



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  
May 22, 2019  
7:00 PM

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

- A. Raising Canes - 1/9/19
- B. Dogtopia - 2/27/19
- C. Arlington Market - 4/10/19

**IV. REPORTS**

**V. OLD BUSINESS**

**VI. NEW BUSINESS**

- A. 2000 N. Chestnut Subdivision - T1645  
Plat of Subdivision
- B. Arlington Signs & Banners - 1312 W. Northwest Hwy. - T1659  
Land Use Variation

**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  
5/22/2019**

**Item:** Raising Canes - 1/9/19

**Department:** Planning & Community Development

**ATTACHMENTS:**

**Description**

Raising Canes - 1/9/19

**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 9, 2019

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**Project Title:** Raising Canes Outlot  
**Address:** 225 W. Palatine Rd.  
**Petitioner:** Julie Olson  
CSRS, Inc.  
**Address:** 6767 Perkins Road – Suite 200  
Baton Rouge, LA 70808

**Requested Action:**

1. Amendment to Ordinance Planned Unit Development Ordinances #74-49 and #01-026.
2. Special Use Permit for a restaurant with a drive-through.

**Variations Required:**

1. None identified at this time

**Attendees:** Julie Olson, CSRS Architects  
Jason Cooper, Kimely-Horn & Associates  
Thomas Buckley, Project Architect  
Jay Cherwin, Plan Commissioner  
John Sigalos, Plan Commissioner  
Bruce Green, Plan Commissioner  
Lynn Jensen, Plan Commissioner  
Sam Hubbard, Development Planner

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**Project Summary:**

Town and Country Shopping center is situated on 31.51 acres of land and is bounded by Arlington Heights Road, Palatine Road, and Rand Road. The shopping center was originally approved as a PUD in 1974 and was developed as a traditional mall with smaller interior tenant spaces anchored by large retail users at the ends, as well as a movie theater in the center of the facility. Over the years, the malls interior, (including the movie theater) suffered from decline and in 2001, the property owner was approved for a PUD amendment to “de-mall” the shopping center for a more conventional auto-oriented strip shopping center design. This change was implemented after approval to amend the PUD was granted by the Village Board.

The petitioner is proposing construction of a 3,598 square foot outlot building on the northern side of the shopping center abutting Palatine Road. The building would house Raising Canes, a fast casual fried chicken restaurant that is based out of Louisiana. The restaurant would offer a drive-through as well as outdoor seating. Hours of operation are 10:00am-midnight on Sunday through Thursday, and 10:00am-2:00am on Friday and Saturday. Management anticipates a total of 12 employees onsite during peak shift.

**Meeting Discussion:**

**Ms. Olson** introduced the project, explaining that Raising Canes was a drive-through fast casual restaurant that was looking to locate within a proposed outlot at the Town & Country shopping center. The restaurant would be 3,598 square feet in size and would include a double drive through lane. Raising Canes got its start in 1996 in Baton Rouge. The franchise was privately owned and included over 300 locations nationwide, although they are primarily located in the southern United States. They have recently been expanding in the Midwest, and there are currently several locations through-out the Chicagoland area. They have a very limited menu since their mission is to do one thing and to do that one thing very well.

Their focus is chicken fingers and their slogan is “One Love”. They use high quality ingredients for their food and premium building materials for their stores. They are also known for their community involvement, and they pride themselves on how much they give back to the communities where they are located.

**Mr. Cooper** described the proposed location of the outlot, which would be east of the BMO Harris bank and north of the LA Fitness. Kimely Horn had recently begun a traffic and parking study for the proposed development. The site plan that they have prepared will align the proposed drive aisle with the existing drive aisles within the shopping center.

**Mr. Hubbard** stated that the property is zoned B-2, which zoning district permits restaurants with drive-through's via the Special Use Permit process. Last year, the Plan Commission and Village Board approved regulations that would allow restaurants that are less than 4,000 square feet in size to apply for a Special Use Permit Waiver, however, restaurants that included drive-through's were not eligible for a Special Use Permit Waiver. As such, the proposed restaurant was required to obtain Special Use Permit approval through the Plan Commission. Additionally, the Town & Country shopping center was developed as a PUD, and therefore an amendment to the PUD was required. The subject site is currently occupied by a portion of the parking lot for the shopping center.

The petitioner would be required to submit a written response outlining how the proposed development conforms to the four criteria for Special Use Permit approval. One of those criteria was that the special use was necessary for the public convenience, and in order to demonstrate compliance with this criterion, a market study would be required.

Based on a preliminary review, the Staff Development Committee felt that the site was well designed, however, they've asked the petitioner to revise the proposed drive aisles into the Raising Canes outlot to better align with the existing drive aisles within the Town & Country shopping center. As Mr. Cooper has explained tonight, the petitioner is currently working to incorporate this change.

The proposed building would need Design Commission approval, and so a Design Commission application would be required. The site would need to comply with all landscape requirements. The entire Town & Country shopping center, including all outlots except for the AT&T store (which was not part of the PUD) was located on one platted lot. The petitioner was not proposing to create a new lot for this development, therefore, no subdivision was required. If a new lot was to be created, a plat of subdivision would be required, which may kick in additional infrastructure, detention, and public improvement requirements.

Staff is currently working with the petitioner to determine what will be required in their traffic and parking study. The Town & Country PUD has a surplus of parking relative to code requirements, and the proposed development would not cause the shopping center to fall below code requirements. That being said, the petitioner will need to survey the outlot site to determine if it is used for overflow parking by any of the other tenants within the PUD. If it is an un-used parking field, then it is a great candidate for redevelopment.

**Commissioner Cherwin** asked where the other Chicagoland Raising Canes locations were.

**Mr. Cooper** replied that Raising Canes had locations in Oak Lawn, North Riverside, Harwood Heights, Naperville, and Evergreen Park.

**Ms. Olson** said they also had a location in the north side of Chicago.

**Commissioner Cherwin** said he didn't see any problems with the proposal, but that parking would need to be studied. Given the large size of the shopping center and the surplus of parking, he thought that there wouldn't be any parking issues. If they could address any concerns about circulation, he didn't see any major issues.

**Commissioner Sigalos** asked if the property would be purchased or leased.

**Mr. Cooper** responded that it would be a ground lease.

**Commissioner Sigalos** asked about the length of the lease.

**Mr. Cooper** explained that it was typically a 15-year lease with three 5-year extensions.

**Commissioner Sigalos** asked about the markings on the site plan next to the proposed dumpster enclosure.

**Ms. Olson** replied that the markings were to indicate the clearance needed for a dump truck.

**Commissioner Sigalos** asked about percentage of customers that utilized the drive-through versus dining in.

**Ms. Olson** responded that it was typically 70% using the drive-through and 30% dining in.

**Commissioner Sigalos** said that given this ratio, it would seem that parking would be less of a concern, and traffic and circulation would need to be well designed to allow drive-through customers to adequately flow through the site and shopping center.

**Mr. Cooper** agreed with Commissioner Sigalos and stated that parking demand for a fast casual restaurant was typically ten spaces per 1,000 square feet, and parking demand for Raising Canes was usually lower than that.

**Commissioner Sigalos** said that parking didn't look like it would be a problem since the parking fields at Town & Country were underutilized. He did not have any problems with this proposal. He had heard of Raising Canes before but never tried their food.

**Commissioner Jensen** asked if all they served were chicken fingers.

**Mr. Cooper** confirmed that Raising Canes only entre was chicken fingers.

**Commissioner Jensen** stated he thought it would be great to have another fast food option in this location. He asked about bike parking and said that he was not aware that the bike parking regulations required each user to be within 200 feet of a bike parking space. He asked who was responsible for bringing the entire shopping center into compliance with the bicycle parking regulations.

**Mr. Hubbard** explained that the petitioner was responsible to meet code, so if the entire shopping center was deficient relative to bike parking, and the proposed outlot required that the shopping center comply with current code requirements, then the responsibility rests with the petitioner. However, it should be a negotiation between the petitioner and the property owner relative to who is going to provide the bike parking spaces outside of the Raising Canes site.

**Commissioner Jensen** encouraged the petitioner to talk to the landlord to determine who would be responsible for bringing the entire shopping center into compliance with the bike parking requirements.

**Mr. Cooper** stated that Raising Canes legal team would work with the landlord on this.

**Commissioner Jensen** said it appeared to be a straightforward project and he was in support of it.

**Commissioner Green** said that he thought the project was great. He liked the interior finishes within the restaurant and encouraged the petitioner to move forward.

#### **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  
5/22/2019**

**Item:** Dogtopia - 2/27/19

**Department:** Planning & Community Development

**ATTACHMENTS:**

**Description**

Dogtopia - 2.27.19

**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:

February 27, 2019

**Project Title:** Dogtopia  
**Address:** 660-676 E. Rand Rd.  
Arlington Heights, IL 60004

**Petitioner:** Chris Barnes  
ToMac Holdings  
1965 South Egret Ct  
Libertyville, IL 60048

**Requested Action:**  
1. Special Use Permit to allow a “Kennel, Commercial”.

**Variations Required:**  
2. Variation from Chapter 28, Section 6.12-1 of the Municipal Code, to waive the requirement to provide a traffic and parking study from a certified Traffic Engineer.

**Attendees:** Chris Barnes, Petitioner, ToMac Holdings  
Catherine Barnes, ToMac Holdings  
Jay Cherwin, Plan Commissioner  
John Sigalos, Plan Commissioner  
Bruce Green, Plan Commissioner  
Lynn Jensen, Plan Commissioner  
Jake Schmidt, Assistant Planner  
Sam Hubbard, Development Planner

## Project Summary:

The subject property is part of the Southpoint Shopping center, an approximately 27-acre shopping center development located at the southeast intersection of Rand Road and Palatine Road. The proposed location for the facility is within four currently vacant units, immediately east of Laser Quest. Primary access to the property comes from a full access drive aisle (non-signalized) at Palatine Road to the north, a full access signalized drive aisle at Rand Road to the west, and a full access non-signalized drive aisle at Jane Avenue to the south, which eventually leads to another signalized full access intersection with Rand Road.

The petitioner is Chris Barnes, representing ToMac Holdings, a franchisee of Dogtopia. The petitioner has a lease agreement to occupy the aforementioned four vacant units, and would establish a 5,220 square-foot doggy-daycare with overnight boarding. This facility would offer the following services:

- Grooming
- Pet Training
- Day Care for Dogs
- Overnight Boarding
- Outdoor Play Area
- Live-stream viewing of play areas and kennels

The proposed facility includes three large playrooms for the dogs (“Toy”, “Romper”, and “Gym”), a spa room for grooming services, a “suite” kennel room, and an outdoor play area. Their target customer, as outlined in their business summary, are female millennials and baby boomers. However, the services they offer extend to the dog-owning community at large, who seek a service that provides social interaction and play for their dog during the workday when they are not home.

Hours of operation would be between 7am - 7pm on Monday through Friday, and 10am to 5pm Saturday and Sunday. For boarding operations, staff will arrive at 6:30am, and depart at 9pm. When staff is not present, boarding areas will be monitored via a security camera feed, which allows “staff” to be notified of any issues. It is anticipated that the facility will employ 15 to 20 persons once the facility reaches full operation. It is estimated that the maximum number of employees on-site at any given time will be 6 to 8 employees.

The subject property is part of the Southpoint Shopping Center PUD, which was approved in 1988. This PUD includes the subject unit as well as the building to the north, which is the home of Floor & Décor, and the outlot buildings to the west of the subject unit. The entire Southpoint Shopping Center is subject to a lengthy Reciprocal Easement Agreement (REA) that provides for shared access and shared parking between all users within the PUD.

### **Meeting Discussion:**

**Mr. Barnes** began by explaining that he was seeking to open a Dogtopia doggy-daycare facility. Dogtopia is a franchise, with 85 locations nationwide. He has already signed a lease for the 5,600 square-foot tenant space at the subject property.

**Commissioner Green** asked the petitioner to provide some additional background.

**Mr. Barnes** explained that Dogtopia provides dog-centric services. The primary service offered would be doggy-daycare (approximately 65% of total business), though overnight boarding would also be offered as a small portion of the business. Morning drop-off and afternoon pick-up will bring approximately 70 vehicles into the site.

**Commissioner Green** noted that the subject site has plenty of parking.

**Mr. Barnes** continued, stating that the focus of the business is to provide great service to dog owners and lovers, and would drive additional traffic to the shopping center and area businesses. The subject site was chosen as it is a perfect “halfway point” between homes and the highway, which makes it easy for customer drop-off and pick-up of their animals. This allows for their clientele, referred to as “pet parents”, to coordinate the drop-off/pick-up with other activities such as buying morning coffee, picking up dry-cleaning, etc.

**Commissioner Green** stated that he thinks that the proposed facility would be a great use for the site.

**Mr. Barnes** stated that 65% of the business is doggy-daycare, and added that approximately 15% would be overnight boarding. Boarding would be targeted towards current clients. The facility would also offer a “salon” as a small portion of the business, which provides nail trimming and similar grooming services. Approximately 5% of the business would be retail.

**Commissioner Green** asked **Mr. Schmidt** to provide the Staff perspective.

**Mr. Schmidt** began by stating that the petitioner is proposing to operate a Dogtopia facility. The subject property is zoned B-3, and allows commercial kennels as a Special Use. The petitioner is seeking Special Use Permit approval to operate the proposed facility (classified as a “Kennel, Commercial), which requires Plan Commission review and Village Board approval. The petitioner has signed a lease to occupy four tenant spaces at 660-676 E. Rand Road, immediately east of Laser Quest, with the intent to operate a doggy-daycare with overnight boarding. The facility would offer grooming, pet training, day care for dogs, overnight boarding, an outdoor play area, and live-stream viewing of the play areas and kennels. The proposed facility would include three large playrooms for dogs, a spa room for grooming services, and a suite kennel room in addition to the outdoor play area. Their targeted customers would be the dog-owning community at large, who seek a service that would provide social interaction and play for their dog during the workday when they are not home.

The hours of operation would be 7:00am to 7:00pm on Monday through Friday, and 10:00am to 5:00pm on Saturday and Sunday. For boarding operations, staff would arrive at 6:30am and depart at 9:00pm. When staff is not present, boarding areas will be monitored via a security camera, which allows staff to be notified of any issues. It is anticipated that the facility

will employ 15 to 20 persons once the facility reaches full operation. The maximum number of employees on-site at any given time will be 6 to 8 employees. In order to demonstrate compliance with the standards of approval for a Special Use Permit, the petitioner must provide written justification to the Special Use criteria as outlined in the Plan Commission Application Packet. In order to substantiate the public need for this type of facility, typically the petitioner is required to provide a market study that evaluates the demand for a facility of this type and size at this location. The study would address the potential effect this facility would have on similar facilities within the vicinity. As part of the Conceptual Plan Review Committee process, the petitioner has provided a lengthy business summary which details target customers, demographics, and operations. Staff will evaluate if this business summary is sufficient for the purposes of substantiating the public need for this facility.

The subject property, within Southpoint Shopping Center, is designated as appropriate for commercial uses per the Comprehensive Plan. The proposed special use permit is compatible with this designation. The Southpoint Shopping Center is governed by a set of covenants and restrictions established during the original construction of the shopping center, which may be applicable to the proposed use. If not discussed during leasing process, the applicant is advised to obtain a copy of the covenants and restrictions for the shopping center to determine if the proposed use would be affected by these documents.

The subject property is located within TIF V, which was established in 2005 and includes both the Southpoint Shopping Center and the Town & Country Shopping Center. One of the goals of TIF V is to facilitate the redevelopment and revitalization of the Southpoint Shopping Center. Dogtopia is a destination user, and the location of a destination user within the shopping center will help to bring additional traffic and customers to the other businesses within Southpoint, especially with the daily traffic generated via drop-off and pick-up of pets. The petitioner is also encouraged to reach out to the Building Department early on in this process in order to understand the extent of any building upgrades/improvements that may be needed. The proposed use of the space may change the occupancy classification per Building Code, and if so the unit would be required to update to current life safety, accessibility, and building code standards. Regarding sound attenuation, the petitioner has indicated that they will be using fire-X drywall over insulated walls, with a 1-1/2 inch air gap, to prevent sound transmission outside of their building envelope. This would prevent any disruption to other tenants within the shopping center. The applicant has identified one site alteration as part of the proposed special use permit application. This alteration would be the addition of an outdoor play area, in the open courtyard immediately east of the tenant space. The outdoor play area would be configured in way which maintains access to the rear auxiliary parking area, as well as allows for any future potential site modifications north of the Bif Furniture space. The open-air play area would be enclosed with a privacy screen, preventing any unwanted interaction between dogs in the play area and customers outside. Staff encourages the utilization of high-quality materials in the construction of the privacy screen, in addition to landscaping to soften the appearance of the screen. 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.

Per the Staff analysis, a total of 17 spaces would be required for the proposed Dogtopia facility, leaving a site-wide surplus of 412 parking spaces. Parking is shared throughout the center, and there is no parking area specifically dedicated to the proposed Dogtopia tenant space. Per section 6.12-1 of Chapter 28 of the Municipal Code, any special use permit application over 5,000 square feet in floor area must include a traffic and parking study from a certified Traffic Engineer that assesses access, on-site circulation, parking, trip generation, and impacts to adjacent roadways. However, due to the relatively small magnitude of the space in comparison to the entire shopping center, which is 2% of total PUD square footage, and due to the substantial code-required parking surplus on-site, 412 spaces, Staff supports a variation from this requirement.

If a variation is requested, the petitioner will need to provide a written response to the hardship criteria in order to justify the variation, as listed in the Plan Commission Application Packet. The petitioner shall also provide Staff with an estimate of parking demand. With respect to bicycle parking, the provision of bicycle parking spaces is required when there is a requirement for additional off-street motor vehicle spaces. As there is no change in the number of required vehicular spaces for the proposed Dogtopia from the previous use, no additional bicycle parking spaces are required as part of this petition.

The Staff Development Committee reviewed the proposed special use permit to allow a "Kennel, Commercial" on the subject property, and is generally supportive of the application, subject to resolution of the provision of a written justification to the

Special Use Permit and Variation Criteria, an estimate of parking demand, and a market study if it is determined that the provided business and demographic information within the business summary is insufficient. Additionally, missing or deficient landscaping identified by Staff must be provided or replaced, and the petitioner shall provide details on any proposed fencing and screening for the exterior play area.

**Commissioner Cherwin** stated that his primary questions were regarding sound attenuation and pick-up/drop-off operations, which were addressed. He asked if the petitioner had examined the restrictive covenants prior to executing the lease.

**Mr. Barnes** stated that he had not.

**Commissioner Cherwin** recommended that the petitioner research the restrictive covenants, as they may impact his business. Neighbors could take action against the petitioner should the covenants be violated. He stated that he believed the proposed use would be an excellent fit for the subject site.

**Commissioner Sigalos** asked for clarification on where the proposed outdoor play area would be located.

**Mr. Barnes** indicated that it would be located to the east of the tenant spaces.

**Mrs. Barnes** indicated the location of the play area on the site plan. She added that the proposed fencing would be a privacy fence.

**Commissioner Sigalos** stated that on the elevations multiple doors were shown. He asked if ingress and egress would be allowed through all doors.

**Mr. Barnes** indicated that all ingress and egress would be through the front door only.

**Mrs. Barnes** added that the only way into the play area would be through the tenant space.

**Commissioner Sigalos** indicated that he believed the project was a good use for the site.

**Commissioner Jensen** stated that he believed the proposed facility would be a good use for the site, and that as an empty-nester with two dogs he believed it was a good service. He asked what differentiates their business from other establishments such as PetSmart.

**Mrs. Barnes** explained that cleanliness is one of the differentiating factors separating their business from others. Dogtopia has an established cleanliness routine and uses cleaning products that are not harmful to the environment or to the dogs. Training and coach interaction is another differentiating factor. Controlled play is used within the play area versus “free-range” play. Branding is another factor; the design of the locations leads individuals to believe the location is a spa or salon. Camera access is also provided, which allows customers to view their pets. Twelve-step tours are also provided to customers, so that they will see where their pets will be throughout the day. PetSmart does not offer tours of their facility. Strict rules are also enforced at Dogtopia regarding separation of dogs by size, so that smaller dogs are never at risk.

**Commissioner Jensen** asked where the boarding of dogs would take place.

**Mr. Barnes** indicated the location of the boarding room on the plan. Four “suites” are provided.

**Mrs. Barnes** added that crates are provided within the playrooms as well. There is a 2-hour break during the day, and dogs are moved into the crates for naptime. Some customers opt for the playroom crates, and others choose the “suites” for overnight boarding.

**Commissioner Jensen** asked if half-days were offered.

**Mrs. Barnes** stated that only full-day daycare is offered. Taking dogs in and out of the playroom reduces the control that Dogtopia encourages. Pricing is competitive with competing businesses. Memberships are offered which reduce the cost for daycare. Packages are also offered which offer more competitive pricing. It is better for the dogs to remain in the facility for a full-day. Customers are encouraged to only bring their dog in every other day, so that the dogs have a break and will not be over stimulated.

**Commissioner Jensen** asked if Dogtopia would be competitive with PetSmart.

**Mr. Barnes** stated that PetSmart is primarily focused on boarding. Customers at PetSmart pay for boarding, and daycare is an upcharge. PetSmart costs are approximately \$50 a night for boarding, with a \$12 upcharge for daycare. Dogtopia offers \$36 per day for daycare. Boarding is offered at \$50 a night with daycare included.

**Commissioner Jensen** stated that he believed the business was a great idea and the subject site was a great location.

**Commissioner Green** asked if the glass storefront would create an issue with respect to noise.

**Mrs. Barnes** stated that the glass would be insulated.

**Commissioner Green** asked if the landlord would be providing the insulated glass.

**Mr. Barnes** indicated that he did not have a commitment from the landlord on replacement of the glass, however the windows may need to be replaced. Both the windows and parking lot may be repaired by the landlord if needed. They are located next to a furniture store and a laser tag establishment. He does not believe noise will impact either of these businesses.

**Commissioner Green** agreed, and stated that he believed that it was a good location.

**Mr. Barnes** added that branded decals would be placed on the windows, so that interaction between the public and dogs is reduced.

**Mrs. Barnes** stated the building would never be 100-percent soundproof.

**Commissioner Green** stated that he understood that.

**Mrs. Barnes** added that every step would be taken to minimize sound as much as possible.

**Mr. Barnes** added that the landlord would be installing a new HVAC system for the facility, with components which will kill airborne bacteria and mitigate odor issues.

**Commissioner Green** stated that the proposal was very well planned.

**Mrs. Barnes** stated that many of the issues were already addressed via Dogtopia's brand standard.

**Commissioner Sigalos** asked what the cost would be for 1 week of boarding.

**Mr. Barnes** reiterated that the cost for boarding was \$50 a night.

**Mrs. Barnes** reiterated that memberships and packagers were offered that could reduce the price. The price of boarding includes daycare and food, which is prepared on-site. Bedding could be brought in for individual pets.

**Commissioner Jensen** asked if the petitioner intended to bring specialized documents included in the Business Plan to the Plan Commission.

**Mrs. Barnes** confirmed she would. Dogtopia provides a template for the business plan, but the information within the plan is site-specific.

**Commissioner Jensen** asked when the petitioner hoped to open.

**Mr. Barnes** indicated they were planning to open October 15<sup>th</sup>.

**Commissioner Jensen** stated that the proposal was a great project.

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**RECOMMENDATION**

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

**Bruce Green, Chair**  
**CONCEPTUAL PLAN REVIEW COMMITTEE**  
**Jake Schmidt, Recorder**



**Conceptual Plan Review Committee  
5/22/2019**

**Item:** Arlington Market - 4/10/19

**Department:** Planning & Community Development

**ATTACHMENTS:**

| <b>Description</b>         | <b>Type</b> |
|----------------------------|-------------|
| Arlington Market - 4/10/19 | Minutes     |

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

OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION

HELD AT VILLAGE HALL ON:

April 10, 2019

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**Project Title:** Arlington Market PUD Amendment

**Address:** 1-52 N. Beverly Lane

**Petitioner:** Dipak Kumar & Gary Geisler  
DG Builders & Developers, LLC

**Address:** 54 N. Lively Blvd.  
Elk Grove, IL 60007

**Requested Action:**

1. Amendment to PUD Ordinance #06-043.

**Variations Required:**

1. None identified at this time

**Attendees:** Dipak Kumar, Petitioner  
Gary Geisler, Petitioner  
Thomas Buckley, Project Architect  
Jay Cherwin, Plan Commissioner  
John Sigalos, Plan Commissioner  
Bruce Green, Plan Commissioner  
Lynn Jensen, Plan Commissioner  
Sam Hubbard, Development Planner

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**Project Summary:**

The Arlington Market Development is a mixed used PUD located at the northwest corner of Kensington and Dryden. The PUD was originally approved in 2006, which approval encompassed a single-family component that would consist of 54 single-family lots. A condition of approval was added that restricted the number of three-bedroom homes to no more than 50% of the homes to be built on these lots. This condition was added primarily in response to concerns from School District #25, which expressed capacity constraints at Windsor Elementary School.

In 2014, M/I homes received zoning approval to adjust the lots lines of these 54 lots to construct a newly designed single-family product (relative to the previously approved single-family product from 2006). M/I homes ended up building 37 out of the approved 54 single-family homes, leaving 17 lots remaining for single-family home development. They opted not to build homes on the remaining 17 single-family lots, which have sat vacant for several years.

Recently, the petitioner purchased these 17 lots and began construction of two model units. Based on the previous condition of approval that restricted the number of three-bedroom residences, the remaining 17 lots can accommodate eight three-bedroom homes and nine two-bedroom homes. The petitioner has indicated that early communications with potential purchasers has shown a strong demand for three-bedroom homes. Therefore, they are seeking to amend the PUD to remove the aforementioned restriction.

**Meeting Discussion:**

**Mr. Buckley** explained that the subject property was part of the Arlington Market development and consisted of 17 single-family lots, which were very similar to 37 single-family lots located just to the east within the Arlington Market development. Per conditions of approval within the Arlington Market development, nine of the 17 lots were required to be two-bedroom homes and eight could be three-bedroom homes. The petitioner was seeking to remove the restriction on number of

bedrooms within the remaining 17 lots so that they had the ability to construct them all as three-bedroom homes. The approved design for the two-bedroom homes included a loft area, and if approved, that loft area would instead be developed as a third bedroom. There would be no change to lot coverage, floor area ratio, or impervious surface coverage. The front elevations would remain as currently approved. The only change would be along the side of the homes where certain windows would be added to accommodate the proposed third bedroom. The floorplan of the second floor of the homes would be altered slightly to move the location of a bathroom.

The petitioner received a real estate analysis, which concluded that there was more demand for three bedroom homes than for two bedroom homes. The color schemes for each home would remain the same. They would be able to comply with all previous Design Commission approvals and requirements.

The existing approval was based on three different floorplan options. Option 1 was a two-bedroom floorplan, and options 2 and 3 were for three-bedroom floorplans. There were also “enhanced” versions of each option, which were meant for the homes that would be built on the corner lots. Each of the options had four different elevations, and those would still apply. However, the materials they submitted only showed the changes on one of the four elevations as the change would be mostly identical in the remaining options since it just involved the alteration of some of the windows.

**Mr. Hubbard** stated that the 17 lots were part of the Arlington Market PUD, which was approved in 2006. They represented the last remaining undeveloped portion of the single-family component of this PUD, which single-family component consisted of a total of 54 single-family lots. The single-family component was designed and approved as a neo-traditional single-family development, which featured smaller lots and reduced setbacks.

In 2014, M/I Homes constructed 37 of the 54 single-family homes, but they did not proceed with construction of the remaining 17 homes within this development. They abandoned the project and the remaining 17 lots were eventually acquired by the petitioners. Back when the Arlington Market PUD was originally approved, a condition of approval required that only 50% of the 54 homes could be three-bedroom homes, and the remaining 50% had to be two-bedroom homes. This was primarily due to concerns from School District 25, which had capacity constraints at Windsor Elementary School that limited its' ability to accommodate the additional children that would be generated by this development.

Therefore, eight of the remaining 17 lots could be developed as three-bedroom homes and nine as two-bedroom homes. The petitioners were requesting removal of the restriction on three-bedroom units to give the ability to develop all remaining 17 homes as three-bedroom residences.

The key to this project would be communicating with District 25 to determine if they are on-board with the requested change. Since 2006, the SD25 has adjusted their attendance boundary for Windsor School, which may have helped with some of their capacity constraints. Additionally, Windsor School recently completed a building addition in 2017, which may also have helped with capacity issues at that school. If SD25 is supportive of this project, the Village will also likely support it as well.

**Commissioner Cherwin** asked about school impact fees for the remaining 17 single-family lots.

**Mr. Hubbard** replied that school impact fees had not likely been paid for those lots as those fees are assessed and charged as part of a building permit for each home.

**Commissioner Cherwin** asked about the approved plans for this development.

**Mr. Hubbard** confirmed that these lots were already platted and approved; this petition simply related to whether all remaining 17 lots could be developed as three bedroom units.

**Commissioner Cherwin** stated that an apartment building had recently been approved in this area, which would add more units, and the Hickory-Kensington Plan called for additional residential units in this area. He said he had no issues with this proposal and was fine with it.

**Commissioner Jensen** asked about affordable housing.

**Mr. Hubbard** explained that affordable housing was not required in single-family developments.

**Commissioner Sigalos** said that he didn't have any problems with what was proposed, but encouraged the petitioners to check with the School District prior to proceeding to the Plan Commission. If they were OK with it, he thought it was fine.

**Mr. Geisler** stated that most of the inquiries that they were receiving came from elderly couples, not young couples with children. There had been some young couples that had approached them, but very few of the inquiries they had received were from young couples.

**Commissioner Sigalos** asked if the elderly couples were interested in the three-bedroom homes.

**Mr. Kumar** replied that they were interested in the three-bedroom homes, and he thought they may be looking for an extra bedroom to accommodate grandchildren.

**Commissioner Cherwin** said he thought that there may not be much demand for two-bedroom detached single-family homes.

**Commissioner Green** stated that the same restriction on number of bedroom applied to the previously developed 37 homes within the Arlington Market subdivision, so there had to be some demand for two-bedroom homes.

**Mr. Hubbard** confirmed that 50% of the 37 homes that had already been constructed within Arlington had been two-bedroom homes.

**Commissioner Cherwin** stated that in his practice, he represented a lot of single-family home builders, and it wasn't common for him to see two-bedroom single-family detached homes.

**Commissioner Green** said that he thought the petition was a good idea. He asked about timing.

**Mr. Kumar** replied that they already had two model units under construction.

**Commissioner Green** encouraged the petitioners to move forward with their application.

**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  
5/22/2019**

**Item:** 2000 N. Chestnut Subdivision - T1645

**Department:** Planning & Community Development

**Requested Action**

Plat of Subdivision to divide the subject property into three lots.

**Variations Required**

None identified at this time.

**Recommendation**

The Staff Development Committee has reviewed the Petitioner's request and is generally supportive of the proposed subdivision, subject to the following:

1. The existing home on the subject property must be demolished as part of final plat of subdivision approval.
2. Right-of-way dedication shall be required along Chestnut Avenue (33 feet) and along LaSalle Street (26 feet).
3. The petitioner shall provide an exhibit showing the existing setbacks of all homes on the west side of Chestnut that front Chestnut between LaSalle Street and Palatine Road, as necessary to determine the required exterior side yard setback for Lot 3.
4. A Design Commission application shall be required for all new homes proposed on the subject property.
5. A Tree Survey and Preservation Plan shall be required.
6. Preliminary engineering plans shall be required for preliminary plat of subdivision approval, and final engineering plans shall be required for final plat approval . All public improvement and maintenance bonds/deposits shall be required prior to final plat of subdivision approval by the Village Board.
7. A fee in lieu of onsite detention shall be required.

8. Land dedication fees shall be required.
9. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.
10. 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:**

| <b>Description</b>             | <b>Type</b>                |
|--------------------------------|----------------------------|
| Staff Report                   | Board or Commission Report |
| Aerial                         | Exhibits                   |
| Conceptual Plat of Subdivision | Exhibits                   |



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

**Temp File Number:** T1645

**Project Title:** 2000 N Chestnut Subdivision

**Address:** 2000 N Chestnut Avenue

**PIN:** 03-18-401-085

**To:** Conceptual Plan Review Committee

**Prepared By:** Sam Hubbard, Development Planner

**Meeting Date:** May 22, 2019

**Date Prepared:** May 17, 2019

**Petitioner:** Sean Kelly

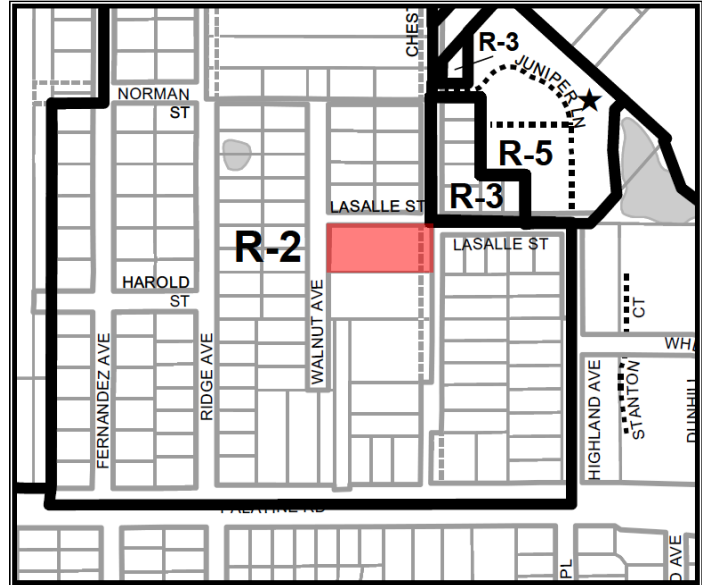
Chicago Real Estate Resources, Inc.

**Address:** 205 N. Michigan Ave. - Suite 2950

Chicago, IL 60601

**Existing Zoning:** R-2: One-Family Dwelling District

**Comprehensive Plan:** Single-Family Detached Estate 2



## **SURROUNDING LAND USES**

| Direction | Existing Zoning                   | Existing Use        | Comprehensive Plan              |
|-----------|-----------------------------------|---------------------|---------------------------------|
| North     | R-2, One-Family Dwelling District | Single-Family Homes | Single-Family Detached Estate 2 |
| South     | R-2, One-Family Dwelling District | Single-Family Home  | Single-Family Detached Estate 2 |
| East      | R-2, One-Family Dwelling District | Single-Family Home  | Single-Family Detached Estate 2 |
| West      | R-2, One-Family Dwelling District | Single-Family Homes | Single-Family Detached Estate 2 |

## **Requested Action:**

1. Plat of Subdivision to divide the subject property into three lots.

## **Variations Required:**

2. None identified at this time.

**Project Background:**

The subject property is approximately 47,480 square feet in size and contains a single-family home that was constructed in 1934. As the property was developed prior to annexation into the Village (subject property was annexed in 1971), it includes a portion of land used as Chestnut Avenue on the east and an unimproved section of LaSalle Street on the north. Along the western boundary of the site, there is a small portion of land that is not part of the property and is owned by a separate individual, which property blocks access to Walnut Avenue at the west. The petitioner is proposing to subdivide the subject property into three single-family lots. As part of the subdivision, the existing home on the site would be demolished.

**Zoning and Comprehensive Plan**

The subject property is zoned R-2, One Family Dwelling District, and the proposed single-family residential uses are permitted within the R-2 District. The petitioner is not proposing a rezoning, and the proposed lots would conform to the minimum standards within the R-2 District. The required exterior side yard setback for Lot 3 will be based on the average setback of the existing homes on the west side of Chestnut that front Chestnut between LaSalle Street and Palatine Road.

In order to resubdivide the property, the petitioner must submit an application to the Planning & Community Development Department outlining their request, as well as preliminary plat of subdivision for review and approval by the Plan Commission and Village Board. The petitioner may also opt to submit both a preliminary and final plat of subdivision should they desire to combine preliminary and final subdivision approval into one process. Preliminary engineering plans shall be required for preliminary plat of subdivision approval, and final engineering plans shall be required for final plat of subdivision approval. All public improvement and maintenance bonds/deposits shall be required prior to final plat of subdivision approval by the Village Board.

Preliminary review of the proposed lot sizes relative to the R-2 requirements is shown below:

| Zoning Requirements  | Minimum Lot Size (SF) | Minimum Lot Width (feet)                                                                                   |
|----------------------|-----------------------|------------------------------------------------------------------------------------------------------------|
| <b>Required:</b>     |                       |                                                                                                            |
| R-2 Lot              | 10,000                | 75' for an interior lot and 90' for a corner lot<br>(when lot sizes are between 10,000 and 14,999 sq. ft.) |
| <b>Proposed:</b>     |                       |                                                                                                            |
| Lot 1 (Interior Lot) | 11,045                | 94.4'                                                                                                      |
| Lot 2 (Interior Lot) | 11,232                | 96'                                                                                                        |
| Lot 3 (Corner Lot)   | 11,700                | 100'                                                                                                       |

Staff notes that the preliminary plat of subdivision shows 33 feet of land being dedicated along LaSalle Street, however, only 26 feet of dedication is needed to complete the code required 66-foot right-of-way width for this street. The petitioner must adjust the plat and lot sizes accordingly.

The Comprehensive Plan classifies this property as “Single-Family Detached Estate 2” and the existing zoning and proposed uses are consistent with this designation.

In order to evaluate the appropriateness of the proposed subdivision, staff will complete a detailed analysis of the lot sizes within the vicinity to determine if the proposed lots sizes are compatible with the existing lot sizes in the neighborhood. Based on a preliminary analysis, the proposed lots are generally compatible, although they are slightly smaller than the average lot size within the neighborhood. A total of 128

neighboring lots were surveyed, as shown in **Appendix 1** at the end of this report. A summary of the findings are shown below:

|                                                 |                |
|-------------------------------------------------|----------------|
| <b>Total Number of Properties Surveyed*</b>     | 128            |
| <b>R-1 Properties</b>                           | 1              |
| <b>R-2 Properties</b>                           | 115            |
| <b>R-3 Properties</b>                           | 12             |
| <b>Average Lot Size of Proposed Subdivision</b> | 11,325 sq. ft. |
| <b>Average Lot Size of All Surveyed Lots</b>    | 15,215 sq. ft. |
| <b>Average Lot Size of R-2 Surveyed Lots</b>    | 15,549 sq. ft. |
| <b>Median Lot Size of All Surveyed Lots</b>     | 12,769 sq. ft. |
| <b>Median Lot Size of R-2 Surveyed Lots</b>     | 12,273 sq. ft. |

Out of the 128 lots surveyed, the smallest lot size was 8,608 square feet and the largest was 72,053 square feet.

**Building, Site, Landscaping:**

The existing home on the property must be demolished as part of final plat of subdivision approval. Furthermore, any new home proposed on the site must submit a Design Commission application. Due to the existing mature trees on the property, the petitioner should obtain a tree survey to determine what, if anything, is worth preserving on the subject property.

**Detention and Public Improvements:**

On-site detention is only required in subdivisions that include four or more lots. Since only three lots are proposed, no on-site detention is required. However, a fee-in-lieu of on-site detention shall be required since the Village will accommodate all storm water runoff in the detention basin located at Walnut Avenue and Ladd Street.

In order to complete the code required right-of-way widths along LaSalle Street and Chestnut Avenue, 33 feet of land must be dedicated along Chestnut Avenue and 26 feet of land must be dedicated along LaSalle Street. Additionally, as part of the subdivision process, LaSalle Street must be widened where it abuts the subject property, and the right-of-way must be fully improved to conform to code requirements (curb/gutter, streetlights, sidewalk, parkway trees, etc.). Where LaSalle Street intersects with Walnut Avenue, the petitioner will need to work with the Engineering Division to determine what improvements to this intersection will be needed, given the fact that a separate individual owns a small portion of land that blocks access along Walnut Avenue.

The western portion of Chestnut Avenue abutting the subject property must be improved to comply with all applicable engineering requirements, including curbs/gutter, streetlights, parkway trees, and sidewalks. Staff will need to analyze what, if any, public improvements will be required along Walnut Avenue.

**Parking and Traffic:**

A traffic and parking study is only required when the number of proposed lots is greater than 100. The proposed three lot subdivision does not need to provide a traffic and parking study. Each home shall provide two off-street parking spaces.

## **RECOMMENDATION**

The Staff Development Committee has reviewed the Petitioner's request and is generally supportive of the proposed subdivision, subject to the following:

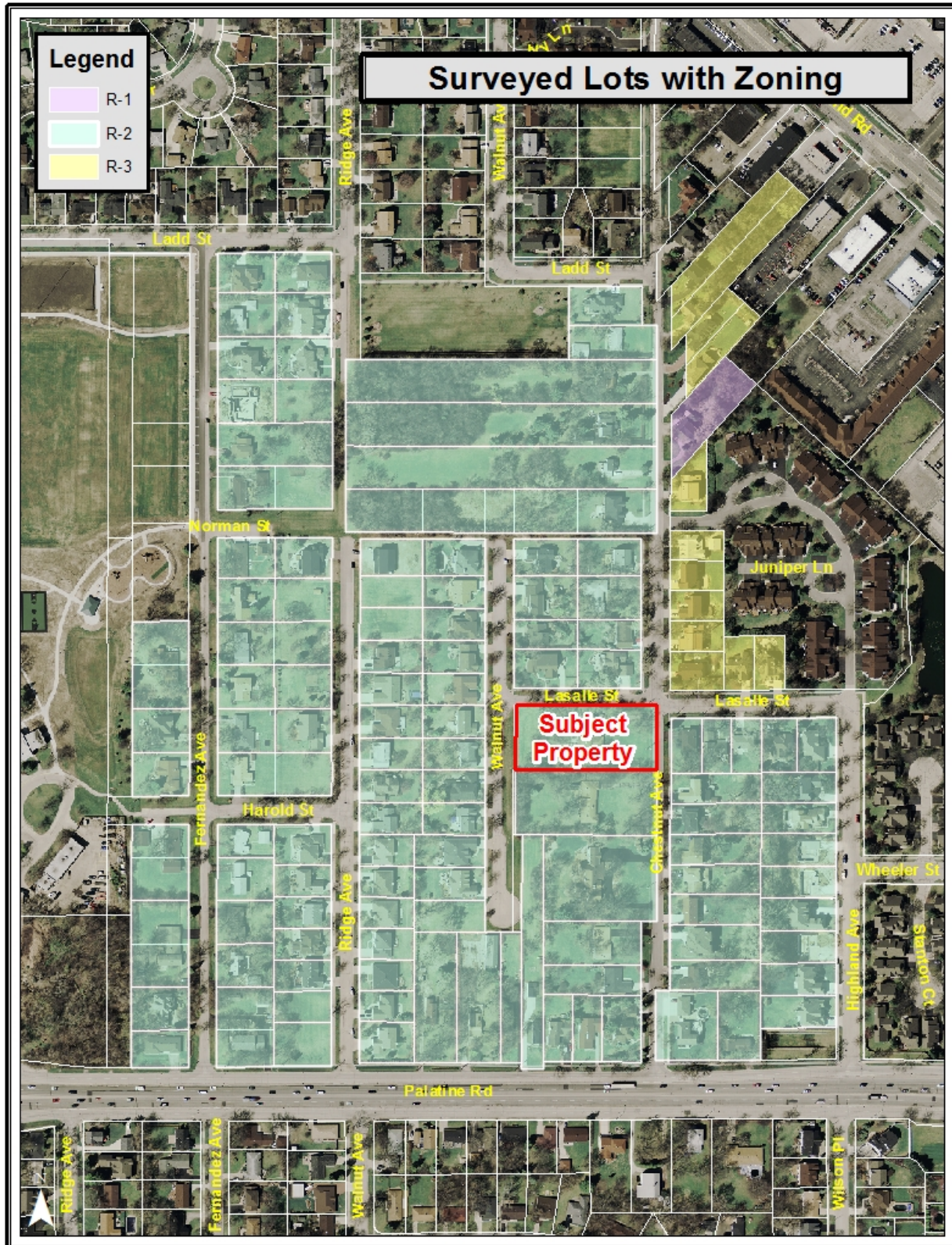
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3. The petitioner shall provide an exhibit showing the existing setbacks of all homes on the west side of Chestnut that front Chestnut between LaSalle Street and Palatine Road, as necessary to determine the required exterior side yard setback for Lot 3.
4. A Design Commission application shall be required for all new homes proposed on the subject property.
5. A Tree Survey and Preservation Plan shall be required.
6. Preliminary engineering plans shall be required for preliminary plat of subdivision approval, and final engineering plans shall be required for final plat approval . All public improvement and maintenance bonds/deposits shall be required prior to final plat of subdivision approval by the Village Board.
7. A fee in lieu of onsite detention shall be required.
8. Land dedication fees shall be required.
9. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.
10. 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.

\_\_\_\_\_  
May 17, 2019

Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager  
All Department Heads  
Temp File 1645

**Appendix 1:** Surveyed Lots\* and Zoning within Vicinity of Subject Property



\* Only developed/developable lots were surveyed. Lots that are vacant but not large enough to be developed with a SFR were omitted from this survey. Lots that are already developed with detention infrastructure were omitted from this survey.

# Site Aerial



Juniper Ln

Juniper Ln

Chestnut Ave

Lasalle St

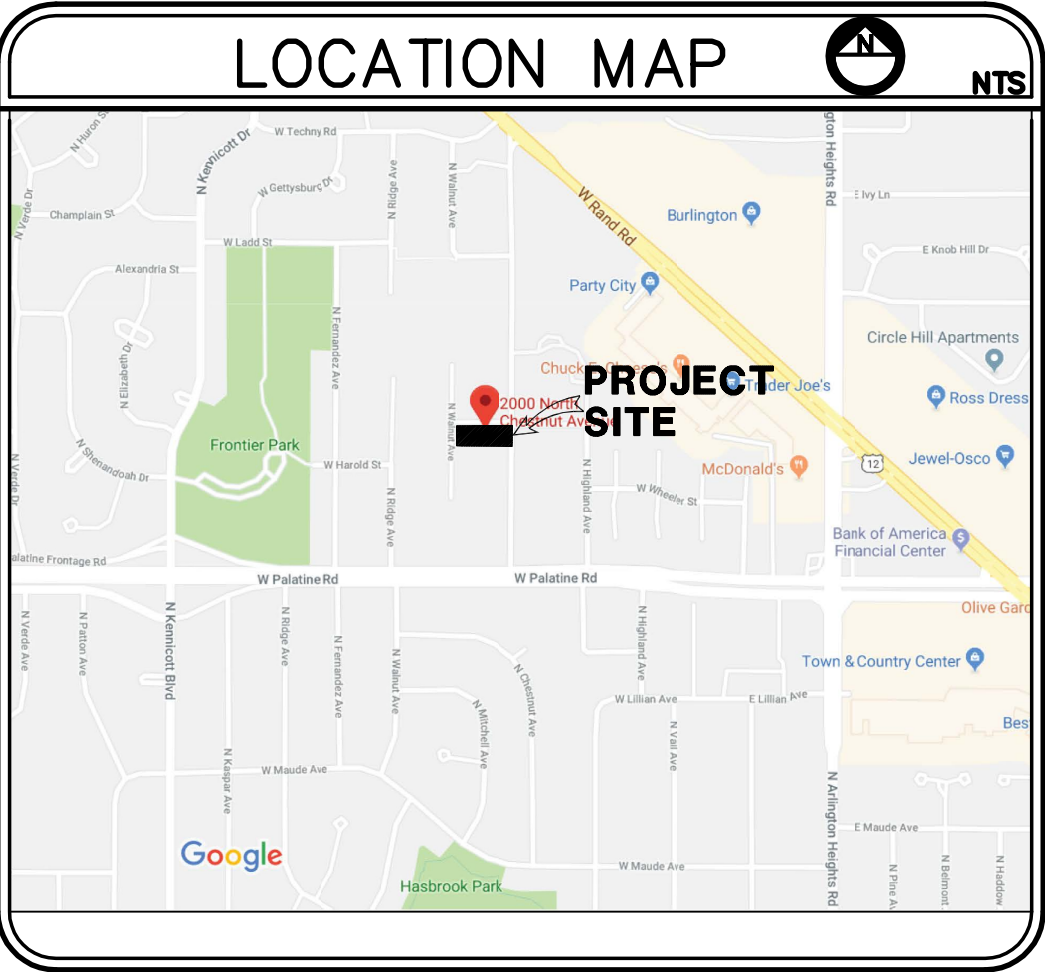
Lasalle St

Walnut Ave

Ridge Ave

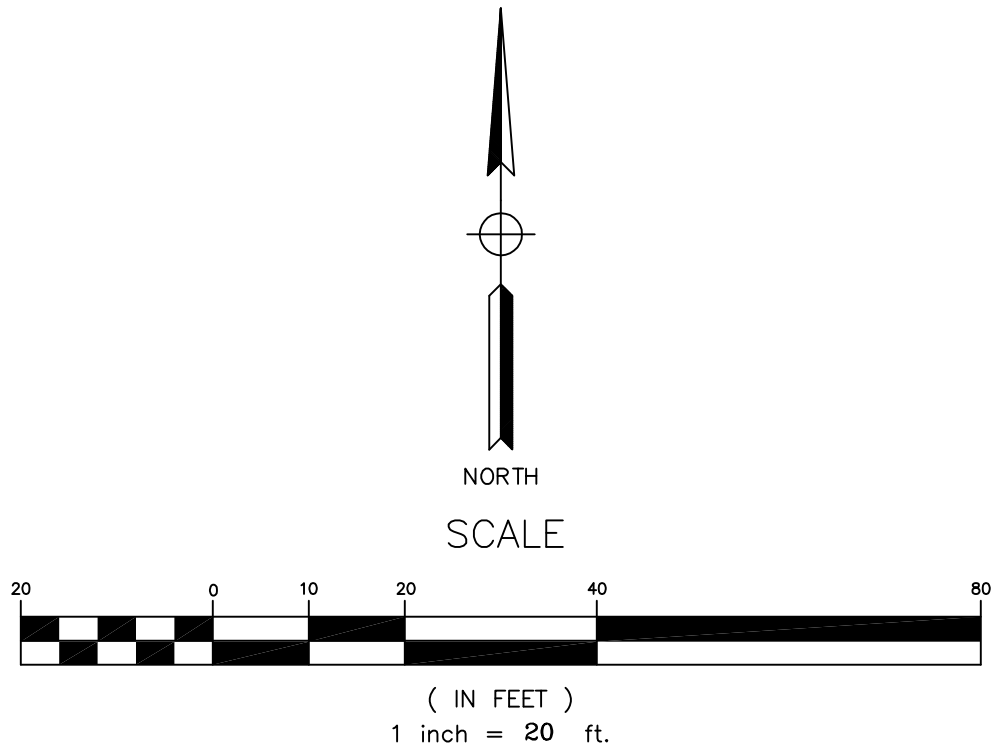
Highland Ave

Palatine Rd



- NEW ASSIGNED ADDRESSES
- LOT 1 — W LASALLE STREET
- LOT 2 — W LASALLE STREET
- LOT 3 — W LASALLE STREET

TAX BILL SENT TO:  
THE STANDARD GROUP, LLC  
2842 N. RIVERDALE  
CHICAGO, ILLINOIS, 60618



ALL DISTANCES IN FEET AND DECIMAL PARTS THEREOF.  
NO DIMENSIONS TO BE ASSUMED FROM SCALING.

COMPARE YOUR DESCRIPTION AND SITE MARKINGS WITH THIS PLAT  
AND AT ONCE REPORT ANY DISCREPANCIES WHICH YOU MAY FIND.

ONLY THOSE BUILDING LINE RESTRICTIONS OR EASEMENTS SHOWN ON  
A RECORDED SUBDIVISION PLAT ARE SHOWN HEREON UNLESS THE  
DESCRIPTIONS ORDERED TO BE SURVEYED CONTAINS A PROPER  
DESCRIPTION OF THE REQUIRED BUILDING LINES OR EASEMENTS.

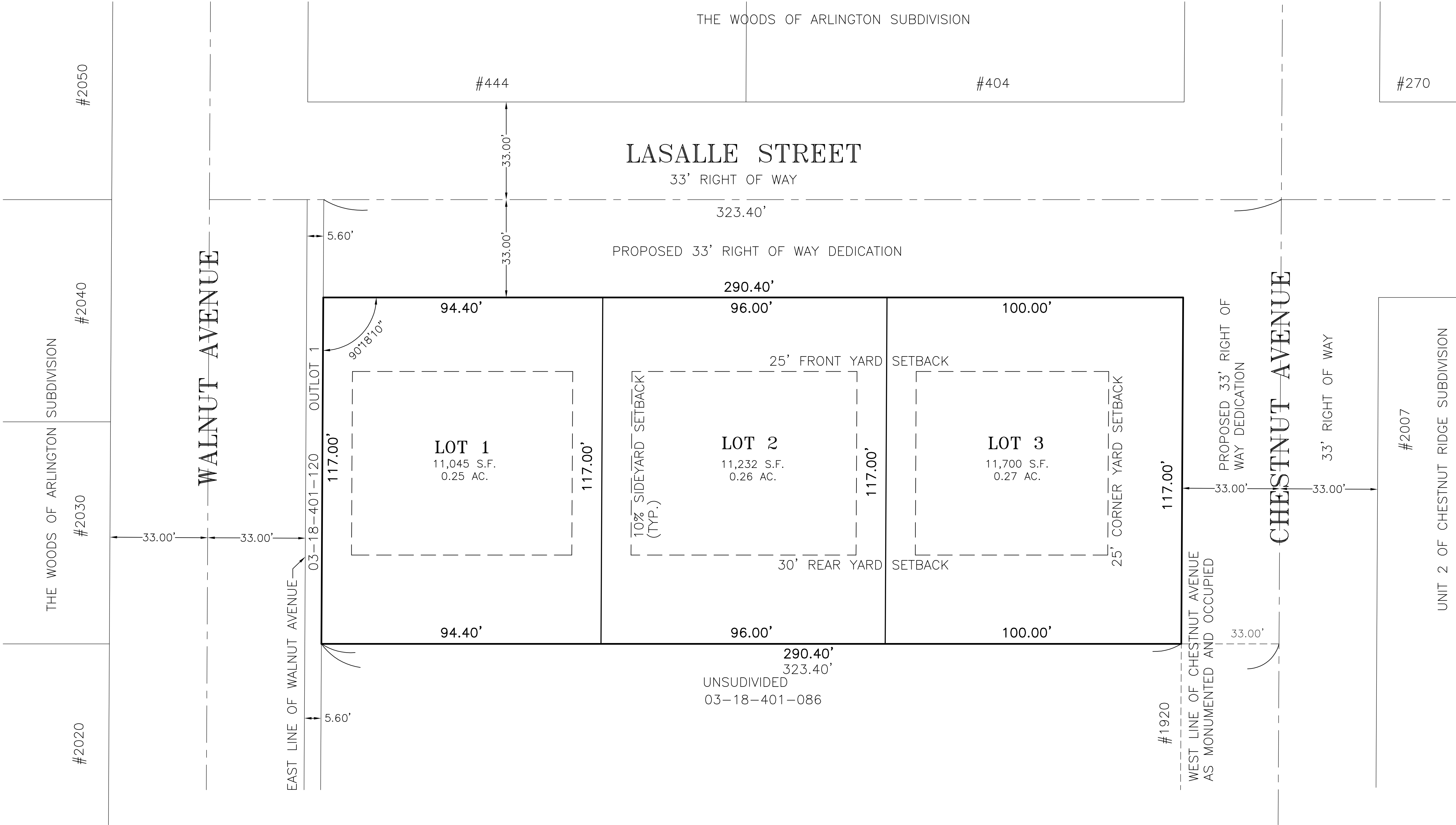
# PRELIMINARY PLAT OF SUBDIVISION

## THE LASALLE ESTATES

BEING A SUBDIVISION OF  
THE NORTH 150 FEET OF THE SOUTH 900 FEET OF THE EAST 323.40 FEET OF THE WEST 718 FEET OF THAT PART OF THE EAST HALF OF THE  
SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING NORTH OF THE CENTER LINE  
OF PALATINE ROAD, IN COOK COUNTY, ILLINOIS.

EXISTING PIN AFFECTED

2000 N CHESTNUT AVENUE — 03-18-401-085



**ig CONSULTING, INC.**  
CONSULTING CIVIL ENGINEERS & LAND SURVEYORS  
300 MARQUARDT DRIVE WHEELING, ILLINOIS 60090 PH. (847) 215-1133 | FAX (847) 215-1177  
1129 MAIN STREET UNION GROVE, WISCONSIN 53182 PH. (262) 878-6200 | ig@igconsulting.net

PREPARED FOR: THE STANDARD GROUP, LLC SCALE: 1"=10'

FIELD CREW: — FIELD WORK: — DRAFTED BY: S.R.M. CHECKED BY: —

FIRM NO. 184-001330

PRELIMINARY PLAT OF SUBDIVISION

THE LASALLE ESTATES

LASALLE STREET

ARLINGTON HEIGHTS, ILLINOIS

PROJECT NUMBER

19642

PREPARED: 04/25/19

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**Conceptual Plan Review Committee  
5/22/2019**

**Item:** Arlington Signs & Banners - 1312 W. Northwest Hwy. - T1659

**Department:** Planning & Community Development

**Requested Action**

Land Use Variation to permit a Sign Painting Shop (Enclosed) in the B-2 District.

**Variations Requested**

1. A variation from Chapter 28, Section 10.4 (Schedule of Parking Requirements) to reduce the required offstreet parking from 25 spaces to 15 spaces.

**Recommendation**

The Staff Development Committee has reviewed the petitioner's request, and given the existing character of the development on the subject site, is generally supportive of the requested Land Use Variation subject to the following items:

1. The petitioner must provide written justification outlining conformance to the following hardship criteria for the Land Use Variation and Zoning Code Variation:

- 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. The petitioner shall survey the existing parking lot over a two week period during the hours Arlington Signs and Banners operates. Each week shall be comprised of three days of counts (including one Saturday each week).

3. A striping plan for the existing parking lot shall be provided.

4. As part of this petition, the property owner shall install the code required

screening and landscape island tree on the subject property within 90 days if feasible.

5. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

**ATTACHMENTS:**

**Description**

Staff Report  
Aerial - Detail  
Aerial - Neighborhood  
Floor Plan  
Plat of Survey

**Type**

Board or Commission Report  
Exhibits  
Exhibits  
Exhibits  
Exhibits



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

**File Number:** T-1659

**Project Title:** Arlington Signs & Banners Land Use Variation

**Address:** 1312 W. Northwest Hwy.

**PIN:** 03-30-113-054-0000

**To:** Conceptual Plan Review Committee

**Prepared By:** Jake Schmidt, Assistant Planner

**Meeting Date:** May 22, 2019

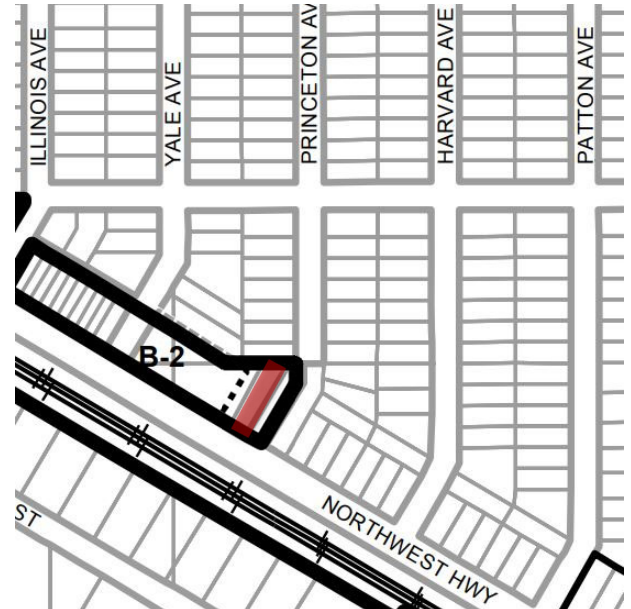
**Date Prepared:** May 17, 2019

**Petitioner:** Stella Sellers – Arlington Signs & Banners

**Address:** 1312 W. Northwest Hwy.  
 Arlington Heights, IL 60005

**Existing Zoning:** B-2, General Business District

**Existing Comp. Plan Designation:** Single-Family Attached



## **SURROUNDING LAND USES**

| Direction | Existing Zoning                   | Existing Use           | Comprehensive Plan     |
|-----------|-----------------------------------|------------------------|------------------------|
| North     | R-3, One-Family Dwelling District | Single Family Homes    | Single Family Detached |
| South     | R-3, One-Family Dwelling District | Union Pacific Railroad | None (R.O.W.)          |
| East      | R-3, One-Family Dwelling District | Single Family Homes    | Single Family Detached |
| West      | B-2, General Business District    | Commercial Office      | Institutional          |

## **Requested Action:**

1. Land Use Variation to permit a Sign Painting Shop (Enclosed) in the B-2 District

## **Variations Requested:**

1. A variation from Chapter 28, Section 10.4 (Schedule of Parking Requirements) to reduce the required off-street parking from 25 spaces to 15 spaces.

### **Project Background:**

The subject property is located west of the intersection of Northwest Highway and Princeton Avenue, and is zoned B-2, General Business District. The site is developed with a two-story, 5,200 square foot commercial building with 5 one-bedroom second-floor residential units. The building is served by a parking lot immediately east of the subject site, which is shared with the neighboring building to the east. The parking lot is accessible via one driveway along Princeton Avenue.

Arlington Signs and Banners (represented by the petitioner) presently occupies a 1,100 square-foot space within the building. The business had signed a lease and was in the process of occupying the space prior to obtaining Zoning approval. Arlington Signs and Banners is classified as a "Sign Painting Shop (Enclosed)" per code, which is permitted only in the B-3 and B-4 Zoning Districts. The non-compliance with zoning code was identified at the time of Business License Application; there was no building permit submitted as part of the occupancy process. Other tenants within the subject site include RL Films and the Wheeling Township Democrats' office, which are both office uses.

Arlington Signs and Banners is a long-standing Arlington Heights business, which previously operated out of a site at 818 W. Northwest Highway (Zoned B-3). The company provides multiple products and services, including:

- |                           |                          |                                           |
|---------------------------|--------------------------|-------------------------------------------|
| •Banners                  | •Graphic/Logo Design     | •Wood/Sand Blasted Signs                  |
| •Exterior Channel Letters | •Magnetic Signs          | •Small Decals and Labels                  |
| •Full Color Digital Signs | •Vehicle Lettering       | •Name Badges                              |
| •Window Lettering         | •Real Estate signs       | •Trade Show Graphics/Signs                |
| •Lot & Site Signs         | •Architectural Signs     | •Sign Installation (indoors and outdoors) |
| •Directional Signs        | •ADA Signs               |                                           |
| •Retail Store Signs       | •Boat/RV Vinyl Lettering |                                           |

Some products (such as channel-cut letters) are produced off-site and delivered to the Arlington Signs and Banners location for installation.

The business employs four individuals, and has no company vehicles.

### **Zoning and Comprehensive Plan**

As mentioned above, the property is currently zoned B-2, General Business District. The existing commercial building with second-floor residential units is compliant with this designation, however the proposed use (Sign Painting Shop) is not a permitted or special use within the B-2 Zoning District. Therefore, a land use variation would be required.

With the formal application to the Plan Commission, the petitioner must provide written justification using the hardship criteria below for the land use variation:

- **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.**

With respect to the Comprehensive Plan, the site is designated "Single-Family Attached". The existing building and proposed use is not compliant with this designation.

### **Site and Landscaping**

The property is compliant with bulk and setback regulations. As part of this petition, Staff has preliminarily reviewed existing on-site landscaping, and noted missing parking lot screening required by code. Specifically, the required 6-foot tall screening along the north property line, adjacent to a residential zoning district. Additionally, the existing trash area has no screening or enclosure. There is also an existing parking lot island in the northwest corner of the property that is missing a shade tree as required per code. As part of this petition, the property owner shall install the code required screening and tree on the subject property within 90 days if feasible. All areas of the parking lot not on the subject property shall be reviewed for compliance with screening requirements as well, and handled as a code enforcement matter if warranted. The petitioner is not proposing any additional modifications to the building or site plan at this time.

### **Parking**

The parking lot servicing the subject site is utilized by two properties – 1300-1306 W. Northwest Highway/804 N. Princeton, and the subject site, 1308-1314 W. Northwest Highway. The existing lot is unstriped, however appears to provide capacity for 15 vehicles. As part of this petition, a striping plan for the parking lot shall be provided.

Staff conducted a parking assessment based on the required parking ratios outlined in the Village's Zoning Ordinance. Per code, the mix of uses within both buildings utilizing the parking lot results in a requirement of 25 parking spaces per code (Detailed in Table I below).

**Table I – Required Vehicular Parking**

| SPACE                         | Tenant                          | CODE USE              | SF      | PARKING RATIO (1:X)                     | PARKING REQUIRED |
|-------------------------------|---------------------------------|-----------------------|---------|-----------------------------------------|------------------|
| 804 N. Princeton              | The Grooming Spa                | Misc. Retail/Services | 400     | 300                                     | 1                |
| 1300 W. NW Hwy.               | Remote CPU Maintenance Security | Misc. Retail/Services | 400     | 300                                     | 1                |
| 1306 W. NW Hwy.               | Park Violins                    | Retail                | 400     | 300                                     | 1                |
| 1310 W. NW Hwy.               | Wheeling Twp. Democrats         | Office                | 1,300   | 300                                     | 4                |
| 1312 W. NW Hwy.               | Arlington Signs & Banners       | Sign Painting Shop    | 1,100   | 0.5/emp;<br>1/vehicle;<br>300/sf office | 3                |
| 1314 W. NW Hwy.               | RL Films                        | Office                | 200     | 300                                     | 1                |
| 1300-1306 W. NW Hwy.          | One 1-Bed Unit; One 3-Bed Unit  | Residential           | 2 units | 2/unit                                  | 4                |
| 1308-1314 W. NW Hwy.          | Five 1-Bed Units                | Residential           | 5 units | 2/unit                                  | 10               |
| <b>TOTAL</b>                  |                                 |                       |         |                                         | <b>25</b>        |
| <b>TOTAL PARKING PROVIDED</b> |                                 |                       |         |                                         | <b>15</b>        |
| <b>SURPLUS (DEFICIT)</b>      |                                 |                       |         |                                         | <b>(10)</b>      |

As the existing parking lot has capacity for approximately 15 parking spaces, this results in a code-required parking deficit of 10 parking stalls. Therefore, the following variation is required:

- 1. A variation from Chapter 28, Section 10.4 (Schedule of Parking Requirements) to reduce the required off-street parking from 25 spaces to 15 spaces.**

In order to demonstrate conformance with the standards of approval for a variation, the petitioner must provide written justification to the following hardship criteria:

- **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.**

To verify that adequate parking is provided at the subject site, three days of parking surveys (including one Saturday) per week over a two-week period shall be required. These counts shall be conducted during the hours Arlington Signs and Banners operates.

Historically, there has been a conflict with the property to the west regarding parking. In 2016, the property to the west (Premier Title Company) reached out the Village with concerns regarding tenants of the subject site (1308-1314 W. Northwest Highway) utilizing the eastern portion of their parking lot without compensation. Premier Title has not pursued this matter further, and the Village has no records of any agreement reached between the two property owners regarding parking. As part of this project, the petitioner shall provide information on any parking agreements between the two properties if they exist.

With respect to bicycle parking, the provision of bicycle parking spaces is required when the use of a space changes to a more intense use. The regulations specifically state that bicycle parking spaces are required when “a change in use results in the requirement for additional off-street motor vehicle spaces”. As there is no change in use that results in the requirement for additional vehicle parking spaces, no bicycle parking spaces are required.

### **Traffic**

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 Northwest Highway (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. However, as mentioned above, due to the required parking variation the petitioner shall provide a parking survey as part of this petition.

### **RECOMMENDATION**

The Staff Development Committee has reviewed the petitioner’s request, and given the existing character of the development on the subject site, is generally supportive of the requested Land Use Variation subject to the following items:

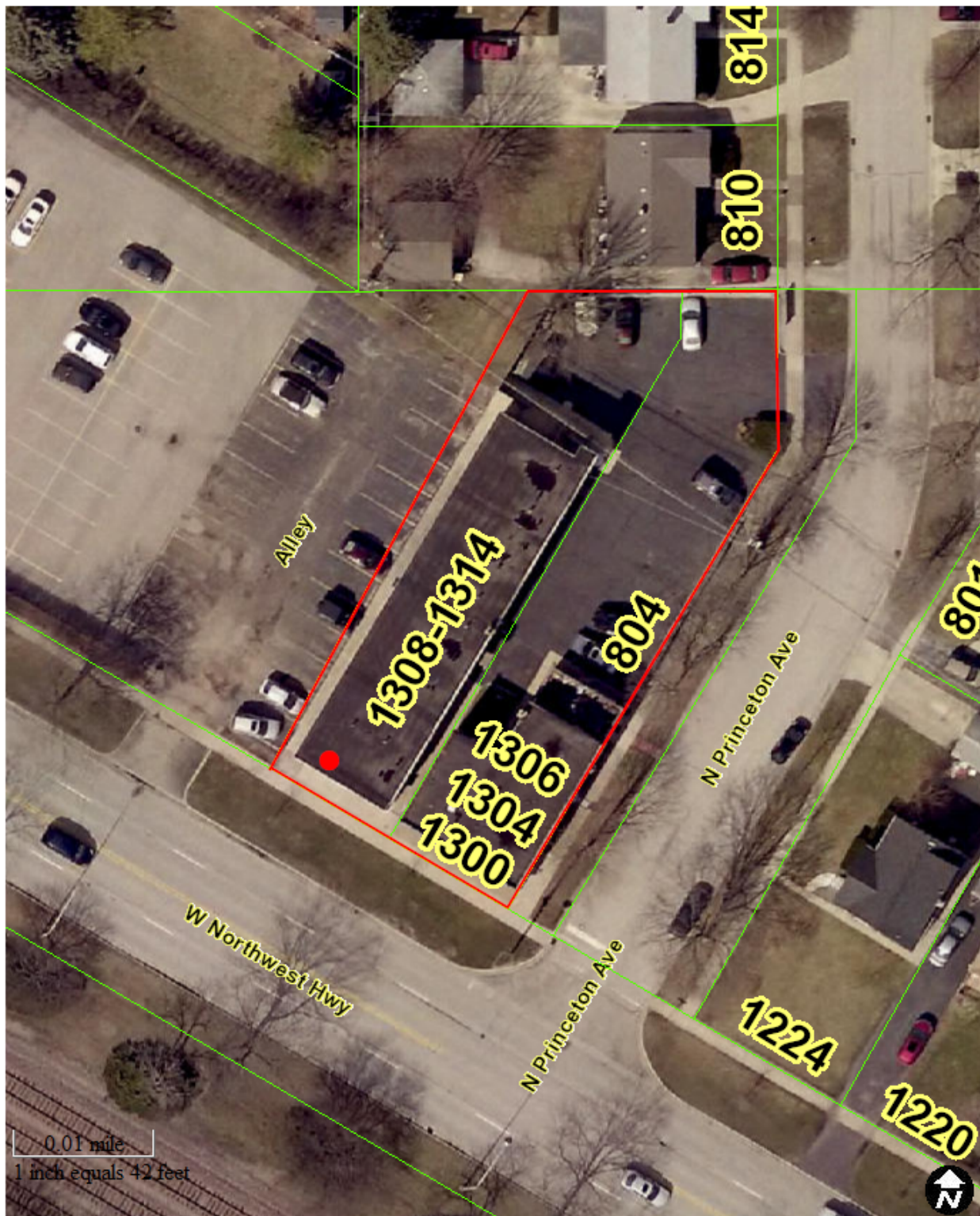
1. The petitioner must provide written justification outlining conformance to the following hardship criteria for the Land Use Variation and Zoning Code Variation:
  - **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby 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. The petitioner shall survey the existing parking lot over a two week period during the hours Arlington Signs and Banners operates. Each week shall be comprised of three days of counts (including one Saturday each week).

3. A striping plan for the existing parking lot shall be provided.
4. As part of this petition, the property owner shall install the code required screening and landscape island tree on the subject property within 90 days if feasible.
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.

\_\_\_\_\_  
May 17, 2019

Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager  
All Department Heads  
Temp. File Number T-1659

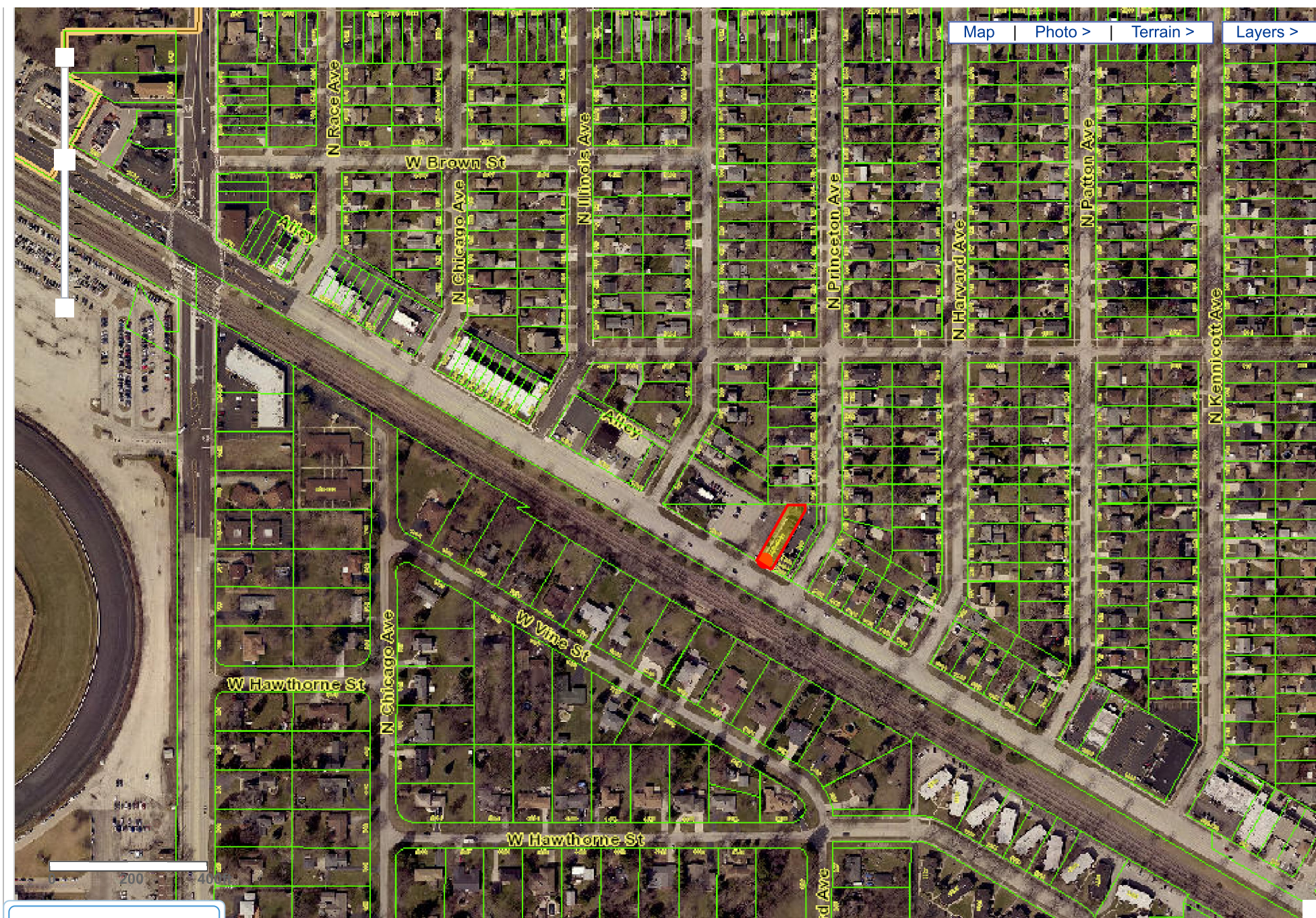


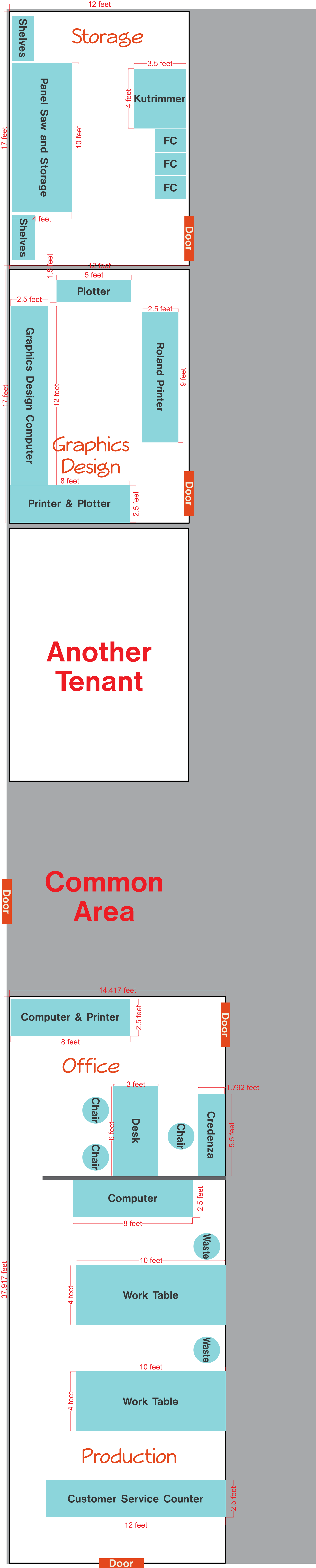
Map created on March 12, 2019.

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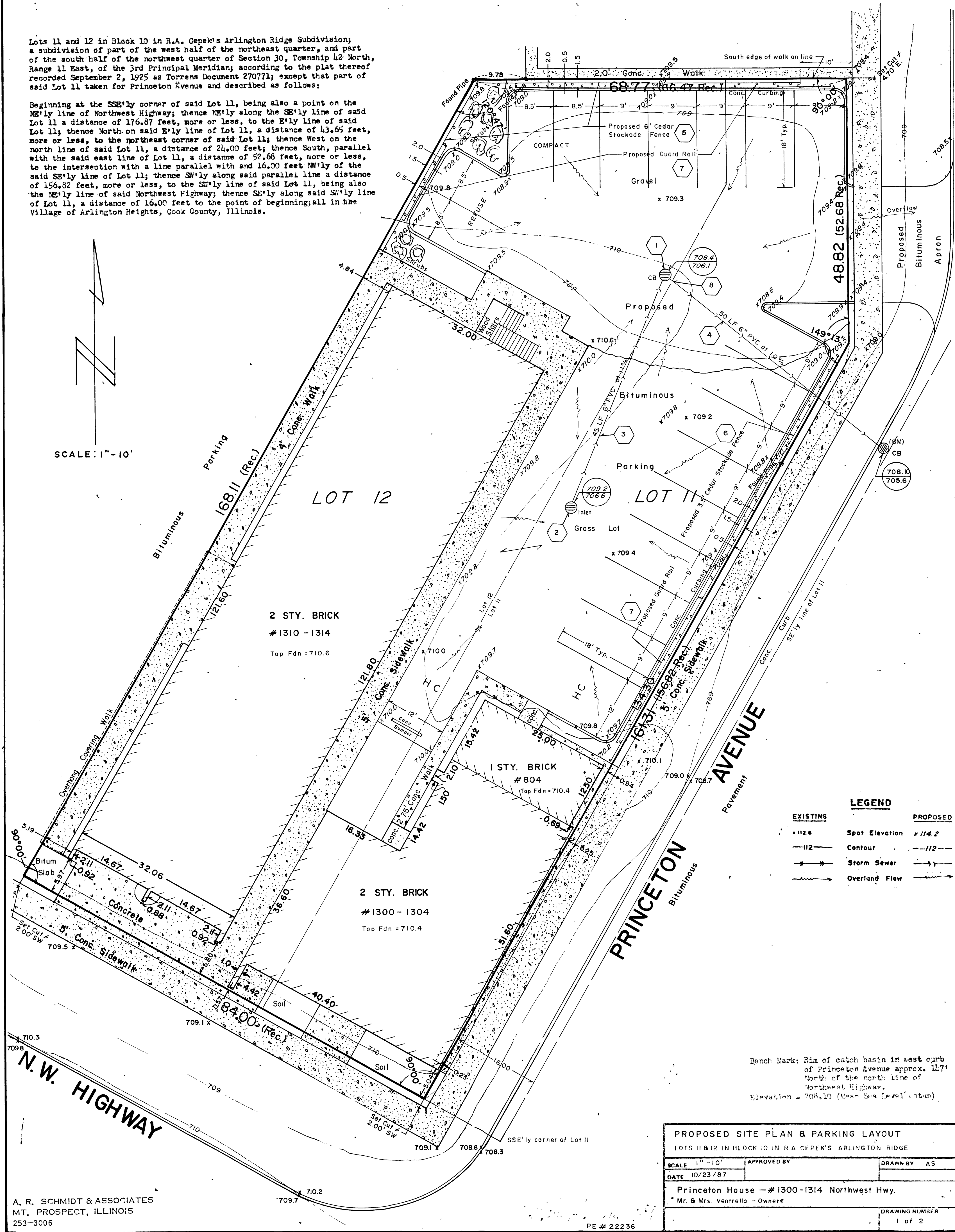
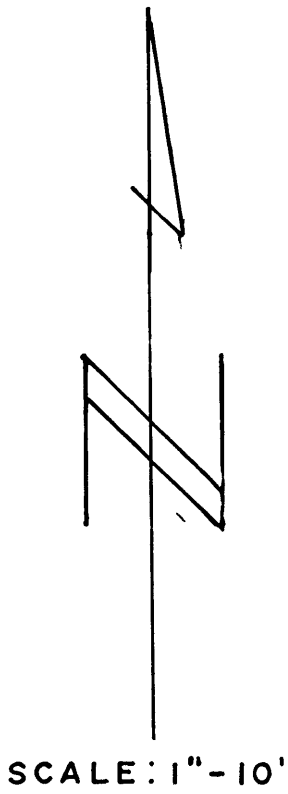
Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.





Lots 11 and 12 in Block 10 in R.A. Cepek's Arlington Ridge Subdivision; a subdivision of part of the west half of the northeast quarter, and part of the south half of the northwest quarter of Section 30, Township 42 North, Range 11 East, of the 3rd Principal Meridian; according to the plat thereof recorded September 2, 1925 as Torrens Document 270771; except that part of said Lot 11 taken for Princeton Avenue and described as follows:

Beginning at the SSE'ly corner of said Lot 11, being also a point on the NE'ly line of Northwest Highway; thence NE'ly along the SE'ly line of said Lot 11 a distance of 176.87 feet, more or less, to the E'ly line of said Lot 11; thence North on said E'ly line of Lot 11, a distance of 43.65 feet, more or less, to the northeast corner of said Lot 11; thence West on the north line of said Lot 11, a distance of 24.00 feet; thence South, parallel with the said east line of Lot 11, a distance of 52.68 feet, more or less, to the intersection with a line parallel with and 16.00 feet NW'ly of the said SE'ly line of Lot 11; thence SW'ly along said parallel line a distance of 156.82 feet, more or less, to the SW'ly line of said Lot 11, being also the NE'ly line of said Northwest Highway; thence SE'ly along said SW'ly line of Lot 11, a distance of 16.00 feet to the point of beginning; all in the Village of Arlington Heights, Cook County, Illinois.



| LEGEND        |                        |
|---------------|------------------------|
| EXISTING      | PROPOSED               |
| 112.8         | Spot Elevation x 114.2 |
| 112           | Contour                |
| Storm Sewer   | Storm Sewer            |
| Overland Flow | Overland Flow          |

Bench Mark: Rim of catch basin in west curb of Princeton Avenue approx. 117' North of the north line of Northwest Highway.  
Elevation = 708.10 (Mean Sea Level datum)

|                                                          |             |             |
|----------------------------------------------------------|-------------|-------------|
| PROPOSED SITE PLAN & PARKING LAYOUT                      |             |             |
| LOTS 11 & 12 IN BLOCK 10 IN R.A. CEPEK'S ARLINGTON RIDGE |             |             |
| SCALE 1"=10'                                             | APPROVED BY | DRAWN BY AS |
| DATE 10/23/87                                            |             |             |
| Princeton House - #1300-1304 Northwest Hwy.              |             |             |
| Mr. & Mrs. Ventrella - Owners                            |             |             |
| DRAWING NUMBER                                           |             | 1 of 2      |

A. R. SCHMIDT & ASSOCIATES  
MT. PROSPECT, ILLINOIS  
253-3006

PE # 22236