

MEETING NOTICE

NOTICE IS HEREBY GIVEN that the Special Meeting of the President and Village Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Wednesday, August 5, 2026, beginning at 6:00 PM in the Council Chambers at the Village Hall of Tinley Park, 16250 South Oak Park Avenue, Tinley Park, Illinois.

6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ITEM #1

SUBJECT:

CONSIDER APPROVAL OF AGENDA

ACTION:

Discussion - **Consider approval of agenda as written or amended.**

COMMENTS:

ITEM #2

SUBJECT:

CONSIDER APPROVAL OF MINUTES OF THE REGULAR VILLAGE BOARD MEETING HELD ON JULY 21, 2026.

ACTION:

Discussion: **Consider approval of minutes as written or amended.**

COMMENTS:

ITEM #3

SUBJECT:

RECEIVE PRESENTATION OF THE TINLEY PARK BUSINESS SPOTLIGHT- ORLAND TOYOTA LOCATED IN TINLEY PARK. - **President Glotz & Village Board**

ACTION:

Orland Toyota located at 8505 W. 159th Street in Tinley Park, is an award-winning, family-owned automotive dealership that has served the Chicagoland community since 1973. The dealership is highly regarded for its massive vehicle selection, state-of-the-art facilities, and long-standing community footprint. Orland Toyota features one of the largest indoor showrooms in the region.

COMMENTS:

ITEM #4

SUBJECT:

CONSIDER APPROVAL OF THE FOLLOWING CONSENT AGENDA ITEMS:

- A. CONSIDER ADOPTING RESOLUTION 2026-R-098 APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND HEARTLAND BUSINESS SYSTEMS FOR EMAIL PROTECTION APPLICATION.
- B. CONSIDER ADOPTING RESOLUTION 2026-R-101 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND PIRTANO CONSTRUCTION COMPANY, LLC FOR THE OAK PARK AVENUE FIBER EXTENSION PROJECT IN THE AMOUNT OF \$197,890.
- C. CONSIDER ADOPTING RESOLUTION 2026-R-102 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND AZAVAR FOR TAX COMPLIANCE AUDIT SERVICES AND LOCALGOV SALES TAX ANALYTICS PLATFORM.
- D. CONSIDER ADOPTING RESOLUTION 2026-R-100 APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND ROBINSON ENGINEERING, LTD. FOR THE KIMBERLY HEIGHTS DRAINAGE IMPROVEMENTS - PHASE 7 FOR THE LUMP SUM FEE OF \$150,000.

- E. CONSIDER ADOPTING RESOLUTION 2026-R-103 APPROVING A CONTRACT RENEWAL BETWEEN THE VILLAGE OF TINLEY PARK AND GREAT LAKES URBAN FORESTRY FOR THE PARKWAY TREE INVENTORY (YEAR 3 OF 3) IN THE NOT TO EXCEED AMOUNT OF \$39,900.
- F. CONSIDER ADOPTING RESOLUTION 2026-R-105 FOR FIRE PENSION LEGAL SERVICES.
- G. CONSIDER ADOPTING RESOLUTION 2026-R-104 APPROVING CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND KLEIN, THORPE & JENKINS LTD. FOR PROFESSIONAL LEGAL SERVICES.
- H. CONSIDER ADOPTING RESOLUTION 2026-R-106 APPROVING A LETTER OF ENGAGEMENT FOR PROFESSIONAL LEGAL SERVICES WITH HISKES, DILNER, MAROVICH AND LAPP, LTD.
- I. CONSIDER ADOPTING ORDINANCE 2026-O-051 AMENDING TITLE XI, CHAPTER 110, REDUCING THE NUMBER OF BUSINESS LICENSES FOR CERTAIN LICENSE CATEGORIES FOR THE VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS.
- J. CONSIDER A REQUEST FROM P.A.W.S. TINLEY PARK TO CONDUCT A TAG DAY FUNDRAISER ON SATURDAY, OCTOBER 17, 2026, AT CERTAIN INTERSECTIONS IN THE VILLAGE OF TINLEY PARK.
- K. CONSIDER A REQUEST FROM KNIGHTS OF COLUMBUS TO CONDUCT A TAG DAY FUNDRAISER ON FRIDAY AND SATURDAY, SEPTEMBER 18 AND 19, 2026, AT CERTAIN INTERSECTIONS IN THE VILLAGE OF TINLEY PARK.
- L. CONSIDER PAYMENTS OF OUTSTANDING BILLS IN THE AMOUNT OF \$1,007,618.97 AS LISTED ON THE VENDOR BOARD APPROVAL REPORTS DATED JULY 24 AND JULY 31, 2026.

ACTION:

Discussion: **Consider approval of consent agenda items.**

COMMENTS:

ITEM #5

SUBJECT:

CONSIDER APPOINTMENT OF ANNMARIE KURYLOWICZ TO THE POSITION OF PROPERTY & EVIDENCE CUSTODIAN - **President Glotz**

ACTION:

AnnMarie has thirteen (13) years of related experience in evidence room operations, chain of custody compliance, lawful disposition, court preparation, and interagency coordination supporting municipal and county law enforcement agencies. She holds a Bachelor of Science in Network and Communications Management. **Consider appointing AnnMarie Kurylowicz to the position of Property & Evidence Custodian effective August 10, 2026.**

COMMENTS:

ITEM #6

SUBJECT:

CONSIDER APPOINTMENT OF TIMOTHY JANECYK TO THE POSITION OF CODE COMPLIANCE OFFICER - **President Glotz**

ACTION:

Timothy has twenty-four (24) years of experience in the glass manufacturing industry working with contractors, installers, building owners and architects. He is familiar with building codes and holds an International Code Council (ICC) Property Maintenance and Housing Inspector Certification. **Consider appointing Tim Janecyk to the position of Code Compliance Officer effective August 6, 2026.**

COMMENTS:

ITEM #7

SUBJECT: CONSIDER ADOPTING ORDINANCE 2026-O-050 GRANTING A SPECIAL USE PERMIT FOR AN INSTITUTIONAL USE AT 6775 PROSPERI DRIVE (CRISIS CENTER FOR SOUTH SUBURBIA) - **Trustee Mahoney**

ACTION: The Plan Commission held a Public Hearing on July 16, 2026, and voted 6-0 to recommend approval of the Special Use in accordance with the plans, recommended condition, and Findings of Fact listed in the Staff Report. **This Ordinance is eligible for adoption.**

COMMENTS: _____

ITEM #8

SUBJECT: CONSIDER ADOPTING ORDINANCE 2026-O-049 GRANTING A SPECIAL USE FOR A SUBSTANTIAL DEVIATION FROM THE BROOKSIDE CREEK RETAIL CENTER PUD TO ALLOW FOR THE DEVELOPMENT OF A GAS STATION WITH CAR WASH AT 7201 191ST STREET (GAS N WASH - 191ST STREET) - **Trustee Mahoney**

ACTION: The Plan Commission held a Public Hearing on May 21, 2026, and voted 5-3 to recommend approval of the Special Use in accordance with the plans and Findings of Fact listed in the Staff Report. This item was introduced at the July 21, 2026 Village Board meeting. **This Ordinance is eligible for adoption.**

COMMENTS: _____

ITEM #9

SUBJECT: CONSIDER APPROVING RESOLUTION 2026-R-089 ACCEPTING AND APPROVING THE “GAS N WASH BROOKSIDE CREEK” FINAL PLAT OF SUBDIVISION (GAS N WASH 191ST STREET PLAT OF CONSOLIDATION) - **Trustee Mahoney**

ACTION: The Plan Commission held a public meeting on May 21, 2026, and voted 6-2 to recommend approval of the Final Plat in accordance with the plans and Findings of Fact listed in the Staff Report. This item was introduced at the July 21, 2026 Village Board meeting. **This Resolution is eligible for adoption.**

COMMENTS: _____

ITEM #10

SUBJECT: CONSIDER ADOPTING RESOLUTION 2026-R-099 AUTHORIZING THE VILLAGE OF TINLEY PARK TO SEEK CLASS 8 RE-CERTIFICATION FOR CERTAIN PROPERTY IN THE VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS, REFERRED TO AS DUVAN INDUSTRIAL PARK BY THE OFFICE OF THE COOK COUNTY ASSESSOR - **Trustee Sullivan**

ACTION: The Village is looking to re-certify the Duvan Industrial Park as Class 8 eligible with Cook County. The conditions still exist to warrant continuing the eligibility of this area for the County tax incentive program. This item was discussed at the Committee of the Whole meeting held on July 21, 2026. **This Resolution is eligible for adoption.**

COMMENTS: _____

ITEM #11

SUBJECT: RECEIVE COMMENTS FROM THE PUBLIC.

COMMENTS: _____

ITEM #12

SUBJECT: RECEIVE COMMENTS FROM STAFF.

COMMENTS: _____

ITEM #13

SUBJECT: RECEIVE COMMENTS FROM BOARD.

COMMENTS:

ITEM #14

SUBJECT: ADJOURN TO EXECUTIVE SESSION TO DISCUSS:

- A. THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY.

ADJOURNMENT

CONSIDER APPROVAL OF AGENDA

**MINUTES OF THE BOARD MEETING OF THE TRUSTEES,
VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES,
ILLINOIS, HELD JULY 21, 2026**

The regular meeting of the Board of Trustees, Village of Tinley Park, Illinois, was held in the Council Chambers located in the Village Hall of Tinley Park, 16250 Oak Park Avenue, Tinley Park, IL on July 21, 2026. President Glotz called this meeting to order at 6:08 p.m.

At this time President Glotz led the Board and audience in the Pledge of Allegiance.

Clerk O'Connor called the roll. Present and responding to roll call were the following:

Village President:	Michael W. Glotz
Village Clerk:	Nancy M. O'Connor
Trustees:	William P. Brady William A. Brennan Dennis P. Mahoney Michael G. Mueller Kenneth E. Shaw Colleen M. Sullivan
Absent:	
Also Present:	
Village Manager:	Patrick Carr
Assistant Village Manager:	Angela Arrigo
Assistant Village Manager:	Donna Framke
Village Attorney:	Michael DelGaldo

Motion was made by Trustee Brennan, seconded by Trustee Brady to approve the agenda as written or amended for this meeting. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Sullivan, seconded by Trustee Shaw to approve and place on file the minutes of the regular Village Board Meeting held on July 7, 2026. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

At this time President Glotz and the Village Board presented the Tinley Park Business Spotlight.

- Tinley Park Roller Rink, 17658 Oak Park Avenue

Motion was made by Trustee Mueller, seconded by Trustee Sullivan to proclaim **TUESDAY, AUGUST 4, 2026, AS NATIONAL NIGHT OUT IN THE VILLAGE OF TINLEY PARK**. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Sullivan, seconded by Trustee Brady to consider approving the following Consent Agenda items:

- A. CONSIDER ADOPTING ORDINANCE 2026-O-047 AMENDING CHAPTER 119 OF TITLE XI OF THE VILLAGE CODE RELATED TO PEDDLERS AND SOLICITORS IN THE VILLAGE OF TINLEY PARK.
- B. CONSIDER ADOPTING RESOLUTION 2026-090 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND MCGILL CONSTRUCTION, LLC FOR THE 2026 MUNICIPAL PARKING LOT IMPROVEMENTS.
- C. CONSIDER ADOPTING RESOLUTION 2026-091 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND IROQUOIS PAVING CORPORATION FOR THE CONVENTION CENTER PARKING LOT IMPROVEMENTS.
- D. CONSIDER ADOPTING RESOLUTION 2026-R-092 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND IROQUOIS PAVING CORPORATION FOR THE 191ST STREET & HARLEM AVENUE ROADWAY AND TRAFFIC SIGNAL IMPROVEMENTS.
- E. CONSIDER ADOPTING RESOLUTION 2026-R-093 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND D CONSTRUCTION, INC. FOR THE 167TH STREET TRAFFIC CALMING CONSTRUCTION.
- F. CONSIDER ADOPTING RESOLUTION 2026-R-095 APPROVING AUTHORIZING THE VILLAGE TO NEGOTIATE AND EXECUTE AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO (MWRD)
- G. CONSIDER ADOPTING RESOLUTION 2026-R-096 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND CENTRAL SQUARE FOR 911 SOFTWARE ANNUAL RENEWAL.
- H. CONSIDER ADOPTION RESOLUTION 2026-R-097 APPROVING A CONTRACT BETWEEN THE VILLAGE OF TINLEY PARK AND FIRST RESPONDERS WELLNESS CENTER FOR PREEMPLOYMENT AND WELLNESS SERVICES
- I. CONSIDER A REQUEST FROM TINLEY WISH TO CONDUCT A TAG DAY FUNDRAISER ON SATURDAY, AUGUST 8, SATURDAY, AUGUST 15, AND SATURDAY, SEPTEMBER 26, 2026. AT CERTAIN INTERSECTIONS IN THE VILLAGE OF TINLEY PARK.
- J. CONSIDER PAYMENTS OF OUTSTANDING BILLS IN THE AMOUNT OF \$7,239,120.91 AS LISTED ON THE VENDOR BOARD APPROVAL REPORTS DATED JULY 10 AND 17, 2026.

President Glotz asked if anyone from the Board would like to remove or discuss any items from the Consent Agenda. No items were removed or discussed. President Glotz asked if there were any comments from members of the public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Sullivan, seconded by Trustee Shaw to appoint **ROBERT BOONE TO THE POSITION OF MAINTENANCE TECHNICIAN**. Robert has thirteen (13) years of experience as an industrial management professional in the chemical manufacturing industry and as an engineer in the locomotive industry. He honorably served as a Military Police officer in the Illinois Army National Guard. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Brennan, seconded by Trustee Sullivan to appoint **DEAN HOOVER TO THE POSITION OF MAINTENANCE TECHNICIAN**. Dean has eleven (11) years of experience as a laborer in the plumbing industry performing commercial, residential, and sewer work and working in a warehouse environment. He holds a Class A CDL. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mueller, seconded by Trustee Sullivan to appoint **MATTHEW NAUDEN TO THE POSITION OF HELPDISK COORDINATOR**. Matthew has twenty-six (26) years of experience in Information Technology with vast system analysis and networking experience supporting users on MacOS and Windows platforms in academic and corporate environments. He has been highly regarded for end-user support and relationship development. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mahoney, seconded by Trustee Mueller to adopt and place on file **ORDINANCE 2026-O-048 GRANTING A VARIATION FROM SECTION III.H.1. OF THE TINLEY PARK ZONING ORDINANCE RELATING TO THE PLACEMENT OF CERTAIN STRUCTURES AT 7946 167TH STREET IN THE R-4 (SINGLE-FAMILY RESIDENTIAL) ZONING DISTRICT (PONDELICEK)**. The Plan Commission held a Public Hearing on July 2, 2026, and voted 5-0 to recommend approval of the Variation in accordance with the plans and Findings of Fact listed in the Staff Report. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mahoney, seconded by Trustee Mueller to place on first read **ORDINANCE 2026-O-049 GRANTING A SPECIAL USE FOR A SUBSTANTIAL DEVIATION FROM THE BROOKSIDE CREEK RETAIL CENTER PUD TO ALLOW FOR THE DEVELOPMENT OF A GAS STATION WITH CAR WASH AT 7201 191ST STREET (GAS N WASH - 191ST STREET)**. The Plan Commission held a Public Hearing on May 21, 2026, and voted 5-3 to recommend approval of the Special Use in accordance with the plans and Findings of Fact listed in the Staff Report. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to place on first read **RESOLUTION 2026-R-089 ACCEPTING AND APPROVING THE "GAS N WASH BROOKSIDE CREEK" FINAL PLAT OF SUBDIVISION (GAS N WASH 191ST STREET PLAT OF CONSOLIDATION)**. The Plan Commission held a public meeting on May 21, 2026, and voted 6-2 to recommend approval of the Final Plat in accordance with the plans and Findings of Fact listed in the Staff Report. President Glotz asked if there were any comments from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

Motion was made by Trustee Mueller, seconded by Trustee Sullivan to adopt and place on file **RESOLUTION 2026-R-094 APPROVING A MASTER RIGHT-OF-WAY LICENSE AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND EZEE FIBER TEXAS, LLC**. This agreement with EZee Fiber Texas, LLC is for a Master Right of Way License. This item was discussed at the Committee of the Whole meeting held on July 7, 2026. President Glotz asked if there were any comments

from members of the Board or public. There were none. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

President Glotz asked if there were any comments from members of the public.

Village resident Clayton Kelly expressed concerns regarding speeding and reckless driving on Gaynelle Road involving both motor vehicles and e-bikes. President Glotz asked Mr. Kelly to leave his contact information with the President's Assistant so the Village could investigate these concerns. President Glotz asked if there were any comments from members of the Staff. There were none.

A Brementowne Estates resident updated the Board regarding ongoing noise concerns at Veteran's Park, located across the street from her home. The resident noted that she had previously expressed these concerns during the Village Board meeting on July 7, 2026. She would like to see Village find a proactive approach to this issue.

A Tinley Park resident expressed concerns regarding the appearance of the lot adjacent to her home where a lift station is located and requested that it be beautified. She also expressed concerns about individuals riding e-bikes at high speeds near her property. Public Works Director John Urbanski will contact her to look into her issues with the lift station lot.

Cody McElheny, of the 16900 block of Elm Lane, addressed the Board regarding ongoing issues with his neighbor's property, including debris accumulation and dogs. He stated that he has contacted Code Enforcement and the Police Department; however, the issues have continued. President Glotz stated that the Village Manager, Village Attorney, Code Enforcement, and the Police Department will discuss the matter and work together to identify an appropriate solution.

Lee Tally, of 7935 Glenfield Avenue, thanked the Public Works Department for its efforts following the July 3 storms. He commented on the renovated front entrance to Village Hall and the roadwork taking place on 80th Avenue near 183rd Street. He also inquired about the new apartment development at the corner of 191st Street and 80th Avenue.

Mr. Tally commented on the replacement of sod damaged by salt and snow along the parkway in front of his home and informed the Board of a sinking sidewalk near his residence. He also expressed concerns regarding the Tinley Park Post Office.

Tony Boar of Cullen Construction presented the ReJournal Award for Government and Community Project of Year for Harmony Square to the Village. This project has been transformational for Tinley Park and the South Suburban Area.

President Glotz asked if there were any comments from members of the Board.

Trustee Brady commented on his initiative to install a flagpole at the Tinley Park Convention Center in recognition of the upcoming 250th Anniversary of the United States. He noted that while a flag is displayed at the adjacent hotel, there was not one at the Convention Center. Trustee Brady recognized Public Works Superintendent Jimmy Quinn, the Public Works Department for their assistance in completing the project.

Trustee Brennan inquired whether the Police Department's bike units were being utilized this summer. Police Chief Tilton stated that they were not currently in use. Trustee Brennan commented that the bike units might

help address the ongoing e-bike concerns. Chief Tilton responded that the Police Department is exploring other strategies to address the e-bike issue.

Trustee Sullivan thank Marketing, Public Works, and Public Safety on a successful Block Party Weekend. She announced the Music in the Plaza series continues next Saturday, July 25th in Harmony Square.

President Glotz concurred with Trustee Sullivan's comments regarding the successful Block Party and commended Village staff and event vendors for a job well done. He also presented a video highlighting the dangers of kratom. President Glotz noted that the sale of kratom has been prohibited in the Village of Tinley Park since June 2024.

Motion was made by Trustee Brennan, seconded by Trustee Mueller to adjourn the Village Board meeting at 7:26 p.m. Vote on roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

PLEASE NOTE: Where there is no summary of discussion on any items in the minutes, this reflects that no discussion occurred other than the introduction of the item.

APPROVED:

Village President

ATTEST:

Village Clerk

TINLEY PARK BUSINESS SPOTLIGHT

President Glotz and
Village Board



Interoffice Memo

Date: August 5, 2026
To: Village Board
From: Anthony Ardolino, Director of Information Technology
Cc: Patrick Carr, Village Manager

Subject: Email Protection and Backup Services

Description:

Staff is requesting approval to enter into a three-year agreement with Heartland Business Systems to provide email protection and backup services.

Background:

This request proposes migrating the Village to a new enterprise-grade email security and anti-spam platform to improve protection, simplify administration, and expand coverage beyond traditional spam filtering. Email remains the primary attack vector for cybersecurity incidents, and enhanced controls are necessary to address increasingly sophisticated phishing, impersonation, and malware-based threats.

The proposed solution offers significantly simpler management while delivering improved overall value, providing more comprehensive security capabilities without a proportional increase in cost. Enhanced protections include advanced impersonation detection, which establishes behavioral profiles for high-risk or high-value users and flags activity that deviates from established norms, reducing the likelihood of successful social engineering attacks.

In addition to improved email threat protection, the new platform introduces capabilities not currently available to the Village. These include automated backups of Microsoft 365 cloud services—covering Exchange Online email, SharePoint, and OneDrive—as well as backups of cloud-based Microsoft identities, groups, and administrative roles. The solution will also provide the ability to scan SharePoint and OneDrive files for malware and automatically analyze cloud-based content for the presence of sensitive data.

This migration will strengthen the Village's overall cybersecurity posture, reducing administrative overhead for IT staff, and addressing critical gaps in data protection and recovery. By consolidating multiple security and backup functions into a single, managed platform, the Village gains improved resiliency, reduced risk exposure, and greater long-term operational efficiency.

The purchase will be procured through The Interlocal Purchasing System (TIPS), a nationally recognized cooperative purchasing program. Procurement through TIPS provides competitively solicited pricing that satisfies the Village's purchasing requirements, eliminating the need to conduct

a separate formal bid or request for proposal process.

Budget/Finance:

Funding for this expenditure is included in the approved FY27 Information Technology operating budget.

Staff Direction Request:

Enter into a three-year agreement with Heartland Business Systems to provide email protection and backup services at a cost of \$74,500.00



Interoffice Memo

Date: July 14, 2026
To: Pat Carr, Village Manager
John Urbanski, Public Works Director
From: Colby Zemaitis, Asst Public Works Director
Subject: Oak Park Avenue Fiber Extension Project – Contract Award

Presented at the Committee of the Whole on July 21, 2026 and Village Board meeting on August 5, 2026, for consideration and possible action.

Scope of Work: The Oak Park Avenue Fiber Extension Project consists of directional boring of 3" cable duct along the west side of OPA from an existing cable vault on the north side of Hickory Street to a recently installed utility vault on the northwest corner of OPA and 175th Street, as well as pulling new fiber optic cable through this run as well as the newly installed duct that was bored in as part of the 175th Street Improvement project. This run starts at the west end of 175th Street to Ridgeland Avenue, north on Ridgeland Avenue to Oak Forest Avenue to and existing utility pole. Bid also included utility vaults, junction box and other miscellaneous items of work.

Background: This bid was advertised in accordance with State bidding laws; one (1) sealed bid was received by the deadline on July 14, 2026, and recorded by the Village Clerk's office. The Village Clerk and Assistant Director of Public Works were present at the bid opening.

<u>Contractor</u>	<u>Location</u>	<u>Base Bid Total</u>
Pirtano Construction Company	Addison, IL	\$164,890.00
Engineer's Estimate		\$167,585.00

The lowest, responsible bidder is Pirtano Construction Company in the amount of \$164,890.00 after the bid was reviewed and verified.

Description: Staff is recommending we approve the contract with Pirtano Construction Company for the Oak Park Avenue Fiber Extension Project as they are a very reputable contractor who has done work for the Village over the years and their bid was less than the estimate prepared by the Engineering Department for this project.

Budget / Finance: Funding is budgeted for in the FY27 Budget.

Budget Available:	\$445,000.00
Lowest Responsible Bidder:	\$164,890.00
<u>Contingency Amount (20%):</u>	<u>\$ 33,000.00</u>
Total:	\$197,890.00
Remaining Funds	\$247,110.00

Staff Direction Request:

1. Approve low bid and award the project to Pirtano Construction Company in the amount of \$164,890.00 plus a contingency amount of \$33,000.00 in the total amount of \$197,890.00
2. Direct Staff as necessary.



Interoffice Memo

Date: August 5, 2026
To: Village Board of Trustees
From: Sarah Mitchell, Finance Director
Cc: Patrick Carr, Village Manager

Subject: Proposal for Tax Compliance Audit Services and Localgov Sales Tax Analytics Platform - Azavar

The Village has received a proposal from Azavar to provide tax compliance audit services and the Localgov sales tax analytics platform.

Staff recommends initially engaging Azavar to conduct tax compliance audits for the Village's hotel/motel tax and amusement tax programs. These contingency-based audit services are designed to identify underreported or unpaid taxes, improve taxpayer compliance, and recover revenues owed to the Village. Azavar's fees are paid solely from revenues recovered through the audit process, resulting in no upfront cost to the Village. Azavar has partnered with more than 400 local governments nationwide and provides audit services for a variety of municipal revenue sources. The proposed agreement also provides the flexibility to expand audit services to additional revenue sources in the future, if desired.

In addition, staff recommends subscribing to the Localgov sales tax analytics platform to enhance the Village's sales tax monitoring and reporting capabilities. Localgov provides interactive reporting, revenue trend analysis, and forecasting tools that will assist staff in monitoring revenue performance, identifying economic trends, and supporting financial planning. The annual subscription cost for the platform is \$4,200.

Staff requests Board discussion and direction regarding engaging Azavar to provide tax compliance audit services and the Localgov sales tax analytics platform.



Interoffice Memo

Date: July 8, 2026

To: Pat Carr – Village Manager
John Urbanski – Public Works Director

From: Kyle Vester – Village Engineer

Subject: Kimberly Heights Drainage Improvements – Phase 7 Professional Engineering Services Agreement

Prepared for the Committee of the Whole on July 21, 2026 and Village Board Meeting on August 5, 2026 for consideration and possible action.

Description: Robinson Engineering Ltd. (REL) has previously provided the Master Drainage Improvement Plan, and Engineering Design and Construction Services for Phases 1 through 6. Construction of Phases 1 through 6 has been completed and the final phase design is now needed.

The final phase will include portions of Kimberly Drive, Beverly Avenue, Mark Lane, Jody Lane, and Leslie Ann Drive. This will encompass the remaining incorporated areas and bring the overall project to a close. Staff will budget for Construction in FY28.

Budget/Finance: Funding in the amount of \$150,000 was allocated to this project in the FY27 Budget.

Staff Direction Request:

1. Approve the Professional Engineering Services Agreement between the Village and Robinson Engineering Ltd. for the Phase 7 Drainage Improvement Design for Kimberly Heights for the Lump Sum of \$150,000.
2. Direct Staff as necessary.



Interoffice Memo

Date: July 24th, 2026

To: John Urbanski, Public Works Director

From: Ken Howard, Streets & Fleet Superintendent

Subject: Parkway Tree Inventory - Contract Renewal (Year 3 of 3)

Presented at the Committee of the Whole and Village Board Meetings on August 5th, 2026 for consideration and possible action.

Scope of Work: Renewal of service contract to continue inventory of Village owned parkway trees. The contractor is responsible for identifying tree species, geographic location, condition, and maintenance recommendations. Renewal is final year of a 3-year contract.

Background: In 2024 the Village held an RFP to determine a contractor to conduct a Village wide inventory of parkway trees. The bid was awarded to Great Lakes Urban Forestry, Inc. with two additional renewable years to conclude the inventory. Final renewable year will conclude the inventory, at which time the inventory will be integrated into the Village's GIS and work order systems.

Description: Conduct Phase 3 of the Parkway Tree Inventory Project.

<u>Budget/Finance:</u>	Budget Amount:	\$50,000
	Contract Amount:	\$31,535
	Contingency (25%):	<u>\$7,980</u>
	Difference (Under Budget):	\$10,485

Staff Direction Request: Approve contract renewal and award the project to Great Lakes Urban Forestry in the not to exceed amount of \$39,515.



Interoffice Memo

Date: July 29, 2026

To: Village Board

From: Patrick Carr, Village Manager
Angela Arrigo, Assistant Village Manager/HR Director

Subject: Professional Legal Services

It is recommended that Asher, Gittler and D'Alba Ltd. is engaged to represent the Village in Pension related matters and other special projects as requested by the Village.



Interoffice Memo

Date: July 28, 2026

To: Village Board

From: Patrick Carr, Village Manager
Angela Arrigo, Assistant Village Manager/HR Director

Subject: Professional Legal Services

It is recommended that Klein, Thorpe and Jenkins, Ltd. is engaged to represent the Village in labor related matters and other special projects as requested by the Village.



Interoffice Memo

Date: August 5, 2026

To: Village Board

From: Patrick Carr, Village Manager
Angela Arrigo, Assistant Village Manager/HR Director

Subject: Professional Legal Services-Adjudication

It is recommended that Scott Dillner of Hiskes, Dillner, O'Donnell, Marovich & Lapp, LTD. is engaged to represent the Village in adjudication matters.



Interoffice Memo

Date: August 5, 2026
To: Committee of the Whole
From: Allison Tugend, Senior Finance Clerk
Subject: Decreasing Coffee Shop Business Cap

The most recent business license ordinance has put a cap on certain businesses within the Village of Tinley Park. One of the business types is coffee/tea shops. Due to the closure of a Tinley Park coffee shop, we must decrease the current cap by one (1) to keep the business count accurate.

Tag Day

CONSENT AGENDA

Tag Day

CONSENT AGENDA

VENDOR REPORT

STAFF APPOINTMENT

President Glotz

STAFF APPOINTMENT

President Glotz



Interoffice Memo

Date: August 5, 2026
To: The Village President and Board of Trustees
From: Lori Kosmatka, Associate Planner
Cc: Patrick Carr, Village Manager, Michael Coleman, Community Development Director, Mark Herman, Planning Manager

Subject: Crisis Center for South Suburbia, 6775 Prosperi Drive – Special Use Permit for an Institutional Use

Executive Summary:

The Petitioner, Pamela Kostecki, on behalf of Crisis Center for South Suburbia (contract purchaser), is requesting a Special Use Permit for an Institutional Use to relocate and consolidate existing operations to a proposed location at 6775 Prosperi Drive in the ORI (Office Restricted Industrial) zoning district.

Crisis Center for South Suburbia is a nonprofit organization that provides comprehensive services to survivors of domestic violence, sexual assault, and human trafficking. One of the existing locations serves as an emergency shelter, while the other provides administrative operations. The new location would consolidate their services into a single location. Services include emergency shelter, crisis intervention, counseling, legal advocacy, children's programming, prevention education, community outreach, case management, and supportive services, including clinical counseling that helps individuals and families achieve long-term safety and stability while working through experienced trauma. The facility will also accept donations for the shelter occupants via a managed plan. Administrative offices are open Monday–Friday during normal business hours. Clinical counseling is by appointment during the day or evening hours. The shelter is open 24 hours a day, 365 days a year. The facility is not open to the general public. Access is controlled and monitored to ensure safety for the occupants. The Petitioner states the current separate locations have created inefficiencies in communication, staffing, transportation, client services, and facility management. The agency is not expanding service volume nor adding new public-facing uses.

The subject property previously operated as an acute care behavioral health facility. Only minor modifications are proposed to the interior. No additions, parking lot expansion, or major site modifications are proposed. Parking demand is expected to remain well within the available parking supply. Staff recommends a condition that the single stall at the south edge of the site be removed.

The Plan Commission held a Public Hearing on July 16, 2026, and voted 6-0 to recommend approval of the Special Use in accordance with the plans, recommended condition, and Findings of Fact listed in the Staff Report.

Staff Direction Requested:

Approval of Ordinance as presented.

PLAN COMMISSION STAFF REPORT

July 16, 2026 – Public Hearing

Petitioner

Pam Kostecki, on behalf
of Crisis Center for South
Suburbia (contract
purchaser)

Property Location

6775 Prosperi Drive

PIN

31-06-400-002-0000

Zoning

ORI (Office Restricted
Industrial)

Approvals Sought

Special Use Permit

Project Planner

Lori Kosmatka, AICP,
Senior Planner

Crisis Center for South Suburbia – Special Use Permit for an Institutional Use

6775 Prosperi Drive



EXECUTIVE SUMMARY

The Petitioner, Pamela Kostecki, on behalf of Crisis Center for South Suburbia (contract purchaser), is requesting a Special Use Permit for an *Institutional Use* to relocate and consolidate existing operations to a proposed location at 6775 Prosperi Drive in the ORI (Office Restricted Industrial) zoning district.

Crisis Center for South Suburbia is a nonprofit organization that provides comprehensive services to survivors of domestic violence, sexual assault, and human trafficking. One of the existing locations serves as an emergency shelter, while the other provides administrative operations. Services include emergency shelter, crisis intervention, counseling, legal advocacy, children's programming, prevention education, community outreach, case management, and supportive services, including clinical counseling, that help individuals and family achieve long-term safety and stability while working through experienced trauma. The facility will also accept donations for the shelter occupants via a managed plan. Administrative offices are open Monday-Friday during normal business hours. Clinical counseling is by appointment at day or evening hours. The shelter is open 24 hours a day, 365 days a year. The facility is not open to the general public. Access is controlled and monitored to ensure safety for the occupants. The Petitioner states the current separate locations have created inefficiencies in communication, staffing, transportation, client services, and facility management. The agency is not expanding service volume nor adding new public-facing uses.

The subject property previously operated as an acute care behavioral health facility. Only minor modifications are proposed to the interior. No additions, parking lot expansion, or major site modifications are proposed. Parking demand is expected to remain well within the available parking supply. Staff recommends a **condition** that the single stall at the south edge of the site be removed.

EXISTING SITE & HISTORY

The subject property is a 2.35-ac developed site (per the ALTA survey) with a two-story 48,467 sq. ft. building, located on the south side of Prosperi Drive (south of I-80), and is one property east (by approximately 148 feet) of Oak Park Avenue. The south edge of the property abuts the north access road for the Credit Union 1 Amphitheater.



Location Map & Zoning Map



The site is currently observed to have 58 total striped parking stalls: 23 stalls in the outer west side, 9 in the inner west side, 1 at the south end of the west side, 17 in the north side, and 8 in the east side. Notably the provided ALTA survey, dated from 2021, is somewhat outdated (shows 60 stalls). There is an existing outdoor area at the south of the building, which is enclosed with privacy fencing, and has landscaping foliage south of it. A leased cell tower area is located on the east/southeast edge of the site. The building itself has its primary entrance facing Prosperi Drive with additional access on other sides. As identified in the Offering Memorandum, as part of the Petitioner's submittal, the property's prior use was as an acute care behavioral health facility. The Petitioner's narrative states it was recently renovated in 2021 for that use.



Birdseye Aerial of NWC

ZONING & NEARBY LAND USES

The subject property is located within the **ORI (Office Restricted Industrial) Zoning District**. It is surrounded by multiple PUDs (Planned Unit Developments), but is not part of one. The table below indicates the surrounding zoning and land uses in the area:

Direction	Zoning	Land Use
North	M-1 PD (First Industrial Realty Trust)	Commercial
South & East	ORI-PD (Tweeter Center/I-80 World Music Center)	Credit Union 1 Amphitheater
West	Adjacent: M-1 PD (First Industrial Realty Trust) Beyond: B-3 PD (Odyssey Entertainment District)	Adjacent: Vacant Beyond: Odyssey Fun Farm

SPECIAL USE APPROVAL

Section V.B. Schedule 1 – Schedule of Permitted Uses identifies categories of use types as Permitted, Prohibited, or requiring Special Use Permit. One such use type *"Institutions, except penal institutions and those for persons who have*

contagious diseases” requires a Special Use Permit in the ORI (Office Restricted Industrial) zoning district. Section V also provides a brief description of the ORI district as the following: *“intended to provide land for medium to large office buildings, research activities, and non-objectionable industrial activities which are attractively landscaped . . . low intensity and limiting restrictions are intended to provide for permitted uses which will be compatible with adjacent residential and commercial developments”*.

PROPOSED USE

Crisis Center for South Suburbia, a nonprofit organization that provides comprehensive services to survivors of domestic violence, sexual assault, and human trafficking, is proposing to relocate their two existing locations into one new, consolidated location. They are currently a contract purchaser of the property. The operations would be considered an *Institutional Use*. One of the existing locations serves as a shelter, while the other provides administrative operations. Both locations are in the Village. The narrative identifies the purpose of the proposed consolidation. It states that as the agency has grown, the current separate locations have created inefficiencies in communication, staffing, transportation, client services, and facility management. The Petitioner notes the agency is not expanding service volume nor adding new public-facing uses.

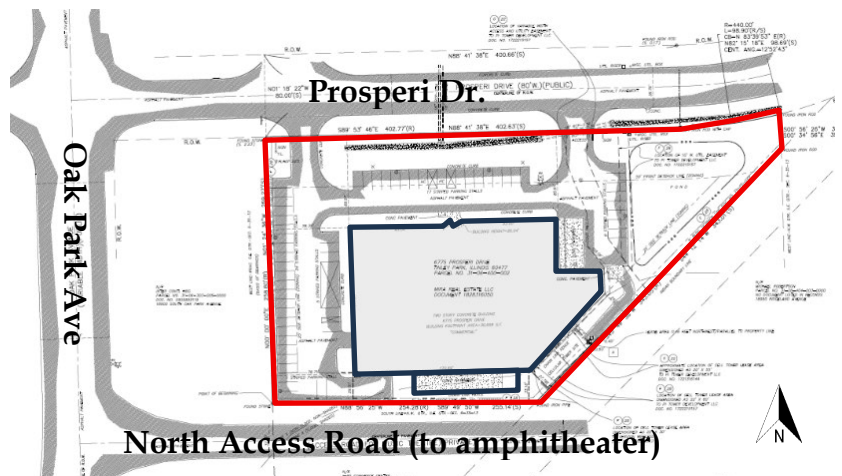
Services: Services include emergency shelter, crisis intervention, counseling, legal advocacy, children’s programming, prevention education, community outreach, case management, and supportive services, including clinical counseling, that help individuals and family achieve long-term safety and stability while working through experienced trauma. The facility will also accept donations for the shelter occupants via a managed plan identified in the Petitioner’s narrative.

Hours: Administrative offices are open Monday-Friday during normal business hours. Clinical counseling is by appointment at day or evening hours. The emergency shelter is open 24 hours a day, 365 days a year.

Staff and Shelter Occupants: Staff include administrative personnel, counselors, and those serving the shelter, with counts consistent to existing operations. The narrative details the number of maximum shelter occupants via room/household and headcount. The utilized number of bedrooms will be 20, same as the existing shelter. The occupancy per room/household depends on family composition, however the Petitioner will limit households to 20 and headcount occupancy to 54, also the same as the existing shelter.

Access and Visitors: In addition to staff and shelter occupants, the Petitioner’s narrative has identified categories of types of visitors. These include those attending scheduled counseling appointments, clients receiving advocacy or case management services, individuals touring the facility as prospective shelter residents/occupants following screening and assessment, and approved vendors and service providers. Importantly, the Petitioner has clearly stated **the facility is not open to the general public**. Access is controlled and monitored to ensure safety for the occupants. Visitors are by appointment or invitation only. There will be no general public access, walk-in business traffic, retail activity, or public gatherings. The only caveat to this is for those who will be dropping off donations to support the shelter occupants.

Neighborhood Context: Staff and the Petitioner have discussed the visibility of the subject property and its neighborhood context in terms of use and intensity, including that of the Credit Union 1 Amphitheater’s proximity to the southeast. The Petitioner noted that occupants of the Crisis Center have the option of using available indoor recreation space, and are not limited to the outdoor space on-site. Additionally, Staff notes that the event programming for the Credit Union 1



Amphitheater runs on a seasonal, limited schedule. Staff also notes the subject property's outdoor area is located a notable distance away due to the expanse of surface parking: over 1,200 feet to the closest edge of the plaza grounds, and over 1,700 feet to the closest edge of the Amphitheater stage building.

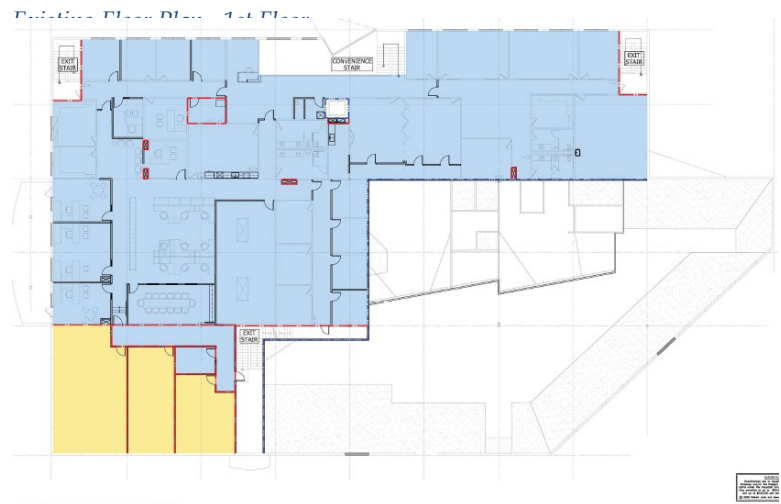
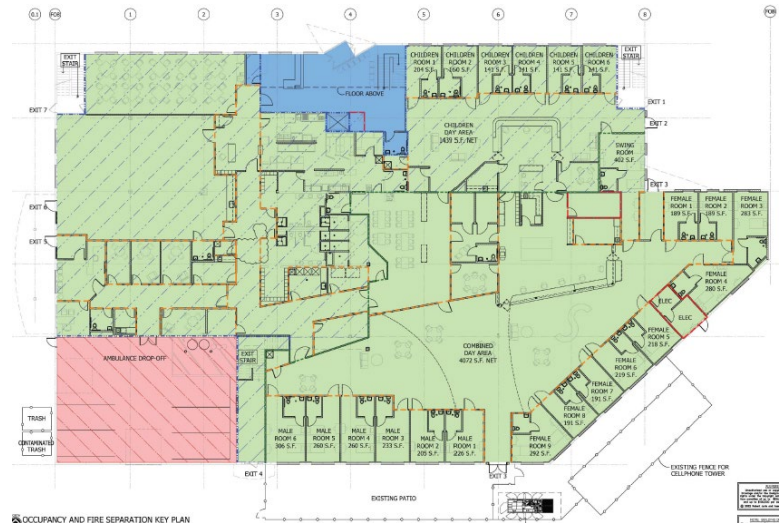
SITE IMPROVEMENTS / FLOOR PLAN

The Petitioner states that only minor modifications are proposed to the interior. No additions, parking lot expansion, or major site modifications are proposed. The narrative notes that since the building previously served as an acute behavioral healthcare facility, it is already constructed for institutional use, which closely aligns with the layout and features needed by the Petitioner. This includes its existing life-safety systems, accessibility features, commercial kitchen, counseling space, and hospital-grade infrastructure. Building features include separate entrances for counseling appointments, indoor vehicle storage space, administrative space (offices, cubicles, collaborative bullpen space, conference rooms, and additional meeting and counseling spaces), as well as an indoor open recreational space.

Notable minor modifications proposed per the narrative include interior space reconfiguration to best meet operational needs, installation of rubber playground tiles, and installation of organizational signage. The Petitioner does not have a proposed floor plan available, but has provided the building's existing floor plan. Two of the 22 bedrooms would act as spare rooms, used when additional cleaning or maintenance is needed on the utilized 20 bedrooms. This proposal of 20 utilized bedrooms is the same count utilized at the existing shelter's current location.

Outdoor Recreation Area: The Petitioner currently proposes to keep the existing outdoor recreation area as-is, except for the ground cover. The area is hardscaped with concrete, and the Petitioner proposes installing rubber playground tiles on top to ensure child safety. The area is approximately 1,650 sq. ft. and will serve the shelter occupants and their children in a supervised environment. The space has an existing 6' PVC privacy fence with a secured gate. No additional infrastructure such as new gates, fencing, or additional lighting is proposed.

Staff has communicated the Village's Sign Code requirements to the Petitioner. The Petitioner confirmed they will be in compliance.



Existing Floor Plan - 2nd Floor



Detail of SWC – Shows Rear Parking, Outdoor Area

PARKING & DONATIONS

Parking demand is expected to remain well within the available parking supply. Since the facility already has a history of operations from the two locations, they provided specific counts reflecting actual operations. The narrative states the agency is combining existing operations rather than expanding service volume nor adding new public-facing uses. While there may be occasional scheduled visits, the facility does not have regular customer traffic, public guests, or general visitors.

Existing Locations: Together, the administrative and shelter locations total 59 parking spaces. The current operations indicate that typically around 39 vehicles are parked.

- Administrative location has 29 spaces. Approximately 10 are for customers, visitors, and 3 facility vehicles. On average, the 10 spaces are only about 30% occupied. The remaining 19 spaces are for staff during normal business hours and are at or near 100% occupied.
- Shelter location has 30 spaces. During normal business day hours, there are approximately 7 staff vehicles, and typically 1-3 for clients, totaling about 10 vehicles, thus typically about 30% occupied. On occasion, clients may use up to 10 spaces, depending on the household size of clients. Thus at most, 17 parked vehicles would be anticipated. Parking demand is lower in the evening and overnight hours. During second shift there are approximately 6 staff vehicles and 3-10 client vehicles, totaling 9-16 vehicles. During third shift there are typically 2 staff vehicles and up to 10 client vehicles, totaling around 12 vehicles.

Proposed Location: The site, as currently striped, shows 61 total parking spaces: 58 outdoor, and 3 indoor. The Petitioner anticipates the typical demand of approximately **39 vehicles** to remain the same at the new location. Staff identified the single stall at the south of the site may block adjacently parked vehicles. The Petitioner's narrative states that these would be occupied by daytime staff only so access can be coordinated if necessary. Staff further identified the single stall may not provide adequate circulation for vehicles to access to the southwest corner of the building and donation drop-off area. Staff recommends a **condition** that the single stall at the south edge of the site be removed. This would thus bring the total parking count to **60 spaces** (57 outdoor, 3 indoor).

The only other difference would be where the facility's three vehicles will park. They consist of a van, a box truck, and a maintenance truck, and instead of being parked outdoors (as they currently are), they will be stored indoors at the proposed location, thus the outdoor parking needs will be further reduced by three.

Donations: The facility accepts donations to support shelter occupants. The narrative states the facility will not operate as a retail establishment or public donation center. Items include furniture, household goods, clothing, food, personal hygiene, and other essential supplies.

The narrative describes the management operations for donations to address any traffic impact concerns on-site. Additionally the Petitioner provided a marked up aerial layout showing the donation route and drop-off access. The narrative states donations are accepted during designated operating hours between 9am-3pm on weekdays, with larger donations generally scheduled in advance. If the facility does not have resources to offload larger donations, the items would be turned away. If donations are dropped outside of donation periods &/or without approval, then staff would secure the items inside. Staff is on-site 24/7 and does regular property sweeps to ensure safety, thus would identify and manage any items in a prompt manner.



Donation Route and Drop-Off Area

The Petitioner plans to locate a code-compliant single sandwich board sign to direct or advise patrons. The donation delivery area is at the building's rear service entrance at the southwest corner of the building. The narrative states this loading area allows vehicles to unload without obstructing parking or internal circulation. A rolling bin for donation items is set outside during the donation hours. To comply with code, the Petitioner has confirmed the rolling bin will be monitored, not left out indefinitely, and not be located in a parking space.

STANDARDS FOR A SPECIAL USE

Section X.J.5. of the Zoning Ordinance lists standards that need to be considered by the Plan Commission. The Plan Commission is encouraged to consider these standards (listed below) when analyzing a Special Use request. Staff has provided draft Findings in the Staff Report for the Public Hearing.

X.J.5. Standards: No Special Use shall be recommended by the Plan Commission unless said Commission shall find:

- a. That the establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
- ***The proposed use of the property by the Crisis Center for South Suburbia (CCSS) will promote the health, safety, and welfare of the community by providing comprehensive services to survivors of domestic violence, sexual assault, and human trafficking. The building was previously operated as a licensed behavioral health facility and contains existing life-safety systems, hospital-grade construction, ADA accessibility, anti-ligature fixtures, fire protection systems, and other features designed to protect vulnerable populations. CCSS has operated safely in the south suburban region for nearly five decades and maintains established policies, professional staffing, and security protocols that ensure a safe environment for clients, employees, volunteers, and visitors.***
- b. That the Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
- ***The proposed use is compatible with surrounding institutional and professional uses and will have minimal impact on neighboring properties. The facility will primarily operate as an administrative headquarters, counseling center, emergency shelter, and supportive services location. The property was previously designed and operated for healthcare services, making the proposed use consistent with the existing building design and infrastructure. The project will maintain the property and occupy a currently vacant facility, thereby supporting neighborhood stability and property values.***
- c. That the establishment of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
- ***The proposed Special Use is consistent with the intent of the district and will not interfere with future development of surrounding properties. The reuse of an existing healthcare facility represents an appropriate adaptive reuse that complements surrounding development while preserving an existing investment within the community. No expansion of the building footprint is proposed, and improvements will primarily consist of interior modifications and minor site enhancements.***
- d. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided;
- ***The property is fully served by existing public infrastructure, including water, sanitary sewer, stormwater management, electrical service, telecommunications, and public road access. The site functioned successfully as an inpatient behavioral health hospital and therefore possesses infrastructure capacity that exceeds the operational needs of CCSS. Existing parking, drainage systems, utilities, and emergency access are adequate to support the proposed use.***
- e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and
- ***The property has established access points and internal circulation patterns that previously accommodated hospital operations with significantly higher daily traffic volumes than anticipated for CCSS. Client appointments are scheduled throughout the day, minimizing peak traffic impacts.***

- f. That the Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the Village Board pursuant to the recommendation of the Plan Commission. The Village Board shall impose such conditions and restrictions upon the premises benefited by a Special Use Permit as may be necessary to ensure compliance with the above standards, to reduce or minimize the effect of such permit upon other properties in the neighborhood, and to better carry out the general intent of this Ordinance. Failure to comply with such conditions or restrictions shall constitute a violation of this Ordinance.
- ***The proposed use will comply with all applicable Village of Tinley Park ordinances, building codes, life-safety requirements, accessibility standards, and zoning regulations. CCSS will work cooperatively with Village staff throughout the permitting and inspection process and will obtain all required approvals before occupancy.***
- g. The extent to which the Special Use contributes directly or indirectly to the economic development of the community as a whole.
- ***The project represents a significant investment in Tinley Park through the purchase and continued operation of a prominent commercial property. Occupancy of the currently vacant facility returns the property to productive use, preserves property values, supports local businesses through purchasing and contracting, and maintains employment opportunities within the community. In addition, CCSS provides critical social services that strengthen families, reduce community costs associated with violence and homelessness, and improve overall community well-being. Consolidating agency operations into a single location will allow CCSS to serve more individuals efficiently while continuing its longstanding commitment to the residents of Tinley Park and the south suburban region.***

It is also important to recognize that a Special Use Permit does not run with the land and instead the Special Use Permit is tied to the Petitioner. This is different from a process such as a variance, since a variance will forever apply to the property to which it is granted. Staff encourages the Plan Commission to refer to Section X.J.6. to examine the conditions where a Special Use Permit will expire.

MOTION TO CONSIDER

If the Plan Commission wishes to take action, an appropriate wording of the motions would read:

Special Use Permit:

"...make a motion to recommend that the Village Board grant Pamela Kostecki on behalf of Crisis Center for South Suburbia a Special Use for an Institutional Use at 6775 Prosperi Drive in the ORI (Office Restricted Industrial) zoning district, in accordance with the plans submitted and adopt Findings of Fact as proposed in the July 16, 2026 Staff Report subject to the following condition:

- 1. The single parking stall at the south edge of the site must be removed.*

LIST OF REVIEWED PLANS

	Submitted Sheet Name	Prepared By	Date On Sheet
1	Application (Redacted)	Petitioner	6/25/2026
2	Special Use Addendum Response to Standards –Form and Full Responses	Petitioner	N/A Rec'd 6/25/2026
3	Narrative and Operational Description	Petitioner	N/A Rec'd 7/8/2026
4	ALTA Survey		6/18/2021
5	Property Offering Memorandum (Includes Existing Floor Plan)	Behavioral Health Properties	N/A Rec'd 6/26/2026
6	Donation Route (Aerial Markup)	Petitioner	N/A Rec'd 6/29/2026

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

SUBJECT: MINUTES OF THE JULY 16, 2026 REGULAR MEETING

ITEM 1: PUBLIC HEARING – CRISIS CENTER FOR SOUTH SUBURBIA – 6775 PROSPERI DRIVE

Consider recommending that the Village Board grant Pamela Kostecki, on behalf of Crisis Center for South Suburbia, a Special Use Permit to operate an Institutional Use at 6775 Prosperi Drive in the ORI (Office and Restricted Industrial) Zoning District.

Present Plan Commissioners: Lisa Albano
James Gaskill
Terry Hamilton
Eduardo Mani
Steve Sepessy
Chairman Garrett Gray

Absent Plan Commissioners: Angela Gatto
Andrae Marak
Edgar Montalvo

Village Staff: Peter Murphy, Village Attorney
Lori Kosmatka, Senior Planner
Michael Whalen, Associate Planner

Petitioner: Pamela Kostecki

Members of the Public: None

CHAIRMAN GRAY introduced item #1.

CHAIRMAN GRAY requested a motion to open the public hearing. COMMISSIONER GASKILL made a motion to open the public hearing, seconded by COMMISSIONER MANI. Voice vote; all were in favor. Motion carried.

CHAIRMAN GRAY noted the proof of publication.

Lori Kosmatka, Senior Planner, presented the staff report.

CHAIRMAN GRAY the Petitioner to speak.

The Petitioner, Pamela Kostecki was sworn in. She thanked the Commission for the opportunity to present, and thanked Staff who were amazing to work with. She reviewed the purchase history.

The building was purchased last December in a live auction, which did not end up working out. The organization is now in the second process of purchasing this building. She noted the organization has been around for 50 years, serving survivors of domestic violence, sexual assault, and human trafficking. One of the services provided is emergency shelter. The organization has been providing services in Tinley Park since 1989. The organization has expanded drastically in the last ten years, going from a \$2.3M to a \$8.5M operation. She stated the organization is not here now to add services at this point as we have already done our expansion, but rather are trying to bring our two current operations together. Currently the organization pays to rent space because the organization outgrew our building on Timber Drive. She stated that the organization desires the proposed building because it was designed and recently renovated as an acute behavioral healthcare facility which is turnkey for the organization's needs. She reiterated that the organization is not proposing changes as it is the dream building for our operations.

CHAIRMAN GRAY asked the Commissioners if they have any questions or comments.

COMMISSIONERS GASKILL, SEPESSY and ALBANO had no comments.

COMMISSIONER MANI thanked the Petitioner for having expanded in Tinley, and stated the services provided are great to handle those issues.

COMMISSIONER HAMILTON asked if this use needed to come to the Plan Commission per the zoning code.

Lori Kosmatka, Senior Planner, responded yes. The property is in the ORI zoning district. There is an item for institutions except for those that are penal institutions or those for contagious diseases.

COMMISSIONER HAMILTON noted that the building was already made to accommodate this type of use.

Lori Kosmatka, Senior Planner, responded that each special use is reviewed based on the unique business and operations. It does not transfer to different ownership. If the Crisis Center were to leave and a different facility would come in, the same process would have to happen.

The Petitioner, Pamela Kostecki noted the organization has a special use permit to operate at 7700 Timber.

CHAIRMAN GRAY had no other comments. He noted the organization provides a good service that is unfortunately needed. He agrees with Staff that it is an odd design with the one single parking space. He noted that the organization vehicles are parked inside and the donation bin is 9am-3pm. He asked if the bin gets rolled into the corner.

The Petitioner, Pamela Kostecki responded yes, and that there are two doors over there.

CHAIRMAN GRAY stated he thinks this looks good and won't interfere with the amphitheater, and occupants may go down to the outdoor area to listen to some of the music. He asked if there

were any questions from the public. Hearing none, he requested a motion to close the public hearing.

COMMISSIONER SEPESY made a motion to close the public hearing. Seconded by COMMISSIONER GASKILL. Voice vote. All in favor. Motion carried.

Lori Kosmatka, Senior Planner, presented the standards for approval.

CHAIRMAN GRAY requested a motion for the Special Use.

COMMISSIONER HAMILTON made a motion to recommend that the Village Board grant Pamela Kostecki on behalf of Crisis Center for South Suburbia a Special Use for an Institutional Use at 6775 Prosperi Drive in the ORI (Office Restricted Industrial) zoning district, in accordance with the plans submitted and adopt Findings of Fact as proposed in the July 16, 2026 Staff Report subject to the following condition:

- 1. The single parking stall at the south edge of the site must be removed.*

COMMISSIONER MANI seconded. Roll call vote. All in favor. Motion carried.

CHAIRMAN GRAY noted the item would be heard at the August 5, 2026, Village Board meeting. He reminded the Petitioner that the Plan Commission is just a recommending body, so the Village Board meeting will be the final step.

Lori Kosmatka, Senior Planner, reiterated to all that the meeting date is August 5th, not the 4th.



Interoffice Memo

Date: August 5, 2026
To: Village President and Board of Trustees
From: Mark Herman, Planning Manager
Cc: Patrick Carr, Village Manager, Michael Coleman, Community Development Director

Subject: Gas N Wash Special Use

Executive Summary:

The developer of the proposed Gas N Wash gas station and car wash at the southwest corner of 191st Street and Harlem Avenue is seeking a Special Use for a Substantial Deviation from the Brookside Creek Retail Center to develop a gas station and car wash at 7201 191st Street. The Plan Commission voted to recommend approval of the Special Use and Final Plat required for the project at the May 21, 2026 Plan Commission meeting; however, the Commission voted to deny the Site Plan/Architectural Approval petition required. The Petitioner subsequently increased the amount of plantings on the proposed Landscape Plan. The Plan Commission ultimately granted Site Plan/Architectural Approval for the project on July 16, 2026 with an 5-1 vote. This item was introduced at the July 21, 2026 Village Board meeting.

Staff Direction Requested:

Consider Ordinance for adoption.

PLAN COMMISSION STAFF REPORT

May 21, 2026 –Public Hearing

Petitioner

Leonard McEnergy of Gas
N Wash

Property Location

7201 191st Street

PIN

19-09-12-200-011-0020
(portion of);
19-09-12-200-012-0000

Zoning

B-3 (General Business
and Commercial);
B-3 PD (General Business
and Commercial,
Brookside Creek Retail
Center PUD)

Approval Sought

- Special Use for
Substantial Deviation
- Final Plat
- Site Plan/Architectural
Approval

Project Planner

Michael O. Whalen, AICP
Associate Planner

Gas N Wash 191st – Special Use for Sub. Dev. From PUD

7201 191st Street



Rendering from sign package

EXECUTIVE SUMMARY

Leonard McEnergy of Gas N Wash (“the Petitioner”) is requesting a Special Use for a Substantial Deviation from the Brookside Creek Retail Center Planned Unit Development (“PUD”) to construct a gas station and carwash. The request will modify the PUD to include an additional parcel within the PUD boundary and approve the proposed gas station and carwash. The Petitioner is also requesting Site Plan/Architectural approval and approval of a final plat of consolidation.

The proposal includes 18 fueling stations; a 10,049 square foot convenience store building with two drive-thru tenants and a 1,939 square foot in-line retail space; and a carwash tunnel with indoor vacuum stalls.

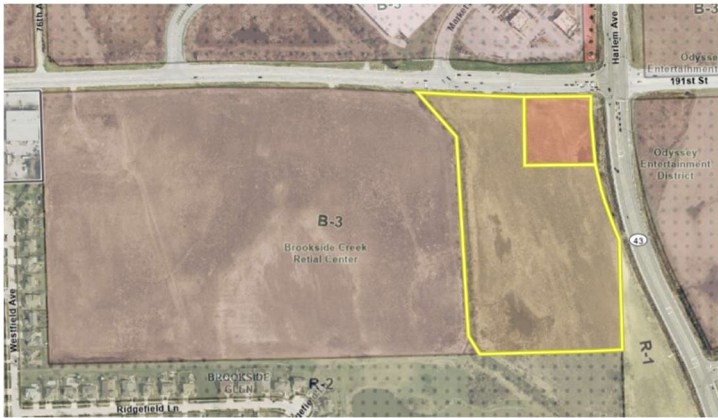
This would be the fourth Gas N Wash location in the Village, with locations at 183rd Street & 76th Avenue, 183rd Street & La Grange Road, and 194th Street & Harlem Avenue. The existing location on Harlem is approximately ½ mile south from the proposed location.

The Village Board adopted the Brookside Creek Retail Center PUD by Ordinance 2025-O-065, specifically listing a gas station as an allowable use on Lot 1 of the subdivision. The Board adopted a revision to the PUD (Ordinance 2026-O-001) to move the gas station allowance to Lot 4, which comprises most of the proposed site.

EXISTING SITE & HISTORY



Location Map



Zoning Map

The subject property is located at the southwest corner of 191st Street and Harlem Avenue. The subject property is comprised of Lot 4 in the Brookside Creek Retail Center Subdivision, as well as an additional 1.88 acre parcel at the intersection. The overall site is 7.42 acres.

On December 5, 2024, the Plan Commission recommended approval of rezoning the land within the PUD to B-3, establishing the PUD, and subdividing the land. At this meeting, the Plan Commission also approved the site plan, which indicated developable lots, stormwater management areas, and an access drive through the development.

The Brookside Creek Retail Center PUD was approved by the Village Board on January 21, 2025 by Ordinance No. 2025-O-065. The Village Board also approved an annexation for a portion of the master development, a rezoning, a plat of subdivision, and a development agreement at this meeting. The Board subsequently amended the PUD (Ordinance 2026-O-001) to relocate the gas station allowance from Lot 1 to Lot 4.

ZONING & NEARBY LAND USES

The subject property is located within the **B-3 PD (General Business and Commercial, Brookside Creek Retail Center PUD) Zoning District**. The table below indicates the surrounding zoning and land uses in the area:

Direction	Zoning	Land Use
North	B-3 General Business and Commercial District Brookside Marketplace PUD	Brookside Marketplace (commercial)
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The B-3 Zoning District is designed to accommodate a wide range of specialized commercial uses, including highway-oriented services and commercial types of establishments to serve the needs of motorists.

Residential properties in Brookside Glen are adjacent to stormwater management areas in the Brookside Creek Retail Center PUD. The subject property is approximately 1,000 feet from the nearest residential property.

REQUESTS

The Petitioner is requesting a Special Use for a Substantial Deviation from the Brookside Creek Retail Center PUD to enable the development of a gas station and carwash. The request will amend the PUD to add the previously excluded parcel at the southwest corner of 191st Street and Harlem Avenue to the PUD. As part of this request, the Petitioner will consolidate Lot 4 of the PUD with this parcel into one lot, requiring final plat approval. Finally, the Petitioner is requesting Site Plan and Architectural Approval for the project.

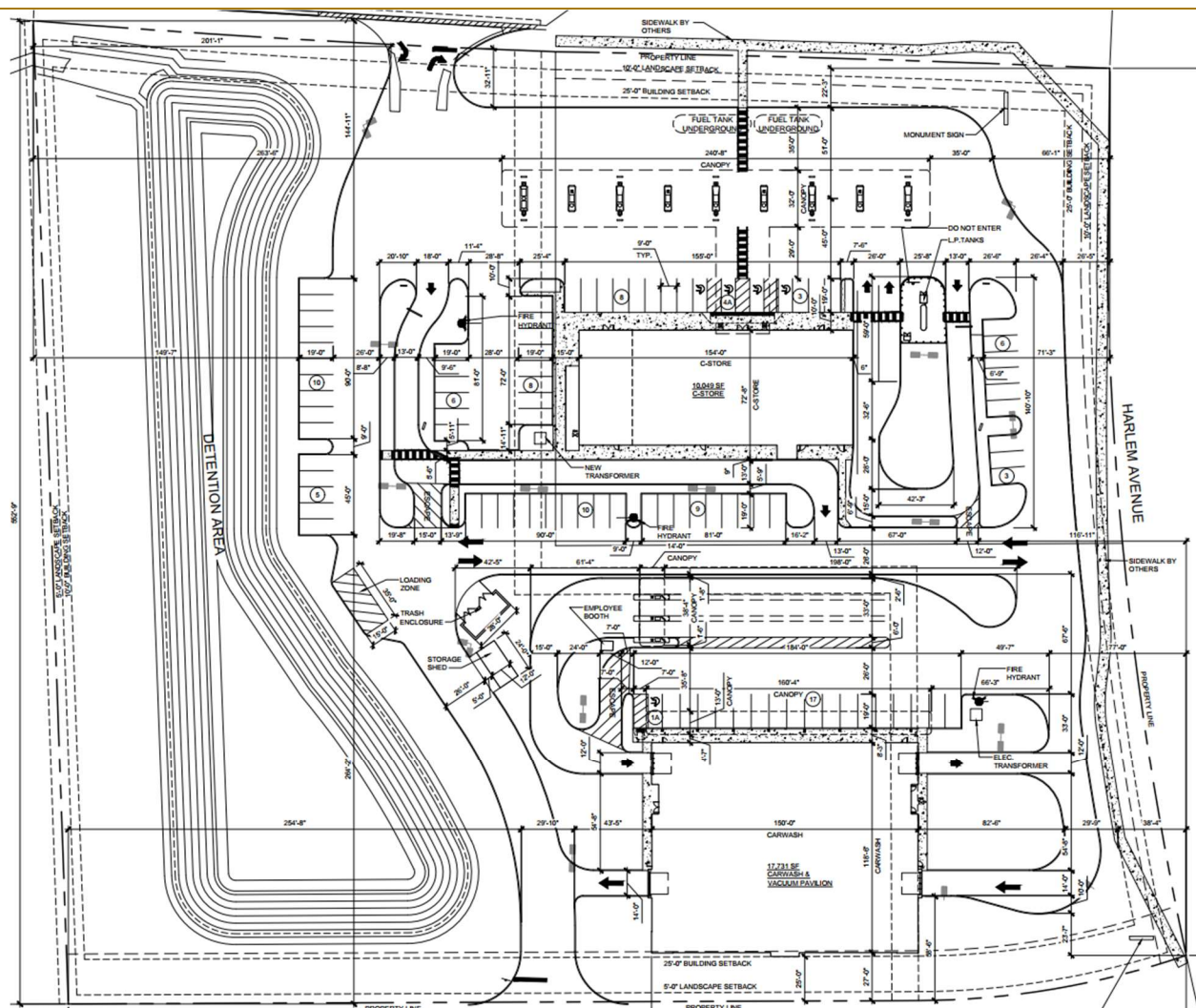
PROPOSED USES

The proposal includes several different land uses as components of the project. The proposal includes a gas station with 18 fueling stations; a 10,049 square foot convenience store building with two drive-thru tenants and a 1,939 square foot in-line retail space; and a carwash tunnel with indoor vacuum stalls. Each of these uses is allowed on Lot 4 within the PUD.

The convenience store is designed to accommodate two food/beverage vendors, each with an accessory drive-thru. Each of these food/beverage uses will have counter service and share a small dining area. The Petitioner's application materials state that one drive-thru user is anticipated as a coffee shop and the other drive-thru user is anticipated as a quick service restaurant. The signage plans include specific signage for Dunkin Donuts, though the quick service user is not identified in the materials submitted.

The proposed carwash building includes a typical automatic carwash tunnel and also contains a large space in the building for indoor vacuums.

SITE PLAN



Proposed Site Plan

The site is oriented with the “front” of the development along the 191st Street frontage, with the convenience store building located approximately 145 feet from the property line. The carwash building is located in the “rear” of the development. A long and relatively narrow stormwater facility is proposed along the west side of the property.

PEDESTRIAN ACCESS AND CIRCULATION

The proposal includes public sidewalks along the 191st Street and Harlem Avenue frontages. Due to the presence of drainage swales in the Harlem Avenue right-of-way, the public sidewalk is proposed on the private side of the property line. The Petitioner will grant a public access easement for this sidewalk. A marked walkway will connect the convenience store building to the sidewalk on 191st Street. Walkways will be provided to connect parking areas to the convenience store.

No walkway is proposed to connect to the sidewalk along the south side of the master development access drive.

VEHICLE ACCESS AND CIRCULATION

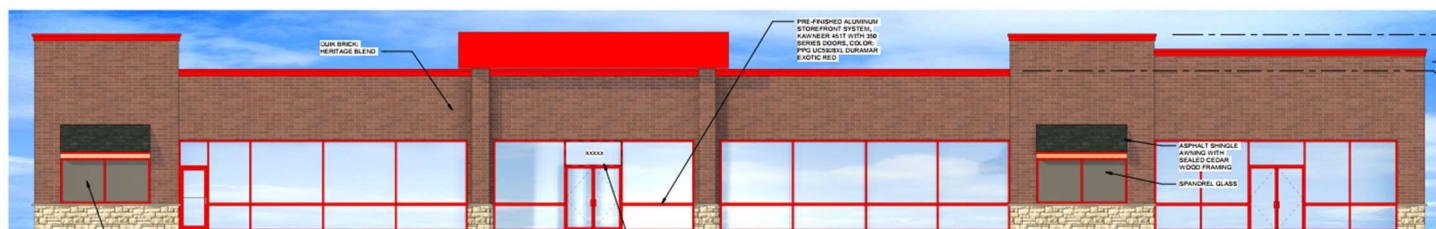
The site is accessed via two driveways: one right-in-right-out driveway from 191st Street and a full access onto the access drive of the master development, which connects Harlem Avenue to other lots in the PUD. As a result of the traffic study submitted with the plans for the master development, modifications to both 191st Street and Harlem Avenue will be made to accommodate the increase in vehicle traffic. Specific to the proposed Gas N Wash project, a deceleration lane will be added at the driveway on 191st Street to reduce motorist delay from turning vehicles.

According to the traffic report submitted by the Petitioner, the drive-thrus provide sufficient vehicle stacking space for the anticipated users. The drive-thru lane on the south side of the building has space for 13 queueing vehicles. The drive-thru lane on the east side of the building has space for 11 queueing vehicles. Finally, the carwash has space for 18 queueing vehicles before entering through the pay stations. Each vehicle queueing area is relatively far from the public access points to the site; backups onto public roads will be exceedingly unlikely.

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ARCHITECTURE

The two buildings on the site follow a consistent design language and utilize extensive masonry and stone cladding. Building heights; floor-area-ratios; and façade and roofline articulation are all consistent with the requirements in the Zoning Ordinance. The entrance to the convenience store is conspicuous to both pedestrians and motorists, and large windows are proposed along this primary façade. Architectural details and material colors are consistent throughout the site, with Gas N Wash’s red branding color used throughout. An accessory storage shed and the trash enclosure are clad in the same materials as the convenience store and carwash buildings.



Convenience Store primary façade along 191st Street



Carwash primary façade along Harlem Avenue

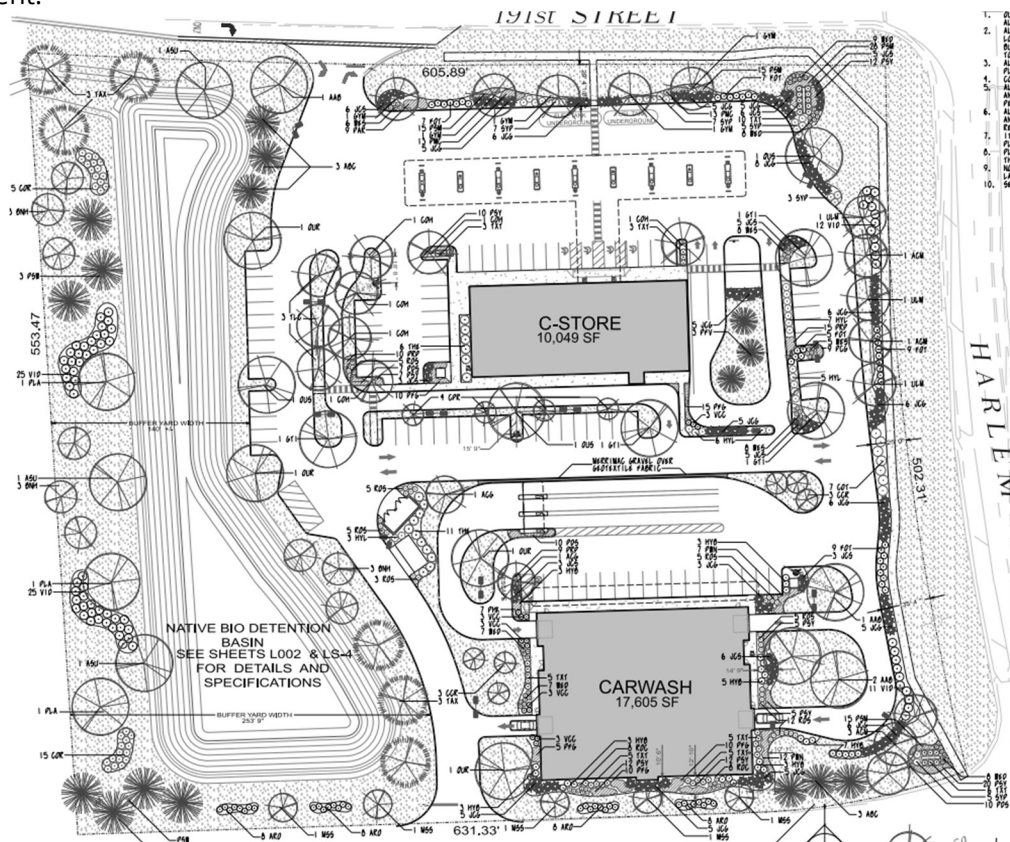
Explicit façade composition percentages were not provided; however, each façade far exceeds the minimum masonry percentage required by the Zoning Ordinance.

LIGHTING

The Petitioner's photometric plan conforms to the standards prescribed in the Zoning Ordinance. Given the nature of the development, the site will be brightly lit, however the design of the site will minimize any lighting impacts to residents. All fixtures are downlit and spillage is below the foot-candle maximums at the property lines. The convenience store building and car wash building will block the visual impact of lighting for residential properties to the south, and a heavily landscaped area along the pond will reduce the visual impact of lighting for residential properties to the west.

LANDSCAPING

The Petitioner's landscape plan is deficient in required plantings due to the nature of the development and constraints along the property lines. Overall, the site is heavily landscaped and generally meets the intent of the Landscape Ordinance as it relates to providing shade and native plantings, adding visual interest, and softening the visual impact of the development.



Proposed Landscape Plan

A Type C bufferyard is required along each property line. Only the west bufferyard conforms to the requirements of a Type C bufferyard. The north and east bufferyards require at least 22 and 18 canopy trees, respectively; the Petitioner is proposing 9 and 6 canopy trees, respectively. The Petitioner states that meeting the requirements of the Type C bufferyard in these locations is impractical due to site constraints, such as easements, overhead utilities and drainage swales. The Petitioner's landscape architect noted that providing all required plant materials within the buffer, but clustered to avoid these constraints would overcrowd the plantings and reduce their likelihood of surviving to maturity. The south bufferyard is also deficient in required plantings; however, the proposal aligns with the landscape plan approved by the PUD for the master development.

Building perimeter landscaping is required on the north and east sides of the convenience store building and the south and east sides of the carwash building. The Petitioner's proposal does not include any building perimeter landscaping in the required locations along the convenience store building, which is due to the configuration of the site with a walkway along the north façade and a drive-thru lane along the east façade. The carwash building includes the required building perimeter plantings in the correct locations.

Based on the square footage of the subject property, 33 interior lot landscaping trees are required; 33 are proposed. Based on the square footage of parking, driveways, etc., 18,430 square feet of planting beds are required; 23,052 square feet of planting beds are proposed.

Finally, the Landscape Ordinance requires that vehicle areas be screened with a continuous three-foot wall of evergreen shrubs. The Petitioner is instead proposing to line most parking areas with planting beds with a variety of plantings. The Petitioner's landscape architect stated that lining vehicle areas with evergreen shrubs would create logistical issues with snow removal and that the salt used to melt ice would damage evergreen shrubs if planted as required by the Landscape Ordinance.

Each of the two proposed ground signs are surrounded by landscape beds as required.

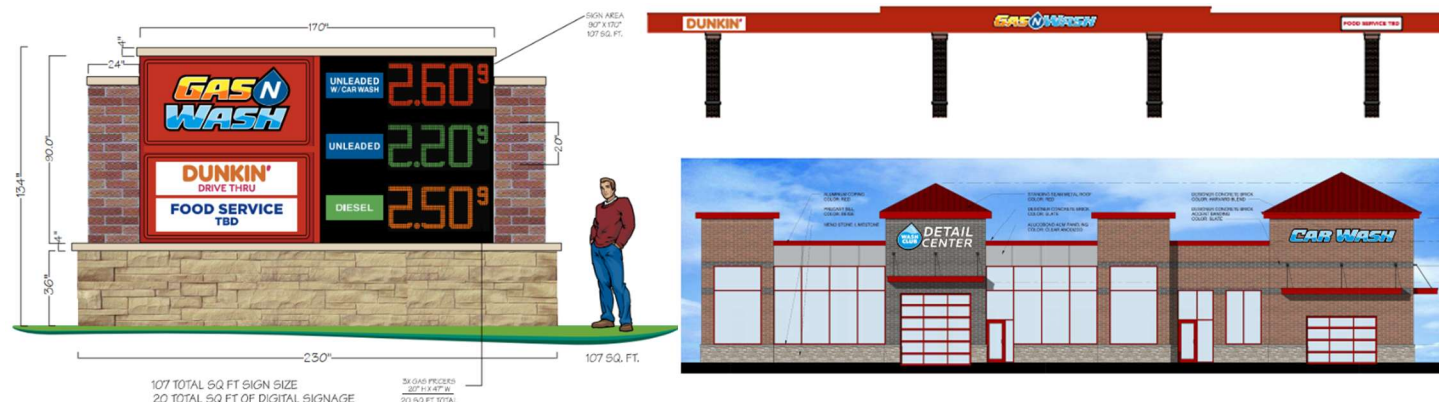
SIGNAGE

The Petitioner's proposal includes 27 signs. The signage plan submitted by the Petitioner includes six requests for relief from the Zoning Ordinance.

1. Increase the number of allowed wall signs from five to eight. (60% increase above code)
2. Increase the allowable height of the gas station monument sign from ten feet to eleven feet two inches. (12% increase above code)
3. Increase the maximum allowable size of the electronic message center on the carwash ground sign from 20% of the sign face area to 30% of the sign face area. (50% increase above code)
4. Increase the maximum wall sign area on the east façade of the convenience store from 72.7 square feet to 89.5 square feet. (23% increase above code)
5. Increase the maximum fueling canopy sign area (east and west sides) from 16 square feet to 28 square feet. (75% increase above code)
6. Add signage on the carwash payment area canopy (35.7 square feet) and vacuum area canopy (84.6 square feet) where none is allowed.

Each of these requests for relief is consistent with the Variations that were approved by the Village Board for the location on 183rd and La Grange Road in 2023.

All signage not specified above otherwise will comply with the signage regulations in Chapter IX of the Zoning Ordinance.



PLAT OF CONSOLIDATION

The Petitioner's proposal will combine Lot 4 of the Brookside Creek Retail Center subdivision with the property on the southwest corner of 191st and Harlem. The resulting lot conforms to the Village's Zoning and Subdivision Ordinances.

STANDARDS FOR A SPECIAL USE

Section X.J.5. of the Zoning Ordinance lists standards that need to be considered by the Plan Commission. The Plan Commission is encouraged to consider these standards (listed below) when analyzing a Special Use request. Staff has prepared draft responses for these Standards below. The standards can be modified, or changes as the Plan Commission deems fit based on their findings from the public hearing.

X.J.5. Standards: No Special Use shall be recommended by the Plan Commission unless said Commission shall find:

- a. That the establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
The proposed Special Use will not be detrimental to the Village, its residents, and its visitors.
- b. That the Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
The proposed Special Use will not be injurious to the use and enjoyment of other properties.
- c. That the establishment of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
The Brookside Creek Retail Center PUD is a mastad planned commercial development and the proposed gas station was an intended component of the overall development.
- d. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided;
The proposed development will provide all necessary facilities not already provided by the master development.
- e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and
All vehicle access points are designed to minimize traffic backups onto public roadways. Sidewalks will be provided.
- f. That the Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the Village Board pursuant to the recommendation of the Plan Commission. The Village Board shall impose such conditions and restrictions upon the premises benefited by a Special Use Permit as may be necessary to ensure compliance with the above standards, to reduce or minimize the effect of such permit upon other properties in the neighborhood, and to better carry out the general intent of this Ordinance. Failure to comply with such conditions or restrictions shall constitute a violation of this Ordinance.
All requirements will be met.
- g. The extent to which the Special Use contributes directly or indirectly to the economic development of the community as a whole.
The proposed development will activate a long-vacant parcel in the Village, providing property tax and sales tax revenue to the Village.

It is also important to recognize that a Special Use Permit does not run with the land and instead the Special Use Permit is tied to the Petitioner. This is different from a process such as a variance, since a variance will forever apply to the property to which it is granted. Staff encourages the Plan Commission to refer to Section X.J.6. to examine the conditions where a Special Use Permit will expire.

Section III.T.2. of the Zoning Ordinance requires that the conditions listed below must be met and reviewed for Site Plan approval. Specific findings are not required but all standards shall be considered to have been met upon review from the Plan Commission.

Architecture.

- a. Building Materials: The size of the structure will dictate the required building materials (Section V.C. Supplementary District Regulations). Where tilt-up or pre-cast masonry walls (with face or thin brick inlay) are allowed vertical articulation, features are encouraged to mask the joint lines. Concrete panels must incorporate architectural finishes that comply with "Building Articulation" (Section III.U.5.h.) standards. Cast in place concrete may be used as an accent alternate building material (no greater than 15% per façade) provided there is sufficient articulation and detail to diminish it's the appearance if used on large, blank walls.
- b. Cohesive Building Design: Buildings must be built with approved materials and provide architectural interest on all sides of the structure. Whatever an architectural style is chosen, a consistent style of architectural composition and building materials are to be applied on all building facades.
- c. Compatible Architecture: All construction, whether it be new or part of an addition or renovation of an existing structure, must be compatible with the character of the site, adjacent structures and streetscape. Avoid architecture or building materials that significantly diverge from adjacent architecture. Maintain the rhythm of the block in terms of scale, massing and setback. Where a development includes outlots they shall be designed with compatible consistent architecture with the primary building(s). Site lighting, landscaping and architecture shall reflect a consistent design statement throughout the development.
- d. Color: Color choices shall consider the context of the surrounding area and shall not be used for purposes of "attention getting" or branding of the proposed use. Color choices shall be harmonious with the surrounding buildings; excessively bright or brilliant colors are to be avoided except to be used on a minor scale for accents.
- e. Sustainable architectural design: The overall design must meet the needs of the current use without compromising the ability of future uses. Do not let the current use dictate an architecture so unique that it limits its potential for other uses (i.e. Medieval Times).
- f. Defined Entry: Entrance shall be readily identifiable from public right-of-way or parking fields. The entry can be clearly defined by using unique architecture, a canopy, overhang or some other type of weather protection, some form of roof element or enhanced landscaping.
- g. Roof: For buildings 10,000 sf or less a pitched roof is required or a parapet that extends the full exterior of the building. For buildings with a continuous roof line of 100 feet or more, a change of at least five feet in height must be made for every 75 feet.
- h. Building Articulation: Large expanses of walls void of color, material or texture variation are to be avoided. The use of material and color changes, articulation of details around doors, windows, plate lines, the provision of architectural details such as "belly-bands" (decorative cladding that runs horizontally around the building), the use of recessed design elements, exposed expansion joints, reveals, change in texture, or other methods of visual relief are encouraged as a means to minimize the oppressiveness of large expanses of walls and break down the overall scale of the building into intermediate scaled parts. On commercial buildings, facades greater than 100 feet must include some form of articulation of the façade through the use of recesses or projections of at least 6 inches for at least 20% of the length of the façade. For industrial buildings efforts to break up the long façade shall be accomplished through a change in building material, color or vertical breaks of three feet or more every 250 feet.
- i. Screen Mechanicals: All mechanical devices shall be screened from all public views.
- j. Trash Enclosures: Trash enclosures must be screened on three sides by a masonry wall consistent with the architecture and building material of the building it serves. Gates must be kept closed at all times and constructed of a durable material such as wood or steel. They shall not be located in the front or corner side yard and shall be set behind the front building façade.

Site Design.

- a. Building/parking location: Buildings shall be located in a position of prominence with parking located to the rear or side of the main structure when possible. Parking areas shall be designed so as to provide continuous circulation avoiding dead-end parking aisles. Drive-through facilities shall be located to the rear or side of the structure and not dominate the aesthetics of the building. Architecture for canopies of drive-through areas shall be consistent with the architecture of the main structure.
- b. Loading Areas: Loading docks shall be located at the rear or side of buildings whenever possible and screened from view from public rights-of-way.
- c. Outdoor Storage: Outdoor storage areas shall be located at the rear of the site in accordance with Section III.O.1. (Open Storage). No open storage is allowed in front or corner side yards and are not permitted to occupy areas designated for parking, driveways or walkways.
- d. Interior Circulation: Shared parking and cross access easements are encouraged with adjacent properties of similar use. Where possible visitor/employee traffic shall be separate from truck or equipment traffic.
- e. Pedestrian Access: Public and interior sidewalks shall be provided to encourage pedestrian traffic. Bicycle use shall be encouraged by providing dedicated bikeways and parking. Where pedestrians or bicycles must cross vehicle pathways a cross walk shall be provided that is distinguished by a different pavement material or color.

MOTIONS TO CONSIDER

If the Plan Commission wishes to take action, an appropriate wording of the motions would read:

Motion 1 (Special Use for a Substantial Deviation from the Brookside Creek Retail Center PUD):

"...make a motion to recommend that the Village Board grant a Special Use for a Substantial Deviation from the Brookside Creek Retail Center PUD to the Petitioner, Leonard McEnery of Gas N Wash, to construct a gas station with a convenience store and carwash at 7201 191st Street in the B-3 PD (General Business and Commercial, Brookside Creek Retail Center PUD) Zoning District in accordance with the plans submitted and adopt the Findings of Fact as proposed in the May 21, 2026 staff report, subject to final engineering review and approval.

Motion 2 (Final Plat)

"...make a motion to recommend that the Village Board approve the final plat of consolidation titled "GAS N WASH BROOKSIDE CREEK" submitted by the Petitioner, Leonard McEnery of Gas N Wash, and dated May 4, 2026, subject to final review and approval by the Village Engineer and Village Attorney."

Motion 3 (Site Plan/Architectural Approval)

"...make a motion to grant Site Plan/Architectural Approval to the Petitioner, Leonard McEnery of Gas N Wash, for the development of a gas station with convenience store and car wash at 7201 191st Street in accordance with the plans submitted and adopt the Findings of Fact as proposed in the May 21, 2026 staff report, subject to final review and approval by the Village Engineer."

LIST OF REVIEWED PLANS

Submitted Sheet Name		Prepared By	Date On Sheet
1	Planning & Zoning General Application	Petitioner	Rec'd 3/11/2026
2	Response to Standards	Petitioner	Rec'd 3/11/2026
3	Zoning Submittal	WT Group	5/12/2026
4	Photometric Lighting Plan	LSI Industries Inc.	2/5/2026
5	Preliminary Site Improvement / Engineering Plans	MGA	5/4/2026
6	Turning Exhibit	MGA	5/4/2026
7	Final Plat of Subdivision	MGA	5/4/2026
8	Preliminary Traffic Impact Statement	KLOA	5/5/2026

* MGA = M Gingerich Gereaux & Associates

* KLOA = Kenig, Lindgren, O'Hara, Aboona, Inc.



Interoffice Memo

Date: August 5, 2026
To: Village President and Board of Trustees
From: Mark Herman, Planning Manager
Cc: Patrick Carr, Village Manager, Michael Coleman, Community Development Director

Subject: Gas N Wash Plat of Consolidation

Executive Summary:

The developer of the proposed Gas N Wash gas station and car wash at the southwest corner of 191st Street and Harlem Avenue is seeking a plat of consolidation to combine the parcels at 7201 and 7251 191st Street into one 7.42 acre lot in order to develop the property. This item was introduced at the July 21, 2026 Village Board meeting.

Staff Direction Requested:

Consider Resolution for approval.

PLAN COMMISSION STAFF REPORT

May 21, 2026 –Public Hearing

Petitioner

Leonard McEnergy of Gas
N Wash

Property Location

7201 191st Street

PIN

19-09-12-200-011-0020
(portion of);
19-09-12-200-012-0000

Zoning

B-3 (General Business
and Commercial);
B-3 PD (General Business
and Commercial,
Brookside Creek Retail
Center PUD)

Approval Sought

- Special Use for
Substantial Deviation
- Final Plat
- Site Plan/Architectural
Approval

Project Planner

Michael O. Whalen, AICP
Associate Planner

Gas N Wash 191st – Special Use for Sub. Dev. From PUD

7201 191st Street



Rendering from sign package

EXECUTIVE SUMMARY

Leonard McEnergy of Gas N Wash (“the Petitioner”) is requesting a Special Use for a Substantial Deviation from the Brookside Creek Retail Center Planned Unit Development (“PUD”) to construct a gas station and carwash. The request will modify the PUD to include an additional parcel within the PUD boundary and approve the proposed gas station and carwash. The Petitioner is also requesting Site Plan/Architectural approval and approval of a final plat of consolidation.

The proposal includes 18 fueling stations; a 10,049 square foot convenience store building with two drive-thru tenants and a 1,939 square foot in-line retail space; and a carwash tunnel with indoor vacuum stalls.

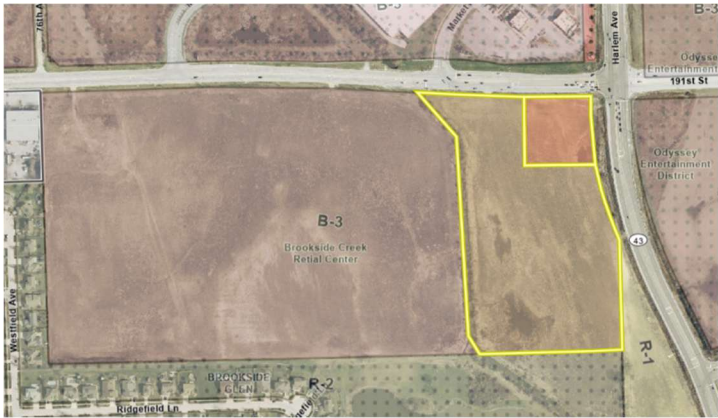
This would be the fourth Gas N Wash location in the Village, with locations at 183rd Street & 76th Avenue, 183rd Street & La Grange Road, and 194th Street & Harlem Avenue. The existing location on Harlem is approximately ½ mile south from the proposed location.

The Village Board adopted the Brookside Creek Retail Center PUD by Ordinance 2025-O-065, specifically listing a gas station as an allowable use on Lot 1 of the subdivision. The Board adopted a revision to the PUD (Ordinance 2026-O-001) to move the gas station allowance to Lot 4, which comprises most of the proposed site.

EXISTING SITE & HISTORY



Location Map



Zoning Map

The subject property is located at the southwest corner of 191st Street and Harlem Avenue. The subject property is comprised of Lot 4 in the Brookside Creek Retail Center Subdivision, as well as an additional 1.88 acre parcel at the intersection. The overall site is 7.42 acres.

On December 5, 2024, the Plan Commission recommended approval of rezoning the land within the PUD to B-3, establishing the PUD, and subdividing the land. At this meeting, the Plan Commission also approved the site plan, which indicated developable lots, stormwater management areas, and an access drive through the development.

The Brookside Creek Retail Center PUD was approved by the Village Board on January 21, 2025 by Ordinance No. 2025-O-065. The Village Board also approved an annexation for a portion of the master development, a rezoning, a plat of subdivision, and a development agreement at this meeting. The Board subsequently amended the PUD (Ordinance 2026-O-001) to relocate the gas station allowance from Lot 1 to Lot 4.

ZONING & NEARBY LAND USES

The subject property is located within the **B-3 PD (General Business and Commercial, Brookside Creek Retail Center PUD) Zoning District**. The table below indicates the surrounding zoning and land uses in the area:

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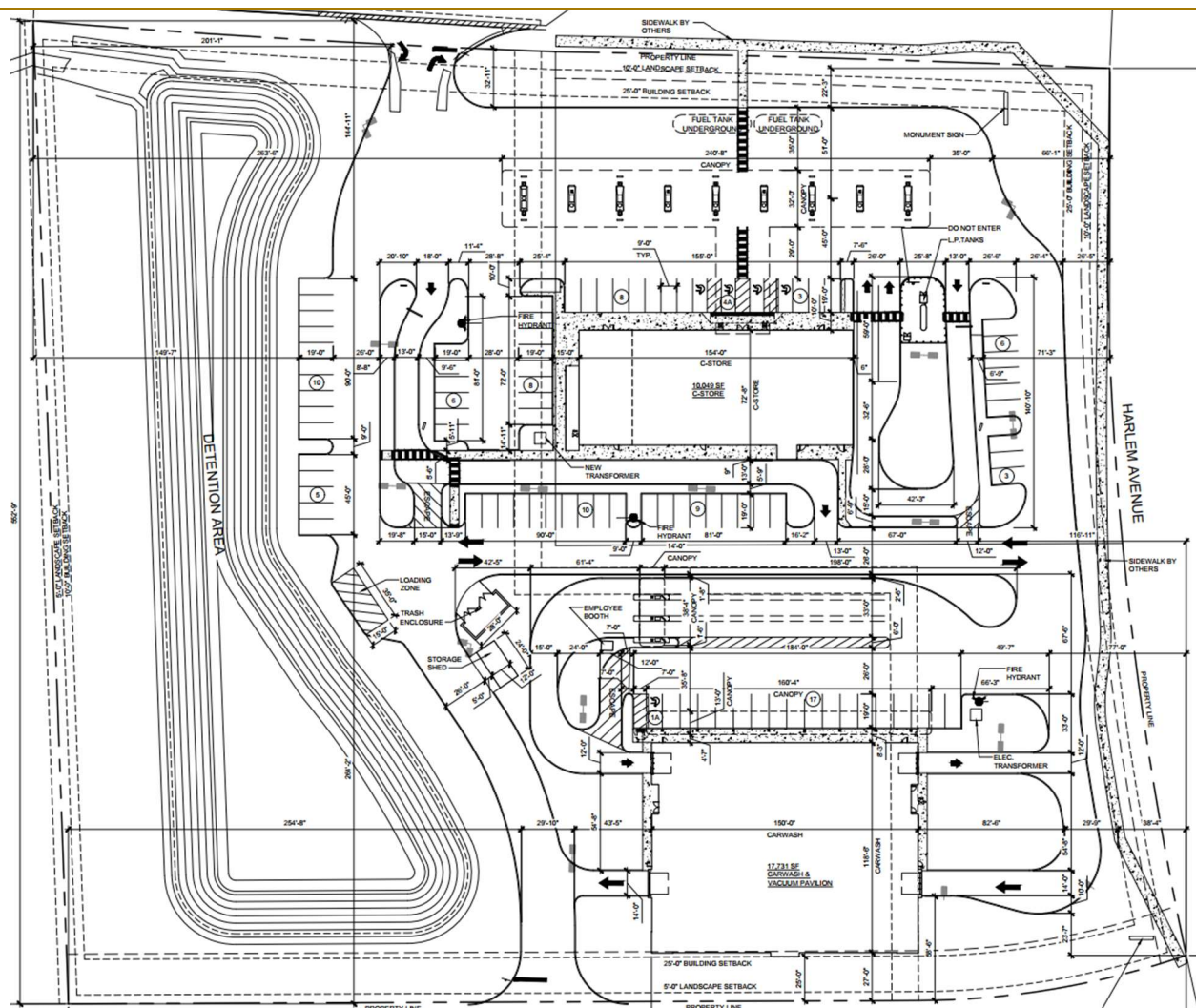
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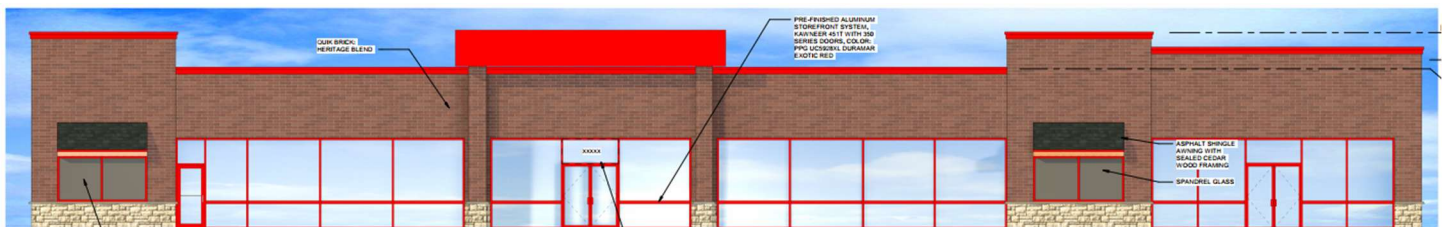
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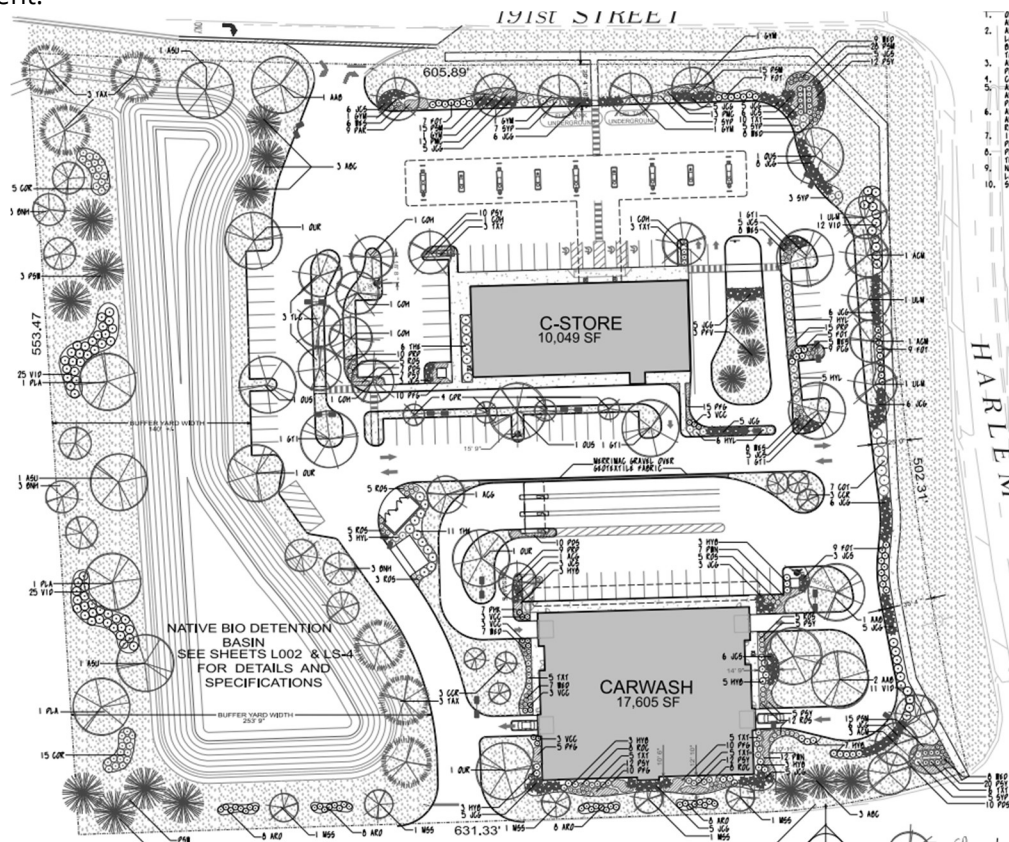
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The Petitioner's landscape plan is deficient in required plantings due to the nature of the development and constraints along the property lines. Overall, the site is heavily landscaped and generally meets the intent of the Landscape Ordinance as it relates to providing shade and native plantings, adding visual interest, and softening the visual impact of the development.



Proposed Landscape Plan

A Type C bufferyard is required along each property line. Only the west bufferyard conforms to the requirements of a Type C bufferyard. The north and east bufferyards require at least 22 and 18 canopy trees, respectively; the Petitioner is proposing 9 and 6 canopy trees, respectively. The Petitioner states that meeting the requirements of the Type C bufferyard in these locations is impractical due to site constraints, such as easements, overhead utilities and drainage swales. The Petitioner's landscape architect noted that providing all required plant materials within the buffer, but clustered to avoid these constraints would overcrowd the plantings and reduce their likelihood of surviving to maturity. The south bufferyard is also deficient in required plantings; however, the proposal aligns with the landscape plan approved by the PUD for the master development.

Building perimeter landscaping is required on the north and east sides of the convenience store building and the south and east sides of the carwash building. The Petitioner's proposal does not include any building perimeter landscaping in the required locations along the convenience store building, which is due to the configuration of the site with a walkway along the north façade and a drive-thru lane along the east façade. The carwash building includes the required building perimeter plantings in the correct locations.

Based on the square footage of the subject property, 33 interior lot landscaping trees are required; 33 are proposed. Based on the square footage of parking, driveways, etc., 18,430 square feet of planting beds are required; 23,052 square feet of planting beds are proposed.

Finally, the Landscape Ordinance requires that vehicle areas be screened with a continuous three-foot wall of evergreen shrubs. The Petitioner is instead proposing to line most parking areas with planting beds with a variety of plantings. The Petitioner's landscape architect stated that lining vehicle areas with evergreen shrubs would create logistical issues with snow removal and that the salt used to melt ice would damage evergreen shrubs if planted as required by the Landscape Ordinance.

Each of the two proposed ground signs are surrounded by landscape beds as required.

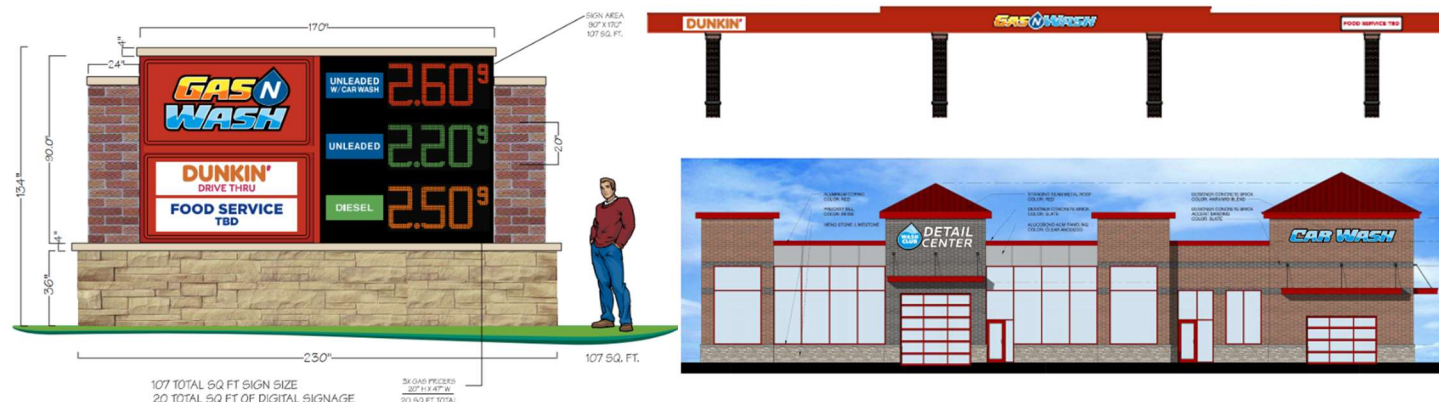
SIGNAGE

The Petitioner's proposal includes 27 signs. The signage plan submitted by the Petitioner includes six requests for relief from the Zoning Ordinance.

1. Increase the number of allowed wall signs from five to eight. (60% increase above code)
2. Increase the allowable height of the gas station monument sign from ten feet to eleven feet two inches. (12% increase above code)
3. Increase the maximum allowable size of the electronic message center on the carwash ground sign from 20% of the sign face area to 30% of the sign face area. (50% increase above code)
4. Increase the maximum wall sign area on the east façade of the convenience store from 72.7 square feet to 89.5 square feet. (23% increase above code)
5. Increase the maximum fueling canopy sign area (east and west sides) from 16 square feet to 28 square feet. (75% increase above code)
6. Add signage on the carwash payment area canopy (35.7 square feet) and vacuum area canopy (84.6 square feet) where none is allowed.

Each of these requests for relief is consistent with the Variations that were approved by the Village Board for the location on 183rd and La Grange Road in 2023.

All signage not specified above otherwise will comply with the signage regulations in Chapter IX of the Zoning Ordinance.



PLAT OF CONSOLIDATION

The Petitioner's proposal will combine Lot 4 of the Brookside Creek Retail Center subdivision with the property on the southwest corner of 191st and Harlem. The resulting lot conforms to the Village's Zoning and Subdivision Ordinances.

STANDARDS FOR A SPECIAL USE

Section X.J.5. of the Zoning Ordinance lists standards that need to be considered by the Plan Commission. The Plan Commission is encouraged to consider these standards (listed below) when analyzing a Special Use request. Staff has prepared draft responses for these Standards below. The standards can be modified, or changes as the Plan Commission deems fit based on their findings from the public hearing.

X.J.5. Standards: No Special Use shall be recommended by the Plan Commission unless said Commission shall find:

- a. That the establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
The proposed Special Use will not be detrimental to the Village, its residents, and its visitors.
- b. That the Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
The proposed Special Use will not be injurious to the use and enjoyment of other properties.
- c. That the establishment of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
The Brookside Creek Retail Center PUD is a mastad planned commercial development and the proposed gas station was an intended component of the overall development.
- d. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided;
The proposed development will provide all necessary facilities not already provided by the master development.
- e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and
All vehicle access points are designed to minimize traffic backups onto public roadways. Sidewalks will be provided.
- f. That the Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the Village Board pursuant to the recommendation of the Plan Commission. The Village Board shall impose such conditions and restrictions upon the premises benefited by a Special Use Permit as may be necessary to ensure compliance with the above standards, to reduce or minimize the effect of such permit upon other properties in the neighborhood, and to better carry out the general intent of this Ordinance. Failure to comply with such conditions or restrictions shall constitute a violation of this Ordinance.
All requirements will be met.
- g. The extent to which the Special Use contributes directly or indirectly to the economic development of the community as a whole.
The proposed development will activate a long-vacant parcel in the Village, providing property tax and sales tax revenue to the Village.

It is also important to recognize that a Special Use Permit does not run with the land and instead the Special Use Permit is tied to the Petitioner. This is different from a process such as a variance, since a variance will forever apply to the property to which it is granted. Staff encourages the Plan Commission to refer to Section X.J.6. to examine the conditions where a Special Use Permit will expire.

Section III.T.2. of the Zoning Ordinance requires that the conditions listed below must be met and reviewed for Site Plan approval. Specific findings are not required but all standards shall be considered to have been met upon review from the Plan Commission.

Architecture.

- a. Building Materials: The size of the structure will dictate the required building materials (Section V.C. Supplementary District Regulations). Where tilt-up or pre-cast masonry walls (with face or thin brick inlay) are allowed vertical articulation, features are encouraged to mask the joint lines. Concrete panels must incorporate architectural finishes that comply with "Building Articulation" (Section III.U.5.h.) standards. Cast in place concrete may be used as an accent alternate building material (no greater than 15% per façade) provided there is sufficient articulation and detail to diminish it's the appearance if used on large, blank walls.
- b. Cohesive Building Design: Buildings must be built with approved materials and provide architectural interest on all sides of the structure. Whatever an architectural style is chosen, a consistent style of architectural composition and building materials are to be applied on all building facades.
- c. Compatible Architecture: All construction, whether it be new or part of an addition or renovation of an existing structure, must be compatible with the character of the site, adjacent structures and streetscape. Avoid architecture or building materials that significantly diverge from adjacent architecture. Maintain the rhythm of the block in terms of scale, massing and setback. Where a development includes outlots they shall be designed with compatible consistent architecture with the primary building(s). Site lighting, landscaping and architecture shall reflect a consistent design statement throughout the development.
- d. Color: Color choices shall consider the context of the surrounding area and shall not be used for purposes of "attention getting" or branding of the proposed use. Color choices shall be harmonious with the surrounding buildings; excessively bright or brilliant colors are to be avoided except to be used on a minor scale for accents.
- e. Sustainable architectural design: The overall design must meet the needs of the current use without compromising the ability of future uses. Do not let the current use dictate an architecture so unique that it limits its potential for other uses (i.e. Medieval Times).
- f. Defined Entry: Entrance shall be readily identifiable from public right-of-way or parking fields. The entry can be clearly defined by using unique architecture, a canopy, overhang or some other type of weather protection, some form of roof element or enhanced landscaping.
- g. Roof: For buildings 10,000 sf or less a pitched roof is required or a parapet that extends the full exterior of the building. For buildings with a continuous roof line of 100 feet or more, a change of at least five feet in height must be made for every 75 feet.
- h. Building Articulation: Large expanses of walls void of color, material or texture variation are to be avoided. The use of material and color changes, articulation of details around doors, windows, plate lines, the provision of architectural details such as "belly-bands" (decorative cladding that runs horizontally around the building), the use of recessed design elements, exposed expansion joints, reveals, change in texture, or other methods of visual relief are encouraged as a means to minimize the oppressiveness of large expanses of walls and break down the overall scale of the building into intermediate scaled parts. On commercial buildings, facades greater than 100 feet must include some form of articulation of the façade through the use of recesses or projections of at least 6 inches for at least 20% of the length of the façade. For industrial buildings efforts to break up the long façade shall be accomplished through a change in building material, color or vertical breaks of three feet or more every 250 feet.
- i. Screen Mechanicals: All mechanical devices shall be screened from all public views.
- j. Trash Enclosures: Trash enclosures must be screened on three sides by a masonry wall consistent with the architecture and building material of the building it serves. Gates must be kept closed at all times and constructed of a durable material such as wood or steel. They shall not be located in the front or corner side yard and shall be set behind the front building façade.

Site Design.

- a. Building/parking location: Buildings shall be located in a position of prominence with parking located to the rear or side of the main structure when possible. Parking areas shall be designed so as to provide continuous circulation avoiding dead-end parking aisles. Drive-through facilities shall be located to the rear or side of the structure and not dominate the aesthetics of the building. Architecture for canopies of drive-through areas shall be consistent with the architecture of the main structure.
- b. Loading Areas: Loading docks shall be located at the rear or side of buildings whenever possible and screened from view from public rights-of-way.
- c. Outdoor Storage: Outdoor storage areas shall be located at the rear of the site in accordance with Section III.O.1. (Open Storage). No open storage is allowed in front or corner side yards and are not permitted to occupy areas designated for parking, driveways or walkways.
- d. Interior Circulation: Shared parking and cross access easements are encouraged with adjacent properties of similar use. Where possible visitor/employee traffic shall be separate from truck or equipment traffic.
- e. Pedestrian Access: Public and interior sidewalks shall be provided to encourage pedestrian traffic. Bicycle use shall be encouraged by providing dedicated bikeways and parking. Where pedestrians or bicycles must cross vehicle pathways a cross walk shall be provided that is distinguished by a different pavement material or color.

MOTIONS TO CONSIDER

If the Plan Commission wishes to take action, an appropriate wording of the motions would read:

Motion 1 (Special Use for a Substantial Deviation from the Brookside Creek Retail Center PUD):

"...make a motion to recommend that the Village Board grant a Special Use for a Substantial Deviation from the Brookside Creek Retail Center PUD to the Petitioner, Leonard McEnery of Gas N Wash, to construct a gas station with a convenience store and carwash at 7201 191st Street in the B-3 PD (General Business and Commercial, Brookside Creek Retail Center PUD) Zoning District in accordance with the plans submitted and adopt the Findings of Fact as proposed in the May 21, 2026 staff report, subject to final engineering review and approval.

Motion 2 (Final Plat)

"...make a motion to recommend that the Village Board approve the final plat of consolidation titled "GAS N WASH BROOKSIDE CREEK" submitted by the Petitioner, Leonard McEnery of Gas N Wash, and dated May 4, 2026, subject to final review and approval by the Village Engineer and Village Attorney."

Motion 3 (Site Plan/Architectural Approval)

"...make a motion to grant Site Plan/Architectural Approval to the Petitioner, Leonard McEnery of Gas N Wash, for the development of a gas station with convenience store and car wash at 7201 191st Street in accordance with the plans submitted and adopt the Findings of Fact as proposed in the May 21, 2026 staff report, subject to final review and approval by the Village Engineer."

LIST OF REVIEWED PLANS

Submitted Sheet Name		Prepared By	Date On Sheet
1	Planning & Zoning General Application	Petitioner	Rec'd 3/11/2026
2	Response to Standards	Petitioner	Rec'd 3/11/2026
3	Zoning Submittal	WT Group	5/12/2026
4	Photometric Lighting Plan	LSI Industries Inc.	2/5/2026
5	Preliminary Site Improvement / Engineering Plans	MGA	5/4/2026
6	Turning Exhibit	MGA	5/4/2026
7	Final Plat of Subdivision	MGA	5/4/2026
8	Preliminary Traffic Impact Statement	KLOA	5/5/2026

* MGA = M Gingerich Gereaux & Associates

* KLOA = Kenig, Lindgren, O'Hara, Aboona, Inc.



Interoffice Memo

Date: August 5, 2026

To: Village Board

From: Carolyn Mitera, Marketing & Economic Development Specialist

Subject: Cook County Class 8 Recertification – Duvan Industrial Park

BACKGROUND

Cook County has authorized several special assessment based incentives for property tax purposes that are designed to encourage commercial and industrial development in areas of Cook County which are experiencing severe economic stagnation or require assistance to develop new facilities or renovate existing facilities. The County has previously designated certain Townships as eligible (Bloom, Bremen, Calumet, Rich and Thornton) for the Class 8 incentives. There is a provision that allows the Assessor, upon application of the local governing body, to certify that an area is in need of substantial revitalization under the Class 8 incentive category.

The Village had previously qualified the Duvan Industrial Park as a “blighted” area for eligibility under the County Class incentives. Duvan Drive is a small industrial pocket consisting of commercial and industrial properties encompassed in an area bounded by Harlem Avenue on the East, Metra Rock Island Railroad on the South, on the West, and 175th Street on the North. Provided they meet the qualifications of the incentive program, businesses and property owners often need the Class 8 incentive to remain competitive, considering the proximity of the Duvan Industrial Park to Will County as well as Indiana locations with lower property taxes.



DISCUSSION

The Village passed Resolution 2020-R-127 requesting Class 8 Certification for the Duvan Industrial Park from the Cook County Assessor's Office and was approved in 2021. The conditions still exist to warrant continuing the eligibility of this area for the County tax incentive program. By design, the Cook County Classification System places two and one half times the tax burden on commercial and industrial property which results in higher property taxes. The Village needs to request recertification of the Duvan Industrial Park area from the Cook County Assessor's Office.

Under the Cook County special incentive Classes (6, 7, 8, 9), the normal assessment rate of 25% applicable to commercial and industrial use properties is reduced to 10% (same as residential property) for a period of ten (10) years. If the incentive request for a property is not renewed, the program provides for a two year transition period that gradually returns the assessment rate to 25% (15% year 11; 20% year 12). Renewal requests are not automatic and not guaranteed.

STAFF DIRECTION REQUEST

1. Approval of a resolution authorizing the Village of Tinley Park to seek Class 8 Recertification by the Office of the Cook County Assessor for the Duvan Industrial Park.
2. Direct Staff as necessary.

PUBLIC COMMENT

STAFF COMMENT

BOARD COMMENT

EXECUTIVE SESSION

EXECUTIVE SESSION