



Village of Arlington Heights
Conceptual Plan Review Committee
Community Room, 3rd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
February 28, 2024
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Doctor's Subdivision - 2010-2020 S. Arlington Heights Rd. -
1/10/24

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Salt Creek Park District Recreation Area - 3445, 3145, 3041 W.
Salt Creek Ln. - T1774
Planned Unit Development, Rezoning from B-3 to P-L

VII. OTHER BUSINESS

- A. Public Comment

VIII. PUBLIC COMMENT

IX. 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.



Conceptual Plan Review Committee
2/28/2024

Item: Doctor's Subdivision - 2010-2020 S. Arlington Heights Rd. - 1/10/24

Department: Planning & Community Development Department

ATTACHMENTS:

Description	Type
Doctor's Subdivision - 1/10/24	Minutes

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

A MEETING HELD ON:

January 10, 2024

Project Title: Doctor's Subdivision PUD Amendment

Address: 2010-2020 S. Arlington Heights Road

Petitioner: Samuel A. Orticelli, Esq.

Address: 432 Tremingham Way
Venice, FL 34293

Requested Action:

1. Amendment to Planned Unit Development (PUD) Ordinance #70-089 and #02-019 to modify a previously approved parking variation.

Variations Required:

1. Chapter 28, Section 10.4-2, to allow 127 parking stalls where code requires 200 parking stalls.

Attendees: Sam Orticelli, Attorney
Jay Cherwin, Plan Commissioner
George Drost, Plan Commissioner
Bruce Green, Plan Commissioner
Michael Lysicatos, Planning Department
Sam Hubbard, Planning Department

Project Summary:

The subject property is located at the southwest corner of Arlington Heights Road and Seegers Road and is occupied by an approximately 40,000 square foot multi-tenant office building that was constructed in the 1970's. The structure is primarily tenanted by medical office users, which comprise approximately 61% of the existing floor area within the building. The remaining floor area is either leased to standard office users (21.3%) or is vacant (17.7%). Several of the existing medical office tenants are expected to vacate the building in 2024 as their leases are set to expire.

The site contains two separate parking areas; the first is located at the front of the building and contains 65 parking stalls with access from both Arlington Heights Road and Seegers Road. The second parking area contains 62 parking stalls and is located at the rear of the building with access from Seegers Road. At its intersection with Arlington Heights Road, Seegers Road provides two outbound lanes of non-signalized full access (a separate right turn lane and left turn lane), as well as one inbound lane of travel.

The petitioner purchased the property in 2021 and would like to have the ability to lease any space within the building to a medical office tenant. However, the subject property operates at a parking deficit, and without a variation being granted, only standard office users would be allowed. As such, they are intending to submit a Plan Commission application requesting approval of a parking variation. Because the property is part of a Planned Unit Development (PUD), the parking variation can only be granted as part of a PUD amendment.

Meeting Discussion:

Mr. Orticelli – introduced himself and explained that he was representing the owners of the building at 2010 S. Arlington Heights Road. He was hoping to clear up a parking problem that he believe stemmed back to 2002. The building was initially built in 1970 as part of a PUD. The original plans were to build this building and then a second phase was to occur about two years later. The second phase was never built, but the PUD stipulated that 241 parking spaces were to be provided across both phases. The development is called the Doctor Subdivision and has always been meant to accommodate medical

offices, used by medical tenants. When the second phase wasn't built, the owners of the 2010 building subdivided the property into two lots and then they sold off the second lot (2020 S Arlington Heights Rd). There was an amendment to the PUD to allow development on the second lot and that amendment allowed 157 spaces on the second lot, whereas the original PUD was to contain a total of 241 parking spaces. The 157 spaces on the second lot equated to 22.7% reduction in code required parking on that lot where 203 parking spaces were required.

With regards to the 2010 building, per his calculations, 200 spaces are required. This figure is calculated by taking the gross floor area of the 2010 building, which we've determined to be approximately 40,000 square feet and assigning one parking space for every 200 square feet of medical floor area. This equates to 200 spaces required for the 2010 building.

Mr. Orticelli questioned the zoning ordinance and specifically section 28-10-10.1, sharing that it says *where a building permit has been issued prior to the effective date of this section and provided that construction has begun within six months of such effective date and diligently pursued the completion, parking and loading facilities as required here and after need not be provided*. Mr. Orticelli shared his interpretation of Section 28 10-10.1, which in his opinion means that the 2010 property does not need to comply with the one parking space per 200 square feet of medical office floor area, but that the parking requirement should be based on the regulations that were in effect prior to the effective date of that amendment, which were one space for every 250 square feet of floor area, plus one space for every three staff members.

Calculating the parking requirement for the medical office building under this premise, he arrives at a requirement for 176 spaces, opposed to the 200 that the Village has calculated. He reiterated that when the 2002 amendment was passed to allow development at 2020 S Arlington Heights Road, a variance was granted to allow a reduction from 203 to 157 parking stalls, that's a 22% reduction. He hoped that staff might consider a similar reduction that works out to a reduction for the 2010 building, which would equate to a requirement for 136 spaces. Currently there are 127 spaces on the site, so under this allowance there would be a deficit of nine.

Mr. Orticelli shared in the in the 2002 amendment to the PUD, it was encouraged that there be an agreement between the owner of the 2020 building to have shared parking. He noted that in order for this to be accomplished, it would take a lot of construction due to the parking lots are on different levels.

Mr. Orticelli visited the lot, and of the 127 spaces on Lot 1 (2010 building), only 33% of the spaces were being used, while the rest were empty at 1:30 pm. In summary, our request is to see the current 127 spaces approved or at worst increase the deficit by 9 spaces. There have been no other parking problems on the property.

Mr. Hubbard – shared that there is complicated history on these two properties. This medical office building, the subject of this request, is part of a PUD. It is a two-lot PUD. Originally approved in 1970 as a two-phased development, and the second phase was never built. The property was subdivided into two lots and sold off. The second lot was eventually developed in 2002, and is home to the OSHA building. At that time, a parking variation was granted to the OSHA building, and its development was authorized via a PUD amendment. One of the requirements of approval of that PUD was that the two property owners within the PUD negotiate and pursue a shared parking agreement. This condition of approval did not strictly require shared parking to be executed and recorded, but it was a hope that the two property owners would be able to negotiate and record it.

The intention was that if parking was shared between the two sites, the unified approach to parking would be able to maximize the amount of parking in sum, rather than each site maximizing their own individual parking separately, which resulted in less parking overall. In other words, together they could provide more parking than just individually on each site.

Each site operates at a significant deficit relative to parking, the goal was to bring the PUD closer to compliance and make it a more feasible site for higher parking demand uses. That agreement was never reached in 2002, although the PUD amendment was approved to allow construction of the OSHA building.

Now in 2024, the petitioner is requesting a variation to allow all medical office tenancy within the northern building of the site (2010 building), and because this is part of a PUD it requires a variation through the PUD process. As part of this request and per Code, the Village is asking the petitioner to provide a parking study that surveys parking on both lots and on adjacent streets over a three-day period, to ascertain the existing parking demand. Then forecast out what that parking demand would be if the site is tenanted completely with medical office uses. Staff is also asking that as part of this process, the two sites agree to a shared parking agreement that would allow them to maximize the parking between both sites as was designed and contemplated back in 2002.

Staff is also asking that the medical office building analyze and revise the front parking area, which would maximize parking there if reconfigured, and would allow more onsite parking to get closer to parking compliance and reduce the extent of any variation. The petitioner has submitted an initial response to the parking variation approval criteria. Staff will evaluate that once the full application has been received, along with the parking surveys and the parking data from the parking study. Staff is generally supportive, subject to being able to resolve some of these issues, and the petitioner is encouraged to move forward if they're able to prove up that parking can be viable, and implement some of these parking changes and negotiate a successful shared parking agreement to allow both sites to be closer in compliance to code requirements.

Commissioner Drost – inquired about the argument of grandfathering the parking surplus that was would have been generated at the time of the original PUD approval, does that have any merit to it?

Mr. Hubbard – the original parking for the overall PUD as approved in 1970 was for 241 parking stalls. It was not possible to grandfather in that amount of parking for the overall PUD; there exist no plans showing what that second phase involved that generated the requirement for 241 stalls. In order to take advantage of that amount, the PUD today would need to be substantially compliant with what was approved in 1970. When the PUD was amended in 2002, it completely changed what that parking calculation, so the 241-parking stall amount was obsolete upon approval of the amended PUD. Relative to the Code section that Mr. Orticelli brought up, it was his understanding that the section being referenced was a holdover from the original 1959 Zoning Code, so anything prior to 1959 would probably be allowed, but he did not think it applies to development from 1970. Staff could look into it as part of any Plan Commission review process.

Mr. Orticelli – stated that the 241 overall PUD parking requirement was a combination of phase one and the projected phase two parking requirement. As Mr. Hubbard said, there are no plans in the file for phase two. However, it's reasonable to assume that the 241-parking stall requirement was arrived at by the medical office use, using the standard of 1 space per 250 square feet of gross floor area, plus one space for every three staff members. The 241-parking stall amount was actually reduced from 250 required in 1970 due to certain land banked parking areas as part of the original PUD plan.

Mr. Hubbard – stated the 1970 approval and allowances were not relevant at this point because we don't have a plan showing what was approved that equated to 241 stalls; the approval could have hypothetically been for a 10,000 square foot phase two building addition, whereas what was actually constructed is the OSHA building at 60,000 square feet. The 1970 approval was amended and the opinion of the Planning Department was that the 1970 parking allowance is obsolete at this point.

Mr. Orticelli – explained the OSHA building is a training facility and has approval for a reduction of parking spaces of 22.7%. The building has students coming and going and there is a much higher need for parking with a building like that than there is for a medical office building. Ownership has the goal of receiving approval for 100% occupancy for the 2010 building by medical tenants. Some of the medical related tenants may be things like a sleep therapy clinic, which would not have a high parking demand. They would like to have the ability to lease all spaces to medical tenants, but the actual tenant mix with standard offices, could be different.

Commissioner Drost – explained that parking demand and community demographics change over time, and what made sense in 1970, and in 2002, may no longer make sense today. One of the major reasons the Plan Commission granted a parking variation to the OSHA property was that much of the parking demand came from students. They are transitory, they weren't permanent office workers or occupants, and in that particular building many of them arrived by shared rides or walk from neighboring hotels.

Commissioner Drost – asked about utilization of the OSHA parking lot. He stated that when he has driven by it does not appear to be at full capacity.

Mr. Hubbard – responded that they were asking for the parking survey of the OSHA building to determine demand on that site, which would be evaluated as part of the Plan Commission process. When the petitioner observed a low parking demand on that site, it could have been during a time when training was not taking place.

Commissioner Cherwin – stated that many times the OSHA trainees do not have their own cars and arrive by other means.

He asked the petitioner if ownership was open to a shared parking agreement with OSHA.

Mr. Orticelli – replied that ownership was having trouble leasing the 2010 site and did not see parking demand warranting shared parking. They were having trouble keeping the building afloat and could not justify a large capital investment of constructing additional parking areas that they didn't believe they needed. They were open to a stairway connection between the two sites.

Commissioner Cherwin – suggested that maybe offering a small-scale improvement like that could help to get people behind this project, along with the future allowance for shared parking. He was open to discussing a connection between the two sites to maximize parking and was interested in moving forward from the past and defining the true need of medical building parking. He also asked the Village to consider differing parking requirements for the various types of medical office uses that more adequately captured their parking demand. Not all medical office tenants had such a high parking demand as others.

Mr. Orticelli – replied that they would be open to a stairway connection and doing a parking study. They were open to additional striping to create more parking stalls. There were also about 11 parking stalls along Seegers that could accommodate demand. He reiterated that there was no current parking problem onsite and he was never aware of one existing.

Commissioner Cherwin – explained that the site had not been fully occupied for some time and may never have been fully occupied by high parking demand generating office tenants. He wasn't strictly opposed to allowing 100% medical office uses on the site but wanted to make sure that they were creating problems down the road and that there were mechanisms in place to prevent future problems.

Commissioner Drost – pointed out that one of the Village's goals was to improve the Arlington Heights Road corridor and he was somewhat wary of putting too much on the site if it was not able to accommodate for it.

Mr. Orticelli – stated that he was not in favor of paving over greenspace to create more parking just to satisfy a code requirement when there was no real parking demand to justify the need.

Commissioner Green – stated it would make sense that if it became a problem, the Village had the right to require the greenspace to be converted to parking. He supported the Village interpretation that the original parking amount from 1970 was not grandfathered in.

Mr. Hubbard – clarified that the specific conditions that the Village was considering was a requirement to expand the parking in the front and between the two uses, but only at the discretion of the village should staff observe a parking problem. We're not going to require it upfront just to meet code, unless the parking data comes back and the forecasts that there would be a parking problem if tenanted 100% by medical users. Staff wants to see the data and we are certainly supportive of keeping green space and not paving it if it's not needed. To enable any future shared parking, an agreement should be put in place as part of these approvals. We would explore options for maximizing the existing parking lot with different layouts that may allow an increase in parking stalls but not entail new paving.

Commissioner Green opened the floor for public comment.

Mr. Moens – encouraged the CPRC to complete their minutes and post them online in a more expedited way.

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



Conceptual Plan Review Committee 2/28/2024

Item: Salt Creek Park District Recreation Area - 3445, 3145, 3041 W. Salt Creek Ln. - T1774

Department: Planning & Community Development Department

Requested Action

1. Rezoning from the B-3, General Service, Wholesale and Motor Vehicle District to the P-L, Public Lands District.
2. Amendment to the Comprehensive Plan to reclassify the site as Parks.
3. Special Use Permit allow facility owned and operated by the SCRPD.

Variations Required

1. Chapter 28, Section 10.4-4, to allow 0 onsite parking stalls where (as yet to be determined number of parking stalls) are required.

Recommendation

The Staff Development Committee reviewed the requested Rezoning from the B-3, General Service, Wholesale and Motor Vehicle District to the P-L, Public Lands District, Amendment to the Comprehensive Plan to reclassify the site as Parks, the Special Use Permit allow a facility owned and operated by the SCRPD, and the following Variation from Chapter 28 of the Municipal Code:

- Chapter 28, Section 10.4-4, to allow 0 onsite parking stalls where (as yet to be determined number of parking stalls) are required.

The Staff Development Committee is generally supportive of the request subject to resolution of the following:

1. The petitioner shall provide a written response to each of the three criteria necessary for Special Use Permit approval, which have been included below:
 - That said special use is deemed necessary for the public convenience at this location.
 - That such case will not, under any circumstances of the particular case, be

detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.

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

2. For the requested parking variation, a written response to each of the four criteria for variation approval must be provided as part of any Plan Commission application:

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

3. The petitioner shall provide data on parking demand at existing SDCPD facilities with soccer/athletic fields to determine anticipated peak demand, as well as usage on the subject property during peak times, and explore the possibility for parking arrangements with nearby property owners to reduce on-street parking demand.

4. Parking along both sides of Salt Creek Lane must be evaluated for safety and impact to emergency services.

5. Parking along Salt Creek Lane must be reviewed annually, and should a parking problem be observed, the petitioner will be required to work with the Village to address the issue and implement any such modifications necessary, such as staggered usage times, capacity limits on events, and/or obtaining permission for off-site parking allowances.

6. Bike parking shall be added to conform to code requirements or a variation shall be requested.

7. The petitioner shall coordinate with the Building & Life Safety Department to understand what improvements may be needed to comply with applicable building code requirements.

8. The petitioner shall provide a detailed description of how park programming will be available for Arlington Heights residents, including a map of all portions of Arlington Heights that falls within the SCRPD boundaries.

9. Details shall be provided on any stands, netting, and turf improvements proposed on the subject property.

10. Details on the timeframe for the proposed temporary park facility shall be required, along with details on the long-term plans for usage of the site.

11. A detailed description shall be provided outlining all sporting events that are proposed (games, practices, fishing derbies and other sports to be played beyond soccer), along with the scheduling for usage (days, times, list of events and expected number of participants at each event).

12. A photometric plan shall be required, along with catalog cut sheets for the proposed lights and details on when they will be used (days and hours) and how long they are proposed for use (number of years). A permanent lighting solution will be required if usage of temporary lights extends beyond a five-year timeframe.

13. A to-scale plans showing the proposed location and size of each playing field and portable lights must be provided.

14. Sidewalk may be required along Salt Creek Lane and any long-term improvement to the subject property must incorporate a bike path along Salt Creek Lane that can eventually connect with Rohlwing Road to the west.

15. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

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

ATTACHMENTS:

Description

Staff Report
Aerial
Project Narrative
Conceptual Site Plan

Type

Board or Commission Report
Exhibits
Correspondence
Exhibits



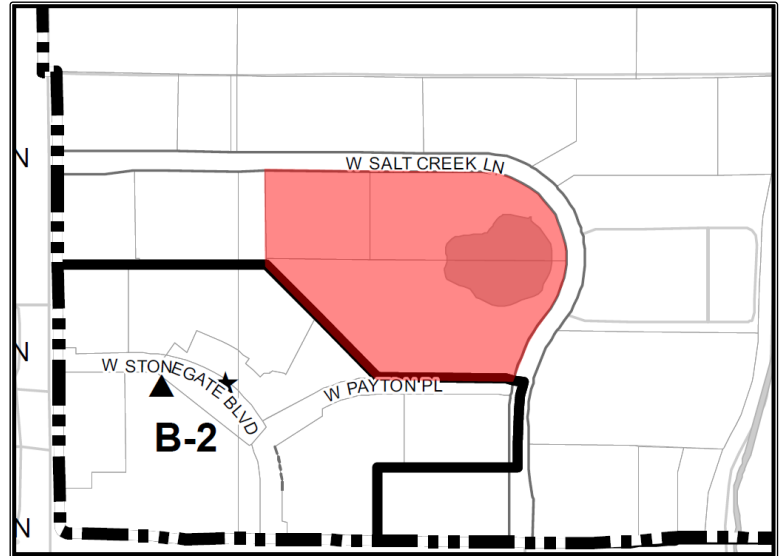
VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

Temp File Number: T1774
Project Title: Salt Creek Park District
 Recreation Area
Address: 3445, 3145, 3041 W. Salt Creek Ln.
PIN: 02-25-100-022, -023, and -024

To: Conceptual Plan Review Committee
Prepared By: Sam Hubbard, Development Planner
Meeting Date: February 28, 2024
Date Prepared: February 23, 2024

Petitioner: Diane Hilgers
 Salt Creek Rural Park District
Address: 530 S. Williams Ave.
 Palatine, Illinois 60074

Existing Zoning: B-3: General Service, Wholesale and Motor Vehicle District
Comprehensive Plan: Mixed Use



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	B-3: General Service, Wholesale and Motor Vehicles District	Multi-tenant Office Buildings	Offices Only
South	B-2: General Business District	Vacant Land, Multi-Family Developments, Recreation Facility	Mixed Use
East	B-3: General Service, Wholesale and Motor Vehicles District	Multi-tenant Office Buildings	Offices Only
West	B-3: General Service, Wholesale and Motor Vehicles District	Multi-tenant Office Building	Mixed Use

Requested Action:

1. Rezoning from the B-3, General Service, Wholesale and Motor Vehicle District to the P-L, Public Lands District.
2. Amendment to the Comprehensive Plan to reclassify the site as Parks.
3. Special Use Permit allow facility owned and operated by the SCRPD.

Variations Required:

1. Chapter 28, Section 10.4-4, to allow 0 onsite parking stalls where (as yet to be determined number of parking stalls) are required.

Project Background:

The subject property consists of approximately 13.69 acres of vacant land and is comprised of three separate parcels. Two of the three parcels (the eastern and southern parcels) are encumbered by a restrictive covenant that restricts their usage to parkland/open land. A pond is situated between these two parcels and serves as a regional detention basin for many of the properties in the vicinity. The western parcel, which is approximately 2.46 acres in size, is not encumbered by the parkland/open land restriction and currently an open field. All three parcels are owned by the Salt Creek Rural Park District (SCRPD), which began using the land as soccer/playing fields in 2019. There is no onsite parking lot or curb cut that serves this property, however, access could be achieved via a curb cut along Salt Creek Lane.

The Salt Creek Rural Park District is proposing to formalize their use of the site as playing fields, which would consist of three temporary athletic (soccer) fields, four 20' tall portable light towers, and two fishing piers adjacent to the detention basin, which would be used for recreational fishing and fishing derbies in conjunction with the Arlington Heights Lions Club. No parking facilities are proposed for construction at this time and the SCRPD has indicated that parking would occur on-street along Salt Creek Lane at the north of the subject property.

Zoning and Comprehensive Plan

The subject property is zoned B-3, General Service, Wholesale and Motor Vehicle District. The proposed use as a SCRPD facility is not specifically defined within Code, however, Section 5.5-2.1 states that *"Uses that are not specifically listed in Section 5.5-1 (Permitted Use Table) but are clearly similar and compatible to uses listed in said section, may be allowed provided that the use complies with the same conditions as would be applied to the compatible use."* The following use is listed in the Permitted Use Table:

Other Uses	I	OT	B1	B2	B3	B4	B5	PL	M1	M2
Facilities Owned and Operated by the Village of Arlington Hts., AH Memorial Library & branches thereof and the AH Park Dist.								s		

Although this facility is not owned or operated by the Arlington Heights Park District, it is similar and compatible with those facilities and can therefore be considered as part of this use type. As such, it would only be allowed within the P-L District and can only be authorized through issuance of a Special Use Permit. The petitioner must request a rezoning into the P-L District and request approval of a Special Use Permit to allow a facility owned and operated by the SCRPD. In order for any Special Use Permit to be approved, it must comply with the following criteria:

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

The petitioner shall provide a written justification outlining how the proposed facility complies with the three approval criteria outlined above.

The Comprehensive Plan designates the subject property as appropriate for "Mixed-Use" development. This designation dates back to the overall desire for this area to transition into a vibrant, high-quality, dense,

mixed-use neighborhood that would serve as an attractive gateway into the Village, which is consistent with the Arlington Downs PUD abutting to the southwest. To align the Comprehensive Plan with the requested rezoning, an amendment from “Mixed-Use” to “Parks” is needed. Since the mid-1990’s the Staff Development Committee has been unsupportive of park uses on the subject property, however, the potential for this area to be redeveloped with a light industrial or employment generating use has never been realized and several commercial recreation uses on the site have been explored but never materialized. Given the transition of this area away from business related development and more towards a mixed-use residential area, the Staff Development Committee is generally supportive of the reclassification to allow a park facility that could compliment the residential component within the Arlington Downs PUD.

The SCRPD shall provide a detailed description of how park programming will be available for Arlington Heights residents, including a map of all portions of Arlington Heights that falls within the SCRPD boundaries, and whether Arlington Heights residents who reside outside of the district boundaries can take part in park programming or have open access to the facility when programming is not taking place.

Details shall be provided on any stands, netting, and turf improvements that are proposed on the subject property. The SCRPD shall provide details on how any proposed lights will be powered, and since the SCRPD has described the soccer field usage as “temporary”, it must provide a timeframe for this temporary usage and long-term plans for usage of this property. A detailed description must be provided outlining all sporting events that are proposed (games, practices, fishing derbies and other sports to be played beyond soccer), along with the days, times, expected number of participants at each event, and if all three fields will be used concurrently or one at a time.

Building, Site, Landscaping:

There are no structures proposed as part of the park facility usage on the site, however, additional details are needed on the floating fishing piers to determine compliance with Building Code regulations. The SCRPD is encouraged to reach out to the Building and Life Safety Department to determine if any washrooms are required and whether the proposed programming and site usage requires ADA compliance.

Since lighting is proposed, a photometric plan is required for the site. The SCRPD shall provide catalog cut sheets for the proposed lights and details on when they will be used (days and hours), along with an estimate for how long these lights are estimated to be onsite. The Village may have concerns over the number of years that a temporary lighting solution can be used and will evaluate whether a permanent installation may be warranted after a period of five years.

A plan that is to-scale and shows the proposed location of the playing fields and portable lights must be provided as part of any Plan Commission application. Currently there is no sidewalk along Salt Creek Lane and the Village will need to evaluate whether a sidewalk is warranted and required in conjunction with this project. Any permanent park facility on the subject property would need to incorporate a bike path along Salt Creek Lane that can eventually connect with Rohlwing Road and the planned bike path along Rohlwing Road leading south. This would provide bike access to the larger bike network along Euclid Avenue, which connects to the regional trail adjacent to Salt Creek.

Parking, Traffic, and Circulation:

Because there is no building floor area proposed at this time, a detailed traffic and parking study is not required by code. However, code requires the provision of onsite parking based on 30% of the overall occupancy capacity for the proposed improvements (classified as a “Place of Assembly as follows: Stadiums

and Arenas” within Section 10.4-4 of the Zoning Code). Occupancy for playing fields/outdoor areas is assigned by the Building Code Official and staff will work with the Building Department to determine anticipated occupancy for this proposed use in order to determine the onsite parking requirement. Because the petitioner has proposed 0 onsite parking stalls, the following variation will be required:

- **Variation to Chapter 28, Section 10.4-4, to allow 0 onsite parking stalls where (a number yet to be determined) of parking stalls is required.**

The petitioner shall provide a written justification outlining compliance with each of the four criteria for variation approval, as outlined below:

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

The petitioner shall provide data on parking demand at existing SDCPD facilities with soccer/athletic fields to determine anticipated peak demand. They shall also explore the possibility of parking arrangements with nearby property owners, which would allow them to shift parking demand away from public roadways.

The width of Salt Creek Lane is approximately 36’ and there are no parking restrictions on either side of the street. However, the Fire Department has concerns that if parking occurs on both sides of the street, it may impact the ability for a fire truck to navigate during emergency situations, which will need further analysis as this application moves forward. Street parking along both sides of the street adjacent to park facilities has traditionally been restricted on the opposite side of the street due to safety concerns of kids crossing the street, which will also need to be evaluated. If parking is allowed on only one side of the street, the ability for the street to accommodate peak parking demand will need to be analyzed.

The petitioner has provided preliminary estimates on anticipated peak usage and parking demand, outlining an approximate 64-person peak capacity and peak parking demand of 20 cars. Analysis of an aerial from September of 2023 when an event was occurring on one field shows at least 80 persons and 38 vehicles parked along Salt Creek Lane (see **Exhibit I**). The petitioner should revisit their parking estimates and survey existing usage at the facility during peak events. Upon any such approval of this application, the Village will review parking along Salt Creek annually, and should a parking problem be observed, the petitioner will be required to work with the Village to address the issue and implement any such modifications necessary, such as staggered usage times, capacity limits on events, and/or obtaining permission for off-site parking allowances. Bike parking shall be provided conforming to code requirements, which will be determined based upon the final occupancy capacity.

RECOMMENDATION

The Staff Development Committee reviewed the requested Rezoning from the B-3, General Service, Wholesale and Motor Vehicle District to the P-L, Public Lands District, Amendment to the Comprehensive Plan to reclassify the site as Parks, the Special Use Permit allow a facility owned and operated by the SCRPD, and the following Variation from Chapter 28 of the Municipal Code:

- **Chapter 28, Section 10.4-4, to allow 0 onsite parking stalls where (as yet to be determined number of parking stalls) are required.**

The Staff Development Committee is generally supportive of the request subject to resolution of the following:

1. The petitioner shall provide a written response to each of the three criteria necessary for Special Use Permit approval, which have been included below:
 - **That said special use is deemed necessary for the public convenience at this location.**
 - **That such case will not, under any circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.**
 - **That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.**
2. For the requested parking variation, a written response to each of the four criteria for variation approval must be provided as part of any Plan Commission application:
 - **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
 - **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**
 - **The proposed variation is in harmony with the spirit and intent of this Chapter.**
 - **The variance requested is the minimum variance necessary to allow reasonable use of the property.**
3. The petitioner shall provide data on parking demand at existing SDCPD facilities with soccer/athletic fields to determine anticipated peak demand, as well as usage on the subject property during peak times, and explore the possibility for parking arrangements with nearby property owners to reduce on-street parking demand.
4. Parking along both sides of Salt Creek Lane must be evaluated for safety and impact to emergency services.
5. Parking along Salt Creek Lane must be reviewed annually, and should a parking problem be observed, the petitioner will be required to work with the Village to address the issue and implement any such modifications necessary, such as staggered usage times, capacity limits on events, and/or obtaining permission for off-site parking allowances.
6. Bike parking shall be added to conform to code requirements or a variation shall be requested.
7. The petitioner shall coordinate with the Building & Life Safety Department to understand what improvements may be needed to comply with applicable building code requirements.
8. The petitioner shall provide a detailed description of how park programming will be available for Arlington Heights residents, including a map of all portions of Arlington Heights that falls within the SCRPD boundaries.
9. Details shall be provided on any stands, netting, and turf improvements proposed on the subject property.
10. Details on the timeframe for the proposed temporary park facility shall be required, along with details on the long-term plans for usage of the site.
11. A detailed description shall be provided outlining all sporting events that are proposed (games, practices, fishing derbies and other sports to be played beyond soccer), along with the scheduling for usage (days, times, list of events and expected number of participants at each event).

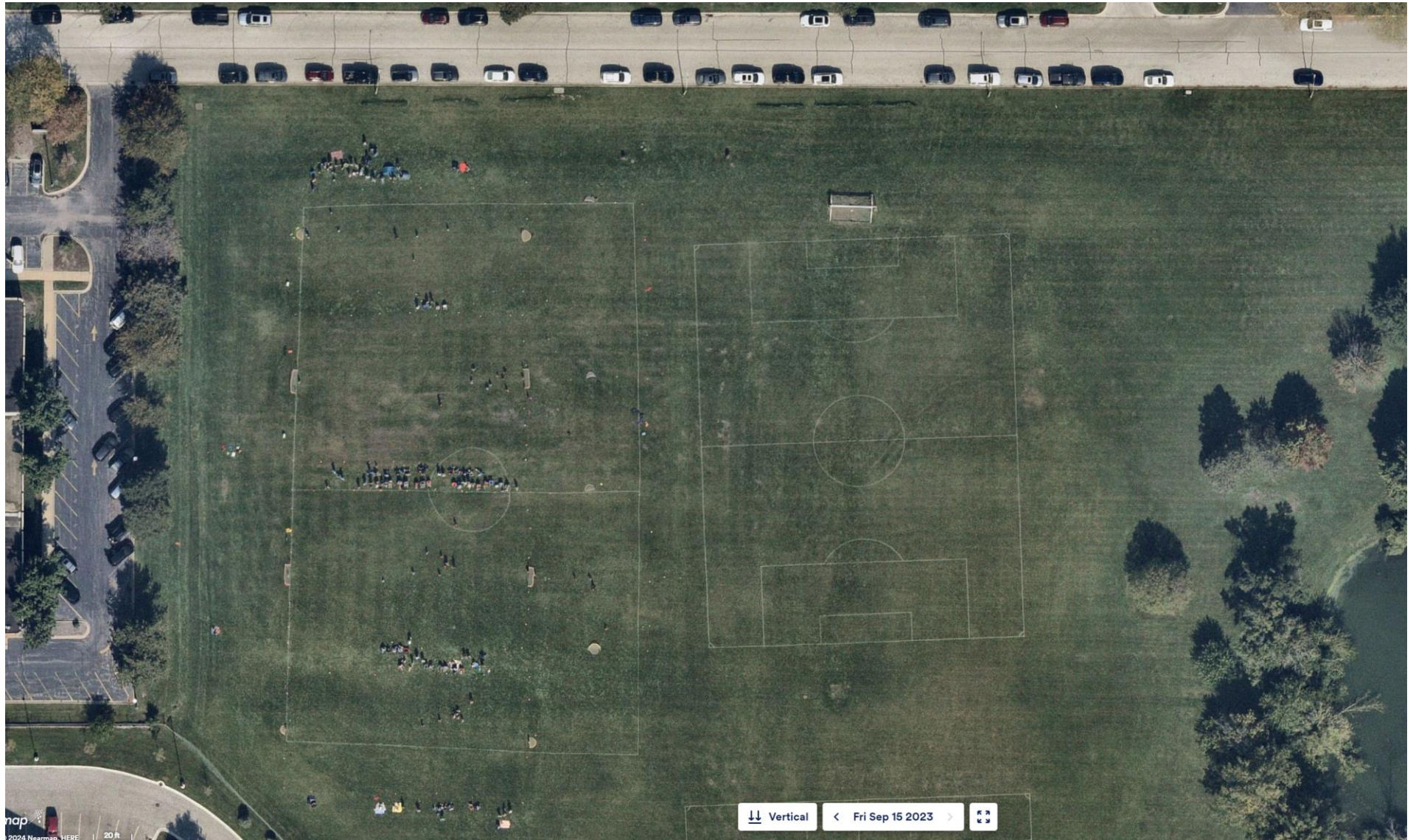
12. A photometric plan shall be required, along with catalog cut sheets for the proposed lights and details on when they will be used (days and hours) and how long they are proposed for use (number of years). A permanent lighting solution will be required if usage of temporary lights extends beyond a five-year timeframe.
13. A to-scale plans showing the proposed location and size of each playing field and portable lights must be provided.
14. Sidewalk may be required along Salt Creek Lane and any long-term improvement to the subject property must incorporate a bike path along Salt Creek Lane that can eventually connect with Rohlwing Road to the west.
15. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.
16. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

February 23, 2024

Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1774

Exhibit I





Private

Private

Private

W Salt Creek Ln

ROLLING MEADOWS

Rohlwing Rd

W Stonegate Blvd

N Swan Ln

W Payton Pl



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Executive Director

Diane Hilgers

January 10, 2024

Planning and Community Development Department
Village of Arlington Heights
Sam Hubbard
33 S Arlington Heights Rd
Arlington Heights, IL 60005

Mr. Hubbard:

The Salt Creek Park District (SCPD) would like to file this petition for a rezoning of their property on Salt Creek Lane, along with a special use for the park uses we would like to pursue on the property.

The property is commonly known as lots 12, 13, and 14 on Salt Creek Lane in the Arlington Office Park Center. The property is currently vacant, though occasionally used by soccer teams for practice. The property is fully owned by SCPD, and is covered by covenants and restrictions on the uses that may be located there. Specifically, the property may only be used as park property.

To that end, SCPD seeks the rezoning of the property from its currently existing B-3 designation, which cannot accommodate the uses proposed, to P-L, which is the Arlington Heights zoning designation for park lands in the Village.

In addition, SCPD seeks a special use permit to allow the specific uses proposed.

There are two uses that are proposed currently for the property. Primarily, the property will be used as soccer fields. The fields will be striped accordingly, with nets placed appropriately. In addition, lighting is proposed for the fields, to allow players to continue to practice in the fall months when night tends to fall early. SCPD is also planning to install fishing piers on site. This will allow recreational fishing, and fishing derbies in conjunction with the Arlington Heights Lions Club.

The character of the land is not changing. There are no new buildings proposed, only striping, temporary lighting and the piers. No additional surface is proposed to be placed. As such, additional utilities will not be required. SCPD will pursue all necessary permits for the piers and lighting.

As the property will not be frequently in use, no additional parking is proposed. Instead, Salt Creek Lane will be used for parking as needed for the occasional parking needs of the site.

This rezoning and special use will benefit the Village, as well as SCPD. In addition to allowing the Park District to make use of the property as they intend, and has been intended by the covenants and restrictions, the area is becoming somewhat more residential in nature. There are apartments on site, as well as a hotel that is planned and a senior living facility nearby in the same development. There are also single-family homes across Euclid Avenue that could benefit from this use.

SCPD respectfully requests the Village of Arlington Heights rezone the subject property from B-3 to P-1, and grant the requested special use.

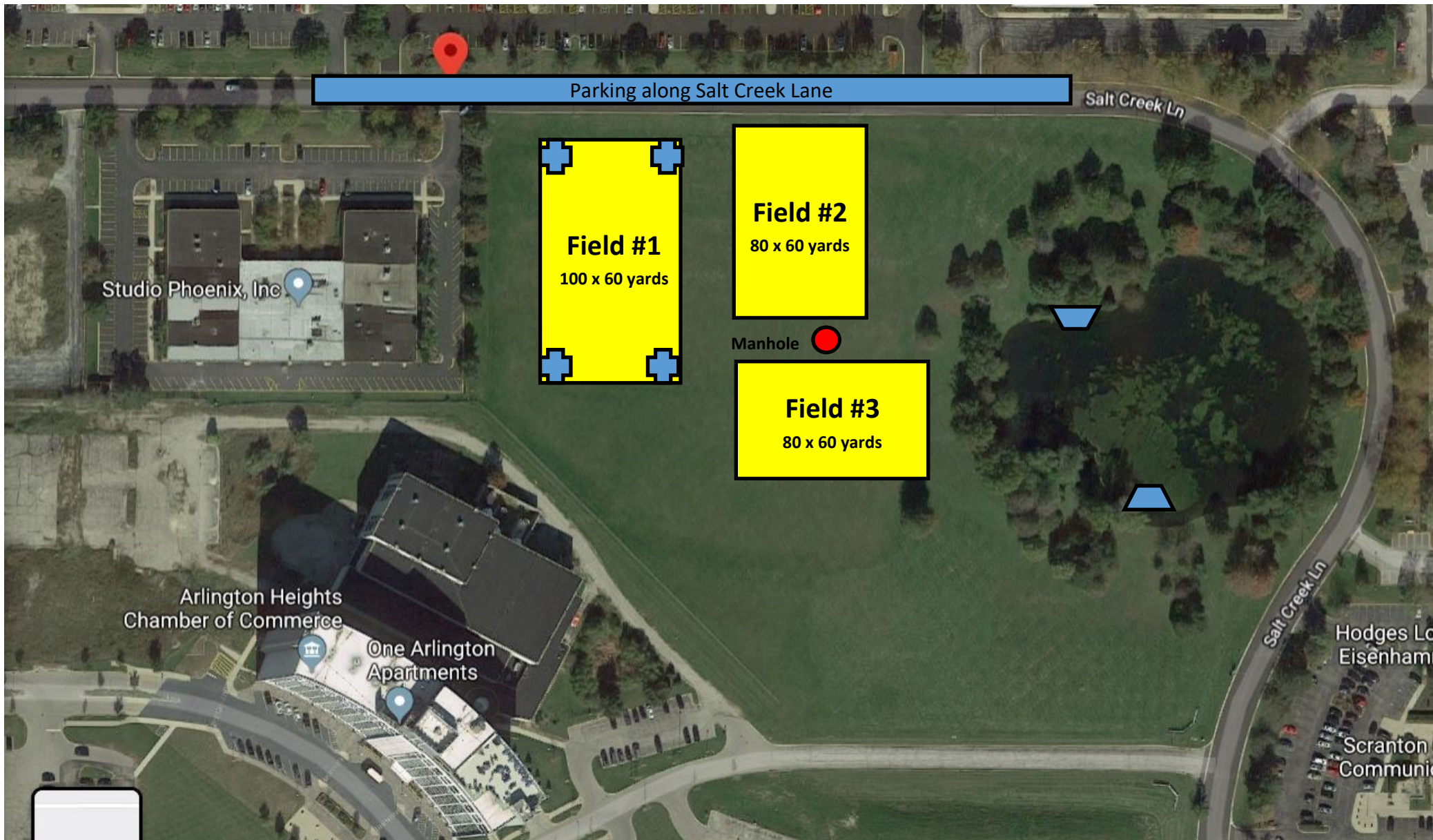
Finally, SCPD respectfully requests a waiver of the fees associated with seeking the rezoning and special use, as a non-profit organization that provides benefit to the citizens of the Village of Arlington Heights.

Sincerely,



Diane Hilgers
Salt Creek Park District

Salt Creek Lane Map of Fields



Portable Light Tower
(20' Foot)

Parking: Typically less than 20 cars.
50 participants, 10 Parents, 4 Coaches



Floating Fishing Pier