Village of Arlington Heights
Conceptual Plan Review Committee
Community Room, 3rd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
October 26, 2022
6:30 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

A. Seasons Office Center - 129-151 W. Rand Rd. - 9/14/22

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

A. Westgate School Building Expansion - 500 S. Dwyer Ave. - T1791
Special Use Permit for Elementary School, Height Variation

B. Olive-Mary Stitt School Building Expansion - 303 E. Olive St. - T1792
Amendment to Special Use Permit Ord. 15-038, Parking Variation, Setback Variations

C. Dryden School Building Expansion - 722 S. Dryden Pl. - T1793
Special Use Permit for Elementary School, Parking Variation

VII. OTHER BUSINESS

A. Public Comment

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 Rosangela Maldonado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, rmaldonado@vah.com or (847)368-5791.

Conceptual Plan Review Committee
10/26/2022

Item: Seasons Office Center - 129-151 W. Rand Rd. - 9/14/22

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Seasons Office Center - 129-151 W. Rand Rd - 9/14/22	Minutes

REPORT OF THE PROCEEDINGS OF

THE CONCEPTUAL PLAN REVIEW COMMITTEE

OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION

A MEETING HELD ON: September 14, 2022

Project Title: Seasons Office Center LUV Amendment

Address: 129-151 W. Rand Rd.

Petitioner: Jim Platt
CAM Services

Address: Arlington Heights, IL 60005

Requested Action:

- Amendment to LUV Ordinance 13-005 (Regarding a parking variation).

Variations Required:

- A 48-space variation from Chapter 28, Section 10.4 (Schedule of Parking Requirements) to allow the provision of 88 parking spaces where 136 spaces are required by code.

Attendees: Jim Platt, CAM Services
Jay Cherwin, Plan Commissioner
John Sigalos, Plan Commissioner
Lynn Jensen, Plan Commissioner
Bruce Green, Plan Commissioner
Jake Schmidt, Assistant Planner

Project Summary:

The subject site is 1.83 acres (79,715 square feet) and zoned B-2, General Business District. The property is developed with a multi-tenant office building that is one story tall (except or the northernmost unit, which is two stories) and has a total floor area of 31,210 square feet. The subject site has a total of 88 parking stalls that are accessible via two driveways along Rand Road.

The petitioner represents Impressive Smiles, a dentist office currently located in the office center. Impressive Smiles is expanding, resulting in an increase in required parking. However, the required parking for the center with the expanded dentist office exceeds what was allowed under a previously granted parking variation. As the previously granted parking variation is tied to a Land Use Variation ordinance, this ordinance must be amended in order to permit an expansion of Impressive Smiles.

Hours of operation for Impressive Smiles is as follows:

- Monday 9am-4pm
- Tuesday 8am-5pm
- Wednesday 10am-7pm
- Thursday 8am-5pm
- Friday 8am-2pm

Impressive Smiles has 9 full time employees and 2 part time doctors, with no more than 10 total employees on-site at any given time. There are no more than 5 patients on-site at any given time, and the owner of Impressive Smiles has stated they stagger appointments to allow for room turnover. Impressive Smiles believes the total number of cars on-site for the dentist office are usually between 10 and 15 at any time.

DRAFT

Zoning and Comprehensive Plan
The subject property is located within the B-2 Zoning District, and the proposed use is classified as "Offices, Medical and Dental". This use is permitted within the B-2 Zoning District. However, as previously mentioned since a parking variation would be required to allow expansion of the dental office in excess of that allowed by the previously granted Land Use Variation, an amendment to this Land Use Variation will be required.

The subject property is designated as appropriate for Commercial uses per the Comprehensive Plan of the Village of Arlington Heights. The proposed use, is compatible with this designation.

Meeting Discussion:

J. Platt stated that he is a business consultant who helps business owners navigate through the zoning and building inspection process to help them along. He stated that Dr. Barsoum is the person that owns the space who is looking to expand. He is representing the doctor due to Dr. Barsoum being out of town. He stated that Dr. Barsoum purchased the space next to his, and has been there about 12 years. Would like to move and expand his space next to his. About 75% of the new space is administrative and laboratory. He stated that about 25% - 26% is an additional five patient rooms. He stated that his current space will have five seats and the new space will have five seats with a total of ten patient rooms. He said they are here looking to get an amendment to the existing land use variation, and because it is medical there is an increase in parking requirements, so the deficit would change from the original ordinance.

J. Schmidt said the petitioner is representing a dentist office. He said they are expanding. He said, more or less this project is a parking variation, but since the site is governed by a previously granted land use variation that included a parking variation, that ordinance needs to be amended in order for an additional parking variation to be granted. He stated that the site currently has 88 spaces, and 136 are required by code after the expansion, with a code-required parking deficit of 48. He said one of the other key issues is that at the time of the previously granted land use variation, there was an off-site parking agreement with the adjacent restaurant. There were some issues with that agreement, as vehicles were being towed from the restaurant property that were accessing the office site, so Staff is no longer confident that those restaurant spaces could be counted for code required parking purposes, so any parking survey as part of this petition needs to demonstrate that the 88 spaces can accommodate the site parking. He stated aside from that, the business is permitted within the underlying district and doesn't require a land use variation, and is compliant with the Comprehensive Plan which designates the site for commercial purposes. He said that Staff will be requesting a parking survey conducted on an hourly basis, 4 days each week on Monday, Wednesday, Friday, and Saturday during the hours of operation of the dentist office, they don't currently operate on Saturday, but they could expand in the future, so Staff would like to see what the count is on those days in the case they do expand to those hours. Bicycle parking will be required, seven spaces are needed by code. Staff needs additional info to make a recommendation, that being a written response to zoning code variation criteria then the aforementioned parking survey.

L. Jensen asked about the site plan showing 12 office spaces and said 7 are vacant. He said its not clear to him what a parking study is going to tell, because of these vacant spaces.

J Schmidt responded that the site plan is older, and stated that in the Staff report there is an updated parking table. There are two vacant spaces currently, said that the site is mostly leased out.

L. Jensen asked what the other spaces are leased to.

J. Schmidt said the other spaces consist of medical uses, a floral design studio, and physical therapist. For the most part tenants are medical use.

J. Sigalos said that he saw in the report there was a hand written parking agreement with the adjacent restaurant and asked about some of the violations of the cars being towed. He asked if there is some agreement or how would it work. Mr. Sigalos stated that the dental practice is only open until 5 pm and the restaurant only serves dinner so he said if there could be some parking agreement that would ease whatever parking problems there are at the location. The restaurant employees would

be there before the restaurant opens and not customers, and the dental office customers would be gone by 5PM. He asked if this is something to look into if there is some legal agreement in perpetuity to avoid the parking problem.

J Schmidt responded that the gold standard would be an agreement in perpetuity with access easements to it. He stated that they would have to evaluate the restaurant could still function from a code required parking standpoint. He said if there is an agreement more substantial that's offered and that's not cancellable in 30 days Staff would evaluate it. Staff would need to review what type of agreement was in place historically.

L. Jensen asked if that there was a parking arrangement before, what happened that the restaurant owners got upset.

J. Schmidt responded that speaking with the doctor, the point of contention was that some vehicles were parking in areas that weren't designated for the office center parking, and there was also an issue with payment for the parking. The agreement fell through.

J. Sigalos asked what the vacancy rate in the building.

J. Cherwin stated it was approximately 25% vacant per the parking table.

Mr. Platt responded that there's one space that's 4,900 square feet that's not been leased and then there is 2,097 sq. ft which the Dr. is taking over.

J. Sigalos asked what the parking situation is there now, and asked if there are issues that people are parking in the restaurant lot.

Mr. Platt said a preliminary count was done on their own just to see what the feasibility was, and the numbers were shown at 80 – 82 cars, and was done four times on a Monday, when its generally heavier for medical users. There were between 19 parking spaces leased from the restaurant that are now 33 in the new agreement, so in addition of the 88 that are on site, there are also an additional 33. He said from what he counted; they are not even using the 88 fully at this point.

J. Cherwin was concerned about the amount of parking spaces used without the expansion. He asked what the landlord's thoughts are on the parking.

Mr. Platt responded that the staff is not being increased, and adding more patient rooms because the dental practice is only able to operate about three of them at any given time due to the disinfectant protocol. This requires a room be vacant for 20 to 30 minutes between appointments. There would only be potentially three more patients coming in.

J. Schmidt stated that physical therapy is not considered medical for the purpose of parking calculations, he said it has its own line item. 1 space per 250 square feet is the ratio assigned to physical therapy uses.

J. Cherwin suggested that it would be helpful for the petitioner if seeking approval to have a parking agreement in place with the restaurant that's reliable.

L. Jensen asked the petitioner what time was the parking counts that was done. Mr. Platt said during the work day between 9 and 11 AM, when the restaurant wasn't open. Some cars were present. L. Jensen stated if they counted 82 spots out of the 88 occupied, that is very close to capacity. L. Jensen asked if Staff would be satisfied with this kind of deficiency.

J. Schmidt said Staff would have to evaluate their stance if 82 occupied parking spaces is the peak number and there's not too much of a demand increase from the subject tenant. He stated didn't know if Staff would recommend approval of additional medical tenants for currently vacant spaces with existing high demand. He said Staff would evaluate proposals on a case-by-case basis when it comes to any parking variations.

Mr. Platt stated he has been in contact with the management company and they are aware of this petition and they are also

interested in finding out what would be needed to allow medical users for the remaining vacant 4,900 square feet, because obviously they'd rather not see that vacant and feel it will involve better coordination of a contract with the restaurant to get additional parking spaces secured. He said they already have a shared easement and they share expenses on that easement coming off of Rand Road. He said those two properties are already connected in perpetuity, now its just a matter of getting the parking secured. He said it went to 30 days on that hand written notice which wasn't quiet official.

J. Cherwin asked if the agreement Mr. Platt mentioned, was between the landlord and the restaurant and not the tenant and the restaurant. He asked who owns the vacant units.

Mr. Platt responded that each unit is owned, doesn't know what the ownership level is. Mr. Platt knows Dr. Barsoum owns his space and bought the one next to the one he wants to expand into. The others are either owned by those users or by someone that is leasing it back to them.

J. Cherwin stated that the owners of the vacant spaces are the people that need to be at the meeting, because they are owners. Not just the management company, but the owners.

L. Jensen said if the Plan Commission doesn't approve it, and the Board doesn't approve it, does Dr. Barsoum still have ownership of the expansion unit.

J. Cherwin suggested to the petitioner that they need to find the recorded condominium declaration and see what it says about who gets what rights to the parking, because he feels that's a big part of the issue.

Mr. Platt stated that the association is already aware of this project, and have met Dr. Barsoum. But after talking with Staff, it was decided that it was better for Dr. Barsoum to do this alone and deal with his smaller situation alone.

L. Jensen asked what the restaurant is willing to do. He asked if they are willing to sign a longer-term agreement or a more formal document.

Mr. Platt responded that he does not know. He is aware of the one they have in place has now been moved up to 33 spaces. Dr. Barsoum feels very comfortable with them. He said the agreement is hand written and very informal. Also, the management company for the office property has only been managing the site for two months, and they are trying to get this better aligned. He said it's in both parties best interest to make this work, because they are sharing in perpetuity the easement access road.

L. Jensen stated that its important that whomever owns the vacant spaces now, they should realize there are going to be some limitations almost definitely and certain types of facilities that would be able to rent there.

RECOMMENDATION

The Conceptual Plan Review Committee encouraged the petitioner to proceed forward with their application while taking the comments from the Conceptual Plan Review Committee into consideration.

PUBLIC COMMENT

Keith Moens asked where public comment would be posted in minutes.

Mr. Hubbard responded that it would be included with the minutes for the last project on the agenda.

Bruce Green, Chair
CONCEPTUAL PLAN REVIEW COMMITTEE
Linda Pascucci, Recorder

DRAFT

Conceptual Plan Review Committee
10/26/2022

Item: Westgate School Building Expansion - 500 S. Dwyer Ave. - T1791

Department: Planning & Community Development

Requested Action

1. Special Use Permit to allow a Public School on the subject property.

2. Amendment to the Comprehensive Plan to reclassify the "Single-Family Detached" portion of the subject property into the "Schools" classification.

Variations Required

1. Variation to Chapter 28, Section 5.1-3.6, to allow a 27-foot tall building where building height is limited to 25 feet.

Recommendation

The Staff Development Committee (SDC) reviewed the proposed Special Use Permit to allow a Public School on the subject property, as well as a Variation to Chapter 28, Section 5.1-3.6, to allow a 27-foot tall building where building height is limited to 25 feet, and is generally supportive of the application, subject to resolution of the following:

1. The petitioner shall provide written justification in support of the requested Special Use Permit, which addresses each of the three approval criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:

- That said special use is deemed necessary for the public convenience at this location.
- That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.
- That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

2. The petitioner shall provide written justification in support of the necessary

height Variation, which addresses each of the four hardship criteria necessary for Variation approval as outlined in the Zoning Ordinance:

- The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
- The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.
- The proposed variation is in harmony with the spirit and intent of this Chapter.
- The variance requested is the minimum variance necessary to allow reasonable use of the property.

3. An appearance before the Design Commission shall be required.

4. If required by the Building & Life Safety Department, fire truck turning exhibits shall be provided. The site shall comply with all applicable fire and life safety requirements.

5. Stormwater detention shall be required meeting all MWRD and Village requirements.

6. A summary of the neighborhood meeting that occurred on October 18th shall be provided as part of the Plan Commission application.

7. A code required landscape, tree preservation, and photometric plan (should new parking lot lighting be proposed) shall be required.

8. All new HVAC equipment shall be appropriately sited and screened. Where large units are proposed that will generate significant noise, additional sound attenuation equipment may be required.

9. As part of the Plan Commission application, details shall be provided on any solar equipment proposed on the subject property.

10. A traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, and parking shall be provided as part of the Plan Commission review process. The study must assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.

11. The petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school.

12. The petitioner shall provide additional details on employee overlap for part time employees, full-time employees, and any evening employees.

13. 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	Type
Staff Report	Board or Commission Report
Aerial	Exhibits
Conceptual Site Plan	Exhibits
Conceptual Floor Plan	Exhibits
Project Narrative	Exhibits

VILLAGE OF ARLINGTON HEIGHTS

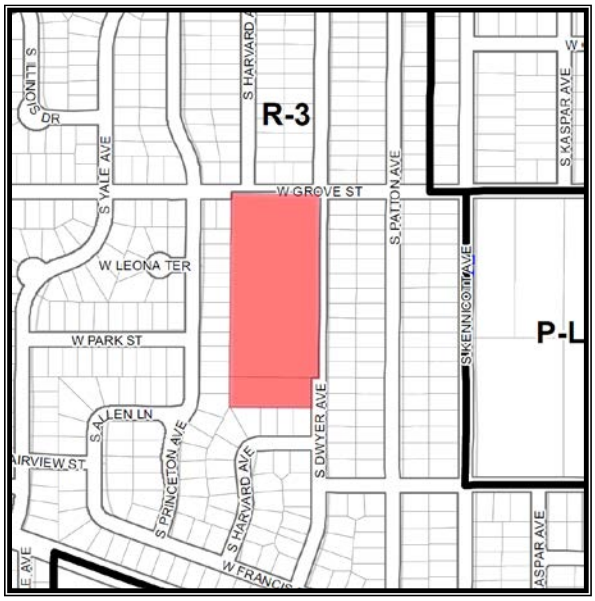
STAFF DEVELOPMENT COMMITTEE REPORT

***Temp File Number**: T1791*
***Project Title**: Westgate School Building Expansion*
***Address**: 500 S. Dwyer Ave.*
***PIN**: 03-31-100-022, 03-31-100-043*

***To**: Conceptual Plan Review Committee*
***Prepared By**: Sam Hubbard, Development Planner*
***Meeting Date**: October 26, 2022*
***Date Prepared**: October 21, 2022*

***Petitioner**: Arlington Heights School District 25*
Ryan Schulz
***Address**: 1200 South Dunton Avenue*
Arlington Heights, IL 60005

***Existing Zoning**: R-3, One-Family Dwelling District*
***Comprehensive Plan**: Schools, Single-Family Detached*



SURROUNDING LAND USES

Direction	Existing 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	Single-Family Homes	Single-Family Detached

Requested Action:

1. Special Use Permit to allow a Public School on the subject property.
2. Amendment to the Comprehensive Plan to reclassify the "Single-Family Detached" portion of the subject property into the "Schools" classification.

Variations Required:

- Variation to Chapter 28, Section 5.1-3.6, to allow a 27-foot tall building where building height is limited to 25 feet.

Project Background:

In June of 2022, the Arlington Heights School District 25 community passed a referendum to establish a full day Kindergarten program for all children within District 25. As a result, the District will transition away from the current half-day Kindergarten model where approximately half of the Kindergarten cohort arrives at 9:05am and is dismissed for the day at 11:50am, and the remaining Kindergarten students arrive at 12:50pm and are dismissed at 3:35pm. The full day Kindergarten program is scheduled to begin at the start of the 2024/2025 school year. In order to accommodate the entire Kindergarten cohort within each elementary school building at one time, six of the elementary schools within the district will require building additions that will result in an increase to the number of staff, classrooms, and overall student population at each of these six schools.

Westgate Elementary School, which is already at full capacity, is one of the six schools that needs additional space for the full day Kindergarten program. In order to accommodate anticipated kindergarten enrollment, as well as to have the appropriate capacity to absorb future variations in student population, Westgate needs 10 new classrooms, a new gymnasium, storage spaces, an art room, and a small group room.

The site has three parking areas, the largest of which is located off of Grove Street and contains 51 parking stalls. A secondary parking area (the "East Lot") is located adjacent to the main front entrance of the building along Dwyer Avenue and contains 18 stalls. An auxiliary parking area is located south of the school building with access from Dwyer and contains 45 parking stalls. In sum, the site has 114 parking spaces.

Westgate school currently has 600 students, 95 employees, and 34 classrooms. The school is expected to have 661 students, 102 employees, and 44 classrooms as a result of the building addition and full day Kindergarten program. There are two busses that currently serve the school and there is no change anticipated to bussing as a result of the full day program. The standard 9:05am arrival and 3:35pm dismissal would remain unchanged.

Zoning and Comprehensive Plan

The subject property is zoned R-3, One-Family Dwelling District, which allows schools only through issuance of a Special Use Permit. Westgate School has never been approved for a Special Use Permit, and due to the proposed building expansion, a Special Use Permit is now required for the site. In order to justify the requested action, the petitioner shall provide written justification to the three criteria necessary for Special Use Permit approval as outlined below:

- ***That said special use is deemed necessary for the public convenience at this location.***
- ***That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.***
- ***That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.***

In addition to the Special Use Permit, a height variation is required for the proposed gymnasium. This variation will be discussed below, however, the petitioner will be required to provide a written response to the four hardship criteria necessary for variation approval as outlined below:

- ***The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.***

- ***The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.***
- ***The proposed variation is in harmony with the spirit and intent of this Chapter.***
- ***The variance requested is the minimum variance necessary to allow reasonable use of the property.***

The Village's Comprehensive Plan designates the future use of the subject property as "Schools", however, there is a small portion of land on the southern edge of the property that falls within the "Single-Family Detached" classification. The majority of this area is currently used as open space although there is a small portion of the south parking lot that also falls within the "Single-Family Detached" classification. In order to align the entire site with the future land use as identified in the Comprehensive Plan, the Staff Development Committee recommends that the "Single-Family Detached" portion of the subject property be reclassified as "Schools."

On Tuesday, October 18th, District 25 held a neighborhood meeting to present their conceptual plans to surrounding property owners and solicit early feedback to understand any potential concerns with the project. According to the petitioner, four residents attended the meeting. A summary of the discussion will be provided as part of any Plan Commission application.

Building, Site and Landscaping

The proposed building addition would be located at the southwest side of the existing school building. The new classroom areas and associated spaces are proposed at one-story tall; the gymnasium is proposed at 27 feet in height. The R-3 District restricts maximum building height to no greater than 25 feet and the following variation is therefore necessary:

- ***Variation to Chapter 28, Section 5.1-3.6, to allow a 27-foot tall building where building height is limited to 25 feet.***

Given the location of the gym addition towards the center of the site, the need to have quality recreation spaces for students, and the minor scope of the variation at only two feet above the maximum allowable height, the Staff Development Committee is supportive of this variation. A Design Commission application and review of the building addition will be required prior to appearing before the Plan Commission. The District is considering a rooftop solar system for the school, and if one is proposed, details will be required as part of the Plan Commission process to ensure conformance to the Village's regulations for solar panels.

With regards to the site, the majority of the property will not undergo significant changes; the western and southern parking areas will remain as existing, although certain modifications to the asphalt play areas at the west of the building will be necessary. The one-way circulation of the east parking lot, which serves as the student drop-off/pick-up area, will be revised to where the exit would become the entrance and vice versa. Additionally, six new parking stalls would be added to the east lot, bringing the total number of spaces within that lot to 24 parking stalls. The petitioner shall carefully design and locate any new HVAC units that will be added or replaced as part of this project. Staff has recently been made aware of complaints at the Timber Ridge School, where a new gymnasium was constructed and sound from the rooftop condenser has disturbed a nearby property owner. For units that will generate significant noise, additional sound attenuation equipment may be required. Finally, the District is still looking into potential locations for the stormwater storage facilities that will be necessary for this development and details on the proposed stormwater detention shall be required as part of the Plan Commission application.

Additionally, as part of the formal Plan Commission application, a compliant landscape/tree preservation plan and photometric plan (if additional lighting will be installed) will be required. The petitioner shall coordinate with the Building & Life Safety Department to determine if the proposed building addition results in modifications to the fire lanes and fire access. If required by the Building & Life Safety Department, fire truck turning exhibits shall be provided. A full evaluation of all zoning regulations relative to bulk, height, coverage, and setbacks will be completed upon submission of a detailed Plan Commission application.

Parking and Loading:

The petitioner is required to provide a traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, pick-up and drop-off operations, and parking. As mentioned above, the primary drop-off/pick-up area is located in the East Lot that is adjacent to the main entrance on the eastern side of the school. Currently, afternoon pick-up causes stacking along Dwyer, which queue extends north and causes back-ups at the intersection of Dwyer Avenue and Grove Street. The modifications to the one-way circulation within the east lot will relocate the east lot entrance further south and away from this intersection, which will create more space for cars to stack along Dwyer before they begin to impact the Dwyer/Grove intersection. Although this modification will improve the traffic situation, the Village requests that the traffic study assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.

Relative to parking, the site complies with parking requirements, as shown in **Table I** below:

Table I: Parking Calculations

Location	Use		Ratio	Number of Employees	Number of Classrooms	Number of Students	Parking Required
500 S. Dwyer	Westgate School	Elementary School	1 per employee + 1 per 5 classrooms	102	44	661	111
Total							
						Total Required	111
						Total Provided	120
						Surplus/Deficit	**9**

The traffic and parking study shall include a survey of the current parking usage within the existing parking lots to determine peak baseline demand for the site. Furthermore, since the improvements at Westgate school are meant to accommodate future student increases, the petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school. Finally, the Village is evaluating the parking calculations in relation to the peak staff onsite at any time versus the gross staff employed at the school. In this regard, District 25 shall provide additional information on employee overlap for part time, full-time, and after-hours staff to determine potential impact on the parking requirement.

Per code, 27 bike parking stalls are required. The existing site has well over 27 bike parking stalls located across five large bike parking racks adjacent to the East Lot. As part of the Plan Commission application, the petitioner will need to clarify if any changes/reductions to these racks will occur.

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the proposed Special Use Permit to allow a Public School on the subject property, as well as a Variation to Chapter 28, Section 5.1-3.6, to allow a 27-foot tall building where building height is limited to 25 feet, and is generally supportive of the application, subject to resolution of the following:

1. The petitioner shall provide written justification in support of the requested Special Use Permit, which addresses each of the three approval criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:
   - ***That said special use is deemed necessary for the public convenience at this location.***
   - ***That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.***
   - ***That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees***
2. The petitioner shall provide written justification in support of the necessary height Variation, which addresses each of the four hardship criteria necessary for Variation approval as outlined in the Zoning Ordinance:
   - **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
   - **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**
   - **The proposed variation is in harmony with the spirit and intent of this Chapter.**
   - **The variance requested is the minimum variance necessary to allow reasonable use of the property.**
3. An appearance before the Design Commission shall be required.
4. If required by the Building & Life Safety Department, fire truck turning exhibits shall be provided. The site shall comply with all applicable fire and life safety requirements.
5. Stormwater detention shall be required meeting all MWRD and Village requirements.
6. A summary of the neighborhood meeting that occurred on October 18th shall be provided as part of the Plan Commission application.
7. A code required landscape, tree preservation, and photometric plan (should new parking lot lighting be proposed) shall be required.
8. All new HVAC equipment shall be appropriately sited and screened. Where large units are proposed that will generate significant noise, additional sound attenuation equipment may be required.
9. As part of the Plan Commission application, details shall be provided on any solar equipment proposed on the subject property.
10. A traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, and parking shall be provided as part of the Plan Commission review process. The study must assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.
11. The petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school.
12. The petitioner shall provide additional details on employee overlap for part time employees, full-time employees, and any evening employees.

13. 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.

_____ October 21, 2022
Bill Enright, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1791


W Grove St
S Harvard Ave
S Princeton Ave
S Dwyer Ave
S Patton Ave
S Kennicott Ave
S Kaspar Ave
W Park St
S Yale Ave
S Allen Ln
W Fairview St
S Reuter Dr
S Harvard Ave

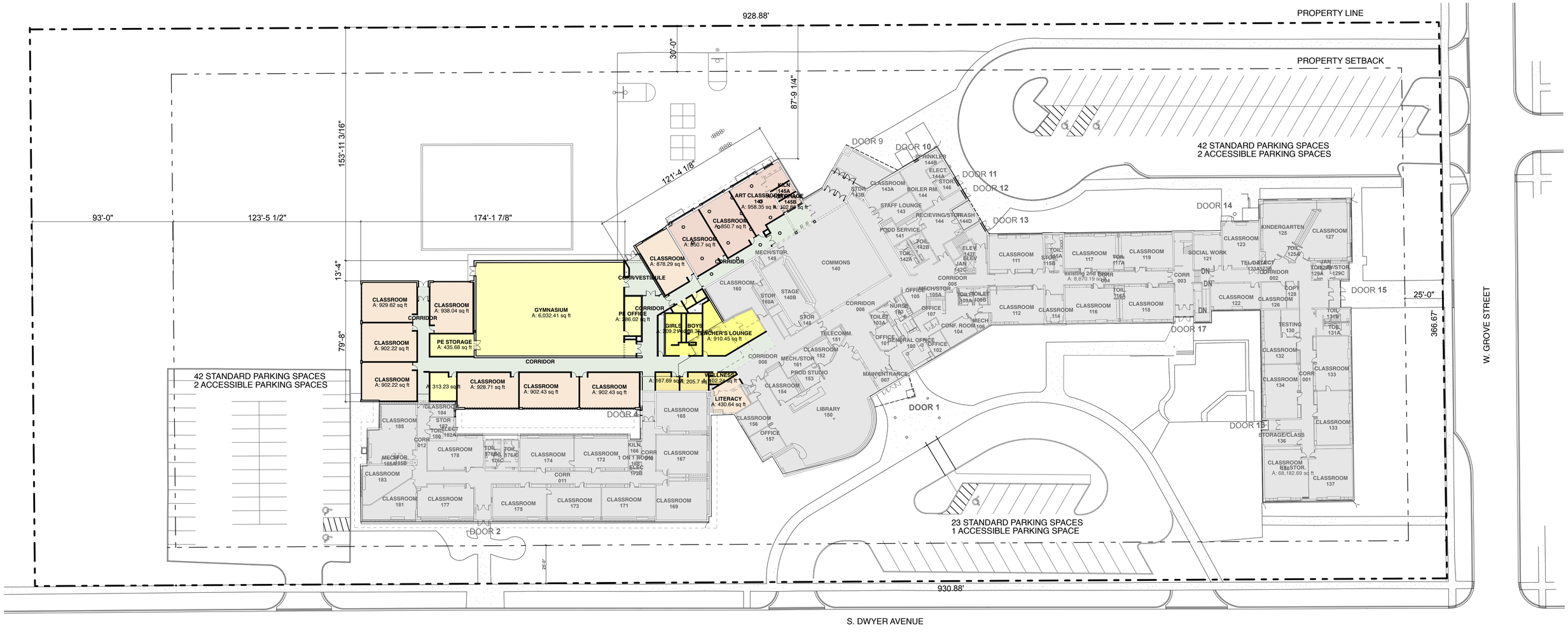


CONCEPTUAL LOCATION MAP

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

WESTGATE ELEMENTARY SCHOOL ADDITION AND RENOVATIONS
500 South Dwyer Avenue, Arlington Heights, IL 60005

ARLINGTON HEIGHTS SCHOOL DISTRICT 25
9/30/22



1 SITE PLAN

SCALE: 1" = 30'

0 30' 60'

N

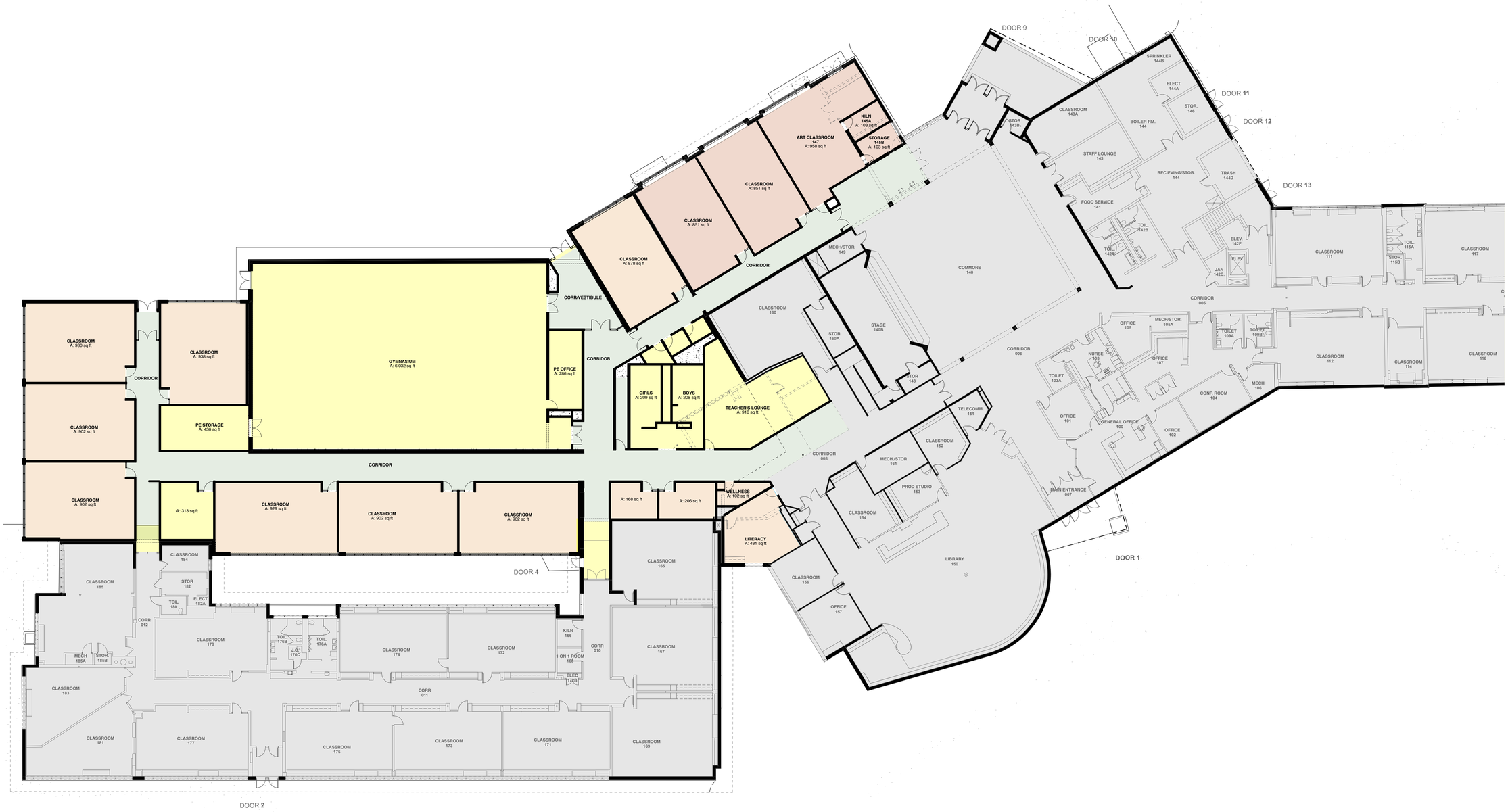
SITE PLAN - CONCEPTUAL

STR

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

WESTGATE ELEMENTARY SCHOOL ADDITION AND RENOVATIONS
500 South Dwyer Avenue, Arlington Heights, IL 60005

ARLINGTON HEIGHTS SCHOOL DISTRICT 25
9/30/22



1 **FLOOR PLAN**
SCALE: 1/16" = 1'-0"

0 8' 16' 32'

N

FLOOR PLAN - CONCEPTUAL

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

WESTGATE ELEMENTARY SCHOOL ADDITION AND RENOVATIONS

500 South Dwyer Avenue, Arlington Heights, IL 60005

ARLINGTON HEIGHTS SCHOOL DISTRICT 25
9/30/22

STR PARTNERS LLC
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Chicago IL 60654
312.464.1444
www.strpartners.com

Conceptual Project Narrative

Petitioner Name:	Arlington Heights School District 25
Contact:	Ryan Schulz, LEED AP Director of Facilities Management
Date:	October 5, 2022 Updated 10/20/22
Project:	Westgate Elementary School Addition and Renovations
Location:	500 S. Dwyer Ave., Arlington Heights, IL 60005

The addition to Westgate Elementary School is necessary to support Arlington Heights School District 25 transition from the current half day kindergarten program into a full day kindergarten program as a result of the recent successful community referendum. The full day program is scheduled to be implemented for the 2024/25 school year. Due to this transition into a full day program, additional classrooms are necessary since in the current half day model classrooms are shared between the morning and afternoon sections of Kindergarten classes. For example, in the half day model, (2) sections of kindergarten could utilize (1) classroom space due to the scheduling of a morning section and an afternoon section in that classroom. In the full day model, these (2) sections will each need their own classroom for the duration of the school day and classrooms are unable to be shared between sections.

Westgate is in need of a net increase of (10) new classrooms due to the building currently being at full capacity (no open available rooms), to accommodate the full day kindergarten program, anticipated future enrollment growth and to allow the building to have the appropriate occupancy rates to ensure the building is able to absorb future enrollment variations and support District provided programs at the facility. In particular, Westgate houses a Districtwide special education program that requires a variety of spaces for self contained and joint instruction classrooms in addition to the necessary support services for these students. The additional classrooms and ancillary spaces were calculated taking into account the existing number of classrooms that are occupied, classrooms used for support services, current enrollment, future enrollment, full day kindergarten program, and program needs for Westgate.

The addition to Westgate Elementary School consists of ten classrooms, gymnasium, with associated storage, an art room with associated storage and equipment, a small group room, an exterior accessed storage room and associated circulation spaces. The addition of the classrooms are required to accommodate the full day Kindergarten program.

The classroom addition will be one story at a height of approximately 13'-6" and the gymnasium will be approximately 27'-0" high. The addition will be the same or similar materials of the existing school building. Exterior materials include matching red brick, a cast stone fascia resembling limestone, windows to match the existing windows and a dark bronze metal coping.

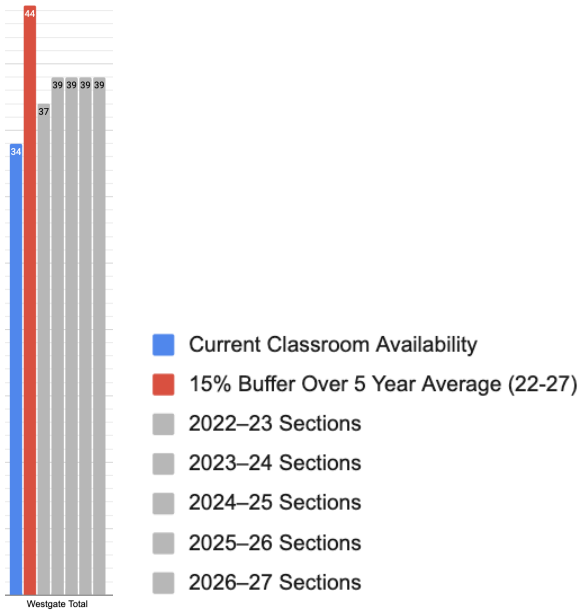
Completion of the project is planned for August 2024 at the beginning of 2024-2025 school year. Construction is anticipated to begin in early spring of 2023.

Walls will typically be constructed of brick and concrete block which are long lasting materials. Efficient LED lighting will be used in the addition. The quality of materials will be similar to those of the other recent additions in Arlington Heights School District 25.

In an effort to support sustainability, the expansion of Westgate will implement energy efficient design, LED light fixtures, low flow plumbing fixtures and exploring the implementation of rooftop solar that supports a sustainable expansion.

Full Day Kindergarten Additional Classroom Needs Calculation

Westgate +10 Classroom Spaces



Number of Staff

2021/2022			Anticipated 2026/2027		
K	**1st-5th / Support**	**Total**	**K**	**1st-5th / Support**	**Total**
3 fulltime	77 fulltime 15 parttime	**95**	8 fulltime	79 fulltime 15 parttime	**102**

Changes in staff is an addition of 7 new staff. Of the part-time staff, 4 of the 15 individuals work less than 2 hours per week, and another 3 of the 15 work 1 day per week. Also, 2 of the full-time staff are evening custodians who start their shift at the end of the school day.

Number of Students

2021/2022			Anticipated 2026/2027		
K	**1st-5th**	**Total**	**K**	**1st-5th**	**Total**
98	502	**600**	111	550	**661**

Changes of the total number of students is a total of 61. Westgate typically picks up about 10-15 students between kindergarten and 1st grade due to those families choosing private school options for kindergarten. Those students are anticipated to start in D25 in kindergarten. The additional increase is projected population growth based on new developments in the area.

Number of Classrooms

2021/2022			Anticipated 2026/2027		
K	**1st-5th / Support**	**Total**	**K**	**1st-5th / Support**	**Total**
3	31	**34**	8	36	**44**

Changes of the number of classrooms is a total of 10, of which 5 are for full day kindergarten, 2 are for projected enrollment growth and 3 are to provide capacity for special program needs and enrollment bumps .

Approximate Building Area

	2021/2022	Area Added	Total
1st Floor	68,182 SF	20,460 SF	**88,642 SF**
2nd Floor	8,670 SF	1,700 SF	**10,370 SF**
Total	**76,852 SF**	**22,160 SF**	**99,012 SF**

The proposed addition will add approximately 22,160 square feet to the existing building for a total of approximately 99,012 square feet. The maximum floor area is under 50% of the lot area of 341,132 SF.

Number of Parking Spaces

	2021/2022			Anticipated 2026/2027		
Parking Supply	**Standard**	**HC**	**Total**	**Standard**	**HC**	**Total**
West Lot	49	2	**51**	49	2	**51**
East Lot	17	1	**18**	23	1	**24**
South Lot	43	2	**45**	43	2	**45**
Total	**106**	**5**	**114**	**115**	**5**	**120**
Village Requirement						**Classroom Requirement = 9** **Staff Requirement = 102** **TOTAL = 111**

The existing school meets the on-site parking requirement of 102 spaces with 114 available spaces in the existing condition. The proposed on-site parking does meet the zoning code requirements of 111 spaces. The parking survey indicates 120 spaces are adequate. Redesign of the east parking lot will add approximately 6 additional parking spaces to accommodate the increase of staffing at the building and exceed the Village parking requirements.

Number of Buses

	2021/2022	Anticipated 2026/2027
Large	2	2
Small	0	0

No changes to the number/size of buses.

Variations Requested

Amendment to Special Use Ordinance #90-082 to allow an addition to the existing elementary school within the R-3 District.

Conceptual Plan Review Committee
10/26/2022

Item: Olive-Mary Stitt School Building Expansion - 303 E. Olive St. - T1792

Department: Planning & Community Development

Requested Action

1. Amendment to Special Use Permit Ordinance #15-038 to allow a building addition.

Variations Required

1. Variation to Chapter 28, Section 10.4-4, to allow 49 parking stalls where 79 are required by code.

Recommendation

The Staff Development Committee (SDC) reviewed the petitioners request for a Special Use Permit to allow a Public School on the subject property and a Variation to Chapter 28, Section 10.4-4, to allow 49 parking stalls where 79 are required by code, and is generally supportive of the application, subject to resolution of the following:

1. The petitioner shall provide written justification in support of the requested Special Use Permit, which addresses each of the three approval criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:

- That said special use is deemed necessary for the public convenience at this location.
- That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.
- That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

2. The petitioner shall provide written justification in support of the necessary parking Variation, which addresses each of the four hardship criteria necessary for Variation approval as outlined in the Zoning Ordinance:

- The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
- The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.
- The proposed variation is in harmony with the spirit and intent of this Chapter.
- The variance requested is the minimum variance necessary to allow reasonable use of the property.

3. An appearance before the Design Commission shall be required.

4. The site shall comply with all applicable Building & Life Safety requirements.

5. Stormwater detention shall be required meeting all MWRD and Village requirements.

6. A summary of the neighborhood meeting that occurred on October 19th shall be provided as part of the Plan Commission application.

7. A code required landscape, tree preservation, and photometric plan (should new parking lot lighting be proposed) shall be required.

8. All new HVAC equipment shall be appropriately sited and screened. Where large units are proposed that will generate significant noise, additional sound attenuation equipment may be required.

9. A traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, and parking shall be provided as part of the Plan Commission review process. The study must assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.

10. The petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school.

11. The petitioner shall provide additional details on employee overlap for part time employees, full-time employees, and any evening employees.

12. As part of the Plan Commission application, details shall be provided on any solar equipment proposed on the subject property.

13. 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	Type
Staff Report	Board or Commission Report
Aerial	Exhibits
Project Narrative	Correspondence
Conceptual Site Plan	Exhibits
Conceptual Floor Plan	Exhibits

VILLAGE OF ARLINGTON HEIGHTS

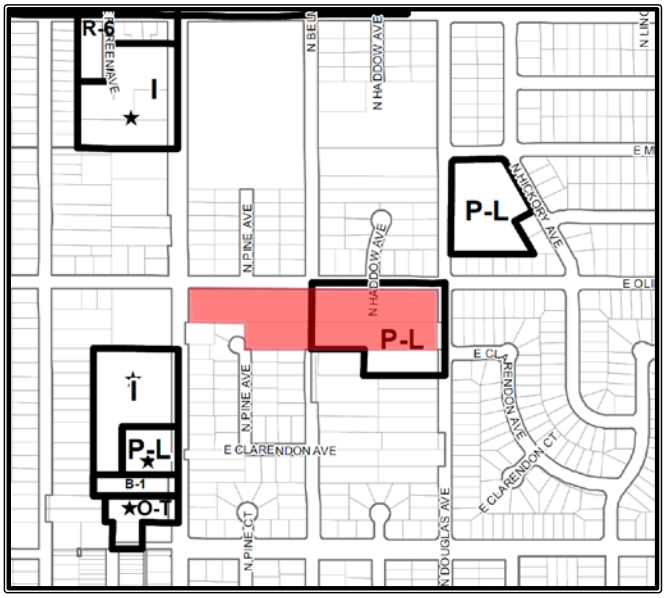
STAFF DEVELOPMENT COMMITTEE REPORT

***Temp File Number**: T1792*
***Project Title**: Olive-Mary Stitt School Building Expansion*
***Address**: 303 E. Olive Street*
***PIN**: 03-31-100-022, 03-31-100-043*

***To**: Conceptual Plan Review Committee*
***Prepared By**: Sam Hubbard, Development Planner*
***Meeting Date**: October 26, 2022*
***Date Prepared**: October 21, 2022*

***Petitioner**: Arlington Heights School District 25*
Ryan Schulz
***Address**: 1200 South Dunton Avenue*
Arlington Heights, IL 60005

***Existing Zoning**: R-3, One-Family Dwelling District, P-L, Public Lands District*
***Comprehensive Plan**: Schools, Parks*



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	R-3, One-Family Dwelling District	Single-Family Homes, Orchard Evangelical Free Church	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	Our Savior's Lutheran Church	Institutional

Requested Action:

1. Amendment to Special Use Permit Ordinance #15-038 to allow a building addition.

Variations Required:

- Variation to Chapter 28, Section 10.4-4, to allow 49 parking stalls where 79 are required by code.

Project Background:

In June of 2022, the Arlington Heights School District 25 community passed a referendum to establish a full day Kindergarten program for all children within District 25. As a result, the District will transition away from the current half-day Kindergarten model where approximately half of the Kindergarten cohort arrives at 9:05am and is dismissed for the day at 11:50am, and the remaining Kindergarten students arrive at 12:50pm and are dismissed at 3:35pm. The full day Kindergarten program is scheduled to begin at the start of the 2024/2025 school year. In order to accommodate the entire Kindergarten cohort within each elementary school building at one time, six of the elementary schools within the district will require building additions that will result in an increase to the number of staff, classrooms, and overall student population at each of these six schools.

Olive-Mary Stitt Elementary School is one of the six schools that needs additional space for the full day Kindergarten program. In order to accommodate anticipated full day kindergarten enrollment, as well as to have the appropriate capacity to absorb future variations in student population, the building needs four new classrooms, two smaller group rooms, and new storage and circulation spaces. The addition will be located at the west end of the school.

The site has one parking lot located along Olive Street, which is accessed via a full access curb cut at the intersection of Olive Street and Haddow Avenue. Egress from the parking lot is under stop sign control, however, the remaining legs of the intersection have no stop signs. Circulation through the parking lot, which serves as a student drop-off/pick-up area, operates in a one-way orientation that circles around the parking stalls and then back around to the Olive Street curb cut for egress from the lot. An approximately 375 long loading lane is located in the parking lot for parent/guardian vehicles to queue while awaiting dismissal of their child. The parking lot contains a total of 49 parking spaces.

Olive-Mary Stitt school currently has 624 students, 70 employees, and 31 classrooms. The school is expected to have 628 students, 72 employees, and 35 classrooms as a result of the building addition and full day Kindergarten program. There are two busses that currently serve the school and there is no change anticipated to bussing as a result of the full day Kindergarten. The standard 9:05am arrival and 3:35pm dismissal times would remain unchanged.

Zoning and Comprehensive Plan

The subject property is within two zoning districts; the western side of the site, which contains the school building, is zoned R-3, One-Family Dwelling District and the eastern side of the site, which contains the parking lot, school playground, and Greens Park, is within the P-L, Public Lands District. Greens Park is operated and maintained by the Arlington Heights Park District via and Intergovernmental Agreement (IGA) with School District 25. Public elementary schools are allowed in the R-3 District through the issuance of a Special Use Permit, and in 2015, Olive-Mary Stitt received a Special Use Permit to allow the existing elementary school on the subject property. However, the proposed building addition requires an amendment to the 2015 Special Use Permit.

In order to justify the necessary zoning action, the petitioner shall be required to provide written justification to the three criteria necessary for Special Use Permit approval as outlined below:

- ***That said special use is deemed necessary for the public convenience at this location.***
- ***That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.***

- ***That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.***

The Village's Comprehensive Plan designates the R-3 portion of the property as "Schools" and the P-L portion of the property as "Parks". Given the IGA with the Park District and use of the P-L zoned property as Greens Park, the subject property is compatible with the Comprehensive Plan.

On Wednesday, October 19th, District 25 held a neighborhood meeting to present their conceptual plans to surrounding property owners and solicit early feedback to understand any potential concerns with the project. A summary of the discussion will be provided as part of the forthcoming Plan Commission application for the Special Use Permit.

Building, Site and Landscaping

The proposed building addition would be one-story tall and located on the west side of the school building where there is an existing outdoor play area. The District has not yet provided details on modifications that will be needed to the play area and whether it would need to be relocated to accommodate for the addition. As part of their Plan Commission application, details shall be provided to clarify what improvements will be needed to this area, including whether any changes will be needed to the existing playground retaining wall and whether any bollards or safety barriers will added to this area given proximity to Arlington Heights Road. A Design Commission application and review of the building addition will be required prior to appearing before the Plan Commission.

No significant changes are anticipated for the site or parking lot. Preliminary analysis by the school indicates that the existing boiler and cooling systems will be adequate for the proposed building addition. However, if it is determined that new HVAC equipment is needed, it must be carefully sited and screened. Sound attenuation equipment could be necessary if new systems are installed. The District is considering a rooftop solar system for the school, and if one is proposed, details will be required as part of the Plan Commission process to ensure conformance to the Village's regulations for solar equipment. Finally, the petitioner is still looking into potential locations for the stormwater storage that is necessary for the proposed development. Stormwater calculations and details on the required stormwater improvements shall be required as part of the forthcoming Plan Commission application for this project.

A code compliant landscape/tree preservation plan and photometric plan (if additional lighting will be installed) will also be required. A full evaluation of all zoning regulations relative to bulk, height, coverage, and setbacks will be completed upon submission of a detailed Plan Commission application.

Parking and Loading:

The petitioner is required to provide a traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, pick-up and drop-off operations, and parking. Given the relatively lengthy parking lot and drop-off/pick-up lane, Olive-Mary Stitt school does not typically cause the same stacking issues as some of the other elementary schools within the district. However, during recent observations of the afternoon dismissal, the queue of cars waiting to pick-up students extended outside of the parking lot and into Olive Street. One vehicle was observed waiting within the street, however, it was able to enter the parking lot in under a minute. Since traffic during drop-off and pick-up times is a frequent concern for schools, the traffic study shall carefully

assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.

Relative to parking, the site is non-compliant with regards to code requirements, as shown in **Table I** below:

Table I: Parking Calculations

Location	Use		Ratio	Number of Employees	Number of Classrooms	Number of Students	Parking Required
303 E. Olive St.	Olive-Mary Stitt School	Elementary School	1 per employee + 1 per 5 classrooms	72	35	628	79
Total							
						Total Required	79
						Total Provided	49
						Surplus/Deficit	**-30**

Accordingly, the following variation is required:

- **Variation to Chapter 28, Section 10.4-4, to allow 49 parking stalls where 79 are required by code.**

The petitioner will need to provide written justification for the necessary parking variation documenting compliance with the four hardship criteria outlined below:

- ***The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.***
- ***The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.***
- ***The proposed variation is in harmony with the spirit and intent of this Chapter.***
- ***The variance requested is the minimum variance necessary to allow reasonable use of the property.***

It should be noted that District 25 has an agreement to utilize the 282-space parking lot on the Orchard Evangelical Free Church property located on the opposite side of Olive Street. Since this agreement is not perpetual (and is set to expire in 2023), the parking spaces cannot count towards the code required amount of off-street parking spaces needed by the school. The petitioner has informed the Village that they are in negotiations to extend the parking agreement for another 10 years and details on the status of these negotiations shall be required as part of the Plan Commission application. Under a worst-case scenario where an agreement can't be reached, there appears to be adequate space to the east and south of the existing parking lot to accommodate an expansion if necessary.

The traffic and parking study shall include a survey of the current parking usage within the existing parking lot on the subject property and at the Orchard Church property to determine peak baseline demand for the site. Furthermore, since the improvements at Olive-Mary Stitt school are meant to accommodate future student increases, the petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school. Finally, the Village is evaluating the parking calculations in relation to the peak staff onsite at any time versus the gross staff employed at the school. In this regard, District 25 shall provide additional information on employee overlap for part time, full-time, and after-hours staff to determine potential impact on the parking calculations.

Per code, 19 bike parking stalls are required. The existing site has well over 19 bike parking stalls located across five large bike parking racks on the southern side of the existing pavement play area. As part of the Plan Commission application, the petitioner will need to clarify if any changes/reductions to these racks will occur.

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the petitioners request for a Special Use Permit to allow a Public School on the subject property and a Variation to Chapter 28, Section 10.4-4, to allow 49 parking stalls where 79 are required by code, and is generally supportive of the application, subject to resolution of the following:

1. The petitioner shall provide written justification in support of the requested Special Use Permit, which addresses each of the three approval criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:
   - ***That said special use is deemed necessary for the public convenience at this location.***
   - ***That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.***
   - ***That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees***
2. The petitioner shall provide written justification in support of the necessary parking Variation, which addresses each of the four hardship criteria necessary for Variation approval as outlined in the Zoning Ordinance:
   - ***The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.***
   - ***The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.***
   - ***The proposed variation is in harmony with the spirit and intent of this Chapter.***
   - ***The variance requested is the minimum variance necessary to allow reasonable use of the property.***
3. An appearance before the Design Commission shall be required.
4. The site shall comply with all applicable Building & Life Safety requirements.
5. Stormwater detention shall be required meeting all MWRD and Village requirements.
6. A summary of the neighborhood meeting that occurred on October 19th shall be provided as part of the Plan Commission application.
7. A code required landscape, tree preservation, and photometric plan (should new parking lot lighting be proposed) shall be required.
8. All new HVAC equipment shall be appropriately sited and screened. Where large units are proposed that will generate significant noise, additional sound attenuation equipment may be required.
9. A traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, and parking shall be provided as part of the Plan Commission review process. The study must assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.
10. The petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school.

11. The petitioner shall provide additional details on employee overlap for part time employees, full-time employees, and any evening employees.
12. As part of the Plan Commission application, details shall be provided on any solar equipment proposed on the subject property.
13. 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.

_____ October 21, 2022

Bill Enright, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1792


N Arlington Heights Rd
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STR PARTNERS LLC
350 West Ontario Street
Suite 200
Chicago IL 60654
312.464.1444
www.strpartners.com

Conceptual Project Narrative

Petitioner Name:	Arlington Heights School District 25
Contact:	Ryan Schulz, LEED AP Director of Facilities Management
Date:	October 5, 2022 Updated 10/20/22
Project:	Olive-Mary Stitt Elementary School Addition and Renovations
Location:	303 E. Olive St., Arlington Heights, IL 60004

The addition to Olive-Mary Stitt Elementary School is necessary to support Arlington Heights School District 25 transition from the current half day kindergarten program into a full day kindergarten program as a result of the recent successful community referendum. The full day program is scheduled to be implemented for the 2024/25 school year. Due to this transition into a full day program, additional classrooms are necessary since the current half day model shares classrooms between the morning and afternoon sections of kindergarten classes. For example, in the half day model, (2) sections of kindergarten could utilize (1) classroom space due to the scheduling of a morning section and an afternoon section in that classroom. In the full day model, these (2) sections will each need their own classroom for the duration of the school day and classrooms are unable to be shared between sections.

Olive-Mary Stitt is in need of (4) new classrooms in order to accommodate the full day kindergarten program, anticipated future enrollment and to allow the building to have the appropriate occupancy rates to ensure the building is able to absorb future enrollment variations and support District provided programs at the facility. The additional (4) classrooms were calculated taking into account the existing number of classrooms that are occupied, classrooms used for support services, current enrollment, future enrollment, full day kindergarten program, and program needs for Olive-Mary Stitt.

The addition to Olive-Mary Stitt Elementary School consists of four classrooms, two small group rooms, an exterior accessed storage room and associated circulation spaces. The addition of the classrooms are required to accommodate the full day Kindergarten program.

The addition will be one story at a height of approximately 20'-0" from the existing grade. The new addition will be the same or similar materials of the existing school building. Exterior materials include matching red brick, a cast stone fascia resembling limestone, windows to match the existing windows and a dark bronze metal coping.

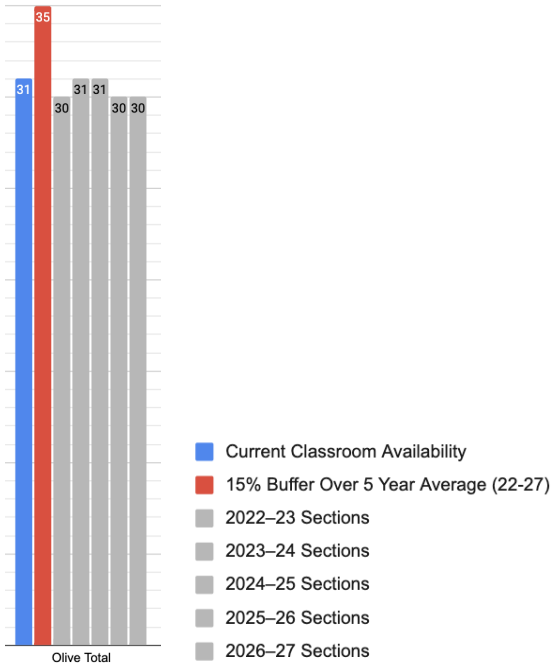
Completion of the project is planned for August 2024 at the beginning of 2024-2025 school year. Construction is anticipated to begin in early spring of 2023.

Walls will typically be constructed of brick and concrete block which are long lasting materials. Efficient LED lighting will be used in the addition. The quality of materials will be similar to those of the other recent additions in Arlington Heights School District 25.

In an effort to support sustainability, the expansion of Olive-Mary Stitt expansion will implement energy efficient design, LED light fixtures, low flow plumbing fixtures and exploring the future implementation of rooftop solar that supports a sustainable expansion.

Full Day Kindergarten Additional Classroom Needs Calculation

Olive + 4 Classroom Spaces



Number of Staff

2021/2022			Anticipated 2026/2027		
K	**1st-5th / Support**	**Total**	**K**	**1st-5th / Support**	**Total**
2 fulltime 1 parttime	54 fulltime 13 parttime	**70**	6 fulltime	53 fulltime 13 parttime	**72**

Changes in staff is a net increase of 2 fulltime staff.

Number of Students

2021/2022			Anticipated 2026/2027		
K	**1st-5th**	**Total**	**K**	**1st-5th**	**Total**
74	550	**624**	97	531	**628**

Changes of the number of students is a total of 4. Olive typically picks up about 20-25 students between kindergarten and 1st grade due to those families choosing private school options for kindergarten. Those students are anticipated to start in D25 in kindergarten. The 5th grade class that will graduate at the end of this school year is larger than a typical grade level by about 20 students, so that is the reduction in grades 1st-5th above.

Number of Classrooms

2021/2022			Anticipated 2026/2027		
K	**1st-5th / Support**	**Total**	**K**	**1st-5th / Support**	**Total**
3	28	**31**	6	29	**35**

Changes of the number of classrooms is a total of 4, of which 3 are for full day kindergarten and the 4th is to allow for capacity for enrollment variability or "bumps".

Approximate Building Area

	2021/2022	Area Added	Total
1st Floor	75,524 SF	6,200 SF	**81,727 SF**
2nd Floor	6,027 SF	0	**6,027 SF**
Total	**81,551 SF**	**6,200**	**87,751 SF**

The proposed addition will add approximately 6,200 square feet to the existing building and the total of the building with the addition is 81,551 square feet. The building floor area is under 50% of the lot area of approximately 330,753 SF.

Number of Parking Spaces

	2021/2022			Anticipated 2026/2027		
Parking	**Standard**	**HC**	**Total**	**Standard**	**HC**	**Total**
Main Lot	47	2	**49**	47	2	**49**
Church Lot	282	8	**290**	282	8	**290**
Total	**329**	**10**	**339**	**329**	**10**	**339**
Village Requirement						**Classroom Requirement = 7** **Staff Requirement = 72** **TOTAL = 79**

The existing and proposed on-site parking does not meet the zoning code requirement of 79/84 spaces, but does comply with the code based on the agreement with The Orchard Arlington Heights, to the north, to use up to 251 parking spaces. The current agreement with The Orchard is structured to renew automatically every 5 years after 2023 unless either party provides 90 day notice of termination and the agreement can't be amended to reflect updated needs of either party. AHSD25 and The Orchard Arlington Heights church are currently in final conversations to extend the parking agreement for an additional 10 years in order to provide mutually beneficial parking arrangement to use parking lots that would otherwise be underutilitezed during off hours for each of the entities. Including the additional parking at the church, the overall supply of 300 spaces will adequately supply the

school. No changes to parking is proposed though a variation is requested to meet village requirements.

Number of Buses

2021/2022		Anticipated 2026/2027
Large	2	2
Small	0	0

No changes to the number/size of buses.

Variations Requested

Amendment to Special Use Ordinance #90-082 to allow an addition to the existing elementary school within the R-3 District.

Variation from Section 5.1-3.3 of Chapter 28 to decrease the required exterior side yard setback from 40' to 18'-7" to align with the existing building.

Variation from 5.1-3.3 of Chapter 28 to decrease the required rear yard setback from 30' to 20'.

Variation from 10.4-4 of Chapter 28 to decrease the number of required onsite parking spaces from 79 to 49.[1]

[1] Olive-Mary Stitt has parking spaces available due to a license agreement that is in place with the neighboring The Orchard of Arlington Heights Church. This includes the 49 onsite parking spaces and 251 parking spaces that are available in the church lot. The total of 300 parking spaces exceeds the Village requirement.

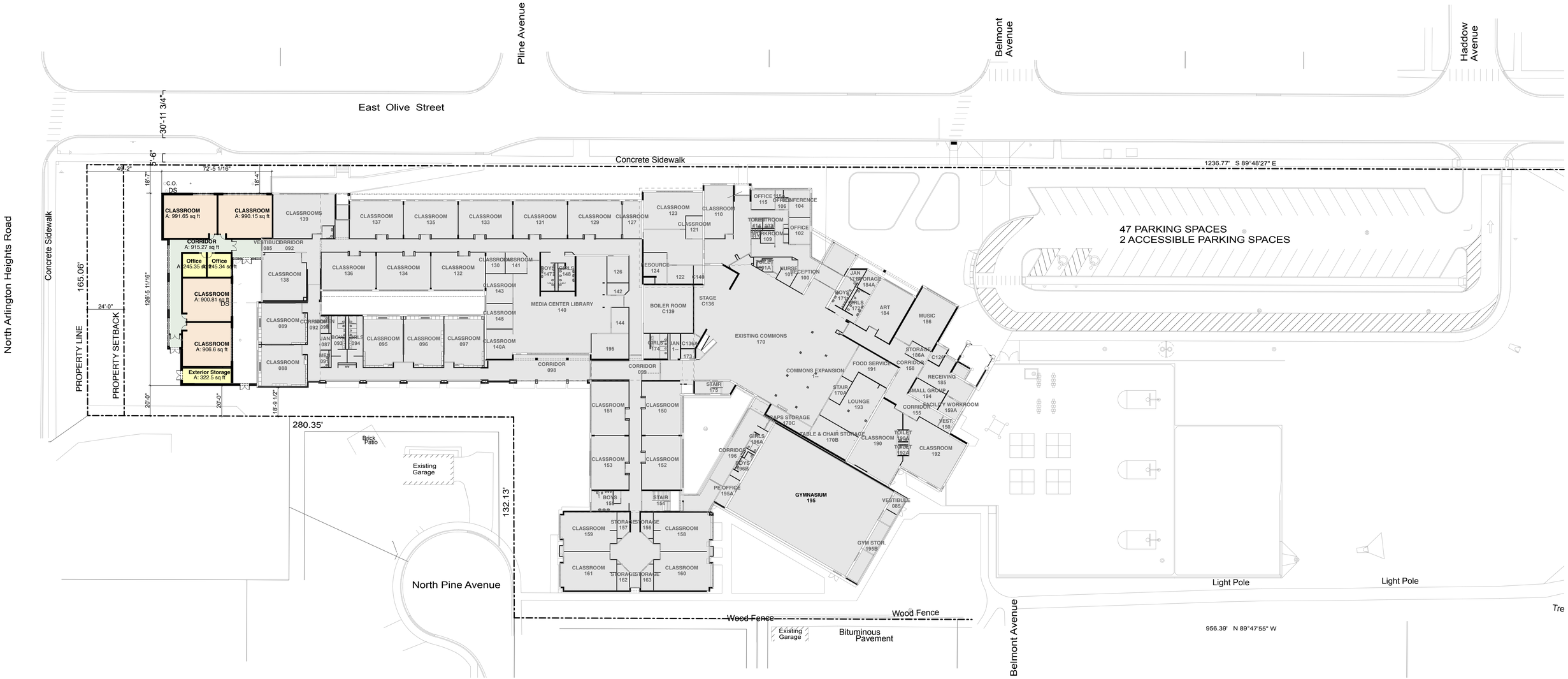


CONCEPTUAL LOCATION MAP

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

OLIVE-MARY STITT ELEMENTARY SCHOOL ADDITION

303 E. Olive Street, Arlington Heights, IL 60004
ARLINGTON HEIGHTS DISTRICT 25
9/30/22



1 **SITE PLAN**
SCALE: 1" = 30'

N

SITE PLAN - CONCEPTUAL

STR

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

OLIVE-MARY STITT ELEMENTARY SCHOOL ADDITION

303 E. Olive Street, Arlington Heights, IL 60004
ARLINGTON HEIGHTS DISTRICT 25
9/30/22



1 **FLOOR PLAN**
SCALE: 1/8" = 1'-0"
0 4' 8' 16'

FLOOR PLAN - CONCEPTUAL

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

OLIVE-MARY STITT ELEMENTARY SCHOOL ADDITION

303 E. Olive Street, Arlington Heights, IL 60004
ARLINGTON HEIGHTS DISTRICT 25
9/30/22

Conceptual Plan Review Committee
10/26/2022

Item: Dryden School Building Expansion - 722 S. Dryden Pl. - T1793

Department: Planning & Community Development

Requested Action

1. Special Use Permit to allow a public school on the subject property.

Variations Required

1. Variation to Chapter 28, Section 10.4-4, to allow 57 parking stalls where 67 are required by code.

Recommendation

The Staff Development Committee (SDC) reviewed the petitioner request for a Special Use Permit to allow a public school on the subject property and a Variation to Chapter 28, Section 10.4-4, to allow 57 parking stalls where 67 are required by code, and is generally supportive of the application, subject to resolution of the following:

1. The petitioner shall provide written justification in support of the requested Special Use Permit, which addresses each of the three approval criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:

- That said special use is deemed necessary for the public convenience at this location.
- That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.
- That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

2. The petitioner shall provide written justification in support of the necessary parking Variation, which addresses each of the four hardship criteria necessary for Variation approval as outlined in the Zoning Ordinance:

- The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.

- The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.
- The proposed variation is in harmony with the spirit and intent of this Chapter.
- The variance requested is the minimum variance necessary to allow reasonable use of the property.

3. The petitioner shall confirm ownership of the area located to the south of the subject property, and if that property is owned by the District and is factored into the overall school site for compliance with stormwater or zoning regulations, the Plat of Survey and legal description for the subject property must include this area.

4. An appearance before the Design Commission shall be required.

5. If required by the Building & Life Safety Department, fire truck turning exhibits shall be provided. The site shall comply with all applicable fire and life safety requirements.

6. Stormwater detention shall be required meeting all MWRD and Village requirements.

7. A summary of the neighborhood meeting that occurred on October 19th shall be provided as part of the Plan Commission application.

8. A code required landscape, tree preservation, and photometric plan (should new parking lot lighting be proposed) shall be required.

9. All new HVAC equipment shall be appropriately sited and screened. Where large units are proposed that will generate significant noise, additional sound attenuation equipment may be required.

10. A traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, and parking shall be provided as part of the Plan Commission review process. The study must assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.

11. The petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school.

12. The petitioner shall provide additional details on employee overlap for part time employees, full-time employees, and any evening employees.

13. As part of the Plan Commission application, details shall be provided on any solar equipment proposed on the subject property.

14. 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	Type
Staff Report	Board or Commission Report
Aerial	Exhibits
Project Narrative	Correspondence
Site Plan	Exhibits
Conceptual Floor Plan	Exhibits

VILLAGE OF ARLINGTON HEIGHTS

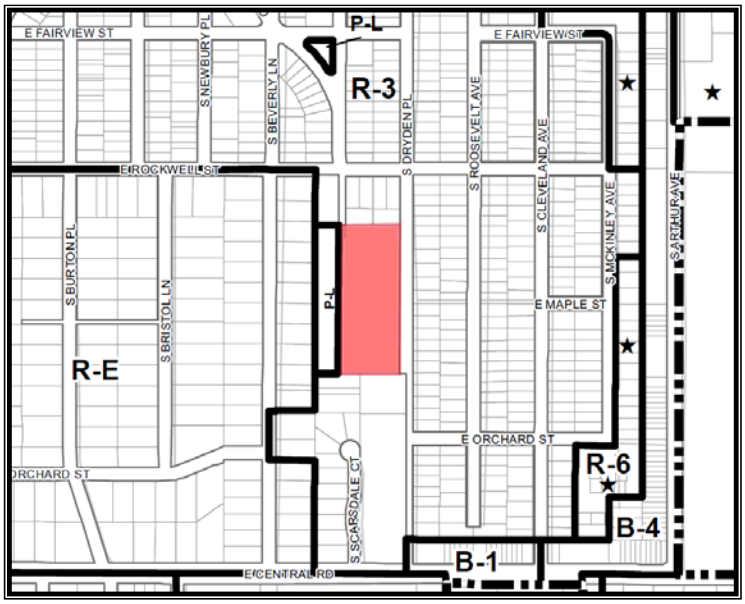
STAFF DEVELOPMENT COMMITTEE REPORT

***Temp File Number**: T1793*
***Project Title**: Dryden School Building Expansion*
***Address**: 722 S. Dryden Place*
***PIN**: 03-32-409-021*

***To**: Conceptual Plan Review Committee*
***Prepared By**: Sam Hubbard, Development Planner*
***Meeting Date**: October 26, 2022*
***Date Prepared**: October 21, 2022*

***Petitioner**: Arlington Heights School District 25*
Ryan Schulz
***Address**: 1200 South Dunton Avenue*
Arlington Heights, IL 60005

***Existing Zoning**: R-3, One-Family Dwelling District*
***Comprehensive Plan**: Schools*



SURROUNDING LAND USES

Direction	Existing 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	Dryden Park	Single-Family Detached, Institutional
East	R-3, One-Family Dwelling District	Single-Family Homes	Single-Family Detached
West	P-L, Public Land District	Dryden Park	Parks

Requested Action:

1. Special Use Permit to allow a public school on the subject property.

Variations Required:

- Variation to Chapter 28, Section 10.4-4, to allow 57 parking stalls where 67 are required by code.

Project Background:

In June of 2022, the Arlington Heights School District 25 community passed a referendum to establish a full day Kindergarten program for all children within District 25. As a result, the District will transition away from the current half-day Kindergarten model where approximately half of the Kindergarten cohort arrives at 9:05am and is dismissed for the day at 11:50am, and the remaining Kindergarten students arrive at 12:50pm and are dismissed at 3:35pm. The full day Kindergarten program is scheduled to begin at the start of the 2024/2025 school year. In order to accommodate the entire Kindergarten cohort within each elementary school building at one time, six of the elementary schools within the district will require building additions that will result in an increase to the number of staff, classrooms, and overall student population at each of these six schools.

Dryden Elementary School is one of the six schools that needs additional space for the full day Kindergarten program. In order to accommodate anticipated kindergarten enrollment, as well as to have the appropriate capacity to absorb future variations in student population, the building needs four new classrooms, an expansion of the gymnasium, additional storage spaces, and an expansion of the administrative offices. The building addition would be located at the southern end of the existing school.

The site has two parking lots; the primary parking lot is located along Dryden Place and contains 50 parking stalls with two curb cuts along Dryden, the secondary parking area contains eight spaces and is located at the northwest side of the school with access from Lincoln Street. Circulation through the Dryden parking lot, which is used as a student drop-off area in the mornings, operates in a one-way orientation that loops around the parking spaces and leads back out to Dryden via the secondary curb cut that is used for egress from the parking lot. In sum, the site currently contains a total of 58 parking spaces although the proposed project will involve elimination of one of these parking stalls.

Dryden School currently has 478 students, 56 employees, and 24 classrooms. The school is expected to have 526 students, 61 employees, and 28 classrooms as a result of the building addition and full day Kindergarten program. There are four busses that currently serve the school and there is no change anticipated to bussing as a result of the full day Kindergarten. The standard 9:05am arrival and 3:35pm dismissal times would remain unchanged.

Zoning and Comprehensive Plan

The subject property is zoned R-3, One-Family Dwelling District, which allows schools through the issuance of a Special Use Permit. Dryden School has never been approved for a Special Use Permit, and due to the proposed building expansion, a Special Use Permit is now required. In order to justify the required zoning action, the petitioner shall provide written justification to the three criteria necessary for Special Use Permit approval as outlined below:

- ***That said special use is deemed necessary for the public convenience at this location.***
- ***That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.***
- ***That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.***

In addition to the Special Use Permit, a parking variation is also required. This variation will be discussed below, however, the petitioner shall provide a written response to the four hardship criteria necessary for variation approval as outlined below:

- ***The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.***
- ***The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.***
- ***The proposed variation is in harmony with the spirit and intent of this Chapter.***
- ***The variance requested is the minimum variance necessary to allow reasonable use of the property.***

It should be noted that District 25 may also own a small piece of land abutting the school property at the southern end of the site and they are currently researching title records to verify ownership. As part of the Plan Commission process, details on ownership of this land must be provided, and if the land is owned by District 25 and is factored into the overall school site in order to comply with stormwater or zoning regulations, it must be included in the overall legal description for the subject property and must be factored into the required 250-foot public notification mailing. A Plat of Survey would also need to be provided for this site.

The Village's Comprehensive Plan designates the subject property as "Schools" and the existing and proposed elementary school use is compatible with the Comprehensive Plan.

On Wednesday, October 19th, District 25 held a neighborhood meeting to present their conceptual plans to surrounding property owners and solicit early feedback to understand any potential concerns with the project. A summary of the discussion will be provided as part of the forthcoming Plan Commission application for this project.

Building, Site and Landscaping

The proposed building addition would be located at the south side of the existing school building. The new classroom areas and associated spaces are proposed at one-story tall; the gymnasium expansion would maintain the height of the existing gym, which is estimated at 25 feet in height and is compliant with the R-3 height regulations. A Design Commission application and review of the building addition will be required prior to appearing before the Plan Commission. The District is considering a rooftop solar system for the school, and if any solar equipment is proposed, details will be required as part of the Plan Commission process to ensure conformance to the Zoning Code. Preliminary analysis by the petitioner indicates that new HVAC equipment may be necessary for the proposed building addition. Any new HVAC equipment shall be appropriately located away from property lines and sound attenuation equipment may be required. Staff has recently been made aware of complaints at the Timber Ridge School, where a new gymnasium was constructed and sound from the rooftop condenser has disturbed a nearby property owner.

As the building addition is proposed over a portion of the site that is currently used as an asphalt play area, additional details will be needed showing where this element will be relocated. It is not anticipated that any other significant site changes will be necessary to accommodate for the building addition. Other than the addition of a third handicap accessible parking stall within the Dryden parking lot (which will reduce the overall parking supply in that lot from 50 to 49), no changes to the onsite parking areas has been proposed. Finally, the petitioner is still looking into potential locations for the stormwater storage that will be necessary

for the proposed development. Stormwater calculations and details on the required stormwater improvements shall be provided as part of the forthcoming Plan Commission application.

A code compliant landscape/tree preservation plan and photometric plan (if additional lighting will be installed) shall also be required. The petitioner shall coordinate with the Building & Life Safety Department to determine if the proposed building addition results in modifications to the fire lanes and emergency vehicle access. If required by the Building & Life Safety Department, fire truck turning exhibits shall be provided. On a conceptual basis, it appears that a rear yard setback variation may be required for the proposed building addition and the existing building may be non-compliant relative to required setbacks along the north, west, and east sides of the site. A full evaluation of all zoning regulations relative to bulk, height, coverage, and setbacks will be completed upon submission of a detailed Plan Commission application.

Parking and Loading:

The petitioner is required to provide a traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, pick-up and drop-off operations, and parking. Based upon a preliminary analysis, Dryden School does not appear to have some of the same parking and traffic issues as experienced at other schools within the district. During the morning drop-off period, cars utilize the drive aisle that loops around the parking area for drops-offs, however, it appears that most drop-offs occur along Dryden Place. Some parents/guardians will park in the Dryden parking lot and walk their child to the building. Given that there will be an increase in the Kindergarten population as a result of the full day program, which population is more likely to be walked into the building by a parent or guardian, the petitioner should evaluate whether there will be sufficient space within the Dryden lot for this activity to occur, or whether changes to the drop-off policy are needed.

During afternoon pick-up, the Dryden parking lot is closed and utilized for bus loading and parent/guardian pick-up primarily occurs along Dryden Place. The traffic study shall analyze whether Dryden Place provides sufficient space for pick-up parking/loading and whether parents/guardians wait for their child in other locations where loading is not allowed (Lincoln Street, etc.). Since traffic during drop-off and pick-up times is a frequent concern for schools and surrounding neighbors, the traffic study shall carefully assess the drop-off and pick-up operations and recommend solutions to further mitigate any observed traffic or parking issues during peak times.

Relative to parking, the site is non-compliant with regards to code requirements, as shown in **Table I** below:

Table I: Parking Calculations

Location	Use		Ratio	Number of Employees	Number of Classrooms	Number of Students	Parking Required
722 S. Dryden Pl.	Dryden School	Elementary School	1 per employee + 1 per 5 classrooms	61	28	526	67
Total							
						Total Required	67
						Total Provided	57
						Surplus/Deficit	-10

Accordingly, the following variation is required:

- **Variation to Chapter 28, Section 10.4-4, to allow 57 parking stalls where 67 are required by code.**

The petitioner will need to provide written justification for the necessary parking variation as per the four hardship criteria outlined in the Zoning Code. It should be noted that District 25 has an agreement to utilize the 130-space parking lot located on the Southminster Presbyterian Church property that abuts the site to the south. Since this agreement is not perpetual, the parking spaces on the Presbyterian Church property cannot count towards the code required amount of off-street parking spaces necessary for the school. The petitioner shall provide details on the length of this agreement as part of their Plan Commission application. Under a worst-case scenario where the agreement is terminated, there appears to be space to the west of the Dryden parking lot to accommodate a small expansion if necessary.

The traffic and parking study shall include a survey of the current parking usage within the existing parking lot on the subject property and at the Presbyterian Church property to determine peak baseline demand for the site. Furthermore, since the improvements at Dryden School are meant to accommodate future student increases, the petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school. Finally, the Village is evaluating the parking calculations in relation to the peak number of staff onsite at any time versus the gross staff employed at the school. In this regard, District 25 shall provide additional information on employee overlap for part time, full-time, and after-hours staff to determine potential impact on the parking requirements.

Per code, 16 bike parking stalls are required. The existing site has two bike parking racks located at the north side of the site. As part of the Plan Commission application, the petitioner will need to provide details on the number of bike parking spaces within these two racks to determine if any additional bike parking stalls are needed.

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the petitioner request for a Special Use Permit to allow a public school on the subject property and a Variation to Chapter 28, Section 10.4-4, to allow 57 parking stalls where 67 are required by code, and is generally supportive of the application, subject to resolution of the following:

1. The petitioner shall provide written justification in support of the requested Special Use Permit, which addresses each of the three approval criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:
   - ***That said special use is deemed necessary for the public convenience at this location.***
   - ***That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.***
   - ***That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees***
2. The petitioner shall provide written justification in support of the necessary parking Variation, which addresses each of the four hardship criteria necessary for Variation approval as outlined in the Zoning Ordinance:
   - ***The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.***
   - ***The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.***
   - ***The proposed variation is in harmony with the spirit and intent of this Chapter.***

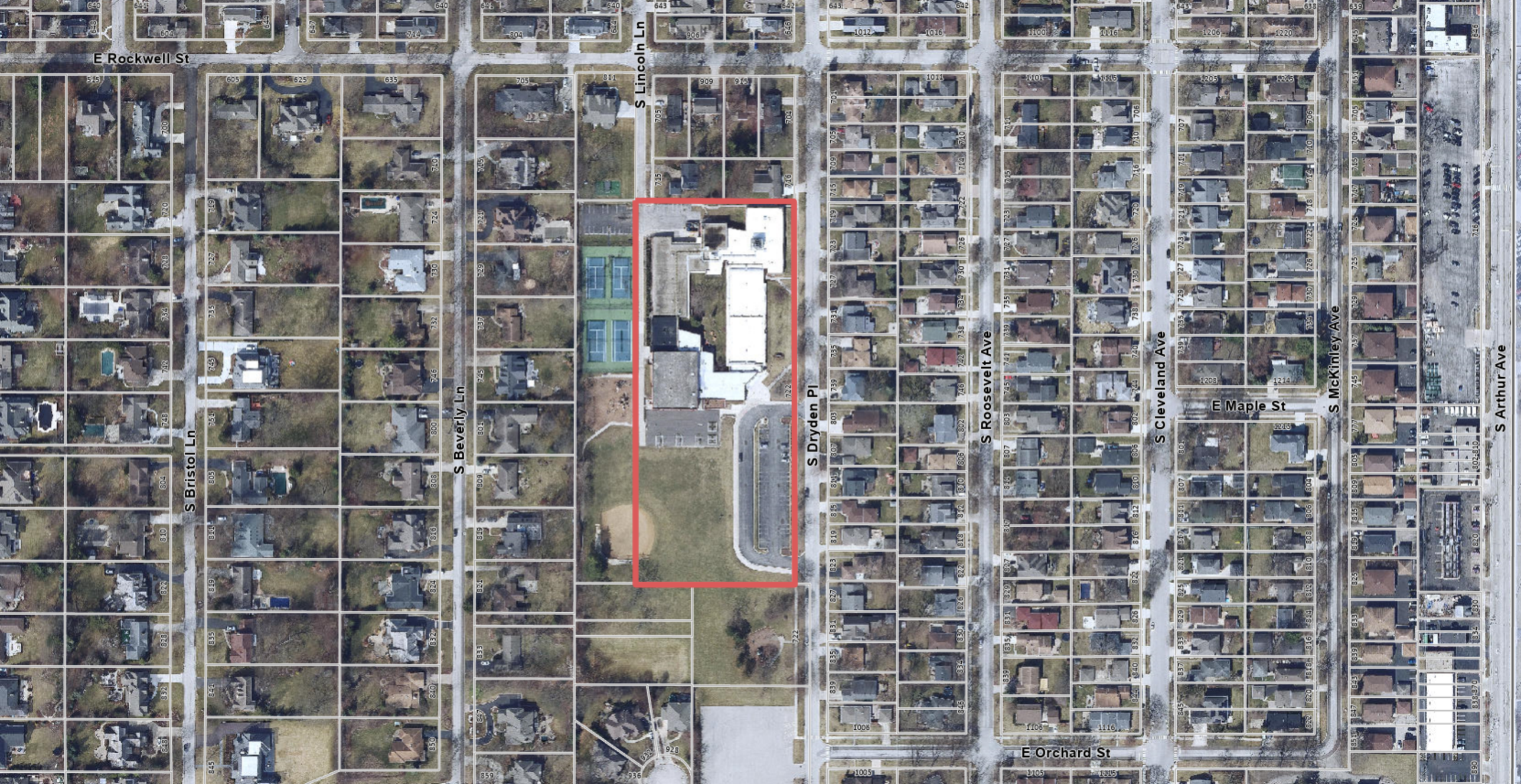
- ***The variance requested is the minimum variance necessary to allow reasonable use of the property.***

3. The petitioner shall confirm ownership of the area located to the south of the subject property, and if that property is owned by the District and is factored into the overall school site for compliance with stormwater or zoning regulations, the Plat of Survey and legal description for the subject property must include this area.
4. An appearance before the Design Commission shall be required.
5. If required by the Building & Life Safety Department, fire truck turning exhibits shall be provided. The site shall comply with all applicable fire and life safety requirements.
6. Stormwater detention shall be required meeting all MWRD and Village requirements.
7. A summary of the neighborhood meeting that occurred on October 19th shall be provided as part of the Plan Commission application.
8. A code required landscape, tree preservation, and photometric plan (should new parking lot lighting be proposed) shall be required.
9. All new HVAC equipment shall be appropriately sited and screened. Where large units are proposed that will generate significant noise, additional sound attenuation equipment may be required.
10. A traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, and parking shall be provided as part of the Plan Commission review process. The study must assess the drop-off and pick-up operations, including whether any parking/loading occurs in areas where it may not be allowed, and recommend solutions to further mitigate traffic during peak times.
11. The petitioner shall provide estimates for the maximum projected employee counts should enrollment increase to peak built capacity at the school.
12. The petitioner shall provide additional details on employee overlap for part time employees, full-time employees, and any evening employees.
13. As part of the Plan Commission application, details shall be provided on any solar equipment proposed on the subject property.
14. 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.

_____ October 21, 2022

Bill Enright, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1793


E Rockwell St
S Lincoln Ln
S Bristol Ln
S Beverly Ln
S Dryden Pl
S Roosevelt Ave
S Cleveland Ave
S McKinley Ave
S Arthur Ave
E Maple St
E Orchard St

STR PARTNERS LLC
350 West Ontario Street
Suite 200
Chicago IL 60654
312.464.1444
www.strpartners.com

Conceptual Project Narrative

Petitioner Name:	Arlington Heights School District 25
Contact:	Ryan Schulz, LEED AP Director of Facilities Management
Date:	October 5, 2022 Updated 10/21/22
Project:	Dryden Elementary School Addition and Renovations
Location:	722 S. Dryden Pl., Arlington Heights, IL 60005

The addition to Dryden Elementary School is necessary to support Arlington Heights School District 25 transition from the current half day kindergarten program into a full day kindergarten program as a result of the recent successful community referendum. The full day program is scheduled to be implemented for the 2024/25 school year. Due to this transition into a full day program, additional classrooms are necessary since the current half day model shares classrooms between the morning and afternoon sections of kindergarten classes. For example, in the half day model, (2) sections of kindergarten could utilize (1) classroom space due to the scheduling of a morning section and an afternoon section in that classroom. In the full day model, these (2) sections will each need their own classroom for the duration of the school day and classrooms are unable to be shared between sections.

Dryden is in need of (4) new classrooms in order to accommodate the full day kindergarten program, anticipated future enrollment and to allow the building to have the appropriate occupancy rates to ensure the building is able to absorb future enrollment variations and support District provided programs at the facility. Currently, Dryden is the only elementary school in Arlington Heights School District 25 (AHSD25) that does not have a dedicated lunchroom / performance space. This addition will expand the existing gymnasium to accommodate (2) sections of physical education at a time while also providing a dedicated space for lunch and performances in the dedicated Commons space. The additional (4) classrooms were calculated taking into account the existing number of classrooms that are occupied, classrooms used for support services, current enrollment, future enrollment, full day kindergarten program, and program needs for Dryden.

The addition to Dryden Elementary School consists of four classrooms, an expansion of the gymnasium, with associated storage, an expansion of administrative offices, an exterior accessed storage room and associated circulation spaces. The additional classrooms are required to accommodate the full day Kindergarten program.

The addition will be one story at a height of approximately 12'-6" for the new addition for the classrooms and the gymnasium will be approximately 25'-0" high. The addition will be the same or similar materials of the existing school building. Exterior materials include matching red brick, a cast stone fascia resembling limestone, windows to match the existing windows and a dark bronze metal coping.

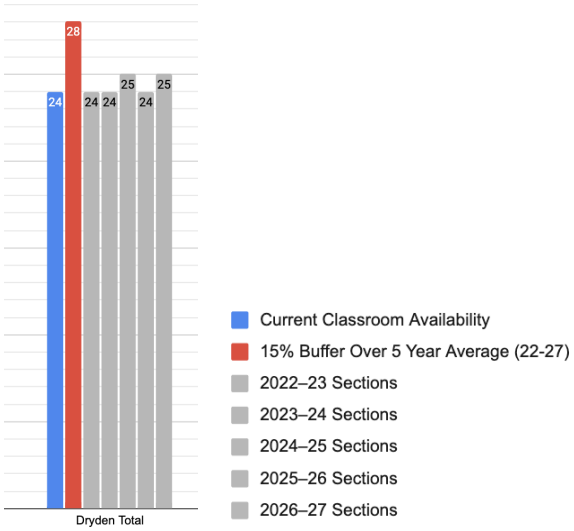
Completion of the project is planned for August 2024 at the beginning of 2024-2025 school year. Construction is anticipated to begin in early spring of 2023.

Walls will typically be constructed of brick and concrete block which are long lasting materials. Efficient LED lighting will be used in the addition. The quality of materials will be similar to those of the other recent additions in Arlington Heights School District 25.

In an effort to support sustainability, the expansion of Dryden will implement energy efficient design, LED light fixtures, low flow plumbing fixtures and exploring the implementation of rooftop solar that supports a sustainable expansion.

Full Day Kindergarten Additional Classroom Needs Calculation

Dryden +4 Classroom Spaces



Number of Staff

2021/2022			Anticipated 2026/2027		
K	**1st-5th / Support**	**Total**	**K**	**1st-5th / Support**	**Total**
1 fulltime	43 fulltime 12 parttime	**56**	5 fulltime	44 fulltime 12 parttime	**61**

Changes in staff is an addition of 3 new staff. Of the part-time staff, 1 of the 12 individuals work less than 2 hours per week, and another 1 of the 12 work 1 day per week. Also, 2 of the staff are evening custodians who start their shift at the end of the school day.

Number of Students

2021/2022			Anticipated 2026/2027		
K	**1st-5th / Support**	**Total**	**K**	**1st-5th / Support**	**Total**
70	408	**478**	87	439	**526**

Changes of the total number of students is a total of approximately 48 students. Dryden typically picks up about 15 students between kindergarten and 1st grade due to those families choosing private school options for kindergarten. Those students are anticipated to start in D25 in kindergarten. The additional increase is projected population growth of young families with children.

Number of Classrooms

2021/2022			Anticipated 2026/2027		
K	**1st-5th / Support**	**Total**	**K**	**1st-5th / Support**	**Total**
1	23	**24**	4	24	**28**

Changes of the number of classrooms is a total of 4, 3 of which are for full day kindergarten and 1 for additional growth. Dryden currently has 3 classrooms being used for small group spaces that will allow it to absorb additional growth and maintain capacity for enrollment bumps.

Approximate Building Area

	2021/2022	Area Added	Total
1st Floor	58,934 SF	11,820 SF	**88,642 SF**

The proposed addition will add approximately 11,820 square feet to the existing building. The school building with the new addition will be approximately 88,642 square feet. The maximum floor area is under 50% of the lot area of 217,204 SF.

Number of Parking Spaces

	2021/2022			Anticipated 2026/2027		
Parking Supply	**Standard**	**HC**	**Total**	**Standard**	**HC**	**Total**
North Lot	8	-	**8**	8	-	**8**
South Lot	48	2	**50**	46	3	**49**
Church Lot	126	4	**130**	126	4	**130**
Total	**182**	**6**	**188**	**182**	**6**	**187**
Village Requirement						**Classroom Requirement = 6** **Staff Requirement = 61** **TOTAL = 67**

The existing and proposed on-site parking does not meet the zoning code requirement of 61/67 spaces, but does comply with the code based on the agreement with the Southminster Presbyterian Church, to the south, to use up to 130 spaces. Including the additional parking available at the church, the overall supply of 187 spaces will adequately serve the school. Please note that the available parking within the north lot only accounts for the spaces available on the east side of the lot, controlled by the school. The west side is reserved by the Park District. A third ADA parking space is required on-site which is proposed to be added to the main lot. A variance is anticipated since the onsite parking is short of the Village requirement while there is also a license agreement in place with the neighboring Church to use 130 parking spaces in the event they are needed. This is beneficial to the church and

school district to use parking lots that would otherwise be underutilized throughout the week due to regular school and church schedules.

Number of Buses

	2021/2022	Anticipated 2026/2027
Large	4	4
Small	0	0

No changes to the number/size of buses.

Variations Requested

Amendment to Special Use Ordinance #90-082 to allow an addition to the existing elementary school within the R-3 District.

Variation from 10.4-4 of Chapter 28 to decrease the number of required onsite parking spaces from 67 to 57.[1]

[1] Dryden has 187 parking spaces available due to a license agreement that is in place with the neighboring Southminster Presbyterian Church. This includes the 57 onsite parking spaces and 130 parking spaces that are available in the church lot. The total of 187 parking spaces exceeds the Village requirement.



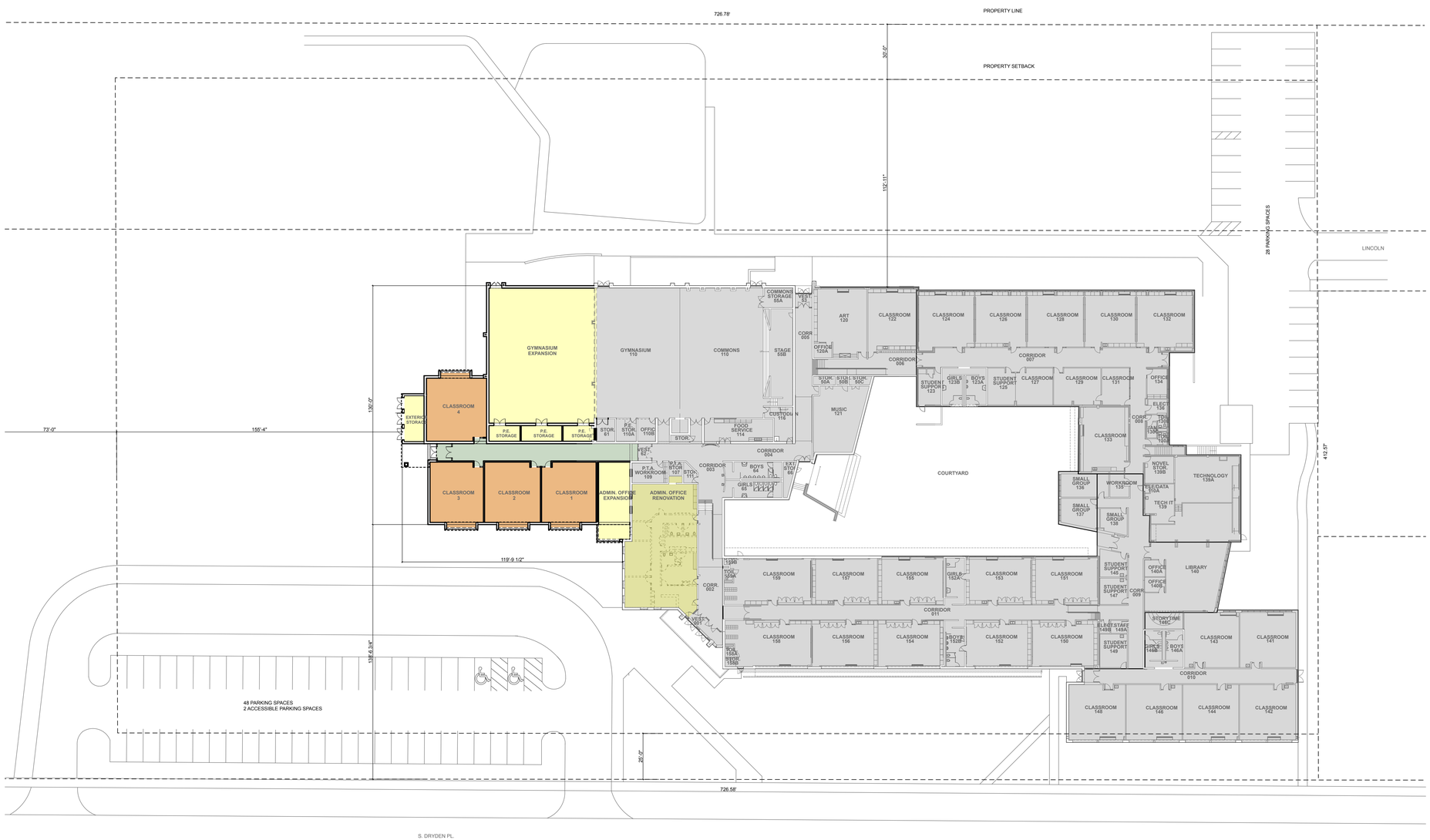
CONCEPTUAL LOCATION MAP

STR

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

DRYDEN ELEMENTARY SCHOOL ADDITION
722 S Dryden Place, Arlington Heights, IL 60005

ARLINGTON HEIGHTS SCHOOL DISTRICT 25
9/30/22



1 **SITE PLAN**
SCALE: 1" = 30'

0 30' 60'

N

SITE PLAN - CONCEPTUAL

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350 West Ontario Street | Suite 200
Chicago, IL 60654
www.strpartners.com

DRYDEN ELEMENTARY SCHOOL ADDITION

722 S Dryden Place, Arlington Heights, IL 60005

ARLINGTON HEIGHTS SCHOOL DISTRICT 25
9/30/22



1 **FLOOR PLAN**
SCALE: 1/16" = 1'-0"

0 8' 16' 32'

FLOOR PLAN - CONCEPTUAL

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