

# Village of Arlington Heights Building & Life Safety Department

## Interoffice Memorandum

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**To:** Sam Hubbard, Development Planner, Planning and Community Development

**From:** Deb Pierce, Plan Reviewer, Building & Life Safety Department

**Subject:** Verizon Wireless Cell Tower – 1122 W Rand Rd.  
Land Use Variation for Commercial Antenna

**PC#:** 18-024– Round 1

**Date:** November 27, 2018

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NOV 28 2018  
PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

**General Comments:**

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

Sam –

I do not have any objections to the Land Use Variation.

A separate permit is required for the installation of the cell tower and the relocation of the shed.

BUILDING DEPARTMENT

1A

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 18-024  
 Petitioner: DRA Properties, LLC - Doug Dolan  
144 W. Lockwood Ave. #200  
Webster Groves, MO 63119  
 Owner: Cross and Crown Lutheran Church  
Ph: 847-394-0362  
Em: ccmohkok@gmail.com  
 Contact Person: Margie Oliver  
Address: 144 W. Lockwood Ave. #200  
Webster Groves, MO 63119  
 Phone #: 314-963-7706  
 Fax #: N/A  
 E-Mail: moliver@dolanrealtyadvisors.com

P.I.N.# 03-18-102-002-0000  
 Location: 1122 W. Rand Rd.  
 Rezoning:        Current:        Proposed:         
 Subdivision:         
 # of Lots:        Current:        Proposed:         
 PUD:        For:         
 Special Use:        For:         
 Land Use Variation:      For: Com. Antenna  
 Land Use:        Current: Church  
Proposed: Church & Anten  
 Site Gross Area: 30' x 30' lease area  
 # of Units Total:         
 1BR:        2BR:        3BR:        4BR:       

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

FIRE PREVENTION

*No Comments.*

**RECEIVED**  
 NOV 20 2018  
 PLANNING & COMMUNITY  
 DEVELOPMENT DEPARTMENT

*M. Oliver* 11/20/18  
 Director Date

## **Memorandum**

To: Sam Hubbard, Planning and Community Development  
From: Steve Mullany, Public Works Services Coordinator  
Date: December 7, 2018  
Subject: 1122 W Rand Road, PC #18-024

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With regard to the proposed Land Use Variation for Commercial Antenna, PW has the following comments:

- 1) Has the access easement to the site been granted?
- 2) Is the utility easement separate from the access easement?
- 3) Is this exclusive to Verizon?
- 4) Will the generator have any sound deadening system to reduce noise to meet Village code?
- 5) What are the handhole sizes for the fiber cable?
- 6) All visual representations need to include the 30x30 equipment area.
- 7) Is only landscaping proposed to shield the equipment from residential properties to the north?

VAHPW has no further comments at this time. If you have any questions, please feel free to contact me.

C. file

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

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 DEVELOPMENT DEPARTMENT

- | 1. PUBLIC IMPROVEMENTS REQUIRED: ..... | YES | NO        | COMMENTS |
|--|-----|-----------|----------|
| a. Underground Utilities               |     |           |          |
| Water .....                            |     | <b>NO</b> |          |
| Sanitary Sewer .....                   |     | <b>NO</b> |          |
| Storm Sewer .....                      |     | <b>NO</b> |          |
| b. Surface Improvement                 |     |           |          |
| Pavement .....                         |     | <b>NO</b> |          |
| Curb & Gutter .....                    |     | <b>NO</b> |          |
| Sidewalks .....                        |     | <b>NO</b> |          |
| Street Lighting .....                  |     | <b>NO</b> |          |
| c. Easements                           |     |           |          |
| Utility & Drainage .....               |     | <b>NO</b> |          |
| Access .....                           |     | <b>NO</b> |          |

2. PERMITS REQUIRED OTHER THAN VILLAGE:
- |              |       |         |       |
|--------------|-------|---------|-------|
| a. MWRDGC    | _____ | b. IDOT | _____ |
| c. ARMY CORP | _____ | d. IEPA | _____ |
| e. CCHD      | _____ |         |       |

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

GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: \_\_\_\_\_  
 DATE OF PLANS: \_\_\_\_\_


*Mick Hagan*  
 Director **VILLAGE ENGINEER**      11/28/18      Date

**PLAN COMMISSION PC #18-024**  
**Verizon Wireless Cell Tower**  
**1122 W Rand Rd**  
**Land Use Variation for Commercial Antenna**  
**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. Final engineering plans shall be georeferenced by using State Plane Coordinate System – Illinois East. Below are details about projection:

Projected Coordinate System:	NAD_1983_StatePlane_Illinois_East_FIPS_1201_Feet
Projection:	Transverse_Mercator
False_Easting:	984250.00000000
False_Northing:	0.00000000
Central_Meridian:	-88.33333333
Scale_Factor:	0.99997500
Latitude_Of_Origin:	36.66666667
Linear Unit:	Foot_US
Geographic Coordinate System:	GCS_North_American_1983
Datum:	D_North_American_1983
Prime Meridian:	Greenwich
Angular Unit:	Degree

13. Provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted.
14. The plans show a proposed 30' x 30' area for the tower, equipment and generator at the NW corner of the existing church parking lot, however; the plat provided shows a 40' x 50' along the east property line. Revise the plat to reflect the correct location of the lease area and proposed easements.
15. Show the location of the 50' x 50' staging area, temporary road and the erosion control. This can be addressed at permit.
16. Provide a detail for the unipole tower foundation. This can be addressed at permit.
17. Regarding the pavement material for the lease site and access drive, show the limits of the 8" compacted aggregate base course on the site plan. This can be addressed at permit.
18. In the event the existing parking lot is disturbed during construction, the parking lot shall be repaired to current Village standards of 1 ½" compacted surface course, 1 ½" compacted binder course, and 10" compacted CA-6 crushed aggregate. This can be addressed at permit.

  
Michael L. Pagonés, P.E.      4/28/18  
Village Engineer      Date



# Arlington Heights Fire Department Plan Review Sheet

P. C. Number 18-024

Project Name

Verizon Wireless Cell Tower

Project Location

1122 W. Rand Road

Planning Department Contact Sam Hubbard

## General Comments

Round 1

The Fire Department has no comments at this time.

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

Date November 27, 2018

Reviewed By: LT. Mark Aleckson

Arlington Heights Fire Department

# ARLINGTON HEIGHTS POLICE DEPARTMENT

## Community Services Bureau

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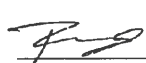
### DEPARTMENT PLAN REVIEW SUMMARY

**Verizon Wireless Cell Tower**  
**1122 W. Rand Road**  
**PC#18-024**

#### Round 1 Review Comments

**11/27/2018**

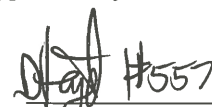
- 1. Character of use:**  
The character of use is consistent with the area.
- 2. Are lighting requirements adequate?**  
Lighting should be up to Village of Arlington Heights Code.
- 3. Present traffic problems?**  
There are no traffic problems at this location.
- 4. Traffic accidents at particular location?**  
This is not a problem area in relation to traffic accidents.
- 5. Traffic problems that may be created by the development.**  
This tower will not create an increase in traffic volume.
- 6. General comments:**
  - Landscaping, fencing or barriers are recommended to help prevent trespassing, theft of tower components, or vandalism. Design should provide open sightlines to increase natural surveillance and avoid creating havens for illegal activities- theft, trespassing, vandalism, underage drinking, drug use, etc.
  - 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 during construction phase and for each tenant. 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 unauthorized use signage. The Arlington Heights Police Dept. has and utilizes trespass warning forms under qualifying circumstances when requested by property management.

 #272

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Brandi Romag, Crime Prevention Officer  
Community Services Bureau

Approved by:

 #557

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Supervisor's Signature

# Arlington Heights Police Department

## Emergency Information Card

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).

Arlington Heights Police Department  
200 E. Sigwalt Street  
Arlington Heights, IL 60005-1499  
Phone: 847/368-5300

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

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


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

1. GENERAL COMMENTS:

Tower must comply with all FCC regulations.

Jeff Bohner  11/20/18

Environmental Health Officer Date

James McCalister  11/20/18  
tor Direc Date

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 Land Use Variation:   ✓   For: Com. Antenna  
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 # of Units Total:         
 1BR:        2BR:        3BR:        4BR:       

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

YES      NO

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

Comments:

PLEASE SEE ATTACHED COMMENTS

Sam Hussar

12-5-18

Date



# Planning & Community Development Dept. Review

December 6, 2018

## REVIEW ROUND 1

Project: Verizon Cell Tower – DRA Properties, LLC  
1122 W. Rand Rd.

Case Number: PC 18-024

### **General:**

7. The Plan Commission must review and approve the following actions:
  - a. Land Use Variation to allow a commercial antenna within the R-1 Zoning District
  - b. Variation to Chapter 28, Sections 6.14-2.1(a) and 6.6-5.1, to allow a commercial antenna structure and associated equipment (including a generator) to be setback a minimum of 4' from the side yard lot line where code requires a 30' setback.
  - c. Variation to Chapter 28, Section 5.1-1.5, to allow a 100' tall structure where maximum height is restricted to 25'.
  - d. Variation to Chapter 28, Section 6.13-3(b), to allow a 7' tall fence where the maximum fence height is restricted to 6'.
8. The executed contract submitted within the Plan Commission submission is a lease authorizing a portion of the church site to be used as a cell tower. However, the plans depict the proposed cell tower outside of the lease area as identified in the lease document and on the other side of the property. Furthermore, the size of the lease area in the lease document does not match what is depicted on the plans. Please clarify and provide an executed lease that matches the submitted plans.
9. No plat of survey was provided within the Plan Commission submission. A plat of survey, stamped by a licensed surveyor, is required. The plat of survey must include the total site size. The document that was provided, titled "Arlington Heights NW Loc. #455871", which was prepared by a surveyor and showed some aspects as typically contained within a plat of survey, was not an actual plat of survey. Furthermore, this document showed the location of the proposed easements and cell tower on a different side of the site than the submitted plans.
10. The following changes must be made to the project description:
  - a. The project description states that feedback from the neighborhood meeting was incorporated into the proposed design of the cell tower. Please revise the project description to outline the feedback received at the neighborhood meeting and what changes were made to address this feedback.
  - b. Please revise the project description to discuss the outcome of your request to co-locate the antenna equipment on the existing ComEd transmission towers located north of the church site.
  - c. The project description states that the proposed cell tower will have the future ability to co-locate two additional cell company antenna within the tower. Will these future antennas require additional equipment within the compound at the base of the tower? Please incorporate an answer to this within the project description.
11. Please indicate the color of the tower structure on the plans.
12. The response to the Land Use Variation standards needs revisions. Please respond individually to each of the four standards for variation approval, referenced below, explaining how the proposed Land Use Variation complies with each individual standard. Relative to the spirit, harmony, and intent of the chapter, you can reference the specific intents and purposes of the Zoning Code as contained within Section 28-2. Additionally, for each variation requested you must provide separate individual responses to the four criteria necessary for variation approval.

Standards for Land Use Variation (and standard Variation) approval:

- **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.**

13. Section 6.14-2.2(a) requires that all new commercial antenna provide a written analysis that demonstrates there is not technically suitable space available on an existing tower or structure within the geographic area to be served. Please provide this analysis.

14. On all future revisions, please ensure that all plans include a revision date.

**Site Plan:**

15. The required zoning matrix was not included on any of the plans. Please add the zoning matrix, as previously emailed on 10-30-18, to the site plan and complete all the data within the matrix.
16. All site plans do not show the full extent of the existing church building (only the partial building is shown – the front of the building is missing). Please revise the plans to include the full extent of the existing church building.
17. Sheet C-1 has a note indicating that the lease area is 222 square yards. Please clarify. Other documentation indicates that the lease area is 30' x 30'. Is the 222 "S.Y" referencing something else?
18. With exception to the concrete pads for the equipment shed, generator, and cell tower, what will the remaining base of the compound area be? Gravel? Will trucks park/pull into the compound area for service to the equipment? All areas that accommodate vehicular access must be pavement (gravel is prohibited). Furthermore, there is small triangular area outside of the compound that is currently grass and would have vehicles driving over the grass to access the interior of the compound. This area would need to be paved to provide for vehicular access within the compound.
19. The compound area appears to encroach on one parking space. It is recommended that the compound be shifted west so as to not encroach on the parking space.
20. The proposed location of the relocated shed is non-compliant. Shed's must maintain a minimum setback of 3' from any side yard lot line. Please find a new location for the shed, or clarify if a Variation is requested (and provide the required justification to the Variation standards). Please note that sheds must be located in a rear yard only (i.e. it must be completely behind the rear of the building).
21. The compound area should be shifted so as to provide a minimum of 5' to the north for landscaping, 5' of space for landscaping on the western side, and 5' of space for landscaping on the eastern side. Please shift the compound area and provide a landscape plan showing said landscaping of a appropriate species and sufficient height to screen the compound enclosure. The existing AC units to the south of the compound and transformer to the west of the compound may need to be moved to accommodate for said landscaping.
22. As indicated in comment #7c, a variation to allow the 7' tall fence is required. Please note that chainlink fencing with slats is not allowed. Section 6.14-2.2(b) requires that all commercial antenna and related structures must be screened by a masonry wall of brickwork or stonework or solid wood fence. Please revise the screening to more closely resemble the screen shown on the next page, or propose a masonry screen of brickwork or stonework. Decorative gates on the enclosure shall be incorporated into the design. Please revise the drawings accordingly.



Prepared by: *[Handwritten Signature]*

Verizon Wireless Cell Tower  
1122 W. Rand Road  
PC 18-024  
November 27, 2018

**Landscape Issues**

1. Pursuant to Chapter 28, Section 6.14-2.2, a landscaping plan shall be submitted that demonstrates substantial screening of the antenna and related structures from adjacent land uses. Screening must consist of a well-maintained masonry wall of brickwork or stonework, solid wood fence, densely planted compact hedge or berm and hedge.