



Village of Arlington Heights
Plan Commission
Board Room, 3rd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
February 28, 2024
7:30 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Opal Massage Therapy - 825 E. Golf Rd. - 2/14/24
- B. 1821 N. Verde Subdivision - 2/14/24

IV. PUBLIC HEARINGS

- A. Ford Auxiliary Parking Lot - 580 W. University Dr. - PC#23-016
Amendment to Land Use Variation 01-057 for Non-Passenger
Vehicle Parking

V. OTHER BUSINESS

- A. Public Comments

VI. PUBLIC COMMENTS

VII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, emercado@vah.com or (847)368-5793.



**Plan Commission
2/28/2024**

Item: Opal Massage Therapy - 825 E. Golf Rd. - 2/14/24

Department: Planning & Community Development Department

ATTACHMENTS:

Description	Type
Opal Massage Therapy - 825 E Golf Rd. - 2/14/24	Minutes

PLAN

REPORT OF THE PROCEEDINGS OF A PUBLIC HEARING
 BEFORE THE VILLAGE OF ARLINGTON HEIGHTS
 PLAN COMMISSION

COMMISSION

RE: OPAL MASSAGE THERAPY - PC #23-019
 LAND USE VARIATION TO ALLOW A MASSAGE ESTABLISHMENT IN THE O-T
 DISTRICT

REPORT OF PROCEEDINGS had before the Village of
 Arlington Heights Plan Commission Meeting taken at the Arlington Heights Village
 Hall, 33 South Arlington Heights Road, 3rd Floor Board Room, Arlington Heights,
 Illinois on the 14th day of February, 2024 at the hour of 8:03 p.m.

MEMBERS PRESENT:

MARY JO WARSKOW, Acting Chairperson
 LYNN JENSEN
 JOE LORENZINI
 BRUCE GREEN
 GEORGE DROST
 TERRY ENNES
 JOHN SIGALOS
 JAY CHERWIN

ALSO PRESENT:

SAM HUBBARD, Development Planner
 HAILEY NICHOLAS, Assistant Planner

ACTING CHAIRPERSON WARSKOW: All right, so, now we have our second Petitioner. If the Petitioner for the Opal Massage Therapy would like to step forward?

If I could first ask, first I'm going to ask Sam, have all public notices been given about this petition?

MS. PEREZ LEYVA: Yes. Yes, they have.

ACTING CHAIRPERSON WARSKOW: Okay, now I'll swear you in, so if you can raise your right hand?

(Witnesses sworn.)

ACTING CHAIRPERSON WARSKOW: Okay. All right, so please go ahead and start your presentation, but beforehand if you could just say your name and spell your last name for the court reporter?

MS. PEREZ LEYVA: Okay, my name is Gabriela Perez Leyva. I have two last names; they're not hyphenated. First last name is P-e-r-e-z L-e-y-v-a.

ACTING CHAIRPERSON WARSKOW: Thank you.

MR. OLVERA: And my name is Samuel Olvera, last name is spelled O-l-v-e-r-a.

ACTING CHAIRPERSON WARSKOW: All right, feel free to begin.

MS. PEREZ LEYVA: All right, so I am the owner of Opal Massage Therapy. This is a little bit about us. We were founded in 2019 by myself and Sam Olvera here. I am Gabriela and I am a licensed massage therapist in the State of Illinois. I graduated from Harper College back in 2017, so I do have seven plus years of experience in the massage world, specifically spa and medical field as well. I do specialize in therapeutic and pregnancy massage, and I also have neuroma therapy background. So, that's a little bit about me, and then I'm going to step to the side and Sam will tell you a little bit about himself.

MR. OLVERA: Yes, so like I said, I'm Sam Olvera, graduated from UIC with an accounting degree. I do a lot of the stuff that Gabby doesn't do as in business side accounting, marketing, website development. Basically, any background stuff, that's what I take care. Gabby is the face of the business, does the hands work, and I do the boring work.

MS. PEREZ LEYVA: So, just a little bit of how we started. So, again, we were founded in 2019 and we began in Mount Prospect, and that's currently where we're at now. It really just started with a dream and a whole lot of passion for the wellness field. Opal has grown organically and with, let me start over. Opal has grown organically, and also because we have been involved with the community, we've sponsored events at the Mount Prospect Library. We have done marathon events, and we've also sponsored events with the American Legion Evanston Post 42. Then, that sketch to the right there, that was the sketch that I did for the logo. So, it was just a little small dream and we've come such a long way, and we're now ready for the next step.

These are services that I offer. So, I offer Swedish massage, therapeutic, pregnancy massage, hot stone massage. I do cupping therapy with massage, and I also offer CBD massage. CBD massage, I'd like to clarify, is just CBD oil that I apply and that's what makes it a CBD massage; it's a product that I use.

Then our business plan here, so first things first, we're looking to get approved for the land use variation. That's number one. Then once we hopefully get approved here, we're looking to relocate to Arlington Heights. We're looking to continue staying involved with the community and growing our online presence, and then hiring two to four massage

therapists, and then also hiring front desk help. Our hours of operation would be Monday through Friday-8:00 a.m. to 8:00 p.m., Saturday-8:00 to 2:00, and then Sundays we are going to be closed. Then during the week, Monday through Friday, our last client will be taken at 7:00 p.m., so we will be closing at 8:00 o'clock, so we should be out of there by 8:15.

Then this is our floor plan. We are going to have a reception area, three massage rooms, and then a lounge area for clients to pop in and get some tea/coffee, you know, on the way out. Also, there is a potential maybe interest for that being a massage room number four, depending on how business is and how high in demand appointments are. So, potentially it could be a massage room number four.

Then I want to include this slide, this is kind of, with the lighting it's kind of hard to see, but there's a lot of neutral colors. I just wanted you guys to get a good feel for the aesthetic of what I'm looking for. We are meeting with an interior designer next week, so I'm hoping that she can kind of help my vision here come to reality, but this is just kind of what the aesthetics are going to look like. I'm shooting for inviting, welcoming, and very professional.

Then this is a little bit about the licensing and everything else that we are going to require. So, all massage therapists will hold a current license per the Illinois Department of Professional Regulation. All massage therapists will hold and maintain a malpractice insurance. All of the massage therapists will stay current with their continuing education hours that are required, so it's 25 every other year; two of them have to be in ethics, one in sexual harassment prevention, and one in domestic violence and sexual assault awareness.

Then we will require new clients to complete a health history form prior to any massage therapy session.

Then, last but not least, we will fully enforce a zero tolerance policy. So, we will have signs in every single massage room and throughout the office, just so that clients and anybody who walks in knows that we will fully enforce that zero tolerance policy. We know like the stigma of massage therapy. Some businesses are not legitimate, but I assure you that I will be running a professional business.

Thank you for your time.

ACTING CHAIRPERSON WARSKOW: Thank you. Okay, if you'll have a seat, we'll have the Staff presentation.

MS. NICHOLAS: Okay, thank you. So, the subject property is 825 East Golf Road, Suite 1530, which is located in the O-T Office Transitional District. The Comprehensive Plan designates this property as appropriate for office uses. The Petitioner is requesting a land use variation to allow a massage establishment in the O-T District, and at this time massage establishments are not permitted in any zoning district, and there are no variations requested.

This image provides an aerial view of the subject property which is located within The Mansions Planned Unit Development. The development was approved in 1978 which includes two office buildings, seven multi-family residential buildings, and then Premier on Golf Shopping Center. Access to the site comes from two curb cuts along a private road, which leads to a full-access signalized intersection with Golf Road. The Petitioner, as mentioned, currently operates their business in Mount Prospect and they're looking to open their new location in Arlington Heights.

This is the floor plan proposed by the Petitioner. They're showing a couple of private massage rooms and a reception area. The space is 1,755 square feet. This

unit was previously occupied by a medical office. Additionally, as indicated by the red line in between two of the massage rooms, the Petitioner does have plans to add a dividing wall in the unit to create two private rooms, which the Petitioner is aware would require a building permit.

To summarize their business operations, they will offer a variety of therapeutic massage services. They will have seven employees, and each massage therapist will possess a license from the State of Illinois and current malpractice insurance. The hours of operation would be 8:00 a.m. to 8:00 p.m., Monday through Friday, 8:00 a.m. to 2:00 p.m. on Saturday, and closed on Sundays.

Staff calculated the required parking for both office buildings, so that would be 825 and 855 East Golf Road as these two separately owned buildings within the development share parking. This was established via a reciprocal parking easement in 1994. The buildings share 224 parking spaces, and Staff calculations indicate that 210 spaces are required per code; therefore, there is a surplus of 14 parking spaces on site. There are currently six vacant units between both buildings, and these were included in parking calculations using the parking ratio for general office uses.

The Petitioner provided a parking survey in which they surveyed the parking area adjacent to the 825 East Golf Road building which is outlined in red in this image. They surveyed the parking lot over a three-day period during their proposed hours of operation in half-hour increments. Pursuant to the study, the weekday peak parking demand occurred on a Monday at 4:30 p.m. in which 50 of the 132 parking stalls surveyed were occupied. That's about 38 percent of the parking area. So, with this provided survey and the parking surplus on site, Staff is of the opinion that there is sufficient parking to accommodate both the proposed and existing uses.

Bicycle parking is not required for this project as the tenant space was previously occupied a medical office which have a higher parking requirement than a massage establishment.

The Petitioner has provided responses to the criteria of approval for variation requests. As there are no zoning districts in the Village that allow massage establishments outright, a land use variation is the only way for the Petitioner to operate their business within the Village. Staff has found their responses to the approval criteria to be sufficient.

Overall, the Staff Development Committee recommends approval to this application with conditions as listed here and in the Staff report available as part of public record. The first condition is that all massage therapists must be licensed by the State of Illinois. The second, that this land use variation be limited to the Petitioners and not be transferred or assigned to any other user. The third and final condition, that the Petitioner must comply with all applicable federal, state and Village regulations.

That concludes the Staff presentation.

COMMISSIONER ENNES: I would make a motion to approve the Staff report.

COMMISSIONER DROST: And I'll second that motion.

ACTING CHAIRPERSON WARSKOW: Everyone in agreement?

(Chorus of ayes.)

ACTING CHAIRPERSON WARSKOW: Yes, okay. Anybody opposed?

(No response.)

ACTING CHAIRPERSON WARSKOW: All right, the Staff report is entered

into the record. I'm sorry, Gabriela, I forgot to ask you if you agreed with the conditions that we have listed here.

MS. PEREZ LEYVA: Yes, I do.

ACTING CHAIRPERSON WARSKOW: Okay, great.

Fellow Commissioners, anybody have any questions for this petition?

Yes, Commissioner Green?

COMMISSIONER GREEN: I have a question for --

ACTING CHAIRPERSON WARSKOW: Gabriela?

COMMISSIONER GREEN: -- Gabriela. No, I'm just, maybe you know this, maybe you don't. Where are the bathrooms?

MS. PEREZ LEYVA: So, I believe there are, I know there's, I believe there's two. It's just as soon as you leave our suite, there's a bathroom across the hall. So, the hall is very narrow, and then, yes, it's basically kind of where the lounge room is. Actually, it's, let's see.

MR. OLVERA: So, the reception, so you exit the reception area, you take a right, there's the men's bathroom. So, you've got to get out --

COMMISSIONER GREEN: I see the men's bathroom.

MR. OLVERA: Yes, and then --

COMMISSIONER GREEN: Is this a condominium? How does that work with not having a bathroom in your part of the building?

MS. PEREZ LEYVA: Well, we do have a sink. There's a small kitchen area, but the other, I think the bathrooms are separated by gender, right? There is a women's bathroom; it's like super close.

MR. OLVERA: It's across the men's.

MS. PEREZ LEYVA: Yes.

COMMISSIONER GREEN: No, I'm just used to within your unit you have your own bathrooms. So, my question is, is it different that a bathroom is not part of their, within their walls?

COMMISSIONER CHERWIN: Yes, sometimes, actually years ago when I first started, I worked in this building next to it, the same one. So, it's like one of the, you know, buildings where it's just a community --

COMMISSIONER GREEN: Okay, I just was curious because we usually don't see that.

COMMISSIONER CHERWIN: Yes. It's on the hallway, yes. It's, you know, some of the buildings around here don't have them in the unit, they have them in the hallway. Yes, if it's an office, it's not too uncommon, depending on the size. You know, if it's --

COMMISSIONER GREEN: I just wondered if it was a condominium or something, you know, a different arrangement.

COMMISSIONER CHERWIN: I think that these buildings might have been initially built for, because it's part of The Mansions and I think, you know, the multi-family behind it, I always wondered if these buildings were architecturally designed to be residential and then were just at some point converted because I thought the same thing. It had this residential feel when you walk in, like some of these units have like fireplaces and stuff. I don't know if you guys have, but like my old office in here had a fireplace in it, which is sweet when you fired it up, but it had like all this, so it's kind of an odd thing. I don't know if they originally were going to put it in the unit and then when they turned to office they just left the community bathrooms, but that's hopefully something --

COMMISSIONER GREEN: Okay, no, I just was curious because we usually don't see that. You don't see a lot of that anymore. I don't anyway.

COMMISSIONER CHERWIN: Yes.

COMMISSIONER GREEN: So, no, no, it's no fault with you guys. I just was curious how it was set up.

MS. PEREZ LEYVA: Yes, no, that's --

MR. OLVERA: The lounge actually has a fireplace. That's kind of worked out.

COMMISSIONER CHERWIN: They just have to hold it, Bruce.

COMMISSIONER GREEN: That really wasn't aimed at you guys. I just was curious how it was going here, that's all.

MS. PEREZ LEYVA: Yes, no, that's a good question.

COMMISSIONER GREEN: No other questions, that was it.

COMMISSIONER LORENZINI: Just a comment. I've been to several doctor's offices where it's the same setup. You go outside the office to use a public common restroom.

COMMISSIONER GREEN: Into a public, yes, okay.

COMMISSIONER ENNES: So, along the same line if you're done, Bruce?

COMMISSIONER GREEN: Yes, sure.

COMMISSIONER ENNES: Is this a first floor office? Businesses are first floor in the building?

MR. OLVERA: Most of them are first floor. There is a second floor, but I believe it's vacant in that building.

COMMISSIONER ENNES: Vacant?

MS. PEREZ LEYVA: Yes, but we're on the first.

MR. OLVERA: We're on the first floor, yes.

COMMISSIONER ENNES: Okay, and this to my left, which would be your left, is that the entrance from the parking lot?

MR. OLVERA: No, so that's one of the entrances, but the main entrance is to my right. So, there's a long hallway to take you to the main lobby.

COMMISSIONER ENNES: Okay, so what we're seeing here isn't just your suite. Your suite would be the rooms with the red lettering and also that little closet area and maybe a lunch area?

MR. OLVERA: Right.

COMMISSIONER ENNES: And then the bathroom is part of common area along with the hallway.

MR. OLVERA: Right.

COMMISSIONER ENNES: And is there a business in the suite down below you, or not down below --

MS. PEREZ LEYVA: Across?

COMMISSIONER ENNES: -- on the lower part of the floor plan.

MR. OLVERA: We believe there are, yes.

COMMISSIONER ENNES: That there's somebody in there?

MR. OLVERA: I'm not sure which exact one it is, but yes.

COMMISSIONER ENNES: Okay.

MS. PEREZ LEYVA: This lists all the tenants in the building. I believe it

might be a general office unit across from them.

COMMISSIONER CHERWIN: Hailey, do you have the visual where it shows the aerial of the building?

MS. NICHOLAS: Yes. This one?

COMMISSIONER CHERWIN: Yes. So, isn't this one located all the way in the 825? Am I correct there?

MS. NICHOLAS: Yes, that's correct.

COMMISSIONER CHERWIN: So, you have that kind of the edge of the parking lot there. There's a door on the west side of that building.

COMMISSIONER ENNES: Yes, the corner is there.

COMMISSIONER SIGALOS: Yes, there's a corner there.

COMMISSIONER CHERWIN: Yes. So, you have the central access to the building on the northerly side, southerly side in the back, and then the westerly door goes out to --

COMMISSIONER ENNES: So, Gabriela, you've been in business since 2019?

MS. PEREZ LEYVA: Yes, on my own.

COMMISSIONER ENNES: On your own, and have you had other massage therapists working for you?

MS. PEREZ LEYVA: Currently, yes, I have one employee. She just started with us a couple of months ago.

COMMISSIONER ENNES: Okay, so it will be, being an expansion, you're going to add another one?

MS. PEREZ LEYVA: Yes.

COMMISSIONER ENNES: Which is why you're bringing in Samuel to run the business end?

MS. PEREZ LEYVA: Yes, I'm going to need more brain to help, yes.

COMMISSIONER ENNES: Okay, so the boring part is the business end which you're running, Samuel?

MR. OLVERA: Yes, that's what I'm doing.

COMMISSIONER ENNES: Okay, good.

COMMISSIONER CHERWIN: Are they going to be employees or like independent contractors?

MS. PEREZ LEYVA: Employees.

MR. OLVERA: Employees. The current lady we work with, she is an independent contractor.

COMMISSIONER CHERWIN: Got you.

ACTING CHAIRPERSON WARSKOW: Any other questions?

COMMISSIONER DROST: Yes, to Sam or to Hailey. What's sort of the population of massage offices in Arlington Heights? How many do we have that are the standalones? Do we know?

MR. HUBBARD: It's very low. I think historically there were some concerns from the Police Department, so I know that this use has not been allowed in Arlington Heights for, you know, for many decades. But I think, you know, we've recently relaxed I think some of our standards and we've been able to vet these petitioners. Then most recently, there was a Massa Spa approved not too far from here, but there's really not too many.

COMMISSIONER DROST: No, I've remembered some of the, that we've

had some petitions that have involved massage facilities and some in actual residential neighborhoods. The point I would make is that this is an opportunity to grow that kind of practice in the community.

Then the second question is, as far as any of the products that you sell, what portion of that percentage wise to the actual physical therapy or massage that you give would retail sales work out? What's your history been in your prior place and do you expect to increase retail sales? That's basically what I'm getting at.

MS. PEREZ LEYVA: Yes, I'm going to almost hand over that question to, he's the numbers guy, the accounting. So, he would have a better understanding of what the revenues are for retail.

MR. OLVERA: Yes, so retail, for the most part we saw e-commerce, not necessarily at the site. At the current place, we do have them displayed but not a lot of is sold via the actual retail spot. Most of that is through Amazon, Walmart, Etsy. Overall, I would say it's a small part of our business, maybe 10 percent of the actual retail.

MS. PEREZ LEYVA: Yes.

MR. OLVERA: And if we do expand that, we will expand it via the e-commerce side, not necessarily within the retail site.

COMMISSIONER DROST: Yes, and how do you attract your clientele? Is it through these community efforts that you have or is it through --

MS. PEREZ LEYVA: Yes. Yes, so --

MR. OLVERA: Word of mouth thing.

COMMISSIONER DROST: Yes.

MS. PEREZ LEYVA: Yes, so it is a little bit of both. I have been trying to like build my clientele. In the very beginning, I did Groupon. So, I can always go back to my humble beginnings if need be, but yes, just sponsoring and staying involved with the community. I try to be very present on social media. I do have a couple, I have like a YouTube channel and I will make videos, informational videos, just tips and tricks, all related to massage and essential oils. I just find that social media is huge for advertising, it's free and everybody is on their phone anyway, and I like to think I'm easy on the eye, you know. So, yes, just very, you know, educational videos.

Like you said, also, we're planning on continuing like sponsoring events within the neighborhood and the surrounding suburbs to just kind of get our name out there, and attending marketing meetings whenever I do get a chance to as well to network.

COMMISSIONER DROST: Yes.

MR. OLVERA: Yes, we've got a lot of --

COMMISSIONER DROST: Do you have any sort of, on percentage basis, what your business was in 2019 and how it's, presuming it's increased, do you have those percentages, Mr. Olvera?

MR. OLVERA: It's definitely decreased 2x. I mean, when we started --

COMMISSIONER DROST: Decreased?

MR. OLVERA: Increased.

COMMISSIONER DROST: Oh, increased, okay.

MR. OLVERA: I know our revenues were \$30,000 the first year. This year, revenues are going to be 92. I actually just ran the numbers.

COMMISSIONER DROST: You're on a rocket ship then it sounds like.

MR. OLVERA: Yes, it's gone great.

COMMISSIONER DROST: Just trying to get an idea of what to expect.

MS. PEREZ LEYVA: Yes.

COMMISSIONER DROST: And it sounds like you're, you didn't need to provide the exact detail for us, that's why I wanted to use percentages sort of to mask, but --

MR. OLVERA: Yes.

MS. PEREZ LEYVA: Okay, yes.

COMMISSIONER DROST: -- thank you.

COMMISSIONER ENNES: Do you have relationships with chiropractors or surgeons or anybody?

MS. PEREZ LEYVA: Yes, so I do, that's another thing that I plan on doing, going to chiropractor offices that don't already work with massage therapists and just introducing myself to them and handing out business cards when I can. Going to acupuncturist, you know, offices, and I do work with one acupuncturist. She's currently in Mount Prospect. Then I do know a chiropractor in Arlington Heights, she has a big presence here. Then I do currently work with another chiropractor in Mount Prospect. So, we refer clients to each other and I continue to, I'm going to continue to keep networking with like medical professionals in the area.

COMMISSIONER DROST: Yes, you seem to have some potential neighbors that you can work with as well. So, there's maybe some synergy that you can bring to that site.

MS. PEREZ LEYVA: Most definitely, yes.

COMMISSIONER SIGALOS: Will you be keeping your Mount Prospect office open or close it and bringing those people, your clients here to this Arlington Heights location?

MS. PEREZ LEYVA: Yes, so we do plan on closing that location and starting a new chapter. Yes, clients are super eager and they're, you know, they're just saying keep me posted. Let us know how your process goes, and they're going to follow.

COMMISSIONER DROST: Yes, so what do you charge for a half hour?

MS. PEREZ LEYVA: So, for 30 minutes, it's \$50. For a 60-minute session, it's \$90. Then for a 90-minute, \$130. That's just for basic, like Swedish therapeutic. If we had a couple more add-ons like CBD, that's a little bit more. Hot stone massage is a little bit more. Deeper pressure work, deep tissue is a little bit more. So, just the very basics would be, yes, that.

COMMISSIONER DROST: Yes, and that sounds competitive.

ACTING CHAIRPERSON WARSKOW: Anybody else?

(No response.)

ACTING CHAIRPERSON WARSKOW: All right, I'll open it to the public then.

Do we have anyone in the public who would like to ask questions or comment on this petition?

(No response.)

ACTING CHAIRPERSON WARSKOW: All right, not hearing any requests, I will close that portion of the public commentary.

Do we have a motion?

COMMISSIONER ENNES: I would make a motion.

A motion to recommend to the Village Board of Trustees approval of PC #23-019, a Land

Use Variation to allow a massage establishment in the O-T District.

This recommendation is subject to resolution of the following:

- 1. All massage therapists must be licensed by the Illinois Department of Professional Regulation as per applicable regulations.**
- 2. This land use variation shall be limited to the Petitioners and cannot be transferred or assigned to any other user.**
- 3. The Petitioner shall comply with all federal, state, and Village codes, regulations and policies.**

COMMISSIONER CHERWIN: Second.
COMMISSIONER ENNES: And that is subject to conditions one, two and three.

COMMISSIONER CHERWIN: Still second.
COMMISSIONER ENNES: Okay.
ACTING CHAIRPERSON WARSKOW: All right, Hailey, can we have a roll call, please?

MS. NICHOLAS: Commissioner Ennes.
COMMISSIONER ENNES: Yes.
MS. NICHOLAS: Commissioner Cherwin.
COMMISSIONER CHERWIN: Yes.
MS. NICHOLAS: Commissioner Drost.
COMMISSIONER DROST: Aye.
MS. NICHOLAS: Commissioner Green.
COMMISSIONER GREEN: Yes.
MS. NICHOLAS: Commissioner Jensen.
COMMISSIONER JENSEN: Yes.
MS. NICHOLAS: Commissioner Lorenzini.
COMMISSIONER LORENZINI: Yes.
MS. NICHOLAS: Commissioner Sigalos.
COMMISSIONER SIGALOS: Yes.
MS. NICHOLAS: Chair Warskow.
ACTING CHAIRPERSON WARSKOW: Yes.
Congratulations, you have a unanimous recommended approval of your petition and you'll go before the Village Board next.

Hailey, do you have an estimated date when they would go?
MS. NICHOLAS: It would also be March 4th.
ACTING CHAIRPERSON WARSKOW: Terrific. All right, best of luck to you.

MS. PEREZ LEYVA: Thank you.
MR. OLVERA: Thank you.
MS. PEREZ LEYVA: Thank you for your time.
COMMISSIONER CHERWIN: Good luck to your business.
COMMISSIONER DROST: Yes.
ACTING CHAIRPERSON WARSKOW: All right, so that's the end of the

petitions.

Do we have anybody who would like to make general public comments?

(No response.)

ACTING CHAIRPERSON WARSKOW: No, okay. So, I'm going to close all public commentary.

COMMISSIONER GREEN: I move we adjourn.

COMMISSIONER DROST: I'll second that motion.

MR. HUBBARD: I do have a few housekeeping items just to announce, sorry. First things first, I don't know if the Commissioners saw the e-mail I sent out today. If anyone accesses the website and uses our Wi-Fi, the password and Wi-Fi name is changing, so just make sure you're up on that.

Then, I believe Pat sent out two separate e-mails polling about future attendance, one for the end of March during what I think is spring break, and then one for a potential special meeting in early April. So, if everyone could please respond when they know their availability, that would be appreciated. Thank you.

ACTING CHAIRPERSON WARSKOW: Great. I think that's it.

We have a motion?

COMMISSIONER GREEN: I move we adjourn, again.

COMMISSIONER DROST: Second. It wasn't voted.

ACTING CHAIRPERSON WARSKOW: All right, everybody in agreement?

(Chorus of ayes.)

ACTING CHAIRPERSON WARSKOW: Anybody opposed?

(No response.)

ACTING CHAIRPERSON WARSKOW: No, all right. So, the meeting, the hearing is closed.

(Whereupon, at 8:31 p.m., the public hearing on the above-mentioned petition was adjourned.)



**Plan Commission
2/28/2024**

Item: 1821 N. Verde Subdivision - 2/14/24

Department: Planning & Community Development Department

ATTACHMENTS:

Description	Type
1821 N Verde Subdivision - 2/14/24	Minutes

PLAN

REPORT OF THE PROCEEDINGS OF A PUBLIC HEARING
 BEFORE THE VILLAGE OF ARLINGTON HEIGHTS
 PLAN COMMISSION

COMMISSION

RE: 1821 NORTH VERDE SUBDIVISION - PC #21-007
 PRELIMINARY AND FINAL PLAT OF SUBDIVISION, REZONING FROM R-1 TO
 R-3, LOT WIDTH VARIATION

REPORT OF PROCEEDINGS had before the Village of
 Arlington Heights Plan Commission Meeting taken at the Arlington Heights Village
 Hall, 33 South Arlington Heights Road, 3rd Floor Board Room, Arlington Heights,
 Illinois on the 14th day of February, 2024 at the hour of 7:30 p.m.

MEMBERS PRESENT:

MARY JO WARSKOW, Acting Chairperson
 LYNN JENSEN
 JOE LORENZINI
 BRUCE GREEN
 GEORGE DROST
 TERRY ENNES
 JOHN SIGALOS
 JAY CHERWIN

ALSO PRESENT:

SAM HUBBARD, Development Planner
 HAILEY NICHOLAS, Assistant Planner

ACTING CHAIRPERSON WARSKOW: All right, let's call this Plan Commission hearing to order. We'll all stand and say the pledge, please.

(Pledge of Allegiance recited.)

ACTING CHAIRPERSON WARSKOW: All right, if we could have our roll call, Sam?

MR. HUBBARD: Commissioner Cherwin.

COMMISSIONER CHERWIN: Here.

MR. HUBBARD: Commissioner Drost.

COMMISSIONER DROST: Here.

MR. HUBBARD: Commissioner Ennes.

COMMISSIONER ENNES: Here.

MR. HUBBARD: Commissioner Green.

COMMISSIONER GREEN: Here.

MR. HUBBARD: Commissioner Jensen.

COMMISSIONER JENSEN: Here.

MR. HUBBARD: Commissioner Lorenzini.

COMMISSIONER LORENZINI: Here.

MR. HUBBARD: Commissioner Sigalos.

COMMISSIONER SIGALOS: Here.

MR. HUBBARD: Chair Dawson.

(No response.)

MR. HUBBARD: And Vice Chair Warskow.

ACTING CHAIRPERSON WARSKOW: Here.

All right, and we have approval from the last meeting's minutes to vote on. Does anybody want to make a motion?

COMMISSIONER DROST: I'll make that motion to accept the minutes.

COMMISSIONER CHERWIN: I'll second.

ACTING CHAIRPERSON WARSKOW: All those in favor?

(Chorus of ayes.)

COMMISSIONER GREEN: I have to abstain; I was not there.

ACTING CHAIRPERSON WARSKOW: All right, anybody opposed?

(No response.)

ACTING CHAIRPERSON WARSKOW: So, the minutes are recorded into the record. All right, so let's have our first petition here today.

Who is representing 1821 North Verde Subdivision?

MR. VAN KOOTEN: That would be me, John Van Kooten.

ACTING CHAIRPERSON WARSKOW: Okay, Sam, have all the public notices been given?

MR. HUBBARD: They have, yes.

ACTING CHAIRPERSON WARSKOW: Okay, feel free to adjust microphones as needed. You could use that podium, too, with those microphones.

MR. VAN KOOTEN: Hi, I'm John Van Kooten and this is my wife Annie, and we own the property at 18 --

ACTING CHAIRPERSON WARSKOW: One second. Can I ask to swear you in?

MR. VAN KOOTEN: Sure.

ACTING CHAIRPERSON WARSKOW: Can you hold your hand up?
(Witness sworn.)

ACTING CHAIRPERSON WARSKOW: Thank you. Now, if you can spell your last name for the court reporter?

MR. VAN KOOTEN: Okay, that's V-a-n K-o-o-t-e-n.

ACTING CHAIRPERSON WARSKOW: All right, and have you seen the conditions of approval?

MR. VAN KOOTEN: Yes.

ACTING CHAIRPERSON WARSKOW: And you agree to all those conditions?

MR. VAN KOOTEN: I do.

ACTING CHAIRPERSON WARSKOW: All right, please go ahead and give your presentation.

MR. VAN KOOTEN: Okay, so we own the property here at Verde, and we have asked for a subdivision and a rezone. When I originally looked at the property, I had checked the Village's maps to see what it was zoned, and then looked at the Comprehensive Map and found out that the Comprehensive Map actually called for this property to, allowed for this property to be rezoned to R-3. So, once I saw that, I came down to the Village and spoke with a few people here at the Village and just asked if this was a feasible project. I think there was some sort of application to look at it preliminarily and then that came back positive, and then we moved forward there through five rounds of negotiations about curb sidewalks, streetlights and what have you to get to this point.

So, if we can go to the next slide, we'll talk about that.

MR. HUBBARD: There's a pointer up there, if you press to the right, it should go to the next slide.

MR. VAN KOOTEN: Okay, cool. All right, so the original subdivision was already two existing lots of record, they just weren't separated in a way that would work for this. So, the original lots were a small one on the corner that was only 6,000 square-foot and 38-foot wide, and then the interior lot was 120-foot wide and 20,000 square-foot.

This is the original plat. That's what that looked like. You can see the existing home and then there is an existing garage that would be closer to Palatine frontage road there, and then the home is facing Verde there. Then we've got a couple of small sheds in there, too.

The existing conditions like you just saw, it's a two-story single-family home, Cape Cod style, frame construction. It's a slab foundation, no basement. Two-car detached garage, and there's two driveways already with two culverts off of Verde. I don't think those driveways and culverts are going to line up for this, but there's already some right-of-way there.

These are the variations that are required on the interior lot. So, the corner lot, because it's on the corner of Palatine frontage, and Verde requires a very large side yard setback, that side yard setback would be consistent with the neighbor's yard who would be to the east of us. He is on Patton Street, facing Patton Street, and his side yard is approximately, I want to say it's around 39 feet, and that's what, I think the last few inches will get determined in the permit process but we're right around 39-foot. So, that puts the corner lot at about 90 feet, and it only leaves 68.5-foot for the interior lot where 75 feet is required. It's within 10 percent of, you know, of the ordinance, so typically that's something that, you know, would be allowable and

so that's how we proceeded and that's what we've come up with at this point.

So, there's the variations: Chapter 28, Section 5.1-3.2, Minimum Lot Width at Building Line, allows for 68.5-wide where 75 is required, and then another one, 68.5 lot where 75 is required. So, those are the two specific ordinances that we need a variation on.

Then, again, the zoning was in the Comprehensive Plan so that was already decided in 2019. You can see here, I've pulled up those maps for you. So, when I originally looked at the property, this is what I saw, right, and this is what made me feel like this was something that could be done here. I went to the original Zoning Map and I saw R-1, and then I went to the Comprehensive Map and I saw that the Village had decided in 2019 that it would be appropriate for R-3 on this corner.

Okay, and the new lots that we're proposing, I spoke of the corner one. It's a 90-foot wide, 50,000 square-foot, so it's a sizeable lot because it's got that 30-foot side yard setback. They're also pretty deep lots, 171-foot, so it's a pretty sizeable corner lot but it's got a 30-foot setback on the side, and then the traditional setbacks in front. That lot actually allows for a 50-foot wide building where the interior lot actually allows for 54 because I have so much setback on Palatine frontage road, for the future, you know, in case it gets widened and that kind of thing.

So, this is a photo of the proposed lots. You can see that the lot that's fronting Palatine and Verde there, that corner lot, that's the big one. You see where the, or you see the dotted line, that is the footprint. That's not how big the houses are going to be there, that's the allowable footprint. So, that footprint that you see there is not something that we would be trying to build, you know, we would be building something more in the area of like a 3,500 square-foot home or something. But what the survey here is showing is the allowable.

COMMISSIONER GREEN: The buildable envelope.

MR. VAN KOOTEN: There you, buildable envelope. Okay, you see on the, you see the big side yard setback, and then on the other one we have the traditional setbacks of I believe five feet on each side.

All right, and then the proposed use is for the construction of two new single-family homes. We would demolish the Cape Cod which is in very poor condition. It's not in such bad condition that it needs to be ripped down immediately, but it's not in good enough condition to move forward with. That was the way I determined it originally. The two proposed new single-family homes will have finished basements and garages and it will be brick and frame.

The site improvements that we, some of the stuff that we worked on in these five different rounds, the elimination of the existing well system, so this house was on well and septic prior to this. So, we're going to have to cap off, I don't know the terminology for that but per code, right, so we're going to get rid of that existing well. We're going to get rid of the existing septic system per code.

The grading plan has been approved by the Engineering Department. We've gone over that several times because I know there is a little bit of drainage issue in the area. So, that took some time with the Engineering Department to come up with something that was going to satisfy everybody.

We're going to be adding two water connections and two sewer connections. We already have two driveways and culverts, but those are probably going to be repositioned. I'm sure there's going to be maybe some right-of-way stuff, too, to work on in the future; hopefully not but maybe there will be.

Then the big one is, I would say in lieu of street widening curbs and

sidewalks which is not appropriate there because the rest of the street is all R-1 kind of estate lots, it would kind of lead to a sidewalk to nowhere kind of thing. So, I suppose in lieu of that, we've come up with the streetlights. So, we have a streetlight on the corner already, an existing streetlight on the frontage road and Verde, but we're going to put another one then at my expense at the end of the property which would be 168-foot away from the frontage road. So, you have one on the corner, the existing one, and then another 168-foot another streetlight, so it's going to be well lit. Then an estoppel agreement for if there's any future street widening curbs or sidewalks in the area.

Then trees, there's, you know, quite a few trees on the property and we'll work with the permit department to make sure that we leave tree that we can.

That's about it. That about sums it up. Does anybody have any questions for me?

COMMISSIONER GREEN: Not yet.

ACTING CHAIRPERSON WARSKOW: Generally, we'll have you give your presentation, and then Staff give their presentation. We'll have questions here among the Commission, open it up to public. We don't really have many in public today, and then we'll come back for our additional questions and any motion that we make.

MR. VAN KOOTEN: Okay.

ACTING CHAIRPERSON WARSKOW: So, if you want to have a seat, we'll get our Staff report.

MR. VAN KOOTEN: Thank you so much.

MR. HUBBARD: All right, thank you, Chair Warskow.

So, the subject property is at 1821 North Verde Avenue. As you've heard, it's in an R-1 One-Family Dwelling District, and on the Comprehensive Plan it is classified as appropriate for single-family detached uses, and I'll touch a little bit more on that later in the presentation.

Specifically, the Petitioner is requesting a rezoning from the R-1 District into the R-3 District, both are single-family, One-Family Dwelling Zoning Districts, and then they are requesting preliminary and final plat of subdivision approval to subdivide the property into two lots. It is existing as two lots today. One is a standard lot size, the other is a substandard lot size.

Then there are two variations being requested, as you've heard, to reduce the required lot width for Lot 2, the southern lot, the interior lot, from 75 feet to 68.5 feet. It is two variations but it's the exact same code requirement; that's because this particular requirement appears in two different chapters in the code, one in the Zoning Code and one in the Subdivision Code.

The Petitioner appeared before the Conceptual Plan Review Committee in August of 2020. I would characterize that review as generally favorable of the concept. Staff did encourage the Petitioner to reach out to some of their neighbors and make them aware of the proposed subdivision, and on May 17th of 2021, they held a neighborhood meeting to introduce this project to the neighbors and understand any concerns they may have. According to the Petitioner, only three members of the public attended the neighborhood meeting. Their primary concerns were whether or not the property would be redeveloped as single-family or as some sort of other commercial use.

This is a neighborhood aerial showing the property. The subject lot is outlined in red. This just kind of gives a very general visual of how this property compares to

some of the lot sizes in the vicinity. This particular lot was subdivided in 1956 before it was incorporated into the Village. Originally, it was two lots, both I believe of the same size. However, when Palatine Road was expanded, the northern lot had to give part of the lot, the majority of that lot away to accommodate for that Palatine Road expansion, leaving that northern portion substandard in size.

Relative to zoning, the existing property, as I mentioned, is zoned R-1. To the north, there are R-3 neighborhoods and a section of P-L Public Lands. To the east, it is all R-3, and then to the south, it is R-E, that's a Residential Estate Zoning District. Then to the west, there is an R-3 area and a pocket of R-1 as well. So, in regards to the rezoning, the rezoning of this property would put it into the R-3 Zoning District and that would be compatible with the property immediately to the east, and so we do see this rezoning aligning with what the zoning is in the vicinity, and it is going to be compatible with that zoning to the east. Additionally, there is a small pocket, as I mentioned, 12 lots to the west which it would also be compatible with. R-3 zoning is also, you know, compatible to R-1 and R-E to the south, although the R-1 zone does allow for a little more intense uses of land, you can get a little bit more density in smaller lots.

One of the primary things that we look at when it comes to rezoning is the Comprehensive Plan. So, the Comprehensive Plan designates this lot as suitable for single-family detached zoning, and that's consistent with the entire frontage along Palatine Road. So, the rezoning into the R District is compatible with the Comprehensive Plan. The plan is based on, you know, good, sound planning principles. It places the higher intensity land uses closer to the major arterial like Palatine Road, and that acts as kind of a buffer to some of the lower intensity land uses that occur in this vicinity to the south, not to say that R-3 is an intense usage of land, but in comparison to the R-E District to the south, it is a little bit more high intensity and this does kind of make sense, you know, given the configuration of Palatine Road to the east. So, we are supportive of the rezoning in this instance.

Here's the plat of subdivision, and there is the variation being requested for Lot 2 which is shaded in red. If the lot was constructed at a code-compliant lot size, it would look roughly like this as bounded in the dashed blue line. You can see there's really not too much of a difference between the two lot sizes. It represents only an 8.6 percent reduction in lot width. So, the Staff Development Committee found that this was the minimum necessary to allow for redevelopment of this lot. It does exceed, Lot 2, it does exceed the minimum allowable lot size by 35 percent. So, while it is a little bit substandard relative to the width, it is well in excess of the minimum allowable lot size required by code.

We did find that the variation was really a byproduct of the unique shape and configuration of the lot as a corner lot. It would be impossible to configure these lots in a code compliant way unless they were located or reconfigured to a north-south orientation as opposed to the east-west orientation. The north-south orientation wouldn't really be compatible with the existing fabric in the vicinity, so we think this configuration proposed makes a little bit more sense. Also, it's a byproduct of the right-of-way taking for the Palatine Road expansion. Had that not occurred, then this lot would definitely have been able to fit to code-compliant lots.

We also compared the proposed lot sizes to the lots in the vicinity. We didn't focus on anything on the north side of Palatine Road. Palatine Road is a pretty large major arterial and it functions as a pretty substantial barrier between this property and the fabric and character of the neighborhood to the north. So, we really focused our analysis on the lots to the south, east and west. These lots highlighted here or bolded in black outline the lots that we

compared this proposed subdivision to. Overall, it was 28 lots, and you can see the table to the left outlines the proposed lot sizes in comparison to the average and median lot size in the vicinity. Generally, it was compatible. It was a little bit larger than the median lot size, and the two lots were just around the minimum size of the average lot size of the lots surveyed. So, it was compatible with the neighboring lot sizes.

Here is the site plan for the proposed redevelopment. Three things I want to mention, and Mr. Van Kooten mentioned these as well, but the streetscape along Verde is not built up to standard. It's not quite the full roadway pavement width. It doesn't have curb and gutter, and there is no sidewalk. So, rather, it is a requirement of any subdivision to update to current code standards, but because these would be the only two lots along the entire Verde frontage that would comply, in the past we have allowed subdividers to enter into an estoppel agreement, as you heard, which would prevent them from objecting to a special assessment in the future to allow for the installation of those improvements if the Village determines at such time that those improvements are warranted in the future. So, that's one of the conditions of approval.

One of the other conditions of approval was that the Petitioner should work with us to adjust kind of the layout of the proposed homes to potentially save some of the trees on the site. Really, there's only one tree worth mentioning; it's right here kind of on the southwest corner. The footprint shown here doesn't accurately reflect where this home will be constructed. The required setback actually falls more along this line here, so there is a little bit of room between the tree and where the maximum size footprint could be located, and we think it's possible to potentially save this tree. It is the largest tree on the site, and we'll work with the Petitioner as part of the building permit process to see if it is feasible to save that tree.

Finally, I would mention that a fee in lieu of on-site detention is required. It's going to amount to I think a payment of around \$8,000, and the Petitioner will be required to put that money up when the site development permit is issued for the infrastructure work required for this site.

That being said, the Staff Development Committee is supportive of this application and recommending approval subject to the eight conditions as outlined in the Staff report and summarized here on the screen. Thank you.

ACTING CHAIRPERSON WARSKOW: All right, do I have a motion to --

COMMISSIONER ENNES: I'll make that motion.

COMMISSIONER DROST: Second.

ACTING CHAIRPERSON WARSKOW: All right, all those in favor?

(Chorus of ayes.)

ACTING CHAIRPERSON WARSKOW: Anyone opposed?

(No response.)

ACTING CHAIRPERSON WARSKOW: All right, it's in the record.

Now, do any of my fellow Plan Commissioners have any questions before we open it up to the public? Yes?

COMMISSIONER ENNES: Open to the public?

ACTING CHAIRPERSON WARSKOW: Yes, I know.

COMMISSIONER ENNES: I do. If the Petitioner, Mr. Van Kooten, would come up? Mr. Van Kooten, do you live in the area?

MR. VAN KOOTEN: I live in Glenview.

COMMISSIONER ENNES: Oh, okay, and so from the notes and the proposal, it sounds like you're going to be the general contractor on this?

MR. VAN KOOTEN: Yes.

COMMISSIONER ENNES: And have you done this before?

MR. VAN KOOTEN: Yes.

COMMISSIONER ENNES: Okay, can I ask you, about how long have you been working with the Village to get this to this stage?

MR. VAN KOOTEN: A couple of years. Two years, something to that.

COMMISSIONER ENNES: And have you done this, how many times have you done this before, done a residential development?

MR. VAN KOOTEN: A residential development?

COMMISSIONER ENNES: Yes.

MR. VAN KOOTEN: Quite a bit. In particular, zoning and variations, only once or twice on the zoning or variation. But in terms of construction, yes, a lot more in the city. I did a lot of walk-up condos near the United Center.

COMMISSIONER ENNES: In Chicago, the city?

MR. VAN KOOTEN: Yes.

COMMISSIONER ENNES: Okay, that's all I have. Thank you.

ACTING CHAIRPERSON WARSKOW: Yes?

COMMISSIONER JENSEN: Yes, just maybe Sam could give me some clarification. If and when the Village decides to go ahead and develop sidewalks, curbs and all of that, so does everybody, does the Village bear any of that cost or is all of that cost borne by all the people around the area where that development is going to be done? So, how is the cost distributed I guess is the question?

MR. HUBBARD: I mean, it can go one of two ways. It can be a capital project that the Village plans for, or it could be, you know, the funds could be levied through like a special assessment. I think it depends on, you know, really the overall need, who's requesting it and how many of these lots are being subdivided maybe at a time and, you know, whether or not the neighborhood is really pushing for that improvement.

COMMISSIONER JENSEN: But if the special assessment were to be just in this area, it wouldn't be beyond those people who live in the area, and if they go that route, they'd want to recover all the, the Village is going to recover all the cost of doing this or is that something that would be negotiated?

MR. HUBBARD: I believe it would be for the full cost, but I can't say I'm entirely certain, yes.

COMMISSIONER JENSEN: So, the Petitioner or whoever owns this when you get through developing it really doesn't have any idea what this is going to ultimately run should the Village then decide to do that. Is there any kind of a limit put on it?

MR. HUBBARD: Well, it would be subject to an estoppel agreement that I believe would get recorded against the property, so anyone purchasing and doing their due diligence should be able to uncover, you know, what these obligations are.

COMMISSIONER JENSEN: Okay, thanks. I just wanted a little clarification on that.

ACTING CHAIRPERSON WARSKOW: Any other Commissioner?

COMMISSIONER ENNES: So, this would be recorded on the deed, the estoppel certificate?

MR. HUBBARD: I believe so, yes.

COMMISSIONER CHERWIN: With the deed.

COMMISSIONER ENNES: With the deed, yes.

COMMISSIONER CHERWIN: I'm sorry --

ACTING CHAIRPERSON WARSKOW: That's okay, go ahead.

COMMISSIONER CHERWIN: So, the only thing I was kind of a little confused with, Sam, could you go back to the site plan thing you had up? Maybe that's the engineering. That just looks like, it looks like different than the plat of resubdivision that was on there, because if you look at like the widths in there, just the way it lays out, it seems like on this plan the property to the north has a much narrower space for the buildable envelope to the northerly --

MR. HUBBARD: Yes, there's errors on both the western and northern building envelopes shown here. They don't comply with the setbacks that are required. We did make the Petitioner aware of that, so, you know, he should be aware that, you know, these building envelopes don't represent, you know, the location where the foundations could be constructed to code.

COMMISSIONER CHERWIN: Can you go to the final plat of resubdivision real quick? Is the final plat, is this closer, the one that you've brought up, is that closer to what it should look like?

MR. HUBBARD: Yes, exactly.

COMMISSIONER CHERWIN: I got you, all right.

MR. VAN KOOTEN: I would make a point though, that's as big as the footprint could be. It will definitely be smaller.

COMMISSIONER CHERWIN: Understood, yes.

MR. VAN KOOTEN: Yes.

COMMISSIONER CHERWIN: I'm just, I'm talking about like the northerly side yard thing. Then I guess the other thing here is on the other, I guess I'm just trying to think here what the calculation is between the building envelopes. To me, I understand that the building envelopes are what they are. Is there like an FAR that, I don't know off the top of my head, I don't remember, but what's like the FAR that would restrict the size of a house in these envelopes? Is that --

MR. HUBBARD: It would have to comply with the floor area requirements of the R-3 District. Off the top of my head, I want to say that's maybe around 50 percent, I don't know.

COMMISSIONER GREEN: Around 50, Sam.

MR. HUBBARD: Yes, thank you.

COMMISSIONER CHERWIN: Around 50, okay. So, I know the Petitioner has said that the building is not going to be this big, however, I'm just curious as to how big it could get within this, because these are pretty close together. I don't have a problem generally with this project, with the subdivision and all that stuff. The only issue I do have is I just want to make sure that we're not like, I mean, because, you know, obviously this building envelope is a pretty big envelope and they're somewhat closer together than I think ideally we would like. Those would be my two concerns, but if the Staff feels comfortable that our other bulk restrictions would be sufficient to limit these, you know, I can live with it.

I see the 30-foot, I guess the last question here, I'm sorry, on this, it says nine-foot building setback line, and then seven-foot building setback line. So, that would be, on the northerly lot it couldn't get any closer than nine feet from that bifurcating line between the lots, and then on the southerly lot it could get as close as seven-foot to the property line.

MR. HUBBARD: Correct.

COMMISSIONER GREEN: It's 10 percent.

MR. HUBBARD: Yes, 10. Yes, these are the standards of the R-3 District.

COMMISSIONER CHERWIN: Yes, so the catch is that if we have a narrower lot, we've got that narrower setback line as well. I'm not as concerned about the width of the lots; I am a little bit concerned about the setback.

MR. HUBBARD: I mean, you're talking about a half a foot setback difference if it was at 75 feet in width. So, we're really not talking about much.

COMMISSIONER CHERWIN: Yes, okay. All right, that's all. Thank you.

COMMISSIONER DROST: I've got one question for Mr. Van Kooten.

MR. VAN KOOTEN: Sure.

COMMISSIONER DROST: On the, you mentioned in your presentation that you were thinking about a 35,000 square-foot pair of homes --

MR. VAN KOOTEN: 3,500.

COMMISSIONER DROST: 3,500, excuse me, 3,500. Have you thought about what the sales price would be for these homes?

MR. VAN KOOTEN: I think, you know, it's changed in a couple of years.

COMMISSIONER DROST: Oh, yes.

MR. VAN KOOTEN: Originally, I talked about --

COMMISSIONER DROST: You were here in 2020 when you initially started the process.

MR. VAN KOOTEN: I think originally in the rounds that are documented there, we talked about like \$850,000, but I think things have gone up a bit since in the last couple of years. I think everybody is aware of that.

COMMISSIONER DROST: Yes, so you're looking at million-dollar homes.

MR. VAN KOOTEN: Probably right around that number, yes. Hopefully, we get the Bears in town and that works out for everybody.

COMMISSIONER ENNES: It would be a stone's throw away.

MR. VAN KOOTEN: It's pretty consistent with what's down Verde. I mean, yes, I'm sure you guys have been down Verde, maybe not recently, but --

COMMISSIONER DROST: You've been down there, Mr. Green?

COMMISSIONER GREEN: Yes.

COMMISSIONER DROST: Yes, good.

MR. VAN KOOTEN: Yes, a lot of new homes down Verde to the south between Palatine frontage and Thomas. Then along Verde and Patton there, there's a lot of new construction, a lot of vacant lots.

COMMISSIONER DROST: And that would be consistent with the neighbors to the south as well, the home prices?

MR. VAN KOOTEN: Yes. Yes, yes, oh, yes, that's exactly what they're doing. I'm just, you know, copying what they've been doing. That's been working for them and everyone has been happy with it, so, with craftsman style home that everybody likes in the Chicago area right now.

ACTING CHAIRPERSON WARSKOW: All right, I'm going to open it up to public commentary.

Do we have anybody in the public who would like to speak to this petition?

(No response.)

ACTING CHAIRPERSON WARSKOW: No, okay. I'm going to close this portion of the public commentary and ask my fellow Commissioners if we have any more questions before we make a motion.

Comments? Questions?

COMMISSIONER CHERWIN: I'll make a motion.

A motion to recommend to the Village Board of Trustees approval of PC #21-007, a Rezoning from the R-1 One-Family Dwelling District to the R-3 One-Family Dwelling District, and a Preliminary and Final Plat of Subdivision to re-subdivide the property into two lots, and the following Variations:

1. Chapter 28, Section 5.1-3.2, *Minimum Lot Width at Building Line*, to allow a 68.5-foot wide lot where 75-foot wide lots are required.
2. Chapter 29, Section 29-307B.2, to allow a 68.5-foot wide lot where 75-foot wide lots are required.

This recommendation is subject to resolution of the following:

1. The existing home on the subject property shall be demolished no more than six months after subdivision approval by the Village Board.
2. Prior to issuance of a building permit for a new home on Lot 1, impact fees shall be required in accordance with Chapter 29 of the Municipal Code.
3. A Design Commission application shall be required for each new home on the subject property.
4. Linkage fees, in accordance with Chapter 7 of the Municipal Code, shall be required prior to permit issuance for each new home on the subject property.
5. The Petitioner shall continue to work with the Village on the final design and footprint of the homes on each proposed lot and shall preserve as many of the existing mature trees on the subject property that are in good health, as feasible.
6. Prior to issuance of a site development permit for the required improvements, the Petitioner shall provide a \$8,264 fee in lieu of on-site detention.
7. The Petitioner shall enter into an estoppel agreement with the Village, which agreement shall state that the property owner will not object to the establishment of a special assessment for construction of paving, curb and gutter, storm sewer, and sidewalk improvements within the Verde Avenue right-of-way.
8. The Petitioner shall comply with all federal, state, and Village codes, regulations and policies.

COMMISSIONER JENSEN: Second.

ACTING CHAIRPERSON WARSKOW: Okay, can I get a roll call, Sam?

MR. HUBBARD: I'm sorry, who's the second?

ACTING CHAIRPERSON WARSKOW: Commissioner Jensen.

MR. HUBBARD: All right, Commission Cherwin.

COMMISSIONER CHERWIN: Yes.

MR. HUBBARD: Commissioner Jensen.

COMMISSIONER JENSEN: Yes.

MR. HUBBARD: Commissioner Drost.
COMMISSIONER DROST: Aye.
MR. HUBBARD: Commissioner Ennes.
COMMISSIONER ENNES: Yes.
MR. HUBBARD: Commissioner Green.
COMMISSIONER GREEN: Yes.
MR. HUBBARD: Commissioner Lorenzini.
COMMISSIONER LORENZINI: Yes.
MR. HUBBARD: Commissioner Sigalos.
COMMISSIONER SIGALOS: Yes.
MR. HUBBARD: Chair Warskow.
ACTING CHAIRPERSON WARSKOW: Yes.

All right, congratulations. You have a unanimous approval or recommendation from the Plan Commission. Next stop is the Village Board, and Sam, do you have a tentative date for that?

MR. HUBBARD: Yes, it looks like we're going to be targeting the March 4th Village Board date, but we'll be in contact. I'll let you know once that date is confirmed.

ACTING CHAIRPERSON WARSKOW: All right, well, congratulations. Best of luck with your project.

MR. VAN KOOTEN: Thank you. I'd like to thank everybody for showing up and hearing me out. I appreciate it.

ACTING CHAIRPERSON WARSKOW: You're very welcome.

COMMISSIONER GREEN: Good luck.

COMMISSIONER DROST: Good luck.

(Whereupon, at 8:03 p.m., the public hearing on the above-mentioned petition was adjourned.)



Plan Commission 2/28/2024

Item: Ford Auxiliary Parking Lot - 580 W. University Dr. - PC#23-016

Department: Planning & Community Development Department

Requested Action

1. Amendment to Land Use Variation Ord. 01-057 to allow storage of non-passenger vehicles.

Variations Required

No variations.

Recommendation

— The Staff Development Committee (SDC) reviewed the proposed amendment to Land Use Variation Ord. 01-057 to allow storage of non-passenger vehicles, and recommends APPROVAL of the application, subject to resolution of the following:

1. Parking of non-passenger vehicles shall only be allowed on spaces 1 through 50 and space 176 as identified on the attached exhibit. All remaining spaces on the subject property shall be designated for passenger vehicles only.
2. Vehicles shall not be parked in drive aisles to maintain emergency access and circulation through the site.
3. The petitioner shall submit a permit application to the Building & Life Safety Department for the parking lot seal coating and restriping work that has already occurred on the subject property. This application shall be received prior to this petition appearing before the Village Board, and the petitioner shall obtain the permit no less than 3 months after Village Board approval of this petition.
4. If continued parking of vehicles on grass is observed by the Village upon approval of this petition, Ford shall be required to construct the landbanked parking as generally outlined in Ord. 01-057 within 90 days of any such request by the Village.
5. All passenger or non-passenger vehicles stored on the subject property shall

be awaiting service by Arlington Heights Ford or be excess Arlington Heights Ford vehicle inventory. Parking spaces on the subject property shall not be leased to or used for general vehicle storage by outside entities.

6. All passenger or non-passenger vehicles stored on the subject property shall be in working order, not visibly damaged or inoperable. Vehicles needing body work or engine repair shall not be stored on the subject property.

7. The petitioner shall provide a landscape plan that demonstrates screening of the parking lot from view of W. University Drive. Screening shall be a minimum of 3-feet in height and consist of a mix of plant material with varying height, including shrubs, perennials, and ornamental trees. Landscaping in compliance with this condition shall be installed no later than September 30, 2024.

ATTACHMENTS:

Description	Type
Staff Report	Board or Commission Report
Public Notice	Exhibits
Aerial	Exhibits
CPRC Minutes - 5/10/23	Exhibits
Project Narrative	Exhibits
Plat of Survey	Exhibits
Parking Lot Layout	Exhibits
Department Comments - Round 1	Exhibits
Department Comments - Round 1	Exhibits
Petitioner Response	Exhibits
Department Comments - Round 2	Exhibits



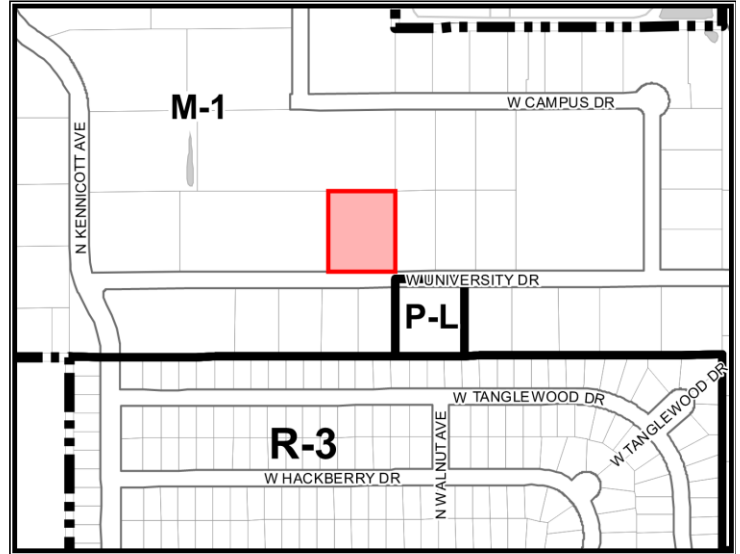
VILLAGE OF ARLINGTON HEIGHTS
STAFF DEVELOPMENT
COMMITTEE REPORT

PC File Number: PC 23-016
Project Title: Ford Auxiliary Parking Lot LUV
Amendment
Address: 580 W. University Dr.
PIN: 03-07-200-055

To: Plan Commission
Prepared By: Dan Osoba, Planner I
Meeting Date: February 28, 2024
Date Prepared: February 23, 2024

Petitioner: John Guido Jr.
Arlington Heights Ford
Address: 801 W. Dundee Rd.
Arlington Heights, IL 60004

Existing Zoning: M-1: Research, Development, and
Light Manufacturing District
Comprehensive Plan: R&D, Mfg., Warehousing



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
Northeast	M-1: Research, Development, and Light Manufacturing District	Multi-tenant light industrial building	R&D, Mfg., Warehousing
Northwest	M-1: Research, Development, and Light Manufacturing District	Multi-tenant light industrial buildings	R&D, Mfg., Warehousing
Southeast	M-1: Research, Development, and Light Manufacturing District	Solar panel power generation field	R&D, Mfg., Warehousing
Southwest	M-1: Research, Development, and Light Manufacturing District	Vitamin/Supplement manufacturer (Carlson Labs)	R&D, Mfg., Warehousing

Requested Action:

1. Amendment to Land Use Variation Ord. 01-057 to allow storage of non-passenger vehicles.

Variations Required:

- No variations.

Project Background:

The subject property is occupied by a surface parking lot including 176 parking stalls. There is one entrance into/out of the site, which comes from a curb cut onto University Drive at the southwestern portion of the subject property and is access controlled by a gating system. The surface parking lot on the site is completely enclosed with a six-foot tall fence on all four sides.

The subject property was purchased by the Village in 2001 as part of a larger land purchase within the industrial park located on the northwest side of the Village. At that time, Arlington Heights Ford was experiencing a high volume of motor vehicle inventory. The Village subdivided the subject property so that the parking lot was located on its own separate lot and leased the site to Arlington Heights Ford for use as an auxiliary storage lot for passenger vehicles. The Village subsequently sold the lot to Arlington Heights Ford. It is important to note that prior to leasing the site to Arlington Heights Ford, a Land Use Variation had to be granted to the subject property which restricted vehicle storage on the site to passenger vehicles only.

In March of 2023, Arlington Heights Ford was issued a citation due to the storage of non-passenger vehicles on the subject property (see pictures below). In discussing the matter with Arlington Heights Ford, they have stated that they process and complete a high volume of vehicle repairs for local commercial truck fleets, such as for ABC Plumbing and Amazon. Trucks awaiting repairs have been stored within the parking lot on the subject property where it is not permitted.



Zoning and Comprehensive Plan

The subject property is zoned M-1, Research, Development, and Light Manufacturing Business. Auto storage lots are not permitted in the M-1 District, however, as previously mentioned this property received a Land Use Variation in 2001 (Ord. 01-057) to allow for the storage of passenger vehicles. The request to allow non-passenger vehicles (trucks, vans, busses, etc.) requires an amendment to the previously granted Land Use Variation.

The petitioner provided a written response, explaining how the property will conform to the Land Use Variation approval criteria. Staff concurs with the petitioner's responses:

- **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 petitioner acknowledges that their facility will not alter the character of the locality with the allowance of non-passenger vehicles to be stored on the property. The storage of all non-passenger vehicles is proposed at the rear of the property and would not be visible from W. University Drive.
- **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 petitioner acknowledges that the proposed expansion of business operations to include non-passenger vehicle storage was due to the circumstances of the COVID pandemic. This was a way to retain the business by expanding service operations and bring in numerous commercial accounts.
- **The proposed variation is in harmony with the spirit and intent of this Chapter.**
 - The petitioner acknowledges that their facility will comply with all requirements of Chapter 28. The petitioner has made efforts to bring the property into compliance with Chapter 28 by adding sod and resurfacing the parking lot.
- **The variance requested is the minimum variance necessary to allow reasonable use of the property.**
 - The petitioner acknowledges that this requested amendment to the Land Use Variation is the minimum variance necessary to allow reasonable use of the property and continue the use of the property.

The Comprehensive Plan classifies this property as appropriate for R&D, Manufacturing, and Warehousing. The storage of trucks and commercial vehicles on the site is generally compatible with the uses in the vicinity, however, additional screening and restrictions on this land use are necessary to mitigate for any possible negative impacts from this use. The petitioner has identified 51 of the 176 parking spots for non-passenger vehicles at the rear of the property. This amounts to approximately 29% of the total spaces on-site and is a reasonable limit to retain the character of the current business operations and existing land use variation.

Conceptual Plan Review Committee

On May 10, 2023, the petitioner appeared before the Conceptual Plan Review Committee (CPRC) for a preliminary review of the Land Use Variation amendment request. The CPRC was generally favorable towards the request and had questions and/or concerns relative to how larger vehicles are stored and screened on-site, landscaping maintenance, whether vehicles stored on-site were operable or visibly damaged, and whether parking spaces were being leased to third-party entities unrelated to Ford. The petitioner

acknowledged that they had previously allowed third-party vehicles to be stored on the lot, but have since terminated these agreements. The petitioner also acknowledged that landscaping on the site could be improved to better screen the property from W. University Drive.

Building, Site and Landscaping

The petitioner is not proposing any changes to the exterior of the site other than two sheds on the property, which were removed shortly after this application was received. There are no permanent structures on the site. Landscaping provided on-site shall comply with Chapter 28, Section 6.15.1.2a, which requires that paved service areas shall be effectively screened from adjacent public ways by screening at least three feet high. A landscape plan was not provided by the petitioner that demonstrates compliance with this section; therefore, a condition of approval has been recommended by staff

Building & Life Safety Department comments were received during SDC review that outline all drive aisles must remain clear and accessible to maintain circulation and access for emergency vehicles. The petitioner has indicated that all drive aisles will be clear during business operations and vehicles will be parked only in striped parking spaces. A condition of approval has been recommended by staff to ensure property owner compliance with this requirement.

Comments were received during SDC review after a site visit from Engineering Division staff regarding site work completed on the property, including parking lot surface seal coating and restriping, that was done without a permit. The Engineering Division required that the petitioner submit an after-the-fact permit to the Building & Life Safety Department for staff review. A condition of approval has been recommended by staff to ensure all work completed on the property is properly reviewed by the Village, permitted and inspected.

Vehicles stored on-site by the petitioner have been observed parking on grass areas within the property on multiple occasions. This grass area had become deteriorated and the petitioner has recently restored it with new sod. There is an existing plan for landbanked parking approved as part of the original Land Use Variation (Ord. 01-057). This considers the need for additional parking if the 176 spaces are deemed too few to accommodate peak parking demand. A condition of approval has been recommended by staff that would require this landbanked parking to be implemented if continued parking occurs on the grass.

Parking and Loading:

There are no buildings or floor area on the subject property; therefore, no traffic and parking study is required with this application.

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the proposed amendment to Land Use Variation Ord. 01-057 to allow storage of non-passenger vehicles, and recommends **APPROVAL** of the application, subject to resolution of the following:

1. Parking of non-passenger vehicles shall only be allowed on spaces 1 through 50 and space 176 as identified on the attached exhibit. All remaining spaces on the subject property shall be designated for passenger vehicles only.
2. Vehicles shall not be parked in drive aisles to maintain emergency access and circulation through the site.
3. The petitioner shall submit a permit application to the Building & Life Safety Department for the parking lot seal coating and restriping work that has already occurred on the subject property. This application

shall be received prior to this petition appearing before the Village Board, and the petitioner shall obtain the permit no less than 3 months after Village Board approval of this petition.

4. If continued parking of vehicles on grass is observed by the Village upon approval of this petition, Ford shall be required to construct the landbanked parking as generally outlined in Ord. 01-057 within 90 days of any such request by the Village.
5. All passenger or non-passenger vehicles stored on the subject property shall be awaiting service by Arlington Heights Ford or be excess Arlington Heights Ford vehicle inventory. Parking spaces on the subject property shall not be leased to or used for general vehicle storage by outside entities.
6. All passenger or non-passenger vehicles stored on the subject property shall be in working order, not visibly damaged or inoperable. Vehicles needing body work or engine repair shall not be stored on the subject property.
7. The petitioner shall provide a landscape plan that demonstrates screening of the parking lot from view of W. University Drive. Screening shall be a minimum of 3-feet in height and consist of a mix of plant material with varying height, including shrubs, perennials, and ornamental trees. Landscaping in compliance with this condition shall be installed no later than September 30, 2024.

February 23, 2024

Michael Lysicatos, Assistant Director of Planning & Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads

business & service directory

Landscaping

**MASS
CKEY
OSCIPPING**

**CALL FOR
WEEKLY LAWN
MAINTENANCE
SERVICE
SEASONAL CONTRACT
50% OFF
Spring Cleanups
Starting @ \$60
50% OFF
PRICES BELOW
Market (all colors)
and • Seed**

**PAINTING
SERVICE
OR PAINTING
IN CABINETS?
SH REPAINTED
CONSTRUCTION
ISTS**



Quality paints:
John Moore
BEHR

**Now
Free
estimates
y Insured
969-5846**

EEVE'S

Quality paints:
Min Moore
BEHR
Call Now
Free
Estimates
Fully Insured
969-5846

RTI Clothing, an ADVERTISED fee, drives to work OVERTISED car and then...
 to ADVERTISE ing it doesn't pay, business is poor, he TISES it for sale. WHY IS IT?

SERVICES
HOME REPAIR

Following:
 cement
 erior +
 installation
 ace
 eplace
 n or Wood
 ace
 ace
 ce
 cks
 -
 r Guard
 uction /
 ards Products

1281
 d A+
 eEstimates

Landscaping

**GRASS
OCKEY
LANDSCAPING**

**CALL FOR
WEEKLY LAWN
MAINTENANCE**

FREE SERVICE
4TH SEASONAL CONTRACT
25% OFF
Spring Cleanups
Operation Starting @ \$60
25% OFF
SERVICES BELOW
Mulch (all colors)
• Sod • Seed
• Brick Paving
• Sprinkler System
Repairs & Installs
WE WILL MATCH OR BEAT
ANY WRITTEN PRICE FOR
ANY LAWN SERVICE

FREE EST. ★ SR. DISC.
(800)880-LAWN
 (5000)

Painting

**STEVE'S
PAINTING
SERVICE**

SERVICE
INTERIOR PAINTING
KITCHEN CABINETS?
FINISH REPAINTED
NEW CONSTRUCTION



PAINTS

Use quality paints:
Benjamin Moore
& BEHR
Call Now

**Free
Estimates
Fully Insured
47-969-5846**

**STEVE S
PAINTING
SERVICE
INTERIOR PAINTING**

**Call today
Get it done tomorrow
One room or
the whole house
Ceilings - Doors - Trim**

**Kitchen Cabinets
Exterior Painting
Rotten Wood Replaced**



use quality paints:
 Benjamin Moore
 & BEHR
 Call Name

Call Now
Free
Estimates
Fully Insured
47-969-5846

**Mike's
Creative**

Touch

Painting & Staining
Services
Wallpaper Removal

**All Types of
Drywall Repairs
Light Carpentry
Bathroom Remodeling
WE DO SMALL JOBS
Over 40 Yrs.**

**Experience
Quality Work
Done Right
Senior Discounts
& Free Estimates**

30-653-6969

WHY IS IT
man wakes up after
sleeping under an
VERTISED blanket, on
DVERTISED mattress,

pulls off ADVERTISED
pajamas, baths in an
ADVERTISED shower,
shaves with an
ADVERTISED razor,
brushes his teeth with an
ADVERTISED toothpaste,
dresses with ADVERTISED

soaps, puts on
ADVERTISED Clothes,
inks an ADVERTISED
of coffee, drives to work
an ADVERTISED car
and then...
refuses to ADVERTISE
believing it doesn't pay.
or if business is poor, he

ON SERVICES

HOME REPAIR

the following:

Exterior +

Replacement & Installation

Replace
Aluminum or Wood
Replace
Replace

place d Locks ts –

Letter Guard Instruction /

0-1281

FreeEstimates

NOTIFICATION AFFIDAVIT

I, Cassie Smith hereby certify as follows:

1. That on the 15th day of February, 2024, affiant caused to be mailed in the Post Office of Arlington Heights, copies of the attached Notice of Public Hearing to all listed taxpayers of real estate within 250 feet, excluding all Public Right-of-Ways of the subject property and to the owners, or representatives, of property listed as exempt, and to all Condominium Associations whose property is within 250 feet of the subject site for which the hearing is being held..
2. That the parties to whom said notice was mailed are set forth on the attached list.
3. That the petitioner stated that the required sign(s) were erected as required by the Village of Arlington Heights.

Cassie Smith
Signature

Subscribed and Sworn to before me
this 15th day of FEBRUARY, 2024.

Ariel Szvec
Notary Public



Date: 2/12/24

NOTICE OF PUBLIC HEARING

Please be advised that a petition has been filed with the Village of Arlington Heights for an Amendment to a Land Use Variation (Ordinance 01-057) to modify condition #4 to permit automobile storage of non-passenger vehicles on the subject property.

The location of the property is 580 W University Dr, Arlington Heights, IL 60004. TG 801 is the official owner of said property. John Guido Jr. is one of the beneficial owners of the property.

At the public hearing, the Plan Commission will accept and consider all testimony and evidence pertaining to the application, and will consider any zoning actions or relief that may be necessary or convenient to allow development of the type described in this notice, or development that is less dense than that type described in this notice, including, without limitation, special use permits, variations, map or text amendments, or other special approvals.

This hearing is open to the public and comments from the public on the proposal are invited. Hearing on said petition will be held by the Arlington Heights Plan commission at the Municipal Building, 33 S Arlington Heights Rd, Arlington Heights, IL, 3rd floor, at 7:30 PM, on Wednesday, February 28, 2024.



John Guido Jr.

President

Arlington Heights Ford

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado at 33 S. Arlington Heights Road, Arlington Heights, IL 60005, (847) 368-5793 (Voice) or (847) 368-5980 (Fax) or emercado@vah.com.



Shipment Receipt

Transaction Date: 12 Feb 2024

Tracking Number:

1ZV2076W1397296483

① Address Information

Ship To:

PLM PARTNERSHIP
645 W UNIVERSITY DR
ARLINGTON
HEIGHTS IL 60004181
7

Ship From:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

Return Address:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

② Package Information

	Weight	Dimensions / Packaging	Declared Value	Reference Numbers	
1.	0.1 lbs (Letter billable)	UPS Letter	1.00 USD		

③ UPS Shipping Service and Shipping Options

Service: UPS Next Day Air Saver**Guaranteed By:** End of Day Tuesday, Feb 13,
2024**Shipping Fees Subtotal:** 37.41 USD**Transportation** 31.91 USD**Fuel Surcharge** 5.50 USD**Declared Value**

Package 1 0.00 USD

This website uses cookies and analytics technologies



We do this to better understand how visitors use our site and to offer you a more personal experience. By using our website, you consent to the recording, use, and sharing of your website activity by us and our service providers. Please see our [Privacy Notice](#) for more information. You can manage your preferences by selecting [Cookie Settings](#).

Shipping Charges:	37.41 USD
Subtotal Shipping Charges:	37.41 USD
Total Charged:	37.41 USD

Note: This document is not an invoice. Your final invoice may vary from the displayed reference rates.

* For delivery and guarantee information, see the UPS Service Guide. To speak to a customer service representative, call 1-800-PICK-UPS for domestic services and 1-800-782-7892 for international services.

This website uses cookies and analytics technologies

We do this to better understand how visitors use our site and to offer you a more personal experience. By using our website, you consent to the recording, use, and sharing of your website activity by us and our service providers. Please see our [Privacy Notice](#) for more information. You can manage your preferences by selecting [Cookie Settings](#).

Shipment Receipt

Transaction Date: 12 Feb 2024

Tracking Number: 1ZV2076W1390773881

1

Address Information

Ship To: LUIS N DOWNES 725 W UNIVERSITY AVE ARLINGTON HEIGHTS IL 60004181 9	Ship From: ARLINGTON HEIGHTS FORD Erica Harlston 801 W DUNDEE RD ARLINGTON HEIGHTS IL 60004 Telephone:847870130 0 email:eharlston@ahfor d.com	Return Address: ARLINGTON HEIGHTS FORD Erica Harlston 801 W DUNDEE RD ARLINGTON HEIGHTS IL 60004 Telephone:847870130 0 email:eharlston@ahfor d.com
--	--	---

2

Package Information

	Weight	Dimensions / Packaging	Declared Value	Reference Numbers	
1.	0.1 lbs (Letter billable)	UPS Letter	1.00 USD		

3

UPS Shipping Service and Shipping Options

Service:	UPS Next Day Air Saver
Guaranteed By:	End of Day Tuesday, Feb 13, 2024

Shipping Fees Subtotal:	37.41 USD
Transportation	31.91 USD
Fuel Surcharge	5.50 USD
Declared Value	
Package 1	0.00 USD

4

Payment Information

Bill Shipping Charges to:	Shipper's Account V2076W
----------------------------------	--------------------------

Shipping Charges:	37.41 USD
Subtotal Shipping Charges:	37.41 USD
Total Charged:	37.41 USD

Note: This document is not an invoice. Your final invoice may vary from the displayed reference rates.

* For delivery and guarantee information, see the UPS Service Guide. To speak to a customer service representative, call 1-800-PICK-UPS for domestic services and 1-800-782-7892 for international services.



Shipment Receipt

Transaction Date: 12 Feb 2024**Tracking Number:**

1ZV2076W1399950299

① Address Information

Ship To:

JR CARLSON
LABORATORIES
600 W UNIVERSITY
AVE
ARLINGTON
HEIGHTS IL 60004181
8

Ship From:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

Return Address:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

② Package Information

	Weight	Dimensions / Packaging	Declared Value	Reference Numbers	
1.	0.1 lbs (Letter billable)	UPS Letter	1.00 USD		

③ UPS Shipping Service and Shipping Options

Service: UPS Next Day Air Saver**Guaranteed By:** End of Day Tuesday, Feb 13,
2024**Shipping Fees Subtotal:** 37.41 USD**Transportation** 31.91 USD**Fuel Surcharge** 5.50 USD**Declared Value**

Package 1 0.00 USD

④ Payment Information

Bill Shipping Charges to: Shipper's Account V2076W

Shipping Charges:	37.41 USD
Subtotal Shipping Charges:	37.41 USD
Total Charged:	37.41 USD

Note: This document is not an invoice. Your final invoice may vary from the displayed reference rates.

* For delivery and guarantee information, see the UPS Service Guide. To speak to a customer service representative, call 1-800-PICK-UPS for domestic services and 1-800-782-7892 for international services.



Shipment Receipt

Transaction Date: 12 Feb 2024**Tracking Number:**

1ZV2076W1398328508

① Address Information

Ship To:

CAMINIT ASSOCIATES
601 CAMPUS DR
ARLINGTON
HEIGHTS IL 60004783
2

Ship From:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

Return Address:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

② Package Information

	Weight	Dimensions / Packaging	Declared Value	Reference Numbers
1.	0.1 lbs (Letter billable)	UPS Letter	1.00 USD	

③ UPS Shipping Service and Shipping Options

Service: UPS Next Day Air Saver

Guaranteed By: End of Day Tuesday, Feb 13,
2024

Shipping Fees Subtotal: 37.41 USD

Transportation 31.91 USD

Fuel Surcharge 5.50 USD

Declared Value

Package 1 0.00 USD

④ Payment Information

Bill Shipping Charges to: Shipper's Account V2076W

Shipping Charges:	37.41 USD
Subtotal Shipping Charges:	37.41 USD
Total Charged:	37.41 USD

Note: This document is not an invoice. Your final invoice may vary from the displayed reference rates.

* For delivery and guarantee information, see the UPS Service Guide. To speak to a customer service representative, call 1-800-PICK-UPS for domestic services and 1-800-782-7892 for international services.

Shipping Charges:	37.41 USD
Subtotal Shipping Charges:	37.41 USD
Total Charged:	37.41 USD

Note: This document is not an invoice. Your final invoice may vary from the displayed reference rates.

* For delivery and guarantee information, see the UPS Service Guide. To speak to a customer service representative, call 1-800-PICK-UPS for domestic services and 1-800-782-7892 for international services.



Shipment Receipt

Transaction Date: 12 Feb 2024**Tracking Number:**

1ZV2076W1392934104

① Address Information

Ship To:

CERRO OTTO LLC
525 W UNIVERSITY DR
ARLINGTON
HEIGHTS IL 60004181
5

Ship From:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

Return Address:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

② Package Information

	Weight	Dimensions / Packaging	Declared Value	Reference Numbers	
1.	0.1 lbs (Letter billable)	UPS Letter	1.00 USD		

③ UPS Shipping Service and Shipping Options

Service: UPS Next Day Air Saver**Guaranteed By:** End of Day Tuesday, Feb 13,
2024**Shipping Fees Subtotal:** 37.41 USD**Transportation** 31.91 USD**Fuel Surcharge** 5.50 USD**Declared Value**

Package 1 0.00 USD

④ Payment Information

Bill Shipping Charges to: Shipper's Account V2076W

Shipping Charges:	37.41 USD
Subtotal Shipping Charges:	37.41 USD
Total Charged:	37.41 USD

Note: This document is not an invoice. Your final invoice may vary from the displayed reference rates.

* For delivery and guarantee information, see the UPS Service Guide. To speak to a customer service representative, call 1-800-PICK-UPS for domestic services and 1-800-782-7892 for international services.



Shipment Receipt

Transaction Date: 12 Feb 2024

Tracking Number: 1ZV2076W1393528097

① Address Information

Ship To: DS PROP MIDWEST AN ILL 625 W UNIVERSITY AVE ARLINGTON HEIGHTS IL 60004182 6	Ship From: ARLINGTON HEIGHTS FORD Erica Harlston 801 W DUNDEE RD ARLINGTON HEIGHTS IL 60004 Telephone:847870130 0 email:eharlston@ahfor d.com	Return Address: ARLINGTON HEIGHTS FORD Erica Harlston 801 W DUNDEE RD ARLINGTON HEIGHTS IL 60004 Telephone:847870130 0 email:eharlston@ahfor d.com
--	--	---

② Package Information

	Weight	Dimensions / Packaging	Declared Value	Reference Numbers	
1.	0.1 lbs (Letter billable)	UPS Letter	1.00 USD		

③ UPS Shipping Service and Shipping Options

Service: UPS Next Day Air Saver

Guaranteed By: End of Day Tuesday, Feb 13, 2024

Shipping Fees Subtotal: 37.41 USD

Transportation 31.91 USD

Fuel Surcharge 5.50 USD

Declared Value

Package 1 0.00 USD

④ Payment Information

Bill Shipping Charges to:

Shipper's Account V2076W

Shipping Charges:	37.41 USD
Subtotal Shipping Charges:	37.41 USD
Total Charged:	37.41 USD

Note: This document is not an invoice. Your final invoice may vary from the displayed reference rates.

* For delivery and guarantee information, see the UPS Service Guide. To speak to a customer service representative, call 1-800-PICK-UPS for domestic services and 1-800-782-7892 for international services.



Shipment Receipt

Transaction Date: 13 Feb 2024

Tracking Number:

1ZV2076W1390321967

① Address Information

Ship To:

TOYODA
316 UNIVERSITY DR
ARLINGTON
HEIGHTS IL 60004181
2

Ship From:

ARLINGTON HEIGHTS
FORD
CASSIE SMITH
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:cassie@ahford.
com

Return Address:

ARLINGTON HEIGHTS
FORD
Erica Harlston
801 W DUNDEE RD
ARLINGTON
HEIGHTS IL 60004
Telephone:847870130
0
email:eharlston@ahfor
d.com

② Package Information

	Weight	Dimensions / Packaging	Declared Value	Reference Numbers	
1.	0.1 lbs (Letter billable)	UPS Letter	1.00 USD		

③ UPS Shipping Service and Shipping Options

Service:

UPS Next Day Air Saver

Guaranteed By:

End of Day Wednesday, Feb 14,
2024

Shipping Fees Subtotal: 37.41 USD

Transportation 31.91 USD

Fuel Surcharge 5.50 USD

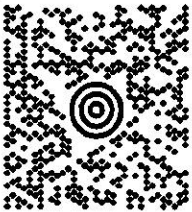
Declared Value

Package 1 0.00 USD

④ Payment Information

Bill Shipping Charges to:

Shipper's Account V2076W

ERICA HARLSTON 8478701300 ARLINGTON HEIGHTS FORD 801 W DUNDEE RD ARLINGTON HEIGHTS IL 60004		0.1 LBS LTR	1 OF 1
SHIP TO: TOYOTA 316 UNIVERSITY DR ARLINGTON HEIGHTS IL 60004-1812			
	IL 602 9-02 		
UPS NEXT DAY AIR SAVER 1P TRACKING #: 1Z V20 76W 13 9032 1967			
			
BILLING: P/P			
CS 23.9.00. WNTNV50 7.DA 02/2024*			

NOTICE OF PUBLIC HEARING

HEARING FOR: AMENDMENT TO LAND USE VARIATION
HEARING LOCATION: ARLINGTON HEIGHTS MUNICIPAL BUILDING
33. S ARLINGTON HEIGHTS RD.

DATE: FEBRUARY 28TH, 2024 TIME: 7:30PM

PUBLIC ATTENDANCE & COMMENTS INVITED
FOR DETAILS CALL:

ARLINGTON HEIGHTS FORD
(847) 870-1300
OR

VILLAGE OF ARLINGTON HEIGHTS
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
(847) 368-5200

SURVEILLANCE

580

W

UNIV



REPORT OF THE PROCEEDINGS OF
THE CONCEPTUAL PLAN REVIEW COMMITTEE
OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION

A MEETING HELD ON:

May 10, 2023

Project Title: Ford Auxiliary Parking Lot LUV
Address: 580 W. University Dr.
Petitioner: John Guido Jr.
Arlington Heights Ford
Address: 801 W. Dundee Rd.
Arlington Heights, IL 60004

Requested Action:

1. Amendment to LUV Ord. 01-057 to allow storage of non-passenger vehicles.

Variations Required:

1. None identified at this time.

Attendees: John Guido Jr., Petitioner – Arlington Heights Ford
Cassie Smith, Business Development Manager, Arlington Heights Ford
Jay Cherwin, Plan Commissioner
John Sigalos, Plan Commissioner
Bruce Green, Plan Commissioner
Sam Hubbard, Planning Department

Project Summary:

The subject property is occupied by a surface parking lot including approximately 198 parking stalls. There is one entrance into/out of the site, which comes from a curb cut onto University Drive at the southwestern portion of the subject property. The surface parking lot on the site is completely enclosed with a six-foot tall fence on all four sides.

The subject property was purchased by the Village in 2001 as part of a larger land purchase within the industrial park located on the northwest side of the Village. At that time, Arlington Heights Ford was experiencing a high volume of motor vehicle inventory, and the Village subdivided the subject property so that that parking lot was located on its own separate lot, and leased the site to Arlington Heights Ford for use as an auxiliary storage lot for passenger vehicles. Eventually, the Village sold the lot to Arlington Heights Ford. It is important to note that prior to leasing the site to Arlington Heights Ford, a Land Use Variation had to be granted to the subject property, which restricted vehicle storage on the site to passenger vehicles only.

In March of 2023, Arlington Heights Ford was issued a citation due to the storage of non-passenger vehicles on the subject property (see pictures below). In discussing the matter with Arlington Heights Ford, they have stated that they process and complete a high volume of vehicle repairs for local commercial truck fleets, such as for ABC Plumbing and Amazon, and they have been storing trucks awaiting repairs in the University Drive auxiliary parking lot where it is not permitted. Arlington Heights Ford is planning to submit a Plan Commission application to allow for the storage of non-passenger vehicles on the subject property.

Meeting Discussion:

Mr. Guido – stated they are here to discuss a land use variation for an auxiliary lot at 580 W. University Dr. The lot was purchased from the Village several years ago and has been used for storage of commercial vehicles and surplus inventory. Since COVID and the depleted Ford inventories, there has been excess capacity on the lot. ABC Plumbing, Heating & Cooling asked to use the lot since the number of vehicles in their fleet had increased during COVID. Additionally, a school bus company also approached us for use of the lot, and now Ford has a violation for these uses of the lot. The violation is

due to the fact that the original zoning approvals only granted permission to park passenger vehicles on the lot. We have since cleared the lot.

We are purposing a change to the zoning approvals on the property to allow storage of commercial vehicles that are being serviced by Ford, as well as the storage of excess commercial vehicle inventory. Over the next few months Ford expects to submit a separate zoning application to allow a different site, also owned by Ford and that abuts their dealership at Dundee Road and Ridge Avenue, to be entitled for use as motor vehicles repair center for their commercial vehicles. This will be a first in Illinois, and we are excited about it. That building would have 28 to 42 service bays will generate a lot of service revenue, with parts being sold, so we will eventually have a lot of commercial vehicles. We will probably be asking for a land use variation to switch that over so that we can allow for commercial service, as well as our own inventory.

Ms. Simms – shared that the commercial vehicles that are being serviced by Ford and are being parked on the auxiliary lot are typically only stored there for 3-4 days while they are awaiting parts. Ford provides service to ABC vehicles, Pace vehicles, and other miscellaneous commercial fleets. Due to the constraints that COVID has caused to the supply chain, when larger repairs are needed, such to engines, those vehicles are stored on the auxiliary lot until the parts arrive and they can be brought back to the main Ford lot for repair. Once repaired, they leave.

Commissioner Green – asked about bus storage at the auxiliary lot and expressed concern that the lot is being mis-used by busses that he has observed coming and going up to three times a day and would tie up traffic on the street. When the busses would leave, the drivers would come get in cars. There were also “No Parking” signs on the street. He asked if this would continue to happen?

Ms. Simms & Mr Guido – both responded “no”.

Commissioner Green – asked if everything that would be stored on the auxiliary lot would be commercial vehicles that Ford is servicing and that are awaiting parts.

Mr. Guido – responded that for now the only commercial vehicles that would be stored on the lot would be those that are awaiting service by Ford. Eventually, the lot would be used for excess Ford inventory of the larger commercial vehicles that they will be selling.

Ms. Simms – confirmed that it would be only service vehicles for now, but will also be used for inventory of larger vehicles that Ford has for sale.

Mr. Guido – acknowledged that landscaping on the property could be improved. He explained that the large F150 & F250 trucks used to be showcased in this lot, and customers would come to the lot. With no excess inventory during COVID, customers had not been coming to the lot so the landscaping had not been a concern of theirs. However, we need to return it to looking nice and they have quotes from landscapers to make this happen.

Mr. Hubbard – explained property was zoned M-1, automobile storage for a dealership is not allowed in the M-1 district. The village purchased this land back in early 2001-2002, and granted a land use variation to allow for the storage of passenger vehicles on the site and leased it to Ford, and then later sold it to Ford. If these lots not monitored correctly, usage over time has a tendency to evolve. The parking of trucks has been occurring here, and Ford was issued a citation, and now are asking for an allowance to park non-passenger vehicles, such as trucks and commercial vehicles stored as excess inventory or awaiting repair. Staff is generally supportive of that use, but want to make sure that the landscaping is maintained and upgraded. There has been parking on the grass for several months, and landscaping should be restored and repaired. If trucks are stored at this site, we would ask that they be parked at the rear of the site, with a specific limit on the numbers and locations of truck storage. The lot should not be used for storage of vehicles not owned or being serviced by Ford. Staff is generally supportive to the plans.

Commissioner Green – asked of the staff how is this different than other locations where we have asked that they fence in this type situation, so we do not have to look at it.

Ms. Simms – confirmed that there are no wrecked cars stored in the lot. The area is fenced, and has been repaired, with landscaping that covers the fence.

Mr. Guido – stated that they don't do body work on cars.

Mr. Hubbard – explained if this were a residential area, and Ford was proposing storage of vehicles, they would need to completely screen it. This particular lot is screened from the street at the front, and with the updated landscaping it should be good. On one side is a solar array, which blocks some visibility to the lot.

Commissioner Green – stated that for a contractor shop, for example, all vehicle storage needed to be screened. Is Ford not required to screen everything completely due to the fact that no repairs were taking place on this lot?

Mr. Hubbard – explained that contractor shops had different requirements as they were defined differently in the code and were allowed within different zoning districts. In this particular location, which is zoned M-1, the complete screening requirement of vehicle storage was governed by whether it is adjacent to residentially zoned property. This site was not adjacent to residentially zoned property.

Commissioner Cherwin – as long as that lot was not used for storage of wrecked cars and was not used as a car-pool for parking by third party vehicles unrelated to Ford, then with it being limited to Ford's commercial inventory or trucks that are in need of service, he did not take issue with the proposal. So for when this goes to the Plan Commission, they may want to establish restrictions that prohibit wrecked cars, or the lease of the parking lot for use by third party users. Expressed he was OK for what they are doing, might just take a few extra conditions to get through Plan Commission.

Commissioner Sigalos – asked the petitioner to confirm that there will be no more coming and going of school buses throughout the day.

Mr. Guido – confirmed no school buses, only Pace vehicles would be stored on the site since Pace was one of their customers. And when those vehicles would be onsite, it would be because they are in possession by Ford and have a service ticket on them. He stated that he was generally OK with the conditions discussed today and by those identified within the staff report. They would limit the number of commercial service vehicles that are stored on the site and they would store those vehicles at the rear of the site. Service vehicles may be stored for a week, sometimes even a month or more depending supply chain issues and how long it takes to get parts.

RECOMMENDATION

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

Bruce Green, Chair
CONCEPTUAL PLAN REVIEW COMMITTEE
Kendra Maher, Recorder

May 1st, 2023

Arlington Heights Ford Project Narrative

Land Use Variation Amendment

580 University Dr, Arlington Heights, IL 60004

Arlington Heights Ford is requesting to amend the land use agreement on the lot on University Drive. We utilize our second lot for overflow service traffic. With the shortages of parts and vehicles since COVID hit we have to park commercial vehicles on this lot when they are waiting for parts. The average time for parking for service vehicles on this lot is about 3-4 days.

We are also in the process of becoming a Ford Pro dealership for commercial vehicles. This will drive an excessive amount of commercial traffic to our store for parts and service as we will be one of the few big commercial Ford dealers in the state. Which, in turn, will drive more traffic and business through Arlington Heights. Due to this upcoming change, we will need these spaces on our lot for parking.

We would like to park these vehicles in the back 4 rows of the parking lot (farthest spots from the street). This covers about 80 spots. We have an aerial photo of the lot labeled with the requested spots for commercial service vehicles. We will also be using spots in the future for new commercial vehicles that we have to offer for sale once inventory starts normalizing.

There have been some concerns we have recently addressed to verify parking occurs in the designated areas on the lot. We have had a meeting with all of our employees and ensured that we are utilizing the space as promised. We have not only put sod in as well as paved this lot to keep it up and make it aesthetically pleasing. We have every intention of ensuring we are abiding by our agreement with the village pertaining to this lot.

We appreciate the committees help and continued support on this matter.

Sincerely,

John Guido Jr.

Dealer Operator

Arlington Heights Ford

847-812-0038-

May 1st, 2023

Arlington Heights Ford

Justification for Land Use Variation

580 University Dr, Arlington Heights, IL 60004

We will not alter the essential character of the locality should this lot be approved for the land use variation. In fact, since we initially started the process of zoning we have had the lot re-paved and have had sod installed to ensure that it looks good for the local neighbors as well as our own employees and customers that drive by it.

We faced unique circumstances due to COVID with inventory and parts shortages. In order to overcome this challenge we managed to keep our business alive and well by bringing in numerous commercial accounts for service. We exceeded our expectation with that and because of how many commercial accounts (including the village) that we are currently working with we need to occasionally utilize our second lot to park some of these vehicles for a day or two (a week at most) while we are waiting for parts. Unfortunately, the shortage of parts is still an issue (for the time being). The inventory shortage of vehicles is starting to level out. Therefore, we have been receiving additional inventory and we will need to start utilizing this lot to park our vehicles. We are becoming a commercial store with Ford, so some of the vehicles that we will park on that lot will be commercial vehicles for sale when our inventory significantly increases.

Our request for the land use amendment is the minimum variance necessary to allow us reasonable use of this property.

Sincerely,

John Guido Jr.

Dealer Operator

Arlington Heights Ford

847-812-0038

170 171 172 173 174 175



Village of Arlington Heights Building & Life Safety Department

Interoffice Memorandum

To: Jorge Torres, Director of Building & Life Safety

From: Elliot Eldridge, Assistant Building Official, Building & Life Safety Department

Subject: 580 W University Dr. – PC 23-016 (Ford Aux. Parking Lot LUV Amendment)

Date: November 1, 2023

General Comments:

1. Dimensionally, demonstrate fire vehicle emergency access / circulation through the site. The plans do not appear to conform to this requirement.
2. Dimension gate securing the fire apparatus access roads. No details provided on gate sizes.

Note: "A transmittal letter detailing all the changes from the initial review will be required for any additional reviews"



Arlington Heights Fire Department

David Roberts, Division Chief

droberts@vah.com

Telephone 847/368-5457 • Facsimile 847/368-5995

P.C. Number	23-016
Project Name	Ford Aux Parking Lot LUV Amendment
Project Location	580 W University Dr
Planning Department Contact	Sam Hubbard

October 30th, 2023

The Fire Department has no comments on this project.

HEALTH SERVICES DEPARTMENT

6

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 23-016

Petitioner: Arlington Heights Ford
580 W. University Dr.Owner: John Guido Jr
T.G. 801Contact Person: John Guido Jr
Address: 801 W. Durdan Rd.Arlington Heights IL 60004Phone #: 847-812-0038
Fax #: _____
E-Mail: jguidojr@aah-ford.com

P.I.N.# _____

Location: 580 W. University Dr

Rezoning: _____ Current: _____ Proposed: _____

Subdivision: _____

of Lots: _____ Current: _____ Proposed: _____

PUD: _____ For: _____

Special Use: _____ For: _____

Land Use Variation: ☒ For: ParkingCommercial Vehicles

Land Use: _____ Current: _____

Proposed: _____

Site Gross Area: _____

of Units Total: _____

1BR: _____ 2BR: 3BR: 4BR: _____

(Petitioner: Please do not write below this line.)

1. GENERAL COMMENTS:No Comments.[Signature]
Environmental Health Officer10-30-23

Date

[Signature]
for10/30/23

Direc

Date

PLAN COMMISSION PC #23-016
Ford Auxiliary Lot
580 W University Dr
Round 1

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding.
12. The project narrative references that the parking lot was paved and the application includes the May 9, 2023 Parking Lot Improvement Contract from Fortis Ground Werks, Inc. The Village of Arlington Heights Building and Life Safety Department do not have record of a permit application for the resurfacing of the lot. An after-the-fact permit application must be submitted to document the resurfacing and striping that has taken place. Permit fees for work completed without a permit will be doubled, and citations could also be issued. The applicant shall accept this understanding.
13. Vehicles shall not be parked in the drive aisles to maintain emergency access and circulation through the site at all times.

	11-15-23
Michael L. Pagones, P.E. Village Engineer	Date

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

**Ford Parking Lot
580 W University Dr.**

Round 1 Review Comments

1. Character of use:

The character of use is consistent with the area and is not a concern.

2. Are lighting requirements adequate?

Lighting should be up to Village of Arlington Heights code. The exterior of the building should be illuminated especially during nighttime hours for safety, to deter criminal activity and increase surveillance/visibility- potentially reducing theft, trespassing, vandalism, underage drinking, and other criminal activity.

3. Present traffic problems?

There are no traffic problems at this location.

4. Traffic accidents at particular location?

This is not a problem area in relation to traffic accidents.

5. Traffic problems that may be created by the development.

This development should not create any additional traffic problems.

6. General comments:

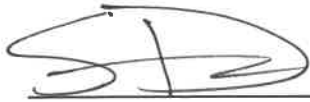
- Please ensure that there is an emergency information/contact card on file with the Arlington Heights Police Department and that it is up-to-date. Agent contact information must be provided to the Arlington Heights Police Department during all construction phases. The form is attached. Please complete and return. This allows police department personnel to contact an agent during emergency situations or for suspicious/criminal activity on the property during all hours.

- Landscaping should provide open sightlines to increase natural surveillance and avoid creating ambush locations and havens for illegal activities- theft, trespassing, vandalism, underage drinking, drug use, etc.

-CCTV is an essential part of CPTED and is highly recommended for this parking lot. Signage indicating the use of video surveillance and monitoring is also highly recommended in conjunction with CCTV.

- Consider posting no trespassing / loitering/ no un-authorized use signage. The Arlington Heights Police Dept. has and utilizes trespass warning forms under qualifying circumstances when requested by property management.

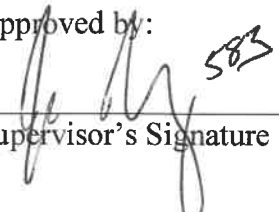
- Access control should be considered a priority with this project to deter theft and other criminal activity.



359

Steven Dinov, Problem Oriented Policing Coordinator
Community Services Bureau

Approved by:



Supervisor's Signature

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 23-016

Petitioner: Arlington Heights Ford
580 W. University Dr.
Arlington Heights IL 60004
 Owner: John Guido Jr
J T.G. 801

Contact Person: John Guido Jr
 Address: 801 W. Dundee Rd

Phone #: 847-812-0038

Fax #: _____

E-Mail: jguidojr@aahford.com

P.I.N.# _____

Location: 580 W. University Dr

Rezoning: _____ Current: _____ Proposed: _____

Subdivision: _____

of Lots: _____ Current: _____ Proposed: _____

PUD: _____ For: _____

Special Use: _____ For: _____

Land Use Variation: Y For: Parking

Commercial Vehicles

Land Use: _____ Current: _____

Proposed: _____

Site Gross Area: _____

of Units Total: _____

1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

YES

NO

1. X _____ COMPLIES WITH COMPREHENSIVE PLAN?
2. X _____ COMPLIES WITH THOROUGHFARE PLAN?
3. _____ X VARIATIONS NEEDED FROM ZONING REGULATIONS?
 (See below.)
4. _____ X VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS?
 (See below.)
5. _____ X SUBDIVISION REQUIRED?
6. _____ X SCHOOL/PARK DISTRICT CONTRIBUTIONS REQUIRED?
 (See below.)

Comments: Please see attached comments #7 - #15.

Paul Ost

12/28/03

Date

Planning & Community Development Dept. Review

December 28, 2023



REVIEW ROUND 1

Project: Ford Auxiliary Parking Lot LUV Amendment
580 W. University Drive

Case Number: PC 23-016

General:

7. Based on a review of the Round 1 submittal, the Plan Commission must review the following zoning actions:
 - a) An Amendment to Land Use Variation Ord. 01-057 to modify condition #4 to permit automobile storage of non-passenger vehicles on the subject property.

Parking & Operations:

8. Provide a more detailed map of the proposed location that illustrates the designated parking areas. This map should include the existing parking lot striping and a parking count to match the Project Narrative and LUV amendment justification. Note that there are a total of 176 striped parking spaces on-site currently and this map should reflect that number when designating spaces. The map should include the following designated areas:
 - a) Parking area for passenger vehicles;
 - b) Parking area for non-passenger commercial vehicles to be stored while waiting for parts/service; and
 - c) Parking area for non-passenger commercial vehicles to be stored while for sale.
9. The Project Narrative indicates the rear (north) four rows of parking are to be utilized for the non-passenger vehicle storage, which is indicated to be about 80 spaces in the Project Narrative. The Project Narrative and Location of Commercial Vehicle Parking are not consistent in the proposed parking locations and total number of spaces designated for non-passenger commercial vehicle parking.
 - a) Provide an exact number of spaces that are intended to be reserved for non-passenger vehicle storage that matches the detailed map requested in item 8 above. This number will need to be included in the LUV amendment and will need to be accurate. Please note that the rear four rows of parking contain 67 number of parking stalls.
 - b) Staff is open to discussing the potential to allow up to 80 parking spaces (45.5% of the total spaces on-site) proposed for non-passenger commercial vehicles, but needs to know how many spaces could be occupied by these vehicles in the future if they are to be stored on the site.
10. Provide the maximum length of commercial vehicle that may be stored on-site.
 - a) The driveway from the gate to the W. University Drive right-of-way is approximately 31-feet. Staff would like to ensure that vehicles are not overhanging into the right-of-way while the gate is opening/closing. If vehicles are longer than 31-feet, provide information on the gate operations and verify that vehicles will not be overhanging into the right-of-way for extended periods of time.
 - b) Please verify if striped parking spaces will be double-parked to accommodate larger vehicles, or if one commercial vehicle is to be parked in one striped space. For instance: if a school bus or larger commercial vehicle is stored on-site, it will take up two spaces vertically instead of just one.
11. Please provide details on the types of non-passenger vehicles that will be stored on the site (busses? box trucks? semi-tractors and trailers? commercial vans? etc.).
12. All non-passenger vehicles stored on the subject property must be either owned by Ford or awaiting repairs by Ford. Leasing of parking stalls for use by outside entities shall be prohibited. A condition of approval outlining such shall be recommended.

13. Should continued parking of vehicles on grass be observed by the Village upon any such approval of this application, Ford shall be required to construct the landbanked parking as generally outlined during original approval of this Land Use Variation, within 90-days of any such request by the Village.
14. Provide a formal response to all Round 1 Department Review Comments in electronic format, either via a USB/flash drive or via email (if the files are small enough to email), along with one hard copy.
15. Please ensure that a revision date is added to all plans or documents that are revised as a result of these comments.

Prepared by: _____
Dan Osoba

**Community Development
Department Review**

December 20, 2023

REVIEW ROUND 1

Project: Arlington Heights Ford
580 W University Dr

Case Number: PC 23-016

Landscape Comment:

Per Chapter 28, Section 6.15-1.2a, all paved service areas abutting a street or off street parking area shall be effectively screened adjoining any public way. Such screening shall be a minimum of three feet high along the frontage of a public way. Provide a landscape plan that addresses the required screening along University Drive. The landscaping should be a mix of plant material with varying height including shrubs, perennials and ornamental trees.

Prepared by: 

Derek Mach, Landscape Planner

Ford Auxiliary Lot
580 W University Dr
Round 1

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding. –

We acknowledge and accept this.

12. The project narrative references that the parking lot was paved and the application includes the May 9, 2023 Parking Lot Improvement Contract from Fortis Ground Werks, Inc. The Village of Arlington Heights Building and Life Safety Department do not have record of a permit application for the resurfacing of the lot. An after-the-fact permit application must be submitted to document the resurfacing and striping that has taken place. Permit fees for work completed without a permit will be doubled, and citations could also be issued. The applicant shall accept this understanding.

The parking lot was not repaved. We filled holes and did a full seal coat of the whole lot. We submitted the invoice from the paving company with the original application. We also accept this for all permits.

13. Vehicles shall not be parked in the drive aisles to maintain emergency access and circulation through the site

We acknowledge and accept this and now have a parking plan in place for this lot.

ARLINGTON HEIGHTS POLICE DEPARTMENT

COMMUNITY SERVICES BUREAU

DEPARTMENT PLAN REVIEW SUMMARY

FORD PARKING LOT

580 W UNIVERSITY DR

1. CHARACTER OF USE

The character of use is consistent with the area

- 2. The lighting is currently up to Arlington Heights Code. There is not a building over there, however, there is ample lighting.**
- 3. No problems.**
- 4. No problems.**
- 5. No problems.**
- 6. We updated our emergency contact card and Officer Dinov has already received this. We will consider posting a No Trespassing sign on this site. We have vendors that go to that lot to look at and pickup some of our vehicles that are for sale... which is why we installed a strong locking gate. Access control is a top priority at this lot.**

PLANNING AND COMMUNITY DEVELOPMENT DEPT REVIEW

ROUND 1

PROJECT: FORD AUXILIARY PARKING LOT LUV AMENDMENT

580 W. UNIVERSITY DR

CASE NUMBER: PC 23-016

Parking and Operations:

7. Photo of the other lot with numbered spots attached.

Based on attached photo all we need is 51 spots in total for service vehicles to be parked while waiting for parts. The remainder of the lot would be used for passenger vehicles for sale. (also answers number 9)

10. The maximum length of one of these service vehicles would be a 45' long school bus. We would park this in the spots 19-50 taking up 2 spots. They fit perfectly. We unlock and open the gate first thing in the morning, so there would never be a vehicle parked in front of the gate to open it outside of the Ford Escape we use to go and open the gate first thing in the morning and close the gate at the end of the night. There is ample space for the Ford Escape while opening or closing the gate.

11. There will be numerous types of vehicles parked on the lot at any given time. We service Amazon trucks, school buses, commercial vans, and box trucks. We do not have the capacity to service semi-tractors and trailers, so there will be none stored on the auxiliary lot.

12. We only store vehicles waiting for repairs on this lot outside of the vehicles we have stored there for sale. We understand that leasing of stalls is prohibited, and will abide by this rule.

13. We will not, and have not, been parking on the grass. We did have it completely fixed with our landscaping company. If this is broken we will absolutely abide by the 90 day request. We have addressed all employees and all parking on the grass has completely stopped.

PLAN COMMISSION PC #23-016
Ford Auxiliary Lot
580 W University Dr
Round 2

14. The petitioner's response to comment nos. 11 and 13 are acceptable.
15. The petitioner's response to comment no. 12 is noted. A site visit shows that a section of the lot was repaved. the remainder the parking lot was seal coated and the parking lot restriped without a Village permit. An after-the-fact permit application must be submitted to document the resurfacing of the lot. The permit must be applied for before Plan Commission approval.



16. Vehicles shall not be parked in the drive aisles to maintain emergency access and circulation through the site at all times.


Michael L. Pagones, P.E.
Village Engineer

2-6-24
Date

Planning & Community Development Dept. Review

February 9, 2024



REVIEW ROUND 1

Project: Ford Auxiliary Parking Lot LUV Amendment
580 W. University Drive

Case Number: PC 23-016

General:

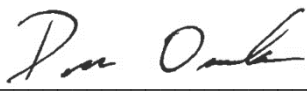
16. There was no response to #7 and no response needed. This comment was advisory on the zoning action required.

Parking & Operations:

- 17. The response to #8 and #9 are noted. A condition of approval will be recommended to state that the 51 spots in the rear of the lot are to be used for commercial vehicle parking spaces and the remaining spaces are to continue to be used for passenger vehicles only.
- 18. The response to #10 is acceptable.
- 19. The response to #11 is acceptable.
- 20. The response to #12 is acceptable.
- 21. The response to #13 is noted. A condition of approval will be recommended to state that if continued parking of vehicles on grass be observed by the Village upon any such approval of this application, Ford shall be required to construct the landbanked parking as generally outlined during original approval of this Land Use Variation, within 90-days of any such request by the Village.
- 22. No response was provided for #14 or #15. The Planning Department has printed hard copies with revision dates for our records.

New Comments Based on Revised Plans:

- 23. Based on the review of the minutes of the Conceptual Plan Review Committee, a condition of approval will be recommended to state that no visibly damaged or inoperable vehicle may be stored on this site as the intent of the use is for vehicle service and not body work or engine repair.

Prepared by: 
Dan Osoba