



# Village of Arlington Heights Building Services Department

## Interoffice Memorandum

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**To:** Sam Hubbard, Development Planner, Planning and Community Development  
**From:** Deb Pierce, Plan Reviewer, Building Services Department  
**Subject:** 620 S Beverly Lane – Preliminary and Final Plat of Subdivision  
**PC#:** PC 17-003  
**Date:** February 6, 2017  
**Sam:**

I have reviewed the documents submitted and do not have any comments or objections to the proposed Plat of Subdivision.

**RECEIVED**  
FEB 06 2017  
PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

Petition #: P.C. 17-003  
 Petitioner: Leslie A. Karr Trust  
9611 Foster Ave.  
Schiller Park, IL 60176  
 Owner: Leslie A. Karr Trust  
9611 Foster Ave.  
Schiller Park, IL 60176  
 Contact Person: Stephen G. Daday  
 Address: 2550 W. Golf Rd., Ste 250  
Rolling Meadows, IL 60008  
 Phone #: 224-265-4337  
 Fax #: 847-590-9825  
 E-Mail: sdaday@kdaolaw.com

P.I.N.# 03-32-401-034-0000  
 Location: 620 S. Beverly Lane  
 Rezoning:        Current:        Proposed:         
 Subdivision: Karr Resubdivision  
 # of Lots: 3 Current: 3 Proposed: 2  
 PUD:        For:         
 Special Use:        For:         
 Land Use Variation:        For:         
 Land Use: Residential Current: Residential  
 Proposed: Residential  
 Site Gross Area:         
 # of Units Total:         
 1BR:        2BR:        3BR:        4BR:       

(Petitioner: Please do not write below this line.)

INSPECTIONAL SERVICES

*No. COMMENTS -*

*N. May* *July 1, 17*  
 Director Date

## Memorandum

To: Sam Hubbard, Planning and Community Development

From: Cris Papierniak, Assistant Director of Public Works

Date: February 13, 2017

Subject: 620 S Beverly Lane, P.C. #17-003

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

- 1) When the existing house is demolished, all water and sewer services must be abandoned at the respective mains.

If you have any questions, please feel free to contact me.

C. file

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PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

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1. PUBLIC IMPROVEMENTS

REQUIRED:	YES	NO	COMMENTS
a. Underground Utilities			
Water			X
Sanitary Sewer			X
Storm Sewer			X
b. Surface Improvement			
Pavement			X
Curb & Gutter			X
Sidewalks			X
Street Lighting			X
c. Easements			
Utility & Drainage	X		
Access			X

**RECEIVED**  
 FEB 10 2017  
 PLANNING & COMMUNITY  
 DEVELOPMENT DEPARTMENT

2. PERMITS REQUIRED OTHER THAN VILLAGE:

- a. MWRDGC             b. IDOT
- c. ARMY CORP             d. IEPA
- e. CCHD

	YES	NO	COMMENTS
3. R.O.W. DEDICATIONS?		X	
4. SITE PLAN ACCEPTABLE?		X	
5. PRELIMINARY PLAT ACCEPTABLE?			N/A
6. TRAFFIC STUDY ACCEPTABLE?			N/A
7. STORM WATER DETENTION REQUIRED? .....	X		FEE-IN-LIEU
8. CONTRIBUTION ORDINANCE EXISTING? .....		X	
9. FLOOD PLAIN OR FLOODWAY EXISTING? ...		X	
10. WETLAND EXISTING? .....		X	


GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: MANHARD CONSULTING  
 DATE OF PLANS: 1-30-17

Joan J. Mull 2/9/17  
 Director Date

**PLAN COMMISSION PC #17-003**  
**Scarsdale Resubdivision of Lots 663-665**  
**620 S. Beverly Lane**  
**Final Plat of Subdivision**  
**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.
12. All applicable public improvements already exist. Public sidewalks are not required in the Scarsdale Subdivision. Final engineering plans are needed to ensure adequate drainage can be maintained and to show the proposed top of foundation elevations for the proposed homes. An Engineers estimate of construction cost is required to complete the calculation for plan review, inspection, and other fees. This estimate 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.
13. The Final Plat of Subdivision must be reviewed and approved by the Engineering Department 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.
14. Stormwater detention is required for all new subdivisions. For small 2-lot subdivisions like this, a fee in lieu of detention is acceptable. The required detention volume of 5,020 cu. ft., as calculated by the petitioner and verified by the Village, is acceptable. The assumption of using the 50% max impervious area is the correct method. This will account for future patios, sheds, etc. At the rate of \$1.00 per cubic foot, the fee in lieu of detention will be \$5,020.00. Clearly show the overflow route for the site.
15. The plat was reviewed against the attached Final Plat of Subdivision Checklist. Please address the following items:
  - a. Item c: Although it mentions it in the surveyor's certificate, add "Set Iron Pipe" labels at the new center lot line corners.
  - b. Item f: Tie the subdivision to the ¼ section line at the centerline of Fairview Street.
  - c. Item h: Add 5' wide public utility and drainage easements to the north lot line of Lot 1 and the south lot line of Lot 2.

  
James J. Massarelli, P.E.                      2/9/17  
Director of Engineering                      Date

Attachments:

- Final Plat of Subdivision Checklist (3 pages)
- Contacts for Plat Signatures (1 page)

**Final Plat of Subdivision Checklist**  
**Municipal Code Section 29-209(a – t)**

- a. The date of preparation of the final plat and by whom prepared.
- b. The boundary of the plat, based on accurate traverse, with angles and lineal dimensions.
- c. All permanent survey monuments, markers and bench marks. *set 1/8 at new property corner*
- d. Exact location, width and name of all streets within and adjoining the plat, and the exact location and widths of all cross walkways.
- e. True angles and distances to the nearest established street lines or official monuments, not less than three.
- f. Municipal, township, county and section lines accurately tied to the lines of the subdivision by distances and angles. *Tie to 1/4 section line at Fairview Dr.*
- g. Radii, internal angles, points and curvatures, tangent bearings and lengths of all arcs.
- h. All easements for rights of way established for public use and utilities.
- i. All lot numbers and lines, with accurate dimensions given in hundredths of feet.
- j. Accurate outlines and legal descriptions of all areas dedicated or reserved for public use, with the proposed uses indicated thereon; and all areas to be reserved by deed covenant for the common use of all property owners; together with the proposed uses indicated thereon.
- k. The text of protective covenants, approved by the Plan Commission, relating to the proposed subdivision.
- l. An endorsement by the County Clerk in the form acceptable to Cook County, that there are no delinquent, forfeited, foreclosed or purchased general taxes, or unpaid current general taxes, against the land proposed to be subdivided.
- m. A summary of all restrictions applicable to any part of such subdivision concerning building restrictions, use restrictions, building setback lines and similar matters.
- n. A deed of dedication in the form set forth in Section 29-217(a):  
The Final plat shall contain a deed of dedication substantially as follows:

"We, the undersigned, (Names), owners of the real estate shown and described herein, do hereby lay off, plat and subdivide said real estate in accordance with the within plat. This subdivision shall be known and designated as (Name), an addition to the Village of Arlington Heights, Cook County. All streets and alleys and public open spaces shown and not heretofore dedicated are hereby dedicated to the public. Front and side yard building setback lines are established as shown on this plat, between which lines and the property lines of the streets, there shall be erected or maintained no building or structure. There are strips of ground, (Number) feet in width, as shown on this plat and marked 'Easement' reserved for the use of public utilities for the installation of water and sewer mains, poles, ducts, lines and wires, subject at all times to the proper authorities and to the easement herein reserved. No permanent or other structures are to be erected or maintained upon

these strips of land, but owners of lots in this subdivision shall take their titles subject to the rights of the public utilities, and to the rights of the owners of other lots in this subdivision.

(Additional dedications and protective covenants, or private restrictions, would be inserted here upon the subdivider's initiative or the recommendation of the Plan Commission or Village Board; important provisions are those specifying the use to be made of the property and, in the case of residential use, the minimum habitable floor area.)

The foregoing covenants (or restrictions), are to run with the land and shall be binding on all parties and all persons claiming under them until January 1, 20\_\_\_\_ [25 year period is suggested], at which time said covenants (or restrictions) shall be automatically extended for successive periods of ten years unless indicated otherwise by negative vote of a majority of the then owners of the building sites covered by these covenants (or restrictions), in whole or in part, which said vote will be evidenced by a petition in writing signed by the owners and duly recorded. Invalidation of any one of the foregoing covenants (or restrictions) by judgment or court order shall in no way affect any of the other various covenants (or restrictions), which shall remain in full force and effect.

The right to enforce these provisions by injunction, together with the right to cause the removal, by due process of law, of any structure or part thereof erected or maintained in violation, is hereby dedicated to the public, and reserved to the several owners of the several lots in this subdivision and to their heirs and assigns.

WITNESS our hands and seals this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

STATE OF ILLINOIS )  
COUNTY OF COOK ) SS.

Before me the undersigned Notary Public, in and for the County and State aforesaid, personally appeared (Names), and each separately and severally acknowledged the execution of the foregoing instrument as his or her voluntary act and deed, for the purposes therein expressed.

WITNESS my hand and notarial seal this \_\_\_\_ day of 20 \_\_\_\_.

\_\_\_\_\_  
Notary Public"

- o. A blank certificate of approval in the form set forth in Section 29-217(b).  
The Final plat shall contain a certificate of approval as follows:

"Under the authority provided by 65 ILCS 5/11-12 as amended by the State Legislature of the State of Illinois and Ordinance adopted by the Village Board of the Village of Arlington Heights, Illinois, this plat was given approval by the Village of Arlington Heights AND MUST BE RECORDED WITHIN SIX MONTHS OF THE DATE OF APPROVAL BY THE VILLAGE BOARD, OTHERWISE IT IS NULL AND VOID.

APPROVED by the Plan Commission at a meeting held \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

APPROVED by the Village Board of Trustees at a meeting held \_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Village Clerk

APPROVED by the Village Collector

\_\_\_\_\_  
APPROVED by the Director of Engineering

- p. A certification by a registered surveyor in the form set forth in Section 29-217(c). The Final plat shall contain a certificate signed by an Illinois Registered Land Surveyor in substantially the following form:

"I, (Name), hereby certify that I am an Illinois Registered Land Surveyor in compliance with the laws of the State of Illinois, and that this plat correctly represents a survey completed by me on (Date); that all monuments and markers shown thereon actually exist, and that I have accurately shown the materials that they are made of.

\_\_\_\_\_  
(SURVEYOR'S SEAL) Signature  
Illinois Land Surveyor  
No. \_\_\_\_\_"

- q. A notarized statement from the owner indicating the school district in which each tract, parcel, lot or block lies.
- r. A certificate in the form as required by the Illinois Department of Transportation or Cook County Highway Department, respectively, when any new street or new driveway will access one of these Department's streets.
- s. The parcel index numbers of all lots contained within the plat shall be included on the plat of subdivision.
- t. A block stating "Send Tax Bill To: (Name/Address)." The actual name and address shall be provided by the developer.
- u. Provide a location to identify the address of each new lot.

The Village of Arlington Heights Municipal Code can be accessed over the internet at [www.vah.com](http://www.vah.com) .



## Contacts for Plat Signatures

Mr. Frank Gautier  
**Comcast Cable**  
688 Industrial Drive  
Elmhurst, IL 60125

630/600-6348  
[frank\\_gautier@cable.comcast.com](mailto:frank_gautier@cable.comcast.com)

Alternate: Martha Gieras 630/600-6352  
[Martha\\_gieras@cable.comcast.net](mailto:Martha_gieras@cable.comcast.net)

Ms. Mark Cozzi  
**ComEd**  
Three Lincoln Center – 4<sup>th</sup> Floor  
Oakbrook Terrace, IL 60181

630/576-6530  
[Mark.Cozzi@ComEd.com](mailto:Mark.Cozzi@ComEd.com)

Ms. Kim Augustine  
**NICOR Gas**  
300 W. Terra Cotta Avenue  
Crystal Lake, IL 60014

630/338-2976  
[kaugust@aglresources.com](mailto:kaugust@aglresources.com)

Ms. Sue E. Manshum  
ROW Engineer  
**Ameritech**  
2004 Miner, 1<sup>st</sup> Floor  
Des Plaines, IL 60016

847/759-5603  
[sm9231@att.com](mailto:sm9231@att.com)

Mr. Greg Argetsinger  
VPGM of Illinois  
**WOW Internet Cable**  
1674 Frontenac Road  
Naperville, IL 60563-1757

630/536-3121  
Tom Gebens  
630/536-3153  
Brian Herd  
630/669-5227

Mr. Jonathan Karabowicz  
**IDOT Permits**  
201 W. Center Court  
Schaumburg, IL 60196

847/705-4149

Mr. Michael Sterr, P.E.  
Permit Office  
**Cook County Highway Department**  
69 West Washington Street  
23<sup>rd</sup> Floor, Suite 2354  
Chicago, IL 60602

312/603-1670



# Arlington Heights Fire Department Plan Review Sheet

P. C. Number 17-003

Project Name

Preliminary and Final Plat of Subdivision

Project Location

620 S. Beverly Lane

Planning Department Contact Sam Hubbard

## General Comments

Round 1

No comments from the Fire Department at this time.

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

Date February 9, 1017

Reviewed By: LT. Mark Aleckson

# ARLINGTON HEIGHTS POLICE DEPARTMENT

## Community Services Bureau

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### DEPARTMENT PLAN REVIEW SUMMARY

**620 S. Beverly Lane**  
**Preliminary and Final Plat of Subdivision**  
**PC#17-003**

#### Round 1 Review Comments

**02/15/2017**

**1. Character of use:**

The character of use should not be problematic.

**2. Are lighting requirements adequate?**

Lighting should meet Village of Arlington Heights code.

**3. Present traffic problems?**

There are no traffic problems at this location.

**4. Traffic accidents at particular location?**

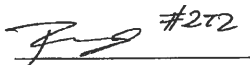
This is not a problem area in relation to traffic accidents.

**5. Traffic problems that may be created by the development.**

This development should not create any 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.

 #272

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Brandi Romag, Crime Prevention Officer  
Community Services Bureau

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Supervisor's Signature

**Arlington Heights Police Department**  
*Emergency Information Card*

Arlington Heights Police Department  
200 E. Sigwalt Street  
Arlington Heights, IL 60005-1499  
Phone: 847/368-5300

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](mailto:tmorales@vah.com).

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)

Address/City

Telephone Number

Date Information Obtained

**IN CASE OF EMERGENCY PLEASE CALL:**

**Contact #1**

Name

Address/City

Telephone Number

Cell Number

**Contact #2**

Name

Address/City

Telephone Number

Cell Number

**Alarm System**

No

Yes

Phone number:

Alarm Company Name

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(Petitioner: Please do not write below this line.)

1. GENERAL COMMENTS:

No comments.

[Signature] 2/2-3-17  
 Environmental Health Officer Date

[Signature] 2/6/17 Direc  
 tor Date

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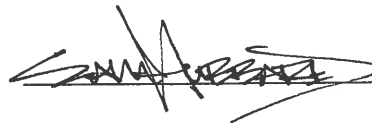
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*(Petitioner: Please do not write below this line.)*

- |    | <u>YES</u>    | <u>NO</u>     |   |
|----|---------------|---------------|---|
| 1. | <u>X</u>      | <u>      </u> | COMPLIES WITH COMPREHENSIVE PLAN?                               |
| 2. | <u>X</u>      | <u>      </u> | COMPLIES WITH THOROUGHFARE PLAN?                                |
| 3. | <u>      </u> | <u>X</u>      | VARIATIONS NEEDED FROM ZONING REGULATIONS?<br>(See below.)      |
| 4. | <u>      </u> | <u>X</u>      | VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS?<br>(See below.) |
| 5. | <u>X</u>      | <u>      </u> | SUBDIVISION REQUIRED?   |
| 6. | <u>X</u>      | <u>      </u> | SCHOOL/PARK DISTRICT CONTRIBUTIONS REQUIRED?<br>(See below.)    |

Comments:

*Please see comments attached.*



2.13.17  
Date



# Planning & Community Development Dept. Review

February 13, 2017

## REVIEW ROUND 1

Project: 620 S. Beverly Lane – Karr Subdivision  
Proposed Subdivision

Case Number: PC 17-003

### **General:**

7. 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 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). No public notice is required for Final Plat of Subdivision approval if it is obtained separately from Preliminary Plat of Subdivision approval.
8. School, Park, and Library contributions will be required prior to the issuance of a building permit for one of the new homes. Theoretically, contributions have theoretically already been paid for existing house on the subject property. Since the majority of the existing house falls onto the proposed Lot 2, this will receive a credit for School, Park, and Library contributions. Lot 1 will be required to pay the full School, Park, and Library contributions at time of building permit.
9. A Design Commission application will be required for the demolition of the existing house on the subject property and for any new construction on Lot 1 or Lot 2.
10. Are any Covenants, Conditions, or Restrictions proposed for this subdivision?
11. Please provide an estimated timeline for development of these lots, including estimated demolition of the existing home and any anticipated construction of new homes on Lot 1 and Lot 2.

### **Final Plat of Subdivision:**

12. Please revise the 25' front yard building setback to remove reference to Document #440137. Since the property is proposed for resubdivision, the setback shown on the original subdivision plat will no longer be applicable. The commentary next to the setback should read "25' BUILDING SETBACK LINE\*". The asterisk should reference a note elsewhere on the plat that reads "The actual required front yard building setback line may be less than or greater than 25' as prescribed in the Arlington Heights Municipal Code. Specifically, Section 5.1-3.6(a) of Chapter 28 allows the front yard setback to be calculated based on the average of the existing front yard setbacks of the frontage when 40% or more of the frontage is developed with front yards of more than 15 feet in depth. If this code section is no longer applicable, the 25' required front yard may be applied."
13. Please add a note to the "Existing Block Setbacks" to read: "These setbacks are only approximate and the actual front yard setbacks along the frontage shall be verified by the Village of Arlington Heights."

Prepared by: SAM JORDAN



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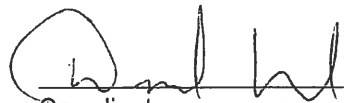
*(Petitioner: Please do not write below this line.)*

LANDSCAPE & TREE PRESERVATION:

	<u>YES</u>	<u>NO</u>
1. Complies with Tree Preservation Ordinance	<u>N/A</u>	<u>      </u>
2. Complies with Landscape Plan Ordinance	<u>N/A</u>	<u>      </u>
3. Parkway Tree Fee Required (See below.)	<u>X</u>	<u>      </u>

**Comments:**

- As the two lots redevelop, it is recommended that the existing trees be preserved.

  
 \_\_\_\_\_ 2 2 11  
 Coordinator Date