



Village of Arlington Heights
Plat and Subdivision Committee
Community Room, 3rd Floor
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
November 30, 2016
6:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Windsor School Addition - 1315 E. Miner St. - T1573
Amendment to Special Use Ordinance

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Windsor School - 1315 E. Miner St. - T1573

Department: Planning & Community Development

Requested Action

Amendment to Special Use Ordinance #90-082 to allow an addition to the existing Elementary School.

Variations Identified

1. Variation from Section 5.1-3.6 to decrease the required exterior side yard setback from 40' to 12.9' for the existing building.
2. Variation from Section 11.4-4 to reduce the required on-site parking.

Recommendation

The Staff Development Committee reviewed the proposed request and supports the proposed Special Use Permit and Variations, subject to the following:

1. A neighborhood meeting shall be held prior to the Plan Commission hearing. A summary of said meeting shall be provided to staff no less than one week prior to the Plan Commission hearing date.
2. A traffic and parking study from a certified Traffic Engineer shall be required and needs to assess access, on-site circulation, parking, trip generation, drop-off/pick-up operations, and impacts to adjacent roadways. The traffic study should analyze and identify solutions to the current drop-off/pick-up operations, including the potential for a dedicated drop-off/pick-up lane.
3. The School District should coordinate the removal of the recreational field with the Park District.
4. A Design Commission application shall be required.
5. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

ATTACHMENTS:

Description

Staff Report
Aerial
Plat of Survey
Location Map
Site Plan
Floor Plans
Roof Plan
Elevations

Type

Board or Commission Report
Exhibits
Exhibits
Exhibits
Exhibits
Exhibits
Exhibits
Exhibits

STAFF DEVELOPMENT COMMITTEE REPORT

To: Plat and Subdivision Committee
 Prepared By: Sam Hubbard, Development Planner
 Meeting Date: November 30, 2016
 Date Prepared: November 22, 2016
 Project Title: Windsor School Addition
 Address: 1315 E. Miner St.

BACKGROUND INFORMATION

Petitioner: Don Hanson
 Address: 350 W Ontario St – Suite 200
 Chicago, IL 60654

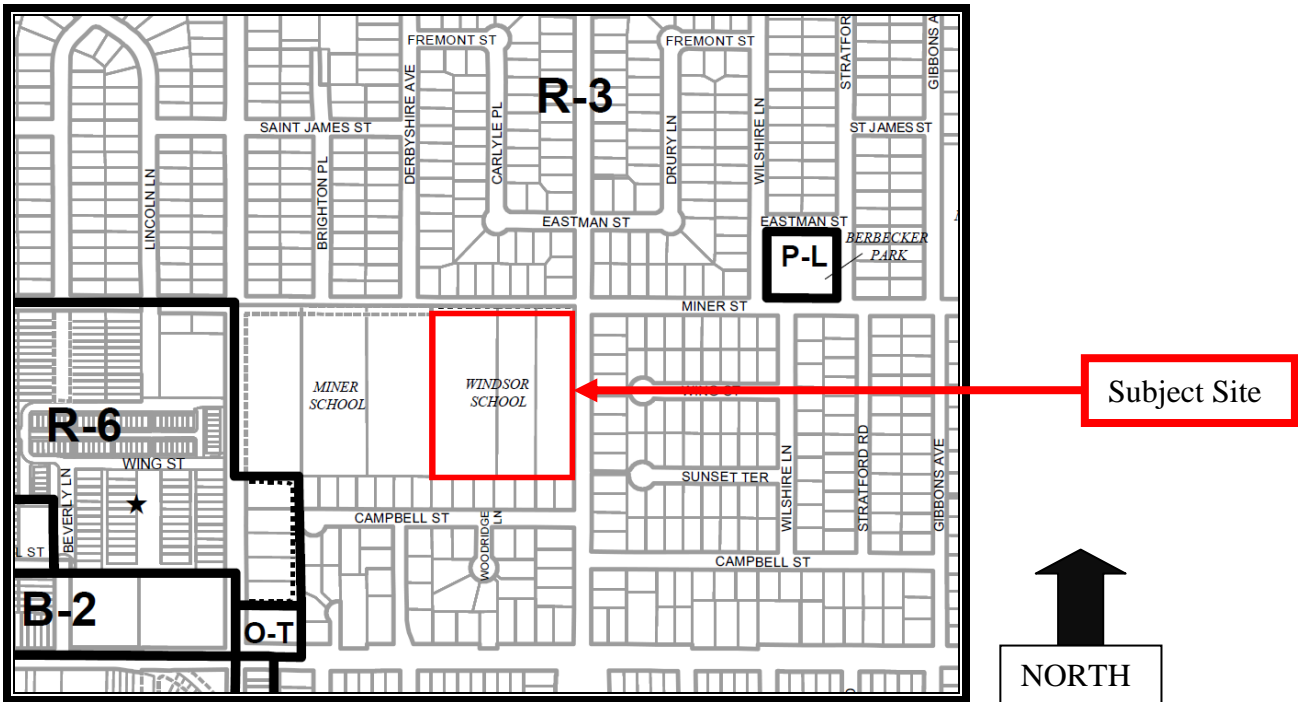
Existing Zoning: R-3, One Family Dwelling District

Requested Action:

- Amendment to Special Use Ordinance #90-082 to allow an addition to the existing Elementary School.

Variations Identified:

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Surrounding Properties:

Direction	Zoning	Existing Use	Comprehensive Plan
North	R-3, One Family Dwelling District	Single Family Homes	Single Family Detached
South	R-3, One Family Dwelling District	Single Family Homes	Single-Family Detached

East	R-3, One Family Dwelling District	Single Family homes	Single Family Detached,
West	R-3, One Family Dwelling District	Miner School	Parks

Background:

The subject property is approximately 7.53 acres in size and contains the Windsor Elementary School and associated recreational areas to the west of the school building. Windsor School is one of seven elementary schools operated by District 25 and has a current enrollment of 509 students. Enrollment is expected to increase in the future, with future capacity estimated at 518 students. The school has two temporary classrooms housed in a trailer on the west side of the building, which trailer would be removed upon completion of the proposed building addition. Windsor School is also home to two district-wide special education programs for students in grades K-5.

The proposed project involves the expansion of the southern wing of the school, which would create six new classrooms, three new offices, and new bathroom facilities. The existing gym would also be expanded to the west, and new storage areas and receiving areas would be created. The parking lot along the western side of the site would be reoriented, which will cause the removal of one of the recreational fields that currently exists in this area, and a new curb cut along Miner Street has been proposed. Additionally, the asphalt play area along the south of the building will be relocated to the west side of the proposed addition, and the play area on the southern end of the site will be removed and replaced at a slightly smaller size. There is no bussing to Windsor School and this will not be changed as a result of the proposed addition.

In 1990, the Windsor School was approved for a Special Use Permit to allow the existing elementary school, which was done in conjunction with a building expansion that was completed at that time.

Zoning and Comprehensive Plan

The subject property is within the R-3, One Family Dwelling District, and all schools within the R-3 District are required to obtain a Special Use Permit. As indicated above, the subject property was granted a Special Use Permit to allow the existing elementary school via Ordinance #90-082. In order to allow the proposed expansion, Ordinance #90-082 must be amended.

The Village's Comprehensive Plan designates the future use of the subject property as "Schools". The proposed Special Use amendment is therefore consistent with the Comprehensive Plan.

Site Plan, Building and Landscaping

As part of the formal review process, the applicant will be required to provide detailed site information relative to all bulk requirements, such as the existing and proposed F.A.R., building lot coverage, and impervious surface coverage. Although preliminary analysis indicates that the site will comply with these regulations, formal plans detailing compliance will be required.

The existing gymnasium stands at 24 feet in height and the proposed addition to the gym will maintain this height. The single-story classroom addition is proposed at 14'8" in height. The R-3 District allows maximum building heights of 25', and therefore the proposed work conforms to all height regulations. Staff notes that this project must proceed to the Design Commission for their review and approval of the building architecture and landscaping.

The current school building is non-conforming relative to the exterior side yard setback along Windsor Street, where code requires a 40' setback and the existing building is setback 12.92' from the side yard property line. Therefore, in conjunction with the proposed building addition, staff is recommending that this existing non-conformity be formally approved via a Variation. As the proposed setback variation is an existing condition, staff supports approval. Based on a preliminary analysis, the proposed building addition will conform to all setback and additional bulk restrictions. However, upon comprehensive review of the detailed plans, additional variations may be identified.

A code-compliant photometric plan and landscape plan will be required as part of the Plan Commission submittal. If any trees are proposed for removal, a tree preservation plan will be required. The petitioner will need to work with staff to preserve and/or relocate as many of the existing mature trees as possible.

As part of the Plan Commission process, the petitioner will be required to provide justification for the requested Variation per the approval criteria as summarized below:

- The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.
- The plight of the owner is due to unique circumstances.
- The variation, if granted, will not alter the essential character of the locality.

Finally, staff recommends that the petitioner hold a neighborhood meeting prior to the Plan Commission hearing to introduce the project to the surrounding neighbors to understand what concerns they may have. Additionally, the School District should coordinate with the Park District on the elimination of the recreational field west of the gymnasium addition to help mitigate any impact that this removal will have for Park District programming.

Traffic & Parking

Elementary schools are required to provide two parking spaces per employee plus one parking space per classroom. As part of the formal submittal, the applicant shall provide information relative to number of classrooms and number of teachers (both existing and future). Additionally, the applicant shall provide information relative to the number of existing parking spaces located on the subject property, which is not clearly indicated on the plat of survey. It is unknown exactly how many spaces exist on the site since the parking lot overlaps onto and is shared with the Miner School parking lot. A cursory analysis shows about 89 existing parking spaces on the subject property, and the reconfigured parking lot will provide 92 parking spaces with 3 handicap spaces. Staff notes that parking lots that provide 76-100 parking spaces are required to have 4 handicap parking spaces, and therefore an additional handicap parking space is required. Finally, staff notes that Ordinance 90-082 granted a parking Variation to allow 83 parking spaces on the subject property, and this Variation will have to be amended to reflect the proposed changes to the parking lot.

As indicated above, bussing to Windsor School is not provided and therefore all students either walk or bike to and from school or are dropped off/picked up by parents with cars. Staff is aware of traffic issues related to the existing drop-off and pick-up operations, and believe the proposed addition and changes to the parking lot are an opportunity to improve upon these issues. A detailed traffic and parking analysis that evaluates the existing and proposed parking demands as well as drop-off and pick-up operations will be required as part of the formal submittal. The School District may want to analyze the viability of a dedicated drop-off/pick-up lane which may help to alleviate some of the congestion and traffic during arrival and dismissal.

RECOMMENDATION

The Staff Development Committee reviewed the proposed request and supports the proposed Amendment to Ordinance #90-082 and the proposed setback Variation, subject to the following:

1. A neighborhood meeting shall be held prior to the Plan Commission hearing. A summary of said meeting shall be provided to staff no less than one week prior to the Plan Commission hearing date.
2. A traffic and parking study from a certified Traffic Engineer shall be required, which study needs to assess access, on-site circulation, parking, trip generation, drop-off/pick-up operations, and impacts to adjacent roadways. The traffic study should analyze and identify solutions to the current drop-off/pick-up operations, including the potential for a dedicated drop-off/pick-up lane.
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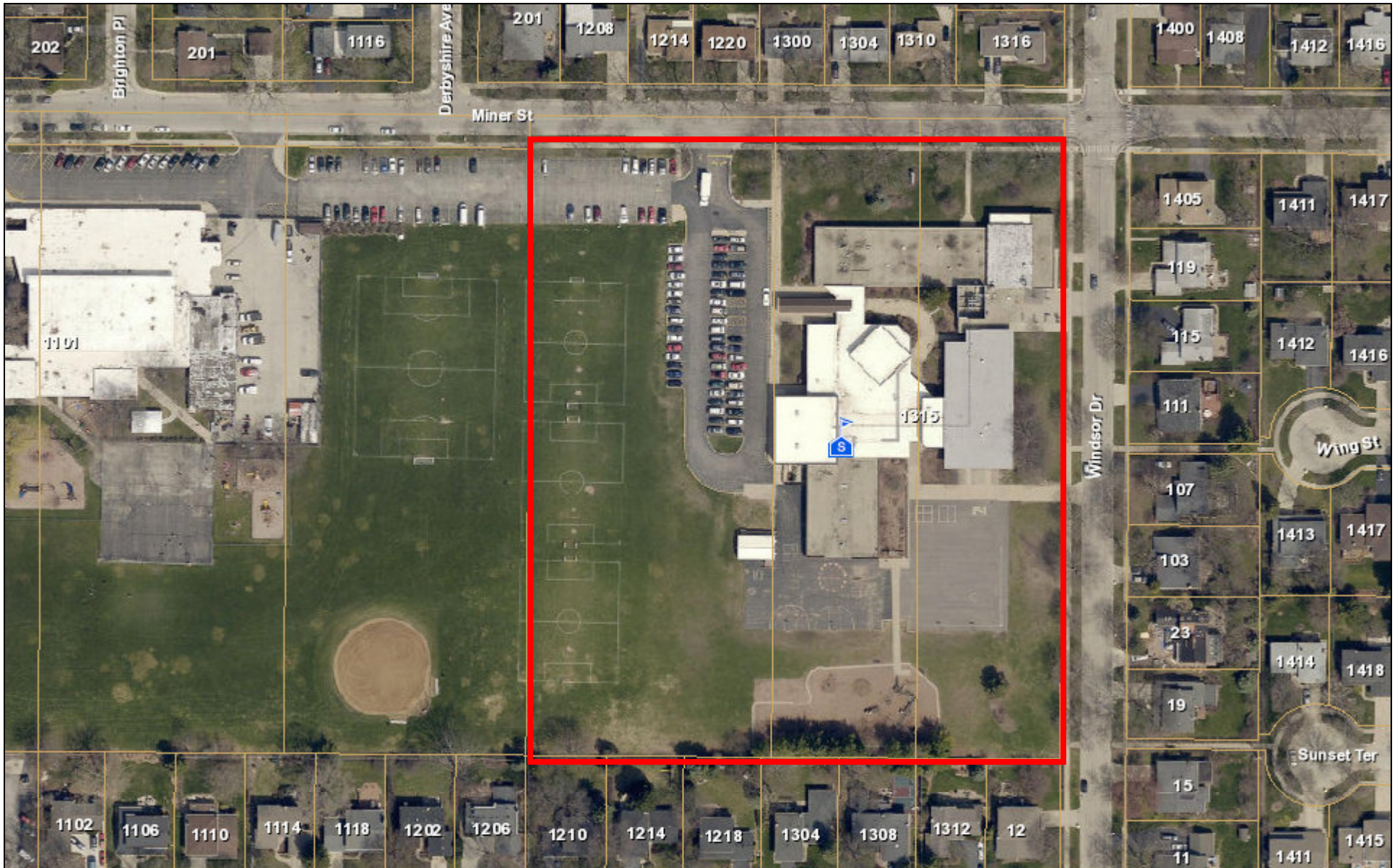
November 22, 2016

Bill Enright, Deputy Director of Planning and Community Development

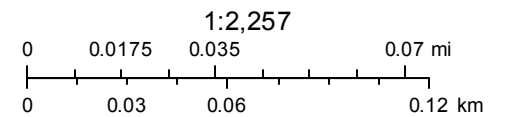
Cc: Randy Recklaus, Village Manager

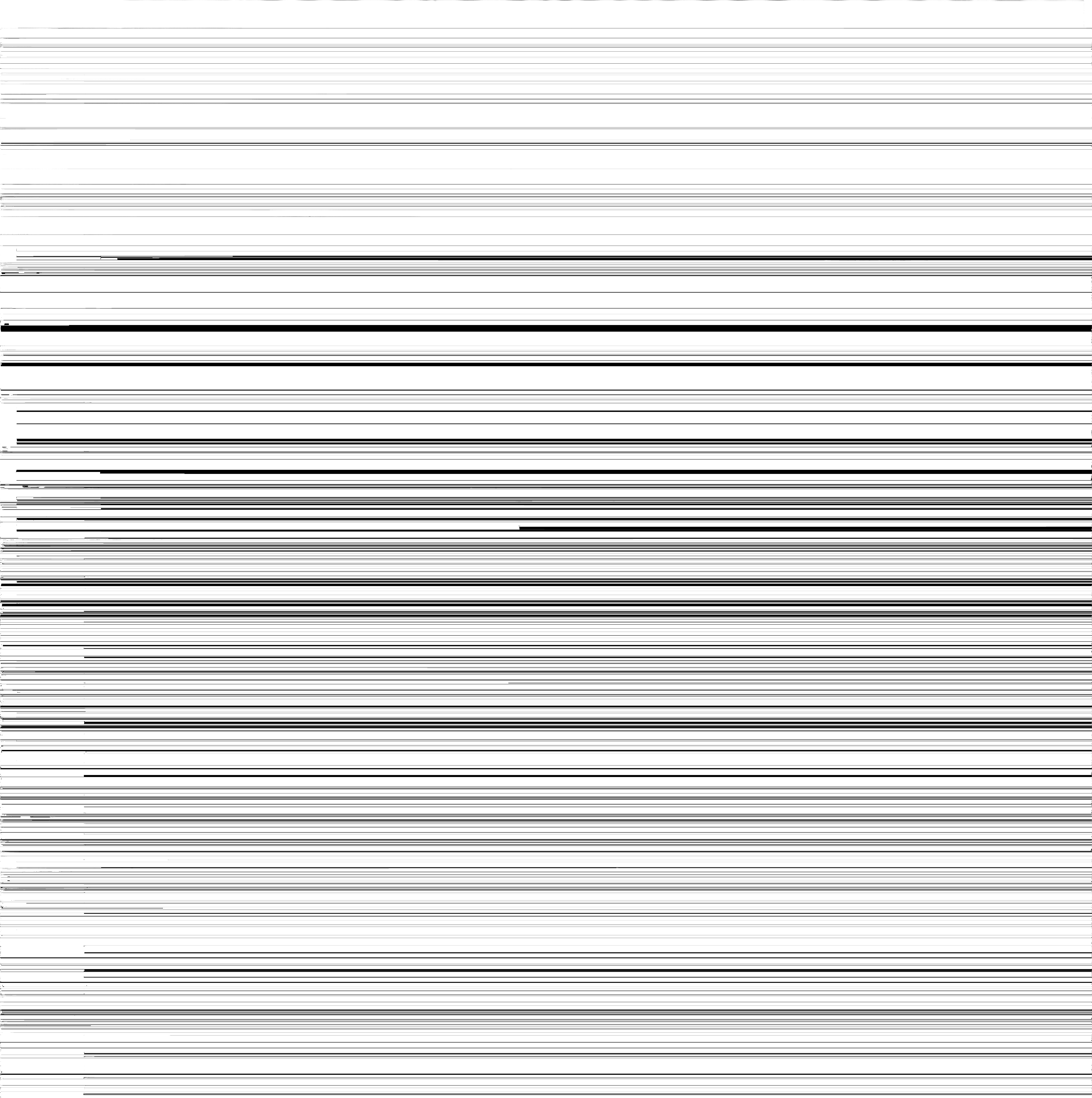
All Department Heads
Temp File 1573

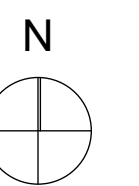
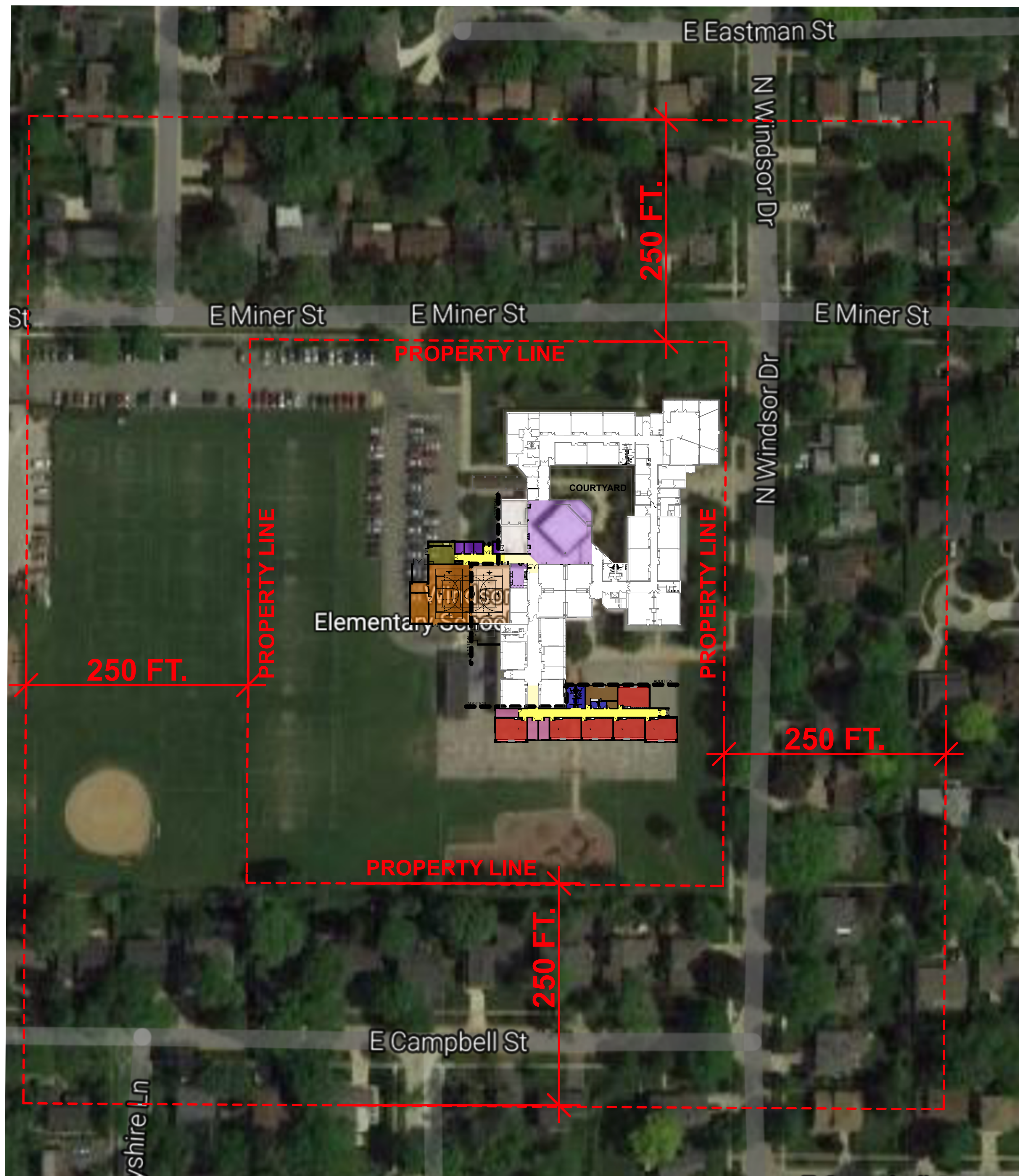
Windsor School - Aerial



November 21, 2016







SUBJECT PROPERTY MAP



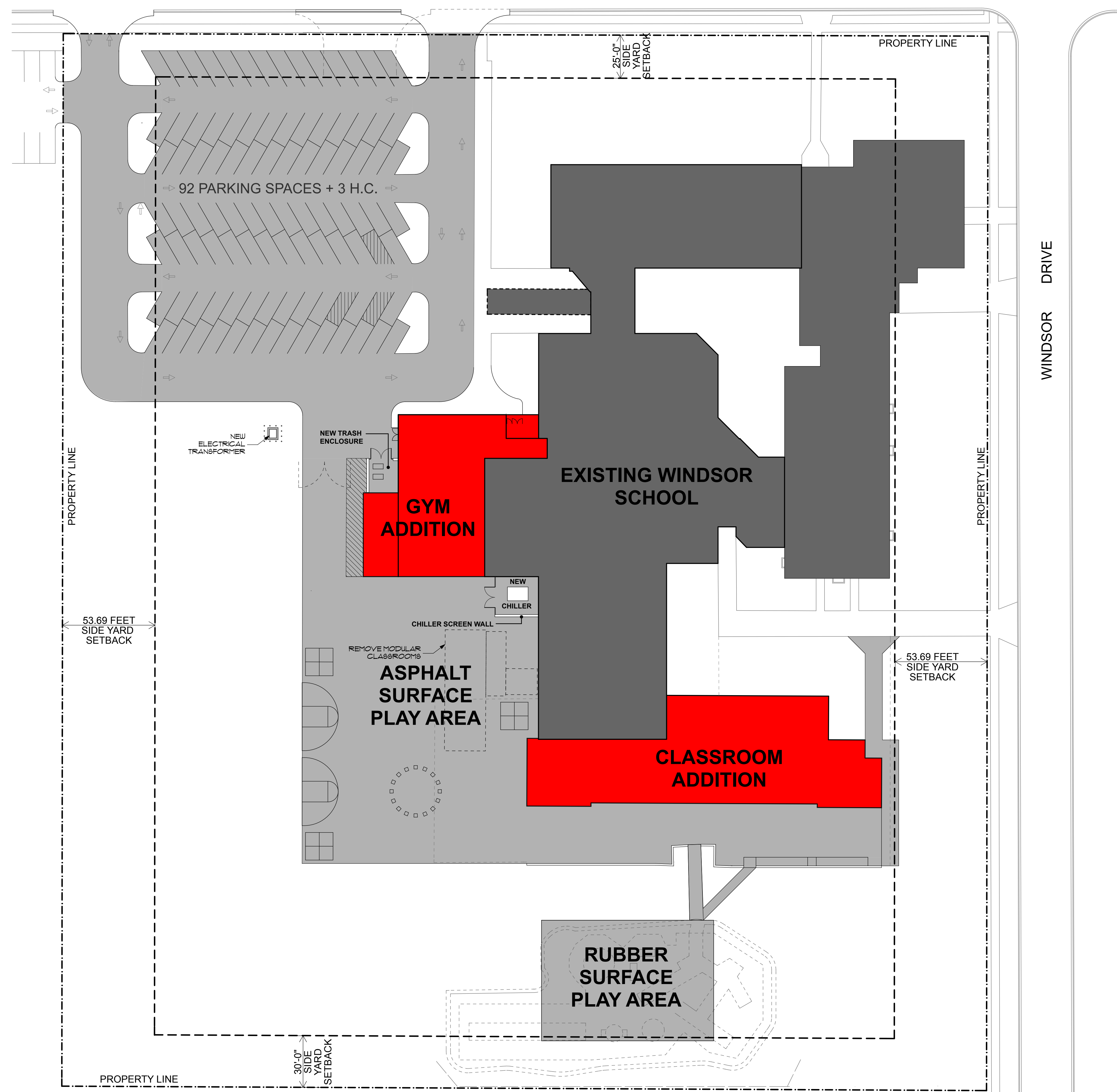
STR Partners LLC
 350 West Ontario Street | Suite 200
 Chicago IL 60654
 www.strpartners.com

WINDSOR ELEMENTARY SCHOOL ADDITION AND RENOVATIONS

1315 E. Miner Street, Arlington Heights, IL 60004
 ARLINGTON HEIGHTS SCHOOL DISTRICT 25

11/2/16

MINER STREET

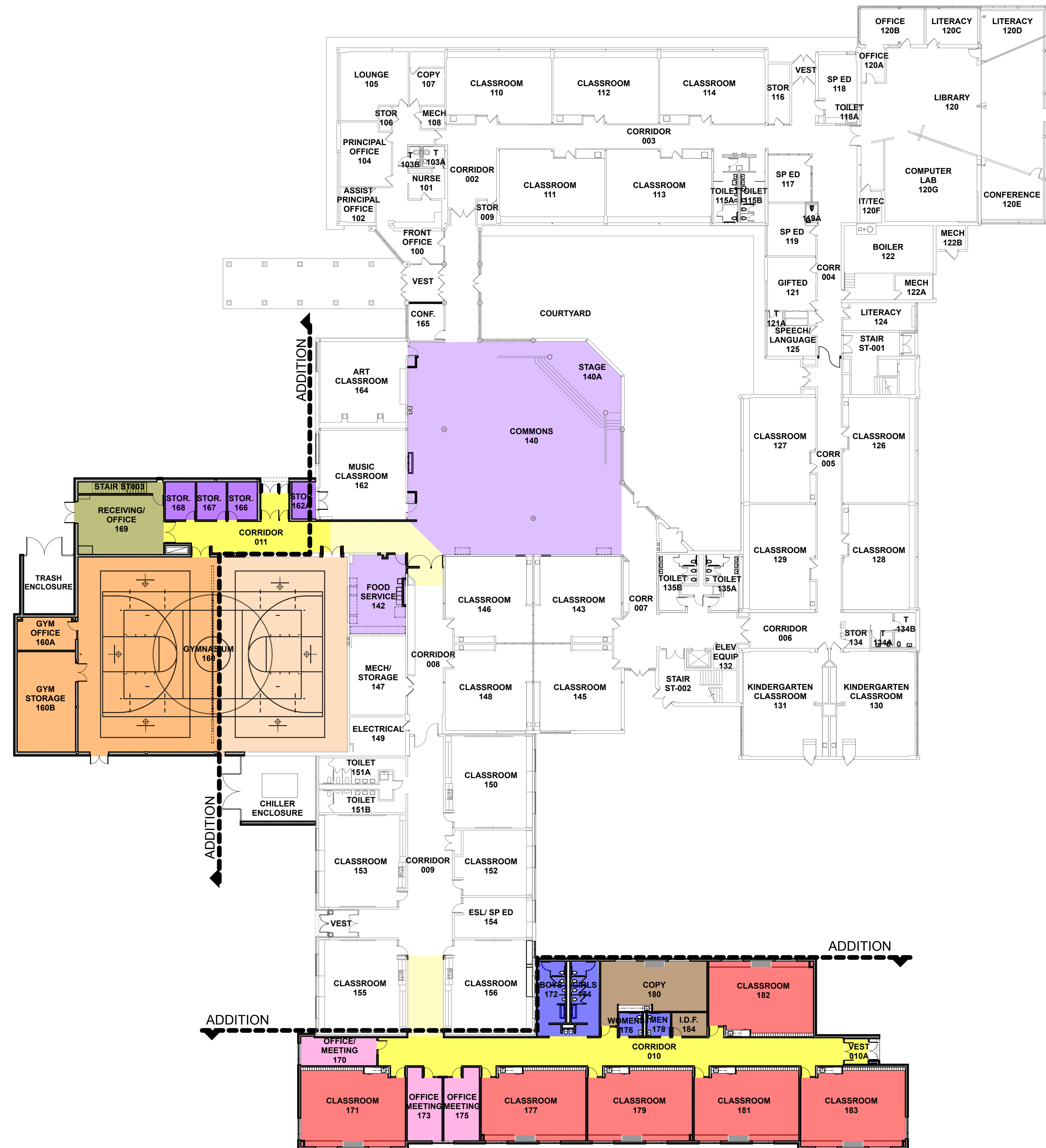


SITE PLAN

STR
 STR Partners LLC
 350 West Ontario Street | Suite 200
 Chicago IL 60654
 www.strpartners.com

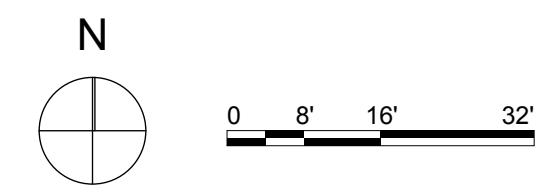
1 SITE PLAN
 SCALE: 1" = 30'

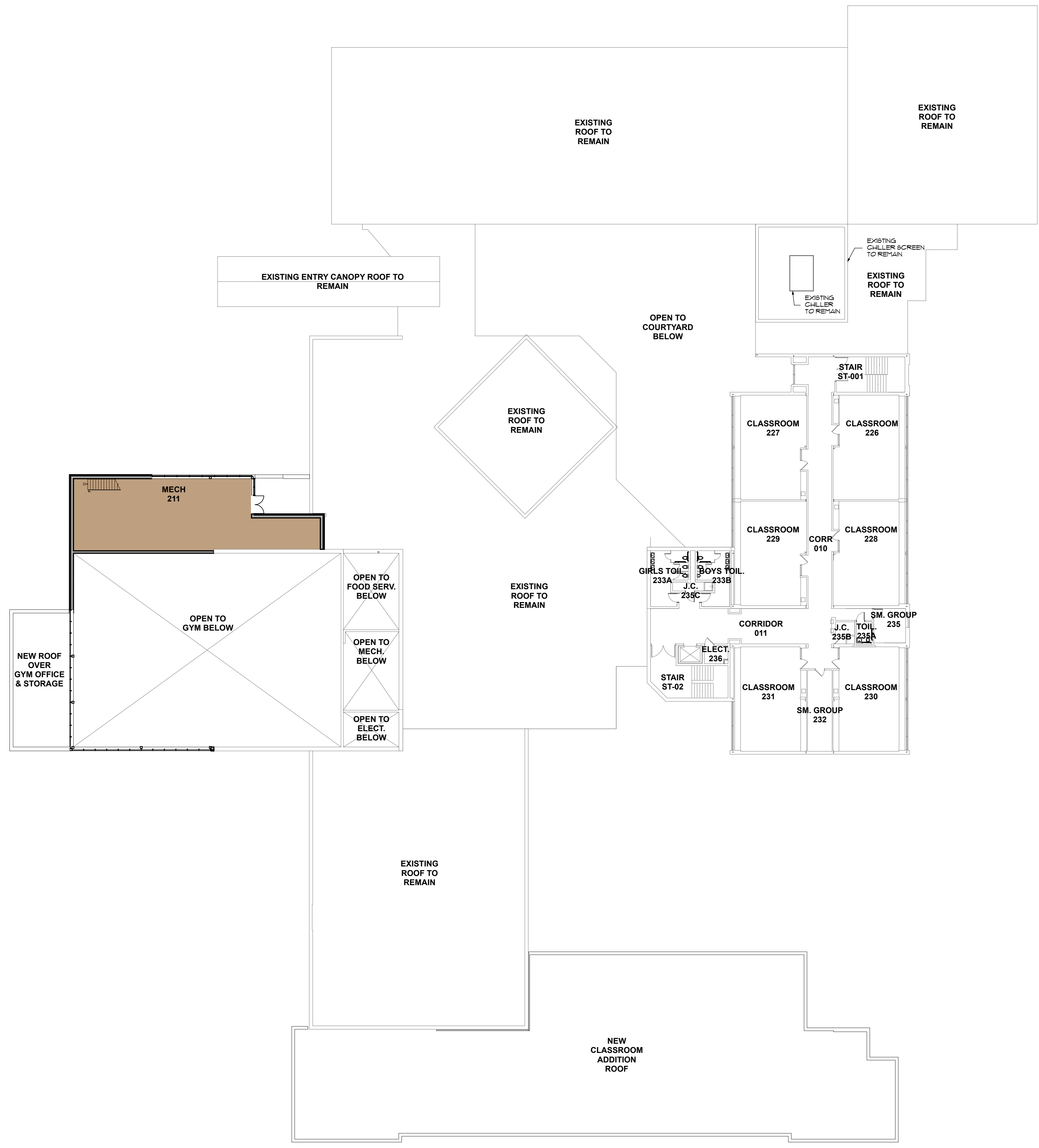
WINDSOR ELEMENTARY SCHOOL ADDITION AND RENOVATIONS
 1315 E. Miner Street, Arlington Heights, IL 60004
 ARLINGTON HEIGHTS SCHOOL DISTRICT 25



FIRST FLOOR PLAN

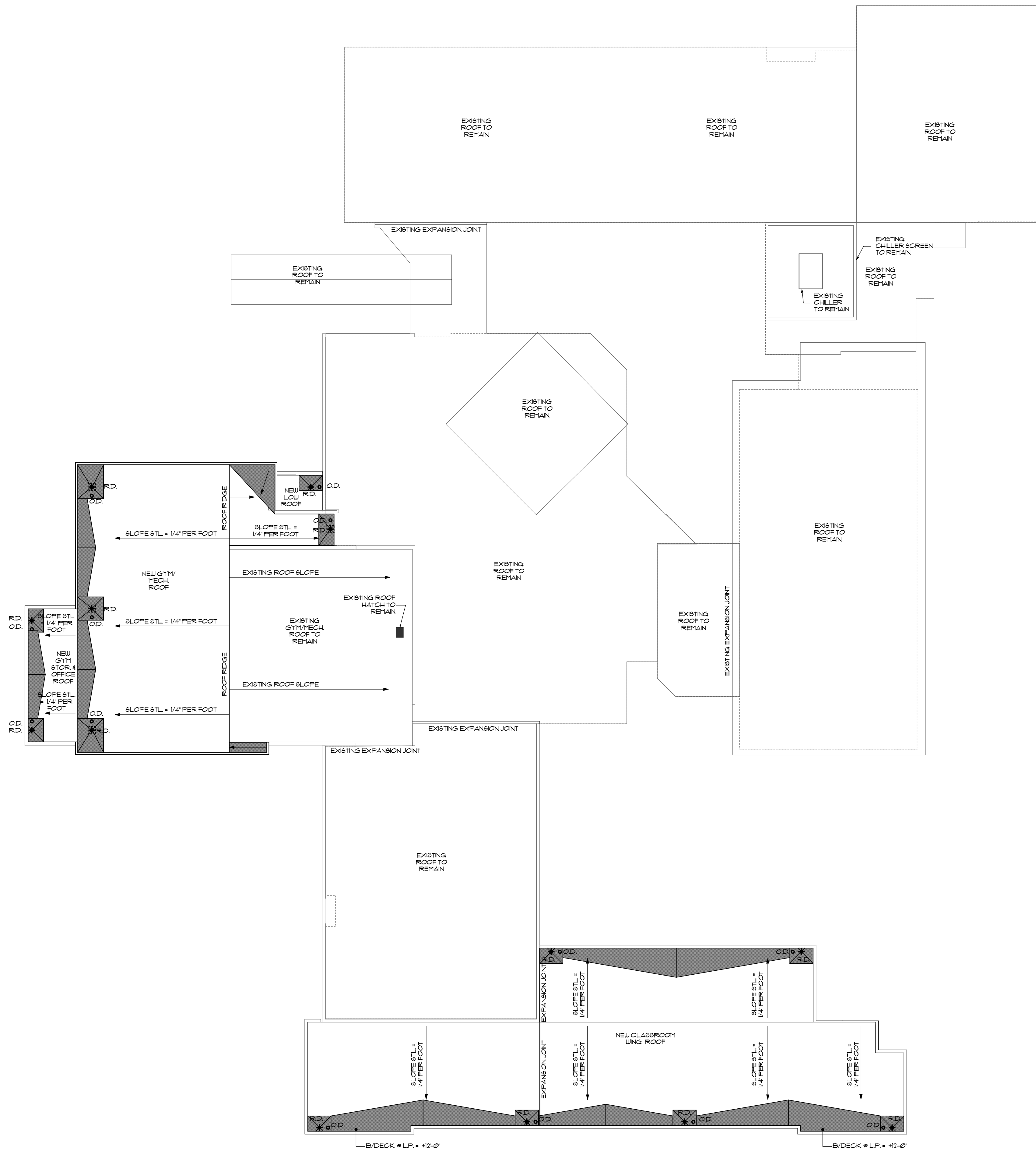
1 FIRST FLOOR PLAN
 SCALE: 1" = 20'





SECOND FLOOR PLAN

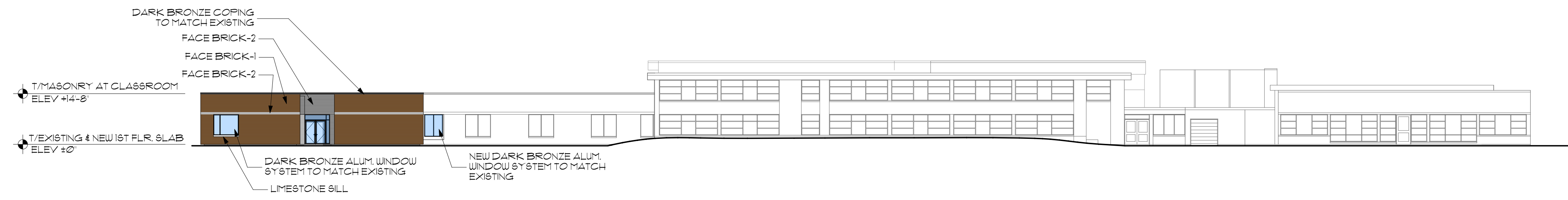
1 SECOND FLOOR PLAN
 SCALE: 1" = 20'



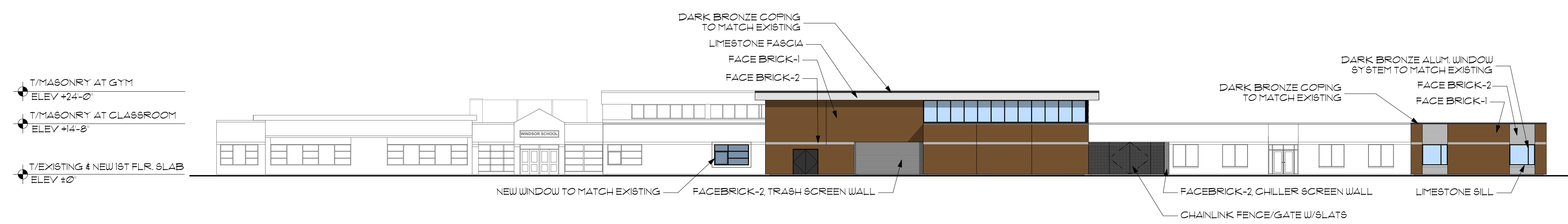
ROOF PLAN

1 ROOF PLAN
 SCALE: 1" = 20'

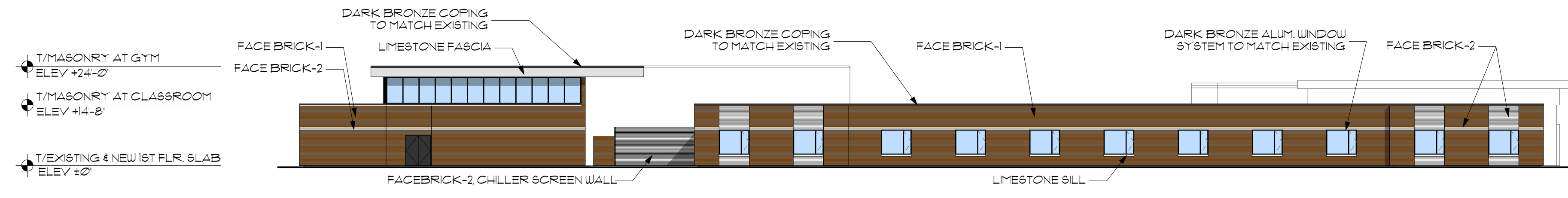
NOTE:
FACE BRICK 1: MATCHING EXISTING RED BRICK
FACE BRICK 2: MATCHING EXISTING LIGHT GREY BRICK



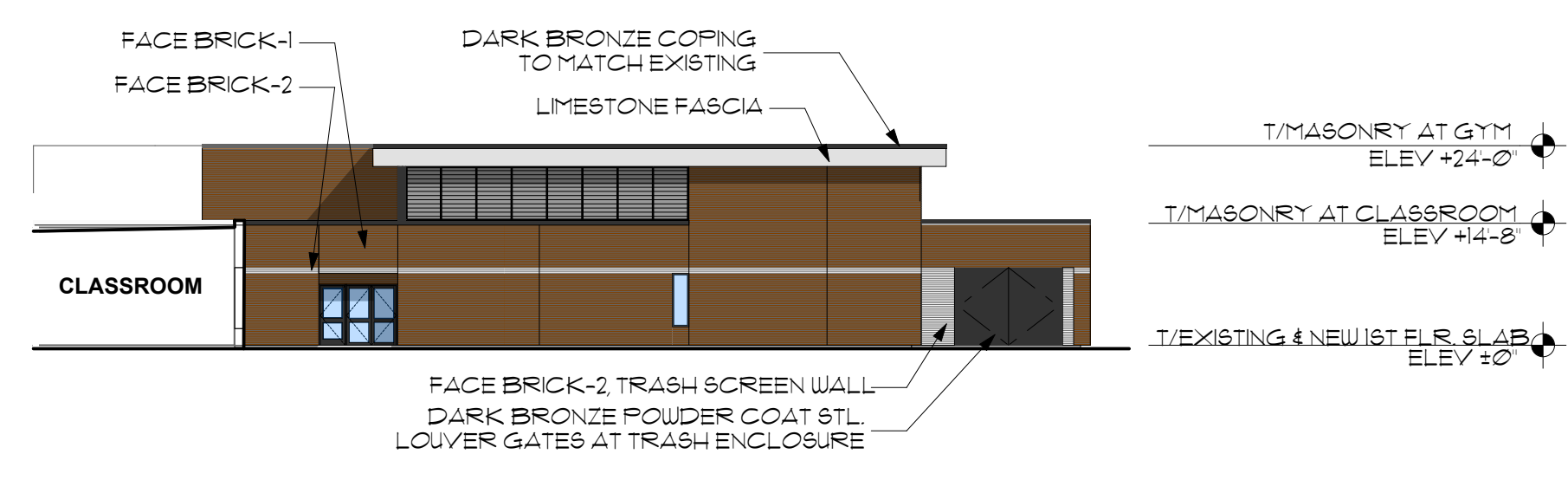
5 EAST ELEVATION
 SCALE: 1" = 20'



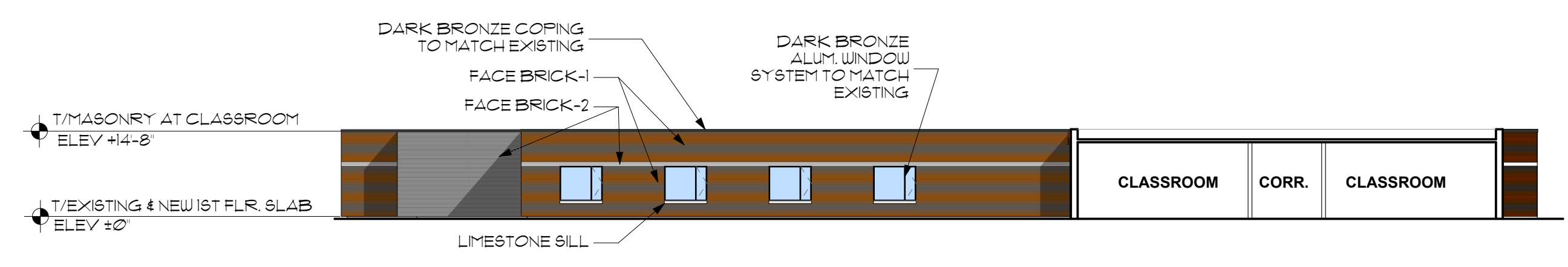
4 WEST ELEVATION
 SCALE: 1" = 20'



3 SOUTH ELEVATION
 SCALE: 1" = 20'



2 NORTH ELEVATION AT GYM
 SCALE: 1" = 20'



1 NORTH CLASSROOM ELEVATION
 SCALE: 1" = 20'



BUILDING ELEVATIONS