

November 22, 2021

**1821 N. Verde Ave.  
Van Kooten's Resubdivision  
#21-007, Round 1 – Petitioners Response**

- **Plan Commission**

- 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.
  - Petitioners acknowledge this and accepts this disclaimer.
- 12. Since a subdivision is being proposed the plans must meet all subdivision requirements. Final engineering plans for all public improvements must be approved prior to the final plat of subdivision approval. An Engineers estimate of construction cost for full site improvements is required to complete the calculation for plan review, inspection, and other fees. An Engineers estimate of construction cost for public improvements is also required to complete the calculation for the required public improvement guarantee deposit. The public improvements for this development would be curb, widening the east half of Verde Ave to Village standards, public sidewalk, street lighting and possibly storm sewer. These estimates should be submitted at least three weeks prior to the final Plan Commission meeting to allow us time to generate the fee letter and for the petitioner to assemble the proper documents.
  - Per discussions had in the zoom meeting on May 24, 2021, 1:30pm with village planners and engineers, petitioners agree to the villages request for the addition of one streetlight at the far south end of the property, storm sewer improvements for both proposed lots and to estoppel agreements for street widening, curbs and sidewalks. Petitioners agree to provide the village with Engineers estimate of construction costs for the public improvements at least three weeks prior to final Plan Commission meeting.
- 13. Final engineering plans shall be georeferenced by using State Plane Coordinate System- Illinois East.

- Petitioners will comply.
- 14. The Final Plat of Resubdivision must be reviewed and approved by Engineering prior to final Plan Commission approval. The original signed mylar Final Plat of Subdivision, containing all non-Village signatures, shall be submitted one week before the scheduled date of the final Plan Commission meeting. Village Code Section 29-209 also requires a digital copy of the plat to be provided on disk to the Village. The petitioner shall acknowledge that they accept this understanding.
- Petitioners acknowledge this and accepts this disclaimer.
- 15. No public improvement plans have been submitted. Subdivision code, Chapter 29, requires public improvements as part of the subdivision. The Village may consider an estoppel agreement provided that certain public improvements will be guaranteed for future installation.
  - Petitioners second set of preliminary engineering plans include the addition of separate storm sewer connections for each of the two proposed lots, the addition of a village approved streetlight to be erected on Verde Ave. at the south end of the proposed interior lot and an estoppel agreement for street widening, curbs and sidewalks.
- 16. Final subdivision approval will require final engineering plans.
  - Petitioners acknowledge same.
- 17. Being a two lot resubdivision, fee-in-lieu of detention is acceptable. Maximum impervious lot coverage for the proposed parcels is 50%. Attached are the Village's detention calculations showing a required volume of 8,246 cubic feet. The Village's current rate for fee-in-lieu is \$1.00 per cubic foot; therefore, the fee will be \$8,246.
  - Petitioners acknowledge this and will accept responsibility for this fee

- **Public Works**

- 18. The proposed storm sewer along the common lot line is providing drainage for both lots; however, as the resubdivision will be two separate lots and this system will be private, the drainage needed for each lot should be shown separately. a) The system(s) will be the maintenance responsibility of the homeowner. b) The storm sewer shall discharge to Palatine Frontage Road right-of-way. c) 8" perforated pipe is not permitted, private storm sewer shall be 6" solid PVC

- The petitioners second set of preliminary engineering plans include the addition of separate storm sewer designs for each of the two proposed lots, as described.
- 19. Verify and document the condition of the edge of the roadways on N Verde Ave.
  - The roadway edge of N. Verde Ave. is in very good condition. Photos labeled “Exhibit A” have been included.
- 20. Verify and document the condition of the sidewalk on Palatine Frontage Road.
  - The sidewalk on Palatine Frontage Rd. is in excellent condition and includes accessibility ramps at Verde Ave. Photos labeled “Exhibit B” have been included.
- 21. Culvert pipe for the driveways and respective maintenance will be the responsibility of the homeowner.
  - Acknowledged, note added to Preliminary Engineering Plans.
- 22. Provide culvert elevation for the property to the south.
  - No culvert was located on the Engineers topo.
- 23. There must be proper separation between the water service and the existing sewer line. Refer to the standard specifications of water and sewer installation for the State of Illinois 6th Edition or newer.
  - Acknowledged, note added to Preliminary Engineering Plans.
- 24. The water service line shall be buried at least 5.5 ft.
  - Acknowledged, note added to Preliminary Engineering Plans.
- 25. It is our understanding that the residence is on a private well. If the well is not going to be used, then the water service connection to the residence must be disconnected and verified and the well abandoned in accordance with IEPA regulations. If the well is going to continue to serve the property, a backflow device will need to be connected to protect the Village's water service.
  - Acknowledged, note added to Preliminary Engineering Plans.

- 26. If there is a septic system on the property, the septic system shall be abandoned in accordance with IEPA regulations.

- Acknowledged, note added to Preliminary Engineering Plans.

- 27. The 724.5 high point is not accurate as high point for the south side of Lot 2. Please revise.

- Acknowledged, 724.5 is not a high point. The high point was incorrectly added to the grade shot.

- **Preliminary Plat of Subdivision**

- 28. Title should be Preliminary Plat (or Final Plat) of Van Kooten's Resubdivision.

- Acknowledged

- 29. Provide a 5 ft utility easement along the south property line of Lot 2, and along the common lot line between Lots 1 and 2.

- The required 5 ft utility easements for each proposed lot have been added to the final plat

- 30. Show the westerly right-of-way for Verde Ave, and the right-of-way for Palatine Frontage Road.

- The proposed plat does show both but if required, the engineer will show Palatine Frontage Rd. on the final Engineering plans.

- 31. The plat was reviewed against the attached Preliminary Plat of Subdivision Checklist. Items # 1-6, 10 and 11 are complete. Use the checklist to complete the rest of the items.

- 7. The required 5 Foot utility easements have been added to the Final Plat.

- 8. No alley is proposed, existing streets are shown, and sidewalks respectfully will not be required.

- 9. The layout, number and area of each lot has been added to the Final Plat

- 12. The building set back lines have been added to the Final Plat

- 13. All the required owner names and last known addresses have been added to the Final Plat

- 32. For the Final Plat of Subdivision, use the attached Final Plat of Subdivision Checklist. a) Item o, the Plan Commission statement should be updated. b) Item p,

the Surveyor's statement should be updated. c) Item q, the elementary school district is Consolidated Community School District #25, Township High School District #214, Harper Community College District #512. d) Item u, provide a location to identify the address of each new lot.

- Item o, has been added to the Final Plat
- Item p, has been added to the Final Plat
- Item q, has been added to the Final Plat
- Petitioners would request addresses of “**1823 N. Verde Ave.**” for proposed Lot 2 and “**1831 N. Verde Ave.**” for proposed Lot 1. Blocks have been provided for the addition of addresses to the Final Plat.

- 33. Add the utility signature blocks.

- Utility signature blocks have been added to the Final Plat

- **Arlington Heights Fire Dept.**

- No Comments were submitted for Round 1

- **Arlington Heights Police Dept.**

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

- Petitioners acknowledge same.

- 2. Are lighting requirements adequate? Lighting should be up to Village of Arlington Heights code. The exterior of the residence should be illuminated especially during nighttime hours for safety, to deter criminal activity and increase surveillance/visibility- potentially reducing theft, trespassing, vandalism and other criminal activity.

- Petitioners acknowledge same.

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

- Petitioners acknowledge same.

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

- Petitioners acknowledge same.

- 5. Traffic problems that may be created by the development. This development should not create any additional traffic problems.
  - Petitioners acknowledge same.
- 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.
  - Petitioners have submitted an emergency contact card with the Village Arlington Heights Police Dept. Copy labeled “Exhibit C” has been included.
- **Health Services Dept.**
  - No comments were submitted for Round 1
- **Planning and Community Development Dept.**
  - 7. The following approvals have been requested: a. Preliminary & Final Plat of Subdivision to subdivide two lots into two lots. b. Rezoning of the subject property from the R-1, One Family Dwelling District to the R-3, One Family Dwelling District. c. Variation from Chapter 28, Section 5.1-3.1, Minimum Lot Size, to allow a 68.5’ wide lot where 75’ wide lots are required. d. Variation from Chapter 29, Section 29-307b.2., to allow a 68.5’ wide lot where 75’ wide lots are required.
    - Petitioners agree that items a. – d. are indeed the requested approvals.
  - 8. Please note that the Final Plat, as approved by the Engineering Dept., must be printed on mylar and submitted to the Village, with signatures obtained from all parties except those to be coordinated by the Village, no less than one week prior to the tentative May 26th Plan Commission hearing date. If this requirement cannot be met, you can proceed with Preliminary Plat approval, with Final Plat approval obtained at a future date (i.e. a separate Plan Commission meeting would be needed). Please note that no public notice is required for Final Plat of Subdivision approval. Should you end up proceed in with Preliminary Plat approval only, an electronic copy of the Plat which reads “Preliminary” will be required one week prior to the Plan Commission hearing.

- Acknowledged and noted.
- 9. Please note that it appears you are proceeding with Preliminary Plat of Subdivision approval at this time. Should you be intending to combine preliminary and final plat approval into one process, as outlined in comment #8 above, please coordinate with the Engineering Division to determine what additional plans may be needed.
  - Acknowledged and noted.
- 10. Please note that payment of all applicable engineering fees and the provision of all surety bonds, public improvement deposits, and maintenance guarantees must be provided one week prior to appearing before the Village Board for Final Plat approval.
  - Acknowledged and noted.
- 11. The Wheeling Township Assessor's office is in the process of compiling a list of all PIN #'s of property within 250' of the subject property. This list will be provided to you under separate cover and you must use the method as described by the township office to look up the property owner information for each of the PIN's on the list. Please note that the public notification letter must go to the taxpayer of record of each PIN, and not to the actual property address of the PIN. Please provide a draft of the notification letter to me at your convenience (see zoning application for a template to follow for said letter).
  - Petitioners acknowledge and will comply
- 12. Please note that a Design Commission application will be required for any proposed home on the newly consolidated lot.
  - Acknowledged and noted.
- 13. Impact fees will be due in accordance with Chapter 29 at time of permit issuance for any new home within the proposed subdivision
  - Acknowledged and agreed.
- 14. A Linkage fee for each lot, in accordance with Article XVII (Inclusionary Housing Ordinance) of Chapter 7 of the Municipal Code, shall be required.
  - Petitioners acknowledge and agree.
- 15. Please make sure all revised plans are labeled with a revision date.

- Acknowledged and completed.
- 16. A neighborhood meeting shall be required prior to appearing before the Plan Commission. Please contact me for further details.
  - Petitioners acknowledge same and will comply.
- 17. All structures on the property must be demolished within six months of Village Board approval of the Final Plat of Subdivision.
  - Petitioners acknowledge same and will comply.
- 18. The required minimum side yard setbacks for are 10% of the lot width. Please revise the Final Plat document and engineering plans to show the required 9' side yard setback (south) for Lot 1, and the 7' required side yard setback (north and south) for Lot 2.
  - The required minimum side yard setbacks have been added to the Final Plat.
- 19. The required minimum exterior side yard setbacks for Lot 1 is 31.4'. Please revise the plat to show the required exterior side yard setback (north) for Lot 1. The setback shall include an asterisk that refers to a note elsewhere on the plat that reads "The actual required exterior side yard building setback line may be less than or greater than 31.4' as prescribed in the Arlington Heights Municipal Code. Specifically, Section 5.1-3.2(c) of Chapter 28 allows the exterior side yard setback to be calculated based on the average of the existing setbacks of the frontage when 40% or more of the frontage is developed with yards of more than 10 feet in depth. If this code section is no longer applicable, the required setback shall be based on current code requirements."
  - The required minimum exterior side yard setback for Lot 1 has been added to the Final Plat.
- 20. The required minimum front yard setbacks for Lot 1 and Lot 2 is 39.1'. Please revise the plat to show the required front yard setback (west) for both lots. The setback shall include an asterisk that refers to a note elsewhere on the plat that reads "The actual required front yard building setback line may be less than or greater than 39.1' as prescribed in the Arlington Heights Municipal Code. Specifically, Section 5.1-3.2(a) of Chapter 28 allows the front yard setback to be calculated based on the average of the existing setbacks of the frontage when 40% or more of the frontage is developed with yards of more than 15 feet in depth. If this code section is no longer applicable, the required setback shall be based on current code requirements."



- The required minimum front yard setback for both Lot 1 and Lot 2 with asterisk and separate note has been added to the Final Plat.
- 21. The required 30' rear yard setback shall be shown on each lot.
  - The required minimum rear yard setback for both Lot 1 and Lot 2 has been added to the Final Plat.
- 22. The Plat of Subdivision shall be revised so that each proposed lot includes a square footage measurement.
  - A square foot measurement for each proposed lot has been added to the Final Plat.
- 23. Is the County Board Commissioner signature block necessary?
  - The County Board Commissioner signature block has been removed from the Final Plat.
- 24. Please provide the required public infrastructure as identified within the Engineering Division review comments, or work out details on an acceptable Estoppel Agreement, if applicable.
  - Petitioners agree to the addition of one streetlight at the far south end of the property, storm sewer improvements for both proposed lots and to work out the details of an estoppel agreement for street widening, curbs and sidewalks.
- 25. Regarding the Deed of Dedication, since no date is proposed, you can remove the middle paragraph, which starts with "The forgoing covenants...." and ends with "... full force and effect."
  - The middle paragraph of the Deed of Dedication has been removed from the Final Plat.

- **Landscape & Tree Preservation**

- It is recommended that any existing trees be preserved where feasible
  - Petitioners agree to preserve existing trees where feasible.