

# MEMORANDUM

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**TO:** Randy Recklaus, Village Manager

**FROM:** Bill Enright, Deputy Director Planning and Community Development

**DATE:** March 3, 2016

**RE:** Village Board – March 7, 2016  
Early Review: Heart's Place  
120 E. Boeger Drive

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Please find attached information regarding Heart's Place as proposed by Up Development LLC. Included is a letter from Jessica Berzac dated February 1, 2016, requesting early review by the Village Board. Also included is a concept site plan and building elevations and a project narrative and affordability rental rates.

The Early Review Process, instituted by the Board in March 2001, allows developers, under certain circumstances consistent with the stated Guidelines for Early Review (see attached), to present projects to the Board in order to gauge the acceptability of development proposals. It should be understood that the results of the Village Board Early Review do not commit the Village to approving or denying a development proposal if and when the proposal moves through the review process. It is simply an opportunity for a developer to obtain a degree of preliminary feedback from the Board.

## ***Project Background***

Up Development has indicated that they have the property under control in order to proceed with a Plan Commission application. The proposal includes 16 apartment units for Permanent Supportive Housing serving persons with disabilities. Supportive services on site would include providing life skills, employment support, and case management. More information can be found in the attached "Heart's Place Narrative". The petitioner has indicated that they will meet or exceed the Village's Affordable Housing Guidelines (see attached "Affordability and Project Rental Rates").

Previously in 2010, Boeger Place, a 30 unit development which required several variations including density and parking, was denied by the Board.

## ***Comprehensive Plan and Zoning***

The petitioner's site plan indicates the proposed zoning as R-6 Multi Family. However, given the support services provided, the proper zoning classification for this use would be Institutional. The proposal is not consistent with the Village's Comprehensive Plan which designates the site as Commercial, therefore an amendment to the Comprehensive Plan to Institutional is required. In addition the west half of the site is zoned B-1 and the east half B-2, therefore rezoning to Institutional and a Planned Unit Development is required.

The density requirements for Institutional would permit 16 units on this site, which is what the petitioner is proposing. The petitioner's site plan indicates 25 parking spaces with an additional 8 spaces landbanked if needed. Therefore 33 spaces can be provided and 32 are required for the residential units. Parking shall be required for any office space at 1 space per 300 square feet, therefore the petitioner shall clarify where on site services shall occur. Institutional requires a minimum zoning district size of 2.0 acres. This site is 0.927 acres therefore a variation is required. In addition Institutional zoning district's less than 4 acres must have frontage on a

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street classified at least as Collector on the Arlington Heights Thoroughfare Plan. This property fronts a local street, therefore a variation is required. Other variations may be required once full size to scale plans are provided, although it appears that the setback requirements are being met.

Storm water detention will be required for the site per current Village requirements.

**Current Request**

- 16, 2 bedroom residential units for Permanent Supportive Housing in a 2 floor building with 33 parking spaces.

**Key Issues**

The petitioner shall provide a full summary of how the proposed supportive housing meets the Village's Housing Goals as outlined in the Village's Consolidated Plan. In addition, Staff will conduct a full zoning code analysis once full sized and to scale plans are submitted. Staff would also recommend moving the gazebo to an area not within the landbanked parking area in order to facilitate installation of the landbanked parking in the future if needed.

**Conclusion**

It is recommended that the Village Board evaluate the conceptual site plan and preliminary information available at this time and provide preliminary feedback regarding the proposed development.

***Guidelines for Early Review of Development Proposals by Village Board of Trustees***

The following are guidelines for appearing before the Village Board as part of an early review process for development proposals. The guidelines suggested are as follows:

1. Development proposals which are not consistent with the Village of Arlington Heights Comprehensive Plan Land Use Map.
2. Planned Unit Developments in the Central Business District.
3. Land Use Variations pertaining to uses.
4. Planned Unit Developments and rezonings (of 10 or more dwelling units for residential proposals) which seek variations of 25% or greater to the allowed density (measured by FAR and/or dwelling units allowed) and/or height requirements.
5. Development recommended for denial by Staff Development Committee.
6. Any other projects as the Village Managers deems unique enough to warrant early review by the Village Board.

Developers seeking early review must at least meet one of the above guidelines.

Developers must request early review, in writing, to the Village Manager, stating the nature of the development proposal and how it meets one or more of the guidelines. The Village Manager shall, at his/her discretion, determine if and when the development proposal shall be presented to the Village Board for early review. In addition, 12 sets of the conceptual site plan (to scale on 24" x 36" blueprint) indicating location of buildings, parking areas, driveways, etc., shall be submitted for distribution of the Village Board.

It should be understood by all that the results of the Village Boards early review do not commit the Village to approving or denying a development proposal if and when the proposal moves through the review process.