



## Village of Itasca Community Development Department

550 WEST IRVING PARK RD. ITASCA, IL 60143

PHONE: 630/773-5568 FAX: 630/773-0852

e-mail: [cstrom@itasca.com](mailto:cstrom@itasca.com)

[www.itasca.com](http://www.itasca.com)

### MEMORANDUM

**TO:** President Jeff Pruyn  
Village Board of Trustees

**RE:** Zoning Certificate Request  
Good News Publishers (DBA – Crossway)  
751 N. Rohlwing Rd.

**FROM:** Kon Savoy, AICP  
Senior Planning Consultant

**VB DATE:** May 7, 2019

**CC:** Jodi Conidi, Village Clerk  
Shannon Malik Jarmusz, Director  
File

**ENCL:** Business License Application

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I recommend approval of the following Zoning Certificate Request:

**Company Name:** Good News Publishers (DBA – Crossway)

**Address:** 751 N. Rohlwing Rd.

**Zoning:** M – Limited Manufacturing District

Good News Publishers (DBA – Crossway) provides printed material for religious organizations. The business will be moving from a location in Wheaton IL to the subject address. The 30,000 sq. ft. space will provide for the storage of overstock of printed material. No printing will occur at this site. Only two employees will occupy the building at any one time, and the 15 parking spaces assigned to this business will be adequate.

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# Village of Itasca New Business Application

Return completed form with applicable fees to:  
Village of Itasca, Community Development Department  
550 W. Irving Park Road  
Itasca, Illinois 60143  
Phone: 630-773-0835 Fax: 630-773-2505

Please Note: The business name, address, phone, fax, e-mail, website, and description will be listed in the Itasca Online Business Directory.

## General Information

Application Date: 4/2/19 Move-In Date: 5/1/19 Date you assume(d) control of property through lease or purchase: \_\_\_\_\_

Business Name: Good News Publishers DBA - Crossway

Proposed Itasca Address: 751 N Rohlwing Rd, Itasca IL

Current Address: 1300 Crescent St, Wheaton IL

Mailing Address (if different from Proposed Itasca Address): 1300 Crescent St, Wheaton IL 60187

Parent Company and Address (if applicable): \_\_\_\_\_

Phone: 630-682-4300 Fax: 630-682-4785 Illinois Business Tax Number: \_\_\_\_\_

Email: dikoik@crossway.org Website: www.crossway.org

Does your business collect retail sales tax?  Yes  No

Complete Description of Business Activities: Storage of Printed Matter - Books

## Owner/Principal/Site Manager Information

Name: Dan Koik

Title: Senior Vice President

Phone: 630-868-6010

E-mail: dikoik@Crossway.org

## Contact Information (if different from owner/principal/site manager)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

## Site Information

Sq. Ft. of Retail Space: \_\_\_\_\_ Number of Company Vehicles Parked On-Site: 5

Sq. Ft. of Office Space: \_\_\_\_\_ Number of Vending Machines On-Site: 0

Sq. Ft. of Warehousing/Industrial Space: 30,000 Total # of Parking Spaces Assigned to Your Business: 15

Sq. Ft. of Other Space: \_\_\_\_\_ Total # of Employees at Location: 2

Total Sq. Ft. of Facility: \_\_\_\_\_ Number of Shifts: 1

Zoning: M-Limited Manufacturing District Number of Employees On-Site During Peak Shift: 2

Co-tenant Names and Uses (if any): \_\_\_\_\_

**Tenant Information**

Do or will you sub-lease a portion of your space to another company at the proposed Itasca location? Yes \_\_\_\_\_ No X

If yes, please provide the name and phone number of each company. Please attach additional sheets if necessary.

Tenant Name	Use	Phone Number
1. _____	_____	_____
2. _____	_____	_____

**Other Itasca Sites (if applicable)**

Do you occupy more than one location in Itasca? Yes \_\_\_\_\_ No X

If yes, please list the other addresses and square footage. Please attach additional sheets if necessary.

Address	Square Feet
1. _____	_____
2. _____	_____

**Fee Calculator**

Please use the table below to calculate the inspection and licensing fees for your new business. Please note: Additional fees may be required if the facility requires reinspection(s) and/or requests a Temporary Occupancy Certificate.

<b>New Tenant Inspection Fee</b>	1. Using the Fee Table, enter the New Tenant Inspection Fee amount. This fee is payable to the Village of Itasca.	1. <span style="border: 1px solid black; padding: 2px;">280.00</span>
<b>Business License Fee</b>	2. <u>Business License</u> : Using the Fee Table, enter Business License Fee amount.	2. <span style="border: 1px solid black; padding: 2px;">200.00</span>
	3. <u>Live Entertainment License</u> : If the business will have live entertainment, enter \$40 for an annual single-performer license or \$600 for an annual multiple performer license.	3. _____
	4. <u>Tobacco Seller's License</u> : If the business will sell tobacco, enter \$100. Additionally, complete and submit a Tobacco's Seller's License Application form.	4. _____
	5. <u>Vending Machine License</u> : If the facility will have vending machines onsite, enter \$25 per machine.	5. _____
	6. <u>Add lines 2 through 5</u> . This is your <b>Total Business License Fee</b> . This fee is payable to the Village of Itasca.	6. <span style="border: 1px solid black; padding: 2px;">\$ 480.00</span>

**Certification**

Under the penalties as provided by law, I declare that to the best of my knowledge and belief, the information on this form is true, correct, and complete, and the proposed use(s) is/are in full compliance with Section 11.02 of the Itasca Zoning Ordinance, a copy of which is available online at [www.itasca.com/comdev](http://www.itasca.com/comdev).

Name: Dan Koil Title: Senior Vice President  
 Signature: [Signature] Date: 4/12/19

**OFFICE USE ONLY**

Fee	Amount Paid	Date	Received By
New Tenant Inspection	\$280 CK163678	4-12-19	[Signature]
Total Business License	\$200 CK163678	4-12-19	[Signature]