



Village of Arlington Heights Building Services Department

Interoffice Memorandum

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

From: Deb Pierce, Plan Reviewer, Building Services Department

Subject: Windsor Elementary School, 1315 E. Miner St., Amendment to Ordinance #90-082, Parking Variation, Setback Variation and Impervious Surface Variation

PC #: 16-026 – Round 2

Date: January 13, 2017

Sam:

I have reviewed the revised documents submitted for the above referenced project and have no additional comments.

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PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT



Village of Arlington Heights, IL
Department of Building Services

Fire Safety Division



Date: 1/11/2017

P.C. Number: #16-026 Round 2

Project Name: Windsor School Addition

Project Location: 1315 E. Miner St.

Planning Department Contact: Sam Hubbard, Planning and Community Development

General Comments

1. Revised plans appear to show that new pavement will be installed along the west side of the building to provide fire department access. Pavement must meet requirements to accommodate the weight of firefighting apparatus. The pavement must be able to support the weight of the truck through the entire travel distance. Provide a clear drawing showing the measurements and type/pavement strength the entire distance of proposed travel to include an overlay of the A.H.F.D. apparatus.

NOTE: PLAN IS CONCEPTUAL ONLY SUBJECT TO DETAILED PLAN REVIEW

Date 1-11-17

Reviewed By: 
Fire Safety Supervisor

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

Windsor School – 1315 E. Miner St.

PC#16-026

Round 2

Round 2 Review Comments

01/11/2017

1. Character of use:

The character of use should not be problematic.

2. Are lighting requirements adequate?

Lighting should be up to the Village of Arlington Heights code. There does not appear to be adequate lighting of the exterior of the building, especially the rear(south and east sides) near. This area 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. Special attention should be given to illuminating the playground and the surrounding area. There have been numerous calls for police service over the years- in regards to alcohol consumption, trespassing and vandalism at this location.

3. Present traffic problems?

Currently there are several reported traffic issues with student drop-off and pick-up on Windsor Dr. It may be beneficial to create a new drop off area in the Northwest parking lot which appears to be bigger than the previous lot. This could potentially reduce congestion on Windsor and provide a safer drop off/pick-up area / procedure for parents and students.

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.

Please provide a detailed map regarding anticipated drop-off and pick-up procedures/times to highlight whether it will create additional traffic problems.

6. General comments:

-During times where snow is piled up on the parkways, children have to climb over snow banks to access the school property- creating a hazard.

-There needs to be access control measure taken to restrict access to enclosed courtyard- there have been issues at this building with juveniles accessing the rooftop and courtyard by climbing downspouts, ladders, pipes.

 #235
Rick Veenstra, School Resource Officer
Community Services Bureau

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**PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT**



Arlington Heights Fire Department Plan Review Sheet

P. C. Number 16-026

Project Name

Windsor School Addition

Project Location

1315 E. Miner Street

Planning Department Contact Sam Hubbard

General Comments

Round 2

No new comments at this time.

**NOTE: PLAN IS CONCEPTUAL ONLY
SUBJECT TO DETAILED PLAN REVIEW**

Date Jan18, 2017

Reviewed By:

LT. Mark Aleckson

Arlington Heights Fire Department



Planning & Community Development Dept. Review

January 18, 2017

REVIEW ROUND 2

Project: 1315 E. Miner Street – School District 25
Windsor Elementary School

Case Number: PC 16-026

General:

30. The responses to comments #7-#13, #15-#26, and #29 are acceptable.
31. The response to comment #14 is noted but does not address the comment. To reiterate, the comment asked to show on sheet C2.1 **the proposed setback of the building addition to the property lines**. The revision to the plans only showed the required building setbacks. In other words, please indicate how far the southern classroom addition will be located from the east and south property lines, and how far the gym addition will be located from the north and west property lines.
32. The response to comment #27 is noted. Relative to parking, please clarify the following: According to the Parking Study, staff has been projected to grow from 88 employees to 93 employees to accommodate the increase in expected enrollment from 509 students to 518 students, which will occur "over a period of several years". However, during the Design Commission hearing on 1/10/17, Superintendent Lori Bein stated that enrollment is expected to increase to a total of 595 students within 5 years. If parking is already close to capacity (Parking Study stated that during the May survey the existing 89 space parking lot was 92% occupied), and if enrollment is actually expected to grow to 595 students within five years, then an increase in the size of the parking lot by only 1 space will not be sufficient to accommodate the future growth in students and the associated growth in staff. Finally, if we assume that the 5-year projection on future enrollment at 595 students is correct, ITE data indicates that an elementary school with 595 students would need a 101 space parking lot during peak demand. Please provide an analysis of the auxiliary parking area between Windsor School and Miner school to show that adequate overflow parking exists in this area to provide sufficient parking for the expected growth within Windsor School.
33. The response to comment #28 stated *"Per Section 3.2-160, a car overhang area of the parking space of no more than one foot six inches in length is not required to be hard surface. When include 1.5' of overhang to the proposed 18.5' length stall a total of 20' is provided. No revisions have been made at this time."* While this section allows for the length of a parking **stall** to be decreased by 1.5' when a 3' overhang is provided, Section 11.2-7 requires the entire parking **row** to be no less than 20' in length when 60° angled one-way parking is provided. Therefore, a Variation would be required. Staff recommends revising the plan to provide for the code required 20' parking row length.
34. Staff has concerns with circulation within the parking lot. Specifically, if a car enters on the parking lot via the "entrance only" western access drive and proceeds south through the parking lot only to find that all four parking rows are occupied, this automobile would then have to leave the site and travel onto Miner Street in order to return to the parking lot to search for open spaces within the parking area between Miner School and Windsor School. The parking lot should be designed to allow circulation through all parking areas without requiring a car to return onto a public street in order to access other areas of the parking lot.
35. The application fee of \$2,150 has not yet been received. Please provide this fee as soon as possible.

Prepared by: