

Village of Arlington Heights Building & Life Safety Department

Interoffice Memorandum

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

From: Deb Pierce, Plan Reviewer, Building & Life Safety Department

Subject: 831 N Arlington Heights Rd – St James Parish – PUD, Special Use Permit Amendment, Preliminary/Final Plat of Subdivision, Comp Plan Amendment, and Parking Variation

PC#: 17-012 - Round 2

Date: November 13, 2017

Sam:

I have reviewed the documents for the project indicated above and have no additional comments.

RECEIVED
NOV 14 2017
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT



**Village of Arlington Heights, IL
Building & Life Safety Department**

Fire Safety Division



Date: 11/7/2017

P.C. Number: 17-012 Round: 2

Project Name: St. James Parish

Project Location: 820 N Arlington Heights Rd.

Planning Department Contact: Sam Hubbard, Planning and Community Development

The information provided is conceptual only and subject to a formal plan review.

1. No additional comments.

Date 11-7-17

Reviewed By: 

Fire Safety Supervisor

RECEIVED

NOV 08 2017

**PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT**

Memorandum

To: Sam Hubbard, Planning and Community Development
From: Cris Papierniak, Assistant Director of Public Works
Date: November 10, 2017
Subject: 831 N Arlington Heights Road – PC #17-012 Round 2

With regard to the proposed utility installation at 831 N Arlington Heights Road, I have the following comments:

1. Contact and coordinate the relocations of both hydrants with the public Works Distribution Unit at 847-368-5800.
2. If a private hydrant is going to be installed (W2), a master meter vault with meter must be installed after (W1).

C. file

RECEIVED
NOV 13 2017
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

PLAN COMMISSION PC #17-012
St. James Parish Subdivision
820 N. Arlington Heights Road
PUD, SU Amnd, Pre/Final Plat of Subdivision, Parking Variation
Round 2

36. The response by the petitioner to comments #11, 13-16, 18, 20-25 & 35 are acceptable.
37. The response made by the petitioner to comments #12 & #17 must be addressed prior to final approval of the subdivision.
38. The response made by the petitioner to comments #19 & #25 may need to be modified if an aisle width variance is granted due to the potential conflict with the fire truck turning "Autoturn" exhibit.
39. The response made by the petitioner to comments #26 & #27 should be shown on the demolition plan.
40. The response provided by the petitioner to Comment #28 is not acceptable. Please provide preliminary cost estimates and alignment that were utilized by KLOA to determine prohibitive costs and limitation of land available to St. James.
41. The response provided by the petitioner to Comment #29 is acceptable.
42. The response provided by the petitioner to Comment #30 is not acceptable. No formal feedback about how feasible parking lot reconfiguration could achieve more on-site parking has been provided.
43. The response provided by the petitioner to Comment #31 is acceptable.
44. The response provided by the petitioner to Comment #32 is acceptable.
45. The response provided by the petitioner to Comment #33 is not acceptable. While the existing parking demand of 394 stalls was identified, there currently is significant violation of parking randomly on the properties, (especially at the parish center, of cars parked along drive aisles, blocking other cars in), and also no discussion for the peak holiday periods was provided. When the last analysis of the parking lot was provided the escalation of parking for holiday services was stated to be 15% higher. The presumption of diluting the parking shortfall onto the adjacent neighborhood streets is not a condition to be counted upon since neighbors are currently complaining to the Village about this situation. Identify an exhibit showing potential parking areas, (curb space adjacent to the actual church property along the west side of Pine between Fredrick and Marshall, and south side of Fredrick between Arlington Heights Road and Pine Street). Alternatives for parking overflow has to be provided that do not impinge upon neighborhood streets. Please clearly identify the precise variation being requested based upon the calculation of parking required by code, versus the actual provided.

46. The response provided by the petitioner to Comment #34 is not acceptable. Based upon the proposed parking for peak services, the east lot has a capacity of 186 parking stalls, the west lot has a parking capacity of 149. Based upon this distribution, and trip generation values, please properly identify in/out traffic generated to and from the site. To not reassign the existing church traffic, stating that these vehicles will continue to park on the west side of the street is not understood, when all church services are going to be on the east side of the street. The statement that the existing school day projections are the same discounts the 3% trip generation of traffic you stated for the design year, and the projections for School enrollment increases/decreases which may be able to be cited. So the basis of the church driveway access drives projections will include increases based upon additional congregation seating area, but the regional growth factor is being omitted is not clear.
47. The 22 foot drive aisle asked for along the east side of the church should be widened to the code required 24 foot north of the N.E. corner of the new church building.
48. The cost for any modification, relocation, or removal of the existing traffic signal along Arlington Heights Road is the responsibility of the parish to manage. Since this is a private benefit signal all electrical energy and maintenance costs should be billed to the church.

 11/20/17

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

Date



Arlington Heights Fire Department Plan Review Sheet

P. C. Number PC#17-012

Project Name

St. James Parish

Project Location

820 N. Arlington Heights Road

Planning Department Contact Sam Hubbard

General Comments

Round 2 Comments:

The Fire Department has no additional comments at this time.

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

Date November 14, 2017

Reviewed By: _____

LT. Mark Aleckson

Arlington Heights Fire Department

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

DEPARTMENT PLAN REVIEW SUMMARY

St. James' Church – 831 N. Arlington Heights Road

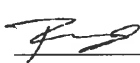
PUD, Parking Variation

PC#17-012

Round 2 Review Comments

11/13/2017

1. **Character of use:**
Nothing Further.
2. **Are lighting requirements adequate?**
Nothing Further.
3. **Present traffic problems?**
Nothing Further.
4. **Traffic accidents at particular location?**
Nothing Further.
5. **Traffic problems that may be created by the development.**
Nothing Further.
6. **General comments:**
Nothing Further.

 #272

Brandi Romag, Crime Prevention Officer
Community Services Bureau

RECEIVED
NOV 14 2017
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT



**Village of Arlington Heights
Health & Human Services Department**

Memorandum

To: Sam Hubbard, Development Planner

From: Sean Freres, Environmental Health Officer

Date: November 13, 2017

Re: PC# 17-0012. St. James Parish SUP Amendment, Round 2

-
- See the attached accessibility comments.

RECEIVED
NOV 14 2017
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT


Plan Review

Address: St. James Parish
831 N. Arlington Heights Road
PUD, Special Use Permit Amendment, Preliminary/Final Plat
of Subdivision, Comp Plan Amendment, Parking Variation

PC # 17-0012 Round 2

Submitted to: Sam Hubbard, Planning & Community Development

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



Date: November 13, 2017

Re: Illinois Accessibility Code (IAC), Effective April 1997
<https://www.illinois.gov/cdb/business/codes/Pages/IllinoisAccessibilityCode.aspx>

1. On each level without an exit discharge at grade identify the required Areas of Rescue Assistance per IAC Section 400.310(b)(5).

RECEIVED
NOV 14 2017
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

Planning & Community Development Dept. Review

November 16, 2017



REVIEW ROUND 2

Project: 2525 N. Arlington Heights Rd.
St. James Parish

Case Number: PC 17-010

Previous Comments:

32. The responses to comments #11-24, #26, #27, #29, and #31 are acceptable.
33. The response to #7 is noted. Based on a re-evaluation of the approvals, which will incorporate both the East and West campuses, the required zoning actions have been adjusted as follows:
 - a) Amendment to Special Use Ordinance #07-012 to allow an addition to the Church building and modifications to the parking area on the east campus.
 - b) Amendment to the Comprehensive Plan to change the land use classification from Single-Family Detached to Institutional for the properties located at 811 N. Arlington Heights Road and 810 N. Pine Avenue.
 - c) Planned Unit Development encompassing both the east and west campuses to allow multiple buildings on one zoning lot.
 - d) Preliminary Plat of Subdivision to consolidate all of the east campus into one lot.
 - e) A variation from Chapter 28, Section 11.4, Schedule of Required Parking, to allow a reduction to the minimum number of required parking stalls from 974 to 337.
 - f) A variation from Chapter 29, Section 29-307(f), to allow a double frontage lot with vehicular access from an abutting arterial street.
 - g) A variation from Chapter 28, Section 11.2-8, to allow a reduction in the required width of a parking row from 24' to 22'.
34. The responses to #8 and #9 are noted. Since Final Plat of Subdivision approval will be sought at a future date, the items as outlined in #8 and #9 will not be required at this time.
35. The response to #10 is not acceptable and additional details are needed on the construction activities. Please outline what construction activities will take place and when these activities will start and finish (e.g. demolition of school building, parking lot work, construction of church addition, etc.). Additionally, preliminary construction staging information is required as part of the PUD process. Provide a preliminary outline of parishioner parking will take place during construction including what parking spaces will be lost during construction activities. Additionally, please provide preliminary information on the location of construction personnel parking, location of construction access/entrances, and information on street/lane closures.
36. The response to #25 is noted. No activities will take place in the West Campus during mass.
37. The response to #28 is noted. While it is understood that ultimately parishioners will park where they choose, the Church should develop and implement a strategy that encourages parishioners to utilize the parking area first before looking for parking on the street. Please propose how the church will do this. Additionally, please note that if the west campus parking lot is underutilized during mass and worship times, and if parking on adjacent residential streets is over utilized, additional restrictions on residential street parking may be imposed by the Village.

38. The response to #30 is noted. Has the church and/or traffic consultant reached out to IDOT to gauge their preliminary opinion as to whether the alignment of the east campus driveway with the signal on Arlington Heights Road will be necessary for the signal to remain? Please verify this with IDOT and copy the Village on all correspondence.

Additional Comments:

39. Please verify the accuracy of all information in the attached parking table. Additionally, please verify the following information:

- a) The school has 53 employees.
- b) The school has 33 classrooms.
- c) The size of all office areas in the school is 6,162 sq. ft.
- d) The size of all multi-purpose rooms in the school is 25,641 sq. ft.
- e) The rectory includes a 3-car garage.
- f) The east campus includes 185 exterior parking spaces (the KLOA study lists 186 parking spaces on the east campus).

Subdivision Comments:

40. The responses to subdivision comments #7-10 are acceptable.

41. Please revise the subdivision plat to read "Preliminary" and not "Final".

Prepared by: 

Saint James Parish
PC 17-012
831 N. Arlington Heights Road
November 16, 2017

- 1) 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. In the northwest corner of the parking area, please extend the screen to the north along Arlington Heights road in order to screen the parking /drive aisle.
- 2) The ends of all parking rows must include a landscape island equal in area to one parking space, protected by durable materials, which contains a 4" caliper shade tree. (Chapter 28, section 6.15-1.2b). Provide an island and incorporate the code required shade tree at the ends of the parking row in the northeast corner or request a variation.
- 3) Code requires a six foot tall screen along the entire length of the southern property line. In order to meet this requirement, please provide a six foot high solid fence along the southern property boundary. However, in the areas where this fence would be adjacent to the front yard of the residential homes to the south, please install a landscape screen instead of the fence in order to complete the code required screen for the entire length of the southern property line. In addition, please substitute the proposed Chokeberry around the detention area with Arborvitae, and the proposed Serviceberry with evergreen trees.