



Village of Arlington Heights
Conceptual Plan Review Committee
Community Room, 3rd Floor
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
June 28, 2017
6:45 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. CA Ventures - 4/26/17
- B. Arlington Downs - 5/10/17

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Greenbrier School Addition - 2330 N. Verde Dr. - T1601
Special Use Permit
- B. Portillo's Drive-thru - 806 W. Dundee Rd. - T1602
Amendment to Special Use, Variations

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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



Item: CA Ventures - 4/26/17

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes 4/26/17

Type

Minutes

**REPORT OF THE PROCEEDINGS OF
THE PLAT & SUBDIVISION COMMITTEE
OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION
HELD AT VILLAGE HALL ON:**

April 26th, 2017

Project Title: CA Ventures Sigwalt St Apartments

Address: 300 Block W. Sigwalt St

Petitioner: Mark Hopkins
HKM Architects
43 S. Vail Avenue
Arlington Heights, IL 60005

Requested Action:

1. A rezoning from R-3 One Family to R-7 Multiple Family
2. A preliminary Planned Unit Development (PUD) to allow the construction of a five story, 86 unit apartment development.
3. Plat of Resubdivision to consolidate six lots into one lot.

Variations Required:

1. Chapter 28, Section 5.1-7.4 Minimum Lot Size
2. Chapter 28, Section 5.1-7.6 Required Minimum Yards (Interior Side/North)
3. Chapter 28, Section 5.1-7.6 Required Minimum Yards (Front / Highland)
4. Chapter 28, Section 5.1-7.6 Required Minimum Yards (Front / Chestnut)
5. Chapter 28, Section 5.1-7.7 Maximum Building Lot Coverage
6. Chapter 28, Section 5.1-7.13 Maximum Floor Area Ratio

Attendees:

Mark Hopkins – HKM Architects
Mike Porto – CA Ventures
Matt Katsaros – CA Ventures
Lynn Jensen – Plan Commissioner
John Sigalos – Plan Commissioner
Jay Cherwin – Plan Commissioner
Bruce Green – Plan Commissioner
Sam Hubbard – Planning Department
Bill Enright – Planning Department

Project Summary:

The subject property is located along Sigwalt Street between Highland Avenue and Chestnut Avenue, and is currently vacant. The developer proposes to rezone the property to R-7 multiple family, Planned Unit Development, consistent with the Comprehensive Plan which designates the site as High Density Multi Family. One of the Board's 2017 Strategic Priorities is to facilitate development of this block (block 425). Block 425 has sat vacant and underdeveloped for years as is an important part of the downtown.

The proposal includes 86 rental apartments in a well designed, five floor building. 98 parking spaces will be included in the building with one level underground and additional parking on levels one and two. Additional parking can be provided in the Vail Avenue municipal garage per Chapter 28 Section 11.3-2. Variations requested include density, floor area ratio, building lot coverage, as well as setbacks along the east, west and north property lines. The Sigwalt setback meets code. The height of the building is approximately 60 feet and will need to be verified by providing the average grade at the front of the building. The developer will be required to dedicate 8 feet of property along both Highland and Chestnut for public right of way, which increases the variations due to the loss of land privately held. The current site is 42,000 square feet reducing to 39,600 square feet after dedication.

Meeting Discussion:

Mr. Hopkins briefly described the proposed building and the site it would occupy. The building would be a 5 story apartment building with parking on the first and second floors. The building would face Sigwalt, with the parking area accessed off of Highland Avenue. The first two stories of the building will be full rectangles and floors 3 through 5 would have a central courtyard, allowing for the inclusion of amenity space. The building will observe the 8 foot setback on Sigwalt Street, however variations are being requested for the building to encroach into the setback on the other 3 sides of the property.

Ground floor units will have sidewalks connecting them to the surrounding streets and landscaping to give privacy to ground floor patios. The 2nd through 5th floor units will feature cantilevered balconies except those adjacent to the rooftop deck. The roof will house an elevator override parapet wall, as well as screened air conditioner and HVAC equipment.

There will be two colors of brick used on the building, one for the two "base" floors, and another for the higher floors. It is the petitioner's hope that this will soften the look of the flat 5 story wall. Stone trim will also be used in select areas. Metal trim will also be used in areas, with an 8 inch profile giving it a "corrugated" look.

The Highland side of the building will feature an overhead door for the garage, as well as a door for residents to access the bike storage areas. Trash will be collected inside the building and rolled outside on collection day. The basement will include a single ramp for access, which the petitioner notes is not optimal, but is what the geometry allows in order for them to fit as much parking as possible, as well as bike storage areas, a machine room for water and electrical service, and bike parking. The first floor will feature more parking in the center of the structure, with 9 units and the lobby surrounding it on the Sigwalt and Chestnut sides. The trash room will also be located on this floor. The lobby will include a mail area, as well as an advanced electronic parcel room. The second floor will also include parking in the center, with units wrapping the parking area on the Sigwalt, Chestnut, and Highland sides. The third floor will include the rooftop deck, as well as a community room and fitness center. The floor plans are identical for the 4th and 5th floors, except for the roof deck, community room, and fitness center.

Mr. Enright expressed confidence in CA Ventures, citing the multitude of projects featured on their company website, as well as confidence that that the project would be able to work. He noted that the proposed development is exactly the type envisioned by the master plan for the ring surrounding the downtown.

Density is not a concern, as household sizes are much smaller than they were 30 years ago, when the code for the R-7 zone was first written. Specifically, there are more single-person households and empty-nesters. The developer has provided a market study for the project. The study stated that similar developments require 1.1 to 1.2 parking spaces per unit, and the developer is currently working to increase onsite parking to 1.25 spaces per unit, so that the Vail Garage does not become over encumbered with parking. If the developer is unable to fit more parking into the plan, there is confidence that the Village would be able to provide spots in the garage to accommodate the overflow. The study also showed that while there are similar projects currently being constructed in surrounding municipalities, there are none in the immediate area, indicating demand for this type of housing that is currently not being met in the community.

While the developer is asking for multiple variations, the Planning Department believes that the proposed project fits in with the downtown area. The northern portion of the block, if it was rezoned as B5 to be consistent with the Master Plan, would allow even greater density and height than what the developer is proposing. The 2006 Downtown Plan, created by a 19 person panel of citizens and elected officials, proposed that the site in which this new development would be located should be in the 4 to 6 story range, which is consistent with the developer's proposal. Additionally, the height of the proposed building is similar to the existing building on the corner of Evergreen and Sigwalt, which was built around 1986.

He also noted that the developer is not only asking things of the Village, but also contributing by offering a \$325,000 payment to the Affordable Housing Trust Fund, and that fact should be taken into account when deciding on approval for the project and the number of units allowed. Loading would most likely be accommodated on Highland Avenue, similar to the zone provided for Dunton Tower.

It is being researched whether or not the majority of the development's storm water needs could be met through the

addition of new sewers, which the Village was planning to install as part of an overall upgrade plan. The Village has \$2 million in a CIP fund that could be used to upsize sewers in the area, and the developer would be responsible for a prorated share of any cost increases if these sewers are installed. Timing could pose as an issue for this option however, as the Village may not be installing sewers as quickly as the developer is looking to start.

The developer would still need to go through the Design Commission review process, provide a traffic and parking study, as well as data on density, persons-per-household, and parking demand. Per-unit contributions to the School, Library, and Park districts would be provided as required by code. He then reiterated that the development was a great opportunity for the community to begin developing the block, which has been sitting empty for a long time.

Commissioner Cherwin was concerned about how the development would fit in with future development on the northern end of the block, and how it would impact access as well as pedestrian and vehicular traffic. More specifically, he wanted to make sure that the proposed development would not limit opportunities to develop the northern portion of the block in the future.

He stated that the parking counts provided seem reasonable, as do the variations, and that the design of the building is nice. He stated that he didn't see any red flags related to the project. The building would be a good transition between the single family homes on the west side to the larger buildings of downtown on the east. He was curious if the developers had considered any additional rooftop amenities.

Mr. Hopkins stated that the third floor deck would include amenities, such as the pergola, fire pit, tables, and the grilling station.

Commissioner Cherwin clarified that he was referring to the top of the building, not just the third floor deck, as many buildings make use of rooftop space and he was curious as to whether any consideration had been made by the developers as to utilizing this roof space.

Mr. Katsaros stated that they had not looked into utilizing the rooftop as amenity space, but if there was a need for more space they would.

Commissioner Cherwin said he'd mention it because it was a big building, and the third floor deck and space around the building was somewhat limited. He'd seen other plans for buildings downtown and they were able to do great things with rooftop space, so he thought he'd mention it. Overall, he was supportive of the development.

Commissioner Sigalos agreed that the building had a nice design, but was curious about the layout of the corner units with the diagonal wall, and whether that was a practical layout.

Mr. Hopkins stated that he had unit plans that make use of the oddly shaped space, and added that it was not too uncommon for units to have diagonal walls in modern construction.

Commissioner Sigalos asked whether all the units would be rental units for the foreseeable future, and that there wasn't a plan to convert them to condo units.

Mr. Katsaros confirmed that they would be rental units, and that CA Ventures stays away from condo projects.

Commissioner Sigalos asked about the 4 clustered parking spaces on the basement level, and how the spaces by the wall would be accessed.

Mr. Hopkins explained that those spaces are tandems, with one person renting the two spaces.

Commissioner Sigalos asked if there would not be retail or commercial on the first floor.

Mr. Hopkins confirmed that there would be no commercial on the first floor, as it's not intended to be a mixed use building. He noted that the northern portion of the lot would most likely be mixed use, and stated that the lack of the commercial component is what led the design to include an "activated" first floor, with street access for first floor apartments and windows. He believes that it is a good transition between the mixed use downtown and the residential area immediately south and west.

Commissioner Sigalos stated that he thinks the proposed building is great for that location and that he is fully supportive of it.

Commissioner Jensen stated that he believes it is a very good project, and asked where the proposed apartment building stood in relation to other projects such as Arlington Downs, or the proposed apartment building across from Hancock Square.

Mr. Enright added that the apartment building across from Hancock Square is going to have 45 units, of which a third will be affordable rent units.

Commissioner Jensen asked if the petitioner was planning on pricing the units to be comparable with those in Arlington Downs

Mr. Katsaros confirmed that the units would be very comparable to those in Arlington Downs, but that he believed the proposed project was in a better location, with access to downtown amenities.

Commissioner Jensen asked the petitioner to clarify if the area is underserved when it comes to apartment housing.

Mr. Katsaros confirmed that that was the case, stating he believed that there were about 1,000 units undersupplied for the greater Arlington Heights area, including neighboring suburbs.

Commissioner Jensen asked what size of apartments the building would consist of.

Mr. Katsaros stated it would be an almost 50/50 mix of 1 and 2 bedroom units.

Mr. Enright said he believed it would have 46 2-bedroom units and 40 1-bedroom units.

Mr. Hopkins stated that as of the meeting, the plan consisted of 47% one bedroom units, 7% 1 bedroom plus den units, 41% 2 bedroom units, and 6% 2 bedroom plus den units.

Commissioner Jensen asked how cars in the garage will get back down, as the plan states "ramp up" for the ramp.

Mr. Hopkins clarified that they were two way ramps, "ramp up" only meant it led to the floor above.

Commissioner Jensen stated he believed it was a great project, it would do a lot for the corner of Sigwalt and Chestnut as well as downtown, and that he was excited about the project.

Commissioner Cherwin asked if the developers had looked at opportunities to include smaller, more affordable units.

Mr. Katsaros stated that they had looked into that option, as it's a common trend in several markets. However, because the developer was worried about the density variations they would be requesting they had decided they would not make units smaller and more numerous. Additionally, more units would require more parking.

Commissioner Cherwin stated to Bill Enright and Sam Hubbard that, from his perspective, he would be willing to give greater leeway with regard to density and parking requirements if CA Ventures were to add more market-affordable units to their plan.

Mr. Hopkins asked for clarification that Commissioner Cherwin was not referring to micro-units, but rather efficiency type apartments.

Commissioner Cherwin stated he had no particular plan in mind, and that he would defer to the developer and their expertise in what type of units would be affordable. He stated that, if possible, this would be a great opportunity to add actual affordable units to the Village rather than just add money to the Housing fund, and reiterated that he would be willing to give greater leeway in regard to density and parking requirements in exchange for the addition of affordable units to the plan.

Commissioner Jensen asked Bill Enright if he was looking to get all of the required parking on-site.

Mr. Enright stated that the code requires 1.5 parking spaces per unit, which he doesn't believe they would need because if they were on the northern portion of the block and in the B-5 District they would only need 1.25 spaces per unit. The Village Board had some concern about the fact that, in order to meet the 1.5 spaces required by code, the development would need 31 spaces in the Village garage.

Commissioner Jensen clarified that he was asking if, using a requirement of 1.25 spaces per unit, all of the parking for the development would be included on site.

Mr. Enright stated that it is the goal to have all the parking be on-site, however at present time he is unsure whether or not that can be accomplished. It is his impression, however, that the developers would prefer to have 1.25 spaces per unit on-site rather than have only 1.15 spaces per unit on site and 10 spaces in the garage.

Mr. Katsaros stated that it was always their goal to fulfill their parking requirements on-site, rather than utilizing the Village garage. He stated that there is an option a week behind schedule that is currently being worked out, which would allow for all the required parking to remain in the building. While 1.5 spaces per unit is unattainable, he believes 1.25 spaces per unit can be accommodated.

Mr. Enright stated that he was working with the developers to get the project back on schedule.

Commissioner Green asked if there were spaces currently available in the Village garage.

Mr. Enright stated that there were, in his opinion.

Mr. Katsaros stated that he had originally talked about utilizing 10 spots in the Village garage, and that with a requirement of 1.5 spaces per unit they would have needed to utilize 31 spaces.

Commissioner Green said there are 31 spaces available if the developer needs them.

Mr. Enright stated that the Village Board had said they would not want to give up that many spaces for one project, but that 5 to 10 spaces was doable. However, he reiterated he was going to continue working with the developer to accommodate all the parking onsite if that is what the developer prefers.

Commissioner Green agreed, and said it was a good project. He stated he liked the fact it didn't have first floor commercial, which makes it a great transitional building from downtown to the surrounding residential neighborhood.

RECOMMENDATION

The Plat & Subdivision Committee was supportive of the proposal and advised that the petitioner should move forward.

Bruce Green, Chair
PLAT & SUBDIVISION COMMITTEE
Sam Hubbard, Recorder



Item: Arlington Downs - 5/10/17

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes 5/10/17

Type

Minutes

**REPORT OF THE PROCEEDINGS OF
THE PLAT & SUBDIVISION COMMITTEE
OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION
HELD AT VILLAGE HALL ON:**

May 10th, 2017

Project Title: Arlington Downs
Address: 3400 W. Euclid Ave.
Petitioner: Mark Kluemper, AIA
OKW Architects
600 W. Jackson, Suite 250
Chicago, Illinois 60661

Requested Action:

1. Amendment to PUD Ordinances 12-006, 12-039, 14-025 and 15-049 to allow modifications to the approved Arlington Downs development plan.
2. An amendment to the Special Use granted for the hotel to reduce the number of rooms from 161 to 98.
3. Special Use approval for a 3 level 340 space parking garage in Zone B.

Variations Required:

1. Chapter 28, Section 5.1-22.1, Conditions of Use (b) from the required 15 foot setback for parking lots along Rohlwing Road and Euclid Avenue to allow 10 feet for the parking areas as indicated on the site plan.
2. Chapter 28, Section 5.1-22.1, Conditions of Use (a) from the required 70 foot setback along Salt Creek Lane to allow a 25 foot setback for the hotel building.
3. Chapter 28, Section 11.4, Schedule of Parking Requirements from the required 2,407 spaces to allow 2,067 spaces.

Attendees: Mark Kluemper, AIA – Petitioner
David Trandel – Developer
Tom McClayton – Springbank Advisors
Lynn Jensen, Plan Commissioner
John Sigalos, Plan Commissioner
Bruce Green, Plan Commissioner
Sam Hubbard, Planning Department
Bill Enright, Planning Department

Project Summary:

The subject site is located at the northeast corner of Euclid Avenue and Rohlwing Road and consists of several land parcels that have a combined area of 27 acres. In 2012, and subsequent amendments in 2014 and 2015, the Village Board of Trustees approved the Arlington Downs mixed use development which included most recently in 2015 (Ord 15-049) the following:

A master development plan for the Arlington Downs mixed use development that was divided into 5 different use zones; Zones A and C: Residential / Mixed Use, Zone B: Hotel and Entertainment (Water Park), and Zones D and E: Commercial. When combined, the Arlington Downs Mixed Use Development includes:

- 657 luxury apartment units;
- 161 limited service hotel rooms;
- The reopening of the water park with a 1,000 person occupancy and a new entry addition along the west building elevation to include an arcade;
- 71,100 square feet of commercial/retail space;

- 2,028 parking spaces.

The petitioner is requesting an amendment to the existing PUD with the primary changes being the following:

- Change in the architecture for the commercial zones;
- A 10 screen, 750 seat Cinepolis movie theater in Zone B;
- Renovating the former water park for a climbing wall recreation facility;
- 340 space, 3 level above grade parking garage in Zone B;
- Amendment to the hotel Special Use to reduce the number of rooms from 161 to 98 and from 6 floors to 4 floors;
- Reconfiguring Zone C (residential zone) and Zone E (commercial zone) to enlarge Zone E for a mixed use building with 200-240 residential rental units with 12,000 sf commercial space on the first floor, and Zone C to include a separate residential building for 160-180 units age restricted;
- Eliminate 15,000 sf of medical offices in Zone D and replace with 15,000 sf of retail/restaurant space;
- Request to be exempted from the affordable housing policy for the Zone C residential.

Meeting Discussion:

Mr. Trandel indicated that, now that there has been substantial leasing of the existing residential tower, he wants to begin the process of planning the commercial portion of the development. This process is focused on accommodating interested tenants that will best serve the demographics of the tower's population, as the demographics of the tenants is different than what the expected tenant demographics were at the start of the project, and therefore ensuring the commercial portion of the development will be viable.

Mr. Kluemper began to highlight adjustments and changes from the original approved 2015 PUD, including new renderings depicting the development with those changes.

Mr. Trandel interjected to outline the proposed phasing of the development, citing technical challenges due to the grading of the site. He noted that the proposed development would begin with the north "entertainment district", comprised of a proposed hotel, proposed theater, the adaptive reuse of the existing waterpark as a recreation facility, and a proposed parking structure. Following completion of this area, the pads toward the front of the development would then begin construction in an order to be determined.

Mr. Kluemper continued to explain the changes illustrated in the renderings, pointing out changes to the blue zone (the retail area) which will primarily focus on restaurants and retailers, as well as to the red zone (the entertainment district), which has been "reinforced" from the initial PUD, supported by the proposed hotel and parking deck. He noted that the proposed building levels have increased from the initial PUD, as well as the parking capacity, which now is slightly above the ratios approved in the initial PUD.

Mr. Trandel recalled the development of the 14 acre area behind the property into soccer and lacrosse fields, noting that these developed soccer and lacrosse fields would serve as an entertainment "draw", pairing well with the adjacent racetrack and giving the impression that the development should serve as an entertainment area. He reaffirmed this sentiment and expressed that he was still in a position to bring this vision into reality. He then went into further detail on the adaptive reuse of the water park previously mentioned, explaining that it will be mixed use. Half of the facility would be utilized as a "funtopia", with a "kids adventure" and party rooms, which he expected to accommodate 10-15 parties a week. The remainder would be utilized by a company named "Ascent", who specializes in indoor rock-climbing facilities with multiple locations in Chicago. He noted that the company has seen success at these locations, and that this type of activity is gaining popularity. He expects that attendance at the Ascent facility would be 750-1000 people daily, from 6AM to 11PM. He expressed hope that these facilities would have the ability to, and one day could, host regional or national competitions. He also began to explain the theater component of the entertainment area, which will be a "premium 4D" theater with food and beverage service operated by Cinepolis. He stated that the changes to, and phasing of, the retail component are due in part to these entertainment facilities, as the viability of the retail component relies on the "critical mass" of people drawn to these entertainment facilities. It is his belief that, by completing these entertainment "drivers" first, it will attract interested tenants to the retail component.

Mr. Kluemper indicated that the package he is presenting is complete, with only minor refinements. He stated that a traffic study and parking study were still being conducted, with the developers having the full intent to submit them when completed with their formal application. He noted that the increases in floor area and parking in the proposal were consistent with the previously approved PUD. He also highlighted that emphasis has been placed on the "pedestrian experience", with pathways provided to allow residents and visitors to easily walk between different areas of the development. He also expressed intent to create continuity in building design across the entire campus.

Mr. Trandel stated that these elements tie back to the original approved PUD, which emphasized connectivity between each pad with dedicated sidewalks with seating, and lighting.

Mr. Kluemper explained that there will be other pedestrian focused enhancements, such as shared plazas between buildings, as well as a welcome plaza at the corner of Euclid and Rohlwing and a central "ellipse" plaza that will serve as a drop off zone. He mentioned that the proposed plazas could also be used to host a farmers market or show movies in fair weather.

Mr. Trandel explained that this plaza has been shifted away from the tower, as any live music or other noise generated from activity in the plaza/pavilion would bounce directly off of the building.

Mr. Kluemper noted that the sizing of the plazas, including the large central ellipse, would be large enough to host a variety of events. The central plaza would also have a dedicated drive-thru for a valet station, in anticipation that people will want to drop off their car and walk to their destination from the central plaza. In regard to building details, he stated that they will be unlike traditional retail buildings. Rather than having only a finished face, the buildings would include 4-sided architecture with utilities, loading, and trash areas integrated in strategic locations. He believes that this design is an improvement over what was anticipated previously.

Mr. Trandel added that unlike the previous design, this option is more financially viable.

Mr. Kluemper also noted that this site plan reaches farther back than a typical shopping center in terms of depth, which is why the "monumental" design of the buildings is necessary, as well as a need for prominent signage. He stated that he will talk to Bill Enright regarding the variances needed to install this type of signage.

Mr. Enright clarified that the signage request was separate from this submission.

Mr. Kluemper stated that retailers farther further from the street will want to be seen, however he wants to accomplish this in an appropriate and balanced way. Regarding the corner sign plaza, he acknowledged interest in an electronic video sign.

Mr. Enright stated that such a sign would need to be discussed with the Design Commission, would require a variance, and would have to go through the Design Commission process.

Mr. Kluemper reiterated that he intends for this to be a cohesive development, appropriately phased, and financially viable.

Mr. Enright stated that he was very supportive of the changes, but noted that adequate shared parking needed to be provided for the theater and climbing wall as they are new elements to the plan. He stated that the Funtopia would probably require a special use permit, but needed to verify if it was necessary. Floor plans would need to be provided as well to make sure the petitioner received proper zoning. He noted that Zones "E" and "C" on the plans were modified slightly, while the number of approved units remain as originally approved and could be allocated into two separate buildings. If they were to change the subdivision of the lot when altering the building plans, it is necessary to pay attention to the overlay zoning as it changes from lot to lot in terms of density allowances. Due to the fact that there are no definitive plans submitted for zones "C" and "E", the petitioner will be unable to receive formal PUD approval, though they can still receive conceptual PUD approval. He asked for commissioner input on approving this development similarly to the hospital, where criteria would be established on height maximums, parking ratio requirements or a range, a required mix of bedroom types for the residential units, etc. so that the developers could make changes to the plans without having to petition for a PUD amendment every time. Once the building plans are finished, they would then just go to the Design Commission for review. The petitioner could ask to go with this route of approval when they submit their formal application.

Mr. Trandel expressed interest in this approach.

Mr. Enright stated that major changes to the plan, such as the addition of the theater and parking deck, would still require a Plan Commission meeting, granting approval of general criteria would allow the developers more flexibility when making changes. Regarding the modifications to the PUD being discussed at the meeting, he stated that they were viewed as positive changes.

Commissioner Jensen stated that he found the proposal to be interesting and exciting, and believed the Plan Commission would find it exciting when it comes forward. He asked about Mr. Trandel's earlier remark that the residents leasing apartments in the tower were of a different demographic makeup than he thought they would be, and what Mr. Trandel meant by that remark, as that change can impact finances for the project. He also asked what fees users would be charged for theater attendance, the hotel, or admission to the climbing facility/entertainment center. He clarified that he wanted to know the demographics of who lives in the tower now as opposed to what the expected tenant demographics were expected to be, because that will drive the economic model of the project.

Mr. Trandel stated that the median income of tower residents was 50% higher than the median income for Arlington Heights, which was one of the unexpected changes in demographics. He also stated that he was expecting to attract more "empty nesters", and has instead attracted young professionals. There is also a lower percentage of divorced occupants than the national average. The Ascent climbing wall facility would sell annual memberships, which would be around \$100 a month, as well as sell daily and weekly passes. The average cost for a couple to see a movie at the theater and buy drinks would be around \$54. A hotel room would cost \$141.50. The apartments currently lease for about \$227 a square foot

Commissioner Sigalos wanted to clarify that the water park was now removed from the project, as it had been proposed in the initial plan.

Mr. Trandel confirmed that the water park would no longer be included in the proposal, as the expected return from the investment was unattractive, and that better options, such as the climbing wall, have risen in popularity since the initial proposal.

Commissioner Sigalos asked what guests were expected to stay at the hotel, as the waterpark had acted as a draw for customers at the former hotel on the site.

Mr. Trandel stated that the hotel would provide hospitality for attendees at the racetrack.

Commissioner Sigalos stated that those guests would only be booking rooms during the race season, May through September.

Mr. Trandel agreed and said that the primary users of the hotel are going to be business/transient guests, as well as weekend guest who may be competing on the adjacent soccer fields.

Commissioner Sigalos asked if the proposed theater will be serving food and liquor.

Mr. Trandel confirmed that the theater would be serving food and liquor. He stated that he expects it to be more viable than the former Star Cinema and Grill in downtown Arlington Heights, as he believes that Star was at too high a price point to attract users.

Commissioner Sigalos stated that he believes the theater downtown struggles due to space constraints and location.

Mr. Trandel agreed, adding that the downtown theater also suffers from a lack of visibility, a problem the proposed Cinepolis would not have due to visibility from Route 53

Commissioner Sigalos reiterated that it was his belief that the primary struggle faced by similar theaters is offering food and drink is the price, which is why Commissioner Jensen asked about the expected prices.

Mr. Trandel clarified that it would likely be \$10 to \$15 a ticket, and reiterated that the theater would be 4D with scent and vibrating seats, which will provide a different experience from other theaters.

Commissioner Green stated that he appreciates the inclusion of multiple public spaces within the site, and agreed that the prominent design of the theater was a good idea.

Mr. Enright asked the Chairman if he approved of his proposal for Zones "E" and "C" and the conceptual approval with baseline criteria established so that changes could be made without constant PUD amendments.

Commissioner Green stated that he liked the proposal to approve criteria for development, stating that it worked well for the hospital project.

RECOMMENDATION

The Plat & Subdivision Committee was supportive of the proposal and advised that the petitioner should move forward.

Bruce Green, Chair
PLAT & SUBDIVISION COMMITTEE
Sam Hubbard, Recorder



Item: Greenbrier School Addition - 2330 N. Verde Dr. - T1601

Department: Planning & Community Development

Requested Action

Special Use Permit to allow an existing Elementary School within the R-3 District.

Variations Required

1. Variation from Section 11.4-4 to reduce the required on-site parking spaces from 195 spaces to 75 spaces.
2. Variation from Section 5.1-3.6 to allow a front yard setback of approximately 13' along Verde Drive where code requires a 40' setback (this setback applies to the existing building).
3. Variation from Section 5.1-3.8 to increase the allowable impervious surface from 50% to 76.5%.
4. Additional Variations may be identified when formal plans have been submitted.

Recommendation

The Staff Development Committee has reviewed the proposed Special Use Permit and Variations and is supportive of the project, subject to the following conditions:

1. Provide a written justification to support the proposed Special Use Permit as per the approval criteria 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. Provide a written justification to support the proposed Variations as per the hardship criteria outlined in the Zoning Ordinance:

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

3. A neighborhood meeting shall be held prior to the Plan Commission hearing. A summary of said meeting shall be provided to staff no less than one week prior to the Plan Commission hearing date.

4. Design Commission review shall be required prior to the Plan Commission hearing.

5. A detailed traffic and parking study from a Certified Traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, drop-off and pick-up operations, and impacts to public streets shall be required.

6. 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
Site Plan
Elevations
Floor Plans
Subject Property Map

Type

Board or Commission Report
Exhibits
Exhibits
Exhibits
Exhibits
Exhibits



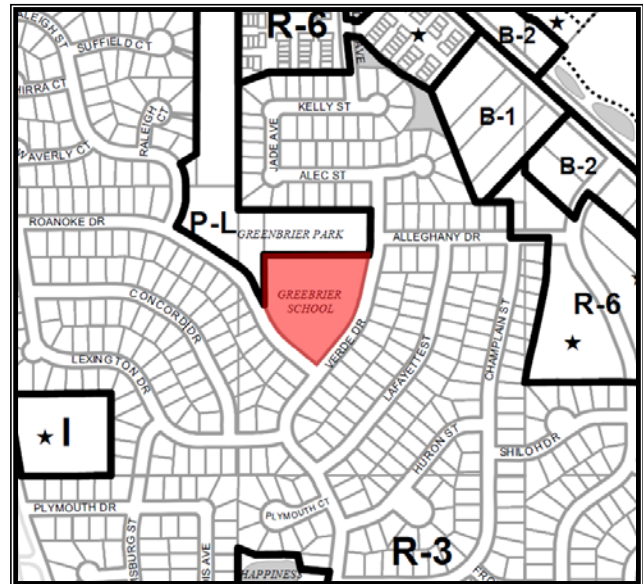
VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

Temp File Number: T1601
Project Title: Greenbrier School Addition
Address: 2330 N. Verde Dr.
PIN: 03-18-112-003

To: Conceptual Plan Review Committee
Prepared By: Sam Hubbard,
 Development Planner
Meeting Date: June 28, 2017
Date prepared: June 23, 2017

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

Existing Zoning: R-3, One-Family Dwelling
 District



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	P-L, Public Land District	Greenbrier Park	Parks
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	P-L, Public Land District, R-3 One-Family Dwelling District	Greenbrier Park and Single-Family Homes	Parks and Single-Family Detached

Requested Action:

1. Special Use Permit to allow an existing Elementary School within the R-3 District

Variations Required:

1. Variation from Section 11.4-4 to reduce the required on-site parking spaces from 195 spaces to 75 spaces.
2. Variation from Section 5.1-3.6 to allow a front yard setback of approximately 13' along Verde Drive where code requires a 40' setback (this setback applies to the existing building).
3. Variation from Section 5.1-3.8 to increase the allowable impervious surface from 50% to 76.5%.
4. Additional Variations may be identified when formal plans have been submitted.

Project Background:

The subject property is approximately 173,000 square feet (3.97 acres) and is bounded by Verde Drive on the east, Roanoke Drive to the west, and Greenbrier Park to the North. The Greenbrier Elementary School occupies the site, which school has a current enrollment of 276 students in grades K through 5th. The building is also home to the district-wide Early Childhood program that provides special education and pre-school education services for children between the ages of 3 and 5 years old. This program adds an additional 180 children to the school population, for a total enrollment of 456 children within the school. There are currently 82 staff members, 66 parking spaces, and 21 classrooms (including a temporary mobile classroom unit located along Roanoke Drive).

Enrollment at Greenbrier Elementary is projected to increase over the next four years to 320 students in grades K through 5th (16% increase of 44 students) and 200 children in the Early Childhood program (11% increase of 20 children). In order to provide space for this increase, District 25 has proposed an addition to the school building, to be located on the southwestern side of the building. The proposed addition would be two floors, each floor containing two classroom and two offices. With the proposed addition, the need for the temporary mobile classroom unit would be eliminated and therefore the unit would be removed. The projected increase in enrollment would be accompanied by an increase of four additional staff members, for a total of 86 employees at the school. In addition, ten new parking spaces would be added as part of this project, which would increase the overall parking capacity to 75 cars.

The subject property includes two parking and drop off areas, the primary one being located off of Roanoke Drive and the secondary entrance and auxiliary parking area being located along Verde Drive. Primary drop off occurs in the western parking lot, which is the largest of the two parking lots. Due to the smaller size, the eastern parking lot is restricted to the drop-offs and pick-ups of a limited number of students. It should be noted that the Early Childhood program is a half-day program and so pick-up and drop-off for this program does not directly coincide with students within grades K through 5th. Additionally, the Early Childhood program is not in session on Fridays.

Zoning and Comprehensive Plan

The subject property is located within the R-3 Zoning District, which allows schools via the Special Use Permit approval process. Since Greenbrier School was never formally granted a Special Use Permit, it is required to obtain one as part of the proposed building addition. Therefore, the petitioner must provide written responses justifying compliance with the Special Use Permit approval criteria, as summarized below:

- 1. That said special use is deemed necessary for the public convenience at this location.***
- 2. 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.***
- 3. 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, three Variations have been identified; 1) parking variation, 2) building setback variation, and 3) impervious surface variation. Each of these Variations will be discussed below, however, the petitioner will be required to provide a written response to the justify compliance to the Variation approval criteria, as outlined below:

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

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

Site Design and Landscaping

The R-3 Zoning District limits the maximum allowable impervious surface coverage to 50% of the entire site, and based upon a preliminary analysis of the proposed building addition, a Variation to increase the maximum allowable impervious surface coverage will be required. It should be noted that the existing site already exceeds the maximum allowable impervious surface coverage, which has been calculated to be approximately 73.6% covered. The proposed building and parking lot addition will increase this coverage to approximately 76.5%. The petitioner should verify that the proposed impervious surface coverage calculation includes the building addition, parking lot, and any new sidewalks and impervious surfaces that will be added as part of this project. The proposed addition appears to comply with all other height, bulk, and setback restrictions, but a complete analysis will be prepared once formal plans have been submitted.

Similar to recent School District 25 projects at Windsor School and Thomas School, the existing building at Greenbrier School does not conform to the required building setback. Specifically, a portion of the building along Verde Drive sticks out into the required side yard setback (building is approximately 13' setback where code requires a 40' side yard setback). Although the proposed building addition will conform to all setback requirements, as part of the approval process the School District will be requesting formal allowance for the existing building encroachment via a Variation. Staff is supportive of this Variation as it relates to the existing building.

Ten new parking spaces are proposed along the primary pick-up and drop-off area in the western parking lot and the School District should further analyze the location of these new parking spaces to determine if the proposed location is suitable for additional parking given that this area is used for drop-offs and pick-ups. Additionally, District 25 should continue to work with the Park District, which owns the property to the west and north of the subject property, to determine if alternative locations for additional parking capacity can be identified, or if an additional ingress/egress entrance onto Roanoke Drive would assist in site circulation and vehicle stacking. Staff notes that the northern end of the proposed parking row is required to provide a landscape island.

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. In addition, a Design Commission application will be required for this application. Finally, staff recommends that District 25 hold a neighborhood meeting prior to their appearance before the Plan Commission in order to introduce the project to the neighborhood and address any preliminary feedback.

Traffic and Parking

Chapter 28, Section 6.12, Traffic Engineering Approval, requires that Special Use Permit applications include a traffic and parking study from a certified traffic engineer. The study needs to assess access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, pick-up and drop-off operations, and impacts to public streets. Staff notes that, with exception to only four students, bussing

is not provided for children at Greenbrier Elementary School. Consequently, most children either walk or are dropped off by parents. Primary drop-offs and pick-ups occur in the western parking lot and stacking of vehicles awaiting entrance into the parking lot leaches out onto Roanoke Drive and occasionally backs up to the intersection of Roanoke and Verde. The Village requests that the traffic study assess the drop-off and pick-up operations and recommend solutions to help mitigate traffic during peak times. As part of this analysis, the traffic study should also analyze the function of the eastern parking lot to determine if additional drop-offs and pick-ups at that location would help to ease congestion at the intersection of Roanoke and Verde.

Elementary Schools are required to provide two parking spaces per employee plus one parking space per classroom. According to the data provided by the petitioner, the proposed building addition will result in a total of 86 staff members within the school and 23 total classrooms, which translates to a parking requirement of 195 cars. As the site currently provides only 66 parking spaces, and is proposing the addition of nine as part of this project, a 120 space deficit exists and therefore a Variation is required (see Table I below). The petitioner shall provide a parking survey as part of their traffic study, which survey should outline current capacity of the off-street parking lot to determine if 75 parking spaces will be sufficient.

Table I – Parking Calculations

SPACE	PARKING CODE USE	NUMBER OF EMPLOYEES	NUMBER OF CLASSROOMS	PARKING RATIO	PARKING REQUIRED
Existing Greenbrier Elementary School	Elementary School	82	19	1 space per classroom plus 2 spaces per employee	183
Total Parking Required					183
Total Parking Provided					66
Parking Surplus/(Deficit)					117 (64% reduction in required parking)
Proposed Greenbrier Elementary School	Elementary School	86	23	1 space per classroom plus 2 spaces per employee	195
Total Parking Required					195
Total Parking Provided					75
Parking Surplus/(Deficit)					120 (62% reduction in required parking)

RECOMMENDATION

The Staff Development Committee has reviewed the proposed Special Use Permit and Variations and is supportive of the project, subject to the following conditions:

1. Provide a written justification to support the proposed Special Use Permit as per the approval criteria 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. Provide a written justification to support the proposed Variations as per the hardship criteria outlined in the Zoning Ordinance:
 - ***The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.***
 - ***The plight of the owner is due to unique circumstances.***
 - ***The variation, if granted, will not alter the essential character of the locality.***
 3. A neighborhood meeting shall be held prior to the Plan Commission hearing. A summary of said meeting shall be provided to staff no less than one week prior to the Plan Commission hearing date.
 4. Design Commission review shall be required prior to the Plan Commission hearing.
 5. A detailed traffic and parking study from a Certified Traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, drop-off and pick-up operations, and impacts to public streets shall be required.
 6. 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.

June 23, 2017

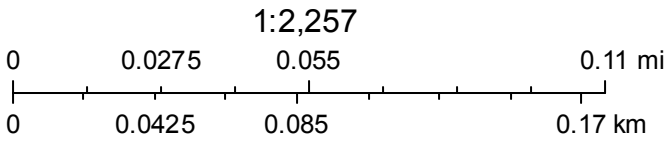
Bill Enright, Deputy Director of Planning and Community Development

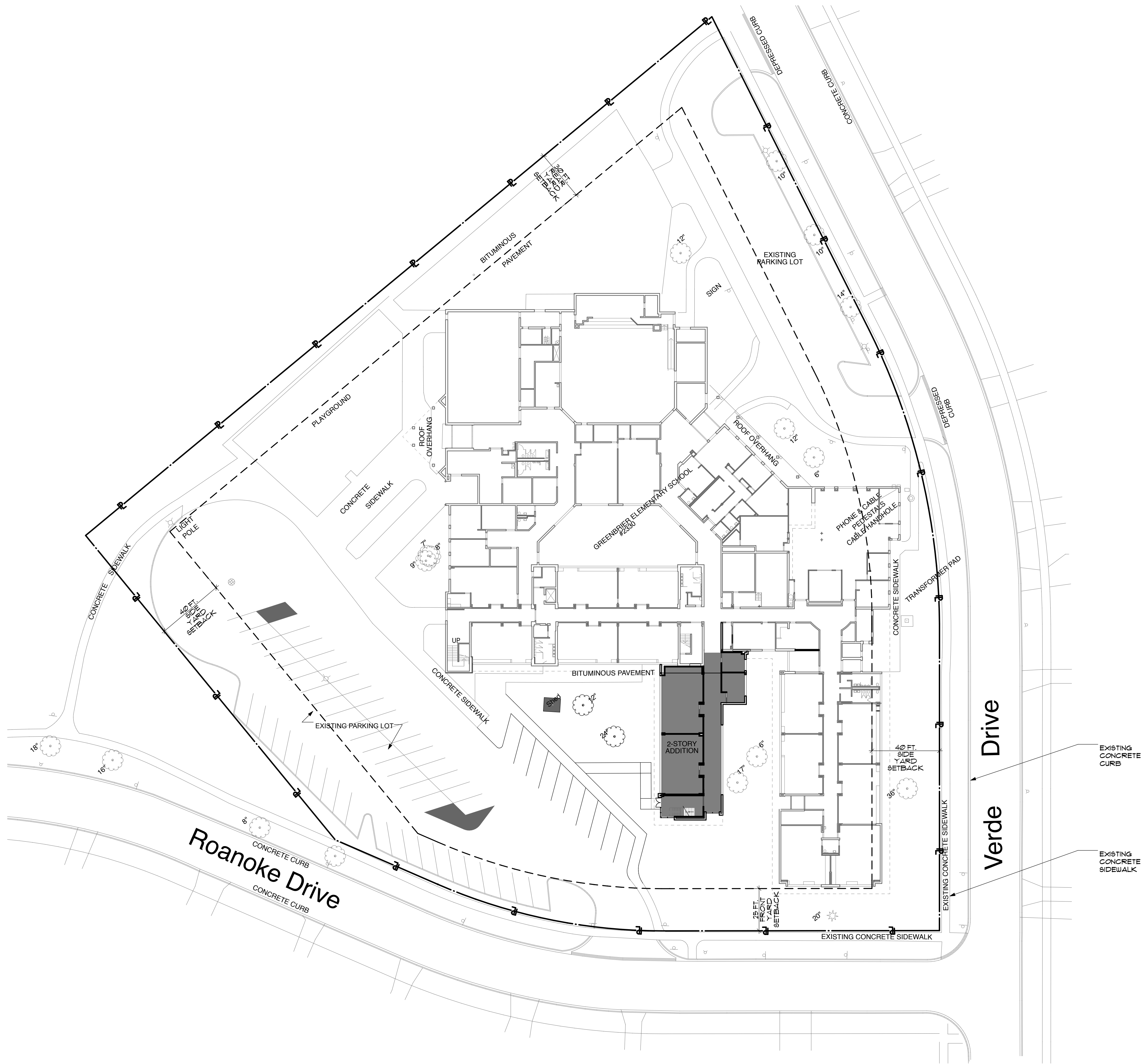
Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1601

Aerial - GreenBrier Elementary



June 21, 2017





SITE PLAN

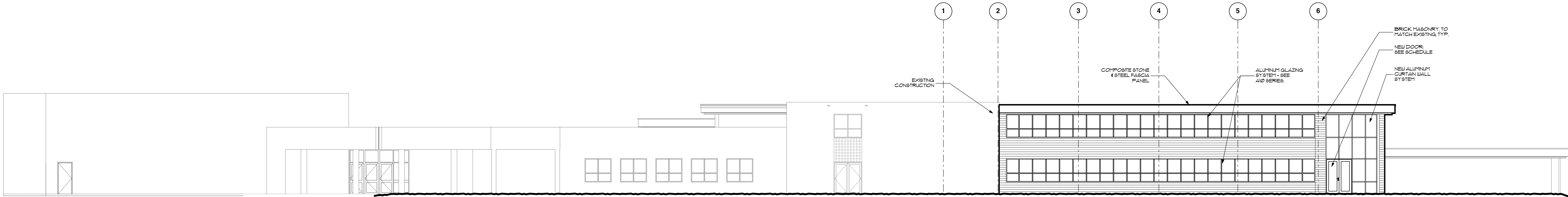


STR Partners LLC
350 West Ontario Street | Suite 200
Chicago IL 60654
www.strpartners.com

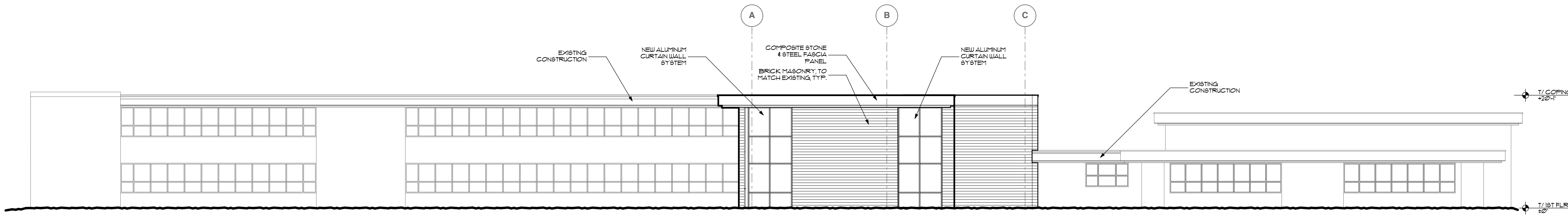
GREENBRIER ELEMENTARY SCHOOL ADDITION AND RENOVATIONS

2330 N. Verde Drive, Arlington Heights, IL 60004

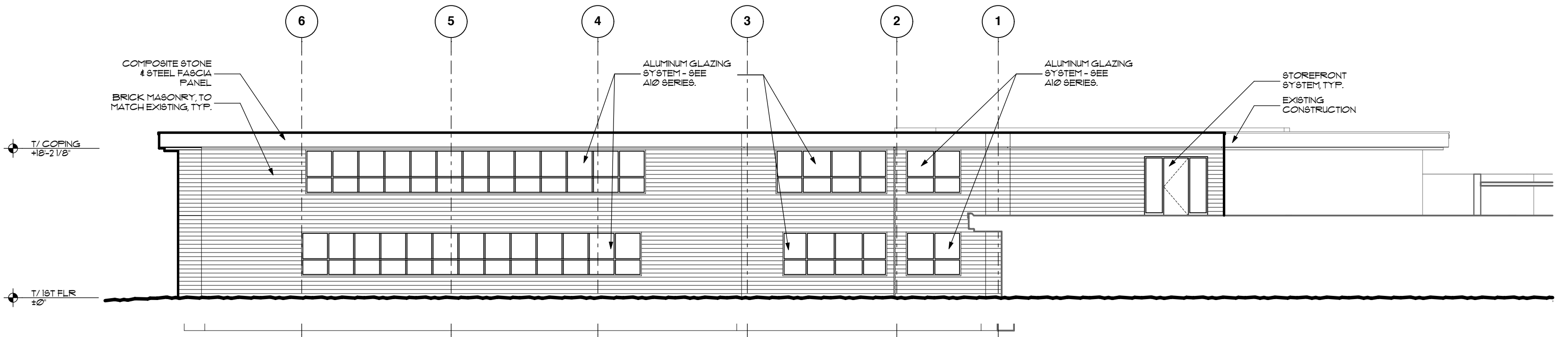
ARLINGTON HEIGHTS SCHOOL DISTRICT 25
6/8/17



1 WEST ELEVATION
SCALE: 3/32" = 1'-0"

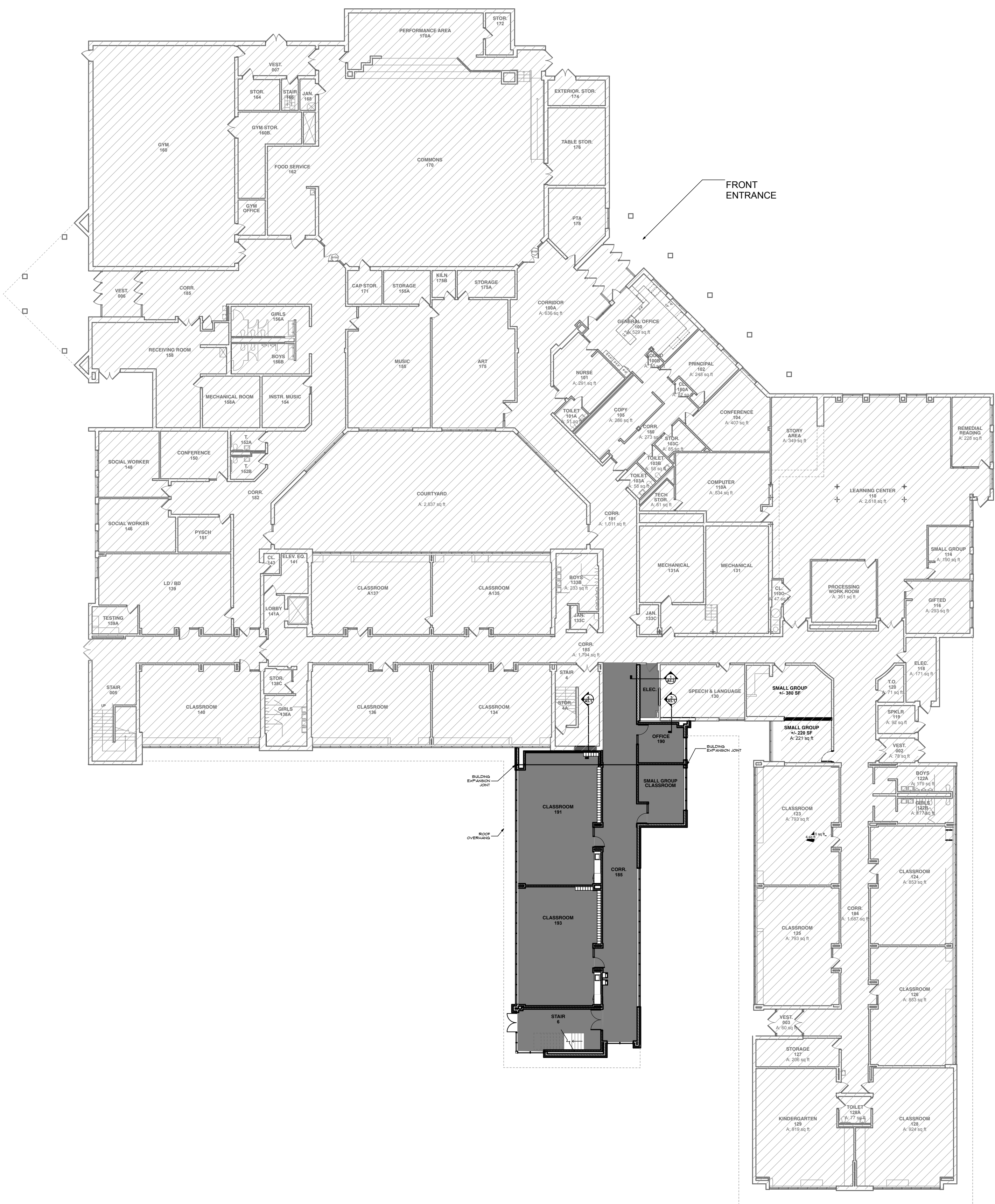


2 FIRST FLOOR PLAN
SCALE: 3/32" = 1'-0"

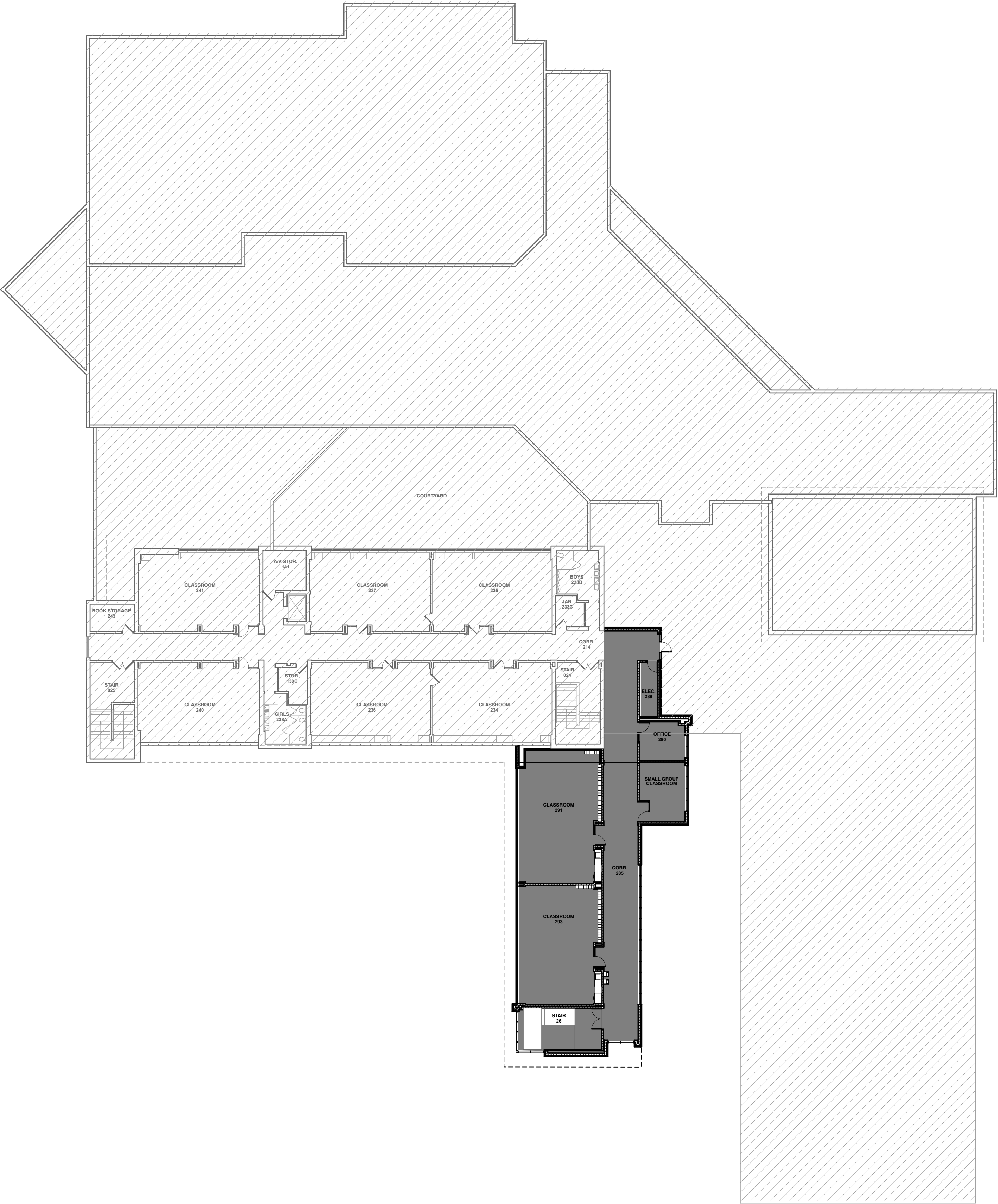


3 EAST ELEVATION
SCALE: 3/32" = 1'-0"

BUILDING ELEVATIONS



FIRST FLOOR PLAN



SECOND FLOOR PLAN



SUBJECT PROPERTY



Item: Portillo's Drive-thru - 806 W. Dundee Rd. - T1602

Department: Planning & Community Development

Requested Action

Amendment to Special Use Ordinance #85-135 and #05-073.

Variations Required

Chapter 28, Section 6.12-1(2)a, to waive the requirement for a Traffic and Parking Study.

Recommendation

The Staff Development Committee has reviewed the proposed amendment to Special Use Ordinances #85-135 and #05-073 and Variation to waive the requirement for a traffic and parking study and is generally supportive of the application, subject to the following conditions:

1. The landscape median at the end of the southern parking row should be widened so that it is no less than 3' in width.
2. A code-complaint landscape plan shall be required.
3. The petitioner shall provide additional information on number of employee's, hours of operation, and percentage of customers utilizing the drive-thru.
4. Impervious surface coverage data and any applicable detention calculations will be required as part of the Plan Commission application as per the Engineering Department requirements.
5. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

ATTACHMENTS:

Description

Type

Staff Report
Aerial
Existing Site Plan
Proposed Site Plan
Project Narrative

Board or Commission Report
Exhibits
Exhibits
Exhibits
Correspondence



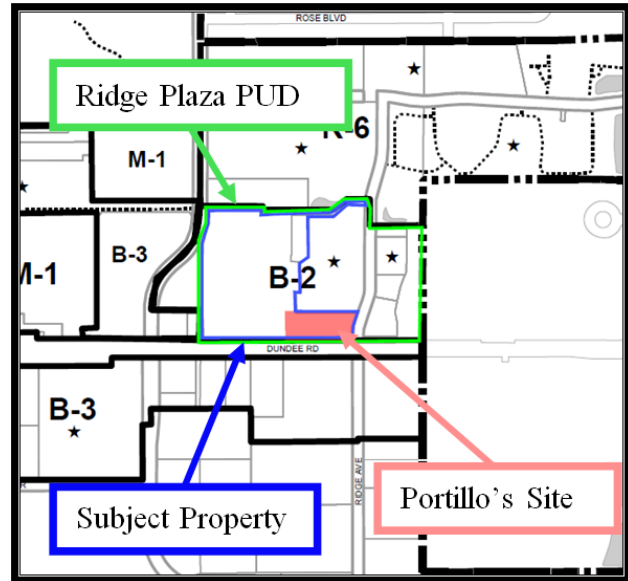
VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

Temp File Number: T1602
Project Title: Portillo's Drive-Thru Modification
Address: 806 W. Dundee Rd.
PIN: 03-06-400-065

To: Conceptual Plan Review Committee
Prepared By: Sam Hubbard, Development Planner
Meeting Date: June 28, 2017
Date prepared: June 23, 2017

Petitioner: Jeffery Nance
Address: Development Director
 RA Smith National
 1245 E Diehl Rd. – Suite 102
 Naperville, IL 60654

Existing Zoning: B-2, General Business District



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	R-6, Multiple-Family Dwelling District	Multi-Family Development	Moderate Density Multi-Family
South	B-3, General Service, Wholesale and Motor Vehicle District	Walker Bros. Restaurant, Arlington Heights Ford Dealership, Vacant building	Commercial
East	B-2, General Business District	First Midwest Bank, Savers Thrift Store	Commercial
West	B-2, General Business District, B3, General Service, Wholesale and Motor Vehicle Distribution	Bright Horizons Daycare, BP Gas Station	Commercial

Requested Action:

1. Amendment to Special Use Ordinance #85-135 and #05-073.

Variations Required:

1. Chapter 28, Section 6.12-1(2)a, to waive the requirement for a Traffic and Parking Study.

Project Background:

The subject property is part of the Ridge Plaza shopping center PUD, which was originally approved in 1985 and amended several times over the following years. The most recent amendment occurred in 2005, which approved the relocation of Portillo's into a newly constructed building and granted a Special Use Permit to allow Portillo's to occupy that building. Due to heavy customer volumes within the Portillo's drive-thru lane, the restaurant is seeking to amend their Special Use Permit to allow the addition of a second drive-thru lane for increased stacking capacity.

The Ridge Plaza shopping center is situated on 25 acres of land and includes four outlot buildings, one of which houses Portillo's. The Portillo's outlot area includes 59 parking spaces and stacking space within the drive-thru for 28 cars. The proposed action would remove 11 parking spaces to add the second lane within the drive-thru, which would increase total stacking capacity to 39 automobiles. Primary access to the site comes from two full access ingress/egress points along Dundee Road and two full access ingress/egress points along Ridge Avenue. The intersection of Ridge Avenue and Dundee Road is controlled by a stop light and includes dedicated left turn lanes at each leg of the intersection. The Portillo's building is approximately 8,388 square feet in size and contains a small second floor seating area. There are no proposed changes to the remainder of the shopping center.

Zoning and Comprehensive Plan

The subject property is located within the B-2 Zoning District, which allows restaurants with drive-thru's via the Special Use Permit approval process. The restaurant has already demonstrated compliance with the standards of approval for special use permits during their previous application in 2005. The traffic volumes within the drive-thru lane illustrate the continued community need for this particular use at this location. The proposed second lane is substantially compliant with the original PUD approval and therefore no amendment to the PUD is required.

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

As part of the formal Plan Commission application, the petitioner shall provide background information on Portillo's, including the number of employees at peak shift, the hours of operation, and the percentage of customers that use the drive-thru as opposed to ordering inside the restaurant.

Site Design and Landscaping

Much of the Portillo's outlot site will remain unchanged, and the only modifications will be to the southern row of parking, which currently contains eighteen 90 degree parking spaces. With the addition of the second drive-thru lane there will not be enough depth to provide for 90 degree parking spaces within this row and these spaces will be replaced with seven parallel parking spaces. The landscape median at the end of this parking row, which is currently 4' in width, is proposed to be reduced to approximately 2'-3" in width. Staff recommends that this landscape median be increased to 3' in width to allow sufficient space for landscaping to grow.

A code-compliant landscape plan for the areas affected by the proposed modifications will be required as part of the Plan Commission application. In addition, the applicant shall provide information on the increase in impervious surface and any applicable detention calculations to allow the Engineering Department to determine if any upgrades are needed to the stormwater facilities that serve this property.

Traffic and Parking

Chapter 28, Section 6.12, Traffic Engineering Approval, requires that any amendment to a Special Use Permit include a traffic and parking study from a certified traffic engineer. The study would assess access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, and impacts to public streets. This study would also need to include parking counts outlining parking capacity at peak times.

Staff notes that during peak mealtimes the parking spaces for Portillo's are often completely filled and parking overflows onto the neighboring parking area to the north. Since Ridge Plaza has cross access and shared parking established for all users within the shopping center, this overflow of parking is allowed, however, the proposed 11 space reduction in Portillo's parking lot will likely increase the overflow onto adjacent areas. Staff believes that the overflow can be accommodated within the parking area to the north without causing a parking supply issue within the shopping center. With regards to the parking study, staff believes that this requirement could be waived, but seeks feedback from the Conceptual Plan Review Committee on this waiver.

Relative to a traffic study, staff is not aware of any site circulation or traffic issues resulting from the Portillo's restaurant. The increase in capacity of the drive-thru lane, which will help to reduce automobile stacking, should improve site circulation. Since the site already has a drive-thru and no expansion to the restaurant is proposed, staff does not believe a traffic study is necessary.

As parking for Ridge Plaza is shared amongst all users, the total required parking for the shopping center must factor in the individual parking requirements for each tenant. Per a parking analysis in January of 2017, a total of 1,061 parking spaces were required for all of the users within the shopping center. Ridge Plaza provides 1,324 parking spaces, resulting in a surplus of 263 parking spaces. Therefore, the reduction of 11 spaces on the Portillo's site should not cause the site to fall below code requirements. Since the information in the parking survey is over six months old, staff will need to verify if tenants have changed and will update the parking calculations accordingly. This will be done as part of the Special Use Permit amendment process.

RECOMMENDATION

The Staff Development Committee has reviewed the proposed amendment to Special Use Ordinances #85-135 and #05-073 and Variation to waive the requirement for a traffic and parking study and is generally supportive of the application, subject to the following conditions:

1. The landscape median at the end of the southern parking row should be widened so that it is no less than 3' in width.
2. A code-complaint landscape plan shall be required.
3. The petitioner shall provide additional information on number of employee's, hours of operation, and percentage of customers utilizing the drive-thru.
4. Impervious surface coverage data and any applicable detention calculations will be required as part of the Plan Commission application as per the Engineering Department requirements.
5. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

June 23, 2017

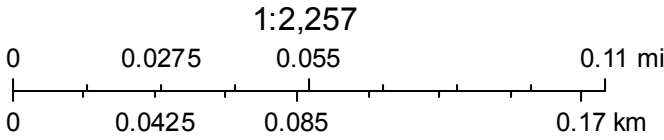
Bill Enright, Deputy Director of Planning and Community Development

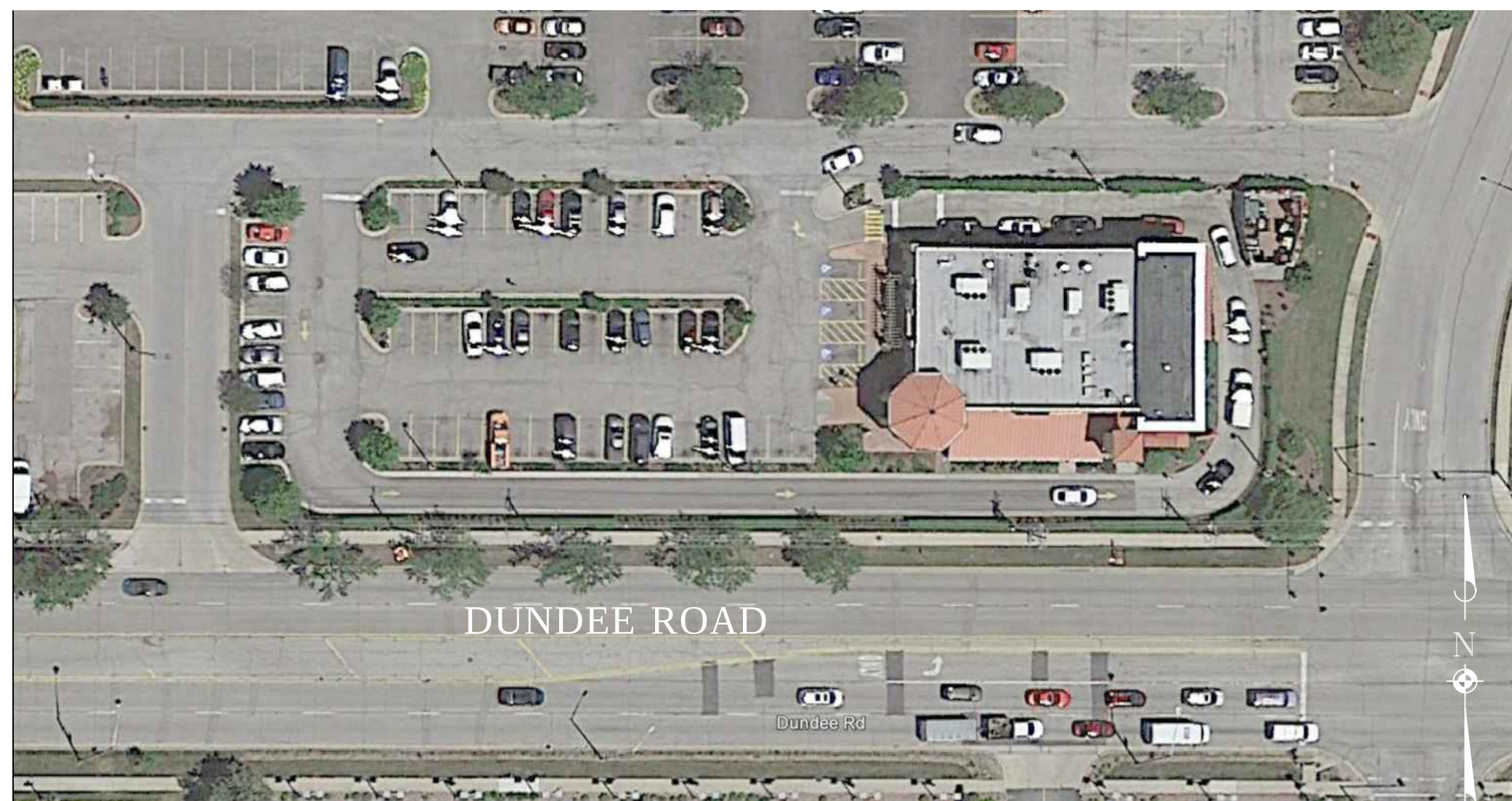
Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1602

Aerial - Portillo's Zoom Out

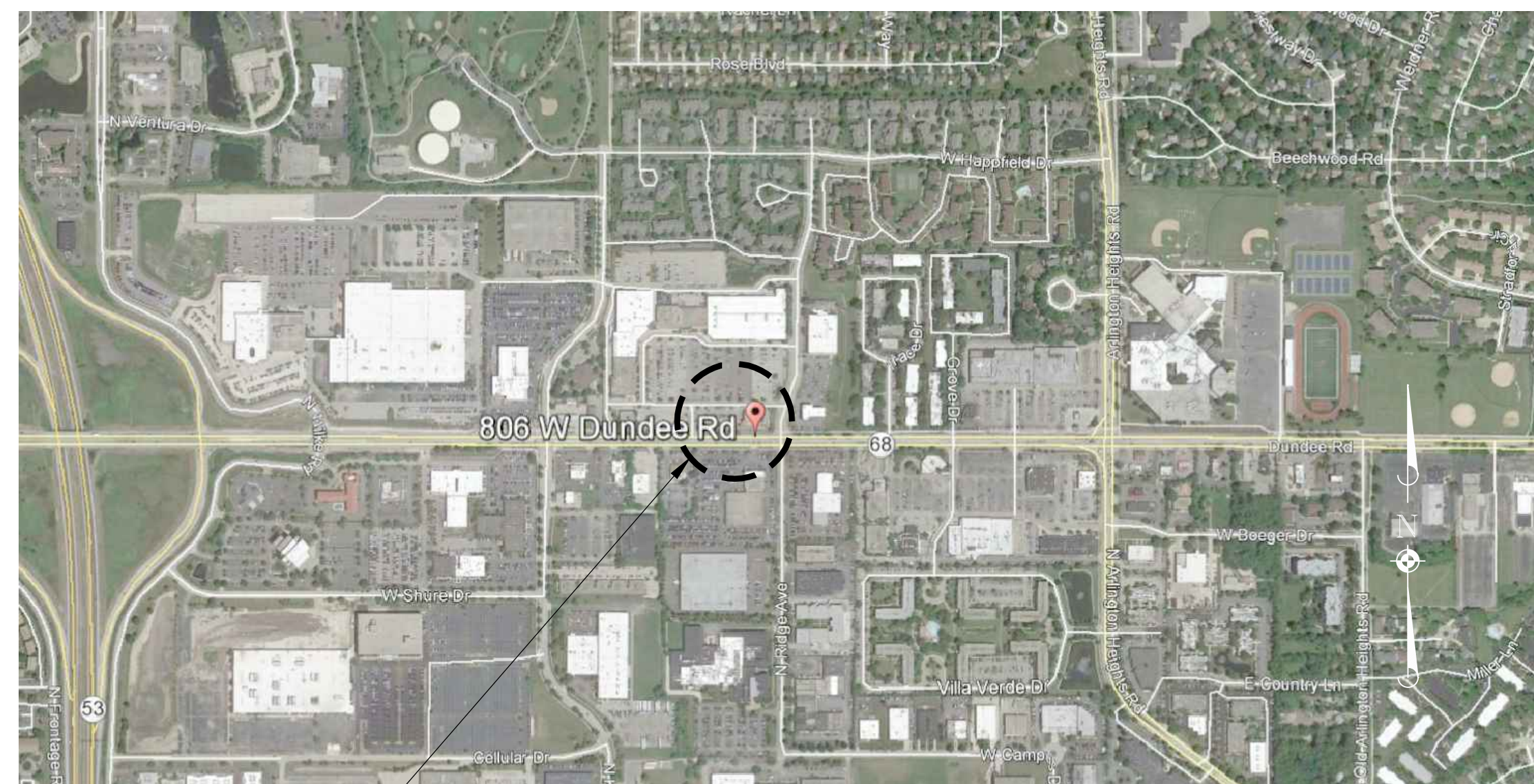


June 21, 2017



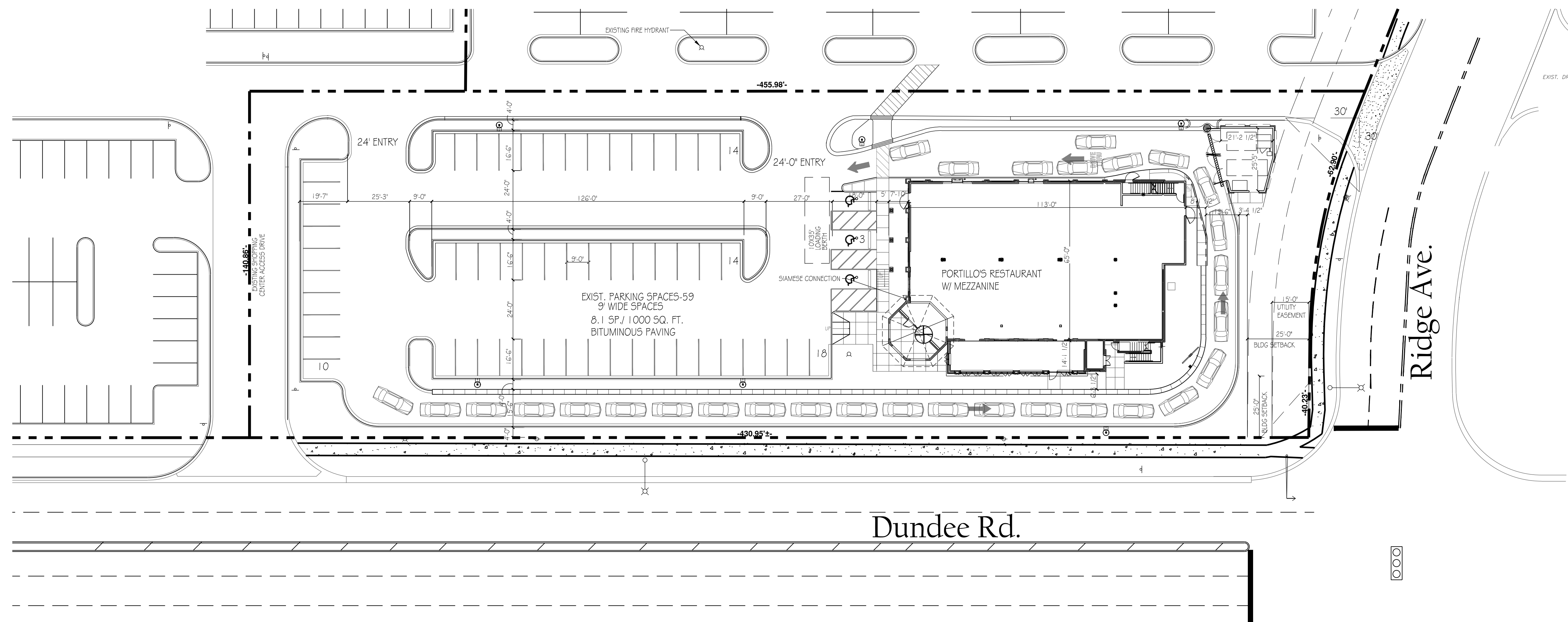


AERIAL VIEW



PROJECT LOCATION

LOCATION PLAN



EXISTING SITE PLAN

PARKING: 59 CARS
STACKING: 28 CARS



PORTILLO'S HOT DOGS, LLC



#9 ARLINGTON HEIGHTS, IL
806 W. DUNDEE ROAD

CONCEPT NO. 1

DATED: 03/13/17

PROJ. #: 201713
SHEET 2 OF 2

PROJECT INFORMATION:

EXIST. BUILDING FOOTPRINT:

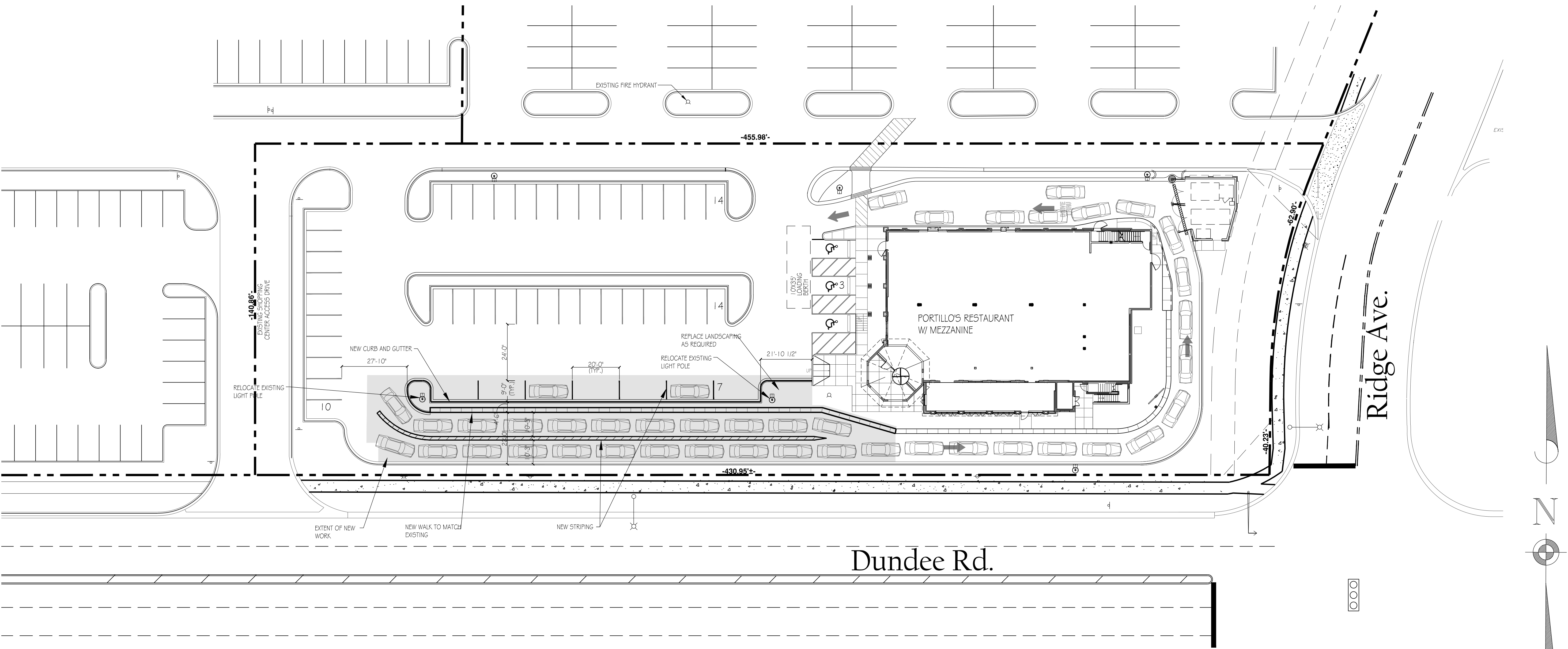
7,967 S.F. PER DRAWING

PARKING:

EXISTING PARKING PROVIDED: 59 CARS
PROPOSED PARKING PROVIDED: 48 CARS
H.C. SPACES: 3 CARS

STACKING:

EXISTING STACKING: 28 CARS
PROPOSED STACKING: 39 CARS



PROPOSED SITE PLAN

PARKING: 48 CARS
STACKING: 39 CARS



PORTILLO'S HOT DOGS, LLC



#9 ARLINGTON HEIGHTS, IL
806 W. DUNDEE ROAD

CONCEPT NO. 1

DATED: 03/13/17

PROJ. #: 201713
SHEET 1 OF 2

Mr. Sam Hubbard
Village of Arlington Heights
Municipal Building – Village Hall
33 S. Arlington Heights Road
(847) 368-5223
shubbard@vah.com

Re: Portillo's Drive-Thru Modifications
806 W. Dundee Road

Dear Mr. Hubbard,

As we discussed this week, my client, Portillo's Hot Dogs, LLC (Portillo's) is requesting approval from the Village of Arlington Heights to modify the existing drive thru lane at the above referenced location. Portillo's has identified site conditions that require modification to improve the experience for drive-thru customers, and a safer physical facility layout for employees working in this area. Please see attached Existing Conditions Site Plan and Proposed Modification Site Plan.

As a bit of perspective, Portillo's is highly respected for its superb drive-thru service operation. During peak hours, typically 11:30AM – 2PM and 4:30PM – 7PM (and as may be necessary at other times, or on some weekends and holidays), Portillo's specially trained drive-thru team of 6-8 employees are posted in the drive thru. Employees are equipped with walkie-talkies and headsets, menus, equipment to process cash and credit/debit card payments, and small paper tags (numbered) to be placed on each vehicle that corresponds to the order being placed. In addition cones are provided for traffic control by staff as necessary, holding vehicles in place and directing their movements in real time. Depending on the number of cars stacked, orders are taken near the menu board location, and the order number tag is placed on the vehicle. As time permits, vehicles will be directed to move forward to payment personnel, and subsequently directed to the food runners, who personally deliver the orders to the vehicle. The vehicle with a completed transaction is then directed to the exit the drive-thru area. All new Portillo's locations are designed with a bypass lane and or additional stacking lanes for the drive-thru, which has greatly improved movement and employee safety in the operation. Further, security cameras monitoring the drive-thru lane are visible to management in the store, who can communicate to drive-thru staff as necessary.

The Arlington Heights location was built with a single drive-thru lane. It has been observed that during peak hours, and because of personal service offered at these times, vehicles ordering, paying and receiving food delivery, can stack and extend back into the parking area making it difficult for vehicles entering or exiting the parking lot area to maneuver in and out of the parking area. In order for Portillo's employees to take more orders to speed up order preparation and food delivery, and to allow the exit of these vehicles from the drive-thru lane once an order is fulfilled. Portillo's wishes to widen the east-west leg of the lane so that an additional lane can be added for stacking. The proposed widening of the lane will incorporate a 2'0" walkway for staff, integral with the new curb, as well as a striped walkway in the center of the two lanes. The center walkway will provide a visually designated location for staff, as well as a spot to place traffic cones to control lane access and vehicle movement.

Concurrent with the modifications to the drive-thru proposed, Portillo's will make improvements to the on-site landscaping. It is Portillo's intention with this improvement to improve the experience of their

drive-thru customers, and to provide a more contemporary facility that meets the needs of staff and provides them a safer working environment. Your review and approval is respectfully requested.

Sincerely,

Jeffrey Nance, A.I.A.
Development Director
R.A. Smith National, Inc.
(630) 405-5721
(312) 914-9441 mobile
(262) 781-8466 fax

www.rasmithnational.com

[Facebook](#) | [LinkedIn](#) | [Twitter](#) | [YouTube](#)



Zweig Group
9-time award recipient