



Village of Arlington Heights
Conceptual Plan Review Committee
Community Room, 3rd Floor
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
June 13, 2018
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Christian Liberty Subdivision - 2/14/18
- B. Arlington Downs - 2/28/18

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Goddard School - 1316 N. Arlington Heights Rd. - T1630
Rezoning, Planned Unit Development, Land Use Variation for
Daycare, Variation

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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



Item: Christian Liberty Subdivision - 2/14/18

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Christian Liberty Subdivision - 2/14/18	Minutes

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

HELD AT VILLAGE HALL ON:

February 14, 2018

Project Title: Christian Liberty Subdivision
Address: 502 W. Euclid Ave.
Petitioner: Calvin Lindstrom - Pastor
502 W. Euclid Ave.
Arlington Heights, IL 60004

Requested Action:

1. Plat of Subdivision

Variations Required:

1. Chapter 29, Section 29-307(a)3, to allow residential lot widths of 60.3 feet where code requires a minimum width of 70 feet.
2. Chapter 29, Section 29-307(a)4, to allow residential lot areas of 7,876 square feet where code requires a minimum area of 8,750 square feet.
3. Chapter 28, Section 5.1-3.5, to allow residential lot widths of 60.3 feet where code requires a minimum width of 70 feet.
4. Chapter 28, Section 5.1-3.4, to allow residential lot areas of 7,876 square feet where code requires a minimum area of 8,750 square feet.

Attendees:

Ken Kramer, Christian Liberty
Calvin Lindstrom Wilk, Christian Liberty
Joe Kramer, Christian Liberty
Sam Hubbard, Development Planner
John Sigalos, Plan Commissioner
Jay Cherwin, Plan Commissioner
Bruce Green, Plan Commissioner
Lynn Jensen, Plan Commissioner

Project Summary:

The subject property is part of the Christian Liberty School site and is located on the northern edge of the school property. The Christian Liberty school site is approximately 10.27 acres, and the subject portion of this site totals 23,934 square feet in size (just over ½ an acre). The subject property consists of seven existing lots of record which were platted in 1876. All of the seven lots are substandard in size and measure approximately 26' x 132 feet. Currently, the subject site is occupied by a portion of the schools' track and field course, as well as an accessory structure that is about 1,096 square feet in size and used for storage. Access to the site comes from a singular curb cut on Ridge Avenue, which serves the existing storage building.

The school has proposed the resubdivision of this small portion of their property in order to create three single-family residential lots that would be sold off to a developer to raise funds for the school. The portion of the track and field course that falls within the subject property would be relocated to another area on the school site, and the items stored within the accessory structure could be accommodated elsewhere within the school building.

Meeting Discussion:

Mr. Lindstrom explained that Christian Liberty was looking to sell of the rear portion of their property. Christian Liberty was not looking to develop the property, but wanted to understand what a developer would need to do in order to develop the property. Based on the developer, they may only want to develop the property as two single-family home lots, however, other

developers may want three lots. He was interested in understanding the Village perspective on any potential subdivision, and what obligations that Christian Liberty would have and what obligations that a potential developer would have. He outlined his understanding of the variations that would be required, and the previous approvals that were granted to Christian Liberty Academy. He reiterated that he was looking to understand what Christian Liberty needed to do in order to sell the land.

Mr. Ken Kramer rephrased the question and explained that Christian Liberty was really looking for an understanding as to what the minimum that they needed to do to sell the property. He said that the subdivision process would require certain costs, such as hiring a surveyor and hiring an engineer, and that the school did not have money to do this. So they wanted to know how much of that could be the obligation of the developer.

Commissioner Green explained that the Conceptual Plan Review process would help outline what items need to be done to subdivide the property and what the Village was expecting with the subdivision, and those items could be communicated to a developer who would then be aware of these expectations and undertake them if they decided to move forward with the process.

Mr. Lindstrom asked if it was better for the church to subdivide the property and sell it, or to sell it to a developer who would then subdivide it.

Commissioner Cherwin asked if the Church had talked to any builders, and if they hadn't, is the proposed three-lot configuration something that builders would find attractive for construction given buyer preferences.

Mr. Lindstrom replied that he did not know.

Commissioner Cherwin said that if they were to subdivide the property as three lots, and if that is not the type of lot that is attractive to developers given the market, then they would be stuck with that and would have to go back through the process to change it.

Mr. Lindstrom clarified that he had not talked to any developers and had wanted to meet with the Village first.

Mr. Hubbard clarified that the Village is not party to transactions of land between two private property owners. Christian Liberty has the right to sell a portion of their property to a separate owner, however, the Village would recommend that any contract to sell the land be contingent on the purchaser going through the Village subdivision process. In this regard, the seller, purchaser, and Village can all get on the same page with respect to development of the property, as opposed to selling the land to someone who may not have a clear understanding of what can be done with it. Alternatively, if Christian Liberty wanted to subdivide the land and then sell, that would also be viable.

He said that the property was zoned R-1, so single-family uses were allowed on the property. However, the existing lot sizes do not conform to minimum standards for lot size and lot width, so any developer would need to apply for variations to the lot sizes and lot widths. Staff has preliminarily studied the lots surrounding the subject property and found that the proposed three lot subdivision would yield lots that are right around the size of the existing lots in the vicinity. The Comprehensive Plan of the Village designates these properties as suitable for single-family detached uses, so staff feels that these lots are appropriate for development as single-family homes.

In 1985, Christian Liberty Academy was approved for a special use permit to allow the private school on the subject property. One of the conditions of approval at that time was that no greenspace on the school property would be converted to other uses without prior approval from the Village. The formal subdivision process would constitute this approval by the Village, so no amendment to the existing special use permit would be needed.

Any future developer of the three lots would need to go through the Design Commission approval process to allow for any new construction of homes on each lot. As part of the Plan Commission process to subdivide the property, preliminary engineering plans would be required showing the topography, grading, and utilities.

Mr. Ken Kramer asked if those plans were customary in a subdivision.

Mr. Hubbard replied that preliminary engineering plans were customary in any new subdivision. He mentioned that the existing sidewalk abutting the subdivision site would need to be removed and pushed back to where it was setback approximately 1' outside of the property line. A fee in lieu of detention would also be required as part of the subdivision process. Onsite detention was only required in subdivision of four or more lots, so in lieu of installing onsite detention here, a fee would be required as the Village would need to accommodate for this stormwater in our stormwater system.

Mr. Lindstrom asked how much that fee would be.

Mr. Hubbard replied that it would depend on the stormwater calculations, which would need to be provided as part of the subdivision process. He noted that a landscape and tree preservation plan may be required as part of the Plan Commission application. There was a large tree toward the rear of the site, and it was unclear if that tree was on the subject property or a neighbors property, but a tree preservation plan could confirm this. Parkway trees would be required. These items are all costs that the subdivider would have to bear, so it may affect the price you're able to get for the property. He summarized the staff perspective on this project as generally supportive.

Mr. Lindstrom stated that the items identified in the staff report would be useful for any developer to know.

Mr. Ken Kramer said that, based on his limited knowledge of the development process, the items identified by the Village were things that seemed normal and the Village was not asking for things that were unreasonable. A developer would probably want a contingency in any purchase contract for the land. He asked if anything discussed at the meeting would lock them into doing a three-lot subdivision as opposed to a two-lot subdivision should that be the buyers preference.

Mr. Hubbard replied that the Conceptual Plan Review Committee was just for preliminary discussion purposes only and no action would be taken as a result of this meeting.

Commissioner Green explained the subdivision process would be the same for two lots or for three lots. He said three lots seems to make sense given the existing neighborhood. Although if a developer wanted a two-lot subdivision, he would be OK with that as well. His personal preference was for bigger lots and fewer houses.

Mr. Ken Kramer hypothesized that one lot may be viable as well.

Commissioner Cherwin stated that the number and sizes of the lots would likely be a reflection of the market demand for that product.

Commissioner Sigalos explained that, out of the items listed as necessary to subdivide the property per the staff report, Christian Liberty would not need to do/provide those things if they sold to a buyer who was going to go through the subdivision process.

Mr. Ken Kramer said that based on his reading of the staff report, it didn't appear that the Village would impose many obstacles during the subdivision process.

Commissioner Green replied that the requirements that the Village had for the subdivision process would be the same no matter who was subdividing the property.

Mr. Lindstrom asked if the ordinance that required Village approval of any alteration to the open space on the Christian Liberty property, applied only to the development of the proposed lots and not to the sale of the lots to another entity.

Mr. Hubbard confirmed this to be correct.

Mr. Joe Kramer asked if the variations that the developer would get would satisfy the “Village approval” as per the 1985 ordinance.

Mr. Hubbard replied that the subdivision and variations would constitute for this approval.

Mr. Ken Kramer said he imagined that the developers who work in the Village were likely already familiar with the Village requirements and process.

Commissioner Green replied that it was the same process every time. The subject property may be viable for three lots, but someone purchasing it may want only two lots, and once they had the property under contract, they could apply for a two-lot subdivision if that’s what they wanted.

Commissioner Sigalos said that the advantage to the property was that, although the three proposed lots were smaller than what was allowed by code, they were consistent with the lots in the neighborhood. Typically, the more lots you can get out of a property, the more valuable it would be.

Commissioner Jensen said it didn’t sound like Christian Liberty was interested in subdividing the property themselves, and therefore they may be better off finding a buyer and having that buyer go through the process. Additionally, if Christian Liberty was to go through the subdivision process and create three lots, but buyers only wanted to develop these lots as two lots, then they’ve created another layer of approvals that these buyers must go through. Based on what he’s heard this evening, and based on the staff report, people were generally supportive of what was being proposed.

Mr. Ken Kramer stated that the information they received at the meeting this evening has answered their questions as to what the minimum was that they needed to do to put the properties up for sale.

Commissioner Cherwin said he had heard some people say that Christian Liberty was only leasing the school property and did not own the property.

Mr. Lindstrom explained that this was a misunderstanding based on information in a newspaper article that had mistakenly said the Village owned the property and the school was just the current tenant. He clarified that they had owned the site since 1985. Asked if the Park District was planning to expand the neighboring Olympic Park facility.

Commissioner Sigalos confirmed that the Park District was planning to expand the Olympic Park facility.

Mr. Hubbard stated that those expansion plans would proceed to the Plan Commission sometime in March.

Commissioner Green thanked the petitioner for coming in and advised them to proceed forward.

RECOMMENDATION

The Conceptual Plan Review Committee was supportive of the proposal and advised that the petitioner should move forward.

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



Item: Arlington Downs - 2/28/18

Department: Planning & Community Development

ATTACHMENTS:

Description

Arlington Downs - 2/28/18

Type

Minutes

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

HELD AT VILLAGE HALL ON:

February 28, 2018

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

Requested Action:

1. Amendment to PUD Ordinance Numbers 12-006, 12-037, 12-039, 14-025, and 15-049 to allow modifications to the approved development plan for Arlington Downs.
2. Land Use Variation to allow residential uses as a principal use in the B-2 District in zones B and E.
3. Plat of Subdivision to reconfigure lots 3 and 5 to accommodate for the proposed “ADR-II” and “ADR-III” residential buildings.
4. Special Use Permit for an arcade/amusement facility (Funtopia) and a Special Use Permit for a restaurant.
5. Amendment to the hotel Special Use Permit to reduce the number of rooms from 161 to 116, and to allow for development within Zone C prior to constructing the foundation of the hotel.

Variations Required:

1. Chapter 28, Section 11.4, to reduce the required parking. The extent of this parking variation will be determined once additional information has been provided.
2. Chapter 28, Section 5.1-22.1(c), to reduce the required setback for parking areas along Rohlwing Road and Euclid Avenue from 15 feet to approximately 10 feet.
3. Additional variations may be identified once details plans have been submitted.

Attendees:

David Trandel, Developer
Chris George, Development Team
Mark Kluemper, OKW Architects
Sam Hubbard, Village of Arlington Heights
John Sigalos, Plan Commissioner
Jay Cherwin, Plan Commissioner
Bruce Green, Plan Commissioner
Lynn Jensen, Plan Commissioner

Project Summary:

The subject site is located at the northeast corner of Euclid Avenue and Rohlwing Road and consists of several land parcels that have a combined area of 27 acres. In 2012, and subsequent amendments in 2014 and 2015, the Village Board of Trustees approved the Arlington Downs mixed use development. The current version of this project, as per Ordinance #15-049, is to include the following:

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

- 657 luxury apartment units;
- 161 limited service hotel rooms;

- The reopening of the water park with a 1,000 person occupancy and a new entry addition along the west building elevation to include an arcade;
- 71,100 square feet of commercial/retail space;
- 2,028 parking spaces.

Meeting Discussion:

Mr. Trandel began with an explanation of where the developers were at with the Arlington Downs project, stating that they had been before the Conceptual Plan Review Committee a number of times and that this was a challenging and complex project. He summarized the previous approvals, which were granted in 2012 and proposed a development that everyone thought could be capitalized at that time. The adaptive reuse of the former Sheraton Hotel building was completed during the first phase of development. Since then, the developer has been trying to pursue the market as it relates to the other uses within the development. The plan that is currently presented reflects current market realities and depicts a development that can begin construction immediately upon approval. The development team had anticipated being finished with the development at this time, which is six years after the original approval was granted. They now have a definitive agreement with a hotel to get that portion of the development going, which is something that they have not had up until this point. They have the capital lined up for the next phase of residential development. With this new momentum, they anticipate some speculative construction within Zone D to get the commercial side of things going.

He explained the success of 25N Coworking, which was the office user within the One Arlington building, and said that First Ascent will be a great use within the former waterpark building.

Mr. Hubbard explained that the proposed development modification required an amendment to the previously approved PUD ordinances. One of these changes involves moving the hotel from the northern part of the site into Zone D in the south, and the integration of residential uses into the northern portion of the site, which requires a Land Use Variation. The location of Funtopia, and the associated restaurant within, requires a Special Use permit. An amendment to the Special Use Permit for the hotel is also needed since the number of rooms has changed from 161 to 116.

In Zone E and Zone C, located on the eastern side of the site, the developer has proposed the elimination of a smaller retail building and the replacement of this with a 263 unit residential building. As a future phase of development in this area, the developer is proposing a 180-unit age restricted residential development.

In order for staff to be able to analyze the proposed PUD modifications, the developer would need to provide an updated traffic and parking study. The development operates on a shared parking model where the peak times for the sum of the uses within the development don't coincide, so although there is a parking deficit relative to code standards, the parking provided satisfies demand. In order to understand how the proposed modifications may alter this relationship, a traffic and parking study is necessary.

Certain changes to the prior conditions of approval will be needed. The previous approval ordinance required that the foundation for the hotel be constructed prior to any further residential development on the site. Since the developer is proposing to proceed with the 263-unit residential building as their next phase of development, an elimination of this condition of approval will be required. Additionally, there are several off-site improvements that are required by the developer, which kick in when the next phase of development begins, and so the developer should familiarize themselves with these obligations as these improvements will be required during any next phase of development.

Relative to affordable housing requirements, the developer had previously been allowed to provide 5% of the units in Zone C as affordable units, and since the unit mix within Zone C has been altered, the developer will need to re-appear before the Housing Commission to determine how many affordable units will now be required.

The developer will need to provide more detailed plans in their Plan Commission application, including floor plans for the ADR-II residential building and hotel, occupancy calculations, elevations, landscape plans, details on the phasing of the development, and additional details on the proposed commercial spaces within Zone D. He summarized the staff perspective as generally supportive of this project, subject to additional details that will need to be provided.

Commissioner Jensen asked about the proposed future phase that includes 180 senior living units.

Mr. Trandel stated that this housing would be independent living that would be age restricted for individuals over 55 years in age.

Commissioner Jensen asked what range of the senior population would be living there; would it be individuals above 55 all the way to individuals that need nursing care?

Mr. Trandel responded that it would be for active adults.

Commissioner Jensen said he would like to see some sort of a market study for this type of use. He mentioned that facilities that provide assisted living also offer care for these individuals once they need services beyond assisted living, and they often guarantee a spot for these people even after all of the individuals funds have been depleted. He would like to see details on how this would work here.

Mr. Trandel clarified that they were not proposing assisted living; it would be more independent living for individuals who are 55 years of age or older.

Commissioner Jensen suggested that the developer remove the “Senior Living” wording from the plans since it implied that there would be some sort of assisted living component. He asked about whether they have commitments from any of the other proposed users within the development other than the hotel which had been previously mentioned.

Mr. Trandel replied that there was a firm commitment on the ADR-II residential building.

Commissioner Jensen asked about the movie theater that had been previously proposed at one point.

Mr. Trandel replied that the movie theater was no longer part of this development.

Commissioner Sigalos asked about the next phase of development.

Mr. Trandel responded that the next phase of development would be the 263 unit residential building (ADR-II), and the hotel would follow immediately after the residential building.

Commissioner Sigalos asked about parking for ADR-II.

Mr. Trandel replied that parking would be in a 5-story garage so that they could provide parking at a rate of 1.5 spaces per unit.

Commissioner Sigalos asked about the timeframe for the project

Mr. Trandel replied that they would start immediately upon approval. He guessed that the hotel would start about one month after ADR-II began construction.

Commissioner Sigalos asked if the land would be sold or leased to the other users within the PUD

Mr. Trandel clarified that the land for the hotel would be sold to a third party. He said that the land for ADR-II would be sold off to a third entity, but would remain under control of the developer. He said that the ownership and legal framework was very complex. The site is owned by the same people but structured within multiple LLC's.

Commissioner Sigalos asked retail building B.

Mr. Trandel stated that retail building B would be adjacent to ADR-II and would follow shortly after ADR-II.

Commissioner Sigalos said that he thought the whole project was very exciting and that he understood that market conditions changed and so the development needed to respond to that. He said he was hopeful that the project would move forward.

Commissioner Cherwin asked for clarification on phasing and whether the senior living residential facility was part of the next phase that would begin construction.

Mr. Trandel stated that the next phase only included ADR-II and did not include the senior living facility.

Commissioner Cherwin asked about the open space to the northeast of the development.

Mr. Trandel said that there was an agreement in place to develop that as playing fields but that the grants for that were tied up in the Illinois governmental spending freeze. However, he was working with someone to lobby for release of those funds.

Commissioner Cherwin said that he was excited to see this project move forward and also understood that the market changes, and developers needed to adapt to the market. He said that the modifications to the plans seemed generally consistent with what was previously approved. He asked if the developer was still on board with the required off-site improvements that would kick in when the next phase of development occurred.

Mr. Trandel said that there were these improvements were previously planned and already accounted for.

Commissioner Cherwin said that in a previous proposed amendment, the design of the buildings had been upgraded to a more modern look and he wanted to know if this new look was still contemplated.

Mr. Kluemper said that they were still thinking in the same vein, however, the plans for all the buildings had not yet been developed but that they would be more contemporary and keeping with the existing tower.

Commissioner Green said that he had no questions and still thought that it was a great project that they were on top of things. He understood that the market was changing and that the development team was swinging with it.

Mr. Trandel said that he felt a renewed vigor in the project and that he felt they had a plan that was achievable.

Commissioner Jensen said that he was very enthusiastic for the project but thought that they should re-think the senior living portion. He said that age restricted living might not be viable next to all of the other uses, and that since they are not going to be getting into progressive care, the senior housing portion could be a morass for the development team.

Commissioner Cherwin asked if, from a zoning perspective, age-restricted housing was an issue.

Mr. Hubbard explained that age restricted housing did not need special zoning approval strictly because it was age restricted. However, a nursing home would require special zoning approval. He pointed out that the senior housing was labeled as a future phase on the plans, and therefore no actual zoning approval would be granted for it at this time. It was only serving as a placeholder to help for planning with parking and traffic, and that if and when plans were actually developed for the senior housing, it would have to come back for approval through the Plan Commission. At that time, details could be vetted on the viability of the development.

RECOMMENDATION

The Conceptual Plan Review Committee was supportive of the proposal and advised that the petitioner should move forward.

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



Item: Goddard School - 1316 N. Arlington Heights Rd. - T1630

Department: Planning & Community Development

Requested Action

1. Rezoning from R-3, One-Family Dwelling District to the OT, Office-Transitional Zoning District.
2. Planned Unit Development.
3. Land Use Variation to allow a Day Care Facility within the OT District.

Variations Required

1. Chapter 28, Section 5.1-9.3(b), Required Minimum Yards, to reduce the required side yard setback from 20 feet to approximately 5 feet for the existing building.
2. Additional variations may be identified once formal plans are submitted.

Recommendation

The Staff Development Committee (SDC) has reviewed the proposed plans for a rezoning of the property from R-3 to OT, planned unit development, land use variation to allow a Day Care Center within the OT District, and setback variation. The SDC will require the following information in order to make a determination on whether they support the rezoning and land use variation:

1. The petitioner shall provide written justification in support of the proposed Land Use Variation that addresses each of the hardship criteria necessary for Land Use Variation approval as outlined in the Zoning Ordinance:
 - The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
 - The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.
 - The proposed variation is in harmony with the spirit and intent of this Chapter.
 - The variance requested is the minimum variance necessary to allow reasonable use of the property.
2. The petitioner shall provide a traffic and parking study by a certified traffic

engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, drop-off/pick-up operations, and impacts to public streets.

3. The petitioner shall evaluate alternative parking lot layouts that would provide for additional buffer between the parking lot and the residential properties to the west and south.

4. Arlington Heights Road is under the jurisdiction of IDOT and ingress/egress to the site must comply with any applicable IDOT regulations.

5. The petitioner shall provide a market study which must identify the similarities, differences, and impacts to other existing day care facilities within the market area. Furthermore, the market assessment should illustrate the market demand for this type of facility at the proposed location.

6. A code compliant landscape plan shall be required.

7. A photometric plan and catalog cuts for all proposed fixtures is required if any alterations to the site lighting is proposed.

8. Preliminary engineering plans, including storm water detention calculations, will be required as part of the proposed Plan Commission application.

9. Details are needed on all fences, enclosures, and accessory structures (shed's, play equipment, etc.).

10. The petitioner shall add two bicycle parking spaces as required by Code.

11. Additional details are needed on any proposed exterior changes to the building in order to determine if a Design Commission application is required.

12. 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

Narrative

Plat of Survey

Conceptual Site & Floor Plans

Type

Board or Commission Report

Exhibits

Exhibits

Exhibits

Exhibits



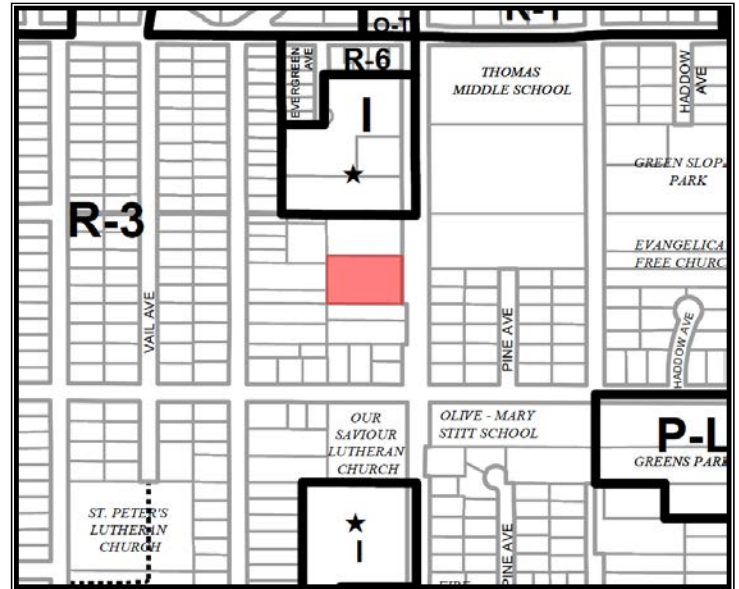
VILLAGE OF ARLINGTON HEIGHTS STAFF DEVELOPMENT COMMITTEE REPORT

Temp File Number: T1630
Project Title: Goddard School
Address: 1316 N. Arlington Heights Rd.
PIN: 03-20-305-045

To: Conceptual Plan Review Committee
Prepared By: Sam Hubbard, Development Planner
Meeting Date: June 13, 2018
Date Prepared: June 8, 2018

Petitioner: Atul Karkhanis
 Atul Karkhanis Architects, Ltd.
Address: 2514 W. Peterson Avenue
 Chicago, IL 60659

Existing Zoning: R-3: One-Family Dwelling District
Comprehensive Plan: Offices Only



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	R-3, One Family Dwelling District	Daycare (KinderCare)	Commercial
South	R-3, One Family Dwelling District	Single-Family home	Single-Family Detached
East	R-3, One Family Dwelling District	Single-Family homes, Thomas Middle School	Single-Family Detached, Schools
West	R-3, One Family Dwelling District	Single-Family homes	Single-Family Detached

Requested Action:

1. Rezoning from R-3, One-Family Dwelling District to the OT, Office-Transitional Zoning District.
2. Planned Unit Development.
3. Land Use Variation to allow a Day Care Facility within the OT District.

Variations Required:

1. Chapter 28, Section 5.1-9.3(b), Required Minimum Yards, to reduce the required side yard setback from 20 feet to approximately 5 feet for the existing building
2. Additional variations may be identified once formal plans are submitted.

Project Background:

The subject property is approximately 50,337 square feet in size (1.15 acres) and is the former home to Sylvia's Flower shop. The site is occupied by two buildings; the first is a two-story former residential structure located at the front of the site. Immediately adjacent to this structure at the rear is a larger 2-story building, which extends back towards the rear of the site. There are two separate parking lots on the site, each with their own access to Arlington Heights Road, which has two lanes of travel in each direction and a posted speed limit of 30 miles per hour.

The petitioner has proposed the establishment of a Goddard School daycare facility on the subject property. The Goddard School is a national franchise with 460 locations across 36 states that offers daycare and preschool services for infants and children up to five years old, as well as private Kindergarten classes and after-school programs for children in elementary school. The proposed location will offer care for children as young as six weeks up to pre-school aged kids (five years old). The facility may offer in the future a private kindergarten option and after-school care for elementary age children, and the petitioner should clarify the age range of these children. It should be noted that the definition of "Day Care Center" within the zoning code encompasses care for children under six years of age; if care for children six and above will be offered, additional approvals may be needed. Upon completion of the project, the building size would be approximately 12,103 square feet.

In order to accommodate for the day care center use, the petitioner has proposed the removal of the existing residential building at the front of the site to allow for the expansion of the front parking area and the connection of this area to the rear parking lot. Additionally, the rear parking lot would be expanded to provide for a pick-up/drop-off area at the main entrance along the southern side of the building and a circular driveway that would allow for efficient traffic flow throughout the site. The rear parking lot would be reconfigured and expanded to the west. In total, 39 parking spaces would be provided.

The proposed school anticipates a maximum of 170 children with 24 staff members. Hours of operation would be between 7:00am and 6:00pm Monday through Friday. Lunches would be provided on site, either prepared in the school or dropped off through a catering service. Parents are also permitted to bring lunches for their children, which can be served cold or heated in a microwave. The facility would have two separate playground areas, one in the front of the site and one in the rear.

Zoning and Comprehensive Plan

The subject property is currently zoned R-3, One-Family Dwelling District. Day Care Centers are neither a permitted nor special use within the R-3 District, and therefore staff is recommending rezoning the subject property into the OT, Office Transitional Zoning District. The Comprehensive Plan designates this property as "Offices Only", which means that it is appropriate for the OT District. While the OT District does not allow for Day Care Centers, staff believes this zoning may be appropriate for two reasons; 1) single-family residential uses in this location are not practical given the location of the subject property along Arlington Heights Road, which is a major arterial street, and 2) the Comprehensive Plan identifies this property as suitable for offices uses via the "Offices Only" land use designation.

All developments within the OT District are required to develop as a PUD and therefore PUD approval would be required. As identified above, Day Care Centers are neither a permitted nor special use within the OT District, therefore a Land Use Variation is required. The general concept of a day care center in this location has merit, however, additional review and analysis is required, especially as it relates to zoning, the adjacent day care facility, market demand, and traffic.

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

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

A market analysis will be required as part of the Plan Commission application. This study should identify the similarities, differences, and impacts to other existing day care facilities within the market area. Furthermore, the market assessment should illustrate the market demand for this type of facility at the proposed location.

Building, Site, Landscaping:

The proposed site changes will likely require additional on-site stormwater detention and an MWRD permit. Additionally, since the area is served by a combined sewer/storm sewer that is located in IDOT right-of-way (ROW), any connection to this storm sewer will require IDOT review and approval. Additionally, since Arlington Heights Road is under IDOT jurisdiction, any alteration to the existing access to Arlington Heights Road will require IDOT review and approval. Preliminary engineering plans will be required in conjunction with the Plan Commission application.

As part of the Plan Commission process, the petitioner will be required to provide additional details on conformance with OT district bulk and setback standards. The petitioner should verify that the property will comply with the F.A.R. and building coverage restrictions within the OT district. Of note, staff has identified the following required variation:

- **Chapter 28, Section 5.1-9.3(b), Required Minimum Yards, to reduce the required side yard setback from 20 feet to approximately 5 feet for the existing building.**

Since the side yard setback within the OT district is based on whether the adjacent property is within a residential district, and since the adjacent properties to the north and south are zoned R-3, a 20-foot side yard setback along each of these sides is required. The existing building appears to be code compliant relative to the southern side yard setback with a setback distance of around 63 feet, however, the side yard setback to the north does not appear to comply with code. Specifically, the existing building appears to be setback only 5 feet from the northern property line, which requires a variation. In order to justify this variation, the petitioner will need to provide a response to the hardship criteria as outlined above. Staff is supportive of this variation for the following reasons; 1) the 5-foot setback is an existing condition and cannot be eliminated without removing a portion of the building, 2) although the property to the north is zoned R-3, the property is used as a day care facility, and 3) the comprehensive plan designates future uses on the northern property to be "Offices Only".

A code-compliant landscape plan will be required as part of the Plan Commission application. The petitioner should note that landscape islands are required at the ends of all parking rows, which must be equivalent in size to one parking space and must contain a shade tree. Section 6.15-2.1 requires that any property within an OT district must provide a landscape buffer between adjacent properties that are zoned residential. The lots to the north, south, and west are zoned residential, and therefore, the petitioner must provide screening along these property line in the form of either 1) a well maintained masonry wall, 2) a solid wood fence, 3) an offset double row of densely planted landscaping, or 4) a landscape berm. The petitioner is requested to

evaluate the parking lot layout in an effort to provide a more suitable buffer between the residential properties to the west and to the south. Currently, only three feet of land is proposed between the rear parking lot and the residential lots to the west.

If any new parking lot lighting is proposed, a photometric plan will be required. The petitioner must also provide details on all types of play equipment proposed. Given that the toddler playground is proposed in the front yard, depending on the type of equipment included, a variation may be required to allow accessory structures in the front yard.

The petitioner should note that wall signage is not allowed within the OT district, with exception to one nameplate not to exceed one square foot in size. If wall signage is proposed, a variation would be required. Given that the proposed use will be changed from a mercantile use to a day care, the petitioner is encouraged to reach out to the Building Department to determine what type of building code and accessibility upgrades will be required.

The demolition of the residential structure in the front of the building does not, in and of itself, require a Design Commission application. However, staff will need to see details on the appearance of the exterior wall behind this building, which will now become exposed to the street after the demolition. Additionally, depending on the scope of any proposed exterior changes to the building, a Design Commission application may be required. The petitioner is encouraged to provide details on all proposed exterior building changes to allow staff to determine if a Design Commission application will be required.

Parking and Loading:

The petitioner is required to provide a traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, drop-off/pick-up operations, and impacts to public streets. Given that Arlington Heights Road is a major arterial with two lanes of travel in each direction (and no shared/dedicated left turn lane), special care should be paid to safe ingress/egress to and from the site during peak travel times.

Based on a preliminary analysis, the site appears to conform to parking code requirements. **Table I** below illustrates these requirements.

Table I: Parking Calculations

Space	Code Uses	Gross Square Footage	Parking Ratio (1:X)	Number of Occupants/Employees	Parking Required
Goddard School	Day Care Center	12,103	3 spaces per 2 employees	24	36
Total Parking Required					36
Total Parking Provided					39
Surplus/(deficit)					3

Since the parking requirement is based on the maximum number of full and part-time employees on duty at any one time, the parking requirement may be reduced if all 24 employees will not be present at any one time. The petitioner should clarify the maximum number of employees that will be present during peak shift. Finally, the parking study should also analyze existing Goddard School locations (such as Skokie, Schaumburg, and Vernon Hills) to determine if the proposed number of parking stalls is adequate.

Per the Village's recently adopted bicycle parking regulations, two bicycle parking spaces must be provided on the site.

RECOMMENDATION

The Staff Development Committee (SDC) has reviewed the proposed plans for a rezoning of the property from R-3 to OT, planned unit development, land use variation to allow a Day Care Center within the OT District, and setback variation. The SDC will require the following information in order to make a determination on whether they support the rezoning and land use variation:

1. The petitioner shall provide written justification in support of the proposed Land Use Variation that addresses each of the hardship criteria necessary for Land Use Variation approval as outlined in the Zoning Ordinance:
 - **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
 - **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**
 - **The proposed variation is in harmony with the spirit and intent of this Chapter.**
 - **The variance requested is the minimum variance necessary to allow reasonable use of the property.**
2. The petitioner shall provide a traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, drop-off/pick-up operations, and impacts to public streets.
3. The petitioner shall evaluate alternative parking lot layouts that would provide for additional buffer between the parking lot and the residential properties to the west and south.
4. Arlington Heights Road is under the jurisdiction of IDOT and ingress/egress to the site must comply with any applicable IDOT regulations.
5. The petitioner shall provide a market study which must identify the similarities, differences, and impacts to other existing day care facilities within the market area. Furthermore, the market assessment should illustrate the market demand for this type of facility at the proposed location.
6. A code compliant landscape plan shall be required.
7. A photometric plan and catalog cuts for all proposed fixtures is required if any alterations to the site lighting is proposed.
8. Preliminary engineering plans, including storm water detention calculations, will be required as part of the proposed Plan Commission application.
9. Details are needed on all fences, enclosures, and accessory structures (shed's, play equipment, etc.).
10. The petitioner shall add two bicycle parking spaces as required by Code.
11. Additional details are needed on any proposed exterior changes to the building in order to determine if a Design Commission application is required.
12. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

June 8, 2018

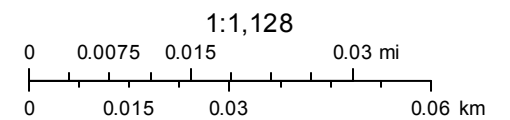
Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1630

Aerial - 1316 N Arlington Heights Rd



June 8, 2018



Who will run the school?

Maybe include On-site owner Resume

The School Director

An education director at The Goddard School is responsible for managing the program and curriculum. Additionally, the education director may be responsible for certain business tasks delegated by the franchisee.

General Qualifications

An education director must meet the qualifications of his or her state and the following qualifications:

- previous management experience in a licensed childcare facility or experience managing faculty members or staff;
- the ability to provide effective training to faculty members in performing their responsibilities and complying with all applicable laws, regulations and GSI standards;
- the ability to perform all of the responsibilities of an education director (below);
- the ability to interact closely with children at their level;
- the ability to supervise children with sight and hearing at all times;
- the ability to change children's diapers or assist in toileting where necessary;
- the ability to understand and comply with the franchisee's employment policies;
- the ability to communicate effectively and professionally with school personnel, children and parents;
- the ability to handle crisis situations, including assisting in evacuating the building during emergencies;
- the ability to comply in all respects with all applicable laws and regulations relating to childcare.

An offer of employment may be made contingent on the following:

- A current physical examination by a physician, including a current tuberculin test or chest x-ray, which may or may not be required by state regulations or by the franchisee;
- An approved criminal record check as required by state regulations.

Educational Qualifications

All candidates who wish to be considered for the position of education director must meet one or more of the following criteria and any and all requirements that may be mandated by their state and/or local licensing authorities:

- A bachelor's degree or higher in early childhood education, elementary education or child development and management experience in a licensed childcare center or preschool;
- A bachelor's degree or higher in a related field, including 18 semester hours of completed coursework, including 12 documented hours of completed coursework related to young children from birth to age eight, and management experience in a licensed childcare center or preschool;
- An associate's degree or higher in early childhood education, elementary education, child development or a related field, one year (1560 clock hours) of experience of working in a licensed childcare center or preschool and one year of management experience;
- An associate's degree or higher in a related field, including 18 hours of completed coursework related to young children from birth to age eight, two years (3120 clock hours) of experience in a licensed childcare center or preschool and one year of management experience;

A current CDA or early childhood teaching credential, an additional 12 semester hours of continuing education units in courses related to young children from birth to age eight, two years (3120 documented clock hours) of experience in a licensed childcare center or preschool and one year of management experience. Any candidate with 12 hours of completed coursework must present the franchisee with a written career development plan documenting how and when the remaining six hours of required coursework (ECE or continuing education) will be completed.

Number of Students and age group

170 Students, 24 Staff, Total Occupancy 194

Infant - age 6 weeks to 12 months

First Steps - age 13 to 18 months

Young Toddler - age 19 to 24 months

Toddler - age 24 to 30 months

Get Set - age 30 to 36 months

Preschool through Kindergarten - age 3 to 5 years

Work Hours

A fully licensed childcare facility operating from 7:00am to 6:00pm Monday through Friday, 12 months a year.

Drop Off-Pick Up

Nationally we see peak times from 7am-9am

- No set “Start” time for the school so there is no set drop off time for parents more so what accommodates their schedules is how the individual drop off times are set.
- Parents must park their car and walk the child or children into the school, sign them in and walk them to their classroom(s).
- Drop off takes approximately 5-10 minutes so each space can turn over approximately 10-12 times per hour.
- Pick up is very similar in that the parents need to park and come into the building to get their child/children.

Pick up is much more spread out since we offer half day, $\frac{3}{4}$ day and full day options to parents. This turns into pick up not have a designated peak time and instead is anywhere from noon to close. Again, there is no rush on pick up time it corresponds to the parents’ schedules.

How do you plan to serve Lunches? Pre-made or prepared on site

-
- Illinois is a food service state, so lunches will be prepared in the school as required by licensing. The menu will be reviewed by licensing to ensure it provides nutritional value. Parents are also permitted to bring lunches in for children that can be served cold or warmed in a microwave.
-
- If pre-made, then what time the Lunch truck comes in? How big is the truck?
-
- If catering is done the truck is small and lunches are dropped off around 11am. Typically the size of a large van or small box truck.
-
- What if any signage needed after hours?
-
- We have building safety lightings on around the exterior of the buildings. They are typically full cutoff fixtures that are required by the fire marshall/building code.

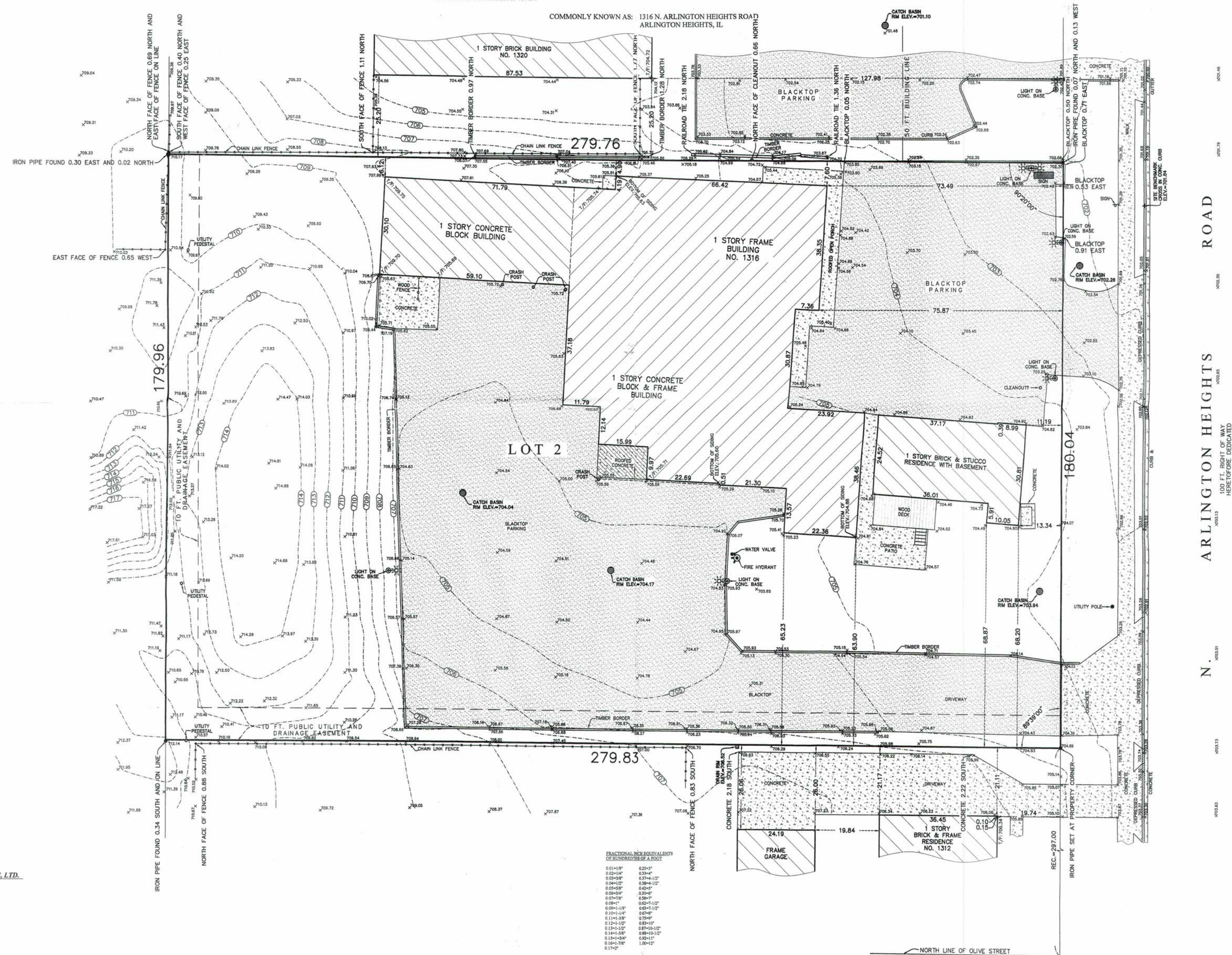
PLAT OF SURVEY

BY
JOHN M. HENRIKSEN

576 E. NORTHWEST HIGHWAY DES PLAINES, ILLINOIS 60016
TEL. 847-795-0301 FAX. 847-795-0302
WWW.HENRIKSENSURVEY.COM

OF
LOT 2 IN CRAIG'S RESUBDIVISION IN ARLINGTON HEIGHTS BEING A RESUBDIVISION OF LOT 21 IN ALLISON'S ADDITION TO ARLINGTON HEIGHTS, BEING A SUBDIVISION OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THE WEST 1/2 OF THE SOUTHWEST 1/4 THEREOF AND THE SOUTH 4 ACRES OF THE EAST 1/2 OF THE SOUTHWEST 1/4 THEREOF), ACCORDING TO THE PLAT OF CRAIG'S RESUBDIVISION IN ARLINGTON HEIGHTS REGISTERED IN THE OFFICE OF THE REGISTRAR OF TITLES, OF COOK COUNTY, ILLINOIS, ON JUNE 23, 1977 AS DOCUMENT NUMBER 2946719.

COMMONLY KNOWN AS: 1316 N. ARLINGTON HEIGHTS ROAD
ARLINGTON HEIGHTS, IL



NOTE:
ELEVATIONS SHOWN HEREON ARE IN RELATION TO
VILLAGE OF ARLINGTON HEIGHTS MONUMENT NO. 34
BEING A 3" DIAMETER BRASS DISC SET IN CONCRETE
LOCATED 450 FT. EAST OF THE CENTERLINE OF
ARLINGTON HEIGHTS ROAD AND 227 FT. NORTH OF
THE CENTERLINE OF MAUDE AVENUE.
ELEV. = 702.70 (NAVD 1988)

ORDER NUMBER: 120028-T

SCALE: 1 INCH = 15 FEET

ORDERED BY: CONSTRUCTION DESIGN ARCHITECTS, LTD.

BUILDING LINES AND EASEMENTS, IF ANY, SHOWN
HEREON ARE BUILDING LINES AND EASEMENTS AS
SHOWN ON THE RECORDED SUBDIVISION PLAT.
CONSULT LOCAL AUTHORITIES FOR BUILDING LINES
ESTABLISHED BY LOCAL ORDINANCES.

PLEASE CHECK LEGAL DESCRIPTION WITH DEED.

COMPARE ALL POINTS BEFORE BUILDING AND REPORT
ANY DISCREPANCY IMMEDIATELY.

DIMENSIONS ARE NOT TO BE ASSUMED FROM SCALING.

FRACTIONAL NON-EQUIVALENTS
OF 10 DENOMINATORS OF A FOOT

0.01-1/8"	0.25-1/4"
0.02-1/4"	0.31-1/3"
0.03-1/3"	0.37-1/2"
0.04-1/2"	0.38-4/5"
0.05-2/3"	0.50-1"
0.06-3/4"	0.56-5/6"
0.07-7/8"	0.62-2/3"
0.08-1"	0.65-1/2"
0.09-9/10"	0.68-3/4"
0.10-1 1/10"	0.69"
0.11-1 1/10"	0.70"
0.12-1 1/5"	0.75-3/4"
0.13-2/3"	0.76-2/3"
0.14-1/2"	0.78-1/2"
0.15-3/5"	0.80-1/2"
0.16-4/5"	0.83-1/3"
0.17-7/10"	0.85-1/5"
0.18-9/10"	0.86-2/3"
0.19-1"	0.87-1/2"
0.20-1 1/5"	0.88-1/4"
0.21-2/3"	0.89-1/3"
0.22-1/2"	0.90-1/2"
0.23-5/6"	0.91-1/3"
0.24-3/4"	0.92-1/4"
0.25-1/2"	0.93-1/5"
0.26-1/3"	0.94-1/6"
0.27-1/4"	0.95-1/7"
0.28-1/5"	0.96-1/8"
0.29-1/6"	0.97-1/9"
0.30-1/7"	0.98-1/10"
0.31-1/8"	0.99-1/11"
0.32-1/9"	1.00-1/12"



THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS
MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

STATE OF ILLINOIS
COUNTY OF COOK

I, JOHN M. HENSEN, AN ILLINOIS PROFESSIONAL LAND SURVEYOR,
DO HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED
PROPERTY AND THAT THE PLAT HEREON DRAWN IS A CORRECT
REPRESENTATION OF SAID SURVEY. DIMENSIONS ARE SHOWN IN FEET
DECIMAL PARTS THEREOF.

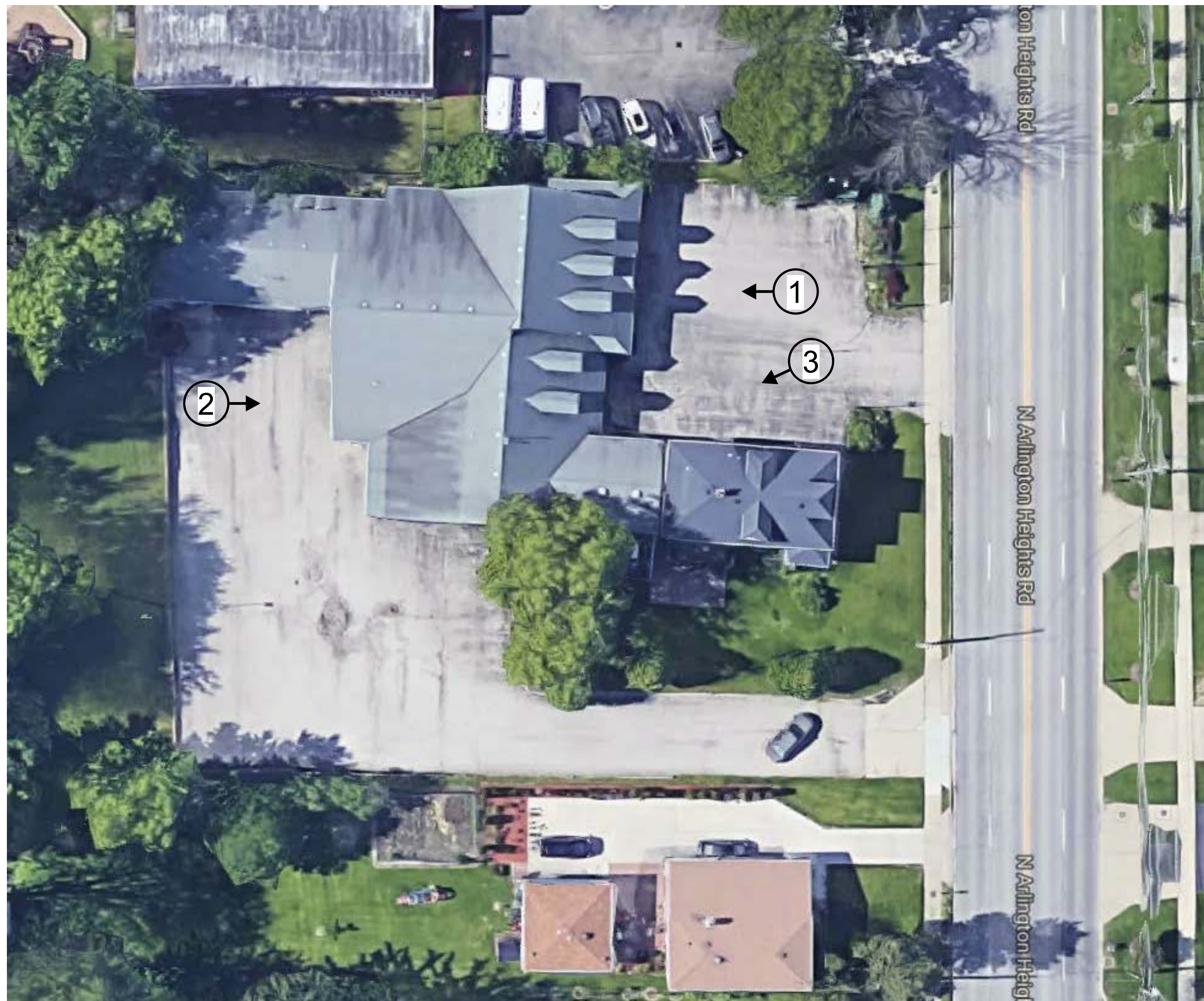
DES PLAINES, ILLINOIS

MARCH 13, 2012

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3668

LICENSE EXPIRES NOVEMBER 30, 2012

Disclosure 00030



AERIAL VIEW OF EXISTING SITE



1



LOOKING WEST FROM ARLINGTON HEIGHTS ROAD

2

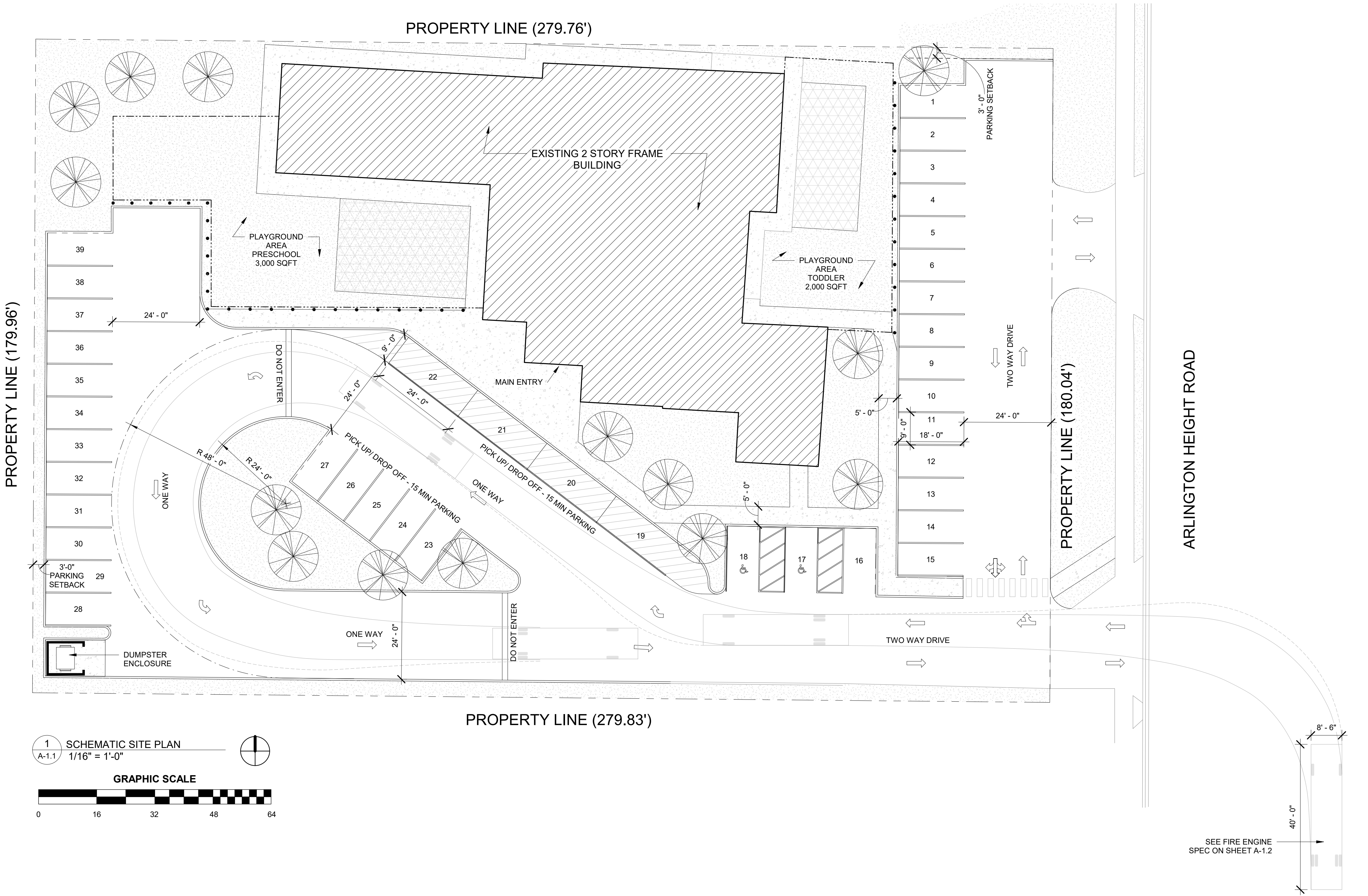


LOOKING EAST TOWARDS ARLINGTON HEIGHTS ROAD

3



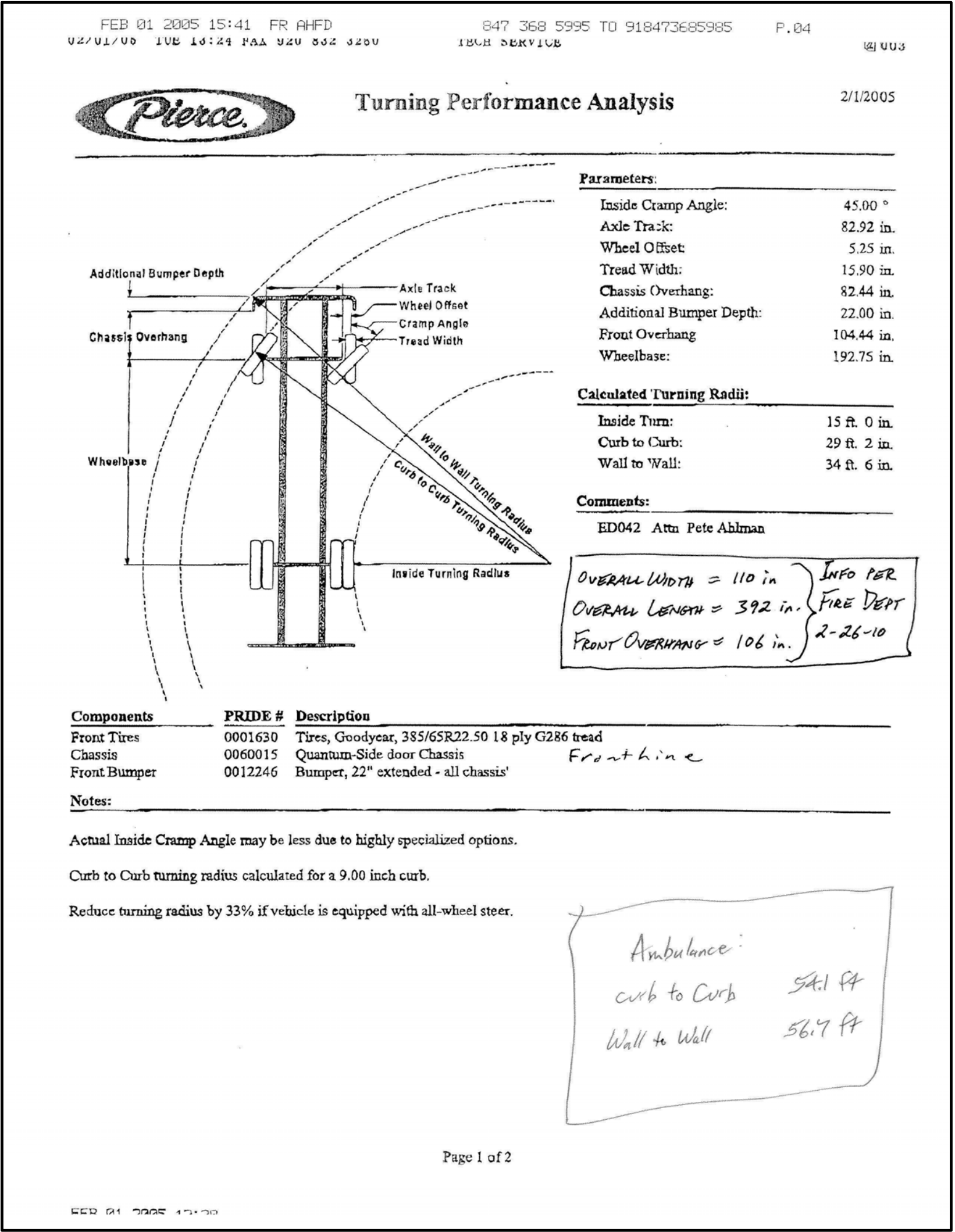
LOOKING WEST FROM ARLINGTON HEIGHTS ROAD



NOTE:
THESE DRAWINGS ARE FOR
SCHEMATIC PURPOSES ONLY AND
ARE NOT FOR CONSTRUCTION.

GODDARD SCHOOL
1316 Arlington Heights Rd
Arlington Heights, IL 60004
SCHEMATIC SITE PLAN
1/16" = 1'-0"
5/18/18
COPYRIGHT 2018 AKA LTD.

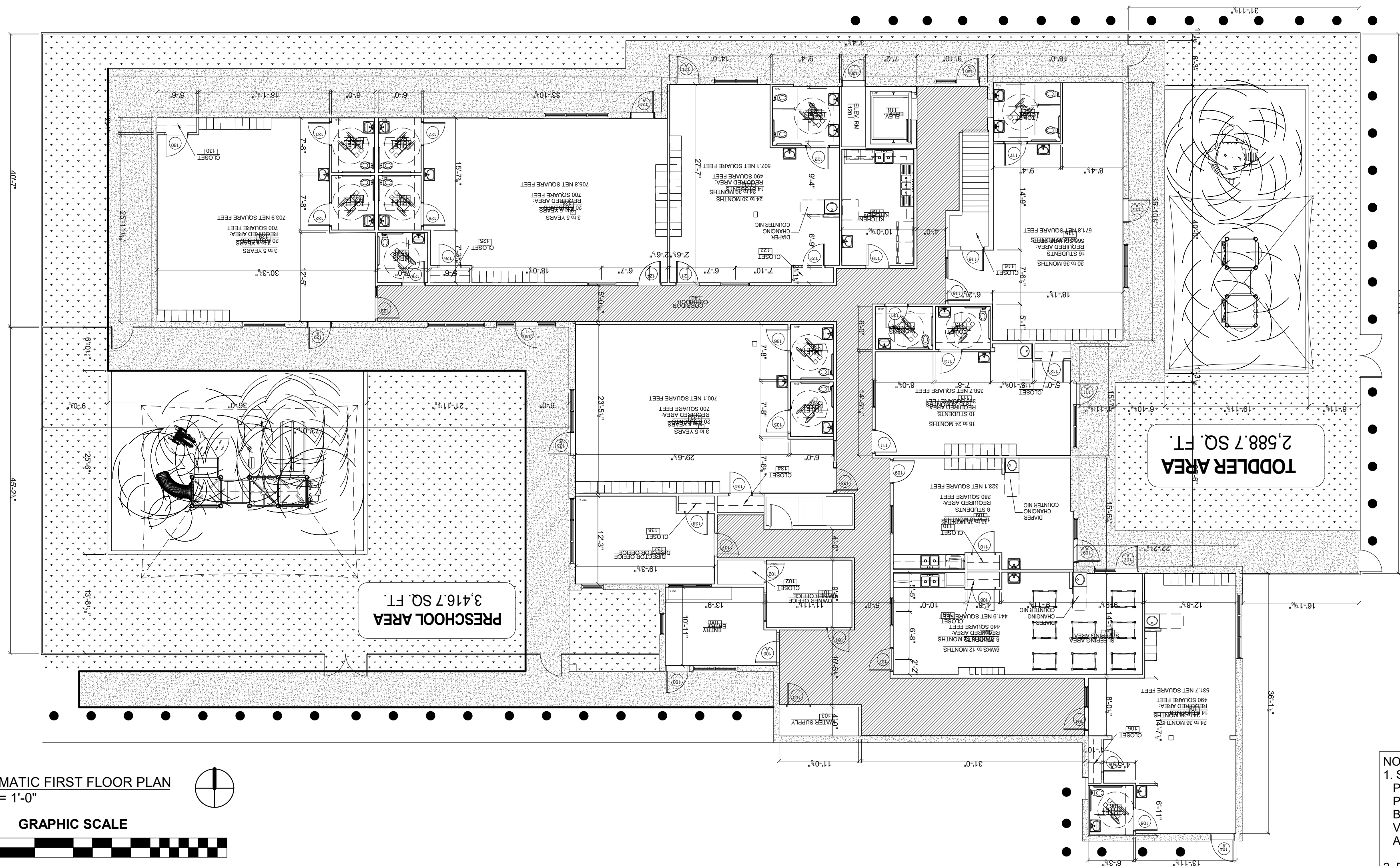
aka atul karkhanis architects, Ltd.
Commercial • Educational • Residential • Healthcare
2514 WEST PETERSON AVENUE
CHICAGO, IL 60659
PHONE: 773.508.5533 FAX: 773.508.5757
www.akarchitects.com



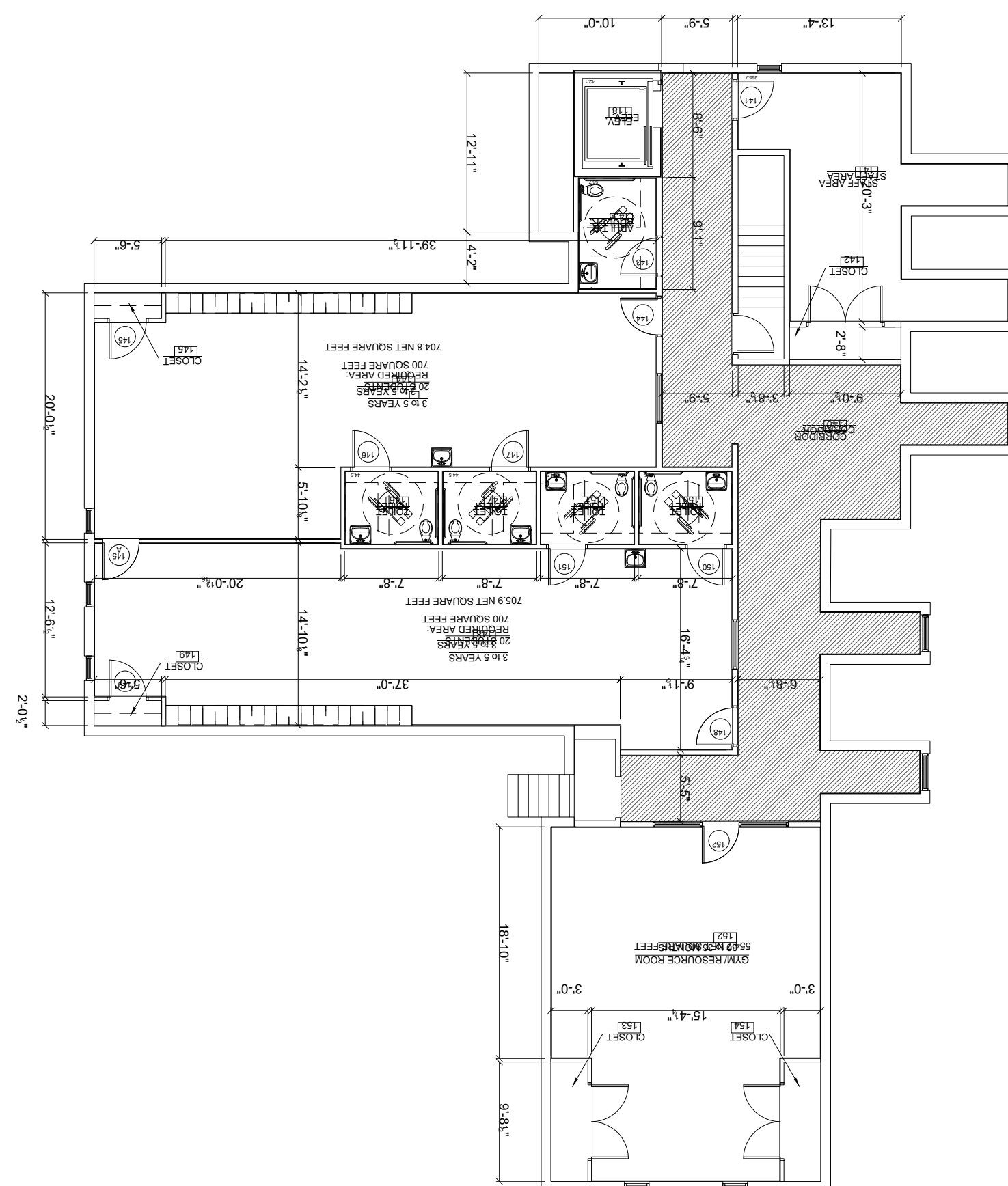
NOTE:
TOWER TRUCK TURNING RADIUS NOT REQUIRED PER
VILLAGE MEETING ON 5/15/18. EXISTING BUILDING ONLY
TWO STORIES

Arlington Heights II
April 03, 2018
12,103.3 Sq.ft.

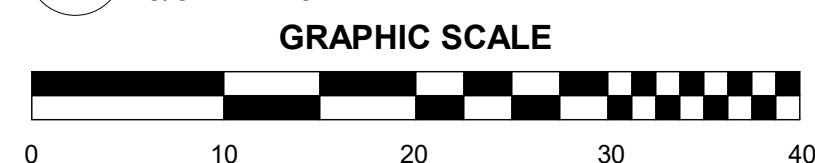
BUILDING PLAN DATA TABLE	
NUMBER OF STUDENTS < 36 MONTHS OLD	70
NUMBER OF STUDENTS > 36 MONTHS OLD	100
TOTAL STUDENTS	170
TOTAL STAFF	24
TOTAL OCCUPANCY	194



NOTE:
1. SCHEMATIC PLANS HAVE BEEN PREPARED BY GODDARD AS A PROTOTYPE AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE ARCHITECT AT THIS TIME.
2. EXIT STAIRS AND FIRE EXITS TO BE DEVELOPED AND VERIFIED DURING THE DESIGN DEVELOPMENT PHASE AND MAYNOT COMPLY WITH CODE AS IT IS DRAWN AT THIS TIME.



1 SCHEMATIC 2ND FLOOR PLAN
A-2.2 3/32" = 1'-0"



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