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PLAN

REPORT OF THE PROCEEDINGS OF A PUBLIC HEARING
BEFORE THE VILLAGE OF ARLINGTON HEIGHTS
PLAN COMMISSION

COMMISSION

RE: WINDSOR SCHOOL BUILDING EXPANSION - 1315 EAST MINER STREET -
PC #22-021
AMENDMENT TO SUP ORDINANCE #90-082 AND #17-013 FOR BUILDING
ADDITION, AMENDMENT TO THE COMPREHENSIVE PLAN FROM PARKS TO
SCHOOLS

REPORT OF PROCEEDINGS had before the Village of
Arlington Heights Plan Commission Meeting taken at the Arlington Heights Village
Hall, 33 South Arlington Heights Road, 3rd Floor Board Room, Arlington Heights,
Illinois on the 22nd day of February, 2023 at the hour of 8:10 p.m.

MEMBERS PRESENT:

SUSAN DAWSON, Chairperson
LYNN JENSEN
MARY JO WARSKOW
JOE LORENZINI
BRUCE GREEN
TERRY ENNES
JOHN SIGALOS
JAY CHERWIN

ALSO PRESENT:

SAM HUBBARD, Development Planner

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CHAIRPERSON DAWSON: Next up, Windsor. We're getting quicker through the --

MR. SCHULZ: We're getting smaller. I believe if we want to celebrate, this is six of six. So, this is the last one we intend to bring forward for a while, but --

CHAIRPERSON DAWSON: All right.

MR. SCHULZ: -- this is the Windsor expansion, again, primarily driven by the full-day Kindergarten program that will be implemented in District 25. Two classrooms will be constructed at this time.

Sam, if you want to go forward a couple?

Again, two classrooms will be added here. We do again anticipate a slight enrollment increase at this school, but again, it's very small and primarily driven by the full-day Kindergarten enrollment increase that we anticipate will be coming to District 25 now that it's a full-day program.

Ownership and notification. Again, we did the title commitment search again for this site, that was verified a couple of years ago. We redid it just to make sure that all the PINs were still ours and there was no other liens or anything else on there, but the old parcels are still under our ownership.

We had a neighborhood meeting in early November. We had two neighbors attend primarily asking about construction site logistics, and then is the addition going to be two stories. Again, this will primarily be a single-story addition to start with but will be able to accept a second story addition in the future.

The Conceptual Design Review meeting had unanimous support for the project. Design Commission meeting again is on February 28th which is next week. We're here tonight for the Plan Commission. We provided all of our notifications that were required for postings and mailings to the neighbors. Then also we'll be seeking Village Trustee approval at a future date once that's to be determined.

With this project as well, we're looking to start either in the winter of '23 or the early spring of 2024 due to the minimal site disruptions that we anticipate and the only two classrooms that would be constructed at this site.

Just a summary of the items we're requesting tonight, really we're requesting the amendment to the special use permit for this addition. There are no variations required at this time. Then also the conditions of approval, the recommendation are the items similar to the last projects for parking and the other items related to engineering with stormwater and so forth.

Going over the site plan, again, the addition is going to be placed on the east side, more towards the southern end of the site. It was designed in 2017 to accept an addition in that location in the future, so the addition that was put out on the south was designed specifically to accept an addition in the future. So, that's where we're proposing to put the classrooms at this time. We're proposing to put the two classrooms on the inside of the corridor, so in case an addition is ever needed in the future, two more classrooms can be put on the first floor on the outside on the east side of the site as well and kind of come where the east side, the right side of that red box. Again, nothing proposed at this time and nothing foreseen in our enrollment projections, but the design would accept that in the future if it is needed as well as accepting the second story addition of four classrooms that could go on top of that in the future. So, a lot would need to happen for the enrollment to get to that point, but we did at least set the building up that it could accept that if it was needed.

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Again, a courtyard will be constructed in this location. Right now, it's kind of an indent area to the building that has a sidewalk in that that flows through. So, we're constructing a courtyard in that location that can be used by students and staff, a fairly sizeable courtyard that will be nice to use with a sidewalk that can connect an existing door over to the new doorway in the facility. We're looking to add some new foundation plantings in that location as well to give it a little bit of aesthetic along that side. But in general, we feel that this is the best location that was designed to accept the addition in this location for this project.

Showing the floor plan, again, the green is the corridor. So, with this addition, we will be impacting two existing classrooms, so the corridor will be going through two classrooms. Those classrooms are a little bit oversized, so they work well, but the classrooms that we're going to be impacting are going to be actually more of our normal sized classrooms after this is completed. Then the two orange classrooms are the new classrooms that again we're placing on the inside of the building so we can kind of build our way out, and then in the future if an addition would ever be needed on that first floor, it's easier to construct so we're taking over into a courtyard space. So, that's why the design was kind of chosen in that aspect.

Renderings, again, as you can see in the top picture on the left side with the tan brick and the red, that is existing. That's not within the red box. So, we're looking to carry through that design aesthetic over to the new addition. So, the brick and the light tan colored brick will be similar and matching to the existing addition that was put on. Those windows and doors in that location are actually overlooking into a corridor, so again, it will provide a nice aesthetic along that way as well as, you can see it a little bit better in the lower picture, how it connects the design aesthetic and theme over to the existing addition that was done recently in 2017.

Here's the 2D elevation. The top again is the primarily elevation that will be seen by the public. That will be seen from Windsor Avenue, the streets, and then the other one below is from the courtyard side, so that again will only primarily be seen by staff or students or visitors that would come to the site.

Enrollment and staffing. Again, at the school we see a slight increase in enrollment that will be coming up from 455 to 466. Again, that is primarily driven by more kids that will be coming to the full-day Kindergarten program. For staffing, again, we're only anticipating two additional staff to support the full-day Kindergarten just because we have again more classes/sections of Kindergarten that will be run the full day, so we need two more staff to support that.

By the classroom count, we currently have 32 classrooms at the facility. We see the number going up to 34 after the addition. The number of sections that we see needed ranges between 30 and 29. Again, this building does have special support program services at the school, so we do need more spaces available to the school. So, that's why we have a little bit bigger number of classrooms that will be available for support services that would be used for those services going forward.

Traffic and parking. Again, kind of the same recommendations and information that we discussed in the last ones regarding no major traffic impacts that we anticipate with this school.

First, I want to go over the parking lot. Again, the parking lot was reconstructed in the 2017 addition. We worked a lot with the neighborhood in that, on working on traffic flow. Specifically in the west parking lot, we had a large addition in the queuing area. So, the queuing area used to be relatively small, but the new parking lot allowed for a lot more

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queuing in that location. As well on the east side where there is still a large number of drop-off and pickup that occurs on Windsor Street, we've put in carriage walks to allow students to get out of their vehicles in the inclement weather and not have to traipse into the mud and bring them to the building or even offloaded more into the street.

So, we did extensive carriage walks along in that area. You can see the sidewalks kind of connecting from the public sidewalk over towards the street, and right next to the street there are carriage walks. So, we believe that that implementation from that timeframe really helped traffic flow in that location. We don't see any major issues at the Windsor-Miner intersection anymore. Again, we do have capacity that we could actually put more cars through the west lot just based on how the building is setting it up right now. Right now, the way they're bringing traffic in, there's still a large number of cars in Windsor, but if we worked through that a little bit more, we could bring a substantial amount of cars more through that west parking lot if needed.

For parking, we do have adequate parking based on the current code ordinance with 101 spots available on site and 100 spots required by the Village ordinance.

Here is again the parking lot. I tried to give you a little bit more on departure with the street view. You can see that a lot better along Windsor. Again, this is the primary parking lot on the west side. There is drop-off occurring along Windsor Avenue as well, we just didn't have drone footage of that location at that time. But again, I'll show you on the departure video, on the street view that occurred several weeks ago, that it does appear to flow fairly well.

As you can see, we could definitely bring more cars to this lot. So, if we see that we're having problems with backups on Windsor or in the Miner intersection, we'll have to rework the communication on how people come in and bring them through this western lot more.

Showing the primary areas of queuing and stacking for departure, again, this is for the afternoon section. Again, we see a large number of cars stacking up in the western parking lot. We see a large number of cars on Windsor Street, and we see some cars up on Miner around the corner in that location on Miner Street which is the short red dash at the top of the screen.

There are some cars in the orange section that are stacked there kind of continuously. We believe that there's a large number of residents that are parked in that location, and there may be a few parents that are also parked in there to pick up their students at the end of the day just based on where they want to go. It's a little hard to discern on who exactly is who, but there does seem to be some mixed parking in that location where the orange is.

Then we do see some intermittent queuing in the yellow locations on Miner Street where cars are facing east to head eastbound. Then we see some cars up on Windsor occasionally, on the north side of Windsor there, waiting to come down on Windsor to pick up their student.

Here again is departure of the parking lot. Again, the next video will show the street level view of departure to give you a better idea of overall traffic flow in the location. As you can see, there's not a large quantity of cars stacked up in this lot for departure. Some parents are pulling into parking spots and pulling out after they get their student.

Then again at 3:35 is when the general population is released.

Then I believe I do have a street level with the next slide. Again, this is sped up drastically. This is again headed eastbound on Miner and then will be turning

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southbound on Windsor next to the school where the carriage walks and the primary pickup location is.

So, approximately right there is the end of the property, and you can see there is not many cars. Occasionally to the west on the street, the side street here, there will be a few cars parked there, but typically it's limited to one or two cars on that corner of the intersection.

Just showing the stacking, again, the main parking lot on the west side can accept approximately 20 vehicles. Along Windsor Street, there can be 23 vehicles along the main stretch. Then on Miner Street where we see a few cars every once in a while, there can be seven vehicles stacked in that location.

Stormwater. Again, this site had substantial stormwater improvements with the addition that was previously done. There is a very large underground stormwater vault in this location that allows for the soccer fields to still be used in flat green space. So, this vault does have enough capacity to accept the addition, so we're proposing to put the additional stormwater volume into that vault in that location. For sustainability, we do have the same items that we have discussed with all of our other sites that we're looking to implement at this site.

Then the final slide, I just want to show you a picture of that vault just to give you a little perspective on the size. I think the first top left one gives you the best, if you really start looking at it, the size of the excavator and the size of the vault that is in that location, it's substantial. Again, we do have volume available in that location to accept the addition of the two classrooms.

With that, I am open to any questions you may have for our Windsor.

CHAIRPERSON DAWSON: Okay, great. Have you read through the Staff report and the conditions of approval, and are you in agreement?

MR. SCHULZ: Yes, we are.

CHAIRPERSON DAWSON: Terrific.

All right, Sam?

MR. HUBBARD: Sure.

So, Windsor School, the Plan Commission may recall, came before them in the end of 2016-early 2017 for an amendment to the existing special use permit that exists on the site. It was originally approved for a special use permit in 1990, and a building addition in 2017 triggered the need to amend that special use permit. The building addition today triggers the need for a second amendment to that special use permit, and so that's why the Petitioner is before you this evening.

This project requires no variations, so this is the only one that did not require any variations relative to the other five schools that have come before the Plan Commission recently.

The Comprehensive Plan designates the site as appropriate for schools, and on the western side it classifies it as appropriate for parks. That corresponds to the field usage on the western portion of this site. Additionally, the Comprehensive Plan does designate that western area as a neighborhood park, and so the existing usage and the proposed future usage complies with the Comprehensive Plan designation.

You heard about the neighborhood meeting that occurred back in November, and the Conceptual Plan Review Committee that occurred in December. There weren't too many questions at the Conceptual Plan Review Committee in December. Discussion

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was related to, again, the drop-off/pickup operations. There were some questions about the neighborhood meeting that had occurred, and there was some discussion about the land-banked parking. If the Plan Commission recalls, back in 2017 as part of the first special use permit amendment, a 19-space land-banked parking option was approved as part of that. Those parking spaces were not constructed but a condition of approval at that time required that the School District would have to implement that land-banked parking if requested by the Village, which would be done if a substantial problem occurred with on-site parking and the drop-off/pickup operations.

This project is scheduled to appear before the Design Commission next week, and any changes or requirements stipulated by the Design Commission must be integrated into the design of the school as the School District moves forward with their final permit drawings.

Here's an aerial of the site, subject property bounded in yellow. You can see the parking lot that was reconstructed as part of that 2017 approval. Additionally, to the west, you can see the shared Miner School and Windsor School parking lot. This is owned by the School District and it's shared by both Windsor School and Miner School to the west.

The land-banked parking would be constructed approximately in this area, just west of the existing parking lot. As you've heard, primary drop-off/pickup occurs within the parking lot and also on Windsor, occasionally down to Campbell, and then occasionally even in this area as well, and of course right in front of the school on Miner. Also, some parents have been observed parking here for drop-off and pickup, although that's limited.

Again, here is the site plan showing the building addition. The rest of the school, the existing school, is shown in gray and the building addition is colored. Again, there are no variations associated with this proposed building addition.

One item I just want to point out, and maybe it's better seen in this aerial, but there are five existing ADA parking stalls located here. They were constructed under the previous code for ADA parking where each space had to have its own accessible aisle. The current regulations allow ADA parking stalls that are next to each other to share an accessible aisle. So, if they were to re-stripe these ADA parking spaces, they could pick up an additional two standard parking stalls, increasing their overall supply on the site from 101 to 103.

The Village is not requiring that this be implemented at this time but we're strongly encouraging the School District to explore and implement that re-striping there. That's kind of the lowest hanging fruit as far as increasing parking supply. You'll see, as I get into parking later on in this presentation, that the existing parking lot is very heavily used and close to capacity with parking also occurring on the public streets.

Again, here's the elevations. The landscape plan, you can see the addition shaded in yellow here. There are some foundation plantings being proposed. These are not code requirements, but they are being proposed to increase the aesthetic of the building addition here.

Finally, relative to drop-off, pickup and parking, the site does comply to code requirements relative to parking. But in observations both from the Petitioner's traffic and parking consultant and the Village, the parking lot is very heavily used. The parking consultant found that it was used up to 92 percent capacity, meaning there were only nine vacant spaces in that parking lot. However, they did observe 15 vehicles parking on the street and 10 vehicles parking within the shared Windsor and Miner parking lot, so capacity is a little bit short of demand here and that's only going to slightly increase with the implementation of the full-day

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Kindergarten.

Staff did some observations of the parking as well, and we found that there were between, anywhere between 12 and 20 parking spaces vacant in the parking lot. So, that's about somewhere between 12 to 20 percent excess capacity available. But then keep in mind, you know, there is street parking occurring, and in our surveys we didn't survey the shared Windsor-Miner lot. So, we are again strongly encouraging the School District to re-stripe those ADA parking stalls to pick up two spaces, but we do believe that the parking lot has a little bit of surplus capacity to accommodate some of the expected increase in demand. Then of course, given the land-bank parking, that gives the Village a mechanism to address any future parking problems should they result from this building addition.

Similar to all the other schools, the traffic and parking study was predicated on the 2026-2027 projected enrollment. The school is being built to accommodate for capacity at 15 percent above those projections. So, just to mitigate any potential future problems, should that full enrollment capacity be realized here at Windsor, we are recommending a condition of approval that if the School District exceeds or is projected to exceed the 466 students, that they must demonstrate to the Village's satisfaction that on-site parking and drop-off/pickup operations will not create unsafe vehicular or pedestrian movements. Then the remaining conditions of approval are as outlined on the slide.

The Staff Development Committee is supportive of this project and recommending approval.

CHAIRPERSON DAWSON: Okay, great.

Do I have a motion to include the Staff report in the record?

COMMISSIONER WARSKOW: I'll make such motion.

CHAIRPERSON DAWSON: Second?

COMMISSIONER CHERWIN: Second.

CHAIRPERSON DAWSON: All in favor?

(Chorus of ayes.)

CHAIRPERSON DAWSON: Any opposed, abstain?

(No response.)

CHAIRPERSON DAWSON: Okay, before we open for public commentary,

I'll look down here.

Any questions?

(No response.)

CHAIRPERSON DAWSON: Down here? No?

(No response.)

CHAIRPERSON DAWSON: Okay, so I'm going to open up for public

commentary.

Yes, come on up and you know the drill. State your name, spell your last name please.

PUBLIC COMMENTARY FOR PC #22-021

MS. CAYER: Melissa Cayer speaking, C-a-y-e-r. Digging a big hole and removing all the soil and then replacing it with a cement box doesn't sound like a good idea to me.

Also, let's see. I want to find the results of the vote for the

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referendum.

Oh, yes, okay. The result of the vote: School District 25 issue bonds, vote for one, 100 percent, 38 of 38 precincts reported. Registered voters: 36,981. Ballots cast: 10,690. Turn-up: 28.91 percent. Yes: 5,227 at 50.24 percent. No: 5,177 at 49.76 percent. Thanks.

CHAIRPERSON DAWSON: All right, anyone else on that side of the room?
No?

(No response.)

CHAIRPERSON DAWSON: Anyone on this side of the room?

(No response.)

CHAIRPERSON DAWSON: All right, that's the end of public commentary.
Any other questions or comments?

COMMISSIONER CHERWIN: I'll make a motion.

A motion to recommend to the Village Board of Trustees approval of PC #22-021, an Amendment to SUP Ordinance #90-082 and #17-013 to allow a building addition.

This recommendation is subject to the following conditions:

- 1. If enrollment at Windsor Elementary School exceeds or is projected to exceed 466 students within the proposed building, the School District shall demonstrate to the satisfaction of Village Staff that adequate onsite parking can accommodate peak demand, and drop-off/pickup operations will not create unsafe vehicular or pedestrian movements. Improvements needed to satisfactorily accommodate such increase shall be implemented upon administrative approval by the Village. If administrative approval is not granted, an amendment to this special use permit shall be required.**
- 2. The Petitioner shall continue to work with the Village and neighbors to address any drop-off/pickup concerns.**
- 3. The Petitioner shall continue to work with the Village to provide stormwater information to verify compliance with all applicable MWRD and Village regulations to the satisfaction of the Village.**
- 4. Compliance with the 2/28/23 Design Commission motion shall be required.**
- 5. The Petitioner shall comply with all federal, state and Village codes, regulations and policies.**

COMMISSIONER SIGALOS: I'll second.

CHAIRPERSON DAWSON: Any discussion?

(No response.)

CHAIRPERSON DAWSON: Okay. All right, roll call.

MR. HUBBARD: Commissioner Cherwin.

COMMISSIONER CHERWIN: Yes.

MR. HUBBARD: Commissioner Sigalos.

COMMISSIONER SIGALOS: Yes.

MR. HUBBARD: Commissioner Ennes.

COMMISSIONER ENNES: Yes.

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MR. HUBBARD: Commissioner Green.

COMMISSIONER GREEN: Yes.

MR. HUBBARD: Commissioner Jensen.

COMMISSIONER JENSEN: Yes.

MR. HUBBARD: Commissioner Lorenzini.

COMMISSIONER LORENZINI: Yes.

MR. HUBBARD: Commissioner Warskow.

COMMISSIONER WARSKOW: Yes.

MR. HUBBARD: Chair Dawson.

CHAIRPERSON DAWSON: Yes.

All right, we did it. That's six schools.

COMMISSIONER GREEN: They did it.

CHAIRPERSON DAWSON: We all did it. We all, Sam did it, we all did it.

MR. SCHULZ: Yes, again, I'd like to thank all the Village Staff, especially Sam. He kind of spirited all this from the Village, and everybody on the Commissions, I really appreciate that. Thank you for all your input.

CHAIRPERSON DAWSON: Thank you. I did just want to say Windsor, being where my kids went to school, when you did the last addition, everything changed.

MR. SCHULZ: It did, yes.

CHAIRPERSON DAWSON: It went from a parking drop-off nightmare to a smooth, smooth situation.

MR. SCHULZ: Appreciate that.

CHAIRPERSON DAWSON: So, you guys have done a great job, and I'm sure this will be more of the same.

MR. SCHULZ: Thanks a lot. Thanks, everybody.

CHAIRPERSON DAWSON: Thank you.

All right, so next item of business is general public comment. Do we have anyone in the audience for general public commentary?

(No response.)

CHAIRPERSON DAWSON: Okay, seeing none, then we close the public comment period.

Anything else, Sam?

MR. HUBBARD: No, I don't believe we have a meeting, the first meeting in March, so you guys can enjoy an evening off. We may have a meeting the second meeting in March but that's still yet to be determined.

COMMISSIONER JENSEN: Sam, is that for the Conceptual Plan Review Committee as well?

MR. HUBBARD: No, Conceptual Plan Review is going to have a meeting in the first meeting in March.

COMMISSIONER JENSEN: Excellent, thank you.

CHAIRPERSON DAWSON: All right, do we have a motion to adjourn?

COMMISSIONER LORENZINI: I'll make that motion.

COMMISSIONER GREEN: Second.

CHAIRPERSON DAWSON: All in favor?

(Chorus of ayes.)

CHAIRPERSON DAWSON: All right, we are adjourned.

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(Whereupon, at 8:36 p.m., the public hearing on the above-mentioned petition was adjourned.)