

**PLAN COMMISSION PC #22-003**  
**318 W Mueller Street Lot Consolidation**  
**318 W Mueller Street**  
**Round 1 – Petitioner Responses**

**Engineering Department Comments:**

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.

**Petitioner Response: The petitioner acknowledges this understanding.**

12. 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. Per Section 29-501 of the Subdivision Control Regulations, the public improvements required is a storm sewer system for detention meeting specifications of Chapter 22 and 23 of the Municipal Code and the design regulations of the Manual of Practice. Taking into consideration the nature of the lot consolidation, this would qualify under section 3.05E Small Developments of the Manual of Practice which allows the Village Engineer to exempt the petitioner from requiring the detention for a fee-in-lieu of detention at \$1 per cubic foot of required storage. The fee-in-lieu for the lot consideration is \$2,862. This fee will be reflected in the fee letter.

**Petitioner Response: The petitioner acknowledges the fee reflected in this letter and is requesting a variation from the fee-in-lieu of detention from the Village Board.**

13. The petitioner has requested a variation from the fee-in-lieu of detention. Detention and fee-in-lieu of detention is a code requirement, Village staff does not have the authority to grant a variance to code. Administrative exception to a code requirement can only be granted by the Village Board.

**Petitioner Response: The petitioner acknowledges the fee reflected in this letter and is requesting a variation from the fee-in-lieu of detention from the Village Board.**

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.

**Petitioner Response: The petitioner acknowledges and accepts this understanding.**

**Preliminary Plat of Subdivision:**

15. The plat was reviewed against the attached Preliminary Plat of Subdivision Checklist. Items #1, 2, 4-6, and 8-10 are complete. Use the checklist to complete the rest of the items.

- a) Item 7, dimension Mueller St on the plat.
- b) Item 11, provide a 5 ft public utility and drainage easement along the east, west, and rear property line.
- c) Item 12, provide the side yard and rear yard building setback lines.
- d) Item 13, provide the names and last known addresses of the owners of the land immediately adjoining the land proposed to be subdivided (consolidated).

**Petitioner Response: The petitioner provided both the Preliminary and Final Plat of subdivision checklists items to our surveyor who revised the plat. Please see the plat revisions.**

16. For the Final Plat of Subdivision, use the attached Final Plat of Subdivision Checklist. 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

**Petitioner Response: The petitioner communicated the requirements with the surveyor who created the plat. Please see the plat revisions.**

**Police Department Comments:**

**1. Character of use:**

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

**Petitioner Response: The petitioner acknowledges the comment.**

**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.

**Petitioner Response: The petitioner acknowledges the comments related to adequate lighting.**

**3. Present traffic problems?**

There are no traffic problems at this location.

**Petitioner Response: The petitioner acknowledges the lack of traffic problems at this location.**

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

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

**Petitioner Response: The petitioner acknowledges that the property 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.

**Petitioner Response: The petitioner acknowledges the 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.

**Petitioner Response: The petitioner will submit an emergency information/contact card to be on file with the Arlington Heights Police Department.**

--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.

**Petitioner Response: The petitioner acknowledges the comments with respect to the landscaping.**

Planning & Community Development Department Review Comments:

7. The following approvals are required:

- a. **Preliminary & Final Plat of Subdivision to subdivide two lots into one lot.**
- b. **Variation from Chapter 29, Section 29-501f, to waive the requirement for a fee-in-lieu of onsite detention.**

**Petitioner Response: The petitioner acknowledges the need for the above listed approvals.**

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 June 8<sup>th</sup> Plan Commission hearing date.

**Petitioner Response: The petitioner acknowledges the deadlines with respect to the final plat.**

9. Please note that payment of all applicable engineering fees and the provision of all applicable surety bonds, public improvement deposits, and maintenance guarantees must be provided **one week prior** to appearing before the Village Board for Final Plat approval.

**Petitioner Response: The petitioner acknowledges the requirement to pay all necessary fees one week prior to appearing before the Village Board for Final Plat approval.**

10. The Wheeling Township Assessor's office is in the process of compiling a list of all PIN #'s of property within 250' of the subject property. This list will be provided to you under separate cover and you must use the method as described by the township office to look up the property owner information for each of the PIN's on the list. Please note that the public notification letter must go to the **taxpayer of record of each PIN**, and not to the actual property address of the PIN. Please provide a draft of the notification letter to me at your convenience (see zoning application for a template to follow for said letter).

**Petitioner Response: The petitioner acknowledges the notification requirements as stated above.**

11. Please ensure that the revised Plat of Subdivision includes a revision date.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

12. All revised and resubmitted documents must be provided in paper format and electronic format.

**Petitioner Response: The petitioner is working with Sam Hubbard to ensure all the documents are in the required format.**

**Final Plat of Subdivision:**

13. Please revise the title of the Plat to read:

# FILPI CONSOLIDATION

A Final Plat of Subdivision of

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

14. It is assumed that you are proceeding with both Preliminary and Final Plat of Subdivision as one process. Please confirm this to be accurate. Under this assumption, the language "Preliminary not for recording" shall be removed from the Plat. Please note that a \$100 filing fee is required if the project is proceeding with Preliminary and Final Plat of Subdivision as two separate processes.

**Petitioner Response: The petitioner wishes to proceed with both the Preliminary and Final Plat of subdivision as one process.**

15. Per Section 29-201b and 29-209d of Chapter 29, the width of the Mueller Street ROW shall be added to the Plat.

**Petitioners Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

16. Section 29-201b.12 requires the side (7.5') and rear yard (30') setbacks be shown on the Plat.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

17. Section 29-201b.13 requires the names and addresses of certain owners of land be added to the plat.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

18. Section 29-309 requires a 5' public utility easement along the rear of the property and along the sides of the property. Please incorporate on the plat document and add the signature certificates for all utility companies.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

19. Per Section 29-209l, the County Clerk Certificate must be added to the Plat.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

20. The Land Owner Certificate shall be retitled "Deed of Dedication", and shall mirror the language found in Section 29-209n. The 2<sup>nd</sup> and 3<sup>rd</sup> paragraphs can be omitted since there are no covenants proposed. The Deed of Dedication can include the statement on school districts, as required by Section 29-209q.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

21. The Village Collector and Village Engineer certificates shall appear below, and as a part of, the Village of Arlington Heights certificate.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**

Per Section 29-209t, a block directing where the tax bill is to be sent shall be added to the Plat of Subdivision.

**Petitioner Response: The petitioner provided this requirement to our surveyor for inclusion. Please see the plat revisions.**