



# Village of Arlington Heights Building & Life Safety Department

## Interoffice Memorandum

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**TO:** Sam Hubbard, Development Planner, Planning & Community Development  
**FROM:** Deb Pierce, Plan Reviewer, Building & Life Safety Department  
**DATE:** 6/27/17  
**RE:** 519 W Algonquin Rd. – Land Use Variation – Ivy Boutique Hotel  
**P.C. #:** 16-012 – Round 2

Sam:

I have reviewed the submitted documents and have the following comments:

1. Architectural plans indicate 12 story hotel, and engineering plans show a 10-story hotel. Correct this discrepancy.
2. The review of the Ivy Boutique Hotel is based on the R-1 use and is classified as a high rise building. Include information on other uses and indicate if they will be separated or non-separated, as indicated in 2009 IBC Section 508.
3. Provide the proposed construction type of the building.
4. Provide height and area calculations based on the use and construction type to verify compliance with 2009 IBC, Chapter 5, Table 503.
5. Provide a proposed occupancy calculation by floor along with egress width calculation based on the occupant load by floor.
6. Provide the locations of fire-rated walls and indicate the type and rating of the wall shared by the two buildings.
7. Lobby plan does not include a fire command center. Provide as required per the 2009 IBC, Section 911.
8. Provide the required emergency systems as required for high rise buildings in 2009 IBC Section 403.4.
9. Provide the location of the elevator machine room(s).

**RECEIVED**

JUN 28 2017

PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT



# Village of Arlington Heights Building & Life Safety Department

## Interoffice Memorandum

10. At least one elevator shall be provided for fire department emergency access to all floors. The elevator car shall be of such a size and arrangement to accommodate an ambulance stretcher in its horizontal, open position, provided the cab size shall not be less than 60 inches by 85 inches, to accommodate an ambulance stretcher in its horizontal, open position; and shall be identified by the International Symbol for emergency medical services (Star of Life). The Symbol shall be not less than 3 inches high and shall be placed inside on both sides of the hoist-way door frame.
11. Provide the elevation of the highest occupied floor.
12. The building shall comply with the requirements of 2009 IBC 403 – High-Rise Buildings.
13. Label all rooms and areas on the Basement Floor plan.
14. Show the proposed location of the mechanical equipment.
15. Show the proposed location of the electrical service and include the service size.
16. Luminous egress path markings shall be provided per 2009 IBC 1024.
17. Provide information on the required emergency power systems.
18. The permit submittal should include the following:
  - a. Statement of Special Inspections, along with a chart of the required special inspections and the frequency of the inspections, as well as the name of the person, firm or agency responsible for performing the inspections. Copies to be provided to the Building & Life Safety Department on a weekly basis.
  - b. Structural calculations for all structural components of the building for review by the Structural consultant.
  - c. Truss drawings, calculations and layout and instructions.
19. Submitted plans shall provide the following:
  - a. Design Firm registration numbers for all design firms involved.
20. The following items require separate permits:
  - a. Elevators
  - b. Fire suppression
  - c. Fire Alarm



# Village of Arlington Heights Building & Life Safety Department

## Interoffice Memorandum

21. Areas of refuge shall be provided and have two-way communication.  
(2000 NFPA 101)

THIS PLAN REVIEW IS CONCEPTUAL ONLY AND SUBJECT TO A DETAILED PLAN REVIEW



Village of Arlington Heights, IL  
Department of Building Services



Fire Safety Division

Date: 6/15/2017

P.C. Number: 16-012

Project Name: Ivy Hotel

Project Location: 519 W. Algonquin Rd.

Planning Department Contact: Sam Hubbard, Planning and Community Development

General Comments:

1. Requirements of Chapter 4 of the International Fire Code, Emergency Planning and Preparedness shall be adhered to by the owner.
2. Building shall comply with all requirements for the type and use of occupancy as provided for in the International Fire Code, 2009, Ed. as well as the 2000 Ed. Life Safety Code, NFPA 101.
3. Indicate the proposed location for the fire pump room.
4. Indicate the proposed location for the Fire Command Center.
5. Indicate the width of the fire lane proposed.
6. Buildings exceeding 30 feet in height shall be provided with approved fire apparatus access roads capable of accommodating fire department aerial apparatus. Overhead utility and power lines shall not be located within the aerial fire apparatus access roadway.
7. Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet exclusive of shoulders, in the immediate vicinity of any building or portion of a building more than 30 feet in height.
8. At least one of the required access routes shall be located within a minimum of 15 feet and a maximum of 30 feet from the building and shall be positioned parallel to one entire side of the building.

NOTE: PLAN IS CONCEPTUAL ONLY SUBJECT TO DETAILED PLAN REVIEW

Date 06-15-17

Reviewed By:   
Fire Safety Supervisor

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PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

Village of Arlington Heights  
Public Works Department

## Memorandum

To: Sam Hubbard, Planning and Community Development  
From: Cris Papierniak, Assistant Director of Public Works  
Date: July 6, 2017  
Subject: 519 W Algonquin Rd, P.C. #16-012, Round 2

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With regard to the proposed Land Use Variation, I have the following comments:

- 1) After the new fire and domestic service is installed the old "original" service to the banquet hall needs to be abandoned and reconnected to the new service. One service for one customer.
- 2) A new 6" compound meter is required.
- 3) The new RPZ's for domestic and fire protection will be sized once flow calculations by the designer have been completed.
- 4) The parkway and sidewalk must be restored to a condition that is equal or better than current.
- 5) Survey shows grease trap needs maintenance, ensure this trap is clear prior to demolition.
- 6) VAHPW has no further comments at this time.

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

LF

C. file

PLAN COMMISSION PC #16-012  
Ivy Hotel  
519 W. Algonquin Road  
LUV for Hotel, Parking Variation  
Round 2

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PLANNING & COMMUNITY  
DEVELOPMENT DEPARTMENT

The project has been resubmitted with no responses to comments from Round 1. The Round 1 comments are reiterated below, but revised as needed to reflect the current submittal:

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. Final engineering plans shall be georeferenced by using State Plane Coordinate System – Illinois East. Below are details about projection:

Projected Coordinate System:	NAD_1983_StatePlane_Illinois_East_FIPS_1201_Feet
Projection:	Transverse_Mercator
False_Easting:	984250.00000000
False_Northing:	0.00000000
Central_Meridian:	-88.33333333
Scale_Factor:	0.99997500
Latitude_Of_Origin:	36.66666667
Linear Unit:	Foot_US
Geographic Coordinate System:	GCS_North_American_1983
Datum:	D_North_American_1983
Prime Meridian:	Greenwich
Angular Unit:	Degree


13. The existing detention facility as permitted under MWRD Permit #00-512 is a private system and as such is not the Village's responsibility to maintain. An Onsite Utility Maintenance Agreement must be executed prior to final engineering approval. See attached example.
14. The detention calculations provided show that the existing detention facility has enough storage to accommodate the changes to impervious surface coverage that result from the proposed site revisions. Calculations by staff confirm this is correct. No new stormwater detention will be required for this project.
15. The exhibit showing the fire vehicle turning paths is acceptable.
16. The plan shows a new sanitary sewer connection for the proposed 10-story building. The Village allows one service connection per lot. The service line for the new 10-story building should be connected to the existing sanitary service line along the east side of the building.
17. Exterior sanitary sewer work will require an MWRD permit.
18. The plan shows a new 6" water line to the proposed 10-story building. Again, the Village allows one service connection per lot. Where is the existing water service connection? Will this new connection replace the existing one? There can be only one water connection for this site.

19. Consider including bicycle racks in development plan to encourage alternate modes of transportation for employees and patrons.
20. What is the required parking rate per land use for Banquet Facilities, and for a Hotel, and what number of parking stalls is called for by Village code requirements? There is no discussion about any overlap or co-shared parking overlap between these two land uses that could result in a reduction. Page 8 of the traffic report states a 126 room hotel, but page 10, 18 & 20 states 102 rooms.
21. The traffic report needs to provide the trip generation values anticipated for this site based upon the two proposed uses. This should include both weekday and weekend peak generation for both uses, at what times of the day these occur, and on which days of the week. The ITE trip generation rates for the Hotel are given in Table 2 however no ITE values are provided for the Banquet Facility.
22. The representation of the actual capacity of the parking lot should not be presented with the double parking as the focus for the proposed as a valet function. The Engineering Department does not approve of or endorse the proposed pattern of use for this parking lot, as it impedes circulation, causes emergency vehicle concerns, & hampers access to ADA stalls. The representation of the parking lot geometry differs between the Ridgeline Consultants, and Enrique Castel plans. Although previously requested, neither set of plans are dimensioned, (the Ridgeline plans scale 8.5 ft. wide stalls, the Castel plans scale at 12 ft. wide stalls). The Castel plans also indicate a 12 story structure, and parking calculations are based upon with 126 rooms. The indication of the 30 valet parking stall locations is not accurately indicated on the plans. The Castel plans also indicate a lounge for which no discussion about the parking or trip generation analysis in the traffic study is provided.
23. Provide properly scaled and dimensioned geometric parking lot plan.
24. A summary for annual operation of the Banquet facility should be provided to document the existing peak and average utilization of the building and the parking. There is some confusion about the intent of use for the banquet facility. The marketing study suggests expanding utilization of this restaurant use to all days of the week rather than just the weekend. This proposal to increase intensity of this use places additional pressure on undersized parking. The question asked has not be directly responded to. Is the banquet facility to be used 7 days a week, and for what hours?
25. The marketing report indicates that there is frequent surcharging for the banquet use onto adjacent properties. Please provide agreements that provide for the use of these other private properties. Page 18 of the traffic report indicates that patrons of the Banquet Facility park on 'adjacent land-use parking lots'. Again answer the previously posed question, and provide all cross access easements or agreements for use of these other private properties.
26. Provide copies of the catalog cut sheets for the lighting fixtures being proposed for this site. The image of the fixture is contained of sheet PLL of the Ridgeline plans but no catalog information has been provided. Lighting levels specified by code are being exceeded and will require shields or lower wattage fixtures.
27. Please supply or cite studies for the reduced parking stall occupancy suggested in the traffic report. The numbers supplied for the Marriott provided no indication about how filled the hotel was on the day the vehicles were counted, or what the total onsite existing stall count is. We asked before to be supplied with the occupancy rates for the Marriott data or what percentage of this other lot was vacant. There is no way to accurately compare and contrast the Marriott site with this site.
28. The marketing study conflicts with the traffic report in stating that there are numerous adjacent zoning and local support to sustain the development of this facility & to provide occupancy. However, the traffic report suggests that significant reductions based upon shuttled patrons, airline personnel reservation, etc. are

warranted. A real representation of clientele, occupancy rates, comparison to other hotels in the area has to establish factual data to base a site required parking projection on. The presentation of a shared parking argument has not been adequately presented. How many hotel patrons per day are expected to be shuttled, or arrive by limousine services? The supposition that 20-30 rooms will be used for airline personnel, is this value rooms per day, per week, per month? There are numerous other hotels in the area closer to the airport, and it is hard to believe that 20-30% of the hotel capacity will be occupied by airline personnel on a regular basis. Also assuming that the hotel will be 30-40% vacant on a regular basis needs additional explanation. Assuming that parking demand could be only 30-50% of required parking needs to be defended.

29. The project site is subject to Contribution Ordinance #66-111, which requires a payment for the indirect benefit of sanitary sewers at the rate of \$87.41/acre.

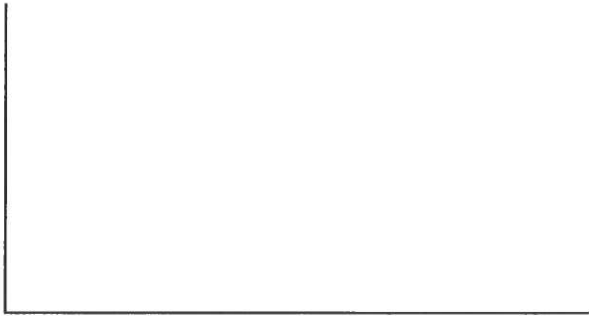
PIN # 08-16-103-008	1.571 Acres	Payment = \$137.32
PIN # 08-16-103-009	1.000 Acres	Payment = <u>\$ 87.41</u>
		Total Payment = \$224.73

 7/3/17  
James J. Massarelli, P.E. Date  
Director of Engineering

Attachments:

Sample Onsite Utility Maintenance Agreement (4 pages)





**ONSITE UTILITY MAINTENANCE AGREEMENT**

WHEREAS, \_\_\_\_\_, an (LLC? Corporation?), or its affiliates, (“RESPONSIBLE ENTITY”) is the legal title holder of the following described real estate commonly referred to as \_\_\_\_\_ (*address*), Arlington Heights, Illinois, 6000\_, containing \_\_\_\_\_ acres, more or less, situated in the Village of Arlington Heights, Illinois and legally described as follows: (the “PROPERTY”):

*\*\*\* Insert legal description, or attach as Exhibit A \*\*\**

PIN Numbers: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WHEREAS, \_\_\_\_\_ (*print name*), (“OWNER”) desires to develop the PROPERTY; and

WHEREAS, it is necessary to service said parcel with sanitary sewers, storm sewers and/or stormwater management facilities, domestic water mains; and

WHEREAS, the sanitary sewers, storm sewers and/or stormwater management facilities, and domestic water mains servicing the property are not located within public rights-of-way or dedicated easements; and

WHEREAS, the Village of Arlington Heights ("VILLAGE") does not maintain sanitary sewers, storm sewers and/or stormwater management facilities, or domestic water mains on privately owned property; therefore

1. It is hereby AGREED by the RESPONSIBLE ENTITY, its successors and assigns that at no expense to the VILLAGE, the RESPONSIBLE ENTITY, its successors and assigns shall:

- a. Maintain all sanitary sewers and appurtenances thereunto appertaining located upon said premises, all as shown on the Final Engineering Plans prepared by \_\_\_\_\_ (Engineering Firm) \_\_\_\_\_ dated \_\_\_\_\_, and approved by the VILLAGE, or any amended plans as agreed to and approved by both parties, copies which are on file with the Engineering Department of the VILLAGE.
- b. Maintain all water mains and appurtenances located upon said premises from the master meter vaults.
- c. Maintain all storm sewers and appurtenances, including detention/retention basins, located upon said premises.
- d. Maintain the utilities as itemized above in accordance with the latest edition of the Village of Arlington Heights Municipal Code.
- e. Maintain all private roadways, parking areas, and pavement lighting facilities located on said premises as shown on said Final Engineering Plans in accordance with the latest edition of the Village of Arlington Heights Municipal Code.

2. It is further AGREED that should the RESPONSIBLE ENTITY not properly maintain the sanitary sewers or domestic water mains in accordance with the requirements of the VILLAGE, written notification shall be given to the RESPONSIBLE ENTITY advising that after ten (10) days if the RESPONSIBLE ENTITY is not in compliance with the applicable requirements, the VILLAGE is hereby authorized, but not required, to enter upon the property to correct deficiencies and to place a lien against said property until such time that the VILLAGE has been fully reimbursed for its expenses in correcting these deficiencies; and

3. It is further AGREED that should the RESPONSIBLE ENTITY not properly maintain the aforementioned storm sewers and/or stormwater management facilities in accordance with the requirements of the VILLAGE, or should they allow a public nuisance to exist, written notification shall be given to the RESPONSIBLE ENTITY advising that after ten (10) days if the RESPONSIBLE ENTITY is not in compliance with the applicable requirements, the VILLAGE is hereby authorized, but not required, to enter upon the property to correct deficiencies and to place a lien against said property until such time that the VILLAGE has been fully reimbursed for its expenses in correcting these deficiencies; and

4. It is further AGREED that the RESPONSIBLE ENTITY shall save the VILLAGE harmless from any and all claims for damages resulting from the VILLAGE interrupting service to the property due to the failure of the RESPONSIBLE ENTITY to perpetually maintain the systems as described above and any other claims or damages arising out of this Agreement and the ownership of the facilities described herein.

5. This Agreement shall be binding between all successors and assigns and shall be a covenant running with the land as here and before legally described.

6. This Agreement shall be recorded in Cook County, Illinois.

This Agreement is entered into the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

For: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

State of Illinois )  
                          ) SS  
County of Cook )

I, \_\_\_\_\_, a Notary in and for said County, in the State

aforesaid, CERTIFY that \_\_\_\_\_ personally known to me to be the same person whose name is subscribed on the foregoing instrument appeared before me this day in person and acknowledged that (s)he signed, sealed, and delivered said instrument as their free and voluntary act, and as the voluntary act of

\_\_\_\_\_, an (LLC? Corporation?), for the uses and purposes therein set forth.

GIVEN under my hand and Notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

For: Village of Arlington Heights,  
an Illinois municipal corporation

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

State of Illinois )  
                          ) SS  
County of Cook )

I, \_\_\_\_\_, a Notary in and for said County, in the State

aforesaid, CERTIFY that \_\_\_\_\_ personally known to me to be the same person whose name is subscribed on the foregoing instrument appeared before me this day in person and acknowledged that (s)he signed, sealed, and delivered said instrument as their free and voluntary act, and as the voluntary act of the **Village of Arlington Heights, an Illinois municipal corporation**, for the uses and purposes therein set forth.

GIVEN under my hand and Notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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



# Arlington Heights Fire Department Plan Review Sheet

P. C. Number 16-012

Project Name Ivy Hotel

Project Location 519 W. Algonquin Rd.

Planning Department Contact Sam Hubbard

## General Comments

Round 2:

- 1) Provide an auto turn diagram. Spec's available through engineering department.
- 2) Review the fire lane requirements for high-rise developments.
- 3) Building to be sprinkled.
- 4) Locate the sprinkler connection at the main front entrance.
- 5) Locate a fire hydrant within 100' of the sprinkler connection.
- 6) Install a fully operational announcator panel or alarm panel at the front door.
- 7) Locate a Knox Box at the main front entrance.

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

Date June 28, 2017

Reviewed By: LT. Mark Aleckson

# ARLINGTON HEIGHTS POLICE DEPARTMENT

## Community Services Bureau

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### DEPARTMENT PLAN REVIEW SUMMARY

**Ivy Hotel**  
**519 W. Algonquin Rd.**  
**Land Use Variation**

#### Round 2 Review Comments

**07/18/2017**

**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. Special attention should be given to the building exterior and grounds, particularly the parking lot. It 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.

**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 will create an increase in traffic volume. Algonquin Road is a very busy thoroughfare. The entrance/exit may need to be redesigned or configured to restrict egress- i.e. left turns.

**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.

-Consider installing a video surveillance system of entrance/exits, lobby, parking lot, exterior areas, etc.

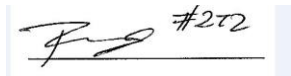
-Once construction is complete, provide AHPD with floor maps including room numbers so officers can familiarize themselves with building layout for emergency response

-Signage regulating unwanted conduct is recommended throughout the development with special attention given to common areas and parking areas.

- Strict hotel guest policies are recommended by the AHPD and are as follows:

- No room rental to guests under 21
- Credit cards only accepted for room rental
- Guests must provide valid identification

- Guests must provide concierge with vehicle and additional guests' information
- Maintain in house database of problematic or banned guests for future reference



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Brandi Romag, Crime Prevention Officer  
Community Services Bureau

## Plan Review

Project: Ivy Hotel  
519 W. Algonquin Road  
Arlington Heights, IL 60005  
Land Use Variation to allow a Hotel, Parking Variation  
P.C. #16-012  
Round 2

To: Sam Hubbard, Planning & Community Development

From: David Robb, Health & Human Service - Disability Services  
(847) 368-5793 

Date: July 5, 2017

Re: Illinois Accessibility Code Comments  
<https://www.illinois.gov/cdb/business/codes/pages/illinoisaccessibilitycode.aspx>

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### Proposed Site Plan:

1. The legend "Required Parking" indicates a Required 6 HC Accessible Parking Spaces, but the plans show only 3 ½ HC Accessible Parking Spaces. IAC Section 400.310(c)(3) states: "...Adjacent Parking Spaces shall not share a common access aisle. Show a diagonally striped access for each HC Accessible Parking Space.

### Proposed Basement Plan:

2. Identify Areas of Rescue Assistance (Areas Refuge) on all floors other than at grade.

### Proposed 2<sup>nd</sup> Floor Plan:

3. All common use doors including doors that are a part of an emergency exist and those in wheelchair accessible rooms shall have closers with maximum opening forces of 5 pounds for interior hinged doors and 8.5 pounds for exterior hinged doors. (See Illinois Accessibility Code Section 400.310(j)(10)(A)(B)).
4. In addition to wheelchair accessible rooms an additional four rooms need to be equipped for people with hearing impairments. This includes volume controls on telephones, an electrical outlet within 4 feet of a telephone connection to facilitate the use of a teletext telephones, auxiliary visual alarms and visual notification devices to alert room occupants of incoming telephone calls and a door knock or bell. (See IAC Section 400.320(g)(6)(A) and (B)).
5. Please be advised of the "Accessible Transient Lodging" requirements per IAC Section 400.320(g)(1-10).



6. Village Plumbing Regulations, Section 24-1020 Fixture Requirements, requires closed front toilet seats for all wheelchair accessible toilets. (Ordinance Number 97-080).

# Planning & Community Development Dept. Review

June 27, 2017



## REVIEW ROUND 2

Project: Ivy Hotel – James Cazares  
519 W. Algonquin Road

Case Number: PC 16-012

### **General Comments:**

1. As previously identified, parking is a significant concern for this project. To date, insufficient parking data has been provided to justify the requested parking Variation.
2. In order to complete a review of this project, all plans submitted must be to-scale, all relevant dimensions should be added, and plans must be coordinated so that they match with accuracy. Please note that the architectural plans were not printed out to match the scale as shown on the plans.
3. Please provide the following items:
  - a. Building rendering that reflects the current design of the building.
  - b. An updated Design Commission application. Note that Design Commission appearance must be completed prior to appearing before the Plan Commission.
  - c. Background information on the hours of operation for the hotel, as well as estimated employee counts at peak occupancy for the hotel.
  - d. Information on peak staff needed for a banquet event in the main banquet hall.
4. There are currently three storage sheds located on the three parking spaces adjacent to the loading area. Please clarify if these storage sheds will be removed as part of the hotel addition.
5. On all future revisions, please ensure that all plans include a revision date.

### **Architectural/Engineering Plans:**

6. Please add and complete the following table to the architectural plans, which illustrates the code required and proposed zoning data relative to this project:

	M-2 District Code Required	Proposed
<b>Lot Size</b>		
<b>Lot Width</b>		
<b>Setbacks</b>		
North (front)		
South (rear)		
East (side)		
West (side)		
<b>F.A.R.</b>		
<b>Building Lot Coverage</b>		
<b>Impervious Surface Coverage</b>		
<b>Parking</b>		

7. Please add the following information to the architectural plans:
  - a. The proposed building setbacks for the new hotel building (north, east, west) should be added to the site plan.
  - b. All rooms on the floor plans shall be labeled according to their use. There are rooms within the basement and first floor that need to be labeled.
  - c. Please include measurements on the architectural site plan that indicate the dimensions of the exterior of the proposed hotel building
  - d. The interior spaces on the floor plans shall include information on the approximate room dimensions and square footage of each room.
  - e. Building elevations should include proposed material.
  - f. The site plan should show all on-site valet parking areas.
8. Please correct the following inconsistencies between the architectural plans and engineering plans:
  - a. The architectural plans indicate that the building will be 12 stories, the engineering plans indicate that the building will be 10 stories.
9. Please include the following information on the engineering plans:
  - a. Proposed building setback should be shown on the site plan (north, east, west).
  - b. The engineering site plan should include information on the proposed building foundation square footage for the hotel addition.
10. The architectural site plan includes a label that indicates there are 122 parking spaces. Please clarify why this label has been included, and if it has been included in error, please remove it.
11. The parking table on the architectural Site Plan is incorrect. The correct parking calculations are included in the Parking/Loading/Traffic section below.
12. It appears that the interior of a men's and women's restrooms will be demolished, however, only one of the rooms has a new label indicating the proposed use of the room. Please label the other room according to its proposed use.
13. The building elevation does not appear to show the connection of the lounge to the western stair room. Will this connection be open to the sky? It appears to be a covered connection on the floor plan.
14. Will there be any mechanical equipment (AC Units, Transformers, Generators, above ground utility infrastructure) located above ground and not on the roof?
15. Please provide additional details on the exterior patio/courtyard area. Will there be a firepit? Pergola? Wall/fence around the patio? Will food/drink service be offered on the patio? Please provide material details and specifications for all elements of the proposed for the patio/courtyard area.

**Parking/Loading/Traffic:**

16. The traffic/parking study refers to the hotel as proposed at 10 stories. The proposed hotel is 12 stories.
17. The traffic/parking study states that the proposed hotel will result in a modified parking lot that will continue to provide 175 parking spaces, however, the site plans for the hotel indicate that 3 spaces will be eliminated, resulting in a total of 172 parking spaces.
18. Current Illinois Accessibility Code (IAC) requirements mandate that any site which provides parking for 151-200 cars must provide 6 handicap accessible parking spaces. The subject property only contains 4 accessible parking spaces (with one of the four sharing an access aisle with another space which is prohibited). The inclusion of the IAC required parking spaces will result in the loss of three additional spaces, bringing the site total to 169 spaces.
19. Table 2 in the traffic/parking study provides projected traffic for a 102 room hotel, however the proposed hotel

will be 126 rooms. Please correct the table and all corresponding projected traffic volumes to reflect the traffic expected from a 126 room hotel.

20. What is the ITE Trip Generation Manual, 9<sup>th</sup> Edition, estimate for a peak parking demand for a 126 room hotel and for a 14,682 sq. ft. banquet facility (such as the European Crystal Banquet facility)?
21. The traffic/parking study references available valet parking. Please provide details on any valet parking arrangements, including their locations and capacity.
22. The provision of sufficient parking to support the uses of the site is crucial to the success of this project. In order to determine the required parking for the sum of uses on the site, please provide the missing information as shown in the table below and verify if all existing information is accurate:

SPACE	PARKING CODE USE	GROSS SQUARE FOOTAGE	MAX OCCUPANCY	SEATING AREA	NUMBER OF ROOMS	PARKING RATIO	PARKING REQUIRED
Main Banquet Hall	Place of Assembly	5,654	377*	-	-	30% of Occupancy	113
Total Banquet		5,654	377				113
1st Floor Coffee Shop	Restaurant - Sit Down	Unknown	-	Unknown	-	1 per 45 sq. ft. of seating area	?
1st Floor Spa	Beauty Shop	Unknown		Unknown		1 per 250 sq. ft.	?
12th Floor Lounge/Bar	Place of Assembly	1,800	120*	-	-	30% of Occupancy	36
Hotel	Hotel	-	-	-	126	1 Space per Room	126
Total Parking Required							275
Total Parking Provided							172**
Parking <b>Surplus</b> /( <b>Deficit</b> )							<b>103***</b>

Analysis Completed 06/23/17

\* Building Code calculates occupants at 1 per 15 sq. ft. of space

\*\* Total parking provided may decrease once all required accessible spaces have been added.

\*\*\*Actual deficit will increase once final square footage size of spaces is provided. Additional line items for required parking may be added once all rooms and their uses have been provided.

23. The Parking Study must survey additional weekends when the banquet facility is booked to capacity. It is our experience that, when the Village has attended receptions at this banquet hall, the parking lot is full and parking has overflowed onto adjacent properties. The Parking Survey has not addressed this situation.
24. The traffic/parking study states that on March 25<sup>th</sup> a parking survey was conducted on an event that started at 6:00pm and had a total attendance of 390 guests. The study also indicates that the number of guests were arriving at the event was also survey from 6:00pm until 9:00, which observed a total of 77 vehicles with a total of 181 guests, the average car including 2.35 people. Assuming at least 90% of attendees drive and park, and using the average of 2.35 people per car, this would create a parking demand of 149 cars just for the guests of this event. When factoring in the employee's needed for the event, the parking demand would likely be much higher. Please clarify why the maximum observed parking occupied was only 73 cars?
25. The Parking Study should include analysis on the peak number of employees projected for the sum of the banquet hall and hotel facilities and how this will impact parking.

26. The Parking Study referenced a comparison to the Courtyard Marriot hotel. How many rooms does this hotel have? How many parking spaces? What other facilities does this hotel have? Please provide additional information on this hotel to illustrate it as a comparative example. Additional comparable suburban hotels with banquet facilities must be surveyed to justify the proposed parking reduction. Please note that the Courtyard Marriot does not provide similar amenities to the proposed hotel.
27. Per Section 11.7 of Chapter 28, one loading space (10' x 50') is required for the hotel use/banquet hall use. Please show the location of this space on the plans.
28. Please provide a copy of any existing parking agreements to park overflow cars on any neighboring properties. An adequate contingency plan for peak times and parking overflow is required.
29. Ordinance #00-012 restricts off-site parking between the hours of 8:00am and 6:00pm. Please clarify if any off-site parking will be proposed during this time.

**Zoning:**

30. Due to the substantial revisions to the plan, a re-appearance before the Conceptual Plan Review Committee is required. Potential meeting dates with the Conceptual Plan Review Committee include July 12<sup>th</sup> and July 26<sup>th</sup>. Please contact me to schedule a date for this meeting.
31. The mailing of a Public Notice letter and posting of a sign on the property is required, no less than 15 days prior to any appearance before the Plan Commission. Please contact me to coordinate these items.
32. Please provide written justification for each of the variations requested. The following variations have been identified:
- a. Land Use Variation to allow a 126 room hotel within the M-2 District
  - b. Variation to Section 11.4-5 reduce the parking requirements for the subject property from 275 spaces to 172 spaces (final parking calculations may alter the extent of this variation once further information is provided).

The justification criteria are summarized below. All requested variations shall each address the three criteria:

**Justification Criteria for Variation Approval:**

- That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.
- The plight of the owner is due to unique circumstances.
- The variation, if granted, will not alter the essential character of the locality.

Prepared by: 

Ivy Hotel  
519 W. Algonquin Road  
PC #16-012  
July 5, 2017



**Landscape Comments**

- 1) The ends of all parking rows must include a 4" caliper shade tree (Chapter 28, section 6.16-1.2b). Incorporate the code required shade trees within the islands where the trees are absent in the south parking area.
- 2) Provide a screen for the loading/trash area. It is recommended that the screen wall be extended to the south or a 6 foot high evergreen screen be provided in order to screen the dumpsters/loading area.
- 3) Consider specialty paving near the main hotel entrance/covered entry.
- 4) If there are any utility meters or mechanical units, they must be screened with landscaping or another appropriate method of screening.
- 5) Incorporate site furnishings for the site that match the overall architectural style of the proposed building.
- 6) A landscape compliance bond in the amount of 30% of the landscaping costs will be required at the time of building permit. In addition, a \$4 tree fee is required for each lineal foot of frontage.