



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: 221-229 W Rand Rd Subdivision – Preliminary and Final Plat of Subdivision,
Variation to Waive Landscape Island
PC#: 20-012– Round 1
Date: August 7, 2020

General Comments:

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

Sam –

I do not have any objections to the Plat of Subdivision and variation to waive the landscape island.

BUILDING DEPARTMENT**1A****PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION**

Petition #: P.C. 20-012
Petitioner: Bitco Holdings, LLC - W. Rand Rd.
56 Skokie Valley Road
Highland Park 60035
Owner: Bitco Holdings, LLC - W. Rand Rd.
56 Skokie Valley Road
Highland Park 60035
Contact Person: Robert M. Wigoda
Address: 1622 Willow Road - Suite 202
Northfield, Illinois 60093
Phone #: (312) 263-3000
Fax #: (312) 263-8489
E-Mail: rmw@wigodalaw.com

P.I.N.# 03-18-401-148-0000 and 03-18-401-149-0000
Location: 221 West Rand Rd., Arlington Heights, IL
Rezoning: Current: Proposed:
Subdivision: ✓
of Lots: 1 Current: 1 Proposed:
PUD: For:
Special Use: For:
Land Use Variation: For:

Land Use: Current: retail
Proposed: retail
Site Gross Area: approximately 45,085 square feet
of Units Total:
1BR: 2BR: 3BR: 4BR:

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

FIRE PREVENTION

NO concerns.

Olga 7/29/20
Director Date

Memorandum

To: Sam Hubbard, Planning and Community Development
From: Cris Papierniak, Assistant Director of Public Works
Date: August 14, 2020
Subject: 221-229 W Rand Rd, PC#20-012 Round 1

With regard the final plat of subdivision, PW has the following comments:

PW has no comments or objections as this time.

C. file

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

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

1. PUBLIC IMPROVEMENTS

REQUIRED: YES NO COMMENTS

a. Underground Utilities

Water **ND**

Sanitary Sewer

Storm Sewer

b. Surface Improvement

Pavement

Curb & Gutter

Sidewalks

Street Lighting

c. Easements

Utility & Drainage

Access

2. PERMITS REQUIRED OTHER THAN VILLAGE:

a. MWRDGC

b. IDOT

c. ARMY CORP

d. IEPA

e. CCHD

3. R.O.W. DEDICATIONS? 4. SITE PLAN ACCEPTABLE? 5. PRELIMINARY PLAT ACCEPTABLE? 6. TRAFFIC STUDY ACCEPTABLE? 7. STORM WATER DETENTION REQUIRED? 8. CONTRIBUTION ORDINANCE EXISTING? 9. FLOOD PLAIN OR FLOODWAY EXISTING? 10. WETLAND EXISTING?

YES NO COMMENTS

X

X

X

X

X

X

X

X

PD

PD

#76-4, PD 3/1/95

GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: BARBARA LANO

DATE OF PLANS: JULY 24, 2020

Director

VILLAGE ENGINEER

Date

8/10/2020

PLAN COMMISSION PC #20-012
221 West Rand Rd Subdivision
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. Since a subdivision is being proposed the plans must meet all subdivision requirements. An Engineers estimate of construction cost for full site improvements is required to complete the calculation for plan review, inspection, and other fees. This estimate should be submitted at least three weeks prior to the final Plan Commission meeting to allow us time to generate the fee letter and for the petitioner to assemble the proper documents. No public improvements are required for this subdivision.
13. 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
14. The Final Plat of Subdivision must be reviewed and approved by Engineering prior to final Plan Commission approval. The original signed mylar Final Plat of Subdivision, containing all non-Village signatures, shall be submitted one week before the scheduled date of the final Plan Commission meeting. Village Code Section 29-209 also requires a digital copy of the plat to be provided on disk to the Village. The petitioner shall acknowledge that they accept this understanding.
15. An Onsite Utility Maintenance Agreement (OUMA) must be executed prior to final engineering approval. As the utilities are existing, one OUMA covering both parcels can be executed before the subdivision of the property, or two separate OUMA's can be executed covering each parcel. Please contact the Village Engineer for an editable version of the OUMA.
16. If 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. This can be addressed at permit.

17. Regarding the proposed parking lot improvements:

- a. All standard parking spaces shall be a minimum 9 ft in width and 18 ft in depth.
- b. Lot 1 has over 25 parking spaces and will require 2 accessible parking stalls per Illinois Accessibility Code. Accessible stalls may share an access aisle. Accessible stalls dimensions and signage shall conform to the Illinois Accessibility Code.
- c. Compliant parking lot striping, signage, and comments a. and b. can be addressed at permit.

Final Plat of Subdivision:

18. The plat was reviewed against the attached Final Plat of Subdivision Checklist. Items n., o., q. r. and t. are incomplete. For item n., the elementary school district is Consolidated Community School District #25, Township High School District #214, Harper Community College District #512. Add the utility signature blocks.

 8/10/2020
Michael L. Pagones, P.E. Date
Village Engineer

Attachments:

Final Plat of Subdivision Checklist (3 pages)

Sample Utility Signature Blocks (1 page)

Final Plat of Subdivision Checklist
Municipal Code Section 29-209(a – t)

- ☐ a. The date of preparation of the final plat and by whom prepared.
- ☐ b. The boundary of the plat, based on accurate traverse, with angles and lineal dimensions.
- ☐ c. All permanent survey monuments, markers and bench marks.
- ☐ d. Exact location, width and name of all streets within and adjoining the plat, and the exact location and widths of all cross walkways.
- ☐ e. True angles and distances to the nearest established street lines or official monuments, not less than three.
- ☐ f. Municipal, township, county and section lines accurately tied to the lines of the subdivision by distances and angles.
- ☐ g. Radii, internal angles, points and curvatures, tangent bearings and lengths of all arcs.
- ☐ h. All easements for rights of way established for public use and utilities.
- ☐ i. All lot numbers and lines, with accurate dimensions given in hundredths of feet.
- ☐ j. Accurate outlines and legal descriptions of all areas dedicated or reserved for public use, with the proposed uses indicated thereon; and all areas to be reserved by deed covenant for the common use of all property owners; together with the proposed uses indicated thereon.
- ☐ k. The text of protective covenants, approved by the Plan Commission, relating to the proposed subdivision.
- ☐ l. An endorsement by the County Clerk in the form acceptable to Cook County, that there are no delinquent, forfeited, foreclosed or purchased general taxes, or unpaid current general taxes, against the land proposed to be subdivided.
- ☐ m. A summary of all restrictions applicable to any part of such subdivision concerning building restrictions, use restrictions, building setback lines and similar matters.
- ☐ n. A deed of dedication in the form set forth in Section 29-217(a):
The Final plat shall contain a deed of dedication substantially as follows:

"We, the undersigned, (Names), owners of the real estate shown and described herein, do hereby lay off, plat and subdivide said real estate in accordance with the within plat. This subdivision shall be known and designated as (Name), an addition to the Village of Arlington Heights, Cook County. All streets and alleys and public open spaces shown and not heretofore dedicated are hereby dedicated to the public. Front and side yard building setback lines are established as shown on this plat, between which lines and the property lines of the streets, there shall be erected or maintained no building or structure. There are strips of ground, (Number) feet in width, as shown on this plat and marked 'Easement' reserved for the use of public utilities for the installation of water and sewer mains, poles, ducts, lines and wires, subject at all times to the proper authorities and to the easement herein reserved. No permanent or other structures are to be erected or maintained upon

these strips of land, but owners of lots in this subdivision shall take their titles subject to the rights of the public utilities, and to the rights of the owners of other lots in this subdivision.

(Additional dedications and protective covenants, or private restrictions, would be inserted here upon the subdivider's initiative or the recommendation of the Plan Commission or Village Board; important provisions are those specifying the use to be made of the property and, in the case of residential use, the minimum habitable floor area.)

The foregoing covenants (or restrictions), are to run with the land and shall be binding on all parties and all persons claiming under them until January 1, 20____ [25 year period is suggested], at which time said covenants (or restrictions) shall be automatically extended for successive periods of ten years unless indicated otherwise by negative vote of a majority of the then owners of the building sites covered by these covenants (or restrictions), in whole or in part, which said vote will be evidenced by a petition in writing signed by the owners and duly recorded. Invalidation of any one of the foregoing covenants (or restrictions) by judgment or court order shall in no way affect any of the other various covenants (or restrictions), which shall remain in full force and effect.

The right to enforce these provisions by injunction, together with the right to cause the removal, by due process of law, of any structure or part thereof erected or maintained in violation, is hereby dedicated to the public, and reserved to the several owners of the several lots in this subdivision and to their heirs and assigns.

WITNESS our hands and seals this ____ day of _____, 20____.

STATE OF ILLINOIS)
COUNTY OF COOK) SS.

Before me the undersigned Notary Public, in and for the County and State aforesaid, personally appeared (Names), and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purposes therein expressed.

WITNESS my hand and notarial seal this ____ day of 20 ____.

Notary Public"

- ☐ o. A blank certificate of approval in the form set forth in Section 29-217(b).
The Final plat shall contain a certificate of approval as follows:

"Under the authority provided by 65 ILCS 5/11-12 as amended by the State Legislature of the State of Illinois and Ordinance adopted by the Village Board of the Village of Arlington Heights, Illinois, this plat was given approval by the Village of Arlington Heights AND MUST BE RECORDED WITHIN SIX MONTHS OF THE DATE OF APPROVAL BY THE VILLAGE BOARD, OTHERWISE IT IS NULL AND VOID.

APPROVED by the Plan Commission at a meeting held _____

Chairman

Secretary

APPROVED by the Village Board of Trustees at a meeting held _____

President

Village Clerk

APPROVED by the Village Collector

APPROVED by the Village Engineer
_____ "

- ☐ p. A certification by a registered surveyor in the form set forth in Section 29-217(c). The Final plat shall contain a certificate signed by an Illinois Registered Land Surveyor in substantially the following form:

"I, (Name), hereby certify that I am an Illinois Registered Land Surveyor in compliance with the laws of the State of Illinois, and that this plat correctly represents a survey completed by me on (Date); that all monuments and markers shown thereon actually exist, and that I have accurately shown the materials that they are made of.

(SURVEYOR'S SEAL)

Signature

Illinois Land Surveyor
No. _____ "

- ☐ q. A notarized statement from the owner indicating the school district in which each tract, parcel, lot or block lies.
- ☐ r. A certificate in the form as required by the Illinois Department of Transportation or Cook County Highway Department, respectively, when any new street or new driveway will access one of these Department's streets.
- ☐ s. The parcel index numbers of all lots contained within the plat shall be included on the plat of subdivision.
- ☐ t. A block stating "Send Tax Bill To: (Name/Address)." The actual name and address shall be provided by the developer.
- ☐ u. Provide a location to identify the address of each new lot.

The Village of Arlington Heights Municipal Code can be accessed over the internet at www.vah.com .

Sample Signature Blocks

COMMONWEALTH EDISON COMPANY
EASEMENT APPROVED AND ACCEPTED

BY: _____ DATE: _____, 20__

TITLE: _____

AMERITECH/SBC
EASEMENT APPROVED AND ACCEPTED

BY: _____ DATE: _____, 20__

TITLE: _____

NICOR GAS
EASEMENT APPROVED AND ACCEPTED

BY: _____ DATE: _____, 20__

TITLE: _____

COMCAST CABLE
EASEMENT APPROVED AND ACCEPTED

BY: _____ DATE: _____, 20__

TITLE: _____

WIDE OPEN WEST, LLC
EASEMENT APPROVED AND ACCEPTED

BY: _____ DATE: _____, 20__

TITLE: _____



Arlington Heights Fire Department Plan Review Sheet

P. C. Number 20-012

Project Name

221-229 W. Rand Road Subdivision

Project Location

221-229 W. Rand Road

Planning Department Contact Sam Hubbard

General Comments

Round 1

General Comments:

1) The fire apparatus road (driveway between the businesses) shall have an unobstructed width of not less than 20 feet exclusive of shoulders if the buildings do not exceed the height of 30 feet.

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

Date August 5, 2020

Reviewed By: LT. Mark Aleckson

Arlington Heights Fire Department

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Rand Rd Subdivision
221-229 W Rand Rd.

Round 1 Review Comments

07/30/2020

1. Character of use:

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

2. Are lighting requirements adequate?

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

3. Present traffic problems?

There are no traffic problems at this location.

4. Traffic accidents at particular location?

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

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

This development should not create any additional traffic problems.

6. General comments:

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

A. O. #330

Alexandra Ovington, Crime Prevention Officer
Community Services Bureau

Approved by:

D. H. #007

Supervisor's Signature

RECEIVED
JUL 30 2020
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

HEALTH SERVICES DEPARTMENT

6

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. <u>20-011</u>	P.I.N.# _____
Petitioner: <u>Philip & Colleen Flores</u>	Location: <u>11 W. College Drive, Unit K, 60004</u>
<u>(Cremation by Water LLC)</u>	Rezoning: _____ Current: _____ Proposed: _____
<u>847.414.4414</u>	Subdivision: _____
Owner: <u>11 West College General Partnership</u>	# of Lots: _____ Current: _____ Proposed: _____
<u>(POC: Rich & Cathy Bondarowicz)</u>	PUD: _____ For: _____
<u>312.504.1835</u>	Special Use: <input checked="" type="checkbox"/> For: <u>Crematory</u>
Contact Person: <u>Philip Flores, Jr.</u>	Land Use Variation: <input checked="" type="checkbox"/> For: _____
Address: <u>11 E. Brookwood Drive</u>	<u>Eco-friendly Aqua Cremation Business</u>
<u>Arlington Heights, IL 60004-2511</u>	Land Use: _____ Current: _____
Phone #: <u>312.340.8852</u>	Proposed: _____
Fax #: <u>n/a</u>	Site Gross Area: _____
E-Mail: <u>PhilipFloresJr@yahoo.com</u>	# of Units Total: <u>1 Unit (2,600sq ft) - Commercial</u>
	1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

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

1. GENERAL COMMENTS:

No comments at this time.

RECEIVED
AUG 04 20
PLANNING & DEVELOPMENT DEPARTMENT

Sean Freres

Environmental Health Officer

8/4/20

Date

James McCalister

for

8/4/20

Director
Date

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

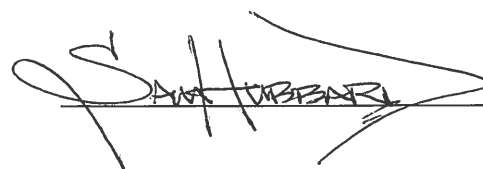
(Petitioner: Please do not write below this line.)

YES NO

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

Comments:

Please see additional comments attached.

 8-13-20
 Date

Planning & Community Development Dept. Review

August 14, 2020



REVIEW ROUND 1

Project: 221-229 W. Rand Rd. Subdivision
Proposed Subdivision and Variation

Case Number: PC 20-012

General:

7. The following approvals have been requested:
 - a. **Preliminary & Final Plat of Subdivision to subdivide one lot into two lots.**
 - b. **Variation to Chapter 28, Section 6.15-1.2(b), to waive the requirement for landscape islands at the ends of certain parking rows.**
8. Please note that the Final Plat, as approved by the Engineering Dept., must be printed on mylar and submitted to the Village, with signatures obtained from all parties except those to be coordinated by the Village, **no less than one week** prior to the tentative Sept. 23rd Plan Commission hearing date. If this requirement cannot be met, you can proceed with Preliminary Plat approval, with Final Plat approval obtained at a future date (i.e. a separate Plan Commission meeting would be needed). Please note that no public notice is required for Final Plat of Subdivision approval. Should you end up proceeding with Preliminary Plat approval only, an electronic copy of the Plat which reads "Preliminary" will be required one week prior to the Plan Commission hearing.
9. Please note that payment of all applicable engineering fees and the provision of all surety bonds, public improvement deposits, and maintenance guarantees must be provided **one week prior** to appearing before the Village Board for Final Plat approval.
10. Please make sure all revised plans are labeled with a revision date.

Site Plan:

11. Lot 1 requires 2 handicap parking stalls. Please note that the existing striped handicap accessible aisle may be viable to serve both spaces, with each required handicap space abutting on either side. Please confirm whether both potential handicap accessible spaces would comply with all IAC regulations. If not, changes may be required to accommodate for both AIC required handicap parking stalls. This can be addressed at time of permit.
12. Please revise Exhibit "I" to show the location and square footage of the retail space within the building on Lot 1 (dashed line showing approximate boundaries of demising walls plus note on plans with square footage).

Final Plat of Subdivision:

13. The required building setbacks must be added to the Plat. See below:
 - a. Southwest (rear): 20'
 - b. Southeast (side): 5' (but only along stretch of property abutting residential zoning).
 - c. Northwest (side): 10'
14. The previous approvals for the property (Ordinance #94-051) required the following:

6. The petitioner shall provide cross-access, ingress-egress easements, to the adjacent properties located along the Rand Road frontage.

This cross access was established via an easement on the Plat of Subdivision from 1994. The proposed subdivision includes language that abrogates all previous ingress/egress easements on the property. Consequently, in order to remain in compliance with Ord. 94-051, this easement would need to be established as part of this subdivision (or not be abrogated). Furthermore, the following additional easements would be needed as part of this subdivision:

- a) Lot 2 needs access across Lot 1 to the northwest, to take advantage of any future connection to the adjacent property abutting to the northwest (if said connection is ever constructed).
- b) Lot 1 needs access across Lot 2 to the southeast, to take advantage of any future connection to the adjacent property abutting to the southeast (if said connection is ever constructed).

- 15. Please remove all references to DuPage County.
- 16. The Owners Certificate should be revised to more closely resemble the certificate as required by code - Chapter 29, Section 29-217(a). Please revise the language accordingly. Paragraphs 2 and 3, as included in the code section referenced above, can be omitted since no protective covenants have been proposed.
- 17. Remove the Village Board, Village Collector, and Village Clerk certificates. Replace as shown with the certificates identified in Section 29-217(b).
- 18. Please add to the Plat the statement as outlined in 29-209(q), which should be included under the owners certificate.
- 19. Please provide the draft language for the ingress/egress easement provisions.

Prepared by: 

221-229 W. Rand Road Subdivision

221-229 W. Rand Road

PC #20-012

August 14, 2020

Landscape Comments

- 1) Per Chapter 28, Section 6.15, a four inch caliper shade tree is required at the ends of all parking rows. Please incorporate a tree within the existing islands where the code-required tree is absent.
- 2) Per Chapter 28, Section 6.15 a three foot high screen is required between the public right of way and the parking area. Along Rand Road infill where there are gaps within the required screen.
- 3) The code-required screen must be provided along the southwest property line adjacent to the residential district. Chapter 28, Section 6.15-2.2 requires either; a 6-foot tall masonry wall, a 6-foot tall solid wood fence, or an offset double row of 6-foot high densely planted landscape material that provide year round opacity.