



Village of Arlington Heights Building & Life Safety Department

Interoffice Memorandum

To: Sam Hubbard, Development Planner, Planning and Community Development

From: Deb Pierce, Plan Reviewer, Building & Life Safety Department – Building & Fire Life Safety Review

Subject: 2400 S Arlington Heights Rd. – Paragon Mechanical LUV Amendment – Amendment to LUV Ordinance #20-022

PC#: 2-010– Round 1

Date: August 1, 2022

General Comments:

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

Sam –

I have no comments or objections to the request.

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 22-010
 Petitioner: Paragon Mechanical, Inc.
2400 S Arlington Heights Rd. Arlington Heights
(847) 321-9428
 Owner: HVAC Equipment Sales LLC
1427 W Maude Ave. Arlington Heights, IL 60004
(847) 321-9428
 Contact Person: Kevin Polka
 Address: 1427 W Maude Ave
Arlington Heights, IL 60004
 Phone #: (847) 321-9428
 Fax #: _____
 E-Mail: kevin@pmcomfort.com

P.I.N.# 08-16-4000-035-0000
 Location: 2400 S Arlington Heights Rd.
 Rezoning: _____ Current: _____ Proposed: _____
 Subdivision: _____
 # of Lots: _____ Current: _____ Proposed: _____
 PUD: _____ For: _____
 Special Use: _____ For: _____
 Land Use Variation: X For: _____
 Land Use: _____ Current: _____
 Proposed: _____
 Site Gross Area: 102,911 SQ. FT.
 # 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 _____

X (IF LOT IS RESURFACED)

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

NO

N/A

N/A

N/A

NO

NO

NO

NO

GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: _____

DATE OF PLANS: _____

Michael Zagar
 Director
 Village Engineer

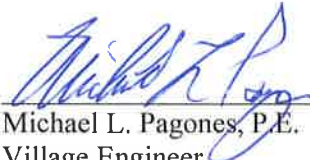
8/4/22
 Date

PLAN COMMISSION PC #22-010
Paragon Mechanical LUV Amendment
2400 S Arlington Heights Rd
Round 1

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding.
12. The **2018 International Property Maintenance Code** states as follows:

302.3 Sidewalks and driveways. Sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions.

The existing parking lot is in disrepair with numerous potholes and pavement that shows signs of failure. The parking lot should be repaired / repaved to be brought into compliance with the 2018 International Property Maintenance Code.
13. The petition discusses the possibility of restriping the lot. A striping plan shall be provided, showing the location of the stalls, the handicap accessible parking stall(s), including dimensions and aisle widths. Restriping the lot with the current condition of the pavement is not acceptable.
14. In the event the entire parking lot and entrance is resurfaced, this will require work within the Arlington Heights Road right-of-way which is under the jurisdiction of the Illinois Department of Transportation (IDOT). The petitioner should be aware that detector loops for the traffic signal are located in the entrance to the parking lot. Work within the entrance will require an IDOT permit


Michael L. Pagones, P.E.
Village Engineer

8/4/22
Date

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Paragon Mechanical
2400 S Arlington Heights Rd

Round 1 Review Comments

1. Character of use:

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

2. Are lighting requirements adequate?

Lighting should be up to Village of Arlington Heights code. The exterior of the building should be illuminated especially during nighttime hours for safety, to deter criminal activity and increase surveillance/visibility- potentially reducing theft, trespassing, vandalism, underage drinking, and other criminal activity.

3. Present traffic problems?

There are no traffic problems at this location.

4. Traffic accidents at particular location?

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

5. Traffic problems that may be created by the development.

This development should not create any additional traffic problems.

6. General comments:

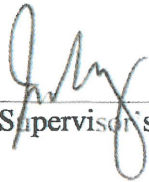
- Please ensure that there is an emergency information/contact card on file with the Arlington Heights Police Department and that it is up-to-date. Agent contact information must be provided to the Arlington Heights Police Department during all construction phases. The form is attached. Please complete and return. This allows police department personnel to contact an agent during emergency situations or for suspicious/criminal activity on the property during all hours.

- Given the landscaping concerns for this property, specifically in regards to the maintenance of the 3' landscape screen along Arlington Heights Rd, landscaping is a concern for this project. 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. In addition to compliance with Village code for landscaping on this property, landscaping should be well maintained in order to deter criminal activity.

A.O. #330

Alexandra Ovington, Crime Prevention Officer
Community Services Bureau

Approved by:

 583
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: policeemail@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

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

1. GENERAL COMMENTS:

No comments at this time.

Sean Freres  7/21/22
 Environmental Health Officer Date

James McCalister  7/21/22
 tor Date

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

7

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

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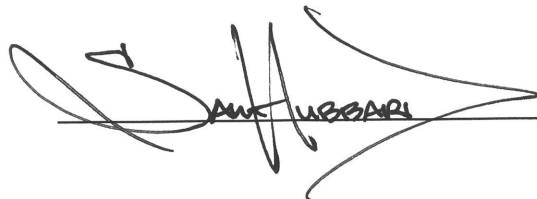
(Petitioner: Please do not write below this line.)

YES NO

1. _____ COMPLIES WITH COMPREHENSIVE PLAN?
2. _____ COMPLIES WITH THOROUGHFARE PLAN?
3. X _____ 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 #7 through #14



8.3.22
 Date

Planning & Community Development Dept. Review

August 3, 2022



REVIEW ROUND 1

Project: Paragon Mechanical LUV Amendment – 2400 S. Arlington Heights Rd.
Amendment to LUV Ordinance #20-022

Case Number: PC 22-010

General:

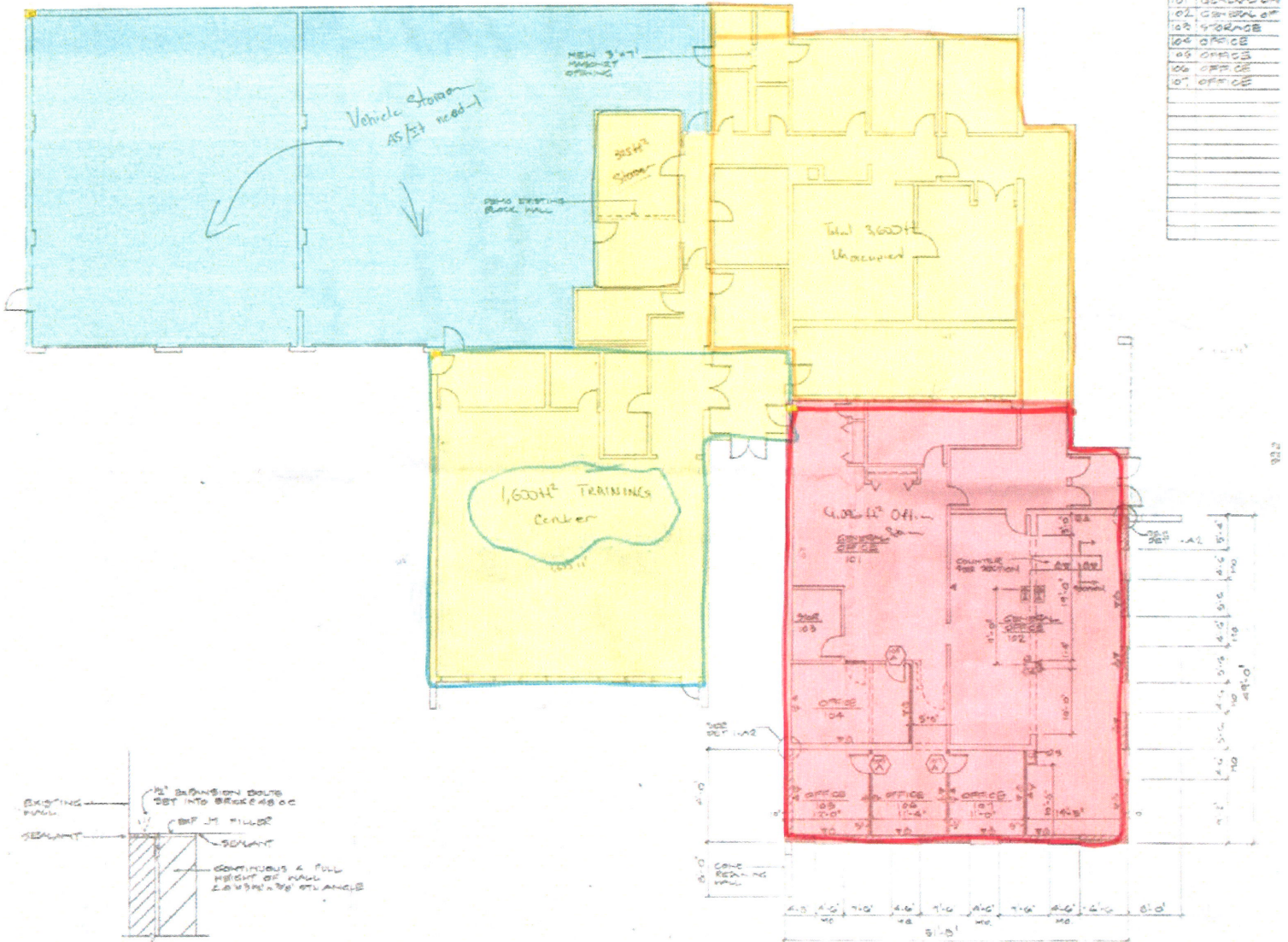
7. The following approvals have been requested:
 - a. **Amendment to Land Use Variation ordinance #20-022 to modify the conditions of approval.**
 - b. **Variation to Chapter 28 of the Municipal Code, Section 6.15-1.2(a), to waive the requirement for a 3' tall parking lot perimeter landscape screen along Arlington Heights Road. A determination on the necessity of this variation will be done once a plan has been provided to show the proposed landscape alternative "Option 2".**
 - c. **Variation to Chapter 28 of the Municipal Code, Section 6.15-1.2(b), to allow certain parking rows to terminate without the code required curbed landscape island including a 4" caliper shade tree. A determination on the necessity of this variation will be done once a plan has been provided to show the proposed landscape alternative "Option 2".**
8. Should it be determined that a landscape variation(s) is required, a written response to each of the land use variation approval criteria must be provided, which must document how the requested variation conforms to each criterion of approval:
 - **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
 - **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**
 - **The proposed variation is in harmony with the spirit and intent of this Chapter.**
 - **The variance requested is the minimum variance necessary to allow reasonable use of the property.**
9. In order to recalculate parking, please confirm the accuracy of the usage areas and sizes as depicted in the attached floorplan (the square footage's shown on the attached were derived from scaled measurements of the floorplan and should be close to 100% accurate). Additionally, please provide the following information:
 - a. How many total employees work at Paragon?
 - b. How many employees work in the office areas of the building (i.e. work out of the building for the duration of their shift).
 - c. How many employees work out in the field during the day (i.e. technicians that may only come and go from the site on an as needed basis).
 - d. Other than the office employees or technicians as identified above, are there any other employees at Paragon? If so please outline their position/responsibilities, whether they work in the building throughout the day, and if so, which portion of the building do they work in?
10. If the onsite parking is reduced to the minimum as required by code (based on the modified business operations as outlined in the project narrative), please acknowledge that if additional employees are hired or if usage of the building areas change, a parking deficit may exist relative to code requirements. Any such change would likely require an amendment to the Land Use Variation and/or a parking variation.

11. Please clarify what has changed at Paragon to where the Phase 2 office expansion is no longer contemplated and the conference/training room is no longer used as such.
12. Should landscape Option 1, as outlined in the project narrative, no longer be contemplated, please revise the project narrative to clearly outline what alternatives are proposed.
13. Please provide a plan that clearly shows how landscape Option 2 would be achieved. If certain parking areas will be removed, landscape islands added, and landscaping be proposed, the plan shall clearly show these site alterations.
14. Please clarify the statement "with the property listed again, there is still no outside interest." Is the property now listed for sale? If so, how long has it been listed? Please provide a copy of the listing.

Prepared by:



- Garage/Vehicle Storage - 4,710 sq. ft.
- Materials/Miscellaneous Storage - 5,848 sq. ft.
- Office Area - 3,448 sq. ft.



01	GENERAL OFF
02	GENERAL OFF
03	STORAGE
04	OFFICE
05	OFFICE
06	OFFICE
07	OFFICE

① DETAIL

FLOOR PLAN
SCALE: 1/8" = 1'-0"



Paragon Mechanical - LUV Amendment
2400 S. Arlington Heights Road
PC #22-010
August 2, 2022

Landscape Comments

- 1) In order to evaluate any proposed removal of parking areas and reduced landscaping or landscaping alternatives, please provide a landscape plan that clearly shows the proposed parking areas and landscape improvements.
- 2) Per Chapter 28, Section 6.15, a landscape island equal in area to one parking space and a 4 inch caliper shade tree is required at the ends of all parking rows. Please incorporate the code required landscape island and shade tree at the end of each parking row per the approved phasing plan.
- 3) Per Chapter 28, Section 6.15 a three foot high screen is required between the public right of way and the parking area. The code required screen is in poor condition and must be maintained.