

May 18, 2021

Planning and Community Development
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, IL 60005

Attn: Mr. Sam Hubbard, Development Planner

Re: Crescent Place
310 W. Rand Road
Arlington Height, Illinois
Project No. 21-010
GW# DD57

Dear Mr. Hubbard:

Groundwork has reviewed the comments with regards to the above referenced project. The following is a point-by-point response to the review comments:

General Comments:

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

- 1) **Comment:** The design and construction of the facilities shall comply with the following adopted codes:
 - a) 2018 International Building Code with amendments
 - b) 2018 International Fire Code with amendments
 - c) 2018 International Fuel Gas Code with amendments
 - d) 2018 International Mechanical Code with amendments
 - e) 2018 ILLINOIS Energy Conservation Code with state amendments
 - f) 2017 National Electrical Code with amendments
 - g) 2014 Illinois Plumbing Code with amendments**Response:** *Acknowledged and accepted for final plans.*
- 2) **Comment:** At least one elevator shall be provided for fire department emergency access to all floors. The elevator car shall be of such a size and arrangement to accommodate an ambulance stretcher in its horizontal, open position, provided the interior cab size shall not be less than 60 inches by 85 inches, and shall be identified by the International Symbol for emergency medical services (Star of Life). The Symbol shall be not less than 3 inches high and shall be placed inside on both sides of the hoist-way door frame. Per 2018 IBC 3002.4 as amended
Response: *Acknowledged and accepted for final plans.*
- 3) **Comment:** Refuse chutes shall have a minimum fire-resistance rating of 2-hours and comply with 2018 IBC 713.4.
Response: *Acknowledged and accepted for final plans.*

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- 4) **Comment:** Elevator shaft enclosures shall have a minimum fire-resistance rating of 2-hours and comply with 2018 IBC 713.4.
Response: *Acknowledged and accepted for final plans.*
- 5) **Comment:** The elevator machine room shall have a minimum fire-resistance rating of 2-hours and comply with 2018 IBC 3005.4.
Response: *Acknowledged and accepted for final plans.*
- 6) **Comment:** The stairway enclosures shall have a minimum fire-resistance rating of 2-hours and comply with 2018 IBC 713.4.
Response: *Acknowledged and accepted for final plans.*
- 7) **Comment:** One stairway shall provide access to the roof. Per 2018 IBC 1011.12.
Response: *Acknowledged and accepted for final plans.*

Building Department Comments:

Comment: Fire Prevention: no additional Comments.
Response: *Thank you.*

Engineering Department Comments:

1) **Public Improvements:**

a) Underground Utilities

Water (No)

Sanitary Sewer (No)

Storm Sewer (No)

b) Surface Improvements

Pavement (No)

Curb and Gutter (No)

Sidewalks (Yes)

Street Lighting (No)

c) Easements

Utility & Drainage (No)

Access (Yes) Public sidewalk

Response: *Thank you. Acknowledged and accepted. See responses below.*

2) **Comment:** Permits required other than village:

a) MWRDGC (X)

b) IDOT (X)

Response: *Thank you. Acknowledged and accepted.*

3) **Question:** R.O.W. Dedications? (Yes)

Answer: *Thank you. Acknowledged and accepted. See responses below.*

4) **Question:** Site Plan Acceptable? See comments.

Answer: *Thank you. Acknowledged and accepted. See responses below.*

- 5) **Question:** Preliminary Plat Acceptable? (No)
Response / Answer: Thank you. Acknowledged and accepted. See responses below.
- 6) **Question:** Traffic Study Acceptable? (Yes)
Answer: Thank you. Acknowledged and accepted.
- 7) **Question:** Storm Water Detention Required? (Yes)
Answer: Thank you. Acknowledged and accepted. See responses below.
- 8) **Question:** Contribution Ordinance Existing? (No)
Answer: Thank you. Acknowledged and accepted.
- 9) **Question:** Flood Plain Or Floodway Existing? (No)
Answer: Thank you. Acknowledged and accepted.
- 10) **Question:** Wetland Existing? (No)
Answer: Thank you. Acknowledged and accepted.
- 11) **Comment:** 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.
Response: Acknowledged and accepted.
- 12) **Comment:** Since a subdivision is being proposed the plans must meet all subdivision requirements. Final engineering plans for all public improvements must be approved prior to the final plat of subdivision approval. An Engineers estimate of construction cost for full site improvements is required to complete the calculation for plan review, inspection, and other fees. An Engineers estimate of construction cost for public improvements is also required to complete the calculation for the required public improvement guarantee deposit. The public improvements for this development would be public sidewalk. These estimates 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.
Response: Acknowledged and accepted for final plans.
- 13) **Comment:** 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- PIPS-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

Response: Acknowledged and accepted for final plans.

- 14) **Comment:** 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.
Response / Answer: *Acknowledged and accepted for final plans.*
- 15) **Comment:** The proposed detention/retention facility will be a private system and as such will not be the Village's responsibility to maintain. The basin requires a 1-foot freeboard with an overflow weir at the 6" line. The basin requires a 5' flat zone around the perimeter before the top of slope begins. Provide calculations for sizing the weir. An Onsite Utility Maintenance Agreement must be executed prior to final engineering approval. Please contact the Village Engineer for an editable version of the OUMA.
Response: *Acknowledged and accepted for final plans. Preliminary plans have been updated to show a 5-foot flat zone and a 1-foot freeboard. Contact will be made at the appropriate time for the editable version of the OUMA.*
- 16) **Comment:** Plan Commission approval will require preliminary engineering plans including detention calculations showing HWL, storage required, storage provided, and restrictor sizing calculations. Minimum restrictor size allowed, for maintenance reasons, is 2". Restrictors between 2" and 4" must be in a trap in a catch basin. Show the location and size of the restrictor. Provide a detail showing the restrictor catch basin. If the restrictor required to meet the allowable release rate is less than 2", calculate the amount of detention storage provided with a 2" restrictor. Subtract this amount from the required storage based on the allowable release rate to show the storage deficiency. This deficiency can be paid as money in lieu of detention at the rate of \$1.00 per cubic foot.
Response: *Preliminary calculations and preliminary restrictor catch basin detail are included in the revised preliminary plans. The overall statement is acknowledged and accepted for final plans.*
- 17) **Comment:** An MWRD permit will be required.
Response: *Acknowledged and accepted.*
- 18) **Comment:** The Preliminary Stormwater Management Plan does not provide sufficient information to verify calculations.
a) Provide a detailed Preliminary Stormwater Management Plan with formal calculations. Detention shall meet Village and MWRD requirements, including volume control.
b) With regard to the proposed unrestricted flow, this would be subject to review and approval by the MWRD. Per the MWRD Section 5.4.2.3 Unrestricted Flow., if approved, the area must be planted with deep-rooted vegetation, placed within an easement, and maintained in perpetuity.
Response: *An updated storm water management preliminary plan is provided. (see attached) The balance is acknowledged and accepted, including easements as necessary, to be provided as part of the final plans.*
- 19) **Comment:** Final subdivision approval will require final engineering plans.
Response: *Acknowledged and accepted.*
- 20) **Comment:** 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.
Response: *The requested information photometric is included and attached. All items are Acknowledged and accepted.*

- 21) **Comment:** Fire lanes, where required adjacent to buildings, must meet the pavement dimensions as directed by the Fire Department. Fire lanes require a heavy-duty pavement section. Asphalt pavement section to consist of: 2" Surface, 2-1/4" N-50 Binder, 5" N-50 Binder, and 4" CA-6 Stone Subbase. Concrete driveway apron to be 8" thick.
Response: *Fire lane pavement dimensions have been designed per requirements. (see amplified AutoTurn exhibit) All items are acknowledged and accepted for final plans.*
- 22) **Comment:** The "Autoturn" exhibit provided is at a 1"=120' scale and does not show all possible directions of travel off of Chestnut Ave. Provide a full-scale exhibit. The exhibit must show front and rear wheel paths and the extent of the front and rear overhangs.
Response: *Requested amplified AutoTurn exhibit is included. (see attachments)*
- 23) **Comment:** Sidewalk through the driveways shall be 8" thick and shall carry through the driveway. The curb shall stop on either side of the sidewalk.
Response: *Acknowledged and accepted for final plans.*
- 24) **Comment:** Permission must be granted to construct the parking lot over the existing 45 ft easement. Verify that there is sufficient cover over the existing gas lines.
Response: *Acknowledged and accepted for final plans. It is noted that existing coverage is designed to be maintained.*
- 25) **Comment:** An IDOT permit is required for all work within the Rand Road right-of-way.
Response: *Acknowledged and accepted for final plans.*

Public Works Comments:

- 26) **Comment:** All utility construction shall meet water and sewer specifications.
Response: *Acknowledged and accepted for final plans.*
- 27) **Comment:** All road patches shall have milled 2' beyond edge of trench.
Response: *Acknowledged and accepted for final plans.*
- 28) **Comment:** Existing sidewalk adjoining property shall be inspected. All standing water shall be addressed.
Response: *Acknowledged and accepted for final plans.*
- 29) **Comment:** Public Works will reserve additional comments until a more detailed set is available.
Response: *Acknowledged and understood.*

Preliminary Plat of Subdivision Comments:

- 30) **Comment:** The plat was reviewed against the attached Preliminary Plat of Subdivision Checklist. The following Checklist items are incomplete.
- a) Checklist 7, show the location and dimensions of streets, easements, improvements and utilities within and immediately contiguous to the proposed subdivision.
Response: *The plat has been updated as requested.*
- b) Checklist 12, show the location and dimensions of all building setback lines in the proposed subdivision.
Response: *The plat has been updated as requested.*
- c) Checklist 13, show the names and last known addresses of the owners of the land proposed to be subdivided, the subdivider, and all owners of land immediately adjoining the land proposed to be subdivided.
Response: *The plat has been updated as requested.*

- 31) **Comment:** Crosshatch the right-of-way dedication for Rand Road.
Response: *Right-of-way on dedication plan has been hatched as requested. See attached plan.*
- 32) **Comment:** For the Final Plat of Subdivision, use the attached Final Plat of Subdivision Checklist.
Add the utility signature blocks
Attachments:
Preliminary Plat of Subdivision Checklist (1 page)
Final Plat of Subdivision Checklist (3 pages)
Contacts for Plat Signatures (1 page)
Sample Utility Signature Blocks (1 page)
Response: *Thank you for the seven checklist pages provided. These items are acknowledged and accepted to be applied as part of the final plans.*

Fire Department Comments:

- 1) **Comment:** Building is to be sprinkled per code.
Response: *Acknowledged and accepted to be included in the final plans.*
- 2) **Comment:** The Fire Department Connection shall be located at the main front entrance. It shall be fully visible and accessible and within 100 feet of the nearest accessible fire hydrant capable of delivering the required flow.
Response: *Acknowledged and accepted to be included in the final plans.*
- 3) **Comment:** A Knox Box shall be located at the main front entrance. Please install an additional Knox Box at the rear door by the patio space opposite the main entrance.
Response: *Acknowledged and accepted and will be included in the final plans.*
- 4) **Comment:** Install a fully operational annunciator panel or alarm panel at the main front entrance.
Response: *Acknowledged and accepted to be included in the final plans.*
- 5) **Comment:** Please review IFC 2018 Section D105 to make sure Aerial Fire Apparatus Roads are in compliance.
Response: *Acknowledged and accepted and will be included in the final plans.*
- 6) **Comment:** Please review the Village Amendment to the IBC code for elevators to accommodate ambulance stretchers.
Response: *Acknowledged and accepted to be included in the final plans.*

Police Department Comments:

- 1) **Comment:** Character of use:
The character of use is consistent with the area and is not a concern.
Response: *Thank you.*
- 2) **Question:** 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.
Answer: *Acknowledged and accepted to be included in the final plans.*

- 3) **Question:** Present traffic problems?
This area of roadway is busy during both peak and non-peak hours. Traffic impact study is recommended.
Answer: Traffic Impact Study that addresses area roadway and impacts (dated April 15, 2021) was included in the initial submittal. Project impact was assessed on Pages 20-22 and summarized on Page 25 as being less than 1%.
- 4) **Question:** Traffic accidents at particular location?
This is not a problem area in relation to traffic accidents.
Answer: Thank you.
- 5) **Comment:** Traffic problems that may be created by the development.
This development could create higher traffic volume in the area. Especially entering and leaving the property. Traffic impact should address.
Response: See Item #3 above.
- 6) **Comment:** 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.
Response: We would be happy to provide the requested information for the construction period. The form was not attached. Please send it to John@groundworkltd.com and we will have it completed and submitted at the appropriate time.
- 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.
Response: Understood. We believe the submitted Landscape Plan is sensitive to these items.
- 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.
Response: Thank you. Signage will be reviewed and considered as part of the final plans.

Health Services Department Comments:

- 1) **Comment:** General Comments: The Village Code requires that recycling be provided in all multi-family properties. A recycling plan will need to be submitted during the Building permit phase.
Response: Recycling opportunities are provided in the building design. The selected General Contractor will meet and provide the requested recycling plan for construction during the Building permit phase.

Planning & Community Development Department Comments:

- 1) **Question:** Complies with comprehensive plan? (No)
Answer: Acknowledged. The submitted application includes a narrative and a request for consideration of a comprehensive plan adjustment to list the subject site area for development as a multi-family housing in lieu of commercial.
- 2) **Question:** Complies with thoroughfare plan? (Yes).
Answer: Thank you.

- 3) **Question:** Variations needed from zoning regulations? (See below.) (No)
Answer: Thank you.
- 4) **Question:** Variations needed from subdivision regulations? (See below.) (No)
Answer: Thank you.
- 5) **Question:** Subdivision required? (Yes)
Answer: Acknowledged. The application and narrative submitted requests a plat or resubdivision that consolidates the site into a single lot and for the entirety of the single lot to be zoned as R-6.
- 6) **Question:** School/Park District contributions required? (Yes)
Answer: Acknowledged and accepted.
- 7) **Comment:** The following approvals are needed:
- **Amendment to Comprehensive Plan to reclassify the subject property from “Commercial” to “Moderate Density Multi-Family”.**
 - **Rezoning from the B-2, General Business District, to the R-6, Multiple-Family Dwelling District.**
 - **Preliminary and Final Plat of Subdivision approval to consolidate the subject property into one lot.**
- Response: All items have been applied for. Application on file with the Village.*
- 8) **Comment:** Please revise the project narrative to include details on the property management/onsite employees, as well as additional specificity on the green features/sustainable design elements that will be provided.
Response: The project narrative has been revised (dated 5/18/21) to include the items requested. (see attached)
- 9) **Comment:** Section 9.8(i) of the Zoning Code requires that all PUD’s include a preliminary construction schedule and phasing plan. Details on the estimated general construction timeline was included in the project narrative. However, please provide a construction staging plan, which must include the anticipated number of construction workers and where they will park during each phase of construction, the type and amount of construction vehicles per phase and where they will be staged, the location of material storage, and information on any anticipated lane closures, including info on where the closures will take place and the general timeframe for each closure.
Response: Not applicable per Mr. Hubbard as PUD is not applicable.
- 10) **Comment:** A photometric plan and catalog cuts for all light fixtures must be submitted for review.
Response: Requested Photometric plan & cuts attached.
- 11) **Comment:** Impact Fee’s shall be required as per the requirements of Chapter 29 of the Municipal Code.
Response: Acknowledged and accepted.
- 12) **Comment:** Please ensure that all plans and/or studies to be resubmitted as a result of the Round 1 Department review comments include a revision date.
Response: Revision date to modified and additional items (May 18, 2021) has been added as requested.

Site Plan Comments:

- 13) **Comment:** Please add parking stall sizes and depths, as well as drive aisle width to the parking area at the western side of the site.
Response: Additional stall sizing has been added to plans as requested.

- 14) **Comment:** What is the box with the “X” on the western side of the building? All transformers, mechanical equipment, and utility infrastructure should be appropriately sited so as not to be within a front yard and shall be screened from view.
Response: *No utility elements have been located in the required front yard. The “X” is the transformer and is screened (see Landscape plan) as required. No other ground equipment is proposed. If local utilities require installation of small pedestals, they will be screened.*
- 15) **Comment:** Please identify any proposed ground mounted mechanical equipment (AC units, generators, transformers, utility pedestals etc.) on the site plans and landscape plans. These elements must be appropriately located and screened from view.
Response: *No other ground equipment beyond the transformer is proposed. If local utilities require installation of small pedestals, they will be screened.*
- 16) **Comment:** What is the dark line adjacent to the southern property line? If this is a retaining wall, please provide details on the height and materials for the wall.
Response: *A small wall is proposed to maintain grading at an existing large tree to remain. The wall will be less than 2’ tall (Max.) and is to be constructed of interlocking landscape blocks. (Versa-Lok Standard “Mocha Blend”, or equal)*
- 17) **Comment:** Please provide additional details on the proposed pergola (size, height, materials), as well as the planting beds. Will these planting beds be enclosed with a fence? How tall will the raised planting bed be? What materials will the raised planting bed be made from?
Response: *Pergola shall be a maximum of 200 sf and approximately 10’ high and will be white. The raised garden plot areas are anticipated to be 19” high concrete interlocking to meet ADA accessibility standards; color to match building brick and shall be detailed at time of Final Plans.*
- 18) **Comment:** If two spaces per unit is expected to be a significant surplus over likely demand, then the Planning Department is open to the possibility of no less than 1.5 spaces per unit of parking being constructed, provided that a plan showing landbanking of the full 80 space is provided, and the detention capacity for said “landbanked” parking is built into the stormwater system at initial site development.
Response: *Thank you for the suggestion and since the traffic report indicated that parking shown is anticipated to be more than adequate at 2.0 / DU and IHDA has accepted this program, no request is made to reduce the parking to be installed below the ordinance amount of 2.0 / DU.*

Plat of Subdivision Comments:

- 19) **Comment:** Final Plat of Subdivision approval shall be required within 12-months of preliminary plat approval.
Response / Answer: *Acknowledged and accepted.*
- 20) **Comment:** Final Plat of Subdivision will need to show all required building setbacks.
Response: *Acknowledged and accepted.*
- 21) **Comment:** What is the 38’ dimension measurement shown on the southern portion of Lot 1? There is no explanation calling out what this measurement is delineating.
Answer: *The 38’ depicts the northern line of and old (but still existing) 10’ wide gas company easement within its 45’ existing easement.*

Memorandum

To: Planning and Community Development Department

From: Karl Krogstad, President, Krogstad Land Design Limited

Date: May 18, 2021

Subject: Crescent Place, 310 W. Rand Road, Arlington Heights, IL

The following are the responses to the Landscape related comments found in the Village of Arlington Heights Planning and Community Development Dept. Review dated May 6, 2021:

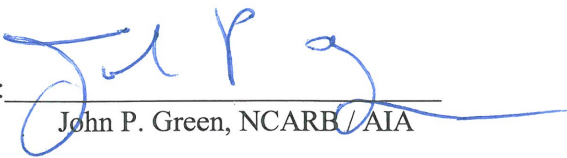
Landscape Comments

1. **Comment:** The ends of all parking rows must include a 4 inch caliper shade tree. For a double island two trees must be provided. Please increase the size of the trees and incorporate an additional tree in the island north of the proposed building.
Response: Acknowledged and accepted, to be part of Final Plans.
2. **Comment:** The shrubs along the frontage adjacent to the parking areas must be a minimum of three feet high at time of installation.
Response: Acknowledged and accepted, to be part of Final Plans.
3. **Comment:** Please evaluate the proposed trees along the south property line and whether or not they might conflict with the overhead utilities.
Response: Proposed tree locations shall be evaluated and adjustments made as needed to minimize potential conflict as part of Final Plans.
4. **Comment:** All mechanical units must be fully screened. Please show all transformers/utilities on the landscape plan and provide landscaping in order to screen.
Response: There is no ground level mechanical equipment. Transformers shall be fully screened from view.
5. **Comment:** A tree fee of \$4 per lineal foot of frontage is required at the time of permit along with a landscape compliance bond that is 30% of the estimated landscape costs.
Response: Acknowledged and accepted

We believe this addresses the comments raised in the review. If you have any questions or if we can be of further assistance, please do not hesitate to contact us.

Very truly yours,

GROUNDWORK, LTD.
ARCHITECTS/PLANNERS/ENGINEERS

By: 
John P. Green, NCARB/AIA

cc: Mr. Jake Zunamon – Housing Trust Group (HTG) (electronic)
Mr. Bill Schneider – Turnstone Development (electronic)
Mr. Rob Natke – UrbanWorks Architects (electronic)