



Village of Arlington Heights
Conceptual Plan Review Committee
Virtual Meeting
August 26, 2020
7:00 PM

I. CALL TO ORDER

- A. In response to the COVID-19 pandemic, this meeting is closed to in-person, public attendance. The meeting is being held virtually, which permits the public to fully participate via their computers or using their phones.

To participate in the virtual meeting, please follow these instructions: <https://bit.ly/32ezjxz>

Individuals who wish to comment or ask a question on an item on the Agenda may either participate virtually or send an email to the Village at jmschmidt@vah.com. Please limit emails to 200 words or less. To be shared at the meeting, the email must be received by 3:00 p.m. on August 26, 2020.

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Pet Suites - 1/8/20
B. Ryan Companies Mixed-Use Senior Housing - 7/22/20

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Sean Kim Tattoo - 630 E. Golf Rd. - T1706
Land Use Variation for Tattoo Parlor

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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

(Voice), (847)368-5980 (Fax) or drobb@vah.com.



Conceptual Plan Review Committee
8/26/2020

Item: Pet Suites - 1/8/20

Department: Planning & Community Development

ATTACHMENTS:

Description

Pet Suites - 1/8/20

Type

Minutes

REPORT OF THE PROCEEDINGS OF
THE CONCEPTUAL PLAN REVIEW COMMITTEE

OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION

HELD AT VILLAGE HALL ON:

January 8, 2020

Project Title: Pet Suites

Address: 1050 East Rand Rd.

Petitioner: Mike Firsel

Address: 2801 Lakeside Drive – Suite 207
Bannockburn, IL 60015

Requested Action:

1. Land Use Variation to allow a commercial kennel in the B-2 District.

Variations Required:

- Chapter 28, Section 6.13-3b, Side and Rear Yards, to allow a 7-foot tall fence in where maximum fence height is restricted to 6 feet.

Attendees: Scott Dolan, ARC Real Estate Group
Jack Westfall, Group Five
Mike Firsel, Attorney for Petitioner
John Sigalos, Plan Commissioner
Bruce Green, Plan Commissioner
Lynn Jensen, Plan Commissioner
Sam Hubbard, Development Planner

Project Summary:

The subject property is approximately 27,500 square feet in size and contains a 16,435 square foot single-story building with a basement that has been vacant for a little over two years. Access to the site comes from two right-in/right-out driveways along Rand Road and a singular full access driveway along Jane Avenue that leads to the signalized intersection of Rand Road and Jane Avenue. The subject property contains 86 parking spaces.

Pet Suites, a nation-wide animal boarding facility that provides day care and overnight services for dogs and cats, has the subject property under contract and would like to open a location in Arlington Heights. Hours of operation would be from 6:30am until 8:00pm every day, and the petitioner anticipates a maximum capacity of 120 dogs and 10 cats. Initially, the business would have 5 full time employees and 10 part time employees. In addition to minor enhancements to the building façade, the petitioner would be remodeling the interior and adding a screened outdoor play area on the southeastern side of the building.

Meeting Discussion:

Mr. Firsel introduced the petitioners team and stated that he represented the petitioner, who was the prospective buyer of the site, and the petitioner would lease the site to Pet Suites. The site had been vacant for quite a while.

Mr. Westfall introduced Pet Suites, which was owned by National Veterinary Associates, who operates over 700 veterinary clinics, hospitals, and ER rooms around the country. Pet Suites is their “resort” brand, with around 80 stores throughout the United States. It is corporate owned, and it provides boarding and related services for dogs and cats. No medical care would be offered on the subject property.

Mr. Firsel stated that they would request a Land Use Variation to allow a Commercial Kennel in the B-2 District. They would be making minor enhancements to the exterior of the building, and would be making substantial improvements to the interior. The site had enough parking to meet demand. They anticipated around 25 employees. About 50% of the animals would be there for the daycare, and 50% for the overnight care. An outdoor play area of approx. 3,800 square feet would be constructed at the southeast of the building. Dogs there would be under supervision the entire time, although there would be more than 2 dogs outside at a time. Pet Suites is well financed and they are experienced operators. They felt the use was a great fit for this location.

Mr. Hubbard explained the business would require a land use variation since the property was zoned B-2, General Business District, and commercial kennels were not allowed in the B-2 District. The petitioner will need to justify any land use variation as per the four hardship criteria necessary within the Zoning Code. The proposed 7-foot tall fence screening the outdoor play area requires a height variation as the maximum allowable height for a fence is 6 feet. A Design Commission application would be required for the proposed exterior changes to the building. Landscaping would be evaluated as part of any Plan Commission review process, and any dead or missing landscaping will need to be replaced. The condition of the existing fence will need to be evaluated.

The outdoor play area should be screened with landscaping. The existing fence around the dumpster enclosure should be replaced with a fence that compliments the materials on the building. The B-2 District requires that all “uses, operation or products shall not be objectionable due to odor, dust, smoke, noise, vibrations, or other similar causes” to neighboring properties. The petitioner should be aware of this requirement as they move forward with their site design, given that the site borders a residential development. The Village has mandated additional sound attenuation measures on similar proposals that abut residential areas, and the petitioner should be aware of this. Building vents and openings may require sound attenuation buffers.

A traffic and parking study will be required. If the petitioner has average daily traffic and parking counts at existing facilities, it would be helpful to provide those as part of this application. Staff was supportive of the use relative to addressing the items as outlined in the staff report.

Commissioner Sigalos asked about the size of the kennels.

Mr. Firsel replied that there would be several different sizes of kennels, depending on the size of the dog.

Commissioner Sigalos asked about rates for services.

Mr. Westfall stated that Pet Suites has certainly run those number to determine what likely rates will be given the local market, but they do not have that information at this time.

Commissioner Sigalos asked about the need for bike parking spaces.

Mr. Hubbard explained that it was he believed it was a code requirement, but would revisit the code to verify if it applied in this instance. With most new tenants, it kicks in the requirement, but it may not apply in this instance. If it was a code requirement but the petitioner did not believe it was practical, they can request a variation.

Commissioner Jensen asked about what happens if a dog gets sick while under supervision at Pet Suites.

Mr. Westfall stated that he believed they contacted the owner and would have the owner pick the animal up. If they could not pick the animal up, they would bring the animal to a vet for services.

Commissioner Jensen asked competition and stated that Dogtopia would be located nearby. Would training be offered for dogs that are being boarded.

Mr. Westfall replied that he believe they offer training classes.

Commissioner Jensen clarified that Dogtopia would teach a dog tricks and commands while being boarded

Mr. Firsel stated that they will provide a full description of the array of services that Pet Suites will offer.

Commissioner Jensen stated that he did not think bike parking spaces were necessary for this business and explained his perspective on the bike parking regulations and what he'd like to see the Village do to address the regulations.

Mr. Firsel asked about the traffic study requirement.

Mr. Hubbard responded that it was a code requirement, but that they could request a variation and we would evaluate any data or reasoning that could justify the request. In uses such as a daycare or kennel, there is often a morning peak and afternoon peak, that corresponds with the peak traffic on surrounding streets, and we just want to ensure that there is capacity for the anticipated peaks. A parking study would not be as important as the site was likely over parked.

Commissioner Green stated he thought this would be a good project. He thought the rear ingress/egress was a good attribute of the site that would help with traffic and circulation.

RECOMMENDATION

The Conceptual Plan Review Committee advised the petitioner to proceed forward with their application.

Bruce Green, Chair
CONCEPTUAL PLAN REVIEW COMMITTEE
Sam Hubbard, Recorder



Conceptual Plan Review Committee
8/26/2020

Item: Ryan Companies Mixed-Use Senior Housing - 7/22/20

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Ryan Companies Mixed-Use Senior Housing - 7/22/20	Minutes

**REPORT OF THE PROCEEDINGS OF
THE CONCEPTUAL PLAN REVIEW COMMITTEE**

OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION

HELD AT VILLAGE HALL VIRTUALLY ON:

July 22, 2020

Project Title: Ryan Companies Mixed Use

Address: 364 E Golf Road
Arlington Heights, IL 60005

Petitioner: Dan Walsh, Senior VP
Ryan Companies
Naperville, IL

Requested Action:

1. Rezoning from B-3 to Institutional
2. Plat of Subdivision
3. Comprehensive Plan Amendment

Variations Required:

1. Variation from Chapter 28, Municipal Code for Height, Density and Parking.

Attendees: Dan Walsh, Ryan Companies
Amy Weishaar, Ryan Companies
Brett Bunke, Ryan Companies
John Sigalos, Plan Commissioner
Bruce Green, Plan Commissioner
Lynn Jensen, Plan Commissioner
Bill Enright, Asst Director Planning and Community Development
Sam Hubbard, Development Planner

Project Summary:

Dan Walsh provided an overview of Ryan Companies which is looking to redevelop International Plaza in TIF 4. The developer has the site under contract and will work with the Village on adding the corner property that the Village owns. Ryan has been in business for 80 years, 20 in Chicago area. And they have the capacity to build the project having developed over \$500 million in senior housing developments. The proposal includes 204 units of senior housing on the rear 8 acres of the site and commercial outlots along the Golf Road frontage which could include medical offices.

Brett Bunke architect for Ryan Companies presented the details of the site plan. The main access is off Golf Road at the existing traffic signal and proposed are two access points to Arlington Heights Road, one via Golf Terrace and the second via a future connection at the rear of the site. The senior housing will have 107 independent living units, 39 memory care and 58 assisted living units. The senior housing center portion of the building will include common areas and the main entrance. The west wing is 3 floors to include memory care and assisted living, with the 4 floor east wing including independent living. Also presented were other examples of architecture for Ryan developed senior housing which include a residential fell with pitched roof lines. The development will also includes various site amenities both indoor and outdoor.

Mr. Walsh added that the concept plans for the commercial is more for illustrative purposes and not set in stone. It is likely they will need to come back in future for subdivision approval once tenants are known.

Bill Enright presented staffs comments. The zoning actions required include rezoning of the rear 8 acres to Institutional and subdivision of the site. Also an amendment to the Comprehensive Plan to Mixed Use is required. Also the TIF 4 Plan will require amendment for the land use plan. The senior housing component is consistent with a recent market study conducted by the Village, as is medical office. Staff would like to explore adding 10 to 15 feet of depth to the commercial

lots to enhance flexibility for future development. The site plan provides a great buffer to the north of about 100 feet where the detention will be built. To the east the 4 floor portion of the building is about 80 feet setback from the property line. Staff would like to see a few more feet of parking setback and green space along the east property line.

Staff would like to see the north detention designed to accommodate future detention needs if and when the parcels to the west develop or an easement to allow expansion. Also the development should be pedestrian friendly with pavers crosswalks and vehicle cross access throughout to allow connections to the Golf Road signal.

There are a few variations required as the Institutional district allows 145 units and the developer is seeking 204. Staff is not too concerned with this variation given the ample setbacks of the building. The height of the east end may need a variation for height and the senior housing does not meet code for parking. Data should be provided to support the parking variation.

Meeting Discussion:

Commissioner Jensen mentioned that recently there was a very similar proposal nearby for senior housing and that a market study to demonstrate need would be required. Also has Ryan done similar mixed use developments in the past? Commissioner Jensen expressed concerns with the future of commercial demand and didn't want to see vacancies. Also how is the senior housing structured and what happens if a senior exhausts their resources?

Mr. Walsh indicated that Ryan does commercial as well and likes the concepts of having commercial next to the senior housing so persons can walk to amenities as can employees. Further the senior housing is a rental community with a small upfront fee but no large entry fee. Tenants financial resources are evaluated and the operator has a Navigation program to assist tenants with researching and obtaining benefits available to them. If resources are expended then they work with the families on other alternatives that may accept Medicaid. Overall Commissioner Jensen likes the project but will need more information on market demand for the project.

Commissioner Sigalos indicated that he liked the mixed use project and was familiar with Ryan Companies. Mr. Sigalos asked what is the time frame for development?

Mr. Walsh indicated that they would like to start construction in May and the senior housing would take about 18 months to complete. The commercial would develop based on when they get tenants.

Commissioner Green agreed with the other Commissioners and liked the mix of commercial and senior housing and would encourage the petitioner to move forward. All agreed.

RECOMMENDATION

The Conceptual Plan Review Committee expressed support for the project and advised the petitioner to proceed forward with their application.

Bruce Green, Chair
CONCEPTUAL PLAN REVIEW COMMITTEE
Bill Enright, Recorder



Conceptual Plan Review Committee
8/26/2020

Item: Sean Kim Tattoo - 630 E. Golf Rd. - T1706

Department: Planning & Community Development

Requested Action

1. Land Use Variation to allow a Tattoo Parlor use within the B-2 Zoning District.

Variations Required

None identified at this time.

Recommendation

The Staff Development Committee (SDC) reviewed the proposed Land Use Variation to allow a tattoo parlor use within the B-2 District, and needs additional information and a response meeting Land Use Variation Criteria to make a recommendation. The additional information needed is as follows:

1. For the requested land use variation, the petitioner shall provide a written response to each of the four hardship criteria necessary for variation approval, which have been included 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.

2. A detailed and to-scale floor plan will be required as part of the formal Plan Commission application.

3. An up to date tenant list shall be required.

4. A plat of survey for the site shall be required.
5. The petitioner should coordinate with the Building Department to understand what accessibility and plumbing/mechanical upgrades may be needed for the proposed interior site modifications.
6. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.
7. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

ATTACHMENTS:

Description

Staff Report
Aerial
Business Narrative
Floor Plan

Type

Board or Commission Report
Exhibits
Correspondence
Exhibits



VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

Temp File Number: T1706
Project Title: Sean Kim Tattoo LUV
Location: 630 E. Golf Rd.
PIN: 08-10-302-041-0000

To: Conceptual Plan Review Committee
Prepared By: Jake Schmidt, Assistant Planner
Meeting Date: August 26, 2020
Date Prepared: August 21, 2020

Petitioner: Sean Kim
Address: 630 E. Golf Rd.
 Arlington Heights, IL 60005

Existing Zoning: B-2: General Business District
Comprehensive Plan: Commercial



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	R-6: Multiple Family Dwelling District	Linden Place Apartments	Moderate Density Multi-Family
South	O-T: Office-Transitional	Office Uses	Offices Only
East	Village of Mt. Prospect	Single Family Uses	Village of Mt. Prospect
West	B-2: General Business District	Aldi Grocery	Commercial

Requested Action:

1. Land Use Variation to allow a Tattoo Parlor use within the B-2 Zoning District.

Variations Required:

1. None identified at this time.

Project Background:

The subject unit is approximately 1,050 square feet in size, and part of the multi-tenant Go-Go Shopping Center. The subject unit is one of several vacant commercial units within the building. Parking for this building is provided in front of the tenant space, in a 157 space lot.

The proposed action, if approved, would allow Sean Kim Tattoo to convert the vacant tenant space into a tattoo parlor with 3 stations. The petitioner, Sean Kim, has 13 years of experience and has performed work at a number of area tattoo shops. At peak times, it is anticipated that 1 artist and 2 apprentices will be working at the facility, with the ability to serve 3 clients. Guest artists may also operate out of the facility for a few months out of the year, however the number of stations would not change. Work would be performed on an appointment basis only.

Currently, the site is accessible via two driveways, one along Golf Road, and one along Goebbert Road. The anticipated hours of operations would be Monday through Saturday, 10am to 8pm or 12pm to 10pm, and closed on Sunday.

Zoning and Comprehensive Plan

The subject property is zoned B-2, General Business District. The proposed use is classified as a tattoo parlor, which is not expressly permitted in any zoning district. As such, a Land Use Variation is required. As part of any formal application to the Plan Commission, the petitioner must provide a written response to each of the four hardship criteria necessary for land use variation approval, which criteria have been included below for reference:

- **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 Comprehensive Plan classifies this property as appropriate for “Commercial” uses. Compatibility with this designation is undetermined at this time, and is contingent upon meeting Land use Variation criteria as described above.

Building, Site and Landscaping:

The petitioner is not proposing any changes to the site or building other than signage, which will require a separate sign permit. A detailed and to-scale floor plan will be required as part of the formal Plan Commission application. The petitioner is encouraged to reach out to the Building and Life Safety Department to determine if any accessibility improvements will be required as part of this project.

Existing on-site screening and landscaping appears to meet code requirements. During the formal Plan Commission review process, staff will evaluate the condition of the parking lot to determine if any repairs, resurfacing, or restriping is needed. Additionally, staff will also evaluate the existing site landscaping to ensure that it conforms to all code requirements.

Parking, Traffic, and Circulation:

According to Code, beauty shops (the most similar permitted use) require one parking space for every 250 square feet of floor area. As previously mentioned, the proposed gross floor area is approximately 1,050 square feet, which would require a total of 4 parking stalls. This equates to the same parking requirement as general retail for the tenant space. As the proposed change of use does not result in an increase in required vehicular parking spaces, the addition of bicycle parking spaces is not required as part of this petition.

Per the mix of uses in the shopping center (detailed in **Table I** below), a total of 151 parking spaces are required. As there are 157 parking spaces on site, this results in a code required parking surplus of 6 spaces. As part of the Plan Commission process, the petitioner shall provide a tenant list from the property manager verifying current uses and occupancy. A plat of survey will also be required in order to verify the count of existing on-site parking spaces.

Table I: Required Parking

SPACE	SPACE	CODE USE	SF	PARKING RATIO (1:X)	PARKING REQUIRED
606	Golf Liquors	Retail	3,250	300	11.0
608	Nehal's Beauty Studio	Beauty	1,050	250	4.0
612	Murli Grocers	Retail	1,610	300	5.0
614	Cindy's Cleaners	Retail	1,050	300	4.0
618	Minuteman Press	Retail	1,610	300	5.0
620-622	Golf Laundromat	Retail	3,000	300	10.0
624-626	Salon Centric	Retail	3,000	300	10.0
628	Be On Point (clothing and shoes)	Retail	1,500	300	5.0
630	Sean Kim Tattoo	Vacant	1,050	250	4.0
632	VACANT	Vacant	1,050	300	4.0
634	Bella's Hair Salon	Beauty	1,050	250	4.0
636	VACANT	Vacant	1,050	300	4.0
638-640	VACANT	Vacant	2,100	45	18.0
644	Manpasand Restaurant (carry out)	Restaurant	1,400	300	5.0
648	Manpasand Restaurant (dine-in)	Restaurant	1,400 (1,108 Seating Area)	45	25.0
650	Becker Family Dental	Medical	1,050	200	5.0
652-654	Core Capacity Fitness	Health Club	3,000	250	12.0
656-658	Hairlines (product sales)	Retail	3,000	300	10.0
660	AH School of Martial Arts	Health Club	1,450	250	6.0
	TOTALS		33,670		151.0
	TOTAL PARKING REQUIRED				151.0
	TOTAL PARKING PROVIDED				157.0
	SURPLUS (DEFICIT)				6.0

Section 6.12-1 of the Zoning Code states that projects requiring a Plan Commission review do not need to provide a full traffic study if the project:

1. Comprises less than 5,000 square feet in floor area, and;
2. Is located along a major or secondary arterial street as defined by the Village's Thoroughfare Plan.

As the property is located along Golf Road (designated a major arterial in the Village's Thoroughfare Plan) and the petitioner is proposing no changes to the site or building, the scope of this project falls under the 5,000 square foot threshold outlined in the Zoning Code, and a traffic and parking study is not required.

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the proposed Land Use Variation to allow a tattoo parlor use within the B-2 District, and needs additional information and a response meeting Land Use Variation Criteria to make a recommendation. The additional information needed is as follows:

1. For the requested land use variation, the petitioner shall provide a written response to each of the four hardship criteria necessary for variation approval, which have been included 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.**
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2. A detailed and to-scale floor plan will be required as part of the formal Plan Commission application.
3. An up to date tenant list shall be required.
4. A plat of survey for the site shall be required.
5. The petitioner should coordinate with the Building Department to understand what accessibility and plumbing/mechanical upgrades may be needed for the proposed interior site modifications.
6. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.
7. 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.

August 21, 2020

Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1706



0.03 mile
1 inch equals 167 feet

Map created on August 21, 2020.

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Schmidt, Jacob

From:
Sent: Friday, June 19, 2020 4:33 PM
To: Mertes, Michael S.
Subject: Re: Arlington Heights
Attachments:

[**NOTICE:** This message originated outside of Village of Arlington Heights email system -- **DO NOT CLICK on links or open attachments** unless you are sure the content is safe.]

Awesome, I will attach files .
Thank you and you have a good weekend too !

- What is the address and unit of the space you are looking at? - **not yet**
- Is there a broker or realtor who represents the space? - **not yet**
- Can you explain, on one page, how your business operates? Please include (estimates are fine):
 - Days and hours of operation
 - **I like to run 6days a week(sunday off) and around 10am to 8pm or 12pm to 10pm (which the building allow ,,)**
 -
 - Maximum number of employees at one time
 - **I will not have employee but contractors include my 2students now (apprentices)**
 - **I might have guest artist from time to time(just 1 and not all the time maybe couple of month a year)**
 -
 - Maximum number of clients at one time
 - **I will have 3 to 4 stations so, it will be 4 clients at one time maximum.**
 -
 - Any documents showing that you are licensed through the State
 - **yes. I attached files.**
- **I will run my business based on my regular clients. (most of income)**
- **I have been working in this business around 13years**
- **I have been working at a lot of tattoo shops around area, (Atmosphere tattoo, rasing phoenix ,4aces tattoo, top notch tattoo , funky rooster tattoo,,)**
- **I have a portfolio on instagram. SEANKIMTATTOO**
- **I like to run my business appointments only.**
- **It will be very small shop(around 1000sf) for me and my apprentices and maybe guest aritst in the future.**
- I am not sure if I explain enough, let me know if you need more formal form?if there is.

1st Floor 1,050 SF

