place this billboard on their property. [Note: There is no overlay in this area therefore there is no distance requirement.]

The billboard would be owner operated by the Racecourse and both faces (two-sided) would be digital. Video panels may be placed on angles to permit maximum viewing from 53 and the rough dimension would be 20' x 60'.

This is a Committee-of-the-Whole discussion for information purposes and it will also allow Mr. Petrillo and his Staff to hear from the City Council. From tonight's discussion the tentative scheduled events for this project would be (sign appeal/variances would be required):

- 1) Arlington International Racecourse completes Plan Commission application no later than Wednesday, March 1<sup>st</sup>.
- 2) Arlington International Racecourse will then be before the April 4<sup>th</sup> Plan Commission.
- 3) Ordinance with recommendation from the Plan Commission to the City Council for 1<sup>st</sup> Reading at the April 25<sup>th</sup> meeting.
- 4) 2<sup>nd</sup> Reading on this Ordinance would be conducted on May 9<sup>th</sup>.

#### ***Sections to be Consider:***

- *Off-premises sign* means a sign which directs attention to a use, business, commodity, service, or activity not conducted, sold, or offered upon the premises where the sign is located. This term also includes those signs commonly known as advertising signs, billboards, and poster boards.
- M-1 District
- City Council Section 122-229 (7)  
Off-premises signs as follows:

- a. Off-premises signs shall be permitted only if located in a business area (within 660 feet of highway or expressway) as defined in this chapter.
- b. An off-premises sign shall not be erected or maintained with overall height, including ornamental base or apron, supports and other structural members which exceed 20 feet above the level of the highway upon which the sign faces or above the adjoining ground level if such ground level is above the highway roadway surfaced level.
- c. The gross area of the sign in square feet shall not exceed two times the lineal foot frontage of such zoning lot. However, if the sign is illuminated, the gross area and square feet of the sign shall not exceed one times the lineal feet of frontage of such zoning lot. Notwithstanding the foregoing, no sign constructed shall exceed 200 square feet in gross area.
- d. No portion of the sign shall extend over the property line.
- e. If a zoning lot has frontage on more than one street, highway, or other public right-of-way, in computing the allowable gross area of the sign only the largest frontage shall be considered.

This is very similar to City Code Section 122-229 (1) – Permitted signs In the M-1 manufacturing district pertaining to freestanding signs, subject to the following conditions:

- a. One sign shall be permitted which pertains to the business conducted within the building which is upon the zoning lot.
- b. The gross area of the sign, in square feet, shall not exceed two times the lineal feet of frontage of such zoning lot; however, if the sign is illuminated the gross area of the sign, in square feet, shall not exceed one times the lineal feet of frontage of such zoning lot.
- c. No sign shall exceed 200 square feet.
- d. No sign shall exceed 20 feet in height above curb level.
- e. No sign shall be located nearer than 20 feet of the side property line of the property on which the sign is erected.

***This item is in to gauge and inform the City Council before it goes to the Plan Commission and Mr. Petrillo will be in attendance.***



N

Area east of the light blue line is City of Rolling Meadows

Existing Digital Board

Existing Static Board

Distance 596 feet

Distance 600 feet

Proposed Location

Distance 666 feet

Existing Static Board

Property owned by  
Arlington International  
in Rolling Meadows

538 ft

## **Committee of the Whole Agenda Item – February 21, 2017**

### **2) Discussion on Combining Plan Commission and Zoning Board of Appeals**

#### **Background:**

Currently, the City has two commissions to hear zoning issues: the Zoning Board of Appeals and Plan Commission. As a result of a similar conversation at the end of 2015, the City Council reduced each commission from 9 members to 7 members. Now, each is a 7-member appointed commission which is scheduled to meet monthly. The Zoning Board of Appeals generally hears cases regarding yard encroachments (e.g. placements of sheds, garages, covered porches, fences, etc.) and building code variations and their decision is final. Whereas the Plan Commission hears cases pertaining to subdivisions, planned developments, rezonings, sign appeals, and special uses. The Plan Commission makes recommendations to the City Council on the petitions and the City Council makes the final decision per an ordinance or resolution. The Community Development staff serves as liaisons to both commissions.

In 2016, the Plan Commission met 9 out of the 12 months and heard 15 cases

In 2015, the Plan Commission met 9 out of the 12 months and heard 19 cases.

In 2014, the Plan Commission met 10 out of the 12 months and heard 16 cases.

In 2013, the Plan Commission met 7 out of the 12 months and heard 13 cases.

In 2016, the Zoning Board of Appeals met 1 time out of the 12 months and heard 1 case.

In 2015, the Zoning Board of Appeals met 3 times out of the 12 months and heard 4 cases.

In 2014, the Zoning Board of Appeals met 7 times out of the 12 months and heard 6 cases.

In 2013, the Zoning Board of Appeals met 5 times out of the 12 months and heard 5 cases.

Staff presents the idea of combining the Board of Zoning Appeals and Plan Commission into one Planning and Zoning Commission which would hear all zoning cases. Staff has worked extensively with the combined Planning and Zoning Commission format and believes all zoning cases could easily be accommodated with a combined Planning and Zoning Commission.

Attached is information on how other communities hear zoning cases.

### How Other Communities Hear Zoning Petitions

	<b>Zoning Board</b>	<b>Plan Commission</b>	<b>Planning &amp; Zoning Commission</b>	<b>Notes</b>
<b>Arlington Heights</b>	Yes 7 members	Yes 9 members		
<b>Barrington</b>	Yes 7 members	Yes 7 members		
<b>Buffalo Grove</b>			Yes 9 members	<b>Combined 6/2014</b> to create more efficiency
<b>Elk Grove Village</b>	Yes 9 members	Yes 9 members		
<b>Des Plaines</b>	Yes 7 members	Yes 7 members		
<b>Hoffman Estates</b>			Yes 11 members	<b>Combined 5/2011</b>
<b>Mount Prospect</b>			Yes 7 members + 1 assoc. member	<b>Combined 11/2001</b>
<b>Palatine</b>	Yes 9 members	Yes 9 members		
<b>Schaumburg</b>	Yes 9 members	Yes 7 members		
<b>Streamwood</b>			Yes 7 members + 3 alternates	<b>Combined 5/2015 due to:</b> -Lack of business for each -Lack of membership for each -Chairman of Zoning Board stepping down
<b>Villa Park</b>			Yes 9 members	In place 20+ years

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3) Class “B” Liquor Licenses Hours of Operation

**Attachments:** None

**Background:**

This discussion is up because the current owner of Armanetti Wine and Liquor (located at 4001 West Algonquin Road) has mentioned that he would like extended hours. The owner has also reached out to the current and past Liquor Commissioners of the City (the Mayor). Since December 2016, residents have also mentioned this issue to Staff.

Armanetti’s is considered a Class “B” establishment by the City. The City currently has nine class B establishments: Armanetti’s; Jewel/Osco; Meijers; Garden Liquors, CVS Drugs; Squire Liquor & Tobacco; WalMart; Bell Liquors; and Fresco Supermarket.

In a survey conducted by the Rolling Meadows Police Department the following is the alcohol sale hours for Class B or similar licenses of certain communities:

<u>City</u>	<u>Mon-Thurs</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Rolling Meadows	9 am to 11 pm	9 am to 11 pm	9 am to 12 am	11 am to 10 pm
Arlington Heights	8 am to 12 am	8 am to 1 am	8 am to 1 am	8 am to 12 am
Palatine	6 am to 12 am	6 am to 12 am	6 am to 12 am	6 am to 12 am
Schaumburg	7 am to 1 am	7 am to 1 am	7 am to 3 am	7 am to 3 am
Elk Grove Village	6 am to 1 am	6 am to 1 am	6 am to 2 am	6 am to 2 am

The owner of Armanetti’s is looking for the hours to be extended too: Friday & Saturday open until 1 am and Sunday hours from 10 am to 10 pm. They feel the new hours will help them compete in the market as well as retain customers.

[History: From a 1999 ordinance the hours for a class “B” were 11 am to 2 am on Friday & Saturday. An ordinance in 2004 created the current hours of 9 am to 11 pm for Friday and 9 am to midnight for Saturday.]

**Staff Comments & Recommendation:**

Staff really does not have any comments on this issue but if the City Council feels that the hours of operation should be extend for the Class “B” at this time, then the recommendation would be for consistency:

<u>City</u>	<u>Mon-Thurs</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Rolling Meadows	9 am to 12 am	9 am to 12 am	9 am to 12 am	9 am to 12 am

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4) Clean-Up Days for City in 2017 and then Annually

**Attachments:** None

### **Background:**

A few municipalities have annual “clean-up” days. Some even do this twice a year. The reason for these days is so Staff can clean, evaluate documents, box up annual documents, create new disposal lists, make sure that documents that could be disposed of have been, etc. and these days are set-up so the City Hall or Village Hall is closed to the public and Staff can work without distractions.

Usually these events happen during holidays that the municipality is open. [For instance, the Village of Northbrook has one scheduled for President’s Day].

Please note that the City conducted one “clean-up” day during Columbus Day 2013.

The Clean-Up Day is used for all Departments except for the Police Department (they cannot close to the public). [You might state that the day feels like a weekend, but Staff is working in the building and participating in this endeavor].

The City Manager now recommends creating Thursday, March 30, 2017 and Monday, October 9, 2017 (Columbus Day) for “clean-up” days. This will allow for the catch-up of this process.

Then it is recommended that President’s Day be the annual date for this event and this will start in 2018.

### **Staff Comments & Recommendation:**

The City Manager recommends approval of this concept and approval of the dates mentioned (including the annual date).

*[If approved, as an example, the doors of City Hall will be posted with the following sign: March 30<sup>th</sup> – City Hall is closed to the public today as Staff is participating in a clean-up day! For Police Service please utilize the orange call box.]*

## **Committee of the Whole Agenda Item – February 21, 2017**

### 5) 2017 Economic Development and Council Contact

**Attachment:** 2016 New Business List Sorted by Ward

#### **Background:**

*The more outreach the better would be the best way to summarize this discussion item.*

For some time, Staff has been sending out welcome letters to new businesses. {As City Manager I have received a few follow-up calls/contacts and “thank you’s” from this outreach.} When received, the feedback has been mostly positive.

Beginning with the January 2017 New Business List, Economic Development Committee members have started to contact those businesses listed. The idea behind these contacts (mostly telephone calls) is to welcome them to the City and hopefully every month some feedback can be received and shared. The person contacted will hopefully feel more open or comfortable talking to a “non” City Staff member. The contacts are also set-up to see what else the City can do for that new business.

In that thought, it is now suggested that the City Council start to contact businesses from the 2016 list. This way current businesses are contacted by one group and approximately one year later (yes, some months would not be a full year) another contact is made by another group. The purpose of these contacts would be to ask if they need some help from the City? Do they have coupons or flyers they want to share with the City that can be distributed at events? Do they know about our community events? How could the City better help them? Is there something they want to share with you so the Manager knows? Do they know about the Chamber of Commerce? Feedback, outreach, and contact is really all that is needed from the call. [You may state for some of the smaller businesses and home businesses it is a way of how can the City help?]

Some might state, and it is Staff’s recommendation, that it would be good for the Alderman from the Ward where a new business moved into should make that contact. As a reminder from the January Committee-of-the-Whole meeting, with looking at the monthly new business listing, for calendar year 2016 there were seventy-six new businesses. [Seventeen of these businesses are classified as home occupation]. The break-up by Ward is: Ward 1 = 4; Ward 2 = 17; Ward 3 = 2; Ward 4 = 5; Ward 5 = 2; Ward 6 = 40; Ward 7 = 6.

While this is Staff’s suggestion, tonight is up so this idea can be discussed and it is up to the City Council if you agree with this idea/program. This would mean annually, after the year ends, the new business list would be sorted and distributed to the City Council.

Council Members can give any feedback at any time to the City Manager regarding the business outreach. (Please do not take that in any way is Staff stating that an Alderman should stop talking too or contacting any new businesses early. Actually, I know a few Aldermen have done that and most have heard positive comments. Some of those contacts have also mentioned to Staff that they have talked to an Aldermen as feedback too).

FINAL NOTES: From a suggestion by Alderman D' Astice for the past few years, monthly the new business list is presented to the City Council and the City Manager highlights those he feels are notable. In addition, in February of 2017, from a suggestion by resident Steve Hollish at the February 7<sup>th</sup> Economic Development Committee the names of those new businesses can be found on Channel 6. With the new City Hall electronic sign, new restaurants and businesses will hopefully be mentioned (especially regarding openings....like Nic's Organic fast Food). Finally, in March, one of the new responsibilities of the Assistant to the City Manager will deal with contact, if a good contact can be made, with owners of Community Development Projects. As many of you have heard from me on numerous occasions, the general contractors, architects, and engineers are not informing the owners regarding the true issue on timing, failed inspections and issues on permitted projects. (Community Development deals with the contractor, architect or engineer). While not all owners may be known from the permit, at least another contact will hopefully help in communication. In addition, with the Assistant to the City Manager doing this it will help in hopefully making that business comfortable in joining community events or opening communication.



Eyebrow Threading & Beyond	3112 Kirchoff Rd	R.M.	Fatima Yaseen	773-716-4170	Threading, waxing, tinting, facials & henna tattoos.	No	3
Cat Roofing	2300 Kirchoff Rd	R.M.	Carlos Martinez	773-592-6640	Roofing Contractor	Yes	3
Comet LLC	3001 Kirchoff Rd	R.M.	Craig Carlson	847-894-9253	Ice cream & coffee retail	No	4
Dickinson's Vaudeville	3705 Pheasant Dr	R.M.	Donna Dickinson	847-528-3942	Kids Vaudeville Lessons	No	4
Humanity United Group DBA HUGS Resale	2655 Kirchoff Road	R.M.	Patricia Gaulin	847-378-8120	Resale shop	No	4
New Owner Chopstick Restaurant	1930 Central Rd	R.M.	Hui Lem Chen	847-873-0118	Chinese Restaurant	No	4
B-Right Construction Inc	3903 Bluebird Ln	R.M.	Bryan Righter	847-452-0241	Office for General Contractor	Yes	4
New Owner/Dental Skills LTD.	2202 ½ Algonquin Road	R.M.	Rupal Patel	847-870-0888	Dentist	No	5
New Owner/La Flor de Izucar Bakery	2204 Algonquin Road	R.M.	Alma Garcia	847-222-0955	Bakery	No	5
Advocate Physician Partners	1701 Golf Rd T1 #1000	R.M.	Karen Gullett	847-699-4300	Support Office	No	6
Anomaly Inc	5400 Newport Dr #22	R.M.	Russell Petit	630-338-9328	Mattress Sales	No	6
Arthur J Gallagher & Co	2900 Golf Rd	R.M.	Joseph Wier	800-927-9800 ext 65546	Insurance and Brokerage Business	No	6
Autocar Parts	3501 Algonquin Road #850	RM	Jeremy Leitzen	630-877-4286	Customer Service Office for Heavy Duty Truck Parts	No	6
Benefits Management Team	3501 Algonquin Road #240	R.M.	Joseph Maranto	844-398-4390	Insurance Agency	No	6
Bulko.com	5420 Newport Dr #46	R.M.	Abraham Ali	773-349-0063	Ecommerce Distribution Office	No	6
Bulldog Ale House	1480 Golf Road	R.M.	Paul Marrin	847-427-1333	Restaurant	No	6
Cellco Partnership DBA Verizon Wireless	1701 Golf Rd T2-1 <sup>st</sup> fl	R.M.	Karen Shipman	845-356-8390 ext 123	Administrative Office	No	6
CME Development	5105 Tollview Dr #210	R.M.	Cory Jones	224-800-1545	Fleet Installation Management	No	6
Ecustom Memory LLC	5105 Tollview Dr #208	R.M.	Hanyuan Dong	224-234-5686	Promotional product sales	No	6

Elzay Inc.	5400 Newport Drive #1	R.M.	Jason Lee	714-624-4881	E-commerce online products	No	6
EOS Accountants LLP.	1701 Golf Road T3 #200	R.M.	Masanobu Tsuchiya	224-223-1801	Accounting Firm	No	6
Favorite Healthcare Staffing	3701 Algonquin Road #850	R.M.	Christopher Brink	913-383-9733	Staffing agency for health care	No	6
Gabutto Burger	1410 Golf Rd	R.M.	Masara Wachi	847-496-4660	Fast Food Restaurant	No	6
Hubbell Lighting Inc	2100 Golf Rd #460	R.M.	David Levinson	800-544-4848	Office for Lighting Products	No	6
Kure Grinding Wheel America Inc.	3701 Algonquin Road #310	R.M.	Yoshimitsu Ishihara	224-248-8159	Customer Service, sales for commercial grinders	No	6
LOZAR Inc	5105 Tollview Drive #295	R.M.	Svetlozar Radev	847-665-8009	Office for transportation company	No	6
Luminita Alexe, N.D.	1600 Golf Rd #1200	R.M.	Luminita Alexe	224-387-8992	Health & Nutrition Consultation	No	6
MasTec North America	5410 Newport Drive #44	R.M.	Pamela Bullock	305-447-6477	Electronic Security Alarm Systems	No	6
Metamation Inc	3501 Algonquin Rd #680	R.M.	Kartik Vaidyanathan	775-826-1717	CAD CAM Software	No	6
Ming Hin	1440 Golf Rd	R.M.	Shao Fei Chen	312-929-6299	Restaurant	No	6
Nexus AT LLC DBA Nexus Auto Transport	3501 Algonquin Rd #620	R.M.	Gokhan Arkin	224-218-2949	Auto Transportation Services	No	6
Peak Professionals Inc.	3501 Algonquin Road #630	R.M.	Stephanie Hall	847-632-1622	Collection agency/Call center	No	6
Peco Pallet Inc.	1701 Golf Road T3 #600	R.M.	Eric Christ	630-303-4828	Office for pallet sales	No	6
Pie Five Pizza	1219 Golf Rd	R.M.	Collin Dissetle	847-378-8055	Pizza Restaurant	No	6
Prime Logistics Corp	3501 Algonquin Rd #650	R.M.	Vlad Grozdanov	888-919-8181	Office for Logistics Company	No	6
Recurrent Energy, LLC.	1600 Golf Road #1242	R.M.	Odessa Cooper	415-675-1500	Commercial solar energy development office	No	6
Redefined Realty	2775 Algonquin Rd #200	R.M.	Clint Mellen	630-936-9250	Real Estate Office	No	6
Saf-T Drugs, LLC.	3315 Algonquin Road #320	R.M.	Divyesh Patel	847-749-0048	Retail pharmacy	No	6
Superior Talent Resources Inc.	3701 Algonquin Road	RM	Scott Stenclik	716-631-8310	Staffing and Administration	No	6
Tennis Corporation of America	1701 Golf Rd Commercium	R.M.	Frank Nusko	847-981-7777	Fitness Center	No	6
TMA Affinity Corp.	3501 Algonquin Road #190	R.M.	Marc Walk	847-364-8150	Architectural & General Contractor	No	6

Ultimate Beauty LLC	5105 Tollview Dr #210	R.M.	Cory Jones	302-213-6987	Internet Retail Perfume Sales	No	6
Verve Rehab, Inc.	3501 Algonquin Road #340	R.M.	Tom Hensley	847-909-4747	Staffing service	No	6
Woodridge Builders	5400 Newport Dr #5	R.M.	Eric Hoffman	847-577-2722	Contractor	No	6
EE Bandwidth LLC.	2900 Northampton #B2	R.M.	Robert Torstensson	847-818-1432	Technical Services /Product development and support	Yes	6
Lukas Painting	5200 Carriageway Dr #228	R.M.	Lukasz Cegla	773-303-8242	Office for painting contractor	Yes	6
Rolmed Enterprise Inc	5628 Lavender Ct	R.M.	Madu Bharani	847-602-4174	Business management	Yes	6
Silver Creek Realty	4602 Sycamore	R.M.	Nuri Akdeniz	773-968-9278	Real Estate Brokerage Office	Yes	6
Ziggy's Roofing	5400 Astor Lane #310	R.M.	Zbigniew Kacprzyk	773-517-9922	Office for roofing contractor	Yes	6
IF Management DBA Picante	3989 Algonquin Rd	R.M.	Sheraz Rana	630-506-2600	Restaurant	No	7
Trevor Research Services LLC.	3905 Redwing Court	R.M.	Margaret Trevor	847-255-7352	Market Research & Consulting	Yes	7
Akoni Realty & Investing	4 Black Twig Road	R.M.	Anna Jasionek	312-448-6037	Real Estate Broker	Yes	7
Nexus Development LLC.	2 Woodbine Road	R.M.	Christine Smith	224-623-0333	Real Estate Investment	Yes	7
R&D Home Services Heating & Cooling Inc.	3503 Piper Court	R.M.	Robert Creek	847-977-7155	HVAC Contractor	Yes	7
WCS Construction	3905 Owl Lane	R.M.	Michael Roeser	847-774-8860	General Contractor	Yes	7