



# COMMUNITY DEVELOPMENT DEPARTMENT

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## MONTHLY INFORMATION REPORT

**March 2020**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

505 TELSER ROAD  
LAKE ZURICH, IL 60047

## DEPARTMENT NARRATIVE

During the month of March 2020, the Community Development Department was engaged in the following activities:

### **BUILDING & ZONING DIVISION:**

#### **Commercial permits issued for Construction:**

479 Ela: Buildout - LRS Interiors – interior design  
932 Donata: Buildout - KEIF LLC (Lake Zurich Brewing)  
35 W Main: Interior Electric Demolition (partial) – Malin project  
653 S Rand: Demolition and Rebuild - McDonalds  
737 W Route 22 A: Buildout/minor remodel – Jersey Mikes

#### **Commercial occupancy permits issued:**

1142 Rose: Gaffrig Performance – boat part assembly  
1050 Ensell #190 : Baines Professional Vehicles  
1194 Heather – Millennium Mold and Tool  
232 Oakwood – Lyn Den – flooring products

**FOIA Requests:** Total number of FOIA requests: 1

### **PLANNING DIVISION:**

#### **Planning and Zoning Commission (PZC) Activity:**

The March 18, 2020 meeting of the Planning and Zoning Commission (PZC) was canceled due to the COVID-19 outbreak. The application that was scheduled to be considered by the PZC was deferred to a later meeting when public business would be resumed.

#### **New Zoning Applications received.**

Staff received the following application for the April 15, 2020 PZC meeting. The meeting was tentatively scheduled and would be conducted or canceled based on guidance related to the “stay at home” mandate by the State.

1. 35 W Main Street (former Bank of America Building) – Don and Cindy Malin submitted an application to redevelop the former Bank of America building with a new commercial development comprising of new retail/assembly uses including a restaurant, a café and/or service-oriented businesses. The project will include the two village owned parcels to the south of the building to be used for additional parking and a drive-through lane.

The applicants were informed that the meeting schedule had the potential to change as guidance from the State, County and Village is provided.

## Development Planning:

1. 35 W. Main Street, Former Bank of America Building (Don and Cindy Malin): Staff conducted a full review of the application in anticipation of a possible public hearing before the PZC in April. Comments were provided to the applicant. The public hearing was also published and a hearing sign was placed in front from the property.
2. The "Garage Lodge of Lake Zurich" at 629 Rose Road: Community Development Director Saher discussed public utility connects, connection fees and landscape requirements with the developer in anticipation of their application submittal for an April PZC meeting. The developer indicated that they were preparing their budget for the project and wanted to confirm the various fees that would be charged by the village for the project. They also requested staff to consider alternatives allowed by code that would allow for reduction in connection fees, which are currently in excess of \$95,000 per building. However, staff indicated that these are connection fees that are routinely charged to all development in the village.

Later in the month, the developer informed staff that they intended to delay submission of the PZC application to reevaluate their project from a financial standpoint related to the required water and sanitary connection fees. They are contemplating a submittal in May.

3. Cummings property Development at 99 Quentin Road. Community Development Director Saher was notified by Mark Sweeney, applicant for the project that they were deferring their application for consideration by the PZC to May as they had not yet been able to obtain signature approval to submit the application by of the owner, Mr. Victor Cummings.
4. Avery Ridge by M/I Homes at the Raupp Property (24168 Midlothian Road). M/I Homes had informed staff that they were preparing to close on the Raupp property on Thursday, April 2 indicating that that the developer was deeply vested in the project and wished to move forward with developing the 35-lot single-family residential subdivision to be known as Avery Ridge. They had previously indicated that they would fulfill the terms of the approved annexation agreement in developing the Raupp property, without requiring renegotiation or modification of the development plans.

M/I Homes submitted new building elevations that they wanted to substitute for the set of plans that had been previously provided by Taylor Morrison Homes, which was acquired by M/I Homes. Staff had directed M/I Homes to present their new building elevations at an upcoming Village Board meeting for community discussion and board approval. Instead, M/I petitioned the Village Manager to administratively approve their alternative building plans, invoking a provision in the annexation agreement that allows for administrative approvals so long as they are "in substantial compliance" with what had been previously approved.

Staff review of the plans revealed that the proposed changes would have produced smaller homes, with fewer options and lacking architectural detail, which would reduce the character and quality of the development. Manager Keller, in consultation with Community Development Director Saher, found that the proposed elevations were not "in substantial compliance" with the previously approved plans and denied the administrative approval request.

M/I stated that they are choosing to not proceed with the closing due to their failed attempt at getting their elevations approved. M/I has not provided an update on the status of the project or its next steps at this time.

5. McDonald's on Ela Road. McDonald's began tree removal and initial site demolition after the fire department completed training exercises. The demolition permit was issued after all utility disconnects were confirmed. The demolition began immediately and was completed within a week.
6. Prestige (Greg and Mona Schmitt) at Hummel Property on Honey Lake Road. Community Development Director Saher and Planner Verbeke met early in the month with Mr. Greg and Ms. Mona Schmitt to discuss issues related to the extent of property that will be annexed to the village, requirements for sidewalks, street lighting, and upgrading the RSR lift station that the development will be impacting. Mr. Schmitt also expressed great concerns with the effect of the COVID-19 outbreak on the residential real estate market. However, he indicated that he would still continue with presenting his proposal to the PZC, but thereafter wait until there is a greater comfort level to proceed with final approvals. In light of that, he indicated that he would request the property owners to extend his contract to purchase the property.

Later in the month, Mr. Greg Schmitt informed Community Development Director Saher that he would evaluate the effect of the current state of the economy on the real estate market. He intends to wait until May to determine moving forward on the project to develop duplex homes on the property.

7. Former Napa Auto Parts Building 201 S Old Rand Road. Early in the month, Village staff was notified of graffiti on two properties in the Village, one of which was the former Napa Auto Parts building at 201 S. Old Rand Road. Staff immediately contacted the property owner to notify them to remove the graffiti. Separately, Village staff had also been in discussion with the property owner seeking demolition by neglect of the building due to its severely deteriorated condition since 2017. Additionally, due to its deteriorated condition with its failed roof, and now having been identified as an attractive nuisance, staff required that the owner obtain a demolition permit by April 2 and demolish the building by April 17. However, later in the month, due to the onset of the COVID-19 outbreak, staff allowed the owner to defer the application submission to a later date.
8. Life Time Construction at 880 N Rand Road. Life Time informed the village that the company has temporarily ceased all US construction operations indefinitely as a health precaution. They have secured the Lake Zurich site for security and protection from the weather. At a minimum, the site will be closed for two weeks, but Life Time will monitor government mandates and precautions and advise the Village of their status when available. In the meantime Community Development staff will monitor the site for security.
9. Companion Animal Hospital in Lake Zurich. Steve Kardel, broker for Companion has informed staff that Companion was considering new locations within tenant spaces at either North Lake Commons or Deerpath Commons and intended to make a decision within a short time. They anticipate a Courtesy Review with the Village Board either in May or June depending upon when consideration of public business items resumes.
10. Costco delivery Hours. Community Development Director Saher was approached by Andrew Soerner, Warehouse Manager for Costco, requesting relief on the delivery hours to be able to cope with the increased demand of essential items at the store. They were normally allowed deliveries beginning at 6:00am until 8:00pm daily. Mr. Soerner had requested deliveries to commence at 4:00am and end at 11:00pm daily, with the condition that delivery vehicles not be kept unnecessarily idling at the store if possible. Due to the unusual circumstances related to the COVID-19 outbreak, staff also extended the flexibility to other grocery and department stores upon request.

## **Upcoming Inspection activities of the Community Development Department**

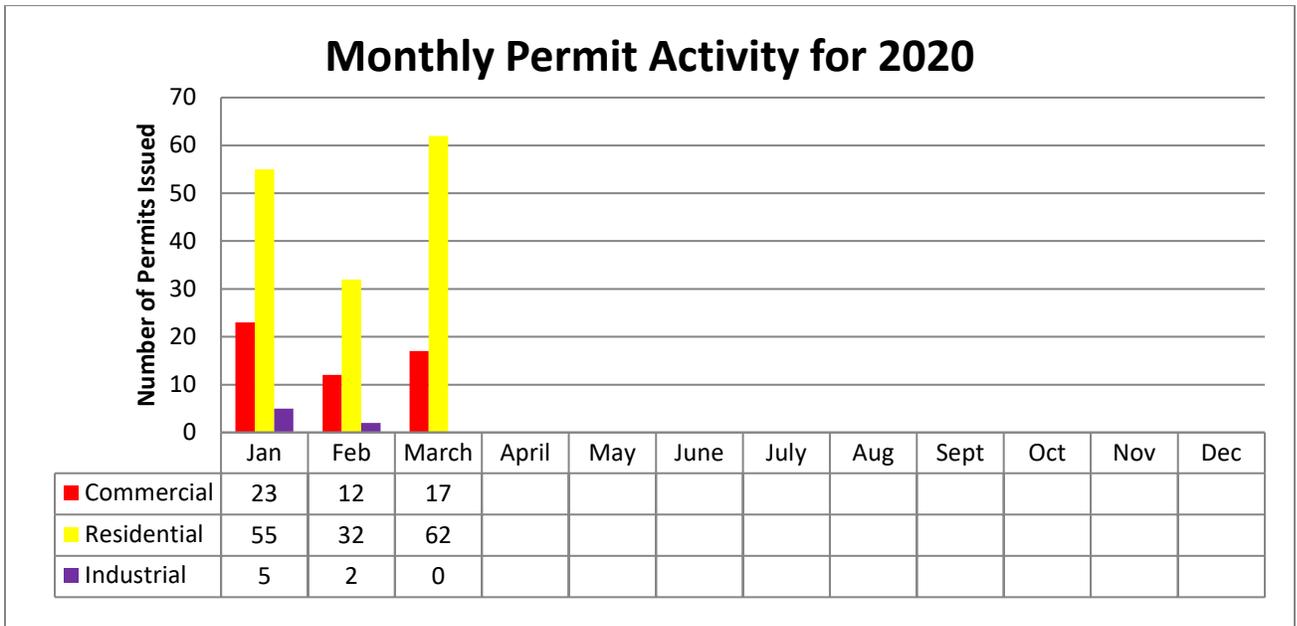
**“Industrial & Commercial Inspection (ICI) Program”** The village is preparing to launch a program to inspect industrial and commercial properties for stormwater discharge into the Village’s stormwater and drainage systems. The program, to be known as the “Industrial & Commercial Inspection (ICI) Program”, will ensure that pollutants from such properties do not enter regulated open waters and drainage ways via the Village’s storm sewers and storm water drainage systems. The ICI program is mandated by the State and Federal government in compliance with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) Permit program.

The Village of Lake Zurich is required to enforce the NPDES-MS4 permit program on a local level with oversight by the Illinois EPA. To properly educate and prepare all industrial and commercial property owners, the Village has prepared a packet of information containing details of the ICI program, requirements of property owners, responses to frequently asked questions, inspection forms and procedures, and requirements for compliance. On Friday, Public Works Director Mike Brown and Assistant Village Manager Witherow also met with members of the Lake Zurich Industrial Council to present the program, its procedures and requirements, answer any questions and obtain feedback.

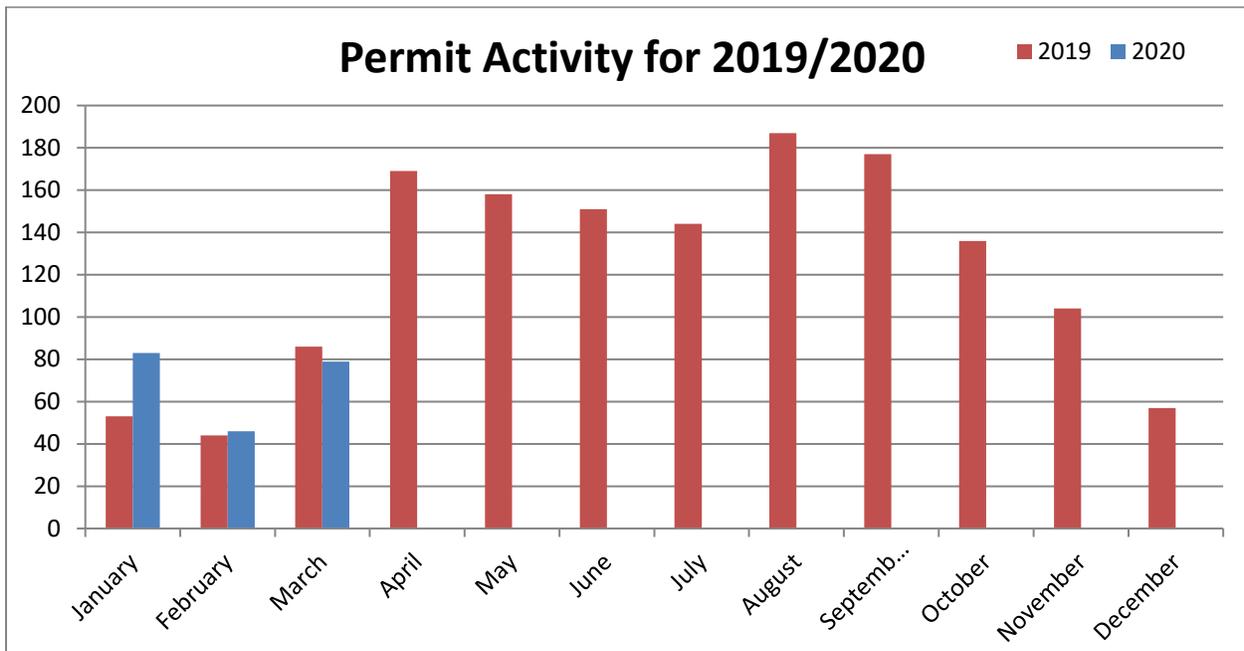
When the program commences during the summer months, inspections of industrial and commercial properties will consist of an on-site walk-through of the premises by a Village representative to verify that potential pollutants are properly stored and contained. In the first year, all facilities will be inspected to determine if they should be placed in the "High", "Medium" or "Low" priority category. Each year, all of the "High Priority" sites and one-third (1/3) of the "Medium Priority" sites on the Facility Inventory will be inspected. "Low" priority sites will be removed from the Facility Inventory. The duration of each inspection is anticipated to be less than one (1) hour.

When prepared in final form, the Village plans to provide a copy of the ICI program information to all industrial and commercial property owners in advance of their inspections to facilitate their preparation and compliance. It is the Village’s goal to achieve compliance through public outreach and education of the program and its facilitation rather than by enforcement and penalties.

The Village does not plan to charge a fee for inspections. However, if a complaint response or violation requires clean-up and/or extensive investigation by Village staff, the responsible property owner will be required to reimburse the Village for costs incurred related to the violation.

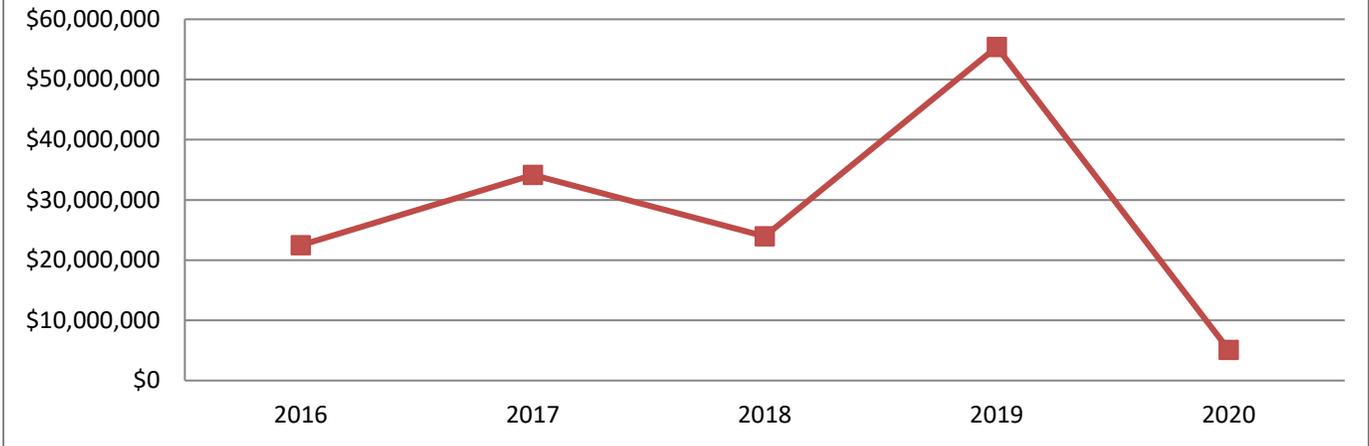


The chart above represents the total of permit activity for 2020.



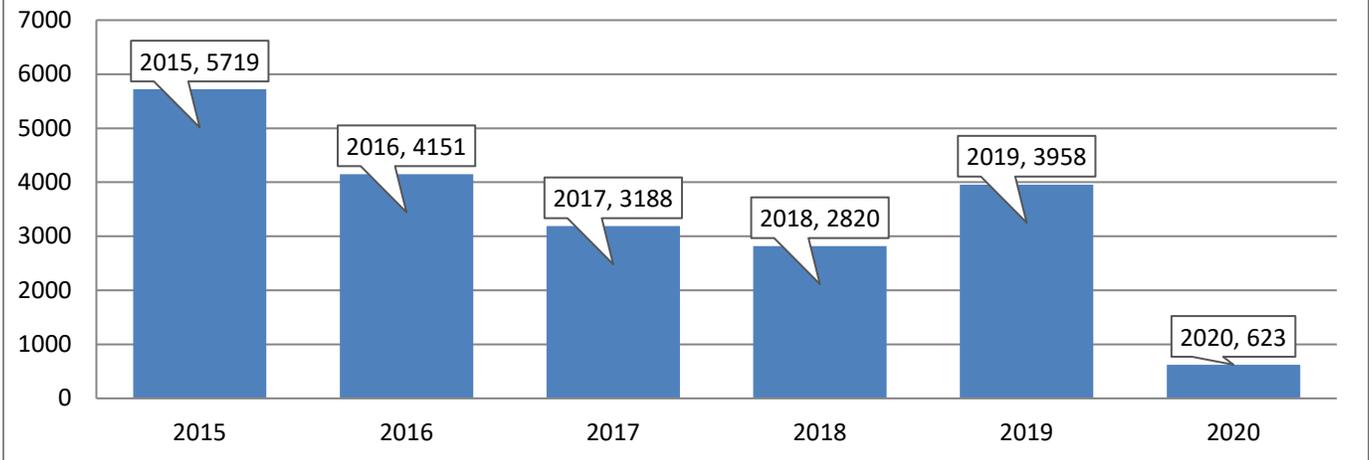
The chart above shows permit activity by month for 2020 compared to 2019.

### Construction Value of New Permits: January-December 2016-2020



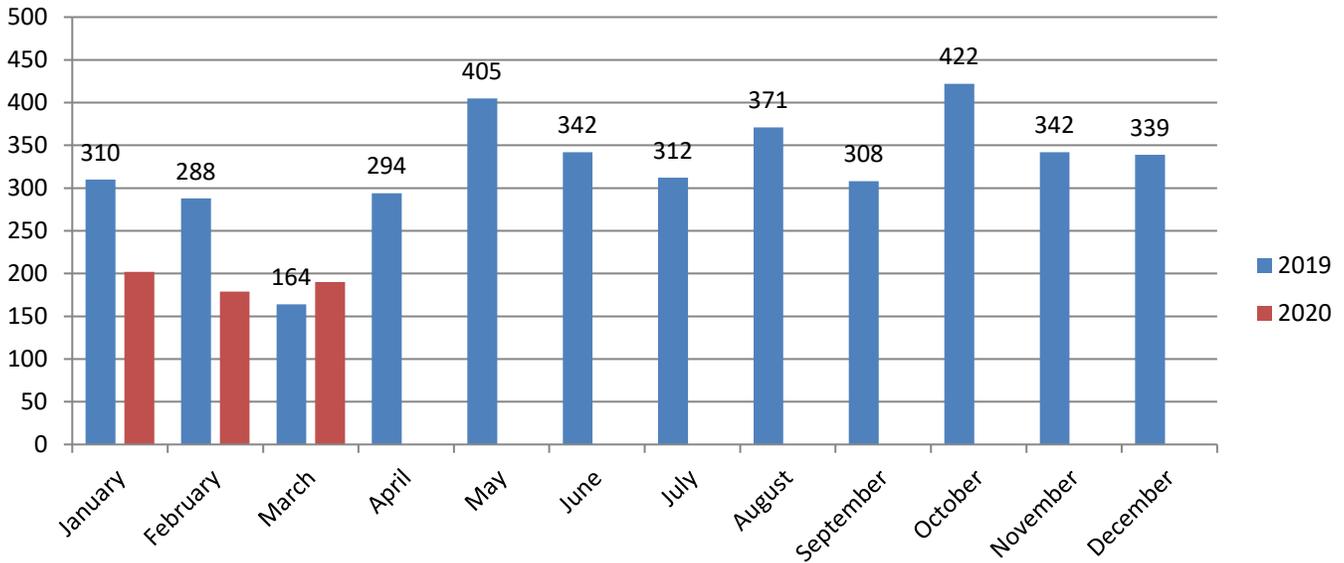
This chart tracks construction value of permit activity by year. Comparable data will not be available until the end of the year.

### Inspection Activity: January-December 2015-2020



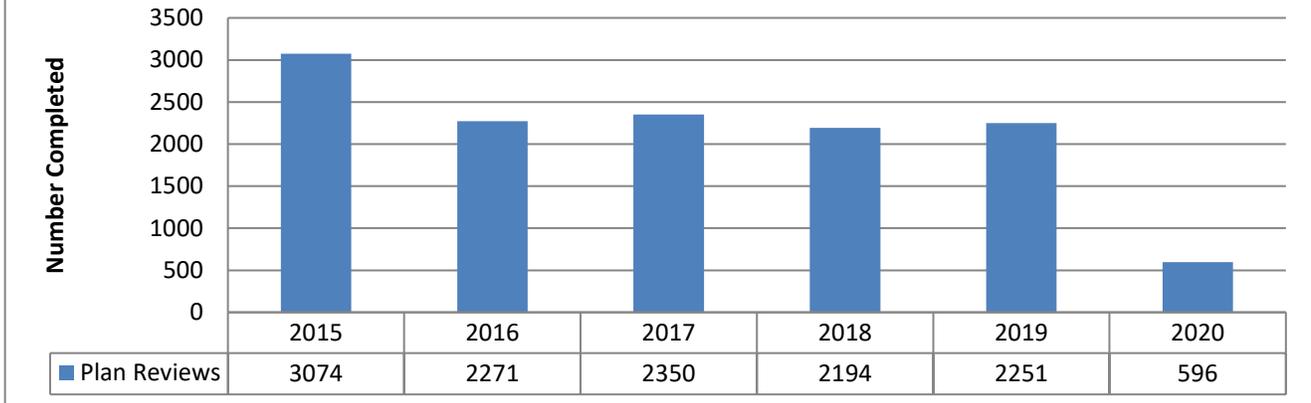
This graph illustrates the number of inspections performed by year. Comparable data for 2020 will not be developed until the end of the year.

## Monthly Inspection Activity 2019/2020



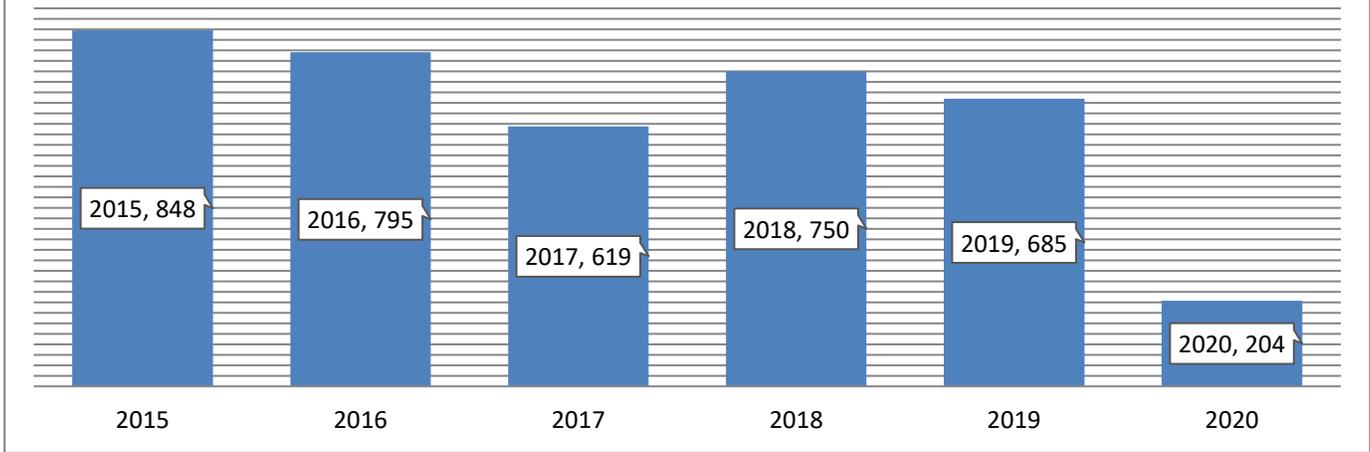
This chart indicates monthly totals of inspection activity comparable between 2020 and 2019.

## Plan Reviews Completed: January-December 2015-2020



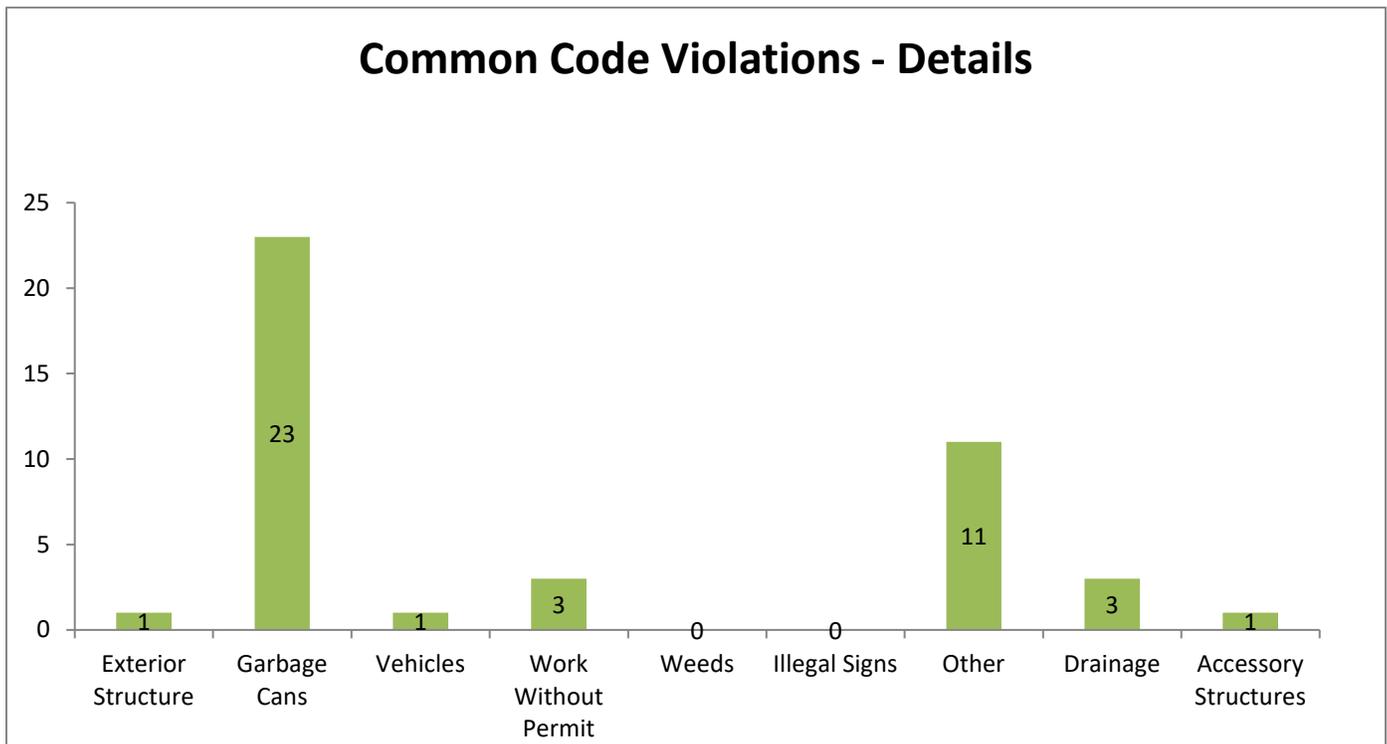
This graph illustrates the number of plan reviews performed by year. Comparable data for 2020 will not be developed until the end of the year.

## Contractor Registrations January-December (applied for) 2015-2020



The department will continue to have high numbers of contractor registrations either at or above the same numbers as the previous year (2019).

## Common Code Violations - Details



(note – The high number of garbage can violations was in response to a single lengthy written complaint received by the Community Development Department.