



Village of Arlington Heights
Conceptual Plan Review Committee
Virtual Meeting
September 23, 2020
7:00 PM

I. CALL TO ORDER

- A. In response to the COVID-19 pandemic, this meeting is closed to in-person, public attendance. The meeting is being held virtually, which permits the public to fully participate via their computers or using their phones.

To participate in the virtual meeting, please follow these instructions: <https://bit.ly/33CKYqX>

Individuals who wish to comment or ask a question on an item on the Agenda may either participate virtually or send an email to the Village at jmschmidt@vah.com. Please limit emails to 200 words or less. To be shared at the meeting, the email must be received by 3:00 p.m. on September 23, 2020.

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Sean Kim Tattoo - 8/26/20

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Mini-Golf - 955 W. Dundee Rd - T1711
Special Use Permit for Amusement Facility, Large with
Restaurant

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793

(Voice), (847)368-5980 (Fax) or drobb@vah.com.



**Conceptual Plan Review Committee
9/23/2020**

Item: Sean Kim Tattoo - 8/26/20

Department: Planning & Community Development

ATTACHMENTS:

Description

Sean Kim Tattoo - 8/26/20

Type

Minutes

REPORT OF THE PROCEEDINGS OF
THE CONCEPTUAL PLAN REVIEW COMMITTEE

OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION

HELD AT VILLAGE HALL ON:

August 26, 2020

Project Title: Sean Kim Tattoo LUV
Address: 630 E. Golf Road
Arlington Heights, IL 60005

Petitioner: Sean Kim
51 S. Spring St. Unit 106
Elgin, IL 60120

Requested Action:
1. Land Use Variation to allow a Tattoo Parlor use within the B-2 Zoning District.

Variations Required:
None identified at this time.

Attendees: Sean Kim, Petitioner
Jay Cherwin, Plan Commissioner
John Sigalos, Plan Commissioner
Bruce Green, Plan Commissioner
Lynn Jensen, Plan Commissioner
Jake Schmidt, Assistant Planner

Project Summary:

The subject unit is approximately 1,050 square feet in size, and part of the multi-tenant Go-Go Shopping Center. The subject unit is one of several vacant commercial units within the building, and is currently vacant. Parking for this building is provided in front of the tenant space, in a 157 space lot.

The proposed action, if approved, would allow Sean Kim Tattoo to convert the vacant tenant space into a tattoo parlor with 3 stations. The petitioner, Sean Kim, has 13 years of experience and has performed work at a number of area tattoo shops. At peak times, it is anticipated that 1 artist and 2 apprentices will be working at the facility, with the ability to serve 3 clients. Guest artists may also operate out of the facility for a few months out of the year, however the number of stations would not change. Work would be performed on an appointment basis only.

Currently, the site is accessible via two driveways, one along Golf Road, and one along Goebbert Road. The anticipated hours of operations would be Monday through Saturday, 10am to 8pm or 12pm to 10pm, and closed on Sunday.

Meeting Discussion:

Mr. Kim began by stating he is seeking to open a tattoo studio with no piercing services offered. The studio would serve clients on an appointment-only basis. He would be working with two student apprentices, with a maximum of 3 tattoo stations open at any given time. He is considering hours of operation between 11am and 9pm, Monday through Saturday. Since piercings are not offered, customer traffic will not be excessive.

Commissioner Green asked **Mr. Schmidt** to present the Staff Report.

Mr. Schmidt stated that the subject property is 630 E. Golf Road, a 1,100 square-foot space within the 3-acre Go-Go Shopping Center. The site is zoned B-2, and the proposed use is classified as a tattoo parlor, which is not an expressly permitted use in any zoning district in the Village. As such, a Land Use Variation is required. The site is designated as Commercial on the Comprehensive Plan. Compatibility of the proposal with the Comprehensive Plan is undetermined at this time, and will be contingent upon the petitioner's written response to Land Use Variation justification criteria.

Adequate code-required parking is provided given the mix of uses within the shopping center. As part of a Plan Commission application, an updated tenant list for the shopping center will need to be provided to verify that code-required parking is provided. A Plat of Survey will need to be provided as well to verify the number of on-site parking spaces. No bicycle parking spaces are required as part of this petition, as the proposed use does not increase code-required parking above what was required by the previous use of the subject tenant space.

The petitioner is not proposing any changes to the site or building aside from an interior build-out. The petitioner is encouraged to reach out to the Building Department to see if any improvements are needed, especially with respect to any ADA upgrades which may be needed.

Staff needs additional information to make a recommendation on this request. The additional info needed includes the Plat of Survey, current tenant list, a written response to Land Use Variation justification criteria, and a scaled floor plan. The written response to Land Use Variation justification criteria will be critical in determining Staff's recommendation on the project, as well as the project's compatibility with the Comprehensive Plan.

Commissioner Jensen stated that typically the petitioner provides most of the requested items prior to appearing before the CPRC, and that Staff typically has a recommendation. He asked why the petitioner didn't provide a floor plan and other items, and why Staff did not have a recommendation for this petition.

Mr. Schmidt stated that the petitioner did provide a conceptual floor plan which should be on the agenda, Staff just needs a scaled version to verify the dimensions of the tenant space. With respect to the lack of a Staff recommendation, as the proposed use is not an expressly permitted use in any zoning district, Staff needs to see the petitioner's written response to Land Use Variation justification criteria to determine their support. There have been other projects brought before the CPRC for their review which have also not had a Staff recommendation pending provision of additional information, most recently the 3 N. Wilke Auto Sales Special Use Permit project.

Commissioner Jensen asked if there were any other tattoo parlors in Arlington Heights.

Mr. Schmidt stated that there were some tattoo seats in Arlington Heights, but located within larger salon studios. As an example, there is a tattoo seat within Sola Salon Studios at 77 S. Evergreen Avenue, within the larger Sola Salon suite. Being a small part of a larger permitted use, they were considered an ancillary use, and as such did not need to go through the Land Use Variation process. The proposed use would be 100% of the tenant space, and as such would be the primary use and requires a Land Use Variation. There are also some salons which offer micro blading, a form of tattooing which is used to mimic hair, but again this is ancillary to the primary use as a permitted salon, and did not require Land Use Variation approval.

Commissioner Jensen asked **Mr. Kim** to elaborate on how guest artists would utilize the facility.

Mr. Kim stated that guest artists would use one of the three stations within the space, and the maximum number of artists on-site at any given time would still be 3.

Commissioner Cherwin stated that he understands the Staff perspective, as there is no precedence in code for the proposed use. Looking at the project with respect to the for Land Use Variation justification criteria, the space is only 1,000 square feet, so it will likely not alter the essential character of the locality. As the use isn't expressly permitted in the Village, the plight of the owner is due to unique circumstances. The proposed variation seems to be in harmony with the spirit and intent of zoning code, as it is a business that would operate in a business district, and it is the minimum variance necessary to allow reasonable use of the property. He believes the project meets Land Use Variation justification criteria. There isn't a lot of guidance from Staff, so this will likely fall on the Village Board to decide if this is a use they want to allow or not. It is akin to an ancillary use, as it is a 1,000 square-foot space within a larger shopping center. If the tattoo seat in Downtown Arlington Heights is looked at as ancillary, this project should be reviewed in the same way. He does not oppose the project.

Commissioner Sigalos asked **Mr. Kim** if tattoo parlors typically provide piercings.

Mr. Kim stated that typically tattoo parlors provide piercings, as turnaround time is short and customer traffic is high.

Commissioner Sigalos asked if not offering piercings would hurt his business.

Mr. Kim stated that he is tattoo artist only, and his type of shop is intended to provide body art, not to generate high traffic by offering piercing services. It is a different type of business.

Commissioner Green stated that he is unsure how the Land Use Variation questions will be answered, but he is not concerned with the proposal and sees it as very similar to any other business.

RECOMMENDATION

The Conceptual Plan Review Committee advised the petitioner to proceed forward with their application.

Bruce Green, Chair
CONCEPTUAL PLAN REVIEW COMMITTEE
Jake Schmidt, Recorder



**Conceptual Plan Review Committee
9/23/2020**

Item: Mini-Golf - 955 W. Dundee Rd. - T1711

Department: Planning & Community Development

REQUESTED ACTION

1. Special Use Permit to allow an 8,400 SF Restaurant and Amusement Facility, Large.

VARIATIONS REQUIRED

1. None identified at this time.

RECOMMENDATION

The Staff Development Committee has reviewed the proposed Special Use Permit for a Restaurant and Amusement Facility, Large, and is generally supportive of this application subject to resolution of the following:

1. The petitioner shall provide written justification in support of the proposed Special Use Permit that addresses each of the criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:
 - That said special use is deemed necessary for the public convenience at this location.
 - That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.
 - That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.
2. The petitioner shall provide a traffic and parking study by a certified traffic engineer that assesses access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, and impacts to public streets.

3. The petitioner shall provide a market assessment which must identify the similarities, differences, and impacts to other similar facilities within the market area. Furthermore, the market assessment should illustrate the market demand for this type of facility at the proposed location.
4. A code compliant landscape plan shall be required.
5. A photometric plan and catalog cuts for all proposed fixtures is required if any alterations to the site lighting is proposed.
6. The petitioner shall add four bicycle parking spaces as required by Code.
7. A fully dimensioned and scaled floor plan shall be required as part of a Plan Commission Application.
8. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

ATTACHMENTS:

Description	Type
Staff Report	Board or Commission Report
Exhibits	Exhibits
Project Summary, Site Plan, Examples	Exhibits
Existing Floor Plan	Exhibits
Conceptual Floor Plan	Exhibits



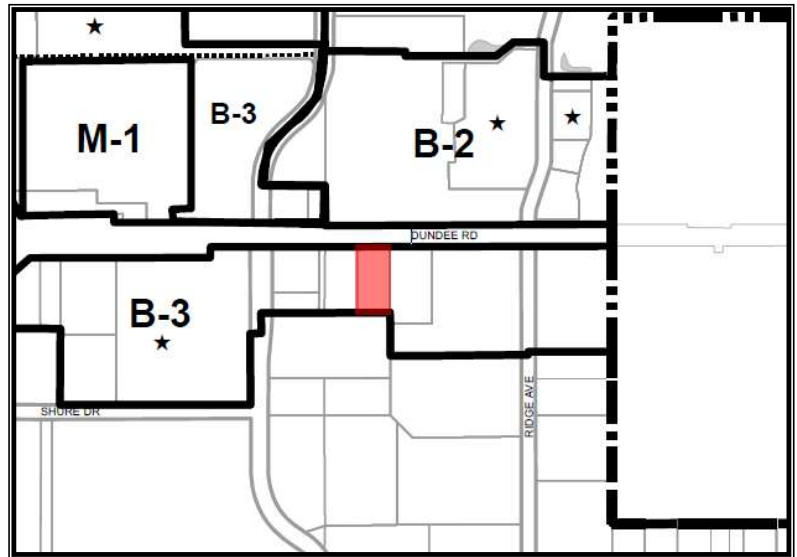
VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

Temp File Number: T1711
Project Title: 955 W. Dundee Mini-Golf SUP
Address: 955 W. Dundee Road
PIN: 03-07-200-028

To: Conceptual Plan Review Committee
Prepared By: Jake Schmidt, Assistant Planner
Meeting Date: September 23, 2020
Date Prepared: September 18, 2020

Petitioner: Michael Steil
 Arlington Lanes
Address: 3435 N Kennicott Ave,
 Arlington Heights, IL 60004

Existing Zoning: B-3, General Service,
 Wholesale, and Motor Vehicle District



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	B-2, General Business District	Ridge Plaza Shopping Center	Commercial
South	M-1, Research, Development, and Light Manufacturing District	Arlington Lanes Bowling Alley	Commercial
East	B-3, Wholesale, Motor Vehicles, and General Service District	Walker Bros. Pancake House	Commercial
West	B-3, Wholesale, Motor Vehicles, and General Service District	Mario Tricoci Hair Salon and Spa	Commercial

Requested Action:

1. Special Use Permit to allow an 8,400 SF Restaurant and Amusement Facility, Large.

Variations Required:

1. None identified at this time

Project Background:

The subject property is 45,000 square feet in size (1.03 acres) and located on the south side of Dundee Road between Kennicott Avenue and Ridge Avenue. The site contains an approximately 8,000 square foot one story building that is currently vacant and most recently housed a Chuck-E-Cheese restaurant. Access to the site comes from one non-signalized full access driveway to Dundee Road, which is classified as a “Major Arterial” and contains two lanes of travel in each direction, as well as a shared left turn median in the center of the road.

The petitioner, who currently operates the Arlington Lanes bowling alley immediately south of the subject site, is proposing to re-occupy the building with an indoor 8,400 SF mini-golf facility (classified in code as an “Amusement Facility, large) with restaurant. It is anticipated that 3 to 4 employees would operate the facility at peak times. Hours of operation for the facility would be 11:00am to 11:00pm, 7 days a week. Food service would be provided on-site, with an approximately 500 square-foot seating area for patrons. No liquor service is proposed.

Zoning and Comprehensive Plan

The subject property is within the B-3 General Service, Wholesale, and Motor Vehicle District, which allows large Amusement Facilities through the issuance of a Special Use Permit. Therefore, a Special Use Permit must be reviewed by the Plan Commission and ultimately granted by the Village Board. As part of the Plan Commission review process, the petitioner must provide a written response justifying compliance with each of the Special Use Permit approval criteria, as summarized below:

- 1. That said special use is deemed necessary for the public convenience at this location.**
- 2. That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.**
- 3. That the proposed use will comply with the regulations and conditions specified in this ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.**

The Comprehensive Plan designates this property as “Commercial” and the proposed use as an Amusement Facility with restaurant is compatible with this classification.

As part of the Plan Commission process, a market assessment shall be required, which must identify the similarities, differences, and impacts to other similar facilities within the market area. Furthermore, the market assessment should illustrate the market demand for this type of facility at the proposed location. It should be noted that, according to a brief Staff analysis, there are no similar facilities within the immediate vicinity of the subject site, nor within the boundaries of the Village.

Site and Landscaping

The petitioner is not proposing any changes to the site or building aside from the interior buildout of the space. A preliminary review indicates that the existing building conforms to all bulk and setback restrictions. However, the petitioner must prepare detailed plans for staff analysis, including a fully dimensioned site and landscape plan. Landscape improvements to the site will be required, most notably, additional landscape islands are required within the parking lot to conform to current landscape requirements. Additionally, since the site borders a property that would be under common ownership (the aforementioned Arlington Lanes bowling alley), cross access should be explored along the south property line.

The petitioner shall also provide a photometric plan if any new site lighting is proposed.

Building

Certain upgrades to building may be required to allow for the proposed use. The petitioner is encouraged to reach out to the Building Department to determine what upgrades may be needed to convert the building particularly with respect to meeting ADA requirements. Furthermore, if exterior changes to the building are proposed, a Design Commission application may be required. The petitioner should outline any proposed exterior building modifications and check with the Planning Department to determine if the extent of these changes will require a Design Commission application and potential Design Commission appearance. If appearance before the Design Commission is required, the petitioner shall complete this appearance prior to appearing before the Plan Commission.

Traffic and Parking

Chapter 28, Section 6.12, Traffic Engineering Approval, requires that any Special Use Permit application include a traffic and parking study from a certified traffic engineer. The study needs to assess access (location, design, and Level of Service), on-site circulation, trip generation and distribution, parking, and impacts to public streets. Staff has concerns about ingress/egress to and from the site given the non-signalized full access driveway on Dundee Road and the need to cross two lanes of traffic for westbound automobiles entering the site from Dundee Road and westbound automobiles leaving the site. Additional cross access at the south side of the site could alleviate negative traffic impacts, as it would provide access to Kennicott Avenue and the signalized intersection with Dundee Road.

Relative to parking, the site provides a surplus of parking spaces relative to code requirements. The parking calculations are shown in Table I below:

Table I – Required Parking

Space	Code Uses	Gross Square Footage	Parking Ratio (1:X)	Number of Occupants/Employees	Parking Required
Mini-Golf/Arcade	Amusement	7,900	30% of Capacity per Building Code	168	50
Dining Area	Dining Area	500	1 Space/45 SF of seating	N/A	11
Total Parking Required					61
Total Parking Provided					73
Surplus/(deficit)					12

Per Section 11.8 of the Zoning Code, bicycle parking spaces are required when a change in use results in an increase in required vehicular parking spaces. As the proposed use has a higher parking requirement than the current use (vacant buildings are assessed at a ratio of 1 space for every 300 square feet in floor area), provision of 4 bicycle parking spaces is required.

RECOMMENDATION

The Staff Development Committee has reviewed the proposed Special Use Permit for a Restaurant and Amusement Facility, Large, and is generally supportive of this application subject to resolution of the following:

1. The petitioner shall provide written justification in support of the proposed Special Use Permit that addresses each of the criteria necessary for Special Use Permit approval as outlined in the Zoning Ordinance:
 - **That said special use is deemed necessary for the public convenience at this location.**
 - **That such case will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity.**
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7. A fully dimensioned and scaled floor plan shall be required as part of a Plan Commission Application.
8. These are preliminary comments only and should not be relied upon as identification of the only major issues. The Staff Development Committee reserves the right to change its position on issues upon submittal of a formal application and detailed review.

September 18, 2020

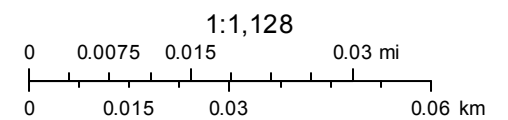
Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1711

955 W. Dundee Rd - Aerial



November 20, 2017



5



Steve Lauer <stevelauer830@gmail.com>

Update

2 messages

Mertes, Michael S. <mmertes@vah.com>
To: Steve Lauer <stevelauer830@gmail.com>

Mon, Aug 10, 2020 at 5:17 PM

Hey There Steve,

Hope you're staying out of the rain today! In short, today's meeting went pretty well. In general, Planning Staff is supportive of the re-use of the building for mini-golf and arcade. Jake Schmidt is our Assistant Planner. He will be the Staff liaison for the Plan Commission process in order to get approval for the Special Use. His first task is to get this proposal to the Conceptual Plan Review Committee for initial review.

Leading up to that meeting, the following things are needed:

- An aerial of the site (can be pulled from Google)
- A plat of survey, if possible
- Images of the concept (such as the one in Gurnee)
- A dimensioned floor plan may be required

Can you tell me who will be the point person in regards to this project (i.e. the person who will speak before the Plan Commission during the Public Hearing who represents the project?) Then I can put him or her in touch with Jake to begin the process.

Thanks Steve!

Michael

Michael Mertes

Business Development Coordinator

Village of Arlington Heights, IL

(847) 368-5220

mmertes@vah.com

www.VAH.com

www.DiscoverArlington.com

Steve Lauer <stevelauer830@gmail.com>
To: "mtsteil941632@att.net" <mtsteil941632@att.net>

Mon, Aug 10, 2020 at 5:46 PM

Aerial Map

6

Client				
Property Address	955 W Dundee Road			
City	Arlington Heights	County	State IL	Zip Code 60004
Lender				

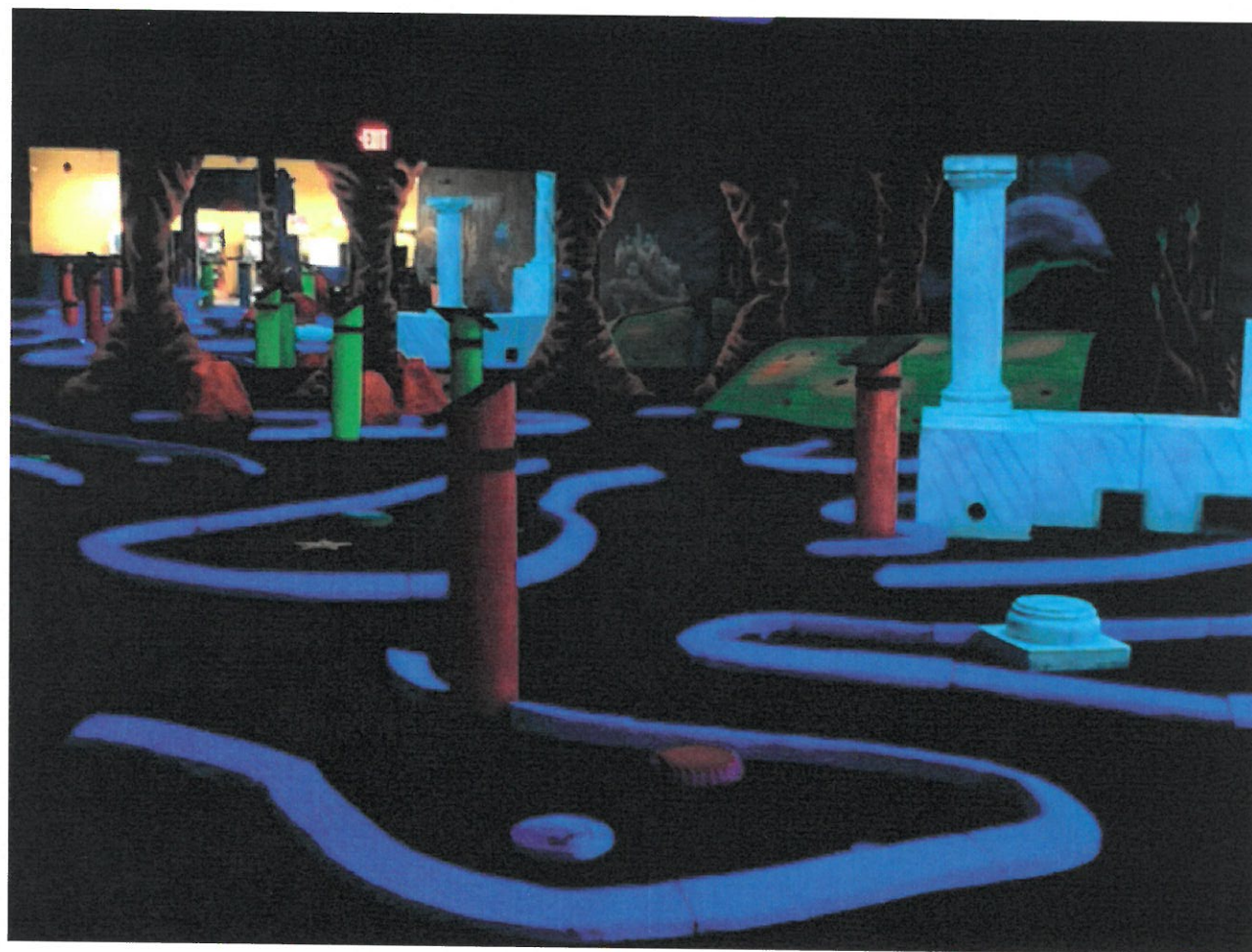










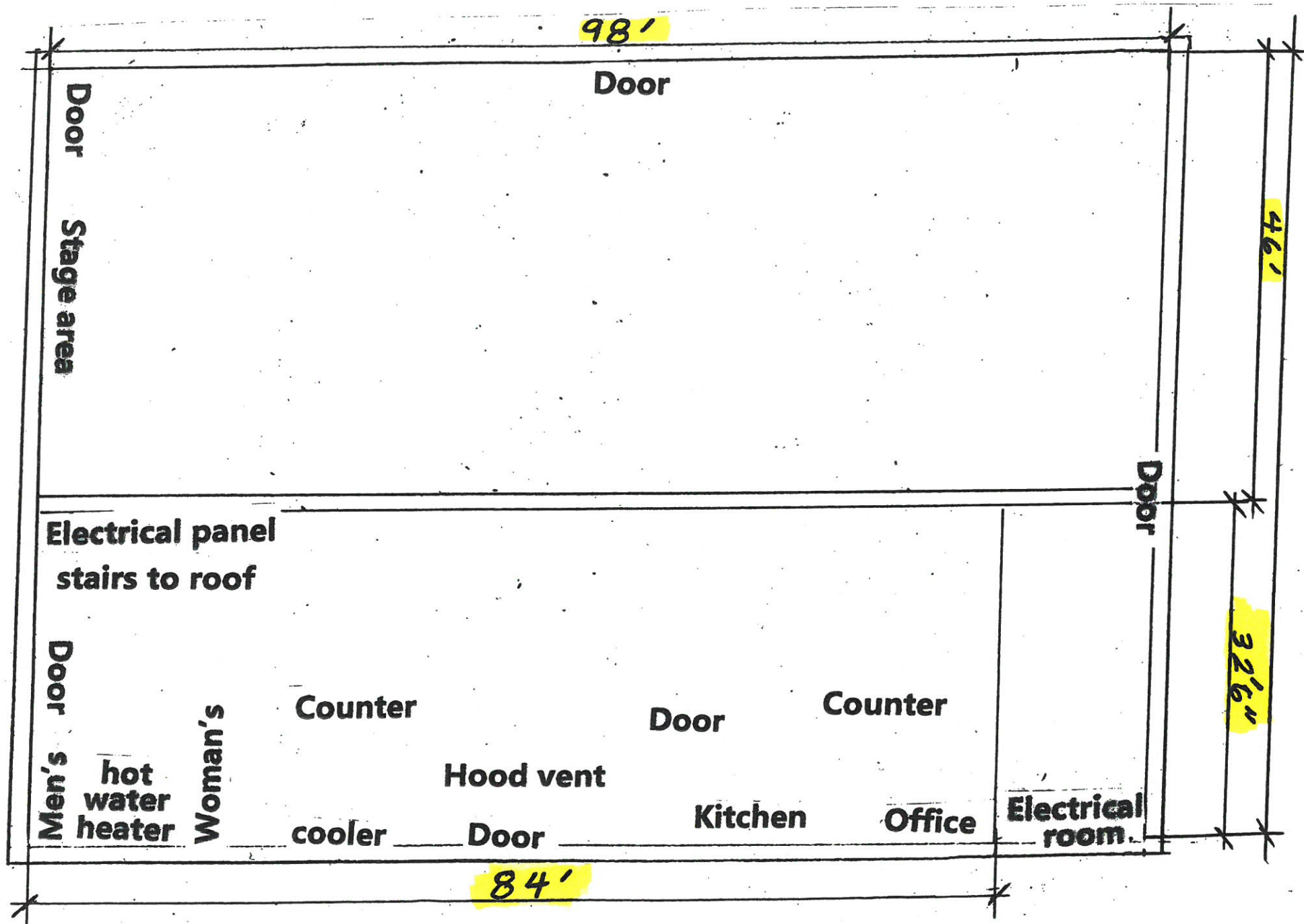




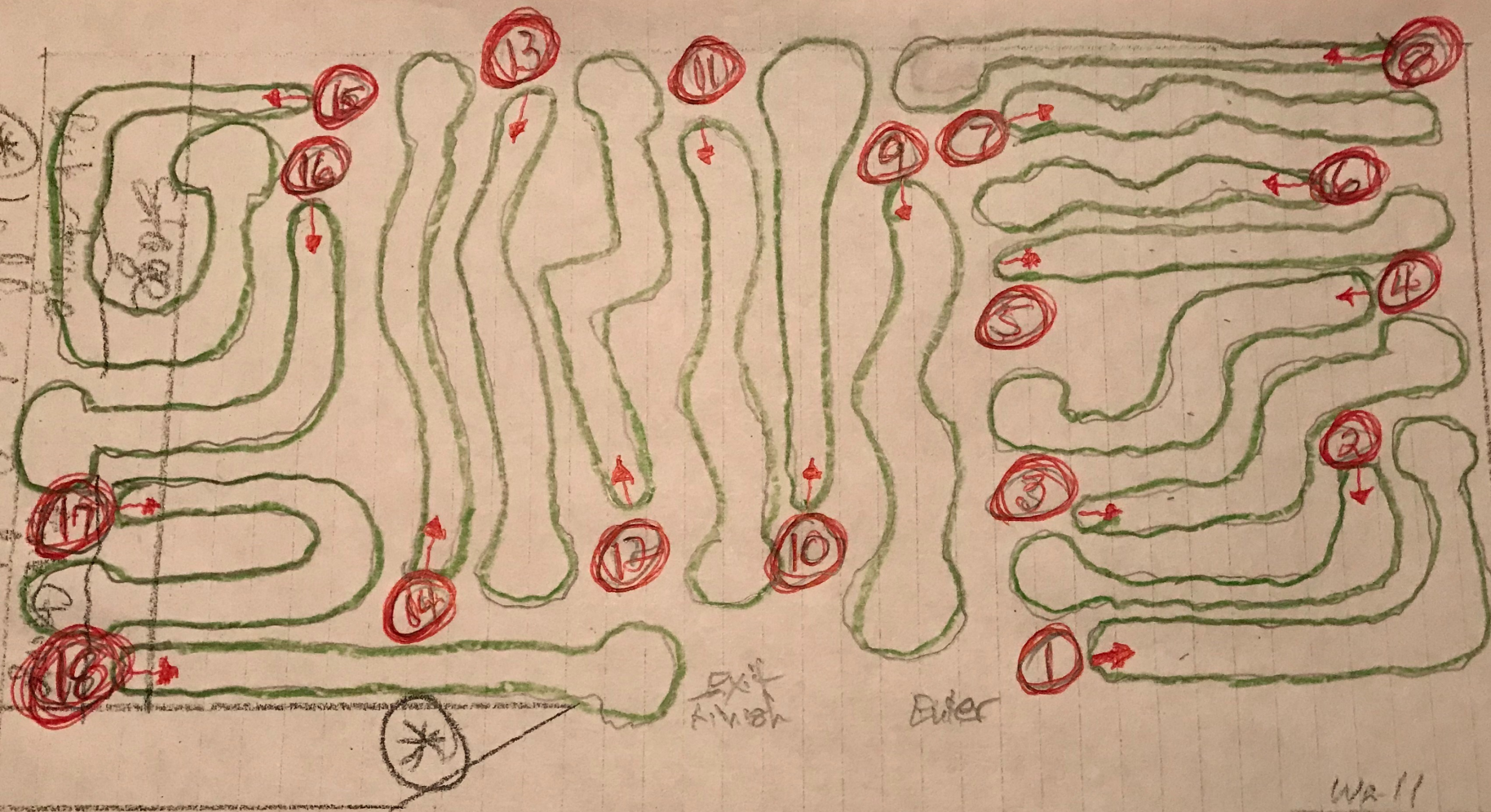
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98'



(*) Walk to Roof top



Exit finish

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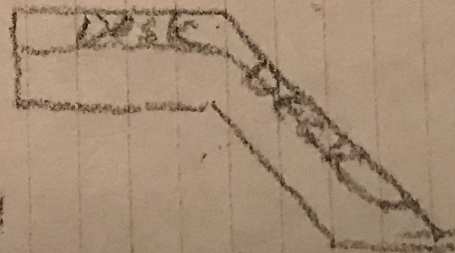
Wall

Entrance

~~Bar~~
Possible
Games

~~Cooler~~

Kitchen Area



Club
Room

James R.R.
Strong R.R.
New R.R.