

ENGINEERING DEPARTMENT

3

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

03-29-412-042

Petition #: P.C. 22-021
 Petitioner: Don Hansen, STR Partners LLC
350 W. Ontario St., Suite 200
Chicago, IL 60654
 Owner: Arlington Heights School District 25
1200 S. Dunton Avenue
Arlington Heights, IL 60005
 Contact Person: Don Hansen, STR Partners LLC
 Address: 350 W. Ontario St., Suite 200
Chicago, IL 60654
 Phone #: 312-464-1444 x. 168, Direct 312-242-4168
 Fax #: 312-464-0785
 E-Mail: don@strpartners.com

P.I.N.# 03-29-412-015, 03-29-412-016, 03-29-412-042
 Location: Windsor Elem. School, 1315 E Miner St.
 Rezoning: Current: Proposed:
 Subdivision:
 # of Lots: Current: Proposed:
 PUD: For:
 Special Use: ✓ For: Public Elem. School
 Land Use Variation: For:
 Land Use: Current:
 Proposed:
 Site Gross Area: 328,316 SF
 # of Units Total:
 1BR: 2BR: 3BR: 4BR:

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

1. PUBLIC IMPROVEMENTS

REQUIRED: YES NO COMMENTS

a. Underground Utilities
 Water NO
 Sanitary Sewer
 Storm Sewer
 b. Surface Improvement
 Pavement
 Curb & Gutter
 Sidewalks
 Street Lighting
 c. Easements
 Utility & Drainage
 Access

2. PERMITS REQUIRED OTHER THAN VILLAGE:

a. MWRDGC b. IDOT
 c. ARMY CORP d. IEPA
 e. CCHD

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

YES NO COMMENTS
 X
 X
 N/A
X
X
 X
 X
 X

GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: FRISKSEN
 DATE OF PLANS: 12/5/22

DEC 09 2022

 Director Date 12/27/22
 VILLAGE ENGINEER

PLANNING & COMMUNITY
 DEVELOPMENT DEPARTMENT

PLAN COMMISSION PC #22-021
Windsor School Expansion
1515 East Miner Street
Round 1

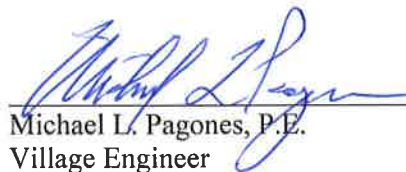
11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding.
12. 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 |
13. The proposed utilities are private and as such will not be the Village's responsibility to maintain. Windsor School has an existing Onsite Utility Maintenance Agreement on record with the Village that will apply to the proposed utilities. The applicant shall acknowledge that they accept this understanding.
14. Plan Commission approval will require preliminary engineering plans including detention calculations showing HWL, storage required, storage provided, and restrictor sizing calculations. In the event the existing parking lot is to be expanded:
 - a) An MWRD permit is required.
 - b) The brief stormwater summary provided with an explanation of the methodology is acceptable. Provide a storm water report with calculations to verify that both the Village and MWRD storage requirements are met.
 - c) Minimum restrictor size allowed for maintenance reasons is 2". If the restrictor size 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. 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.
 - d) Provide a detail showing the restrictor structure.
 - e) If the parking lot is to be reconstructed, this area should be accounted for in the detention.
 - f) Show the overflow route.

15. An IEPA permit for the sanitary sewer is required.
16. On sheet C101 Site Demolition Plan, the utilities to be removed do not correlate with the utilities shown on sheet C001 Topographical Survey. Verify the existing utilities.
17. 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.
18. Fire access for the building shall comply with Section 503 of the International Fire Code. Provide an exhibit showing the distance from the fire lane(s) to the entire building confirming the 150 ft rule is met.
19. Fire lanes must meet the pavement dimensions as directed by the Fire Department. Fire lanes require a heavy-duty pavement section. The heavy-duty pavement section to consist of: 2" Surface, 2-1/4" N-50 Binder, 5" N-50 Binder, and 4" CA-6 Stone Subbase.
20. Provide clarification if the addition will have an approved automatic sprinkler system.
21. If the addition is to have an approved automatic sprinkler system, verify that the existing water service is sufficient.
22. In the event the existing parking lot is expanded:
 - a) Per section 10.2-12.4 Curbing, perimeter curb is required for the expanded area.
 - b) In the event the parking lot is reconstructed, perimeter curb will be required for the entire parking lot.
 - c) The total number of parking spaces between the two parking lots is 159 stalls. The existing parking lot contains 5 handicap parking stalls. Verify if an additional handicap stall is required to meet code.

Public Works:

23. The existing sanitary sewer that will be tapped for the sanitary sewer service shall be evaluated for condition.

 12/27/22
Michael L. Pagones, P.E. Date
Village Engineer

Arlington Heights Fire Department Plan Review Sheet

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Windsor School Building Expansion 1315 E Miner St

Round 1 Review Comments

12/26/2022

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.

- 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.

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.

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.

- With the sizeable addition to Windsor 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.
- 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.
- 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.
- 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.

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.

Landscaping:

- 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.
- 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.
- 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.

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

- 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.

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.
- Signage should also be used to delineate school property boundaries from adjacent properties.
- Include signage for "No Trespassing," "No Loitering" and/or "No Solicitation."
- 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 2 new classrooms, it will be essential to renumber all exterior doors and to update the school's crisis manual as soon as possible.

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
- 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.

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.

- Create clear separation between public, semi-private and private zones through landscaping and attractive, well-maintained fencing and/or other types of natural barriers.
- Throughout the school year, displaying student artwork prominently is a great way to create a welcoming environment with distinct territoriality.



Alexandra Ovington, Crime Prevention Officer
Community Services Bureau

Approved by:



Supervisor's Signature

Arlington Heights Police Department

Emergency Information Card

1. Fill in all information by tabbing to each field.
2. When completed, save the form and send as an attachment to: policemail@vah.com.

Arlington Heights Police Department
200 E. Sigwalt Street
Arlington Heights, IL 60005-1499
Phone: 847/368-5300

Completed forms may also be printed and submitted in the following manner:

By Mail: Arlington Heights Police Department
200 E. Sigwalt Street, Arlington Heights, IL. 60005
Attention: Police Administration

By Fax: (847) 368-5970 - Attention: Police Administration

In Person: Dropped off at the Arlington Heights Police Department's front desk for forwarding to Police Administration.

[Print Form \(To Mail\)](#)

Name (Firm or Residence)

Address/City

Telephone Number

Date Information Obtained

IN CASE OF EMERGENCY PLEASE CALL:

Contact #1

Name

Address/City

Telephone Number

Cell Number

Contact #2

Name

Address/City

Telephone Number

Cell Number

Alarm System

☐ No

☐ Yes

Phone number:

Alarm Company Name

HEALTH SERVICES DEPARTMENT

6

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

03-29-412-042

Petition #: P.C. 22-021
Petitioner: Don Hansen, STR Partners LLC
350 W. Ontario St., Suite 200
Chicago, IL 60654
Owner: Arlington Heights School District 25
1200 S. Dunton Avenue
Arlington Heights, IL 60005
Contact Person: Don Hansen, STR Partners LLC
Address: 350 W. Ontario St., Suite 200
Chicago, IL 60654
Phone #: 312-464-1444 x. 168, Direct 312-242-4168
Fax #: 312-464-0785
E-Mail: don@strpartners.com

P.I.N.# 03-29-412-015, 03-29-412-016, 03-29-412-042
Location: Windsor Elem. School, 1315 E Miner St.
Rezoning: Current: Proposed:
Subdivision:
of Lots: Current: Proposed:
PUD: For:
Special Use: ✓ For: Public Elem. School
Land Use Variation: For:

Land Use: Current:
Proposed:
Site Gross Area: 328,316 SF
of Units Total:
1BR: 2BR: 3BR: 4BR:

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

1. GENERAL COMMENTS:

No comments from this Department

Jeff Bohner 12/13/22
Environmental Health Officer Date

James McCalister 12/13/22
Director Date

RECEIVED

DEC 09 2022

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

7

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

03-29-412-042

Petition #: P.C. 22-021
 Petitioner: Don Hansen, STR Partners LLC
350 W. Ontario St., Suite 200
Chicago, IL 60654
 Owner: Arlington Heights School District 25
1200 S. Dunton Avenue
Arlington Heights, IL 60005
 Contact Person: Don Hansen, STR Partners LLC
 Address: 350 W. Ontario St., Suite 200
Chicago, IL 60654
 Phone #: 312-464-1444 x. 168, Direct 312-242-4168
 Fax #: 312-464-0785
 E-Mail: don@strpartners.com

P.I.N.# 03-29-412-015, 03-29-412-016, 03-29-412-042
 Location: Windsor Elem. School, 1315 E Miner St.
 Rezoning: Current: Proposed:
 Subdivision:
 # of Lots: Current: Proposed:
 PUD: For:
 Special Use: ✓ For: Public Elem. School
 Land Use Variation: For:
 Land Use: Current:
Proposed:
 Site Gross Area: 328,316 SF
 # of Units Total:
 1BR: 2BR: 3BR: 4BR:

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

YES NO

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

Comments:

Please see attached comments.

RECEIVED
 DEC 09 2022
 PLANNING & COMMUNITY
 DEVELOPMENT DEPARTMENT

Sanjiv Bhatti

12/30/22
 Date

Planning & Community Development Dept. Review

December 30, 2022



REVIEW ROUND 1

Project: Windsor School Building Expansion
1315 E. Miner St.

Case Number: PC 22-021

Zoning:

7. The Plan Commission must review, and the Village Board must approve, the following actions:
- Amendment to SUP Ordinances # 90-082 and #17-013 to allow a building addition.
 - Comprehensive Plan Amendment to reclassify the “parks” portion of the subject property to “schools”.
 - Certain Variations may be required depending upon your response to these comments.

General:

8. The project narrative and traffic/parking study is based on the expected student population peak in the years 2026-2027 with 29 classrooms and the expected student enrollment and staffing at 29 classrooms. However, the school is being modified to include 34 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 34 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 34 classrooms with associated student population and staffing).
9. Please ensure that all plans/documents revised as a result of these comments include a revision date.
10. Provide all resubmittal documents in a USB/flash drive along with one full sized hard copy.

Project Narrative:

11. The project narrative shall be revised as follows:
- Please revise the project narrative to outline the requested zoning actions, which are summarized above.
 - The 1st floor total square footage within the table is incorrect.
 - Provide a summary of any exterior site changes proposed (parking lot expansion, any changes to the play areas, etc.).

Floorplans:

12. No floorplan was included for the 2nd floor. How is that area used? The 1st floor shows 28 classrooms; are the remaining 6 classrooms located on the 2nd floor?

Site:

13. The architectural site plan shall be revised to show the correct required setbacks for the site, as follows:
- Front (north): 40'
 - Side (west): 53.7'
 - Exterior side (east): 12.9' for existing building (per previously granted variation via Ord. 17-013)
14. The demolition plan indicates that the only demolition to the shared Windsor/Miner lot will be 2" milling of the existing asphalt (not full depth removal). However, the paving plan indicates that a full aggregate base will be installed, along with 5" of heavy duty asphalt. Please clarify the level of improvements here and correct the applicable plan accordingly.

15. Please revise the engineering plans to incorporate curbing within the entirety of the reconstructed Windsor/Miner lot per Section 10.2-12.4.
16. There are currently 48 parking stalls within the shared Windsor/Miner parking lot. Please confirm the total number of parking stalls within this lot upon completion of the expansion.
17. The parking lot striping within the shared Windsor/Miner lot is different as shown on the architectural plans and engineering plans. Please revise the applicable plan for consistency.
18. Add parking stall widths to the northern parking row within the shared Windsor/Miner lot.
19. Continue the site geometry plan to include the western end of the northern parking row within the shared Windsor/Miner lot. Please note that this area must include a curb.
20. The shared Windsor/Miner parking lot shows parking stalls proposed at 8' in width. Minimum allowable widths are 9'. Stall widths of 8.5' may be allowed for low turnover stalls with permission from the Engineering Division. Please revise the plans to show code-compliant stall widths.
21. The Illinois Accessibility Code regulations allow abutting handicap accessible parking stalls to share an access aisle. The existing handicap accessible parking stalls within the West lot should be restriped to take advantage of this allowance, which will increase the parking supply within the lot by two stalls. As this lot is frequently at capacity and used during drop-off/pick-up operations, the additional parking stalls will help to relieve parking demand. Please show this change on the architectural site plan and update the Project Narrative accordingly.
22. The demolition plan shows removal only one of the three existing poles at the southern end of the shared Windsor/Miner parking lot. Please clarify if new parking lot lighting is proposed within the expanded parking lot. If any parking lot lighting is proposed, please provide a photometric plan and details on the proposed fixtures, including the heights of all poles.
23. 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.
24. If any landscape variations are requested, please clearly identify what variations have been requested and update the Project Narrative and Written Justification document accordingly.

Traffic/Circulation/Parking:

25. The traffic and parking study must be revised per maximum building capacities for associated student populations and employees necessary, as identified in comment #8. Show impact for current build outs (as presented) and maximum capacity impact and identify any improvements that may be necessary to accommodate such capacity if it were to be realized, such as implementing the previously approved landbanked parking or the newly designed parking expansion.
26. 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?
27. There was no commentary/analysis within the EEA study relative to drop-off/pick-up issues and stacking. Additional analysis is needed. Do queues stack outside of the West lot or interfere with the Miner School drop-off/pick-up operations? Was loading observed to occur in areas where it is not permitted? Does the on-street drop-off/pick-up on queue to block any intersections or driveways? Etc.
28. The EEA study does not mention the proposed expansion to the shared Windsor/Miner parking lot. Please confirm that the proposed expansion to the parking area and reconstruction of the Windsor/Miner lot will occur concurrently with the building addition. Will Miner School also be able to use the expanded parking area? The analysis in the EEA study should be revised to reflect this improvement.

29. Per code, 16 bike parking stalls are required. Please revise the site plans to show the location and number of bike parking existing on the site.

Prepared by: 

Windsor School Building Expansion
1315 E. Miner Street
PC #22-021
December 20, 2022

Landscape Issues

- 1) The ends of all parking rows and every 20 parking spaces shall include a landscape island equal in area to one parking space. In addition, the island must include a 4" caliper shade tree (Chapter 28, section 6.16-1.2b). The islands/trees are absent for the parking area located in the northwest corner (Area 2).
- 2) 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 screening for the parking area in the northwest corner.
- 3) Provide six foot high landscaping that provides year round opacity along the southern property line for screening of the expanded parking lot (Area 2), or provide the required six foot high screen along the southern edge of the expanded parking lot (Area 2). Per Chapter 28, Section 6.15-2 all paved parking areas shall be effectively screened from a residential district.