



**VILLAGE OF BARTLETT
PLANNING & ZONING COMMISSION MEETING
AGENDA**

**BARTLETT MUNICIPAL CENTER
228 S. MAIN STREET
January 8, 2026
7:00 P.M.**

- I. Call to Order
- II. Roll Call
- III. Approval of the November 6, 2025 Planning & Zoning Commission meeting minutes
- IV. Public Forum (comments may be emailed in advance to planningdivision@bartlett.il.gov)
- V. **(#25-14) 1001 Georgian Place**
Variation – Fence Height
PUBLIC HEARING
- VI. **(#25-07) Hanover Township Campus Extension 2**
Final Site/PUD Plan approval for Phase 2
Final Site/PUD Plan approval for Phase 3
- VII. New Business/Old Business
- VIII. Adjournment



Village of Bartlett
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November 6, 2025

M. Werden, Chair called the meeting to order at 7:04 pm.

Roll Call

Present: J. Kapadoukakis, J. Miaso, A. McSwane, J. Borkgren, M. Werden

Absent: B. Bucaro, C. Deveaux, M. Sarwas, G. Koziol

Also Present: Kristy Stone, Planning & Development Services Director, Andrew Barna, Associate Planner, Brian Krause, Associate Planner

Approval of Minutes

A motion was made to approve the October 13, 2025 meeting minutes.

Motioned by: A. McSwane

Seconded by: J. Miaso

Roll Call

Ayes: J. Kapadoukakis, J. Miaso, M. Werden,

Nays: None

Abstain: J. Borkgren, A. McSwane

The motion carried.

Public Forum

M. Werden opened the public forum. No one from the public came forward. **M. Werden** closed the public forum.



Village of Bartlett
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(#25-08) Bartlett Mart – 331 S Main Street

Special Use Permit – to sell package liquor (beer, wine, and liquor)

PUBLIC HEARING

The following exhibits were presented:

Exhibit A – Picture of Sign

Exhibit B – Mail Affidavit

Exhibit C – Notification of Publication

The petitioner, **Shashikant Patel** 331 S Main Street and the petitioner's attorney, **Timothy Hoerman** 323 N Washington Street, Westmont came forward and were sworn in by **M. Werden**. **T. Hoerman** stated that the petitioner is here requesting a special use permit to sell beer, wine and liquor at the Bartlett Mart at 331 S. Main Street. **M. Werden** I had stopped in the store the other day and it noticed it is not a very big space. Are you going to display most of your other merchandise with liquor or how is that going to work? What percentage of the store will be liquor? **S. Patel** it would about a 50/50 mix of grocery and liquor. It would not be all liquor. There will be groceries also like milk and bread, and everything else like any other convenience store.

M. Werden opened the public hearing.

David Bhesnia 233 S. Main Street, I own Town Liquor & Food. There are so many liquor stores in Bartlett. Every block has a liquor store. There is Town Liquor, CVS, Aldi and Armanetti's. I do not know how many liquor stores you can put on a block. It is surprising how this planning and zoning works. I have been here for 15 years and I do not think there have been any complaints. I am already suffering with my business. This year my business is down 30% because of the economy. I have not taken a salary for 7 to 8 months. My store is part of the Village and if you are putting in the same business this will be more competition, and someone has to go out of business. I do not know what planning is going on. Is the plan to put out businesses and make it worse? That is my main concern. It is hard to survive in this economy. You are the intelligent people. You know more about how to improve the Village and what to do to keep businesses running, but if you want to make things go out of business, then this is good planning. I do not know, what is the plan? Every block has a liquor license starting at Main Street with more liquor licenses coming. Every block has a liquor license. This is concerning to me. If there is no criteria for granting a liquor license then a bank or a barber shop can apply for a liquor license. Why do they need to go through Planning & Zoning? **M. Werden** that is why we require a public hearing. **D. Bhesnia** you have to take all factors into consideration. Thank you very much for listening. **Dan Patel** 217 S Main Street, I bought the Bartlett Town Center in July of this year and my goal was to improve that center and to bring in more tenants and businesses to Bartlett. There are 1 or 2 empty spaces now and 1 major space which is about 7000 square feet. I already have leased that space and there is another vacant space next to the bakery that I am planning to lease. Mr. Bhesnia is my tenant in Town Center. He has already requested that I lower his rent because he is struggling this year with the business. He is going to be affected by this. I am here in support of my tenants. By approving this special use, which is not far from Town Center, the existing business at Town Liquor will be affected by



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25%. He will struggle to pay the rent. I could lose one of the major tenants in my center. Right now, he is paying, but if this is approved, my tenant will suffer and will not be able to pay his rent. I want to support my tenant.

J. Kapadoukakis added, when I first saw that the convenience store had opened I was very excited because it looked like a family-friendly mart. I am surprised to hear that you are requesting to make the store 50/50. Have you not been successful with getting families coming in and children riding their bikes to the store? Is your business suffering? **S. Patel** without beer and wine, we cannot be successful. Any other convenience store has beer and wine. Every 7-Eleven has beer and wine. This will not be 100% a liquor store. Customers are asking us if we are selling beer. **J. Kapadoukakis** asked, when you opened as a convenience store, you probably knew that you would have to apply for a special use permit to sell liquor. How did you plan to run your business? Did you plan to add this from the start? **S. Patel** no, I was just not successful selling only chips, candy and soda. That is why we are applying for beer and wine, and liquor. This will not be 100% liquor. I opened to sell milk, cheese and bread. I am not focusing only on liquor. I want to give good service to my customers. People are asking for beer and cigarettes, and groceries. **M. Werden** I am not sure that this is in the best interest of the Village of Bartlett because we do have quite a saturation of liquor-type stores. The purpose of this public hearing is for things to come out and you have heard from your nearest competitors that have stores and the competition is going to be pretty stiff with so many retailers selling the same product close together. You are at a disadvantage that you are small. **T. Hoerman** I think that the distinguishing feature between Bartlett Mart and the other businesses that are nearby is that this is much more of a convenient mart than a liquor store. The other locations that were talked about are liquor stores that have incidental food sales. This is a convenient store that is not going to exceed 50% liquor and would not solely be selling liquor, beer and wine. The special use request is to help with the sales of the other products. **S. Patel** I am not only focused on liquor. I am trying to focus on convenience for all of our customers. **J. Kapadoukakis** it seems like the percentage is high at 50%. I have visited your store looking for milk and there was no milk in the store. **J. Patel** sometimes, we can run out before our next delivery. It depends on when we get our deliveries. I have everything there now. **D. Bhesnia** I tried to carry some groceries at Town Liquor and Food. I had things like milk, cheese, bread and butter, but those things were expiring. It was not worth it for me to sell things other than liquor. Whatever I carry, CVS and Aldi carry the same things within a block. **J. Miaso** I have inspected this and gone through it. We cannot stop everyone. Other people sell liquor and the petitioner should be able to sell liquor as well.

J. Miaso made a motion to pass along **a positive recommendation** to the Village Board to approve case **(#25-08) Bartlett Mart** at 331 S Main Street for a Special Use Permit to sell package liquor subject to the conditions and findings of fact outlined in the staff report.



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M. Werden closed the public hearing.

Motioned by: J. Miaso

Seconded by: A. McSwane

Roll Call

Ayes: J. Kapadoukakis, J. Miaso, J. Borkgren, A. McSwane

Nays: M. Werden

The motion failed to pass with a 4-1 vote.



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(#25-12) 200 Primrose Lane

Variation – Impervious Coverage to allow an increase in the maximum impervious surface coverage from 35% to 40%.

PUBLIC HEARING

The following exhibits were presented:

Exhibit A – Picture of Sign

Exhibit B – Mail Affidavit

Exhibit C – Notification of Publication

The petitioners, **Nadeem Parker** and **Amy Parker** 200 Primrose Lane came forward and were sworn in by **M. Werden**. **N. Parker** we did our backyard about 3 years ago and there is a section of the backyard that is 5% over the allotted permeable service. We were not aware of the 35% allotment until we had already purchased the tile to do the backyard. Also, at the time we were doing this, my mom was living with us and we wanted the backyard to be level and a solid surface between the pool and the pavilion instead of grass or pavers. We did this 3 years ago and with the way it is pitched and designed, there have been no issues of flooding or damage to our yard or to our direct neighbors. We have a pond in the backyard. Any time we have rain the rain goes down the hill and away from the house. There was an anonymous complaint so here we are just hoping to get this approved. We have neighbors here that are directly next to us who will state that they have had no issues or damage to their yards from anything that has been done. **M. Werden** how did we discover that this was 5% more than zoning allows? **B. Krause** the permit for the pool deck and pavilion patio was initially approved with the condition that it was at the 35% allotment for this size lot. For every property in the Village with this size lot, 35% is the maximum impervious coverage allowed. When the applicant first applied for the permit there were 4 reviews that went back and forth between the applicant and staff where the proposals did not meet the requirements. The first application was at 53%, then 50%, and then 49%. The permit was finally approved in March 2022 at 35% by just 24 square feet. The conditions of approval were that that applicant had agreed to replace the driveway and front walkway with permeable pavers. Those are materials that allow water to go through and do not count against the impervious requirement. The applicant also was required to shrink the sizes of the 2 patios to meet the requirement. On the approved plat of survey, the area between the 2 patios was to remain grass and remain a permeable area. After we received a complaint in August 2025 that the area had been filled in without a permit, for which staff has not received permit application to date, we calculated the size of the area and added that to the impervious coverage. This brings the total to 40%, as opposed to the 35% maximum allowed coverage or 556 square feet over in the area that was supposed to remain grass. **M. Werden** asked the petitioner, why did you fill in that area without a permit? **N. Parker** we just wanted to. We had the tile. We wanted to blend it together so it would match. I did not think there would be an issue because it has not caused any damage. The way it is pitched and designed, the water does not go into anybody's yard. It does not flood our yard. **M. Werden** did you do the work yourself or use a contractor? **N. Parker** we used a contractor. **M. Werden** typically, a contractor would know that they need to get a permit for work like this. **N. Parker** agreed.

M. Werden opened the public hearing.



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Maggie Deniec 204 Primrose Lane, I live directly next door. These improvements have not had any negative impact on my property. We have not noticed in the last 3 years any difference in how the water drains either onto or away from our property. Our yard is pitched and drains more towards the pond that is behind us. I feel like the petitioner's improvements are very tasteful. They have enhanced the look and the value of our neighborhood. Given that this has not caused any damage or any drainage issues to them or to us as their next-door neighbors, I would propose that they are able to keep the improvements that they have made.

Sharon Ford 196 Primrose Lane stated that they have absolutely no issues. The work that was done is impeccable. **M. Werden** I think it is commendable that there are neighbors here that have seen the changes that are in favor of this. That is the purpose of the public hearing.

Hanadi Dib 188 Primrose said that they live in the same cul-de-sac and also want to reiterate that this has not impacted any of the homes in the neighborhood. They have done a great job and it looks great aesthetically. We do not have an issue with the small percentage that was added and it has not impacted anything. We are here to support them. There was no ill-intent when the petitioner added to that area.

Mike Hanadi 188 Primrose added, I think that backyard looks stunning and it has added to the value of the house. I do not think it is going to affect any of the neighbors especially with the pond.

A. McSwane in your application, you stated that your hardship is the placement of the pool and the pavilion, but you added the pool and pavilion, correct? **N. Parker** yes. **A. McSwane** you created your own hardship. I am glad that your neighbors are in support of this, but you knew about the 35% standard, it was on the permit, but then you went ahead and added the extra tiles. I do not have concerns about drainage, but this just rubs me the wrong way.

J. Borkgren I am conflicted about this because of what Amy just said. You contracted for the initial work for the 2 improvements and you knew you were at 35%. **N. Parker** yes. I did not know the exact percentage, but I knew we were close. **J. Borkgren** had you bought the material already? **N. Parker** yes, we had the tiles. **J. Borkgren** why did not choose to use the same material that was used on the driveway for the patio? **N. Parker** it just aesthetically would not have looked right. **J. Borkgren** if your property was 109 square feet less, you would be in conformance with the 40%. If the north property line was moved south 11 inches, you would be in compliance. You are here asking for forgiveness for what you did. **N. Parker** yes, absolutely. **J. Miaso** the patio is done tastefully, your neighbors are here with no complaints, and the drainage is fine.

J. Miaso made a motion to pass along a **positive recommendation** to the Village Board to approve case **(#25-12) 200 Primrose** for a variation to allow an increase in the maximum impervious surface coverage from 35% to 40% subject to the findings of fact outlined in the staff report.



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M. Werden closed the public hearing.

Motioned by: J. Miaso

Seconded by: J. Kapadoukakis

Roll Call

Ayes: J. Kapadoukakis, J. Miaso, J. Borkgren, A. McSwane, M. Werden

Nays: None

The motion passed.



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November 6, 2025**

Old Business/ New Business

K. Stone it does not look like we will have a case for the December meeting, but we will see you at the holiday party.

M. Werden asked if there was a motion to adjourn.

Motioned by: J. Miaso

Seconded by: A. McSwane

Motion passed by unanimous voice vote.

The meeting was adjourned at 7:40 pm.

PLANNING AND DEVELOPMENT SERVICES MEMORANDUM
25-077

DATE: December 18, 2025
TO: The Chairman and Members of the Planning and Zoning Commission
FROM: Brian Krause, Associate Planner *BK*
RE: **(#25-14) 1001 Georgian Place**

PETITIONER

Christian Donaldson

SUBJECT SITE

1001 Georgian Place

REQUEST

Variation – Fence Height

DISCUSSION

1. The subject property is zoned SR-3 PUD, and is located in the Orchards of Bartlett subdivision.
2. The petitioner is requesting a **variation** to allow a 5-foot, 2-inch fence in the required front yard. The Zoning Ordinance restricts fences in the front yard to 4 feet in height.
3. In September 2024, a permit application (B-24-1171) was submitted to install a 4-foot fence in the front yard. This permit was approved and inspected, and the permit was closed in January of 2025.
4. In July 2025, Village Staff received a code complaint that the fence height had been increased without a permit. On July 9, a code enforcement officer inspected the property, and found that the fence had been modified. The homeowner was notified of the violation and applied for a permit, which was denied on the grounds of having a fence taller than 4 feet in the front yard. The homeowner appeared at the September adjudication hearing, received a continuance from the hearing officer, and applied for the variation request on November 12, 2025.

5. The approved fence is white PVC, and the top portion of the fence that was constructed without a permit is made of wood.
6. The fence is located 8.5' from the front property lines and is within the 25' required front yard. The ordinance restricts fences to 4' within the required front yard. Fences can be up to 6' tall at the setback line.
7. If the variation is approved, the applicant will need to complete their fence permit and pay the double permit fee required for doing work without a permit.

RECOMMENDATION

According to the provisions of the Zoning Ordinance, the Planning and Zoning Commission should render a decision based upon the following:

- A. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.
- B. That conditions upon which the petition for variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.
- C. That the purpose of the variation is not based exclusively upon a desire to make money out of the property.
- D. That the alleged difficulty or hardship is caused by the provision of this Title and has not been created by any person presently having an interest in the property.
- E. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.
- F. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.
- G. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other

lands, structures or buildings in the same district.

A variation shall be recommended only if the evidence, in the judgment of the Planning & Zoning Commission, sustains all the conditions enumerated above.

Background material is attached for your review and consideration.

bk/attachments
General – PDS Team\memos 2025\077_1001GeorgianPL_pz.docx

Christian Donaldson

1001 Georgian PL.

Bartlett, IL 60103

PLANNING & DEVELOPMENT

NOV 12 2025

VILLAGE OF
BARTLETT

Zoning Variance Request

Village of Bartlett President and Village of Bartlett Trustees.

We are respectfully applying for a zoning variance for our specific property at 1001 Georgian Place, Bartlett IL 60103. This variance is regarding a privacy extension of 14 ¼" on top of our previously approved 48" fence.

Thank you for your time.

Christian & Amy Donaldson



VILLAGE OF BARTLETT VARIATION APPLICATION

For Office Use Only
Case # 25-14
RECEIVED
NOV 12 2025
PLANNING & DEVELOPMENT
VILLAGE OF
BARTLETT

PETITIONER INFORMATION (PRIMARY CONTACT)

Name: CHRISTIAN DONALDSON

Street Address: 1001 GEORGIAN PL

City, State: Bartlett IL

Zip Code: 60103

Email Address: [REDACTED]

Phone Number: [REDACTED]

Preferred Method to be contacted See Dropdown

PROPERTY OWNER INFORMATION

Name: CHRISTIAN DONALDSON

Street Address: 1001 GEORGIAN PL

City, State: Bartlett, IL

Zip Code: 60103

Phone Number: [REDACTED]

OWNER'S SIGNATURE: [Signature] Date: 10 NOV 2025
(OWNER'S SIGNATURE IS REQUIRED or A LETTER AUTHORIZING THE PETITION SUBMITTAL.)

DESCRIPTION OF VARIATION REQUEST (i.e. setback, fence height) including SIZE OF REQUEST (i.e. 5ft., 10 ft.)

FENCE Height 5' 2 1/4"

PROPERTY INFORMATION

Common Address/General Location of Property: 1001 GEORGIAN PL, Bartlett IL 60103

Property Index Number ("Tax PIN"/"Parcel ID"): 01-10-230-040

Acreage: 0.152 Acre

Zoning: See Dropdown (Refer to Official Zoning Map)

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

Attorney _____

Surveyor _____

Other _____

FINDINGS OF FACT FOR VARIATIONS

Both the Planning & Zoning Commission and the Village Board must decide if the requested variation is in harmony with the general purpose and intent of the Zoning Ordinance and if there is a practical difficulty or hardship in carrying out the strict letter of the regulations of the Zoning Ordinance. The Planning & Zoning Commission shall make findings based upon evidence presented on the following standards:

(Please respond to each of these standards in writing below as it relates to your case. It is important that you write legibly or type your responses as this application will be included with the staff report for the Planning & Zoning Commission and Village Board to review.)

1. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

THE SHAPE OF THIS LOT IS QUITE UNUSUAL FOR SUBURBAN PROPERTIES IN THAT ITS "PIZZA SLICE" SHAPE GREATLY DIMINISHES THE COMMON "BACK YARD" TO BE EXTREMELY SMALL AND THE "FRONT" YARD IS QUITE WIDE. THE RIGHT HAND "CURVE" PUTS MY NEIGHBORS BUILDING FRONT CORNER AT APPROX 26' EAST OF MY BUILDING CORNER.

2. That conditions upon which the petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.

BECAUSE OF THE "PIZZA SLICE" SHAPE IN YARD AND CURVE OF THE RESIDENTIAL STREET, THIS PROPERTY IS NOT A CORNER LOT OR A FLAT/STRAIGHT LOT THAT LINES UP WITH THE ADJOINING PROPERTY.

3. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property.

THE PURPOSE OF THIS VARIATION IS TO PROVIDE FOR MORE PRIVACY WHILE UTILIZING OUR "SIDE YARD" AS OUR ALTERNATIVE TO LIMITED SPACE PROVIDED BY THE SHAPE OF OUR SPECIFIC LOT SIZE AND SHAPE

4. That the alleged difficulty or hardship is caused by the provisions of this Title and has not been created by any person presently having an interest in the property.

NO, THIS DIFFICULTY IS ONLY CAUSED BY THE PECULIAR SHARE OF THIS SPECIFIC LOT.

5. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.

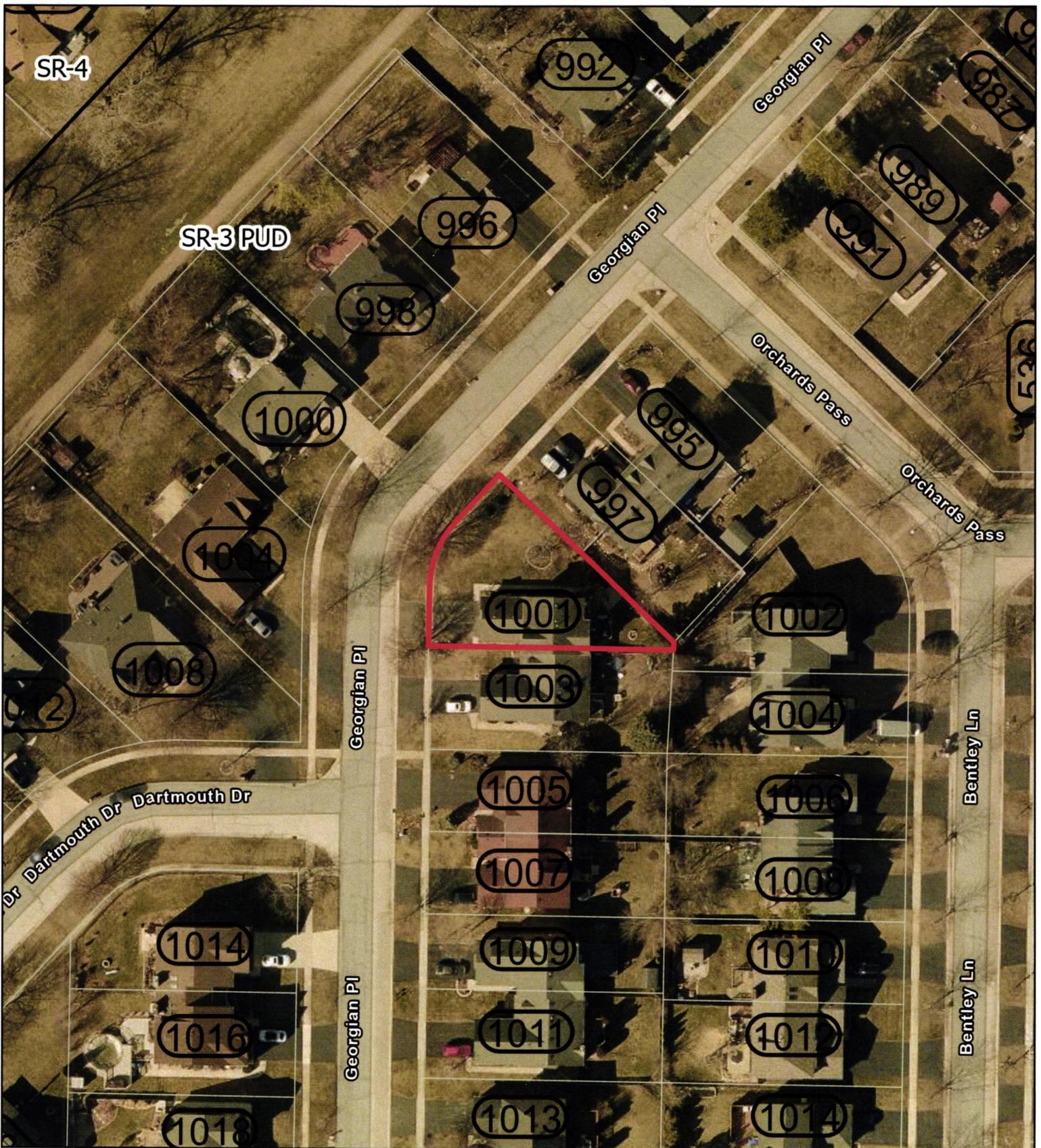
NO, GRANTING THIS VARIATION WILL NOT BE A DETRIMENTAL BURDEN TO THE HEALTH AND WELFARE OF THIS NEIGHBORHOOD OR COMMUNITY.

6. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.

NO, THERE WOULD BE NO EFFECT ON LIGHT, AIRFLOW, FIRE HAZARDS, CONGESTION OR PUBLIC SAFETY RELATED TO THIS ZONING VARIANCE.

7. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures or buildings in the same district.

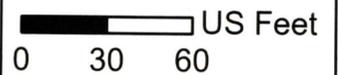
NO, THIS VARIANCE WOULD NOT AFFECT ANY OTHER LANDS, STRUCTURES OR BUILDINGS IN THIS DISTRICT.



Created by Bartlett GIS
December 2025

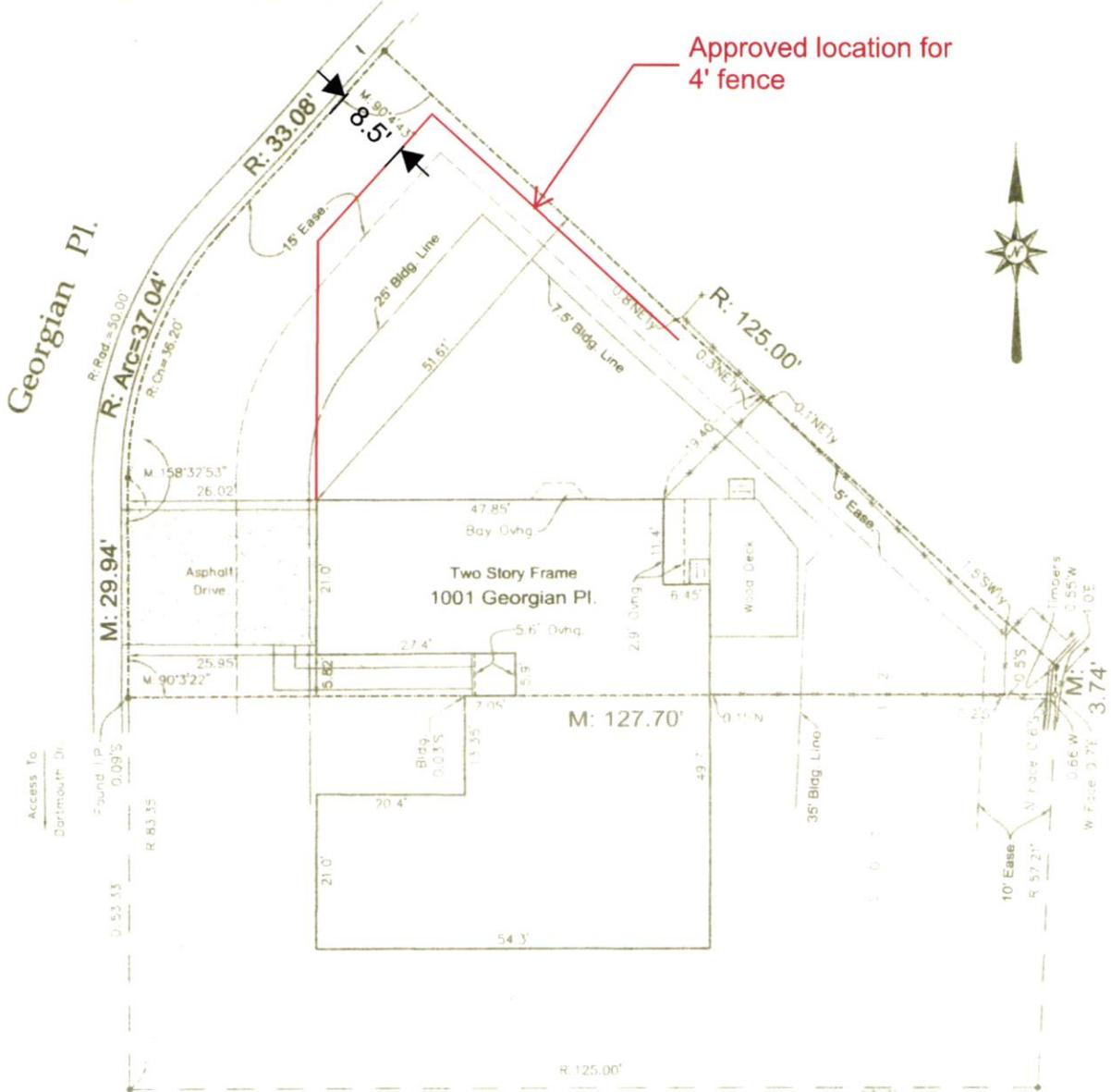
1001 Georgian Place

PIN # 01-10-230-040



PLAT OF SURVEY

Of Lot 112 (except the South 53.33 feet thereof, as measured along the West line thereof) in The Orchards of Bartlett Phase 2, being a subdivision of part of the North 1/2 of Section 10, Township 40 North, Range 9, East of the Third Principal Meridian, and Resubdivision of various lots and parts of Lots and various streets and parts of streets in Apple Orchard Subdivision Unit 4, and Units 8 thru 13 inclusive and Kenroy's Apple Orchard Subdivision Number 6 Unit 7, (said subdivision being part of Section 10 aforesaid) according to the Plat thereof recorded January 10, 1991 as Document Number R91-003294, in DuPage County, Illinois



PROPERTY AREA 6631.8 SQ. FT.

CLIENT: Atty. Nolan

JN 100230

DATE OF SURVEY April 22, 2010

STATE OF ILLINOIS

COUNTY OF DU PAGE

LEGEND	
R - RECORD DISTANCE	CH - CHORD
M - MEASURED DISTANCE	● FOUND IRON
D - DEED	○ SET IRON
PROPERTY LINE - - - - -	
FENCE LINE - - - - -	
UTILITY POLE W/ OVHD. WIRES - - - - -	
CONCRETE SHOWN SHADED	
SCALE 1" = 16'	

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED, UNDER MY SUPERVISION, ACCORDING TO THE OFFICIAL RECORD AND THAT THE ABOVE PLAT CORRECTLY REPRESENTS SAID SURVEY. ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

I FURTHER CERTIFY THAT UNLESS OTHERWISE SHOWN, THE BUILDINGS ON THE PARCEL ARE WITHIN PROPERTY LINES AND THE ADJOINING VISIBLE IMPROVEMENTS DO NOT ENCROACH ON THE ABOVE DESCRIBED PROPERTY.

I FURTHER CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SCHLAF-SEDIG & ASSOCIATES, INC.
 1030 SUMMERFIELD DRIVE
 ROSELLE, ILLINOIS 60172
 (630) 924-7100

David B. Fey

MY LICENSE EXPIRES 11-30-2010

COMPARE THE DESCRIPTION OF THIS PLAT WITH DEED, REFER TO THE TITLE POLICY FOR ITEMS OF RECORD NOT SHOWN ABOVE. UNLESS OTHERWISE NOTED, UTILITIES WITHIN EASEMENTS ARE NOT SHOWN HEREON, UNDERGROUND UTILITIES INCLUDING BUT NOT LIMITED TO CONDUITS AND CABLE (IF ANY) HAVE NOT BEEN SHOWN HEREON.

4' fence -
Passed Inspection
01/09/2025



14 1/4" fence extension
Failed inspection
09/09/2025



PLANNING AND DEVELOPMENT SERVICES MEMORANDUM

25-078

DATE: December 18, 2025
TO: The Chairman and Members of the Planning & Zoning Commission
FROM: Brian Krause, Associate Planner *BK*
RE: **(#25-07) Hanover Township Campus Extension 2**

PETITIONER

James Barr on behalf of Hanover Township

SUBJECT SITE

310 S Route 59

REQUEST

Final Site/PUD Plan approval for Phase 2
Final Site/PUD Plan approval for a revised Phase 3

SURROUNDING LAND USES

	<u>Land Use</u>	<u>Comprehensive Plan</u>	<u>Zoning</u>
Subject Site	Institutional	Institutional	P-1
North	Municipal	Institutional / Estate Residential	P-1, R4*
South	Residential – Single Family	Estate Residential	ER-3 PUD
East	Institutional	Institutional	P-1
West	Residential – Single Family	Estate Residential	R4*

*Cook County Single Family

ZONING HISTORY

The eastern 3.5 acres of the Hanover Township Campus Expansion has been part of Bartlett since its incorporation in 1891.

The western 14.4 acres were annexed in 2022 (Ordinance 2022-23) and the entire property was rezoned from ER-1 to the P-1 Public Lands zoning district. A phasing plan was approved for the Campus in the Annexation and Development Agreement approved by ordinance 2022-22. Ordinance 2022-24 approved the Final Site/PUD plan

for Phase 1, as well as granted special uses for a planned unit development, wetland mitigation, and a public cemetery.

DISCUSSION

1. The petitioner is requesting to amend the Annexation and Development Agreement to separate the 2 components of Phase 3, the walking paths and the cemetery. The paths would be constructed in Phase 3, and the cemetery would be constructed in Phase 4. Final Site/PUD Plan approval will be required for Phase 4 when the Township is ready to proceed with the cemetery. *The Village Board will conduct a public hearing on the proposed amendment.*

Phase 2 – Facilities and Road Maintenance Administration Office

2. The petitioner is requesting **final Site/PUD Plan** approval for Phase 2, which includes converting the former residence (310 S Route 59) into the Facilities and Road Maintenance administration office (FARM building).
3. The FARM building is 3,270 sq ft, with 2,297 sq ft of dedicated office space. The hours of operation will be 7am – 4pm, and there will be a maximum of 7 staff members on site.
4. The FARM building project is an adaptive reuse of an existing residential building. Building renderings show that the exterior of the building is to keep its residential character.
5. Eight (8) parking spaces are provided for Phase 2, meeting the zoning ordinance requirements for office use.
6. The existing gravel driveway will be replaced with asphalt to meet the Village's standards for non-residential driveways.
7. The landscape plan shows deciduous trees along the access drive, and a mix of ornamental trees, shrubs, grasses, and perennials around the foundation of the FARM building.

Phase 3 – Open Space Reserve

8. The petitioner is also requesting **Site/PUD Plan** approval for Phase 3, which includes 6.36 acres recreational space.
9. Phase 3 includes ADA compliant asphalt walking paths, three (3) seating areas, a boardwalk and dock at the existing northern pond, a gazebo, fitness station, and an outdoor classroom. The available hours are from sunrise to sunset.

10. The landscape plan identifies a few additions of trees, shrubs, and perennials around the physical improvements and intersections of the paths to integrate them into the surrounding wooded areas.
11. Phase 3 requires 2 parking spaces, which can be met using the existing parking lot constructed in Phase 1, which contains 22 spaces.
12. The Hanover Township parking lots for the Town Hall and the Senior Center are also available for overflow parking. An ADA compliant path from these lots to the walking paths in Phase 3 is provided.

RECOMMENDATION

The Staff recommends **approval** of the petitioner's requests for final Site/PUD Plans for Phases 2 and 3, subject to the following conditions and findings of fact:

- A. Village Engineer approval of the engineering plans;
- B. Building permits shall be required for all construction activities;
- C. Planning and Development Services approval of the landscape plan;
- D. Landscaping must be installed within one year of the issuance of a building permit;
- E. If landscaping cannot be installed at the time of construction, a landscape estimate shall be submitted to the Planning & Development Services department for review and approval by the Village Forester and a bond posted in the approved amount for its future installation;
- F. All proposed signage shall require permits and approval from the Planning & Development Services Department prior to installation;
- G. Phase 4 shall be required to obtain Final Site/PUD Plan approval.
- H. Building permits shall be required for all construction activities, and this Ordinance does not authorize the commencement of any work on the Subject Property. Except as otherwise specifically provided in writing in advance by the Village, no work of any kind may be commenced on the Subject Property pursuant to the approvals granted by this Ordinance unless and until all condition of this Ordinance precedent to that work have been fulfilled and after all permits, approvals, and other authorizations for the work have been properly applied for, paid for, and granted in accordance with all applicable laws and regulations.
- I. The Barlett Zoning Ordinance, the Subdivision Ordinance, Village building codes, and all other applicable Village ordinances and regulations shall continue to apply to the Subject Property, and the development and use of the Subject Property must comply with all laws and regulations of the Village and all other federal, state, and local governments and agencies having jurisdiction.

- J. **Findings of Fact** (Site/PUD Plan for Phases 2 & 3):
- i. That the proposed development on the Subject Property is a permitted use in the proposed P-1 Public Lands Zoning District;
 - ii. That the proposed development on the Subject Property and the proposed improvements, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses;
 - iii. That the vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient, and convenient movement of traffic not only within the site but on adjacent roadways as well;
 - iv. That the site plan/PUD provides for the safe movement of pedestrians within the site;
 - v. That there is a 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. Any part of the site plan area not used for buildings, structures, parking, or access ways shall be landscaped with a mixture of grass, trees, and shrubs.

The development cover letter, location map, application, phasing plan, final site/PUD plans for Phases 2 and 3, landscape plans, floor plan, building rendering, and operations summaries are attached for your review.



Supervisor
Brian P. McGuire

Clerk
Katy Dolan Baumer

Assessor
Khaja MoInuddin

Trustees
Alisa "Lee" Beattie
Denise Noyola
Craig Essick
Eugene N. Martinez

Administrator
James C. Barr, MPA

May 30, 2025

Hon. Dan Gunsteen, President
Board of Trustees of the Village of Bartlett
Village of Bartlett
228 S. Main Street
Bartlett, IL 60103

Re: Development Application – Hanover Township Campus Expansion

Dear Honorable Village President and Members of the Village Board:

Please consider this letter to be Hanover Township's (the "**Township**") Development Application Cover Letter for the upcoming Phases of the Hanover Township Campus Expansion (the "**Project**"), and for certain modifications to the Project.

The subject property includes 17.897 acres, is identified by the Cook County Assessor as 140 Illinois Route 59, Barlett, Illinois¹, and is adjacent to the Township's administrative offices on the West side of Illinois Route 59 (the "**Property**").

The Project originally included three (3) phases and was approved by the Board of Trustees of the Village of Bartlett (the "**Village**") in April of 2022. The 2022 approvals included an Annexation and Development Agreement, a Plat of Consolidation, an Amendment to the Village's Future Land Use Plan, rezoning of the Property to P-1 (Public Land), a Special Use Permit for a future cemetery use ("**Future Use**" and "**Future Development Parcel**"), a Special Use Permit to allow two (2) principal structures on a single lot, a Special Use Permit for the disturbance and mitigation of wetlands, a Special Use Permit for the planned unit development ("**PUD**"), the Phasing Plan and Preliminary Overall PUD Plan, the Phase 1 Final Site/PUD Plan, Building Elevations, and the Phase 1 Landscape Plan.

Phase 1 of the Project is complete and includes the Emergency Services Station along with utilities that connect to Phase 2. Phase 2 calls for the renovation and adaptive re-use of an existing residential building as the Township's Facilities and Road Maintenance Administrative Offices (the "**Farm Building**"). Phase 3 was originally intended as the Future Development Parcel for the Township Cemetery, and also as the site of walking trails and related improvements.

The current Development Application requests the following approvals:

- 1) The creation of a new Phase 4 that will identify a portion of the western half of the Property as the site of the Future Use and the Future Development Parcel.

¹ The Property is also known as 300-310 Illinois Route 59, Barlett, Illinois. The address listed above is provided by the Cook County Assessor.

- 2) Approval of the Phase 2 Final Site/PUD Plan, and of the Phase 2 Landscape Plan for the renovation and adaptive re-use for the FARM Building.
- 3) Approval of the Phase 3 Final Site/PUD Plan, and the Phase 3 Landscape Plan, for an **“Open Space Reserve”** which includes walking trails, including trails that are ADA compliant, three (3) seating areas, a boardwalk and dock at the existing northern pond, a gazebo, fitness station, and an outdoor classroom in a new Open Space Reserve.
- 4) Amendment of the Annexation and Development Agreement to document the changes proposed for Phases 2, 3 and 4, the modification of the phasing of the Project to move the Future Use into a Phase 4, the identification of a portion of the western half of the Property as the Future Development Parcel for Phase 4.

The Property will continue to be heavily wooded, and the Open Space Reserve will include three (3) wetlands, open space amenities, walking trails, and related improvements, in addition to the adaptive re-use of the FARM Building, and the Township’s Emergency Services Station. The Township intends to protect and improve the quality of the wetlands on the Property, and the site will be open to the public via walking trails where they can both enjoy and learn about green infrastructure on the site.

The Township has secured an Open Space Lands Acquisition and Development (“OSLAD”) grant from the Illinois Department of Natural Resources in relationship to Phase 3. Due to the strict deadline requirements of the OSLAD grant, the Township respectfully requests that the application be forwarded directly to the Village Board after the Planning & Zoning Commission conducts the public hearing, and provides their recommendation, in order to expedite the construction of Phase 3.

We look forward to working with the Village so that we can continue the Tiknis Campus development.

Sincerely Yours,



James C. Barr
Township Administrator



VILLAGE OF BARTLETT DEVELOPMENT APPLICATION

For Office Use Only

Case # 25-07

(Please Stamp)

PROJECT NAME Amendment to Hanover Township Campus Expansion

PETITIONER INFORMATION (PRIMARY CONTACT)

Name: Hanover Township

Street Address: 250 South Route 59

City, State: Bartlett, Illinois

Zip Code: 60103

Email Address: jbarr@hanover-township.org

Phone Number: (630) 837-0301

Preferred Method to be contacted: e-mail

PROPERTY OWNER INFORMATION

Name: Hanover Township

Street Address: 250 South Route 59

City, State: Bartlett, Illinois

Zip Code: 60103

Phone Number: (630) 837-0301

OWNER'S SIGNATURE: *James Barr* dotloop verified
06/05/25 1:43 PM CDT
BETT-H6CP-USSD-2ELK **Date:** _____

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

ACTION REQUESTED (Please check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Text Amendment |
| <input type="checkbox"/> PUD (preliminary) | <input type="checkbox"/> Rezoning _____ to _____ |
| <input checked="" type="checkbox"/> PUD (final) | <input type="checkbox"/> Special Use for: _____ |
| <input type="checkbox"/> Subdivision (preliminary) | <input type="checkbox"/> Variation: _____ |
| <input type="checkbox"/> Subdivision (final) | |
| <input checked="" type="checkbox"/> Site Plan (please describe use: commercial, industrial, square footage): _____ | |
| <u>Final PUD, and Site Plan, approvals for Phase 2, and for a revised Phase 3.</u> | |
| <input type="checkbox"/> Unified Business Center Sign Plan | |
| <input checked="" type="checkbox"/> Other (please describe) <u>Amend the Development Plan to create a new Phase 4, which will be used for the future development of the Township Cemetery.</u> | |

SIGN PLAN REQUIRED? Yes or No

(Note: A Unified Business Center Sign Plan is required for four or more individual offices or businesses sharing a common building entrance or private parking lot.)

PROPERTY INFORMATION

Common Address/General Location of Property: 310 S IL Route 59

Property Index Number ("Tax PIN"/"Parcel ID"): 06-33-403-032-0000

Zoning: Existing: P-1, Municipal/Institutional
(Refer to Official Zoning Map)

Proposed: No change.

Land Use: Existing: Municipal/Institutional

Proposed: No change.

Comprehensive Plan Designation for this Property: Municipal/Institutional
(Refer to Future Land Use Map)

Acreage: 779,593 square feet

For PUD's and Subdivisions:

No. of Lots/Units: 1

Minimum Lot: Area 779,593 sf Width 684.33 ft Depth 1019.00 ft

Average Lot: Area 779,593 sf Width 684.33 ft Depth 1019.00 ft

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

Attorney Mr. Michael Airdo, Airdo Werwas, LLC
111 E. Wacker Drive, Suite 500
Chicago, Illinois 60601-4205

Engineer Thomas Engineering Group, LLC
762 Shoreline Drive, Suite 200
Aurora, Illinois 60504

Other Eric Hornig, CLARB, PLA, ASLA
Senior Principal
22 East Chicago Avenue, Suite 200a
Naperville, Illinois 60540

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: *James Barr* dotloop verified
06/05/25 1:43 PM
CDT
VFLX-JDB0-AQ6F-IZTX

PRINT NAME: Mr. James Barr, as the Administrator of Hanover Township

DATE: _____

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: Hanover Township, attn: Mr. James Barr

ADDRESS: 250 Illinois Route 59
Bartlett, Illinois 60103

PHONE NUMBER: (630) 837-0301

EMAIL: jbarr@hanover-township.org

SIGNATURE: *James Barr* dotloop verified
06/05/25 1:43 PM CDT
RQKM-SOED-RKNQ-NUKA

DATE: _____

EXHIBIT A

FINDINGS OF FACT

Findings of Fact for Site Plans

Both the Planning & Zoning Commission and Village Board must decide if the requested Site Plan meets the standards established by the Village of Bartlett Zoning Ordinance. The Planning & Zoning Commission shall make findings based upon evidence presented on the following standards:

1. The proposed use is a permitted use in the district in which the property is located.

The Property was previously zoned as P-1, Public Land District, pursuant to a Village of Bartlett Development Application and Annexation Agreement that were approved in 2022. The current Development Application calls for: (i) Final PUD and Site Plan approval for the original phase 2; (ii) the creation of a new Phase 4 for the Future Development Parcel that was previously included in Phase 3; and (iii) Final PUD and Site Plan approval for the remainder of the original Phase 3;

Final approvals for the Emergency Services Station, which was the focus of Phase 1 of the Project, were previously issued by the Village of Bartlett, including final building permit approvals. Phase 1 is complete and currently operational.

2. The proposed arrangement of buildings, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses.

The current Development Application calls for the future development component of Phase 3 to be moved into a new Phase 4. This current proposal also requests Final PUD and Site Plan approvals for Phase 2, and for the revised Phase 3, which now includes walking trails, including trails that are ADA compliant, three (3) seating areas, a boardwalk and dock at the existing northern pond, a gazebo, fitness station, and an outdoor classroom in a new Open Space Reserve.

The current proposals for Phase 2, Phase 3, and the new Phase 4, do not modify the use and design approvals issued by the Village in 2022. More importantly, the proposals continue to respect and preserve the original heavily-wooded character of the Property. This character is compatible with the adjacent land uses, and the

proposals for Phase 2 and Phase 3 will function as amenities for the surrounding property owners and uses.

3. The vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient, and convenient movement of traffic not only within the site but on adjacent roadways as well.

Access to the Property will be made from the original Hanover Township Campus located at the north of the Property. No changes are being proposed in relationship to ingress, egress, or onsite circulation. The Property will not have a direct connection to Illinois Route 59.

4. The site plan provides for the safe movement of pedestrians within the site.

The Project will continue to provide for the safe movement of pedestrians, and will continue to provide walking trails within the interior of the Property. The Project will encourage the use of walking trails, open spaces, and outdoor activities by the public.

It is expected that the walking trails on the Property will connect to the Village of Bartlett's planned future trails along Sayer Road.

5. 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):

The Project was originally approved by the Village of Bartlett as an adaptive re-use of a heavily wooded residential property. As an adaptive re-use, the Township's intent is to restore and use the existing on-site improvement on the Property as the offices of FARM, and to otherwise retain the heavily wooded character of the property for use as an Open Space Reserve with walking trails and related activities.

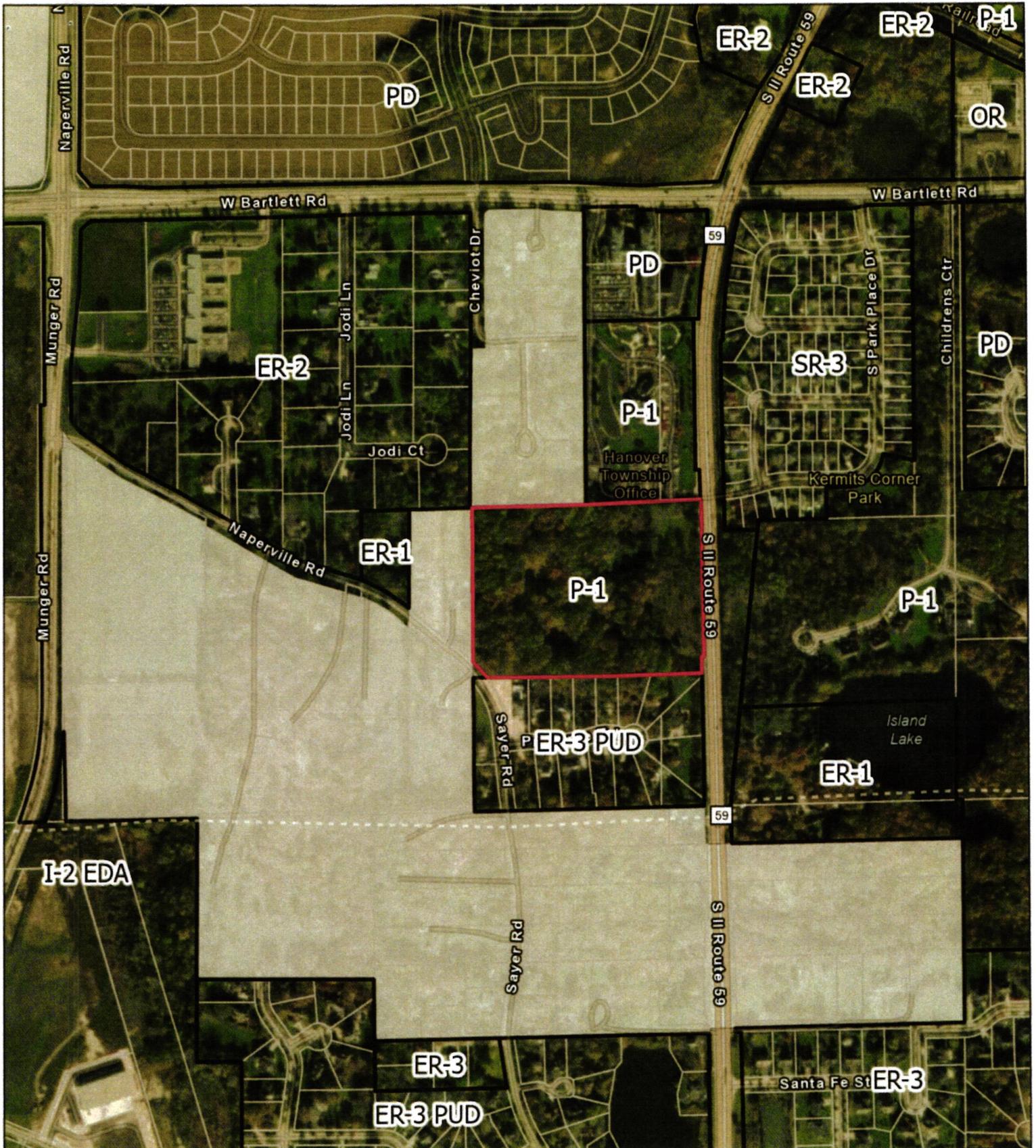
The current proposal for Phase 2 and Phase 3 continues the approach of preserving and using the existing wooded character of the Property for the benefit of the community.

As previously approved by the Village of Bartlett, the Property will be maintained as a "natural area" that will include walking trails,

and other outdoor amenities. Furthermore, the Property will be included within the Township's Open Space Reserve Program.

6. All outdoor storage areas are screened and are in accordance with standards specified by this Ordinance.

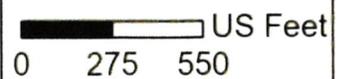
Garbage disposal areas are, or will be, screened in accordance with the Village Code.



Created by Bartlett GIS
June 2025

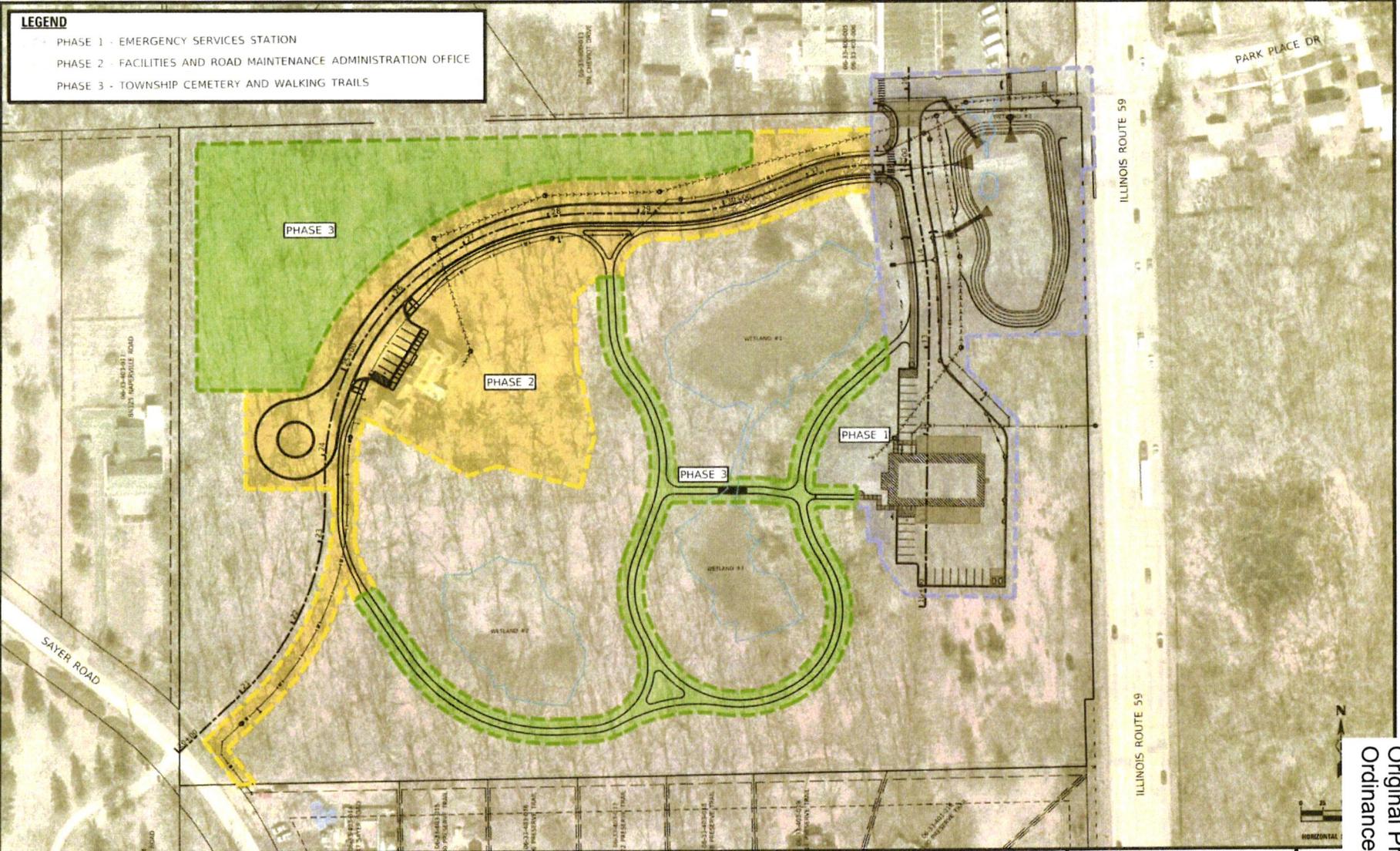
Hanover Township Expansion

PIN # 06-33-403-032



LEGEND

- PHASE 1 - EMERGENCY SERVICES STATION
- PHASE 2 - FACILITIES AND ROAD MAINTENANCE ADMINISTRATION OFFICE
- PHASE 3 - TOWNSHIP CEMETERY AND WALKING TRAILS



DRAWN BY **VJM** DATE **01/24/22**
 CHECKED BY **MEC** SCALE **1" = 50'**

REVISIONS	
NO	DATE
1	08-14-21
2	12-12-21
3	05-22-22

thomas
 ENGINEERING GROUP, INC.
 2623 Butlerfield Road
 Suite 207W
 Oak Brook, IL 60523
 phone: 630-335-1100

**WILLIAM TIKNIS
 CAMPUS EXPANSION**

PHASING PLAN

DRAWN BY

Original Phasing Plan -
 Ordinance 2022-22



LEGEND

- PHASE 1 - EMERGENCY SERVICES STATION
- PHASE 2 - FACILITIES AND ROAD MAINTENANCE ADMINISTRATION OFFICE
- PHASE 3 - OPEN SPACE RESERVE: INCL. WALKING PATHS, GAZEBO, EXERCISE EQUIPMENT, OUTDOOR CLASSROOM
- PHASE 4 - FUTURE CEMETERY AND ADDITIONAL OPEN SPACE RESERVE

**Proposed
Phasing Plan**

HORIZONTAL SCALE IN FEET

DRAWN BY	KRS	DATE	12/03/2025
CHECKED BY	CDY	SCALE	1" = 50'

REVISIONS		
NO.	DATE	DESCRIPTION
1	09-19-2025	SITE PLAN REVIEW #2
2	11-21-2025	SITE PLAN REVIEW #3


 thomas engineering group, inc.
 2625 butterfield road
 suite 209w
 oak brook, il 60523
 phone: 855-533-1700

WILLIAM TIKNIS
 CAMPUS EXPANSION

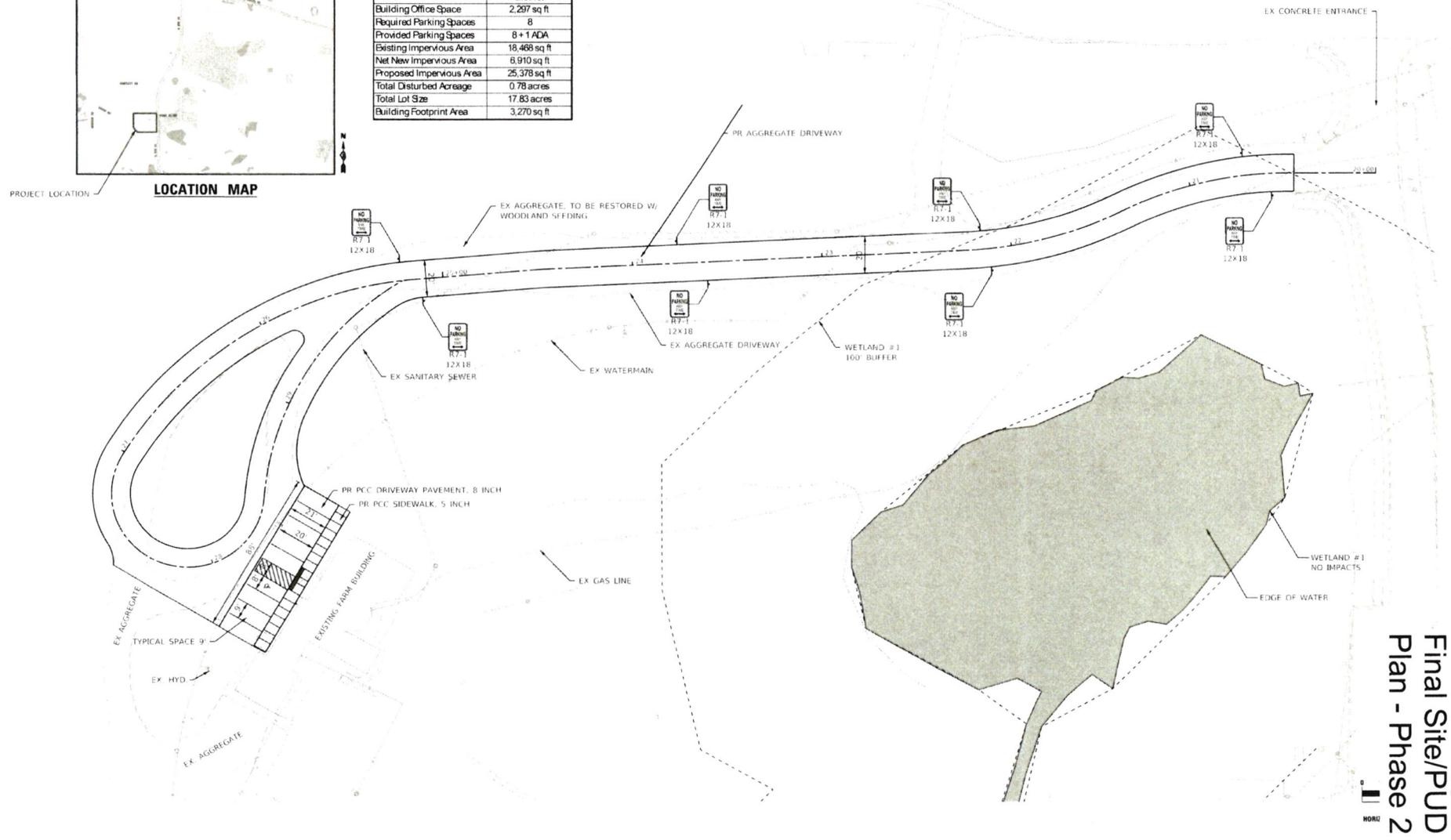
**PHASING PLAN AND
PRELIMINARY OVERALL PUD PLAN**

DRAWING NO.
1



LOCATION MAP

Site Data Table	
Zoning	P-1 Public Lands District
Building Office Space	2,287 sq ft
Required Parking Spaces	8
Provided Parking Spaces	8 + 1 ADA
Existing Impervious Area	18,468 sq ft
Net New Impervious Area	6,910 sq ft
Proposed Impervious Area	25,378 sq ft
Total Disturbed Acreage	0.78 acres
Total Lot Size	17.83 acres
Building Footprint Area	3,270 sq ft



Final Site/PUD
Plan - Phase 2

DRAWN BY **KRS** DATE **12/03/2025**
 CHECKED BY **CDY** SCALE **1" = 25'**

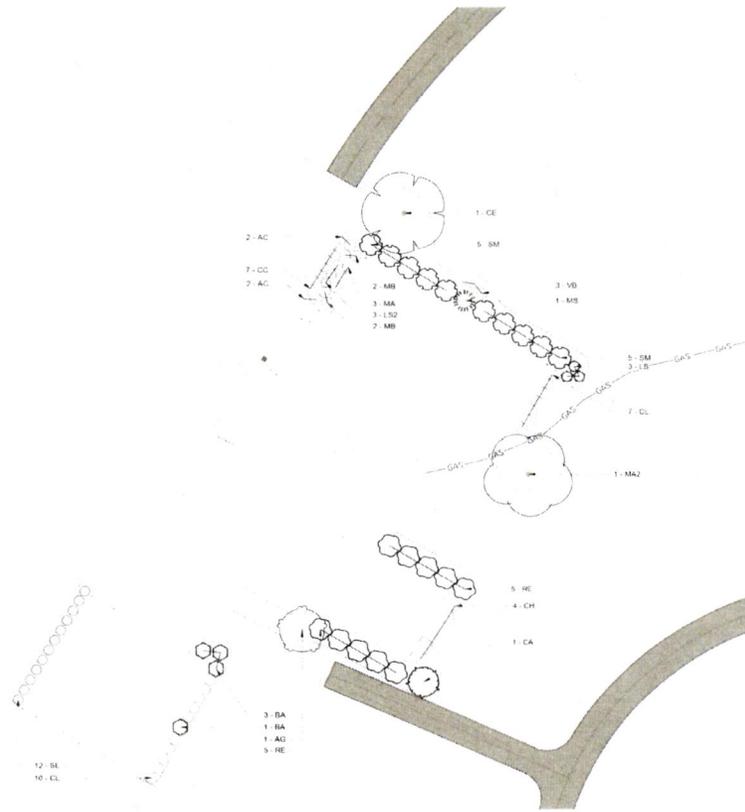
REVISIONS		
NO.	DATE	DESCRIPTION
1	09-19-2025	SITE PLAN REVIEW #2
2	11-21-2025	SITE PLAN REVIEW #3

thomas
 engineering group
ENGINEERS ARCHITECTS
 thomas engineering group, llc
 2625 butterfield road
 suite 200e
 oak brook, il 60523
 phone: 855-533-1700

WILLIAM TIKNIS
CAMPUS EXPANSION

FARM BUILDING ROAD EXTENSION
PHASE 2 SITE PLAN

FOUNDATION LANDSCAPE PLAN FOR REFERENCE. NOT A PART OF THIS CONSTRUCTION CONTRACT. TO BE INSTALLED BY OTHERS.



PLANT SCHEDULE FOUNDATION PLAN - BY OWNER

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	QTY
ORNAMENTAL TREE						
	AG	<i>Amelanchier x grandiflora</i> Autumn Brilliance®	Autumn Brilliance Apple Serviceberry	8' Ht. Multi-Stem	B&B	1
	CE	<i>Cercis canadensis</i>	Eastern Redbud Multi-trunk	8' Ht. Multi-Stem	B&B	1
	MAJ	<i>Magnolia acuminata</i>	Cucumber Tree Magnolia	2.5' Cal	B&B	1
SHRUBS						
	CA	<i>Corylus americana</i>	American Hazelnut	5 Gal		1
	RE	<i>Rhododendron x 'P' J.M.</i>	PJM Rhododendron	5 Gal		10
	SM	<i>Syringa meyeri</i> Peltin	Dwarf Korean Lilac	5 Gal		10
ORNAMENTAL GRASSES						
	MS	<i>Miscanthus sinensis</i> M7T	Scout™ Eulalia Grass	3 Gal		1
	SL	<i>Schizachyrium scoparium</i>	Little Bluestem	3 Gal		12
PERENNIALS						
	AC	<i>Aquilegia canadensis</i>	Eastern Columbine	1 Gal		4
	BA	<i>Bejaria exaltata</i>	Blue Wind Indigo	1 Gal		4
	CC	<i>Campanula carpatica</i>	Carpenter Bellflower	1 Gal		7
	CH	<i>Chamaecladifolia savchenko</i>	Blue Bush Clematis	1 Gal		4
	CL	<i>Coleopogon lanceolata</i>	Lanceleaf Tickseed	1 Gal		17
	LS2	<i>Leucophaea x superbum</i>	Shasta Daisy	1 Gal		3
	LS	<i>Liatris spicata</i>	Blazing Star	1 Gal		3
	MA	<i>Melissa alcea</i> Falsigera	Hollyhock Malow	1 Gal		3
	MB	<i>Monarda bradburiana</i>	Eastern Oee Balm	1 Gal		4
	VB	<i>Veronica spicata</i> Sunny Border lilac®	Sunny Border Blue Spike Speedwell	1 Gal		3

1 FOUNDATION PLANTING PLAN PHASE 2 - BY OWNER
1" = 10'

DRAWN BY	KRS	DATE	10/19/2025
CHECKED BY	CDY	SCALE	

REVISIONS	
NO.	DATE
1	09/19/2025

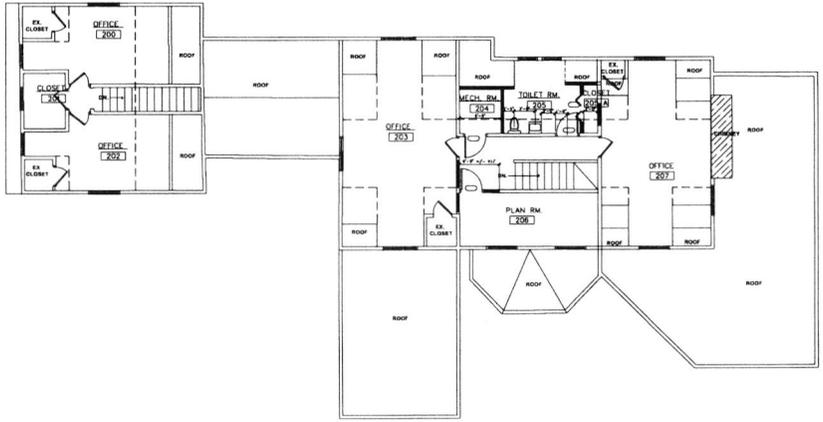
thomas
engineering group
SERVICE AT THE HIGHEST LEVEL

thomas engineering group, llc
2825 butterfield road
suite 200e
oak brook, il 60523
phone: 855-533-1700

WILLIAM TIKNIS
CAMPUS EXPANSION

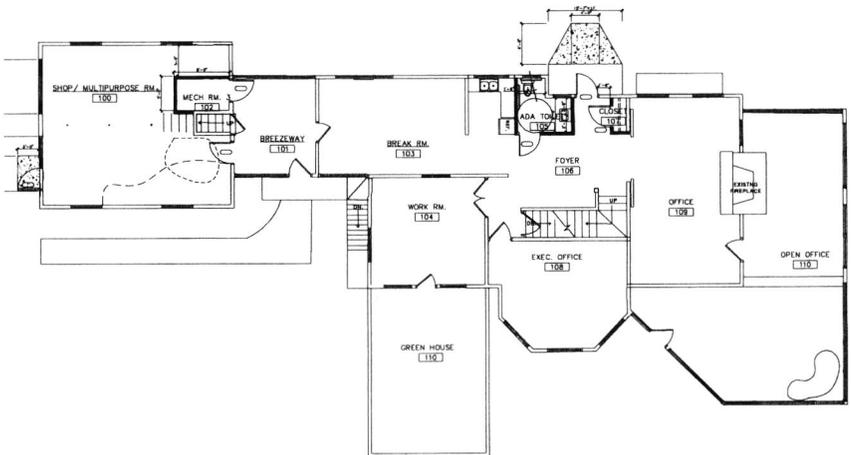
CONSTRUCTION DETAILS

**Building Foundation
Landscape Plan -
Phase 2**



2
PK1
PARKING FLOOR PLAN - SECOND FLOOR
1/8"=1'-0"

PARKING STALLS PER 275 FT. OF OFFICE SPACE SCHEDULE				
ROOM #	ROOM NAME	SQ. FT.	STALL REQ.	NOTES
108	EXEC. OFFICE	274.34	1	
109	OFFICE	400.98	1.45	
115	OPEN OFFICE	881.32	2.48	
FIRST FLOOR OFFICE SQ.FT.			4.93	TOTAL FIBT FLOOR OFFICE STALLS 5
200	OFFICE	133.57	48	SLOPE CEILING NOT ENCLOSED 80° & BELOW
222	OFFICE	129.88	47	SLOPE CEILING NOT ENCLOSED 80° & BELOW
203	OFFICE	355	1.29	SLOPE CEILING NOT ENCLOSED 80° & BELOW
287	OFFICE	323	1.17	SLOPE CEILING NOT ENCLOSED 80° & BELOW
2ND FLR. OFFICE SQ.FT.			841.26	TOTAL OFFICE PARKING STALL 3
TOTAL OFFICE SQ.FT.			2,287.48	TOTAL OFFICE PARKING STALL 8 PLUS (1) MIN. ADA PARKING STALL
TOTAL SQUARE FOOTAGE			5,191	



1
PK1
PARKING FLOOR PLAN- FIRST FLOOR
1/8"=1'-0"

BERNA
ARCHITECTURAL DESIGN
254 N. WILSON ROAD
BARTLETT, IL 60103
630.329.1234
GREG@BERNARCHITECT.COM

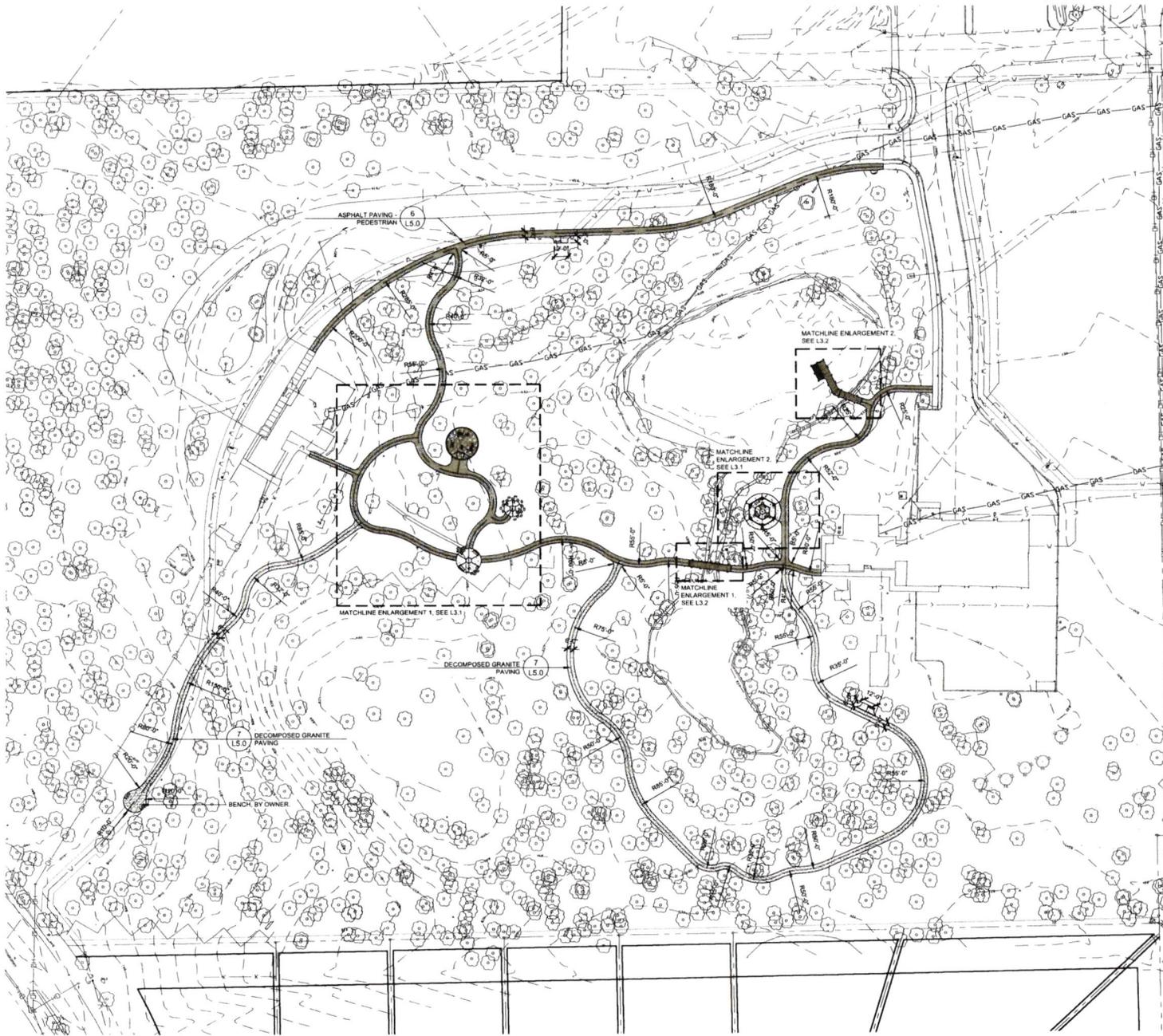
THE REMODELING TO:
**HANOVER TOWNSHIP
FACILITIES DEPARTMENT ESTATE HOME**
250 S. IL ROUTE 59 BARTLETT, IL 60103

REV. DATE
FLOOR #
2025
01
SHEET
PK 1
1 OF 1

FARM Building
Floor Plan
- Phase 2



FARM Building
Rendering -
Phase 2



- LAYOUT NOTES**
1. Contractor responsible for field layout of all new improvements. Digital files of geometric information will be provided upon request in AutoCAD format. No additional payment will be made for adjustments necessary to construct the work as shown.
 2. Contractor responsible to coordinate work in order to obtain approval of all layout by Owners Representative prior to construction. No additional payment will be made to correct work if constructed incorrectly without pre-approval by Owners Representative.
 3. Contractor responsible to maintain all layout stakes during construction. No additional payment will be made to replace layout stakes.
 4. Place stakes at edges of limits of fitness, shelter, and every 25 feet on center along centerline of all pathways for review by the Owner's Representative prior to earthwork operations.
 5. All dimensions from roadway are from Back of Curb unless otherwise noted.
 6. All curves and radii to be smooth and not segmented.
 7. Contractor to provide layout stakes every 10 feet minimum for large areas where radius points are not accessible.
 8. Adjustment to stake locations due to discrepancies between coordinates and dimensions is incidental to the contract. No additional payments will be made for this work.
 9. Contractor responsible to take delivery, assemble and install all materials and furnishings per manufacturer's instructions.
 10. Place control and expansion joints as shown on plans and details for all curbs, walks, walls, steps, and concrete paving. Where joints are not shown, place control joints a maximum of 10 feet on center, expansion joints a maximum of 30 feet on center, and between all separate pours.
 11. Contractor will maintain use zone requirements within soft surfacing; no use zone will overlap or be tangent unless noted. Adjust playground barrier curb and/or adjacent paving as needed to accommodate play equipment fall zones.
 12. Coordinate location of storm line with fitness footings and obtain Owner's approval prior to installation.
 13. Layout of soft surface shall be verified in field by landscape architect.
 14. Refer to specifications for additional conditions, standards and notes.
 15. Unless otherwise noted, for product/equipment to be purchased by contractor or by owner, contractor shall take delivery, verify, and install per manufacturer's recommendations. Contractor is responsible for reaching out to product / equipment vendors to obtain a full and complete understanding of the installation requirements prior to submitting a bid.

- LAYOUT LEGEND**
- Expansion Joint
 - Asphalt Paving
 - Concrete Paving
 - Decomposed Granite Paving
 - Engineered Wood Fiber Surfacing
 - Plan Footing

Zoning & Acreage

Current Zoning	P-1 Public Lands
Total Site Acreage	18 acres
Total Recreational Acreage	6.36 acres

HITCHCOCK DESIGN GROUP

22 EAST CHICAGO AVENUE
SUITE 200A
NAPERVILLE, IL 60540
T 630.961.1787
HITCHCOCKDESIGNGROUP.COM

PREPARED FOR
HANOVER TOWNSHIP
250 S. ILLINOIS ROUTE 59
BARTLETT, ILLINOIS 60103

CONSULTANTS
CIVIL ENGINEER
THOMAS ENGINEERING GROUP, LLC
2825 BUTTERFIELD ROAD
SUITE 209W
OAKBROOK, ILLINOIS 60523
T: 855.533.1700

PROJECT
WILLIAM TIKNIS CAMPUS RESERVE
8 N. 140 ILLINOIS ROUTE 59
BARTLETT, ILLINOIS 60103

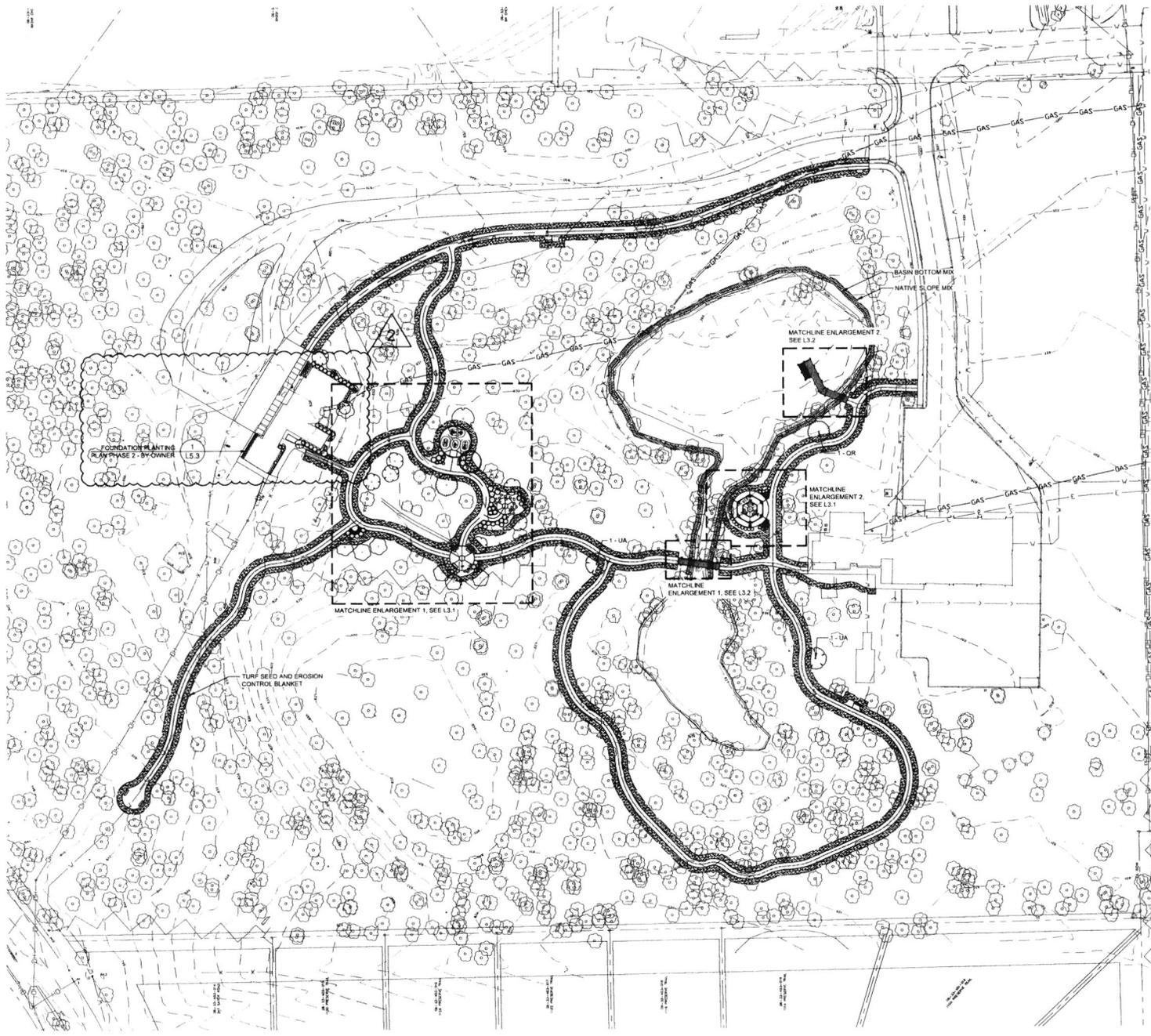
ISSUED
ISSUE FOR PERMIT
JULY 9, 2025

REVISIONS

NO DATE	ISSUE
01 7/23/2025	PERMIT REVISIONS
02 9/19/2025	PERMIT REVISIONS

CHECKED BY: EPH/JEB
DRAWN BY: CNO/JCC

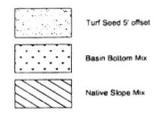
IN FEET
1" = 40'
80'
TITLE
Final Site/PUD
AND
Plan - Phase 3
MAT
NUMBER
01



PLANTING NOTES

1. Seed/Sod limit line is approximate. Seed/Sod to limits of grading and disturbance. Contractor responsible for restoration of any unauthorized excavation outside of designated construction area.
2. Contractor responsible for erosion control in all seed/sod areas.
3. Tree mulch rings in turf areas are 5 foot diameter, typical. Contractor shall provide a mulch ring around all existing trees within the limit of work. Remove all existing grass from area to be mulched and provide a typical v-trench edge.
4. Bodines are to be spaced out to a minimum depth of 3 inches unless otherwise shown on the plans. Curved bodines are to be smooth and not segmented.
5. Do not locate plants within 10' of utility structures, or within 5' horizontally of underground utility lines unless otherwise shown on the plans. Consult with Landscape Architect if those conditions exist.
6. FOR LUMP SUM CONTRACTS: Plants and other materials are quantified and summarized for the convenience of the Owner and jurisdictional agencies only. Confirm and install sufficient quantities to complete the work as drawn and specified. No additional payments will be made for materials required to complete the work as drawn and specified.
7. FOR UNIT PRICE CONTRACTS: Payments will be made based on actual quantities installed as measured in place by the Owners Representative.
8. Refer to specifications for additional conditions, standards and notes.

PLANTING LEGEND



22 EAST CHICAGO AVENUE
SUITE 200A
NAPERVILLE, IL 60540
T 630.951.1767
HITCHCOCKDESIGNGROUP.COM

PREPARED FOR
HANOVER TOWNSHIP
250 S. ILLINOIS ROUTE 59
BARTLETT, ILLINOIS 60103

CONSULTANTS

CIVIL ENGINEER
THOMAS ENGINEERING
GROUP, L.L.C.
2625 BUTTERFIELD ROAD
SUITE 209W
OAKBROOK, ILLINOIS 60523
T. 855.533.1700

PROJECT
**WILLIAM TIKNIS
CAMPUS RESERVE**

8 N. 140 ILLINOIS ROUTE 59
BARTLETT, ILLINOIS 60103

ISSUED
FOR PERMIT
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EPH/JEB

DRAWN BY
CNO/JCC



LANDSCAPE PLAN
- Phase 3
PL

NUMBER
0

Supervisor

Brian P. McGuire

Clerk

Katy Dolan Baumer

Assessor

Khaja Moinuddin

Trustees

Alisa "Lee" Beattie

Craig Essick

Eugene N. Martinez

Denise Noyola

Administrator

James C. Barr, MPA

Operational Summary

Phase 2 of the Tiknis Expansion Property Development

Hanover Township's Department of Facilities and Road Maintenance (FARM) that will occupy an existing building (the "FARM House") within Phase 2 of the Hanover Township Campus Expansion. The FARM House will include individual and open workspaces, meeting room, workshop, project design/blueprint room, and a breakroom for FARM staff.

FARM staff primarily work in the field, at Township facilities, and will generally be expected at the FARM House during specific times of each day, including morning department meetings, lunch, and at the end of each day. Hours of operation for FARM staff are 7:00 am to 3:00 pm, Monday thru Friday.

The FARM House will contain office space and workstations for the following staff members:

Director: Approximately 80% of hours spent at workstation, completing administrative and project management responsibilities for the department.

Road Manager and Facilities Manager: Approximately 35-40% of hours spent at workstation completing administrative and project management responsibilities. The majority of hours are spent in the field.

Facilities Technician: Approximately 15-20% of hours spent at workstation completing project management responsibilities with vast majority of hours spent in the field.

Roads Associate: Approximately 10-15% of hours spent at workstation with vast majority of hours spent in the field.

Grounds and Facilities Associate: Approximately 10-15% of hours spent at workstation with vast majority of hours spent in the field.

Facilities and Roads Associate: Approximately 10-15% of hours spent at workstation with vast majority of hours spent in the field.

The FARM House will not be used for any public function and will not be accessible to the public generally, or to the public that will be using the surrounding Open Space Reserve.

The FARM House will be accessible only to Township employees and staff.

Supervisor

Brian P. McGuire

Clerk

Katy Doan Baumer

Assessor

Khaja Moinuddin

Trustees

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Operational Summary

Phase 3 Tiknis Expansion Property Development

Phase 3 of the Hanover Township Campus Expansion allows for the development of a publicly accessible Open Space Reserve that is comprised of 12 acres. The entire Hanover Township Campus Expansion includes 17.65 acres.

The Open Space Reserve will contain walking paths, including both asphalt and crushed limestone surfaces, that provide connections to planned expansions of the walking path system that is maintained by the Village.

The Open Space Reserve will include an outdoor classroom, an outdoor fitness area, an education dock, a pavilion, sitting areas, and interpretive signage. Operating hours for the Reserve will be Sunrise to Sunset, which is consistent with all other reserves within the Township system.

Phase 3 is intended to be used as a publicly accessible open space reserve with opportunities for senior and youth programming, as well as areas available to the public for leisure and exercise.

The Open Space Reserve does not have any independent employees, or any employees that will be based at Phase 3. The Open Space Reserve will be managed by existing Township Facilities and Road Maintenance staff.