

VILLAGE OF BARTLETT
VILLAGE HALL, 228 S. MAIN STREET
COMMITTEE AGENDA
September 17, 2024

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **TOWN HALL:** (Note: Three (3) minute time limit per person)
4. **STANDING COMMITTEE REPORTS:**
 - A. **BUILDING AND ZONING COMMITTEE, CHAIRMAN GUNSTEEN**
 1. Bartlett Automotive Mall PUD Amendment
 - B. **FINANCE COMMITTEE, CHAIRMAN LAPORTE**
 1. Civic Support Matrix Discussion
5. **ADJOURNMENT**



Agenda Item Executive Summary

AGENDA ITEM: #2024-16 Bartlett Automotive Mall BOARD OR COMMITTEE: Committee

BUDGET IMPACT

Amount \$N/A

Budgeted \$N/A

Fund: N/A

Corresponding Activity Measure: P&Z Commission Review

EXECUTIVE SUMMARY

The petitioner is requesting an amendment to the **Preliminary/Final PUD Plan** to approve a revised West Parcel Landscape Plan for the Genesis and Hyundai dealership lots.

Due to the reduction in size of the vehicle storage parking area located at the rear of the Genesis and Hyundai dealerships and the grade changes, a retaining wall was installed and the distance between the vehicle storage area and the residential properties to the south increased from 34.5 feet to 99 feet.

The petitioner is requesting to modify the landscape plan to replace the double row of evergreen trees along the south property line with 138 Lynwood Gold Forsythia shrubs located at the top of the retaining wall.

This proposed change to the landscape plan cannot be approved administratively and requires a public hearing to amend the PUD Plan.

ATTACHMENTS (PLEASE LIST)

Memo, cover letter, application, location map, proposed landscape plan, Ord #2021-112 landscape plan, staff approved landscape plan

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only - To review and forward to the Planning & Zoning Commission to conduct the public hearing
- Resolution
- Ordinance
- Motion

MOTION:

Staff: Kristy Stone, PDS Director

Date: September 10, 2024

PLANNING AND DEVELOPMENT SERVICES MEMORANDUM

24-75

DATE: September 10, 2024
TO: Paula Schumacher, Village Administrator
FROM: Kristy Stone, Planning & Development Services Director 
RE: **(#24-16) Bartlett Automotive Mall**

PETITIONER

Bartlett Automotive Mall LLC

SUBJECT SITE

1201-1215 W. Lake Street (West Parcel)

REQUESTS

Amendment to the Preliminary/Final PUD Plan

SURROUNDING LAND USES (West Parcel)

	<u>Land Use</u>	<u>Comprehensive Plan</u>	<u>Zoning</u>
Subject Site	Commercial	Commercial	B-3 PUD
North	Commercial	Commercial	B-3, C-3 PUD*
South	Single Family	Single Family	SR-4 PUD
East	Commercial	Commercial	B-3
West	Commercial	Commercial	B-3

*Streamwood – Highway Commercial PUD

BACKGROUND

Ordinance 2021-112 approved the rezoning, preliminary/final PUD plan and granted special uses for the Bartlett Automotive Mall Planned Unit Development. As part of the preliminary/final PUD Plan, specific plans were approved as exhibits including West Parcel Landscape Plan.

DISCUSSION

1. The petitioner is requesting an amendment to the **Preliminary/Final PUD Plan** to approve a revised West Parcel Landscape Plan for the Genesis and Hyundai dealership lots.
2. The petitioner is requesting to modify the landscape plan to replace the double row of evergreen trees along the south property line with 138 Lynwood Gold Forsythia shrubs located at the top of the retaining wall. The shrubs would be 3-feet in height at the time of installation. The proposed landscape plan with detailed views from the residential lots to the south and from Moretti's is attached.
3. At the time of the original PUD Plan public hearing and subsequent approval, the petitioner had agreed to install a double row of 6-8-ft. tall evergreen trees in the buffer between the parking area and the residential lots to the south. *The landscape plan approved by Ordinance 2021-112 is attached.*
4. During the construction of the project, the petitioner reduced the size of the service parking area located south of the Hyundai and Genesis dealerships from 241 spaces to 159 spaces.
5. Due to the reduction in size of the vehicle storage area, a retaining wall was installed and distance between the south property line and the vehicle storage lot increased from 34.5 feet to 99 feet.
6. A revised landscape plan (due to the vehicle storage area change) was approved by staff during the building permit process, this plan included the double row of evergreen trees. *The staff-approved landscape plan is also attached.*

RECOMMENDATION

1. The Staff recommends forwarding the application to the Planning & Zoning Commission to hold the required public hearing.
2. Background information is attached for your review.

BARTLETT AUTOMOTIVE MALL, LLC
Robert P. Loquercio, Manager
1600 West Lake Street
Streamwood, IL 60107
bloquercio@blautogroup.com
(312) 403-2100

August 27, 2024

Transmitted via Personal Delivery

President and Board of Trustees
Village of Bartlett, Illinois
c/o Paula Schumacher, Village Administrator

By your Ordinance #2021-12 (the “**PUD Ordinance**”) enacted by you on December 14, 2021, the Village approved the development of the “West Parcel” (common address of 1201 W Lake St., Bartlett, IL) for use in connection with a Hyundai dealership and a Kia dealership.¹ As part of the approvals given in the PUD Ordinance, the preliminary landscape plan prepared by Gary R. Weber Associates, Inc. dated November 1, 2021 regarding the West Property was approved (the “**West Property Landscape Plan**”).

Now that the West Property has been developed, we have determined that the landscaping to be installed along the south boundary of the West Property pursuant to the West Property Landscape Plan will be of little or no value to the neighbors to the south. As such, we request that the Village amend the approved Site Plan and PUD for the West Property to approve the revised landscape plans of Gary R. Weber Associates submitted along with this 2024 Rezoning Application. We believe that the following would be an appropriate “findings of fact” to support the requested amendment:

The current Site Plan as it pertains to and requires certain landscaping along the south end of the West Property will not, by reason of topography, serve the intended purpose of providing effective and attractive screening for the neighbors to the south. The landscape plans submitted along with this 2024 petition to amend the Site Plan and PUD will more effectively achieve that goal.

There is sufficient mixture of grass, trees and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses and will provide a pleasing appearance to the public. Any part of the site plan area not used for buildings, structures, parking or accessways shall be landscaped with a mixture of grass, trees and shrubs. (All landscape improvements shall be in compliance with Chapter 10-11A, Landscape Requirements)”

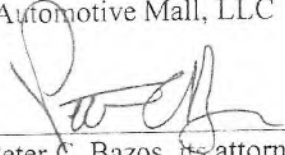
¹ This Ordinance also approved other matters relative to those dealerships and other nearby property

For the avoidance of doubt, we are not seeking to rezone the West Property but, instead, to simply amend the PUD Ordinance with respect to the landscaping issue addressed above.

Should you have any questions, please contact the Petitioner's Project Manager, John Eboli, whose cell phone is (224) 340-9369 or our attorney, Peter C. Bazos.

Very truly yours
Bartlett Automotive Mall, LLC

By:


Peter C. Bazos, its attorney



VILLAGE OF BARTLETT REZONING APPLICATION

For Office Use Only
 Case # 24-16
 RECEIVED
 AUG 26 2024
 PLANNING & DEVELOPMENT
 VILLAGE OF
 BARTLETT

PROJECT NAME: Elgin Hyundai / Genesis (Bartlett, IL)

PETITIONER INFORMATION (PRIMARY CONTACT)

Name: Bartlett Automotive Mall, LLC

Street Address: 1600 W. Lake Street

City, State: Streamwood, IL

Zip Code: 60107

Email Address: bloquercio@blautogroup.com Phone Number: _____

Preferred Method to be contacted See Dropdown

PROPERTY OWNER INFORMATION

Name: Same

Street Address: _____

City, State: _____

Zip Code: _____

Phone Number: _____

OWNER'S SIGNATURE: _____ Date: _____
(OWNER'S SIGNATURE IS REQUIRED or A LETTER AUTHORIZING THE PETITION SUBMITTAL.)

PROPERTY INFORMATION

Common Address/General Location of Property: 1201 W. Lake Street, Bartlett

Property Index Number ("Tax PIN"/"Parcel ID"): 06-28-102-015-0000 and 06-28-202

Zoning: Existing: B-3 PUD Land Use: Existing: Commercial
 (Refer to Official Zoning Map)
 Proposed: B-3 PUD Proposed: Commercial

Comprehensive Plan Designation for this Property: See Dropdown
(Refer to Future Land Use Map)

Acreage: _____ Number of Lots/Units: _____

APPLICANT'S EXPERTS (If applicable, including name, address, phone and email)

Attorney Peter C. Bazos

Surveyor n/a

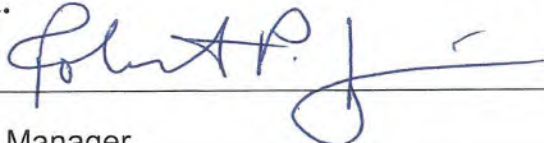
Other Request to amend Ord. 2021-112 See attached Cover Letter

ACKNOWLEDGEMENT

I understand that by signing this form, that the property in question may be visited by village staff and Board/Commission members throughout the petition process and that the petitioner listed above will be the primary contact for all correspondence issued by the village.

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the above signatures.

Any late, incomplete or non-conforming application submittal will not be processed until ALL materials and fees have been submitted.

SIGNATURE OF PETITIONER: 

PRINT NAME: Robert P. Loquercio, Manager

DATE: August 26, 2024

REIMBURSEMENT OF CONSULTANT FEES AGREEMENT

The undersigned hereby acknowledges his/her obligation to reimburse the Village of Bartlett for all necessary and reasonable expenses incurred by the Village for review and processing of the application. Further, the undersigned acknowledges that he/she understands that these expenses will be billed on an ongoing basis as they are incurred and will be due within thirty days. All reviews of the petition will be discontinued if the expenses have not been paid within that period. Such expenses may include, but are not limited to: attorney's fees, engineer fees, public advertising expenses, and recording fees. Please complete the information below and sign.

NAME OF PERSON TO BE BILLED: Bartlett Automotive Mall, LLC

ADDRESS: 1600 W. Lake Street
Streamwood, IL 60107

PHONE NUMBER: 847-628-2804

EMAIL: projectmanager@blautogroup.com

SIGNATURE: 

DATE: _____

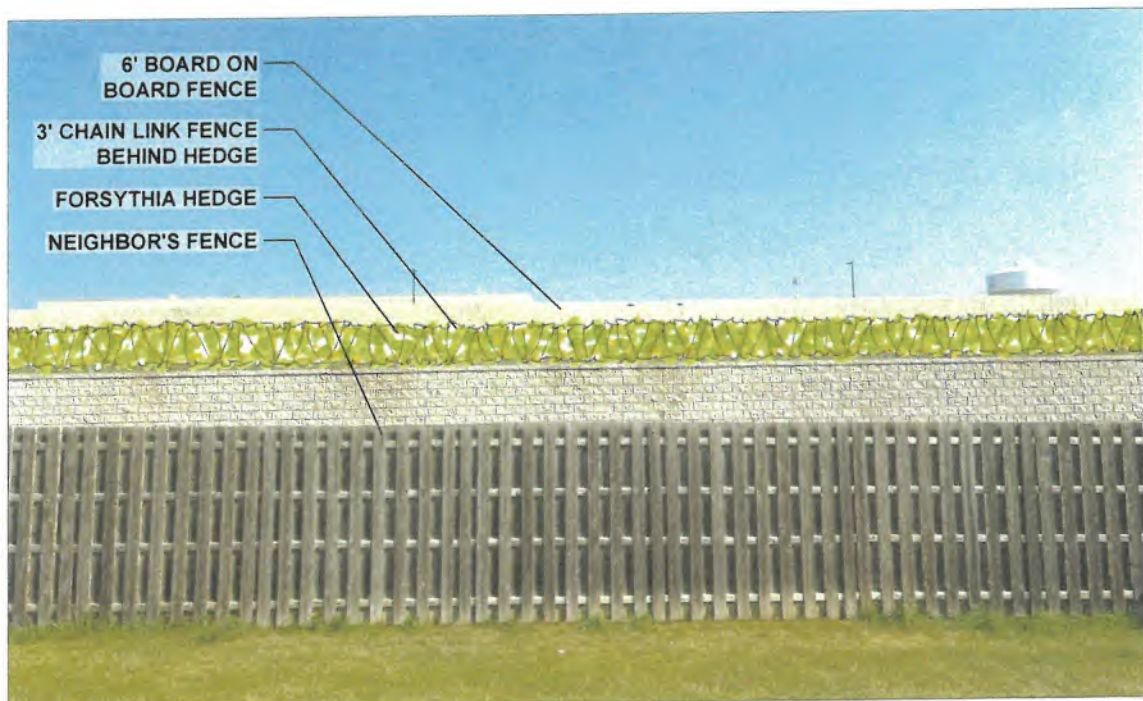


Location Map

1201-1215 W. Lake St
Bartlett Automotive Mall



0 40 80 160 US Feet



DETAIL A - VIEW LOOKING NORTH
(NOT TO SCALE)



DETAIL B - VIEW LOOKING WEST
(NOT TO SCALE)

PLANT LIST

Key	Qty	Botanical/Common Name	Size	Remarks
		DECIDUOUS SHRUBS		
FL	138	Forsythia 'Lynwood Gold' LYNWOOD GOLD FORSYTHIA	36" Tall	4' O.C.
		MISC MATERIALS		
41		SHREDDED HARDWOOD MULCH	C.T.	



SPRING



SUMMER

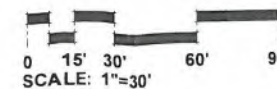
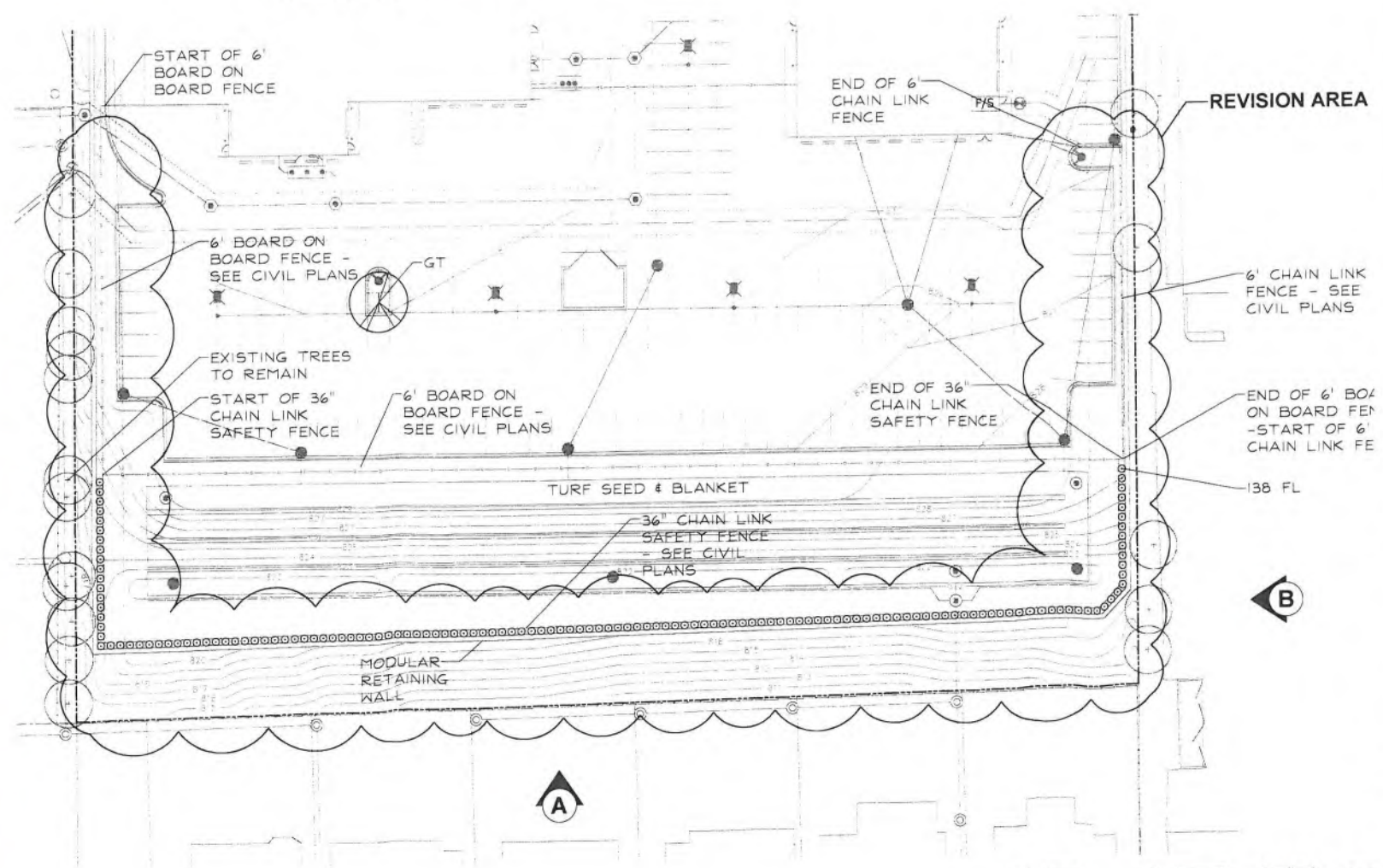


FALL

LYNWOOD GOLD FORSYTHIA



WINTER



NO.	DATE
4	08 27 2024
3	07 14 2023
2	06 05 2023
1	04 17 2023

DATE 03.08.2023
PROJECT NO. BLA2301
DRAWN AJG
CHECKED TSB
SHEET NO.

1 OF 1

HYUNDAI GENESIS DEALERSHIP

1201 & 1215 W. Lake Street
Bartlett, IL

LANDSCAPE PLAN

GRWA
GARY R. WEBER
ASSOCIATES, INC.
LAND PLANNING
ECOLOGICAL CONSULTING
LANDSCAPE ARCHITECTURE
402 W. LIBERTY DRIVE
WHEATON, ILLINOIS 60187
PHONE: 630-668-7197

CIVIL ENGINEER
RWG ENGINEERING, LLC
975 E. 22ND STREET, SUITE 400
WHEATON, ILLINOIS 60187



GARY R. ASSOCIAT
 LAND PL
 ECOLOGICAL
 LANDSCAPE AR
 402 WEST LIB
 WHEATON, IL
 PHONE: 63

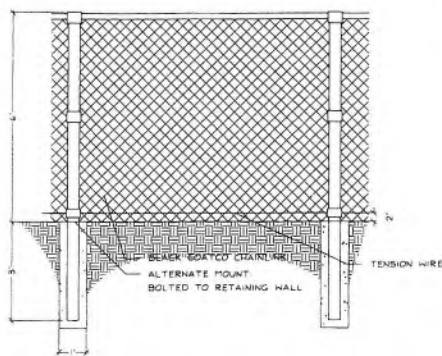
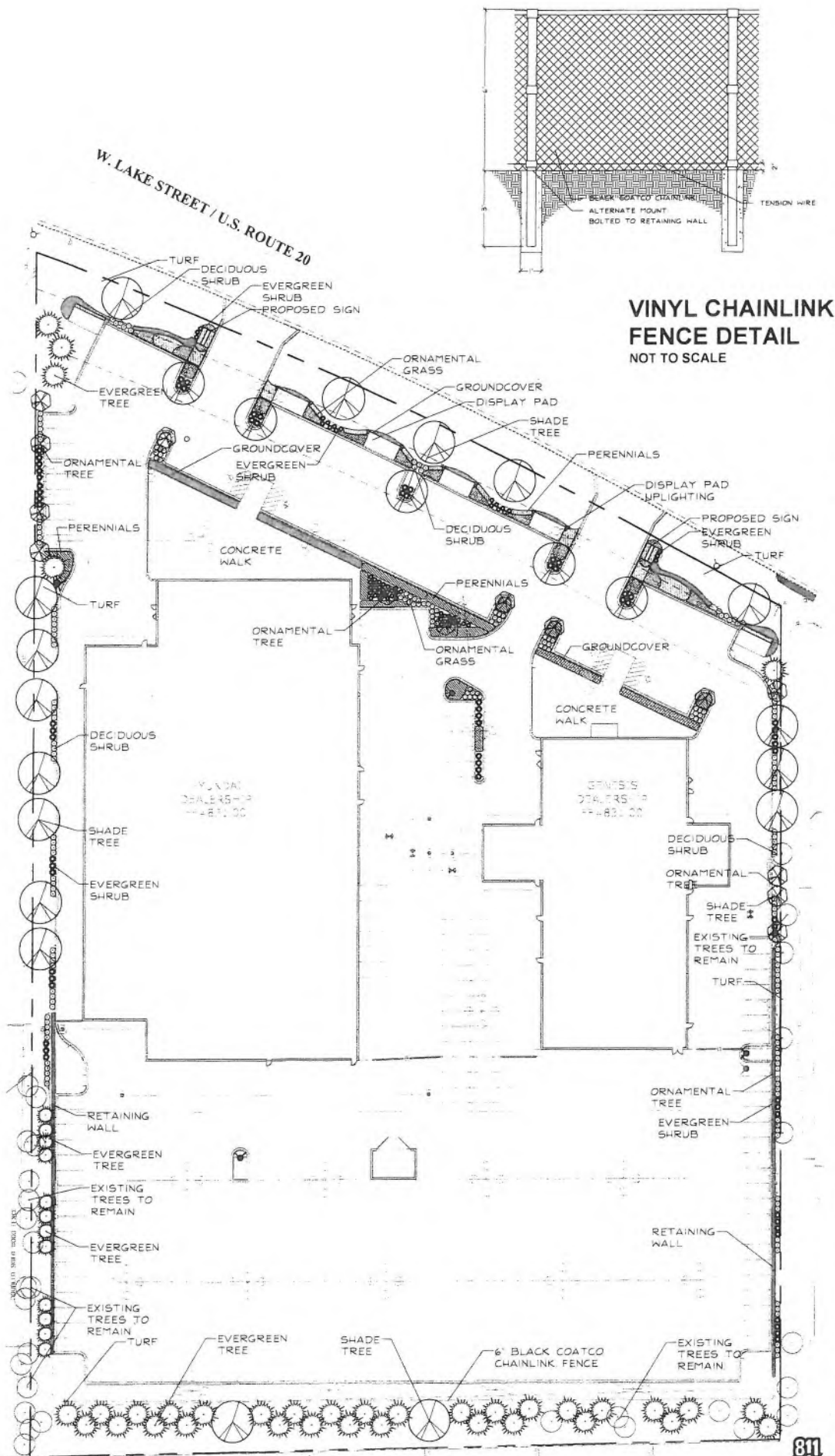
CIVIL ENGINEER
 RWG ENGINE
 975 E. 22ND STR
 WHEATON, IL

APPROVED BY ORD #2021-112

HYUNDAI GENESIS DEALERSHIP

1201 & 1215 W. Lake Street
 Bartlett, IL

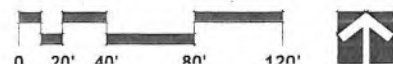
PRELIMINARY LANDSCAPE PLAN



VINYL CHAINLINK FENCE DETAIL
 NOT TO SCALE

NO.	DATE	DESCRIPTION
2	11 22 2021	
1	11 11 2021	

DATE	11 01 2021
PROJECT NO.	RWG2110
DRAWN	NDS
CHECKED	GFB
SHEET NO.	





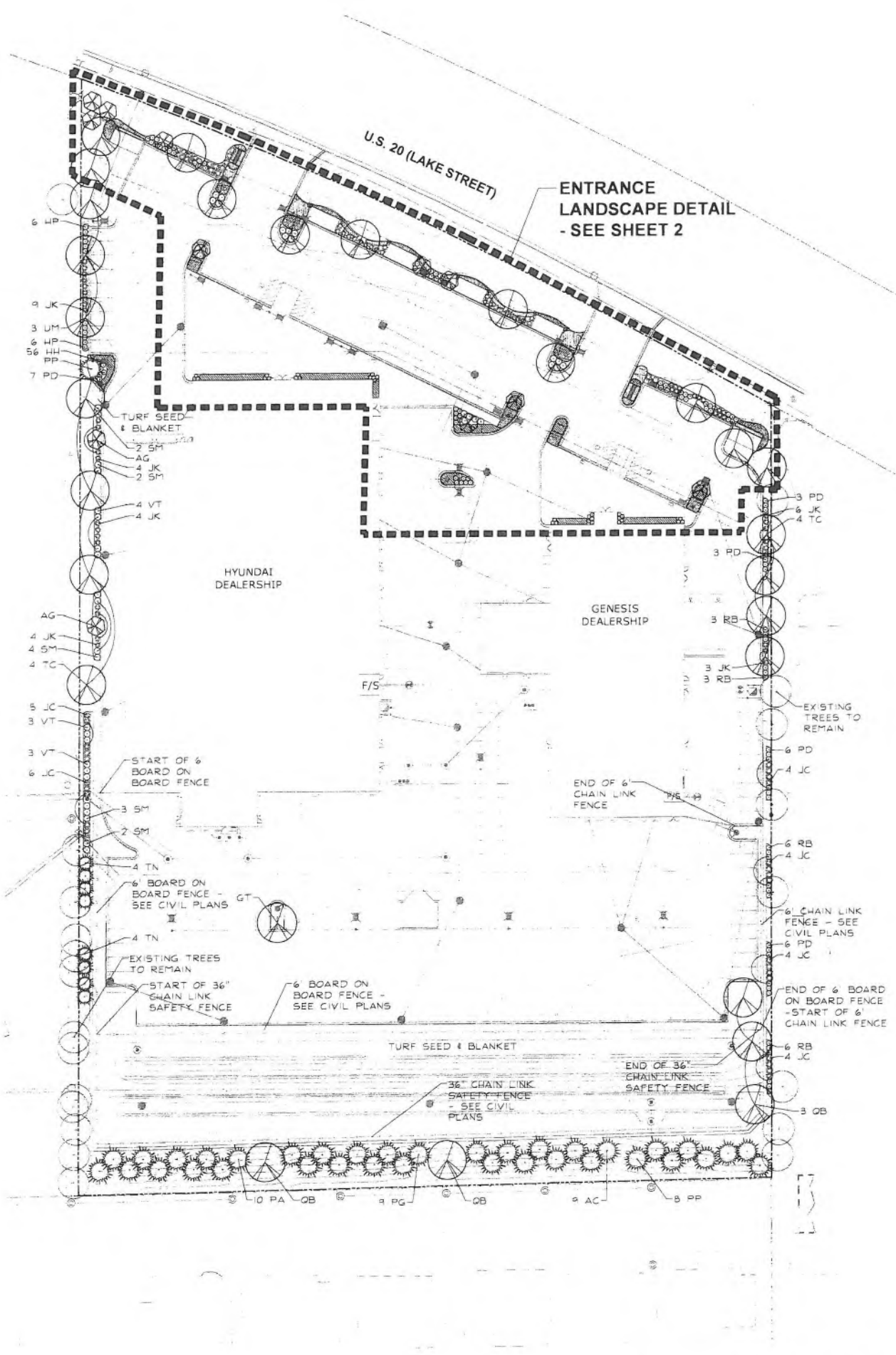
GARY R
ASSOCIA
LAND PL
ECOLOGICAL
LANDSCAPE A
402 W. LIBE
WHEATON, I
PHONE: 6

CIVIL ENGINEER
RWG ENGIN
975 E. 22ND ST
WHEATON, IL

HYUNDAI GENESIS DEALERSHIP

1201 & 1215 W. Lake Street
Bartlett, IL

LANDSCAPE PLAN STAFF APPROVED LANDSCAPE PLAN



REVISIONS	
3	07 14 202
2	06 05 202
1	04 17 202

DATE	03 08 202
PROJECT NO.	BLA230
DRAWN	JW
CHECKED	DH
SHEET NO.	



Agenda Item Executive Summary

AGENDA ITEM: Civic Group Support Discussion **BOARD OR COMMITTEE:** Committee

BUDGET IMPACT

Amount \$ N/A **Budgeted** \$ N/A

Fund: **Corresponding Activity Measure:**

EXECUTIVE SUMMARY

Attached for your consideration is a memo outlining suggested financial support limits for civic groups. Staff evaluated the priorities for financial support including confirming the event, program or service is not currently being provided by the village, evaluating size of the request and history/reputation of the civic group, as well as past success of the programs, services or events. Staff suggests creating a limit for financial support based on the cost of the event, while allowing flexibility to reduce any grant amount by taking into consideration the priorities listed above, as well as considering the additional costs from public works and police to carry out each event. Additionally, staff supports the suggestion from the village board to limit financial support for new requests to no more than \$3,500 for the first year.

ATTACHMENTS (PLEASE LIST)

Staff memo dated 09/09/2024

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Enhance Community Events

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

MOTION:

Staff: Samuel Hughes
 Assistant to the Village Administrator

Date: 09/09/2024

Memorandum

To: Paula Schumacher, Village Administrator
From: Samuel Hughes, Assistant to the Village Administrator
Date: September 9, 2024
Re: Civic Group Support Discussion

In 2015 the village board adopted an ordinance to standardize and improve the reporting process, identify who is receiving financial support and communicate what it is for. During budget review this past March, staff was asked to create a matrix to help determine how much each civic organization should receive based on their applications. Over the past few years, the village board has provided financial support to our civic groups at the requested levels, except for last year when a new requestor, Ignite the Courage, which requested \$8,000 was granted \$3,500 due to them being first time requestors.

When reviewing civic group financial support levels in the past, the village board has considered priority to civic organizations that provide a service or program that the village does not currently provide/or which meaningfully supplement a village service, program or special event. Additionally, the size of the request and the history and reputation of the civic organizations were part of the consideration. Along with these, staff suggests considering the amount of Public Works and Police Department time/costs to maintain a safe and successful event. This can be significantly more than the direct financial support requested, depending on the event. Looking at past civic organization applications, direct financial support spans from \$500 for the Lions Day Dash in James Pate Phillips State Park to \$12,000 for the multi-day Fourth of July Festival. Due to the wide variety of civic organizations and their events, staff looked at the financials to help set appropriate funding maximums. These are only suggested limits on direct financial support and are not intended to be a suggested funding level based on the cost of each event.

Below is a chart of the direct financial support limits suggested based on the cost of the program, service or special event.

Cost of Event/Program/Service	Suggested direct financial support <i>Limit</i>
\$2,000-\$15,000	\$5,000 or no more than 75% of budgeted expenses if less than \$6,670
\$15,001-\$50,000	\$7,500
\$50,001-\$100,000	\$10,000
\$100,001+	\$15,000

The chart below shows how our current civic organizations fit into these suggested direct financial support limits and it includes village personnel and other costs that are necessary for the various events.

Organization	Sponsored Events/program/service	First-Time Requestor	Events Cost (FY25)	New Suggested Max Funding	Additional Village Resources Provided	Requested Funding (FY25)	Funding Granted (FY25)
Arts in Bartlett	Global Arts Fest, Pet Event, Halloween Parade	No	\$10,370	\$5,000	\$196	\$10,370	\$10,370
Ignite the Courage	Smoke and Irons/North Ave. Car Show	Yes	\$49,113	\$7,500	\$1,698	\$8,000	\$3,500
4th of July Festival	4th of July festival	No	\$185,000	\$15,000	\$73,377	\$12,000	\$12,000
Chamber of Commerce	Golf outing/casino night	No	\$19,572	\$7,500	\$0	\$5,500	\$5,500
Oktoberfest	Oktoberfest	No	\$48,440	\$7,500	\$1,988	\$8,000	\$8,000
Lions Club	Lions Day Dash	No	N/A	N/A	\$0	\$0	\$500