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January 6, 2023

Mr. Sam Hubbard  
Development Planner  
Planning and Community Development Department  
Village of Arlington Heights  
33 S. Arlington Heights Road  
Arlington Heights, IL 60005

**Re: Plan Commission PC #22-018  
Responses to Round 1 Comments**

Westgate Elementary School  
500 S. Dwyer Avenue  
Arlington Heights, IL 60005

STR Project #22052

Dear Mr. Hubbard:

Responses to Round 1 comments for the addition at the above referenced school in Arlington Heights School District 25 follow.

**ENGINEERING DEPARTMENT:**

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. Detail 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:** With the exception that plans for the building permit will be submitted to the North Cook Intermediate Service Center/Regional Office of Education who will issue the Building Permit, we acknowledge 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

**RESPONSE:** Final engineering plans shall be georeferenced using State Plane Coordinate System - Illinois East.

13. The proposed detention facility will be a private system and as such will not be the Village's responsibility to maintain. 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:** An Onsite Utility Maintenance Agreement shall be executed prior to final engineering approval.

14. Plan Commission approval will require preliminary engineering plans including detention calculations showing HWL, storage required, storage provided, and restrictor sizing calculations.
- a) An MWRD permit is required.
  - b) Provide a storm water report with calculations to verify that both the Village and MWRD storage requirements are met.
  - c) The parking lots are shown to be reconstructed. These areas should be accounted for in the detention.
  - d) Clearly show the overflow route for the site.
  - e) If any of the existing parking lots allow for detention on the lot, provide the existing and proposed volume on the lot. If the volume of detention is to be reduced, the additional volume shall be provided in the Storm Trap system.
  - f) Provide calculations for the weir.

**RESPONSE:** Preliminary stormwater calculations and narratives have been previously provided to the Engineering Department via email. Additional documentation and supporting calculations will be provided for review through continued engineering and permitting review.

- a) It is understood that an MWRD permit is required for the proposed improvements. MWRD applications shall be provided to the Village for review, record, and signoff.
- b) A stormwater report with calculations verifying that Village and MWRD storage requirements are met will be provided.

- c) Reconstruction of parking lots, without detention previously allocated for past improvements, have been included in the preliminary SWM calculations and narrative.

15. Preliminary stormwater calculations were received on 12/14/22. Additional comments will be forthcoming upon review of that submittal.

**RESPONSE:** Noted.

16. If permeable pavers are selected to be used for detention:

- a) The paver system utilized must be classified by the manufacturer as a permeable paver system. Include a copy of the manufacturer's brochure showing the specifications for the paver system.
- b) Provide a typical section showing the various layers.
- c) The south parking lot shows two existing light poles and electrical wiring. Clarify the light poles can remain or if the electrical wiring must be lowered.

**RESPONSE:** Permeable pavers are intended to be used to satisfy the MWRD's Volume Control requirements. It is understood that the Village allows MWRD Volume Control storage to be credited toward the Village's detention requirements.

- a) Manufacturer documentation shall be submitted to verify classification of permeable paver system through continued engineering and permitting review.
- b) A typical section for the permeable paver areas will be provided through continued engineering and permitting review.
- c) The existing light poles will be relocated. Refer to the Photometric Plan. Electrical wiring is intended to remain with adjustments at relocations. The proposed grading is not anticipated to impact existing electrical components.

17. The demolition plan for the southernmost parking lot shows storm sewer to a catch basin to be removed; however, it is unclear where this pipe is coming from or where it terminates. Provide additional information on the plans.

**RESPONSE:** Per review of MWRD Record Permit 93-0484, the storm sewer proposed to be removed is blind tapping into the existing, public storm sewer beneath the parkway. The line has been extended as indicated on the record plans. It is anticipated that additional, private curb, and public walk will have to be removed and replaced in order to abandon the connection as required by the Village. A tree in the parkway may also have to be removed and replaced in order to abandon the connection. This has been reflected on the revised plans.

18. An IEPA permit is required for the sanitary sewer.

**RESPONSE:** An IEPA permit shall be applied for if the increased flow exceeds 15 PE.

19. 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.

**RESPONSE:** The site photometric lighting plan and fixture catalog cuts are provided.

20. 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:** The pavement sections proposed at the aprons and the location of fire lanes has been revised per Village requirements.

21. The northerly parking lot off of Dwyer Ave currently has two access points.
- a) 'The lot is proposed to be reconstructed to have only the southernmost access point. Provide an exhibit to engineering scale showing the turning path of the Fire Department's responding vehicle. Exhibit must show front and rear wheel paths and the extent of the front and rear overhangs, as provided in an "Autoturn" exhibit. The vehicle shall be shown maneuvering through the site in all possible directions of travel.
  - b) Clarify if the north access point is to be removed.

**RESPONSE:** An AutoTurn exhibit has been prepared to demonstrate that the Village's Aerial Truck can access and maneuver in the parking lots/fire lanes.

22. Fire access for the building shall comply with Section 503 of the International Fire Code. Provide an exhibit showing the distance from the fire lanes) to the entire building confirming the 150 ft rule is met.

**RESPONSE:** The AutoTurn exhibit prepared demonstrates that the 150 ft rule of Section 503 of the International Fire Code is met.

23. Provide clarification if the addition will have an approved automatic sprinkler system.

**RESPONSE:** The addition will have an approved automatic sprinkler system. Note that the existing school is fully sprinklered.

24. If the addition is to have an approved automatic sprinkler system, verify that the existing water service is sufficient

**RESPONSE:** Water flow testing will be coordinated with the Village to determine current static pressure, residual pressure and flow. The bid documents will require the contractor to provide a complete hydraulically calculated and operating sprinkler system to comply with International Building Code 2015 Edition, International Fire Code 2015 Edition and NFPA 2013 Edition.

25. If the parking lot will have stop signs:  
a) Provide a stop bar.  
b) Detectable warning panels are required for the public sidewalk.

**RESPONSE:** Existing signage and the entrance/exits of the parking lots shall remain. The existing signage has been called out as observed in the field. Stop Bars have been added at the exits of the parking lots. Existing and proposed ADA detectable warnings have been indicated on the revised plans.

**PUBLIC WORKS:**

26. Any sewer disconnects shall be plugged at the manhole.

**RESPONSE:** A note has been added indicating for sewer disconnects to be plugged at downstream manhole or location of blind tap connection as required by the MWRD.

27. Show the existing water service on the utility plans.

**RESPONSE:** The approximate location of the existing water service has been added to the plans per record drawings.

28. Provide a plan for the interior plumbing for the additional sanitary sewer connections.

**RESPONSE:** Plumbing plans are provided.

29. Provide details of Storm Trap, with Operations and Maintenance plan.

**RESPONSE:** Stormwater management for the site is in coordination with the Village. Details for the StormTrap will be provided on final construction drawings.

30. Sheet C102 shows abandoning the sanitary sewer that cross between existing building and proposed addition. Sheet C302 shows tying into it. Please correct.

**RESPONSE:** Drawings are revised.

31. If you are tying into a sanitary line, then you cannot have perforated tiles and open structures, as shown in courtyard between proposed and existing building. Will this utility (storm or sanitary) be accessible under the proposed building or exposed?

**RESPONSE:** The proposed storm sewer is not tying into a sanitary line. A crossing is shown on the preliminary drawings. The intent is that the new addition will have dedicated sanitary and storm outfalls. The existing sanitary outfall from the existing building will have to be maintained and routed through the new addition.

32. Aprons off Dwyer shall be replaced with parking lot.

**RESPONSE:** The existing aprons were observed to be in good condition during our field visit. The replacement of the aprons (existing curb to remain) has been shown on the demolition and grading plan. Given that the condition is good the southern staff parking lot would remain, but we would replace the other two aprons with concrete.

33. Sidewalks along the construction area should be checked for condition. Any damage caused by construction on sidewalk or asphalt shall be replaced.

**RESPONSE:** Noted. General Note #5 on Sheet C002 covers restoration of areas disturbed by construction activity.

34. Proposed bushes along the sidewalk shall be maintained to not interfere with pedestrian access.

**RESPONSE:** Noted.

**FIRE DEPARTMENT:**

1. Ensure FD access to new addition via south lot.

**RESPONSE:** Fire access has been shown in the south parking lot. It is anticipated that the Village's fire truck would have to back up in order to exit the lot if vehicles are occupying parking stalls.

2. Fire alarm system should be upgraded.

**RESPONSE:** The fire alarm panel will be upgraded. The new fire alarm control panel (FACP) will have voice capability. Fire alarm devices will be upgraded to work with the new FACP.

3. All spaces added should be covered by the fire alarm and/or fire suppression systems.

**RESPONSE:** All spaces will be covered by fire alarm and fire sprinkler systems. The fire alarm system will comply with current National Electric Code (NEC). The fire sprinkler system will comply with 2015 International Building Code (IBC), 2015 International Fire Code (IFC) and NFPA 2013 Edition.

4. Alarm and suppression systems should be tested upon completion of the work.

**RESPONSE:** The fire alarm and fire sprinkler systems will be tested as is required by the Illinois State Board of Education (ISBE) to obtain a Certificate of Occupancy from the North Cook Intermediate Service Center/Regional Office of Education.

**HEALTH SERVICE DEPARTMENT:**

1. No comments at this time.

**PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:**

1. Complies with Comprehensive Plan? Yes

**RESPONSE:** Noted.

2. Complies with Thoroughfare Plan? Yes.

**RESPONSE:** Noted.

3. Variations needed from Zoning Regulations? Yes.

**RESPONSE:** Noted. Variations are being requested.

4. Variations needed from Subdivision Regulations? No.

**RESPONSE:** Noted.

5. Subdivision Required? No.

**RESPONSE:** Noted.

6. School/Park District Contributions Required? No.

**RESPONSE:** Noted.

**Zoning:**

7. The Plan Commission must review, and the Village Board must approve, the following actions:
- Special Use Permit to allow a Public Elementary School on the subject property.
  - Amendment to the Comprehensive Plan to reclassify the Single-Family Detached portion of the site into the School classification.
  - Variation to Chapter 28, Section 5.1-3.6, to allow a 27' tall building where building heights are restricted to 25'.
  - Additional variations may be required depending upon your response to certain comments.

**RESPONSE:** Noted. An updated Written Justification is provided.

**General:**

8. The project narrative and traffic/parking study is based on the expected student population in the year 2026-2027 with 39 classrooms and the expected student enrollment and staffing at 39 classrooms. However, the school is being constructed to include 44 classrooms for a maximum future capacity at 15% over the 5-year average. The narrative must be revised to outline what the expected student capacity and employee count would be if full capacity usage of the 44 classrooms is necessary. Furthermore, the traffic and parking study must be revised to analyze the future traffic and parking impact at the maximum built capacity of the school (max capacity usage of all 44 classrooms with associated student population and staffing).

**RESPONSE:** AHSD25 retains a professional demographer to make future projections as it relates to building enrollment by using extensive school and community data to gauge the expected enrollment at Westgate. District 25 intends to use the 15% "buffer" classrooms for services to support the anticipated student population that is projected at the school related to resource, intervention, student services, etc. These full size rooms may have several students receiving pull out services from their traditional classroom in small group and other formats for individual services. These students are currently included in the current enrollment and projected enrollment numbers for Westgate.



In addition it is not possible to apply a simple formula to Westgate regarding the overall capacity of the building due to the special districtwide services that are supported at this school. In example, a simple formula would apply the number of students that could be in a classroom and multiply it by the total number of classrooms. This model does not work for Westgate since currently 7 full size classrooms in the building support 42 students that receive instruction in these classrooms along with their associated buddy classroom. This model drastically limits the enrollment capacity for Westgate based on the services and instruction that are required.

District 25 currently believes the projections that are provided are the most accurate and reflective enrollment numbers for this school and theoretical building capacity and expected enrollment at Westgate.

Maximum building capacity is largely determined by the enrollment boundaries for the specific school, new residence construction, home turnover, birth rates, etc. A copy of the demographic report for Westgate showing enrollment projections is available upon request.

9. The "Plat of Survey" provided is a Topographical Survey and does not contain a legal description for the property. Please provide a legal description for the subject property.

**RESPONSE:** Legal Descriptions have been added.

10. Please ensure that all plans/documents revised as a result of these comments include a revision date.

**RESPONSE:** All new and revised plans/documents include the date they are issued or revised.

11. Provide all resubmittal documents in a USB/flash drive along with one full sized hard copy.

**RESPONSE:** One full size hard copy and a USB/flash drive is provided for all new and revised plans/documents.

**Project Narrative:**

12. The project narrative shall be revised as follows:
  - The narrative lists the requested zoning actions as an amendment to Ordinance #90-082. The correct list of requested zoning actions is included within comment #7 above.

- Provide a summary of any exterior site changes proposed. What will happen to the existing swing sets that will be removed for the building addition? Will new play areas be added? Will there be any changes to the existing playgrounds? Etc.

**RESPONSE:** Site Response: The swings are at the end of their useful life and are not intended to be reinstalled after their removal.

We are exploring the installation of a replacement playground structure on the east side of the school near the existing small playground location and intend to install the equipment in a manner consistent with the Village past practice "...there are no zoning issues with the playground modifications as this is an existing accessory use to the main School function".

We do not anticipate any changes to the main playground structure currently installed on the west side of the school building.

The Project Narrative has been updated.

#### **Floorplans:**

13. The floorplans show 8 new classrooms to be constructed and the narrative outlines a net increase of 10 classrooms. Which existing spaces will be converted into new classrooms (reference room # per floorplan and what is their current use?

**RESPONSE:** The net increase is 10 classrooms. The existing gym is being converted into the two additional classrooms and a replacement of the Art Room.

14. There appear to be 45 rooms labeled as classrooms on the floorplans and the narrative outlines max capacity will be 44 classrooms. Please clarify and revise the floorplans or narrative accordingly. Additionally, is room #125 (labeled "Kindergarten") going to be used as a classroom?

**RESPONSE:** Currently the building operates with 34 classrooms identified within the building as verified by our most recent classroom survey. The addition will establish a net increase of 10 new classrooms to bring the total classrooms within the building to a total of 44. Several of the classrooms will be constructed within the footprint of the existing gym space while the remaining classrooms will be newly constructed classroom spaces.

Additionally, the floorplans are updated.

15. The exterior accessed storage room does not appear to have a label and is shaded like a corridor circulation space. Additionally, the canopy by door 9 is shaded and should be white, similar to the canopy by door 7. Please revise.

**RESPONSE:** Storage 146 is exterior accessed storage. The canopy by door 9 is revised to show as white.

16. The architectural site plan shows the front yard setback on the east side of the site, the exterior side yard setback on the north, the south as a side yard setback and the west as the rear yard. Per Section 28-3.143a, on a corner lot the shorter lot frontage along a ROW is considered the front yard. Accordingly, the front yard is at the north, the rear yard is to the south, the exterior side yard is doing Dwyer, and the side yard is to the west. Setbacks along each as follows:

- Front: 37.1'
- Rear: 30'
- Exterior Side: 31.1'
- Side: 36.6'

**RESPONSE:** The architectural site plan is revised to show the correct setbacks.

17. No floorplan was included for the existing 2nd floor. How is that area used?

**RESPONSE:** The existing 2nd floor plan is added to the drawings. Uses are labeled.

**Site:**

18. Clarify whether the north drive curb cut for the east lot must remain to comply with emergency service access requirements. Fire truck turning exhibits are recommended. If this access point is not required for emergency service access, the curb cut should be removed and the parkway restored. If the curb cut must remain for compliance with emergency service access requirements, please confirm that the proposed "grass-pave" surface with the parking lot and a depressed curb is needed at the connection point. Provide additional details on the proposed gate, will it ever be opened other than for emergency service provision? The site plans conflict with the landscape plans with regards to the proposed "grass-pave." Please correct the appropriate plans for consistency.

**RESPONSE:** The north drive apron has been removed. An AutoTurn exhibit utilizing the Village's Ladder Truck has been provided to demonstrate that the vehicle can maneuver through the lot without the secondary access.

19. Is the east lot south driveway entrance suitable for emergency vehicle ingress/egress into the site? Please confirm. The driveway may need to be widened.

**RESPONSE:** Please refer to response #1 to the VAH Fire Department comments.

20. Please modify the architectural and engineering site plans to show the parallel parking stalls within the western parking lot. Additionally, the parking stall counts within the narrative differ from the stall counts as shown on the site plans. Please revise the applicable site plans accordingly.

**RESPONSE:** The parallel parking on the east side of the western lot has been shown. Stall counts have been added to the Civil plans.

21. Please clarify what is occurring in the western parking lot. The existing parking lot is striped with 45 parking stalls and includes a large midway crosswalk. The proposed plans show the elimination of this crosswalk but the stall counts are not increasing. Are the parking stalls going to be restriped with a slightly larger width?

**RESPONSE:** The western parking lot is proposed to be reconstructed. The existing parking layout provides 49 standard parking stalls and 2 accessible (51 total). The parking lot is 1 accessible parking stall short of ADA requirements in the existing condition. The crosswalk has been proposed to be eliminated to provide additional parking. The proposed parking layout provides 48 standard parking stalls and 3 accessible parking stalls (51 total), per ADA requirements.

22. Due to the newly proposed parking lot lights within the eastern parking lot, a photometric plan is required. Please provide the plan, which must include cut sheets for the proposed fixtures and data on the fixture height as measured from grade to the top of the light fixture. Any existing light poles that will be moved must also be included with the photometric plan.

**RESPONSE:** A photometric plan and fixture cut sheets are provided.

23. The existing shed located along the side of the building (west), along with the sport courts along the western side of the site are existing non-conforming. The height of the existing play equipment may be in excess of 15', which would also be non-conforming. Because no change to these elements are proposed at this time, they must remain as non-conforming. Future changes to these elements could trigger a variation.

**RESPONSE:**

The shed has been located at Westgate for 20+ years and houses items the school needs access to on a regular basis to support the school operations.

The playground was presented to VAH staff in early 2018 and determined that it did not require a zoning review with the response "...there are no zoning issues with the playground modifications as this is an existing accessory use to the main School function". We request this variation requirement be withdrawn due to the past precedent that it was determined additional VAH review was not required.

24. What play equipment will be placed in the proposed rubber play area to be located along the eastern elevation? Would the size of this play equipment exceed 15' in height or 300 square feet in area? If so, a variation may be required.

**RESPONSE:** The proposed playground equipment will be determined by the School District. It is not anticipated that the playground equipment height will exceed 15'.

25. Will the resurfaced asphalt area adjacent to door 16 contain any striping for ball playing or equipment (hoops, tetherball, ball funnels, etc.) or will this area be used as a sports court? If so, it would qualify this area as a sport court, which is not allowed within an exterior side yard and a variation would be required.

**RESPONSE:** The removal and replacement of the existing asphalt area, adjacent to door 16, is not proposed to have any striping or equipment. This area is currently used for bicycle storage and shall be maintained as such.

26. Identify any newly proposed ground mounted mechanical equipment (generators, transformers, utility pedestals etc.) on the site plan and landscape plan. These elements must be appropriately located and screened from view.

**RESPONSE:** No new ground mounted mechanical equipment is proposed.

27. If any landscape variations are requested, please clearly identify what variations have been requested and provide written justification for each variation per the four criteria of approval.

**RESPONSE:** The District intends to meet the the Village's landscape ordinance in areas where there is new construction proposed. In area in and around the existing parking areas we are seeking relief from strict application of the landscape ordinance as these are existing parking lot areas that are being maintained and or replaced in kind.

**Traffic/Circulation/Parking:**

28. The traffic and parking study must be revised per maximum building capacities and associated student populations and employees necessary, as identified in comment #8.

**RESPONSE:** See Response for Comment 8 above. The current plan provides 120 spaces which exceed the required number of spaces by 9 which include the 44 classrooms. An additional 9 staff (+9%) can be added without exceeding the current supply.

29. Please identify areas for landbanked parking should it be necessary to increase the parking supply onsite

**RESPONSE:** In the future, if additional parking is needed, the south lot could be expanded further west.

30. Traffic counts during drop-off and pick-up were based on a warm and sunny day. To what extent will drop-off and pick-up activities increase during the winter and or inclement weather.

**RESPONSE:** The intersections and driveways are working well and have excess capacity to accommodate additional traffic volumes during inclement weather. The queuing capacity for the the east lot has doubled from 18 to 36 vehicles which can accommodate additional traffic demand.

31. What was the observed peak queue within the west parking lot during AM and PM peak times? With doubling this queue with the full day kindergarten plus adding additional grade levels (and anticipated kindergarten population growth) to the drop-off/pickup operations here, what is the peak anticipated queue?

**RESPONSE:** In the west lot, the afternoon queue was 12 vehicles which is less than the capacity of 17 queued vehicles. With the increase in overall traffic, the queue should not exceed 17 vehicles.

32. Were any students observed to be dropped-off or picked-up in areas where it is prohibited?

**RESPONSE:** With the current back-ups from the East parking lot into the Grove/Dwyer intersection, some parents would let their student off while waiting at the stop signs. With the new East lot configuration and the use of the West lot for all grades, the overall queue lengths will not enter the intersection and eliminate improper drop-offs.

33. Per code, 27 bike parking stalls are required. Please revise the site plans to show the location and number of bike parking existing on the site.

**RESPONSE:** The removal and replacement of existing bike racks has been shown on the plans.

**TREE PRESERVATION:**

1. The demolition plan indicates that a tree is will be removed. Please identify the size and species of the tree. In addition, if feasible, please explore options for transplanting the tree elsewhere on the site.

**RESPONSE:** The existing tree information for the trees to be removed will be indicated on the landscape plan.

**LANDSCAPE ISSUES:**

2. The ends of all parking rows shall include a landscape island equal in area to one parking space. Additionally, any continuous stretch of twenty parking stalls must contain interim landscape islands equal in area to one parking space to break up the parking row. Said islands must include a 4" caliper shade tree (Chapter 28, section 6.16-1.2b). The islands/trees are absent within the South Parking Lot since an island is required every twenty parking spaces.

**RESPONSE:** The District intends to meet the the Village's landscape ordinance in areas where there is new construction proposed. In area in and around the existing parking areas we are seeking relief form strict application of the landscape ordinance as these are existing parking lot areas that are being maintained and or replaced in kind.

3. Per Chapter 28, Section 6.15 a three foot high screen is required between the public right of way and the parking area. Please provide the code required screen for the West Parking Lot and the South Parking Lot.

**RESPONSE:** The existing large hedge between the existing south parking lot and the R.O.W. is proposed to remain in place, unchanged. The District has added a row of shrubs to the north end of the existing parking lot to provide additional screening of the existing parking lot area.

4. Per Chapter 28, Section 6.15-2 all paved parking areas shall be effectively screened from a residential district. Provide six foot high landscaping that provides year round opacity along the west property line in order to screen the South Parking Lot. In addition, infill where any Arborvitae are absent adjacent to the West Parking Lot.

**RESPONSE:** The district intends to keep the large stand of existing Arborvitae along the western property line and install a 6' high opaque fence immediately adjacent to the existing sidewalk. Maintaining the Arborvitae on the residential side of the fence.

**VAH POLICE:**

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

**RESPONSE:** Noted.

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
  - Lighting is an important aspect of CPTED. Lighting increases the amount and quality of natural surveillance. If people cannot see the activity, they cannot report the activity. Lighting can also deter those intending to conduct criminal/nuisance activity. Exterior lighting should be activated by sensor, timer or motion depending on the need and location.
  - This project includes plans for addition LED light sources installed on the building and around the property. Please consider the following: The height of the light fixtures makes a difference in the ability of pedestrians to see past the shadows caused by the cars and other obstructions naturally occurring in parking lots. Typical light poles are 30 to 45 feet high and cast a wide swath of lighting, but they create deep shadows between cars. Pedestrian-level lighting in the 12-to-14-foot range casts light that will go through the glass of cars and reflect off the cars; that can dramatically reduce shadows and dark spots.

**RESPONSE:** Noted. This project will comply with VAH Zoning ordinances related to site lighting.

3. Present traffic problems? There are no traffic problems at this location.

**RESPONSE:** Noted.

4. Traffic accidents at particular location? This is not a problem area in relation to traffic accidents.

**RESPONSE:** Noted.



5. Traffic problems that may be created by the development. This development should not create any additional traffic problems.

**RESPONSE:** Noted.

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.

**RESPONSE:** Noted. District 25 believes the Arlington Heights Police Department continuously has up to date contact information for District 25 facilities with their School Resource Officers.

- With the sizeable addition to Westgate School, upgraded mechanicals will need to be utilized. Mechanicals should be secured and/or positioned far enough away from the school to prevent people from gaining roof access. This is a current problem at some of our local schools. People use the mechanicals as a ladder of sorts and are able to climb onto/gain access to the roof.

**RESPONSE:** Noted. We do not intend to place any mechanical equipment in locations that would allow roof or building access.

- Windows should be elevated to prevent someone at ground level from peering into the classrooms/students are shielded from someone at ground level viewing them in their classrooms.

**RESPONSE:** Noted. We will comply with VAH Zoning and Design commission requirements related to building aesthetics and may not always be able to accommodate window height due to the current aesthetics of the building.

- The plans for this project do not indicate upgrades/additions to the number of bathrooms located inside the school. If new bathrooms are not considered with the addition of extra classrooms, this could force the youngest students in the building to utilize bathrooms not adjacent/near their assigned classroom. This creates a security risk in the event of a lockdown.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District. Classrooms will be assigned based on administrator input and not necessarily be assigned to the youngest students. Note there is an additional girls' bathroom and boys' bathroom being

added in the project. The girls' toilet room will have 4 water closets and the boy's toilet room will have a total of 4 water closets and urinals combined.

- All new doors should be lockable from the interior of the classroom by a lock other than one that requires a key. Interior locks should be able to be locked quickly in the event of an emergency. An interior lock that requires a key is not practical in a stress inducing situation.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District. District 25 is internally exploring various security measures that they will inform first responders of any potential changes to normal operations or procedures.

- Natural Surveillance and Access Management - Natural surveillance refers to the placement of physical features that improve visibility. Access control refers to interventions that improve the perimeter security of locations. This includes using signs, well-marked entrances and exits, and landscaping to improve or limit access to certain areas.

**RESPONSE:** Noted. We will comply with VAH zoning requirements as it relates to landscaping and placement of items.

- 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. Perimeter definition and access control are essential to deter unwanted access to the facility. Utilize signage to clearly distinguish public access from private access.

**RESPONSE:** Noted. We will comply with VAH zoning requirements as it relates to landscaping and placement of items.

- Plantings higher than 3 feet should not be placed within 10 to 15 feet of entrances to prevent hiding spots, and mature trees should be pruned to 8 feet. Landscaping elements should not allow for easy access to roofs, windows, or other upper-level areas.

**RESPONSE:** Noted. We will comply with VAH zoning requirements as it relates to landscaping and placement of items. The height and placement of items noted in this comment is a recommendation through CPTED and may not always align with the Authority Having Jurisdiction requirements such as Zoning, State Board of Education, or other legal requirements.

- The use of bushes or plants with thorns or sharp foliage is not recommended for this facility as children are the primary patrons of this space.

**RESPONSE:** Noted. We will comply with VAH zoning requirements as it relates to landscaping and placement of items. The height and placement of items noted in this comment is a recommendation through CPTED and may not always align with the Authority Having Jurisdiction requirements such as Zoning, State Board of Education, or other legal requirements.

- Parking Lot: CPTED recommends one means of entry and exit for all vehicles. The less entrances there are, the easier it is to control the users and uses of the facility. One point of entry and exit is recommended for parent pick up/drop off.

**RESPONSE:** Noted. We will comply with VAH zoning requirements as it relates to landscaping and placement of items. The height and placement of items noted in this comment is a recommendation through CPTED and may not always align with the Authority Having Jurisdiction requirements such as Zoning, State Board of Education, or other legal requirements.

- Pedestrian pathways on the property should be separated from vehicular routes by use of curbing, color markings, landscaping and/or other types of barriers.

**RESPONSE:** Noted. We will comply with VAH zoning requirements as it relates to landscaping and placement of items. The height and placement of items noted in this comment is a recommendation through CPTED and may not always align with the Authority Having Jurisdiction requirements such as Zoning, State Board of Education, or other legal requirements.

- Parking lots and pedestrian pathways should be well maintained and in good condition. The parking lot should be up to Village of Arlington Heights Code. This parking lot has heavy foot traffic on and around the property. The area around the vehicle entrance/exit should be clear of obstructions. Maintenance, adequate lighting and signage could be utilized to help vehicles entering, exiting, and navigating the parking lot to make other vehicles and pedestrians easily visible. Due to the location of this development, street parking adjacent to the entrances/exits should be prohibited, especially during parent drop off and pickup.

**RESPONSE:** Noted. We will comply with VAH zoning requirements as it relates to site parking and traffic. CPTED recommendations may not always align with the Authority Having Jurisdiction requirements such as Zoning, State Board of Education, or other legal requirements.

- CCTV is an essential part of CPTED and is highly recommended for school facilities. Signage indicating the use of video surveillance and monitoring is also recommended in conjunction with CCTV. Consider surveillance camera upgrades for this project.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District. The school will utilize CCTV and coordinate placement where appropriate.

- Address Visibility: - Directional signage located at the entry to the complex should be utilized, clearly indicating location of staff parking, parent drop-off and pick-up areas and the front entrance.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District. We will comply with VAH zoning requirements as it relates to site parking and traffic.

- Signage should also be used to delineate school property boundaries from adjacent properties.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District.

- Include signage for "No Trespassing," "No Loitering" and/or "No Solicitation."

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District.

- Interior and exterior of school building should prominently display door numbers in the event an emergency occurs. Interior hallways and doorways should prominently/adequately display floor plans. This is essential for first responders as well as persons unfamiliar with the complex layout that may need emergency services. With the addition of 10 new classrooms and a new gymnasium to this building, it will be essential to renumber all exterior doors and to update the school's crisis manual as soon as possible.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District. The intent is to install the appropriate exterior door numbers and any changes to local first responders.

- Parent drop-off/pick-ups: - One designated drop-off/pick-up area should be utilized. Drop off locations should be clearly marked by signage, pavement and or curb treatments

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District.

- There should be sufficient space and capacity for vehicles in the drop-off/pick-up area (especially during peak traffic times) to allow for the orderly movement of vehicles.

**RESPONSE:** Noted. We will comply with Village zoning requirements related to parking and traffic.

- Territoriality and Maintenance - Territoriality involved creating a welcoming environment. This involves creating a strong sense of ownership and community through artwork, color, pavement treatments, landscaping design and maintenance of the property. Maintenance includes making timely repairs and the general upkeep of interior and exterior spaces.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District.

- Create clear separation between public, semiprivate and private zones through landscaping and attractive, well-maintained fencing and/or other types of natural barriers.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District. We will comply with Village zoning requirements as it relates to site and landscaping items.

- Throughout the school year, displaying student artwork prominently is a great way to create a welcoming environment with distinct territoriality.

**RESPONSE:** Noted. This item is up to the jurisdiction of Arlington Heights School District 25 as an independent Public School District.

Sincerely,  
STR Partners LLC

Don Hansen, AIA, LEED AP  
Senior Project Manager

In accordance with Public Act 099-0890, Arlington Heights School District 25 retains the following rights in accordance with Illinois Law in addition to all other rights afforded to it as a public school district in the State of Illinois.

(a) In exercising the powers under this Division with respect to public school districts, a municipality shall act in a reasonable manner that neither regulates educational activities, such as school curricula, administration, and staffing nor frustrates a school district's statutory duties. This subsection (a) is declarative of existing law and does not change the substantive operation of this Division.

(b) In processing zoning applications from public school districts, a municipality shall make reasonable efforts to streamline the zoning application and review process for the school board and minimize the administrative burdens involved in the zoning review process, including, but not limited to, reducing application fees and other costs associated with the project of a school board to the greatest extent practicable and reflective of actual cost but in no event more than the lowest fees customarily imposed by the municipality for similar applications, limiting the number of times the school district must amend its site plans, reducing the number of copies of site plans and any other documents required to be submitted by the municipality, and expediting the zoning review process for the purpose of rendering a decision on any application from a school district within 90 days after a completed application is submitted to the municipality.