



# **Village of Arlington Heights Building & Life Safety Department**

## **Interoffice Memorandum**

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**To:** Jorge Torres, Director of Building & Life Safety

**From:** Elliot Eldridge, Assistant Building Official, Building & Life Safety Department

**Subject:** PC 23-012 (Arlington Gateway Development - Phase I)

**Date:** October 26, 2023

**General Comments:**

Based on the applicant's response letter dated October 23, 2023, the Building & Life Safety Department have no further review comments.

# ARLINGTON HEIGHTS POLICE DEPARTMENT

## Community Services Bureau

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### DEPARTMENT PLAN REVIEW SUMMARY

#### Gateway Redevelopment SE corner Algonquin Rd and Arlington Heights Rd

#### Round 2 Review Comments

10/27/2023

1. **Character of use:**  
Nothing further.
2. **Are lighting requirements adequate?**  
Nothing further
3. **Present traffic problems?**  
Nothing further.
4. **Traffic accidents at particular location?**  
Nothing further.
5. **Traffic problems that may be created by the development.**  
Nothing further.
6. **General comments:**  
Nothing further.

A.O. #330  
Alexandra Ovington, Crime Prevention Officer  
Community Services Bureau

Approved by:

[Signature] 583  
Supervisor's Signature

Health Dept – Round 2 Comments:

Per the response to comment #2, please see the attached example for a Recycling Plan.

Date \_\_\_\_\_

Village of Arlington Heights Health Department  
33 S. Arlington Heights Road  
Arlington Heights, Illinois 60005-1499  
Attention: Terese Biskner, Recycling Coordinator

RE: Multi-Family Recycling Plan

Dear Recycling Coordinator:

The following is the Recycling Proposal for:

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(Complex Name)

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(Address)

**A. Collection Process:**

1. Materials to be collected:
  - a. Newspaper
  - b. Glass (clear, green, brown)
  - c. Aluminum, steel, tin cans
  - d. Plastic, both PET and HDPE (#1 and #2 plastics)
  - e. Other
2. Method of collection:
  - a. The collection of recyclables will be completely separate from solid waste, to avoid contamination.
3. Preparation for collection:

A detailed list of how to prepare recyclables will be distributed to all residents.  
(See exhibit "A")  
All residents and office staff will be instructed to prepare materials as follows:

Newspapers and newspaper advertisements should be placed loosely in designated containers.

Glass containers (green, clear or brown bottles and jars only) should be rinsed and all lids removed. Labels and rings can be left on containers. Window glass and ceramics are not accepted.

Bi-metal and steel cans should be rinsed and all labels removed before being placed in marked container.

Plastic containers, marked #1 and #2 are acceptable, including milk, water, detergent, bleach and soda containers. Lids must be removed and container rinsed.

Flattened containers will reduce their size.

4. Frequency of collection:

a. Collection will be \_\_\_\_\_ times per week. List those days.

5. Capacity requirements of containers:

The following formula for calculating capacity must be used, where the applicable gallonage is multiplied for the total mix of dwelling unit sizes in the complex:

$$\begin{aligned} & 7 \text{ gallons} \times \text{number of studio \& 1-bedroom units} \\ & + 8 \text{ gallons} \times \text{number of 2-bedroom units} \\ & + 9 \text{ gallons} \times \text{number of 3-bedroom or more units} \\ & = \text{total base capacity} \end{aligned}$$

**B. Collection Areas:**

1. Number of areas

Our complex has \_\_\_\_\_ solid waste storage areas. All of these will become the designated recycling stations.

2. Size of Areas

The corrals measure \_\_\_\_\_ X \_\_\_\_\_ and currently enclose \_\_\_\_\_ cubic yard dumpster. The toters will also rest inside the corrals unless adequate walking space (ease of use) necessitates relocating them along side the exterior.

**C. Containers:**

\_\_\_\_\_ will provide 90 gallon capacity  
(Solid Waste Disposal Company)  
recycling containers, which weigh 40 lbs. Each. They measure 44 inches high, 28.5 inches wide and have 36 inch long handles (other measurements acceptable according to your plan). Bins will not be issued to individual units.

**D. Contracts, Data Collection and Reporting:**

Our complex will have a recycling agreement with

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(Solid Waste Disposal Company)  
or other capable vendor. The totter carts will be owned by \_\_\_\_\_  
\_\_\_\_\_ or servicing vendor and revenue gained from the sale  
of materials will be retained by the hauler and applied to operating expenses of  
the program.

Data Collection and Reporting Required:

The cost of monthly collection service will be \$ \_\_\_\_\_. A quarterly  
report will be furnished to the Village in specified format.

**E. Educational Campaign and Materials:**

1. Literature

Prior to the start of the program, our complex will produce and deliver a  
general announcement about the program to all residents and each  
building common area. A second announcement will follow during the  
week of the program start date, and it will provide more collection of  
materials as well as other guidelines for a successful recycling center.  
Informational materials will be printed on recycled paper, to lend  
credibility to the program. (Optional, but recommended).

2. Posters and Billboards

Current, positive information about the program will be posted in building  
common areas, including laundry rooms and mailbox/entry halls. We will  
also promote participation through our monthly newsletter.

3. Meetings

Our complex will sponsor a recycling orientation meeting prior to  
beginning the program, to educate residents on program specifics and  
answer questions/concerns. The information channels mentioned above  
will be used to publicize the meeting.

4. Signs

All recycling containers and corrals will be clearly marked and visible to  
the user, indicating exactly what designated materials are to be inserted.  
The refuse hauler will provide similar signs.

5. Other Publicity and Education  
Due to continual turnover of residents, recycling will be discussed with each new resident and literature will be provided. The management office will keep residents informed of program progress, questions, changes, etc. through its newsletter.
6. Ongoing Education  
Recycling literature will be provided to all new tenants/owners, upon purchase/lease signing. For current residents, a brief survey will be conducted and recycling will be encouraged when leases are renewed/owners change.

**F. Administrative Issues:**

1. Management Support  
The property management/association will support the program through positive publicity and ongoing education. We also recognize the importance of providing properly maintained collection areas and visible signage to allow for ease of use.
2. Annual Review  
Our complex is aware of the Village's intention to hold an annual review meeting of the program and related regulations. The office management's contact person and representative of the hauler will plan to attend when given proper advance notice.

Our complex looks forward to working with the Village of Arlington Heights to achieve a successful multi-family recycling program. Please call our office at

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(office contact number)

with any comments or questions regarding our plan and its implementation.

Sincerely,

(Property Management/Owner)

# Planning & Community Development Dept. Review

November 16, 2023



## REVIEW ROUND 2

Project: Arlington Gateway – Phase I  
1, 15, and 111 E. Algonquin Rd, 2355 S. Arlington Heights Rd.

Case Number: PC 23-012

### **General:**

75. The responses to the following comments are acceptable: 1-6, 8, 10, 12, 24, 26, 28, 29, 31, 33-37, 39, 41, 48-53, 55-57, 61, 65, 66, 69, 70, and 72.
76. The response to comment #7 is noted. Based upon the revised plans, the following approvals are necessary:
- Planned Unit Development to allow an 8-story mixed use development with 24,972 square feet of ground floor commercial floor area and 301 multi-family residential units above.
  - Rezoning from the B-3, General Service, Wholesale, and Motor Vehicles District to the B-2, General Business District.
  - Preliminary and Final Plat of Subdivision approval to consolidate the subject property into one lot.
  - Variation to Chapter 28, Section 5.1-21.1d, to allow the northeast corner of the first floor to be setback 2 feet from a property line where code requires a minimum setback of 15 feet for structures three floors and less in height.
  - Variation to Chapter 28, Section 5.1-21.1d, to allow the eastern side of floors four through eight to be setback 21.1 feet from a property line, and to allow the southern side of floors four through eight to be setback 19.2 feet from a property line, where code requires a minimum setback of 50 feet for structures over three floors in height.
  - Variation to Chapter 28, Section 6.6-5.1, to allow balconies on the north side of the building to encroach .8 feet into the required 50-foot building setback and on the east and south sides of the building to encroach 16.5 feet into the required 50-foot building setback.
  - Variation to Chapter 28, Section 10.2-12.3b, to allow 4.0-foot candles along a property line adjacent to a Business District where code restricts maximum foot candles to 2.0.
77. The response to comment #9 is noted. The project narrative still references a pickle ball court. Please remove this reference. Additionally, the project narrative must be revised to include the proposed bedroom mix.
78. The response to comment #11 is noted. Future resubmissions shall include all the plan sheets (with exception to the unnecessary sheets as outlined in comment #11), not just the revised plan sheets.
79. The response to comment #13 is noted. Any approval of this project will be conditioned upon IDOT review and approval of the proposed site access on Arlington Heights Road and Algonquin Road, along with any improvements within the IDOT right-of-way.
80. The response to comment #14 is noted. Any approval of this project shall be conditioned upon the developer implementing bus stop improvements to the satisfaction of the Village of Arlington Heights and in coordination with Pace, which shall be required as part of building permit issuance.

### **Easements & Access:**

81. The responses to comments #15, #16, and #17 did not adequately address the comments. To re-iterate, please provide a summary of all easements that encumber the site, outlining what they are for (generally) and to whom



they benefit. Explain which easements benefit the subject property and can be abrogated solely by the owner(s) of the subject property without approval from outside entities/beneficiaries, and which easements will require signature/approval from other entities/beneficiaries that are not controlled by the owner(s) of the subject property. For the latter easements, provide an update on the status of discussions with these outside entities/beneficiaries relative to their approval of the proposed abrogation's. Additionally, as the proposed E/W easement along the southern side of the subject property falls outside of the boundaries of the subject property and requires approval from the owner of Lot 3 in August Busse's Subdivisions (the Guitar Center lot – 2375 S. Arlington Heights Rd), please outline the status of any discussion with that property owner relative to the proposed easement.

Prior to recording of the Final Plat of Subdivision approval, the Plat of Abrogation and Grant of New Easements shall be executed and recorded. Said document shall provide the following allowances, which shall be to the satisfaction of the Village:

- a. Perpetual ingress and egress granted to Lots 1, 2, and 3 in the Lincoln Executive Plaza Subdivision, for usage of the E/W road on the subject property and on the property abutting to the south.
- b. Perpetual ingress and egress granted to Lot 3 in August Busse's Subdivision (the Guitar Center lot – 2375 S. Arlington Heights Rd) for usage of the E/W road on the subject property.

- 82. The response to comment #18 is noted. Any approval of this project shall be conditional upon implementation of the originally proposed intersection configuration, which shall be implemented by the petitioner upon request by the Village at such time as approval is obtained from the property owners to the south/east or the petitioner acquires said property.
- 83. The response to comment #19 is noted. Please provide documentation of an executed contract for purchase of the Guitar Center site.
- 84. The response to comment #20 is noted, however, while the obelisk has been relocated to be within the subject property, the development plans still show sidewalk, flatwork, and landscaping proposed within a portion of Lot 1 of the Lincoln Executive Plaza Subdivision. Prior to Final Plat of Subdivision approval, the petitioner shall secure an easement or provide evidence of an existing easement that allows for said improvements. In the absence of this, the site improvements will need to be redesigned to be outside of this area.
- 85. The response to comment #21 is insufficient. No sidewalk easement was added to the Plat. Any approval of this project will be conditional upon providing the sidewalk easement on the Final Plat of Subdivision.

**Streetscape/Landscaping/Photometrics:**

- 86. The responses to comments #22 and #23 are noted. However, the landscape plan and photometric plan have not been coordinated. Please coordinate to ensure that all building mounted light fixtures have been accommodated within the photometric values and that the proposed landscaping is viable given the proposed pole locations.
- 87. The response to comment #25 is noted. Please see Landscape Comment #11 within the separate landscape review.

**Site/Infrastructure:**

- 88. The response to comment #27 is noted, however, the proposed lane expansion occurs on land not controlled by the petitioner. At what phase will the dual left turn lane become warranted? If warranted during any phase prior to Phase IV, then how would this improvement be implemented? Please describe the rights that the petitioner has to implement the dual left turn lane, and if none exist, outline how this will be accomplished? The exhibit did not show any the easements, right-of-way infrastructure, or alignment with the lanes on the opposite side of the street. Prior to appearing before the Plan Commission, the exhibit must be revised to include this missing information. Any approval of this project shall be conditional upon the property owner bearing 50% of the cost for design, permitting, and construction said infrastructure improvement when it is determined to be warranted, subject to IDOT review and approval if required prior to future phased development. A recapture agreement for the remaining 50% cost can be established.

89. The response to comment #30 is acceptable. Please be aware that any approval of this project shall be conditional upon the burial of these overhead line and shall be subject to IDOT and the applicable utility companies' approval.
90. The response to comment #32 is noted. Please re-evaluate the placement of the obelisk at the northeast corner of the building, which appears crowded and close to the structure with only 4' of separation. The petitioner shall make good faith efforts to secure the necessary approvals to move this element further from the building.

**Building:**

91. The recently proposed change to convert the spandrel glass along the front of the building to louvers should be re-evaluated. Please outline whether these louvers can be relocated to the interior of the site along the south side of the building.

**Parking and Traffic:**

92. The responses to comment #42-47, and #54 are noted. This development will create a parking deficit relative to both code requirements and expected parking demand should any non-retail users occupy the commercial spaces. A shared parking model for commercial parking within the garage will be necessary to accommodate for peak demand, and the garage may need to be expanded within the basement to create additional capacity. Please design and propose a shared parking format for commercial and residential parking within the garage, and reevaluate the possibility for expanding the lower level of the garage for additional parking capacity. Additional off-site parking opportunities should be explored.

**Bike and Pedestrian Access**

93. The response to comment #58 is noted. Any approval of this application shall be conditioned upon the petitioner working in good faith with the Village to explore future bicycle connections and access improvements to Busse Woods if feasible.

**Market Study:**

94. The response to comment #59 is noted.

**PUD/Construction Phasing:**

95. The response to comment #60 is not sufficient. A preliminary construction staging plan must be provided prior to Village Board review of this project.

**Plat of Subdivision:**

96. The response to comment #62 is noted. However, this project is not ready to proceed with Final Plat of Subdivision approval on November 29<sup>th</sup>. Accordingly, a version of the Plat that replaces "Final" with "Preliminary" must be provided no later than November 20<sup>th</sup>.
97. The response to comment #63 is noted. This information must be provided at time of application for Final Plat of Subdivision approval.
98. The response to comment #64 did not respond to the question. Why are there seven Owners Certificates on the Plat of Subdivision? Is the site owned by 7 different entities? The Affidavit of Ownership only listed two entities/LLC's as owners of the subject property.
99. The response to comment #67 is noted, however the Building Setback Lines must be extended around the southern and eastern sides of the site. This can be addressed at time of Final Plat of Subdivision application.
100. The response to comment #68 is noted. Please verify with the Engineering Division whether any utility easements are needed on the Plat of Subdivision. If none are required, the last 2 sentences in the Deed of

Dedication can be removed. If easements are required, the “\_\_\_\_\_” on the Plat must be filled. This can be addressed as part of Final Plat of Subdivision approval.

101. The response to comment #71 is noted. As part of Final Plat of Subdivision approval, this section will need to be filled out.
102. The response to comment #73 is insufficient. Please outline why the proposed Plat of Abrogation & Grant of New Easements contains signature lines for the Plan Commission and Village Collector. Village Board approval is only required when public utility easements are proposed for abrogation or establishment. If all easements to be abrogated are private easements, no Village Board approval shall be required. The only new easements proposed appear to be private easements for ingress/egress. Additionally, see comment # 81; do the proposed Ownership Certificates account for all owners/easement beneficiaries of the existing easements to be abrogated? The Plat of Abrogation and Grant of New Easements must be executed and recorded prior to recording of the Final Plat of Subdivision.

Arlington Gateway Development  
PC 23-012  
November 16, 2023

**Landscape Issues**

1) The response to comment #1 did not fully resolve the issue.

**Provide foundation plantings adjacent to the building where turf is proposed along Arlington Heights Road, Algonquin Road and Tonne Road.**

2) The response to comment #2 did not fully resolve the issue.

**Incorporate parkway trees that are spaced 40 feet apart within the IDOT right of way along Arlington Heights Road and Algonquin Road.**

3) The response to comment #3 is noted.

**Provide details of the crosswalks for the intersection at Arlington Heights Road and Algonquin Road and the intersection at Algonquin Road and Tonne Road prior to submitting for IDOT permit review.**

4) The response to comment #4 is noted.

**Provide details for the tinted concrete within the crosswalks and parking area. Indicate if the concrete will be stamped and provide the pattern. Include details for the proposed pavers.**

5) The response to comment #5 is noted.

**For the seat wall and pedestrian area at the southeast corner of Arlington Heights Road and Algonquin Road, develop a plan that is acceptable to the Village including the design, details, materials and colors.**

6) The to #6 has not fully resolved the issue.

**Prior to issuance of a permit provide a site furnishings package which includes decorative pedestrian light fixtures (approximately 12 feet high) within the interior of the site and along the east/west roadway.**

7) The response to comment #7 and plan revisions are acceptable.

8) The response to comment #8 and plan revisions are acceptable.

9) The response to comment #9 and plan revisions are acceptable.

10) The response to comment #10 and plan revisions are acceptable.

11) The response to comment #11 is noted.

**The screen wall on the south elevation must match the building and be constructed with similar/matching building materials. Increase the height of the wall so that the mechanical units are fully screened.**

12) The response to comment #12 is noted. Please note comment #11 above.