March 2015 CP&D Update

**Building Permits Report**
In March, the 159 permits generated $115,603 in fees. This is double the number of permits and an increase of 37% in fees from February. The March 2015 numbers show an increase in the number of permits but a significant decrease in permit fees as compared to March 2014 due to $25,000,000 in commercial improvements in 2014. Nine of the permits in March were flood control permits.

For the calendar year, 315 permits have been issued generating $235,758 in fees compared to 271 permits generating $560,524 through the same period last year. Building permits are projected to generate $1,369,160 for the fiscal year, which includes approximately $200,000 from the Lutheran General Hospital project that overlaps into this fiscal year. Through eleven months of the fiscal year this program has generated $1,657,065, which is 121% of the goal (including the $200,000 from the Lutheran General permit).

**Architects Meeting**
On March 18, 2015 the Building Division invited architects to discuss local ordinances and new code adoptions. This is a proactive approach as CP&D continues to improve communication with those who are involved in the building permit process prior to an application even being received. The meeting allowed staff to outline code changes, what is expected for permits and inspections, the permit process and allowed architects to ask questions. More than 12 architects attended and at least one engineer. Ament, the City’s consulting engineer, attended to answer any engineering questions. This was the second in a series of meetings with the first being a contractor’s meeting that was held February 11th, which had more than 40 contractors attended.

**CP&D Plan Reviews**
All divisions within the Department are involved in plan reviews. The Department completed 388 plan reviews in March, which is 66% more than February. The average number of days to plan approval in March was 3.31 days which is a 34% decrease from February. The improvement was due to getting the new electrical inspector on board and reduced vacations in March.

**Single Family Applications**
- New Single Family Applications
  - 1437 Granville
- Single Family Remodel Applications
  - 101 N. Aldine Avenue
  - 400 N. Ashland Avenue
  - 1417 Bonita Avenue
  - 912 S. Crescent Avenue
  - 2030 Glenview Avenue
  - 1117 Oakton Street
  - 900 Peale Avenue

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Our Mission: **The City of Park Ridge is committed to providing excellence in City services in order to uphold a high quality of life, so our community remains a wonderful place to live and work.**
Single Family Addition Applications

17 N. Aldine Avenue
809 Austin Avenue
614 N. Merrill Street
825 Shibley Avenue
218 Stanley Avenue

New Multi-Family

200 N. Northwest Highway – Under construction
303 S. Northwest Highway – Under construction
500 N. Northwest Highway – Under construction.
205 E. Touhy Avenue – Under construction.
100 S. Dee Road – Under construction

Key Commercial Permits

515 Busse Highway – A permit to convert a storage area to an ADA compliant bathroom is under review.
665 Busse Highway – A permit has been issued for HVAC improvements, kitchen hood, which is under construction.
832 Busse Highway – Issued a Certificate of Occupancy (C/O).
1330 Courtland Ave, South Park Church – The project has received a temporary occupancy.
1775 Dempster Street, Advocate Lutheran Hospital – The Surgical Center addition is under construction. In addition:
  • The third floor remodel is under construction,
  • The ninth floor remodel is under construction,
  • The Pharmacy Chemo Room-HVAC/electrical changes/upgrades are under construction,
  • The interior remodel of 7th floor data center is under construction,
  • Remodel plans for part of the ground floor, creating a clinic with four exam rooms and other various rooms, is under construction, and
  • 7th floor data center-add new duct detectors plans are under construction.

737 Devon Avenue – The project is under construction.
800 Devon Avenue, Park Ridge Meats – The application for a tenant build-out is under review.
800 Devon Avenue, Athletico – The application for a tenant build-out has been approved.
800 Devon Avenue, Erica's Jewelry – The application for a tenant build-out has been approved.
800 Devon Avenue, Gillick Plaza – The project is under construction.
800 Devon Avenue, Walgreens – Plans are under review.
807 Devon Avenue – The façade project is under construction.
20 S. Fairview – The project for a building that includes 6 residential units, 1 commercial unit, 6 enclosed parking spaces and 3 surface parking spaces has been approved. The applicant is waiting until parking lease is expired in early April.
36 S. Fairview, AT&T – Plans to remodel the existing administration area and cafeteria are under review.
501 N. Greenwood - Interior and exterior ADA upgrade plans are under engineer review.
1030 Higgins – The interior remodeling is under construction.
116 Main Street - Interior remodeling plans to install B-vent for two pizza ovens are under review.
118 Main Street – This project is the interior remodeling for an optometry office. Plans have been approved.
10 N. Northwest Highway – Commercial tenant build-out plans have been approved.
39 S. Northwest Highway – This project is the interior remodeling for Panera. Plans have been approved.
250 S. Northwest Highway, Suite 330 – The interior build-out of existing office space is under construction.
520 N. Northwest Highway, The American Society of Safety Engineers has an interior remodel project under construction.
650 N. Northwest Highway – Lou Malnati’s plans to expand into the vacant space next door. Modifications include adding pizza ovens and a cooler. The plans are under review.
946 N. Northwest Highway — The C/O for an interior remodeling is under review.
1025 N. Northwest Highway — The C/O for an interior remodeling is under review.
12 S. Northwest Highway — The C/O for an interior remodeling is under review.
1400 Renaissance Drive – The C/O for an interior remodeling is under review.
330 W. Touhy, Bethel Romanian Church – Plans for a stage remodel have been denied. City is waiting on revisions.
826 W. Touhy, Fitness Formula Club – Plans have been through first review. City is currently reviewing the revisions.
835 W. Touhy – The plans for the façade improvements have been approved and are under construction. The interior remodel is also under construction.
901 W. Touhy – An interior remodel project is under construction.
111 S. Washington Ave. – Revised plans for an interior remodel for a daycare are under review.

Property Transfer Report
The Property Transfer Report shows that 71 transfers were completed in March totaling $37,912. This is a 27% increase in fees but a 12% decrease in the number of transfers over the previous month. The total amount generated through property transfers is in addition to other outstanding bills collected as part of the transfer process. Eleven months into this fiscal year the property transfer program has generated $629,933. In the budget the program was projected to generate $522,950 this fiscal year (18% over the prior fiscal year). 92% into the fiscal year the program has generated 120% of its projected revenue.

Appearance Commission Cases
As the City gets contacted on new construction projects by neighbors, especially on new homes, it is appropriate to let the elected officials know of new homes that will be coming in for permit. One way to anticipate building permits for new homes is through Appearance Commission cases. One new home was proposed on the Appearance Commission agenda for March, as well as six residential additions, four garages, and a commercial alteration at 112 South Northwest Highway. A pre-application for new commercial development at 969 North Northwest Highway was also evaluated at the March Commission meeting. The following is a list of new homes and additions that went before Appearance Commission:

SA-15-10 Single Family Alteration at 1108 South Rose Avenue
SA-15-11 Single Family Alteration at 1975 West Touhy Avenue
SA-15-12 Single Family Alteration at 2600 Sibley Avenue
SA-15-13 Single Family Alteration at 914 St. James Place
SA-15-14 Single Family Alteration at 328 South Home Avenue
SA-15-15 Single Family Alteration at 111 North Lincoln Avenue
SF-15-07 Single Family Residence at 811 South Vine Avenue
New Business Report

25 new business licenses were issued in March:

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<tr>
<th>Business</th>
<th>Address</th>
<th>Category</th>
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<tr>
<td>1FL SURGERY FAM WAITING</td>
<td>1775 DEMPSTER ST</td>
<td>Vending Lic - 50 cents - up</td>
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<tr>
<td>1FL SURGERY WAITING</td>
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<tr>
<td>2FL PEPSI VENDING</td>
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<td>2FL POP VENDING</td>
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<tr>
<td>5FL SNACK VENDING</td>
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<tr>
<td>ADAMS VENDING</td>
<td>1 2800 OAKTON ST</td>
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<tr>
<td>ADAMS VENDING</td>
<td>2 2800 OAKTON ST</td>
<td>Vending Lic - 50 cents - up</td>
</tr>
<tr>
<td>ADAMS VENDING</td>
<td>3 2800 OAKTON ST</td>
<td>Vending Lic - 50 cents - up</td>
</tr>
<tr>
<td>AM SOC OF SAFETY ENG</td>
<td>520 N NW HWY</td>
<td>Prof and Other - 20,000+ Sq Ft</td>
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<tr>
<td>ASCO INSURANCE SERVICE</td>
<td>1440 RENAISSANCE DR</td>
<td>Prof and Other - 1,000 -5,000 Sq Ft</td>
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<td>B ELEV 3RD FL PEPSI</td>
<td>1775 DEMPSTER ST</td>
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<tr>
<td>BOLTZ HOCKEY LLC</td>
<td>2800 OAKTON ST</td>
<td>Prof and Other - 0-1,000 Sq Ft</td>
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<td>CAFÉ ORCHID</td>
<td>650 N NORTHWEST HWY</td>
<td>RESTAURANT - RISK 1</td>
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<td>DR DAVID BAWDEN</td>
<td>1875 DEMPSTER ST</td>
<td>Prof and Other - 0-1,000 Sq Ft</td>
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<td>ER LOBBY PEPSI</td>
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<td>HAIR DU JOUR</td>
<td>27 S NORTHWEST HWY</td>
<td>Service Est - 0-1,000 Sq Ft</td>
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<tr>
<td>KAMIN PHYSICAL THERAPY</td>
<td>828 BUSSE HWY</td>
<td>Prof and Other - 1,000 -5,000 Sq Ft</td>
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<td>LAKESHORE GASTROENT.</td>
<td>1875 DEMPSTER ST</td>
<td>Prof and Other - 0-1,000 Sq Ft</td>
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<td>LAUREN E SCHULTZ DDS</td>
<td>933 N NORTHWEST</td>
<td>Prof and Other - 1,000 - 5,000 Sq Ft</td>
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<td>LL MAINTENANCE VENDING</td>
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<td>MICAHEL J BORA &amp; ASSOC.</td>
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<td>NATHESON BLDG PEPSI</td>
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<td>NATHESON BLDG SNACK</td>
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<td>Vending Lic - 50 cents - up</td>
</tr>
<tr>
<td>STERLING REAL ESTATE</td>
<td>1420 RENAISSANCE DR</td>
<td>Prof and Other - 0-1,000 Sq Ft</td>
</tr>
</tbody>
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Clinical Government Program

CP&D Health Division has started the planning process for the 2015 Clinical Government Program. This is a program run in coordination with Maine South High School. It is a class that offers the students an insightful view of local government. Almost 30 students express interest in Clinical Government class this summer which is higher than previous years. The program is limited to 18 students. Its 2 hours class time in the council chambers, which includes one guest speaker (Building, Health, Zoning, Police, Fire, Public Works or an elected official) for 20-30 minutes and then there is a field experience or department visits for 90 minutes.

Bill Amending the School Code to Reaffirm Local Zoning Authority

CP&D was given an update on SB 0036 by the American Planning Association – Illinois Chapter. The bill would amend the School Code to clarify that school district property is subject local zoning authority. SB 0036 is similar to SB 2647 that was introduced last year and mentioned in a monthly report. The School Code does not expressly subject school district property to local zoning control, but it is implied by authorizing school boards to petition local zoning authorities for approval of rezoning, variance and special use requests. This ambiguity has created confusion regarding the extent of municipal zoning authority over school district property, and is the basis for an ongoing legal dispute, now awaiting a hearing in front of the Illinois Supreme Court, between the City of Crystal Lake and Crystal Lake South High School over new football bleachers that exceeded the height limit in the City’s zoning code. SB 0036 reaffirms municipal zoning authority over school district property. SB 0036 was introduced in the Senate in mid-January and has been presented for two readings, with a third reading scheduled. The
Judiciary Committee has passed it out of Committee.

**Target Area 4 project (SW corner Touhy and Main Street)**

Staff has received a meeting request from the developer who proposed a concept plan for a 20-story, 195-unit residential project within the TIF district last year. Their original proposal went before the PZC as a concept and did not receive favorable input. The applicant has not identified how the proposal has changed.

**Edina, MN**

Representatives from Edina, MN scheduled meetings in March with similar types of communities in the Chicagoland area. Staff from CP&D met with their Community Development Director, Economic Development Manager, Environmental Engineer, Residential Redevelopment Specialist, Building Official and the City Manager in March. The following are some of the items that Edina representatives wanted to discuss:

- What are the biggest issues the City has with residential redevelopment of single family homes? How have you addressed those issues?
- Do you receive many complaints in regard to the construction activity?
- Do you allow residential construction activity on Sundays? Do you have other time limits for construction noise?
- Do you have dedicated staff to monitor residential construction besides the building department? If so, what are their responsibilities?
- Do you require notification of adjacent properties when a residential redevelopment project is going to occur? If so, how far out do you require notification?
- Do you receive complaints or concerns from residents regarding the size of new homes being built? How about “character of the neighborhood” complaints?
- Have you made any changes to your zoning ordinance regarding the regulation of tear down/rebuilds? (i.e. height, setback or lot coverage) If so, what changes?
- How does your city limit impervious surfaces though land use regulation? How are applications checked for compliance? How do these limitations relate to city models of flood risk?
- How does the city limit exposure to liability for private party drainage disputes? Has anyone claimed a public liability, and how is the city protected or implicated?
- Do you have limitations how increasing high of first floor, or height of structure.
- On average, how long day it take to do a plan review for a new single family dwelling?

One interesting aspect of Edina is that they created a Residential Redevelopment Specialist position in the past year. That position is solely focused on being the contact and working with neighbors that are next to construction projects.

**Generator Text Amendment**

The City has received a proposed text amendment by the owner of 408 Elmore. The owner wishes to install a generator toward the rear of the property but the Zoning Ordinance requires generators to be within two feet of the principal structure or detached garage. The owner has expressed a need for the generator due to flooding concerns. While current staff was not involved in the drafting of the current code it was believed that restriction is in place to try and reduce the noise impacts to neighbors. While this is on the list of zoning changes, which is being addressed before the Procedures and Regulations Committee, it one of several items to consider and any change may or may not meet what the owner wants. Based on this and that a homeowner has the right to apply for a text amendment which may take half the time, the owner has submitted an application.
733 Prospect
Policy CPS7 identifies waiving the fees for building, electrical and plumbing permit fees for the local school districts and the Park Ridge Park District. We have completed the review of the Community Park Plans for the Youth Campus. It is estimated that approximately $72,500 in building permit fees will be waived. While not in the total for the building permit revenue at the beginning of this report the work load related to such a permit, including inspections, is necessary.

Seminars
Staff will be assisting programs through APA that may be of interest to the City. The first is April 8th and it titled “Making Projects Happen: The Evolution of Alternative Delivery”. In conjunction with the Chaddick Institute and ACEC-IL the symposium will explore trends in infrastructure and facilities finance and delivery. The other is May 8th and will be Sustainability Workshop focusing on water resources and sponsored by ASCE, APWA, and APA.

Rat Control
As outlined last month, in preparation of the new budget staff has been getting quotes from vendors for a baiting program. It appears the best price is from Anderson Pest Solutions. Staff is reviewing their proposal and agreement. Their program includes:

- On the designated City of Park Ridge block, Anderson will open the manhole cover and bait the sewer.
- 1 week (approximately) later, all of the manholes will be reopened and the bait pulled up and examined for rodent feeding.
  - Any bait with feeding or bait that is completely missing will be replaced and documented.
- 1 week (approximately) later, all of the manholes that had the bait replaced will be opened and the bait pulled up and examined. Any manholes that had feeding on the bait or the bait was missing will be the bait replaced and documented.
- 4th and final week – the bait in any manholes will be pulled up and documented for feeding.

969 N. Northwest Highway
This site is a vacant former gas station. A new Starbucks coffee shop, including drive-through, has been proposed. The developer received preliminary feedback from the Appearance Commission on March 25th. The discussion included site design concerns with the drive-through location.

112 Northwest Highway
This is the site of the Fred Astaire Dance Studio. The site currently contains a mixed use building with approximately 7,000 sq. ft., broken up into 3 commercial suites and 1 residential apartment on the second floor. The owner is considering some modifications to the commercial layout and adding a residential unit above the existing commercial space. This construction will change the look of the building but the applicant contends that the new construction would not be visible from the street due to the existing residential unit being at the front of the building also facing Northwest Highway. The owner identified that the existing structure blocks any view of the new residential construction from the street view. Staff is evaluating whether the project must go before the Appearance Commission as the elevation does change. The owner identifies there will be a slight elevation (about 2 ft.) with the existing commercial space. It appears that the peak of the roof of the new apartment will be 4’ higher than the existing apartment.