

REPORT OF THE PROCEEDINGS OF  
**THE CONCEPTUAL PLAN REVIEW COMMITTEE**  
OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION  
HELD AT VILLAGE HALL ON:

August 23, 2017

**Project Title:** St. James Parish Addition  
**Address:** 831 N. Arlington Heights Rd.  
**Petitioner:** Matt Hichens  
Principle, Newman Architecture  
1730 Park Street – Suite 115  
Naperville, IL 60563

**Requested Action:**

- Amendment to Special Use Ordinance #07-012 to allow an addition to the Church building on the east campus.
- Amendment to the Comprehensive Plan to change the land use classification from Single-Family Detached to Institutional for the properties located at 811 S. Arlington Heights Road and 810 S. Pine Avenue.
- Planned Unit Development to allow multiple buildings on one zoning lot.
- Plat of Subdivision to consolidate all of the east campus into one lot.

**Variations Required:**

- Section 11.4, to reduce the required off-street parking for the East Campus.

**Attendees:**

Karen Kristianson, Newman Architecture  
Father Matt Foley, St. James Pastor  
Debbie Bolash, St. James Facilities & Construction Manager  
Bruce Green, Plan Commissioner  
Lynn Jensen, Plan Commissioner  
Jay Cherwin, Plan Commissioner  
John Sigalos, Plan Commissioner  
Sam Hubbard, Development Planner

---

**Project Summary:**

The St. James Parish property (subject property), which is currently zoned R-3, One Family Dwelling District, is approximately 7.47 acres and is bisected by Arlington Heights Road. The east side of the campus, which is approximately 3.39 acres, includes the existing church building, a three-story former Elementary School building (currently vacant), and a single-family home that is used as a rectory and located at the southeast corner of Arlington Heights Road and Frederick Street. The east campus also contains a parking lot with approximately 138 off-street parking spaces that are accessible via one entrance on Frederick Street, two entrances along Pine Avenue, and a one-way drive aisle off of Arlington Heights Road.

The proposed actions, if approved, would allow the church to consolidate all of its Sunday services into the modified east campus church building. Currently, Sunday Mass is held at two times at the existing church building, and Sunday Services are also held at two times at the Bowman Center (located on the western campus). Sunday Mass occurs at 7:30am and 9:30am, and Sunday Services occur at 9:00am and 11:00am. The current church building contains a basement floor with two large meetings rooms, a small kitchen, bathrooms, and mechanical/storage rooms. The first floor of the building contains a small lobby and the main worship area. The expansion of this building would add additional areas to the basement, including more multi-purpose/meeting spaces, a larger kitchen, an adoration chapel, a youth room, and additional storage/mechanical spaces. The first floor would have a larger lobby area and an expanded worship area. Finally, an elevator would be added to make the entire building ADA compliant.

**Meeting Discussion:**

**Ms. Kristianson** began by stating that the goal of the project is to provide a larger and more accessible church space. The current church does not have enough capacity for the parish to hold all of its services, and the facility does not have accessible bathrooms or seating. The addition would fix the lack of accessibility, and allow for all church services to be held in the church itself, rather than being held in both the church and the parish center across the street. The petitioner is requesting to demolish the old school building south of the church, which would allow for the expansion of the church and the provision of additional parking. The parish has also purchased two parcels to the south of the current church site, which would be used as a green space buffer between the church and the residences to the south. The parish plans to hold a neighborhood meeting prior to any formal Village public hearing. Additionally, a traffic study is currently being conducted for the site. Issues that will still need to be discussed involve the trash enclosure, parking requirements (as there is still a deficit in code-required parking, though more spaces are being added to the site), and landscaping. Regarding landscaping, Ms. Kristianson noted that parking islands and a landscape buffer along Arlington Heights Rd. will be added.

**Father Foley** added that improving accessibility is of high importance to the Parish, as they have a high number of seniors in the congregation that have been unable to enter the existing church without being carried. The parish community would be grateful for an opportunity to address this issue by improving accessibility.

**Mr. Hubbard** gave a synopsis of the history of the St. James parish site. In 2007, the Village Board granted St. James a Special Use Permit to consolidate their school operations to the west campus, and to make substantial improvements to the west campus. The Special Use Permit also allowed for parking to be shared between the east and west campus. At the time, it was understood that the east campus would remain non-conforming while the west campus was brought up to current standards, and the east campus would be brought up to code at a later date. As the parking on the east campus is currently being modified, the 2007 Special Use Permit will have to be amended to account for this change. Additionally, in order to bring the east campus up to current code standards, a PUD approval will be required for the site, as it will have two principal buildings (the church and the rectory). A Plat of Consolidation will also be required to combine the east campus into one lot of record, to bring the site up to current one lot standards. The entire east campus is currently zoned Institutional, with the exception of the two recently acquired lots. Those two lots will need to be re-designated on the comprehensive plan as Institutional. As part of the Plan Commission process, more information is still needed regarding how the church uses both campuses, specifically anticipated Sunday worship times, how consolidation of worship services would work, and information on the types of activities that are taking place at both campuses to understand how required parking and traffic will be impacted. Staff also recommends that a neighborhood meeting be held prior to the Plan Commission meeting. Mr. Hubbard also noted that perimeter landscaping of the parking lot is not present in all areas, and reiterated that under the 2007 agreement it was decided that the east campus would be brought up to current standards when new development was proposed, and therefore Staff would like to see the east campus brought up to code with this process. The Village would be open to a phased approach to installation of the required improvements. A Design Commission review will also be required, and a variation for parking is required as well. Mr. Hubbard did note, however, that more parking is being added to the site, and that the majority of existing churches in the Village do not meet parking requirements. The parish is being asked to evaluate Sunday parking on Arlington Heights Road. Since they are adding more parking the Village wants to determine if street parking in that location is still needed. The Village will also be evaluating if the current street parking is causing accidents, per Fire Department records. Staff is generally supportive, subject to the petitioner addressing the mentioned concerns.

**Commissioner Jensen** asked if, after the project is completed, all church services would be taking place on the east campus, and all school and community functions will be taking place on the west campus.

**Father Foley** confirmed that, in general, that would be the goal.

**Commissioner Jensen** asked if the petitioner considered an underground vault for water detention.

**Ms. Kristianson** stated that there is still a vault under the parking area. When the two additional parcels were added, the dry basin (which the parish does want to use) was added into the detention requirements. However, the majority of water detention would still be in the vault under the parking area. Both sum of both detention areas will accommodate for the code

required storm water detention requirements.

**Commissioner Jensen** stated that he felt better knowing that, because he is not happy with the appearance of the new dry bottom detention area in the Lexington homes subdivision.

**Ms. Kristianson** stated that it is the parish's goal that the surface detention area would be a grassy area that could be used as a lawn.

**Commissioner Jensen** Stated that he had no additional questions and that consolidating the east campus into one lot of record made sense to him.

**Commissioner Sigalos** stated that he had no questions. He stated that it was a good plan to tear down the old school building if it wasn't being used, and that the space could be put to better use.

**Commissioner Cherwin** stated that the Village's requirements seemed achievable, and asked if the petitioner would be able to address Staff's comments.

**Ms. Kristianson** stated that the only comment that may be difficult to address would be the landscape buffer along Pine Ave., as putting in the required landscape buffer would result in the loss of those parking spaces, but that the petitioner is willing to find a solution to this issue with Staff. The parish would like to retain those parking spaces.

**Commissioner Green** stated that that is an issue the community meeting will help to clear up.

**Ms. Kristianson** stated that she does not anticipate having any other issues besides the landscape buffer that the petitioner would not be able to address.

**Commissioner Cherwin** asked Mr. Hubbard if, as part of the traffic and parking study, if the spaces along Arlington Heights Rd. would be incorporated into the study.

**Mr. Hubbard** confirmed that parking along Arlington Heights Rd. would be included in their parking counts.

**Commissioner Cherwin** stated that it sounded like a great project.

**Commissioner Green** asked if the petitioner would consider expanding the proposed detention vault, and using the surface detention area for additional parking.

**Ms. Kristianson** stated that they could, however that was not being proposed at this time because the parish would like to retain on-site green space that could be utilized and act as a buffer.

**Commissioner Green** stated he understood there would be a cost implication associated with expanding the detention area, and that as a neighbor to the south he would prefer a dry basin to a parking lot next to his home. He clarified that he was asking if a portion of that space could be used to add some additional parking while still providing a buffer. Added spaces would help alleviate some of the Sunday parking on Arlington Heights Rd., which is a hazard. He believes that the neighborhood meeting would be very useful, and he looks forward to hearing the results of that meeting. He stated it was a good project, just needed some fine tuning.

#### **RECOMMENDATION**

The Plat & Subdivision Committee was supportive of the proposal and advised that the petitioner should move forward.

**Bruce Green, Chair  
PLAT & SUBDIVISION COMMITTEE  
Sam Hubbard, Recorder**