

# Village of Arlington Heights Building & Life Safety Department

## Interoffice Memorandum

---

**To:** Sam Hubbard, Development Planner, Planning and Community Development  
**From:** Deb Pierce, Plan Reviewer, Building & Life Safety Department  
**Subject:** 1728 W Algonquin Rd. – SUP for Automobile Sales, Parking Variation and Traffic Study Variation  
**PC#:** 18-002  
**Date:** January 22, 2018  
**Sam:**

I have reviewed the documents submitted for the above referenced project and have no objections to the SUP, Parking Variation and Traffic Study Variation with following comment:

1. Signed, sealed and dated architectural plans shall be submitted for changes to the vacant space.

**RECEIVED**  
JAN 23 2018  
PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT



Village of Arlington Heights, IL  
Department of Building & Life Safety



Fire Safety Division

Date: 1/24/2018

P.C. Number: 18-002 Round 1

Project Name: SUP for Automotive Sales

Project Location: 1728 W. Algonquin

Planning Department Contact: Sam Hubbard, Planning and Community Development

General Comments:

The information provided is conceptual only and subject to a formal plan review.

1. Any work proposed must comply with currently adopted codes.

Date Jan 24, 2018

Reviewed By: 

Fire Safety Supervisor

**RECEIVED**  
JAN 25 2018  
PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

**Arlington Heights  
Building Department**

# Memo

**To:** Sam Hubbard, Development Planner  
**From:** Charles Craig, Assistant Building Official  
**cc:** None  
**Date:** 2/7/2018  
**Re:** PC# 18-003 – The Toy Shop Special Use Permit

---

Comment #1:

Please note the following code enforcement actions have occurred to date:


In mid June 2017 the Building Department received a complaint that the petitioner was selling motorcycles and doing repairs. C. Craig spoke to the owner Mike Taylor on 6-27-17 and told him that he should work with Planning to clarify how he can operate and to possibly get his use changed. As no further complaints were received, the case was closed 8-1-17.

After 8-1-18 we received several anonymous complaints regarding the business operation, including motorcycles revving too late, events like bikini car washes, etc.. 8-8-17 C. Craig went to site & spoke w/ owner while an A.H. police officer (Ofc. Spoerry) was there to talk of same subjects. Spoke w/ owner regarding signage, conduct of business & etc.

8-16-17 Health inspector Biskner went to site as selling food was reported. She told them that's not allowed. Owner told T. Biskner that they were planning concealed carry classes and were running a raffle. She also saw used motorcycle tires.

8-23-18 Val Gerstein of Building wrote Toy Shop an email regarding raffle rules and guidelines/ required village permission.

## Memorandum

To: Sam Hubbard, Planning and Community Development  
From: Cris Papierniak, Assistant Director of Public Works   
Date: January 26, 2018  
Subject: 1828 W. Algonquin Rd, P.C. #18-003

---

Regarding the proposed parking variation, PW has the following comments:

1. The existing fire/domestic 6x2 water meter is obsolete. It needs to be replaced.
2. Replace the existing 1.5" domestic backflow device with an approved RPZ. It, too, is obsolete.
3. Replace the existing 6" fire single check valve with an approved RPZ. It is obsolete.
4. A set of utility prints are required to ascertain if there is an existing grease trap. If there is not an existing trap, or it is not to plumbing code, one must be installed.

VAHPW has no further comments at this time.

C: File

**RECEIVED**  
JAN 30 2018  
PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 18-003  
 Petitioner: Mike Taylor (847)-431-5683  
Victor Baranovici (773)-766-2270  
 Owner: Kiki Stamelos (773)-370-6000  
 Contact Person: Mike Taylor  
 Address: 1728 W Algonquin Rd. Arlington Heights  
IL, 60005  
 Phone #: 224-232-8224  
 Fax #: n/a  
 E-Mail: info@ttsmotolounge.com

P.I.N.# 08-08-401-042 08-08-401-043  
 Location: Arlington Heights  
 Rezoning:            Current: B-2 Proposed: B-2  
 Subdivision:             
 # of Lots: 1 Current: 1 Proposed: 1  
 PUD:            For:             
 Special Use:            For: Service & Dealer Sales  
 Land Use Variation:            For:             
 Land Use:            Current:             
           Proposed:             
 Site Gross Area: 5.200sqft  
 # of Units Total:             
 1BR:            2BR:            3BR:            4BR:           

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

1. PUBLIC IMPROVEMENTS

REQUIRED:	YES	NO	COMMENTS
a. Underground Utilities			
Water			X
Sanitary Sewer			X
Storm Sewer			X
b. Surface Improvement			
Pavement			X
Curb & Gutter			X
Sidewalks			X
Street Lighting			X
c. Easements			
Utility & Drainage			X
Access	X		X

PUBLIC SIDEWALK EASEMENT ?

RECEIVED  
 FEB 05 2018  
 PLANNING & COMMUNITY  
 DEVELOPMENT DEPARTMENT

2. PERMITS REQUIRED OTHER THAN VILLAGE:

- a. MWRDGC X (?)
- b. IDOT
- c. ARMY CORP
- d. IEPA
- e. CCHD

	YES	NO	COMMENTS
3. R.O.W. DEDICATIONS?		X	
4. SITE PLAN ACCEPTABLE?		X	
5. PRELIMINARY PLAT ACCEPTABLE?			N/A
6. TRAFFIC STUDY ACCEPTABLE?		X	
7. STORM WATER DETENTION REQUIRED? .....		X	
8. CONTRIBUTION ORDINANCE EXISTING? .....		X	
9. FLOOD PLAIN OR FLOODWAY EXISTING? ...		X	
10. WETLAND EXISTING? .....		X	


GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: NO NAME  
 DATE OF PLANS: NO DATE

James J. Mall 2/5/18  
 Director Date

**PLAN COMMISSION PC #18-003**  
**The Toy Shop**  
**1728 W. Algonquin Road**  
**SUP for Auto Sales, Parking Variation, Traffic Study Variation**  
**Round 1**

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding.
12. Provide a Plat of Survey of the property from a registered land surveyor.
13. When on-site lighting is proposed, provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all roadway, parking lot, and building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted.
14. Does the existing facility have an internal or external triple basin/grease basin for auto repairs? An MWRD permit may be needed for any external sanitary sewer work.
15. It is unclear whether the proposed motorcycle shop use is occupying the entire building, or if there will remain multiple tenants at this property.
16. If multiple occupants of the building exist, how is the breakdown of parking divided, assigned, and reserved for all other businesses?
17. Based upon the existing use in Schaumburg, some information about this retail business, and the amount of traffic generated during the afternoon and evening peak hours of the business should be provided.
18. What was the previous occupant of this building before the Toy Shop moved in and how much traffic did they generate?
19. The site plan provided is confusing and needs to provide clarification for the following issues:
  - a.) The row of parking stalls along the east property line are represented as not being within the parcel lot lines. Whose property do these parking stalls exist on?
  - b.) The configuration of the perpendicular and angled parking on this lot suggests that the easterly driveway is supposed to be signed and striped as outbound only.
  - c.) The westerly driveway seems to provide access to not only this property, but to the parking stalls for the property to the west that are immediately adjacent to this drive aisle. Is there a cross access agreement?
  - d.) The geometric layout of the drive aisles, parking stall depths and widths, and obstructions to utility boxes, posts, planting areas, and other encroachments needs to be accurately shown.
20. There looks to be a public sidewalk encroachment onto the private property.
21. The ADA parking stalls are not shown correctly, and are sub-standard width, and need to be accessible to the entrance door.

  
James J. Massarelli, P.E.      2/15/18  
Director of Engineering      Date



# Arlington Heights Fire Department Plan Review Sheet

P. C. Number 18-002

Project Name

Toy Shop and Motolounge

Project Location

1728 W. Algonquin Road

Planning Department Contact Sam Hubbard

## General Comments

Round 1

1) The project must follow current codes.

**NOTE: PLAN IS CONCEPTUAL ONLY  
SUBJECT TO DETAILED PLAN REVIEW**

Date February 5, 2018

Reviewed By: LT. Mark Aleckson

# ARLINGTON HEIGHTS POLICE DEPARTMENT

## Community Services Bureau

---

### DEPARTMENT PLAN REVIEW SUMMARY

**Toy Shop and Motolounge**  
**1728 W. Algonquin**  
**PC 18-002**  
**Round 1**

#### Review Comments

**02/02/2018**

**1. Character of use:**

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

**2. Are lighting requirements adequate?**

Lighting should be up to Village of Arlington Heights Code. Special attention should be given to the parking lot and areas around the building- especially entries/exits. These areas should be illuminated specifically during hours of darkness for safety, to deter criminal activity and increase surveillance/visibility- potentially reducing theft, trespassing, vandalism, and other criminal activity. Landscaping should provide open sightlines to increase natural surveillance and avoid creating ambush locations and havens for illegal activities- theft, trespassing, vandalism, underage drinking, drug use, etc.

**3. Present traffic problems?**

There are no apparent traffic problems at this location.

**4. Traffic accidents at particular location?**

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

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

This development should not create any additional traffic problems.

**6. General comments:**

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

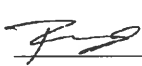
-The addition of Trespass signage is recommended. Consider posting no trespassing / loitering/ no un-authorized use signage. The Arlington Heights Police Dept. has and utilizes trespass warning forms under qualifying circumstances when requested by property management.

-Recommended not to leave or store any motorcycles in various states of repair in the parking lot. This practice will drastically increase the likelihood of theft and other criminal activity- trespassing, vandalism, etc. on the business premises. Check with Zoning requirements and



regulations which shall cover additional restrictions of the storage of motorcycles in the parking lot.

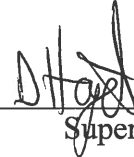
-Recommended to limit the number of windows (especially 5-6 feet from ground) or frost the windows on the garage doors to service bays to limit visibility into the business.

 #272

---

Brandi Romag, Crime Prevention Officer  
Community Services Bureau

Approved by:

 #557

---

Supervisor's Signature

# Arlington Heights Police Department

## Emergency Information Card

Arlington Heights Police Department

200 E. Sigwalt Street

Arlington Heights, IL 60005-1499

Phone: 847/368-5300

1. Fill in all information by tabbing to each field.
2. When completed, save the form and send as an attachment to: [policemail@vah.com](mailto:policemail@vah.com).

Completed forms may also be printed and submitted in the following manner:

By Mail: Arlington Heights Police Department  
200 E. Sigwalt Street, Arlington Heights, IL. 60005  
Attention: Police Administration

[Print Form \(To Mail\)](#)

By Fax: (847) 368-5970 - Attention: Police Administration

In Person: Dropped off at the Arlington Heights Police Department's front desk for forwarding to Police Administration.

Name (Firm or Residence)

Address/City

Telephone Number

Date Information Obtained

### IN CASE OF EMERGENCY PLEASE CALL:

#### Contact #1

Name

Address/City

Telephone Number

Cell Number

#### Contact #2

Name

Address/City

Telephone Number

Cell Number

#### Alarm System

No

Yes

Phone number:

Alarm Company Name

HEALTH SERVICES DEPARTMENT

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 18-003  
 Petitioner: Mike Taylor (847)-431-5683  
Victor Baranovici (773)-766-2270  
 Owner: Kiki Stamelos (773)-370-6000  
 Contact Person: Mike Taylor  
 Address: 1728 W Algonquin Rd, Arlington Heights  
IL 60005  
 Phone #: 224-232-8224  
 Fax #: n/a  
 E-Mail: info@ttsmotolounge.com

P.I.N.# 08-08-401-042 08-08-401-043  
 Location: Arlington Heights  
 Rezoning:        Current: B-2 Proposed: B-2  
 Subdivision:         
 # of Lots: 1 Current: 1 Proposed: 1  
 PUD:        For:         
 Special Use:        For: Service & Dealer Sales  
 Land Use Variation:        For:         
 Land Use:        Current:         
Proposed:         
 Site Gross Area: 5,200sqft  
 # of Units Total:         
 1BR:        2BR:        3BR:        4BR:       

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

1. GENERAL COMMENTS:

See attached comments

[Signature] 1-31-18  
 Environmental Health Officer Date

[Signature] 1/31/18 Direc  
 tor Date

Plan Review

Address: Toy Shop and Motorlounge  
1728 W. Algonquin Road  
S.U. Permit for Automobile Sales, Parking Variation and Traffic  
- Study Variation  
P.C. #18-003  
Round 1

Submitted to: Sam Hubbard, Planning & Community Development

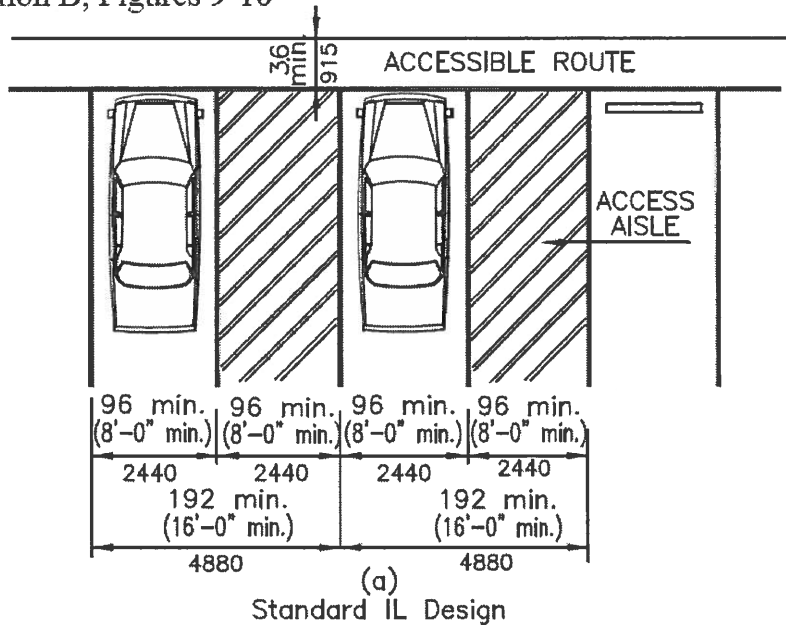
Submitted by: David Robb, Disability Services Coordinator *David Robb*  
(847) 368-5793

Date: January 24, 2018

Re: Illinois Accessibility Code (IAC) Requirements

1. Per the Illinois Accessibility Code Section 400.310(c) and 400.Illustration B., Figure 9(a); Reserved Accessible Parking Spaces for environmentally limited persons shall not share a common access aisle.

Section 400, Illustration B, Figures 9-10



# Memorandum

RECEIVED  
FEB 06 2018  
PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

---

**To:** Sam Hubbard, Development Planner

**From:** Terese Biskner, Environmental Officer *TB*

**Date:** 2/6/2018

**Re:** Toy Shop & Motolounge P.C 18-003

---

Please note the following comments:

The Village received a complaint on July 31, 2017 in regards to bikers loitering and loud noise. Specifically, on Bike Nights which are held once a week during the warmer months. The complainant stated they contacted the Police Department to complain about the noise the week prior. After conducting an inspection and talking with the owner it was learned that the Toy Shop was selling food without a permit and holding raffles without a permit.

A letter was sent to the owner advising him of the Village codes. They are not allowed to sell food to the public or hire a food truck unless they submit a temporary food event application at least 7 days prior to the event. They are prohibited from selling raffle tickets not in conjunction with a non for profit. Please see the attached letter and complaint.

The Health Department has not received any additional complaints. Noise complaints would be handled by Police Department as they occur after hours.



# Planning & Community Development Dept. Review

February 5, 2018



## REVIEW ROUND 1

Project: Toy Shop SUP – 1728 W. Algonquin Rd.

Case Number: PC 18-003

### General:

1. The following approvals are needed:
  - **Special Use Permit to allow Motor Vehicle Sales, including auxiliary service.**
2. The following variations have been identified:
  - **Variation to Section 11.4, Schedule of Parking Requirements, to reduce the required amount of off-site parking from \_\_\_ spaces to 48 spaces. The extent of this variation will be determined once detailed information on the size of the interior spaces has been provided.**
  - **Variation to Section 6.12-1, to waive the requirement for a traffic study and parking analysis prepared by a qualified professional engineer.**
3. Please provide a written justification for the required variation to waive the traffic study and parking analysis requirement, which addresses each of the hardship criteria outlined below:
  - **That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.**
  - **The plight of the owner is due to unique circumstances.**
  - **The variation, if granted, will not alter the essential character of the locality.**
4. A neighborhood meeting will be required prior to confirming your tentative March 28<sup>th</sup> appearance before the Plan Commission. Please coordinate with me on how to schedule this meeting.
5. The project narrative states that the spaces has “potential for up to 4 bays”. Please confirm that the current space has only one interior bay/overhead door. Where would the additional three bays be located?
6. A dumpster enclosure has recently been constructed in the northeast corner of the site, however, one dumpster was observed outside of that enclosure. All dumpsters must be stored within the enclosure.
7. Please provide the required \$850 application fee.
8. The Elk Grove Township Assessor’s office has been provided with information on the proposed development and has compiled a list of all PIN #'s of property within 250’ of the subject property. Please obtain the list from the Assessor’s office, and prior to looking up the addresses associated with each PIN, please provide the list to me so that I can double check to ensure that all necessary PIN’s have been included on the list. In addition, please note that when the mailing is sent out, it must go to the **taxpayer of record of each PIN**, and not to the actual property address of the PIN.

### Site Plan/Floor Plan:

9. The site plan and floor plan must be revised to contain a date indicating when these plans were prepared. Please revise the site plan and floor plan to include these dates.

10. The following changes must be made to the site plan:

- The location of the property line along the east side of the property is incorrect. The property line must be revised so that it includes the parking areas on the eastern side of the property that are within the property boundaries.
- The site plan reads "Paring Area" in multiple locations. Please revise to read "Parking Area".
- The site plans must be revised to show the dumpster enclosure area.
- The black property line that goes through the center of the building is unnecessary. Please remove it.

**Traffic/Parking:**

8. In order to determine the overall parking requirements for the site, please provide information on the other units within the building, including what their address is, what the name of the business is (if unit is vacant, please state such), and the size of the space. The below table should assist in showing what information is needed:

Tenant	Address	Use	Square Feet	Employees	# of Bays	Parking Ratio	Parking Required
Molecular Imaging of Arlington Heights	1732 W. Algonquin Rd.	Medical Office	Please Provide	N/A	N/A	1 per 200 SF	
Advanced Orthopedic Association	1734 W. Algonquin Rd.	Medical Office	Please Provide	N/A	N/A	1 per 200 SF	
Please confirm if there are additional spaces within the building	Please Provide		Please Provide			1 per 300 SF	
Toy Shop & Motolounge - Service	1728 W. Algonquin Rd.	Auto Service Station	2,075	Please Provide	Please Provide	1 per emp; 3 per bay	4
Toy Shop & Motolounge - Parts/Accessories		Retail	3,007			1 per 300 SF	10
Toy Shop & Motolounge - Motorcycle Sales		Motor Vehicle Sales	Unknown			1 per 600 SF	
<b>TOTAL SQUARE FOOTAGE</b>				<b>PARKING REQUIRED</b>			<b>14</b>
						<i>PARKING PROVIDED *</i>	<b>49</b>
						<i><b>SURPLUS / (DEFICIT)</b></i>	<b>35</b>

9. How many square feet of the retail/showroom floor will be devoted to motorcycle sales?

10. What will the 289 sq. ft. room in the mezzanine be used for?

11. What will the 100 sq. ft. room at the rear of the building be used for?

12. What is the maximum number of employees that will be working within the space be (service/repair employees + retail employees + motorcycle sales employees). What is the maximum number of employees that will be working out of just the service/repair portion of the business be?

13. The Village has recently adopted a bicycle parking ordinance, which requires all properties to install bicycle parking spaces on the site. The subject property will require the installation of a certain amount of bicycle racks/spaces as a result of these new code requirements. The final number of spaces required will be determined once information on the other uses and spaces within the building have been provided.

**Use:**

14. Please provide information on any safety training seminars or classes held at the shop, including where they are held within the shop and how often. Please note that usage of the shop for training classes may alter the parking requirements.
15. The Special Use Permit for motor vehicle sales authorizes incidental repair work, such as oil changes, tire rotations, replacement of parts, etc. Please acknowledge that more extensive work, such as body work, frame or fender straightening or repair, collision service, and painting of vehicles is not allowed and would require a Land Use Variation.
16. Section 5.1-11.1(d) of the Zoning Code prohibits uses that are objectionable due to odor, dust, smoke, noise, vibrations or other similar causes. Please acknowledge that you will conform to this requirement.
17. Section 5.1-11.1(g) of the Zoning Code requires that all activities must be conducted wholly within an enclosed building. Storage of materials and/or the occurrence of events within the parking area is prohibited. Please acknowledge that you will conform to this requirement.
18. Section 5.1-11.1(h) of the Zoning Code requires that all deliveries and loading related activities directly abutting a residential property shall not be permitted between the hours of 7:00am and 10:00pm. Since the property directly abuts a residential property to the rear, you must comply with this regulation. Please acknowledge that you will conform to this requirement.
19. Please note that any future expansion of the business into the neighboring units within the building will require an amendment to the Special Use Permit.

Prepared by: SAM JUBARI



1728 W. Algonquin Road  
PC 18-002  
February 6, 2018

**Landscape Comments**

- 1) Per Chapter 28, Section 6.15, four inch caliper shade trees are required at the ends of each parking row. Incorporate a 4" caliper shade tree in the existing island located at the south end of the parking area in the southeast corner and a shade tree in the island at the southwest corner adjacent to the building.
  
- 2) Per Chapter 28, Section 6.15, a three foot high screen must be provided along the right of way adjacent to a parking area. Provide three foot high shrubs in the southeast corner in order to buffer the parking area.