


Plan Review

Address: 1706 W. Northwest Highway
Marathon Gas Station/Convenience Store
Special Use Permit for Automobile Service Station with
Convenience Mart
P.C. 16-016 Round 1

Submitted to: Sam Hubbard, Planning

Submitted by: David Robb, Disability Services Coordinator
(847) 368-5793 

Date: June 29, 2016

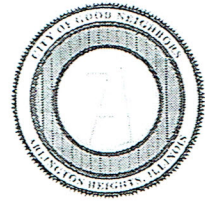
Re: Illinois Accessibility Code (IAC) Effective April 1997
<http://www.illinois.gov/cdb/business/codes/pages/illinoisaccessibilitycode.aspx>

Sheet A-1

1. Relocate the "Reserved Accessible Parking Space" to the parking space closest to the accessible entrance. See IAC Section 400;.310(c)(2).
We provide in construction documents
2. Provide a service counter in compliance with Section 400.320(h)(1)(a)
We provide in construction documents
3. Ensure reach ranges for the "Coffee Station" comply with IAC Section 400.320(l)(6) in accordance with Section 400,220(e and f) and 400.Illustration B., Figures 6 and 54.
We provide in construction documents

Planning & Community Development Dept. Review

June 29, 2016



REVIEW ROUND 1

Project: Marathon Gas Station with Convenience Store
1706 W Northwest Highway

Case Number: PC 16-016

General:

7. Per staff research, the subject property has never been granted a Special Use Permit to allow the existing Automobile Service Station. As the property owner intends to remodel the existing auto service station to remove the repair portion of the facility and replace it with a larger convenience store, a Special Use Permit is required. Section 5.5-1 of Chapter 28 classifies Automobile Service Stations as a Special Use within the B-2, General.
Existing service station no special use permit issued at this location. Submitting documents for the special use permit
8. Please clarify what mechanical units will be located on the ground, and indicate their location on the site plan. Screening of all mechanical units is required.
I Revised on date ;07/06/2016
9. Will any exterior items be sold, including ice, propane, firewood, windshield fluid, etc.? Please indicate the location of any outdoor storage on the site plan.
We will be revised and submitting in construction documents.
10. Please provide information regarding the proposed refuse collection and delivery schedule (gasoline items and the items for sale in retail portion of the facility).
Once in a week depend on Gas Sales.
11. A Design Commission application is required for this project. Please submit a Design Commission application as soon as possible. The Design Commission approval must come prior to the Plan Commission approval, so failure to initiate the Design review process may delay appearance at the tentative Plan Commission hearing on July 27th.
Submitted on date ;07/12/2016

Site/Landscaping:

12. The Plat of Survey is not to scale. Please provide a measurement from the rear of the building to the rear property line on the Plat of Survey, and provide a Plat of Survey that is to-scale. Additionally, the Plat of Survey is indicating that there is a public alley in the rear of the site. This alley was vacated via Doc. 0534219020. The Plat of Survey and site plan should be revised to address the property boundaries given that the alley has been vacated.
Yes we will be revised and submitting in construction documents.
13. Please develop a plan for the rear of the site, including how the existing alley will be integrated within the development. Please work with the neighbor on the other side of the alley to develop a plan for this area.
Yes we will be revised and submitting in construction documents.
14. Please clarify the boundaries of the pump islands. On the Plat of Survey, it appears that there are 4 pump islands; on the site plan there only appears to be two pump islands. If pumps will be removed, please clarify this. If the pumps will remain as is, please revise the site plan to show the 4 existing pump islands as per the Plat of Survey.
Revised on date ;07/06/2016
15. Dumpster enclosure should be moved back so that it is behind the rear of the building (please see the attached graphic at the end of this review.) Additionally, the materials of the enclosure should be revised so that they match the materials of the building.

Revised on date ;07/06/2016

Race and Arlington Heights Rd. This may allow additional parking and/or landscaping to be installed in this area (see attached graphic). This would also allow for the addition of parkway trees.

Revised on date :07/06/2016

22. The required parking for the subject property is calculated in the below table. Please provide the total number of peak employees that will be present on the subject property. Once this figure is provided, staff can determine the total number of parking spaces for the site. Since one space per employee is required for each employee, the total number of parking spaces on the site must increase, or the subject property must be approved for a variation.

Revised on date :07/06/2016

23. The location of the handicap parking space needs to be relocated to the closest accessible entrance. See review comments from Health Dept.

ADDRESS	TENANT	CODE USE	GROSS SQUARE FOOTAGE	NUMBER OF EMPLOYEES	NUMBER OF SERVICE BAYS	PARKING REQUIREMENT	PARKING REQUIRED
1706 W. Northwest Highway	Marathon Gas Station	Retail Store	1,307	N/A	N/A	1 per 300 sq. ft.	4
		Auto Service Station	N/A	Unknown	0	1 per employee plus 3 per service bay	Unknown. Depends on Number of Employees
Total Required							4
Total Provided							4
Surplus / (Deficit)							Deficit Based on # of employees

Handicap Parking Required	1
Handicap Parking Provided	1

- SEE ATTACHED GRAPHIC ON NEXT PAGE -

Marathon Gas Station
1706 W. Northwest Highway
PC 16-016
July 1, 2016

Landscape Issues

- 1) The ends of all parking rows must include a landscape island, which contains a 4" caliper shade tree (Chapter 28, Section 6.16-1.2b).
- 2) Per Chapter 28, Section 6.15-1.2a, a three foot high screen must be provided in order to screen the parking/paved areas that are adjacent to the public way. Provide a three foot high screen along Northwest Highway and Race Avenue.

Will be Revised in permit construction drawing.

- 3) Provide landscaping at the base of the ground sign in the southwest corner. Per Chapter 30, landscaping is required at the base of ground signs. Extend the proposed landscape island along the west property line to the south and incorporate the ground sign within the island.

Will be Revised in permit construction drawing.

- 4) Along the rear property line, adjacent to the residential district, provide 6' high landscaping that provides year round opacity and/or a 6 foot high solid fence (Chapter 28, Section 6.15).

N/A

- 5) It is recommended that the area on the northwest side and north side of the building be converted to open greenspace.

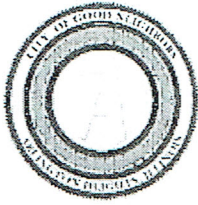
Will be Revised in permit construction drawing.

- 6) The proposed landscaping at the corner of Race and Northwest Highway will obstruct site lines. Within the island it is recommended that a mix of salt tolerant/drought tolerant plant material that will not exceed three feet in height be incorporated in this area.

Will be revised in permit construction drawing.

- 7) Overall the landscaping is minimal and additional landscaping should be provided. The area in the rear of the building is in need of attention. Incorporate foundation plantings along the north and west elevation. The trash enclosure must be fully screened.

Will be revised in permit construction drawing.



**Village of Arlington Heights, IL
Building Services Department
Fire Safety Division**

33 S. Arlington Heights Rd., Arlington Heights, IL 60005
(847) 368-5560 · FAX (847) 368-5975 · www.vah.com

**To: S. Hubbard, Development Planning
A. Larson, A.H.F.D.**

**Re: 1706 W. Northwest Highway
PC#16-016**

The following is provided in response to your request for review and comment regarding the proposed Plan Commission case for the subject property.

I have no concerns/objection for approval of a Special Use Permit for Automobile Service Station and Convenience Mart under the following conditions:

1. All current Codes and State Regulations regarding storage and use of flammable and combustible liquids shall be adhered to.
2. Should the owner choose to not use the fuel pumps for fuel delivery, requirements of the Fire Code mandate that the existing fuel tanks meet certain criteria based on the amount of time the tanks would be considered to be abandoned.

After Renovation all pumps and gas sales to continue to be use

Following is information from the International Fire Code of those requirements. This list is NOT inclusive of all regulations that may apply:

- a. Tanks taken out of service shall be removed in accordance with Section 3404.2.14, or safeguarded in accordance with Sections 3404.2.13.1 through 3404.2.13.2.3 of the 2009 International Fire Code. and API 1604.
- b. Underground tanks temporarily out of service shall have the fill line, gauge opening, vapor return and pump connection secure against tampering. Vent lines shall remain open and be maintained.
- c. Underground tanks not used for a period of 90 days shall be safeguarded in accordance with all the following or be removed.
 1. Flammable or combustible liquids shall be removed from the tank.
 2. All piping, including fill line, gauge opening, vapor return and pump connection, shall be capped or plugged and secured from tampering.
 3. Vent lines shall remain open and be maintained

After Renovation all pums and gas sales to continue to be use

d. Underground tanks that have been out of service for a period of one year shall be removed from the ground, or abandoned in place in accordance with the following:

1. Flammable and combustible liquids shall be removed from the tank and connected piping.
2. The suction, inlet, gauge, vapor return and vapor lines shall be disconnected.
3. The tank shall be filled completely with an approved inert solid material.
4. Remaining underground piping shall be capped or plugged.
5. A record of tank size, location and date of abandonment shall be retained
6. All exterior above-grade fill piping shall be permanently removed when tanks are abandoned or removed.

After Renovation all pumps and gas sales to continue to be use.

Other local, state or federal regulations may also apply.

Should you have additional questions feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Don Lay", with a stylized flourish at the end.

Don Lay, M.B.A, C.F.I.
Fire Safety Supervisor

Memorandum

To: Sam Hubbard, Planning and Community Development
From: Cris Papierniak, Assistant Director of Public Works
Date: July 5, 2016
Subject: 1706 W. Northwest Highway P.C. #16-016 revised

With regard to the proposed construction, I have the following comments:

1. The addition of a food preparation area may require a grease trap.
It will be revised and prepacked incorporated in building permit drawing.
2. The existing domestic service may need to be increased in diameter to meet the minimum plumbing flow requirements.
It will be revised and prepacked incorporated in building permit drawing.
3. An approved RPZ will need to be installed once the water service diameter is determined.
It will be revised and prepacked incorporated in building permit drawing.
4. Upon completion of renovations, please verify and correct any defects to the existing sidewalk to meet existing Village code.
It will be revised and prepacked incorporated in building permit drawing.

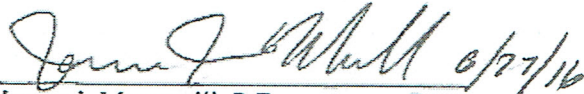
"ALL PREPACK FOOD"

Thank you for the opportunity to comment on this permit application.

C: file
LF

PLAN COMMISSION PC #16-016
Marathon Gas Station/Convenience Store
1706 W. Northwest Highway
SU-Auto Service Station with Convenience Mart
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.
Yes we do
12. Plans are acceptable for Special Use approval; however, permit submittal will require engineering plans including grades to show existing and proposed drainage patterns.
Yes we do
13. Site plan shows two pump islands, but the ALTA survey shows four pump islands
Revised drawing date :07/06/2016
14. When on-site lighting is proposed, provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all roadway, parking lot, and building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted. Will be revised in construction documents.
15. Provide an exhibit to engineering scale showing the turning path of the Fire Department's responding vehicle, in this case the tower truck. Exhibit must show front and rear wheel paths and the extent of the front and rear overhangs, as provided in an "Autoturn" exhibit. The vehicle shall be shown maneuvering through the site in all possible directions of travel. Attached are the specifications for the tower apparatus. Will be revised in construction documents.
16. Consider including bicycle racks in development plan to encourage alternate modes of transportation for employees and patrons.
Will be revised in construction documents.


James J. Massarelli, P.E. Date
Director of Engineering

Attachments:

Fire Apparatus Tower 131 Specifications (1 page)

RECEIVED
JUN 27 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT



Arlington Heights Fire Department Plan Review Sheet

P. C. Number _____

Project Name _____

Project Location _____

1706 W NWHWY

Planning Department Contact _____

Sam Hubbard

General Comments

Due to the poor quality drawings and limited information provided the fire department has no comment at this time. Future comments may come once better and more accurate information is provided.

NOTE; PLAN IS CONCEPTUAL ONLY SUBJECT TO DETAILED PERMIT DRAWING

Date _____

July 1, 2016

Reviewed By: _____

LT. Andrew Larson

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Marathon Gas Station/ Convenience Store
1706 W. Northwest Highway
PC 16-016
Round 1

Review Comments

06/28/2016

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.

3. **Present traffic problems?**

There are no apparent 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.

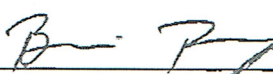
6. **General comments:**

-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.

- Landscaping should provide open sightlines to increase natural surveillance and avoid creating ambush locations. Will be Revised on permit drawing.

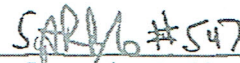
- Consider posting no trespassing / loitering/ no un-authorized use signage. The Arlington Heights Police Dept. has and utilizes trespass warning forms under qualifying circumstances when requested by property management.

Will be revised on permit drawing.

 #272

Brandi Romag, Crime Prevention Officer
Community Services Bureau

Approved by:

 #547

Supervisor's Signature

RECEIVED
JUN 28 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

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: tmorales@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

Print Form (To Mail)

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.

Name (Firm or Residence)

MARTHON GAS STATION

Address/City

1706 West northwest hwy, Arligton HTS

Telephone Number

773-671_9864

Date Information Obtained

7/23/2016

IN CASE OF EMERGENCY PLEASE CALL:

Contact #1

Name

Steve chakko

Address/City

1706 west northwest hwy, Arligton HTS

Telephone Number

773_671_9864

Cell Number

Contact #2

Name

jaybi

Address/City

1706 west northwest Hwy, Arligton HTS

Telephone Number

773_510_8839 Cell

Cell Number

773_510_8839 Cell

Alarm System

☐ No

☐ Yes

Phone number:

Alarm Company Name

After renovation we will provide company name and phone number with copy of contract