



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: New Hope Academy LUV Amendment – 3250 N Arlington Heights Rd.
Amendment to LUV Ord. 17-016
PC#: 21-015– Round 1
Date: July 28, 2021

General Comments:

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

Sam –

I do not have any comments or concerns on the proposed LUV amendment.

PLAN COMMISSION PC #21-016
New Hope Academy LUV
3250 N Arlington Heights Rd
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.

Traffic:

12. Staff is in agreement with the Traffic and Parking Study completed by KLOA that an additional 14 parking stalls be reserved for NHA staff.
13. The Public Works Department and Engineering Division have no further comments.


Michael L. Pagonis, P.E. 8/10/21
Village Engineer Date



Arlington Heights Fire Department Plan Review Sheet

P. C. Number 21-016

Project Name New Hope Academy

Project Location 3250 N. Arlington Heights road

Planning Department Contact Sam Hubbard

General Comments

Round 1

General Comments:

- 1) The Fire Department will defer to the Building and Life Safety Department as to code requirements for a change of use.
- 2) A Knox Box shall be provided at the main entrance of the occupancy.

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

Date August 3, 2021

Reviewed By: LT. Mark Aleckson

Arlington Heights Fire Department

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

**New Hope Academy LUV
3250 N Arlington Heights Rd.**

Round 1 Review Comments

08/09/2021

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.

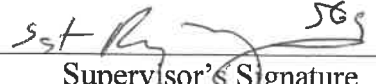
- Landscaping should provide open sightlines to increase natural surveillance and avoid creating ambush locations and havens for illegal activities- theft, trespassing, vandalism, underage drinking, drug use, etc.

- 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.

A-2, # 330

Alexandra Ovington, Crime Prevention Officer
Community Services Bureau

Approved by:


Supervisor's Signature

HEALTH SERVICES DEPARTMENT

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PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. <u>21-016</u>	P.I.N.# <u>03-08-102-035 & 03-08-102-029</u>
Petitioner: <u>NewHope Academy Dave/Brandy Lai</u>	Location: <u>3250 N. Arlington Heights Rd</u>
<u>3250 N Arlington Heights Rd Wing 2C</u>	Rezoning: <u> </u> Current: <u>M1</u> Proposed: <u> </u>
<u>Arlington Heights, IL 60004</u>	Subdivision: <u> </u>
Owner: <u>LW Arlington, LLC</u>	# of Lots: <u> </u> Current: <u> </u> Proposed: <u> </u>
<u>3250 N. Arlington Heights Rd</u>	PUD: <u> </u> For: <u> </u>
<u>Arlington Heights, IL 60004</u>	Special Use: <u> </u> For: <u> </u>
Contact Person: <u>Brandy Larrance</u>	Land Use Variation: <u><input checked="" type="checkbox"/></u> For: <u>Private School</u>
Address: <u> </u>	Land Use: <u> </u> Current: <u> </u>
Phone #: <u>847.588.0463 or 630.254.4043</u>	Proposed: <u> </u>
Fax #: <u>847.588.0464</u>	Site Gross Area: <u>9,000 USF</u>
E-Mail: <u>brandyL@nhaweb.com</u>	# of Units Total: <u>One Unit</u>
	1BR: <u> </u> 2BR: <u> </u> 3BR: <u> </u> 4BR: <u> </u>

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

1. GENERAL COMMENTS:

No comments at this time.

Sean Freres  8/3/21
 Environmental Health Officer Date

James McCalister  8/3/21 Direc
 tor Date

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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E-Mail: <u>brandyL@nhaweb.com</u>	# of Units Total: <u>One Unit</u>
	1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

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

YES NO

1. _____ COMPLIES WITH COMPREHENSIVE PLAN?
2. X _____ COMPLIES WITH THOROUGHFARE PLAN?
3. _____ 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:

SEE ADDITIONAL COMMENTS ATTACHED

ASAMHUBBARI

_____ Date

Planning & Community Development Dept. Review

August 12, 2021



REVIEW ROUND 1

Project: New Hope Academy LUV Amendment
3250 N. Arlington Heights Road, Wing 100 and 200

Case Number: PC 21-016

General:

7. The Plan Commission must review the following zoning actions:
 - a) **Amendment to Land Use Variation #17-016 to allow an expansion of New Hope Academy on the subject property.**
 - b) **A parking variation may be required, which will be determined upon submission of further information as outlined in these comments.**
8. Are there any exterior operations that occur at New Hope that would entail regular outdoor activities on the premises (outdoor classrooms/activities? outdoor gym/exercise? etc.).
9. Please ensure that any plans, documents, or studies to be resubmitted as a result of these Round 1 review comments include a revision date.
10. Please provide the resubmittal in both paper format as well as within a USB flash drive (or via email if files are small enough).

Site and Building:

11. Are there any exterior changes proposed to the building or property to accommodate for the expansion of New Hope, such as new transformers or generators, ground mounted mechanical equipment, fences, dumpsters, sheds, etc?
12. Please be aware that the next time the parking lot is re-stripped, one additional handicap accessible space is required to conform to the Illinois Accessibility Code regulations.
13. Please clarify where within the building the "Lederer Storage" unit is located. This area was indicated on the 6/18/21 "Leasing Report" but was not reflected on the Arlington Heights Corporate Center Area Plan. If this area no longer exists, please revise the Leasing Report.

Parking, Traffic, and Drop-off/Pick-up:

14. Parking is calculated differently for the high school portion of the facility versus the elementary school portion. Therefore, in order to calculate the parking requirement for New Hope, please breakdown the total future employee count (50 employees) between elementary related employees and high school related employees. Additionally, please confirm if 10 new classrooms are proposed (the project narrative states 9 new classrooms however the floorplans show 10 classrooms). Also, please confirm the total number of classrooms in the facility (10 proposed + 12 existing?) and break down the total number of classrooms between elementary and high

school related classrooms. Finally, please breakdown the maximum future enrollment (135 students) between elementary students and high school students.

15. Have there been any changes to the 2004 easement that allows parking on the Hillside property? It appears that the 29 spaces included in that easement agreement are heavily used entirely by Hillside, leaving very little vacancy for use by 3250 N. Arlington Heights Rd.
16. Given the expansion, which will include an additional entrance to the building exclusive to New Hope, will drop-off/pick-up entrance and departures still occur at the existing entrance, or will some of this take place at the new entrance?
17. Page 8 of the KLOA study states that student and faculty will increase to 29 staff and 110 students. Please revise to 50 staff and 135 students, which is consistent with the details included in the project narrative. The accompanying analysis must be revised to reflect these numbers as well. There are additional areas of the report that state the maximum employee count will be 48 staff and 110 students, which must also be revised.
18. The KLOA study must elaborate on the 40% increase in traffic volumes applied to the existing weekday morning and evening peak counts. Were the 2017 numbers increased by an annual regional growth factor each year for 4 years of increases, then compared to the existing counts and found the existing counts to be 40% lower? Or were the 2017 numbers compared to the 2021 numbers without any regional growth increase?
19. The KLOA recommendation to include additional 14 "reserved" spaces for New Hope should be revised to 15 spaces to accommodate for the expected increase by 15 employees.
20. Please provide an exhibit showing the proposed location for the additional 15 "reserved" spaces and the location of the existing "reserved" spaces, as well as the extent of the peak drop-off/pick-up stacking queue observed by KLOA.
21. How many staff/faculty assist with drop-off/pick-up operations?

Prepared by: 

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

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

LANDSCAPE & TREE PRESERVATION:

	<u>YES</u>	<u>NO</u>
1. Complies with Tree Preservation Ordinance	<u>N/A</u>	_____
2. Complies with Landscape Plan Ordinance	<u>N/A</u>	_____
3. Parkway Tree Fee Required (See below.)	<u>N/A</u>	<u>X</u>

Comments:

No comments

 8/11/21
 Coordinator Date