



AGENDA
CONCEPTUAL PLAN REVIEW COMMITTEE
Community Room, 3rd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
Arlington Heights IL 60005
July 23, 2025
6:30 PM

- I. CALL TO ORDER
- II. ROLL CALL OF MEMBERS
- III. APPROVAL OF MINUTES
 - A. CPRC Minutes 7/9/25
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - A. 5 N. Douglas Ave. - T1882
Planned Unit Development, Land Use Variation for Multi-Family building in B-2 District, Subdivision
 - B. 1429 E. Palatine Rd. - Second Season - T1887
PUD Amendment for Land Use Variation to allow Adult Day Care in B-2 District
- VI. OTHER BUSINESS
- VII. PUBLIC COMMENT

Anyone wishing to speak on a subject not on the Agenda may speak at this time. Please limit your comments to three minutes.

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 the Health & Human Services Department, at 33 S. Arlington Heights Road, Arlington Heights, IL 60005, healthmail@vah.com or 847/368-5760.

DRAFT

MINUTES OF THE MEETING OF CONCEPTUAL PLAN REVIEW COMMITTEE COMMUNITY ROOM, VILLAGE OF ARLINGTON HEIGHTS July 9, 2025 AT 6:30 P.M.

MEMBERS PRESENT:

Bruce Green, Chair
Jay Cherwin
John Sigalos
Kristen Schurtz

MEMBERS ABSENT:

STAFF PRESENT: Rachel Hitzemann & Darko Bojin

ALSO PRESENT: Inga Tkhostova and Artsiom Cherepovich

Call to Order

Chairman Green called the meeting to order at 6:30 p.m.

Approval of Minutes

The meeting minutes of May 14, 2025 meeting were reviewed.

SIGALOS MOVED AND CHERWIN SECONDED A MOTION TO APPROVE THE May 14, 2025 MEETING MINUTES. MINUTES WERE APPROVED 4-0.

NEW BUSINESS

T1886 – Cherepovich Tattoo, 1407 E. Palatine Road

The 866 square foot subject tenant space is located in Pal Win Plaza, which is southeast of the intersection of Palatine Road and Windsor Drive. The shopping center is approximately 35,000 square feet and contains 19 tenant spaces and 128 existing parking spaces. Access to the property comes from curb cuts off Palatine Frontage Road and Windsor Drive. There is also a private access drive that runs along the south and east side of the shopping center, connecting it to a lot with 28 parking spaces at 1601 E Palatine Road. The property is within the Sugarbrook Subdivision Planned Unit Development (PUD), along with the multifamily residential neighborhood immediately south of Pal Win Plaza.

The petitioner, Cherepovich Tattoo is proposing to occupy the tenant space and open a new Tattoo Parlor. In 2024, the petitioner sought a Land Use Variation to operate at 417 S. Arlington Heights Road. The Plan Commission recommended the Village Board deny this request because they felt it would have a negative impact on surrounding properties. The petitioner elected to withdraw their petition after this negative recommendation.

The petitioner feels that this new location has less street front exposure and would be more appropriate for a Tattoo Parlor. The proposed business is anticipated to employ 5-6 full-time tattoo artists and 1 receptionist. The floor plan includes 4 tattooing stations, a reception area, restroom, and kitchen. Hours of operation will be Tuesday through Sunday from 11:00 a.m. to 7:00 p.m.

Ms. Tkhostova was present to translate for Mr. Artsiom Cherepovich. Mr. Cherepovich would like to open a tattoo shop at 1407 E. Palatine Road. This tattoo parlor with four tattoo artists. Hours of operation would be Tuesday through Sunday from 11 am to 7 pm.

DRAFT

Mr. Bojin summarized the staff report, subject property is located at 1407 East Palatine Road in the B-2 zoning district. The 866 square foot tenant space located in Pal Win Plaza which is to the southeast of the intersection of Palatine Road and Windsor Drive. The petitioner is proposing to occupy the tenant space and open a new tattoo parlor. The petitioner feels that this new location has less street front exposure and would be more appropriate for a tattoo parlor. The proposed business has plans to employ 5 to 6 full-time tattoo artists and one receptionist. The floor plan includes 4 tattooing stations, a reception area, restroom and a kitchen. Hours of operation will be Tuesday through Sunday from 11:00 am to 7:00 pm.

The property is currently zoned B-2 general business district which does not permit the tattoo parlor land use. Therefore, the petitioner is requesting a land use variation to allow a tattoo parlor land use within the B-2 district. As part of this application the petitioner shall provide a written response to the 4 criteria for approval for the variations. The Comprehensive Plan designates this property as appropriate for commercial uses, and the proposed land use variation may be consistent with this part of the Comprehensive Plan it will be evaluated with the formal Plan Commission application. The petitioner has not proposed any changes to the exterior of the building or the site, but they will likely have some signage which will require separate permit, and we will recommend that they also include that proposed signage is part of their formal application. As for the parking, staff did an analysis which showed sufficient parking at Pal Win Plaza, however we do want the property owner to provide assurance that the lot at 1601 East Palatine Road which is to the southeast of the shopping center, will be available and remain part of the shopping center for employees and customers because without these additional 28 parking spaces at this location the parking code requirements for the shopping center may not be met and would require an additional variation. The staff development committee reviewed this proposal for an amendment to the PUD and land use variation permit a tattoo parlor within the B-2 general business district and is generally supportive of this application subject to the resolution of the items listed in our staff report.

Commissioner Sigalos inquired about the number of other tattoo parlors in Arlington Heights. Likes this location better than the previous location.

Mr. Bojin replied that there are two currently operating.

Commissioner Cherwin agreed that this is a much better location and the parking will not be an issue.

Commissioner Schurtz was in agreement that the use fits with the rest of the shopping center.

Commissioner Green agreed that this is a better location, four thumbs up! Please proceed.

PUBLIC COMMENT

None

Adjournment

CHERWIN MOVED AND SIGALOS SECONDED THE MOTION TO ADJOURN. ALL MEMBERS VOTED IN FAVOR OF THE MOTION.

The meeting adjourned at 6:42 p.m.

**Bruce Green, Chair
CONCEPTUAL PLAN REVIEW COMMITTEE
Kendra Maher, Recorder**



7/23/2025

Item: 5 N. Douglas Ave. - T1882
Planned Unit Development, Land Use Variation for Multi-Family building in B-2 District, Subdivision

Department: Planning & Community Development

Item Description:

Requested Action

1. Planned Unit Development to allow a 64-unit residential building.
2. Land Use Variation to allow a Multi-Family residential-only building within the B-2 District
3. Preliminary Plat of Subdivision

Variations Required

Chapter 28, Section 5.1-20.1(e), to allow 60 dwelling units on 33,109 square feet of land where 36,000 square feet is required.

Recommendation

The Staff Development Committee has reviewed the proposed PUD, Plat of Subdivision and Variation and is supportive of the project, subject to the following conditions:

1. Provide a written justification to support any requested variations as per the hardship criteria outlined in the Zoning Ordinance:
 - The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
 - The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.
 - The proposed variation is in harmony with the spirit and intent of this Chapter.
 - The variance requested is the minimum variance necessary to allow reasonable use of the property.
2. Engineering plans, details and storm water detention calculations shall be required as part of the formal review process.

3. A market assessment shall be required to demonstrate a need for this type and size development at this location.
4. The developer shall provide affordable units pursuant to the Inclusionary Housing Ordinance.
5. Appearance before the Housing Commission shall be required.
6. The petitioner shall construct and dedicate the extension of Campbell Street from Douglas Avenue up to the railroad spur line, and across the railroad spur, as feasible.
7. A detailed traffic and parking study from 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 shall be required.
8. School, Park, and Library contributions shall be required per Code prior to the issuance of a building permit.
9. The new surface lots on the north side of Campbell are not connected and maneuvering out of the four northernmost stalls would be difficult. Consider combining the two lots to provide circulation.
10. The sidewalk through the entrances to the surface lots on the north side of Campbell St shall carry through the entrances with the curb stopping on either side.
11. Consider revising the design/access to the southernmost stalls in the surface parking lot under the building.
12. The 4 N Hickory Development has been completed since staff last reviewed this application in October, 2023. The sidewalk for 5 N Douglas Ave shall align with the sidewalk east of the spur at the direction of Village staff.
13. The location of the sidewalk along Kensington is currently shown to be located immediately behind the curb. It is recommended that the sidewalk be shifted north to allow for greenspace between the back of curb and public sidewalk. The location of the street lamps shall be adjusted.
14. The existing fire hydrant at the SE corner of the site is located in the accessible route. The hydrant shall be relocated.
15. The petitioner will need to work with staff to modify the sidewalk

along the Kensington Road frontage as outlined in the Hickory / Kensington Area Plan. This will include modifying the widened sidewalk area to include a small parkway between the sidewalk and the street and to align with the sidewalk completely along the Kensington Road frontage of 4 N Hickory.

16. Coordination with the Village and Union Pacific on the grade crossing for the sidewalk will be required.

17. A public sidewalk easement will be needed for sidewalk within private property along Kensington Road.

18. Paving material and colors should be coordinated with the 4 N. Hickory Project.

19. It does not appear that the cars parked on the south end of the garage will be able to reverse out. Consider striping those spaces as no parking or increasing the bump out.

20. A two-phased plan for the Campbell Street connection across the railroad tracks shall be required. One plan shall show Campbell Street being stubbed at the tracks, similar to how the 4 N. Hickory Development was designed, and a second "future" plan shall show the connection being implemented by the petitioner. A conduit for all future utilities will also be required as part of the Campbell Street Extension. Petitioner will need to coordinate with Union Pacific and Village Staff to determine what time of improvements are needed for this connection (warning lights, gates, added utilities, etc.).

21. Handicap spots should be relocated closest to the elevator.

22. The first-floor building façade along Kensington Road is essentially a blank wall that does not promote very little visual interest or pedestrian interaction. The Village requests the petitioner consider first floor retail in order to unify the streetscape and/or an alternative treatment to the first-floor facade in order to unify the building frontages and streetscape environment along Kensington Road.

23. Fire Department/Building-Life Safety - Please provide all elements required for the Fire Plan Review exhibit.

24. Please provide details on the proposed fence along the railroad tracks as part of a complete Plan Commission application. This should include a detailed survey that shows the existing easement and where the fence can be placed, as well as details on the fence (material, style, height) if they differ from the "decorative fence detail" on PC1-1.3. The fence should be shown on the landscape, engineering and architectural plans.

25. 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:

1. CPRC Staff Report - 5 N Douglas
2. 5 N Douglas - Site Plan Exhibit 6.30.25
3. 5 N Douglas - SUMMARY OF CHANGES 01.30.25
4. 5 N Douglas - Architectural Plans



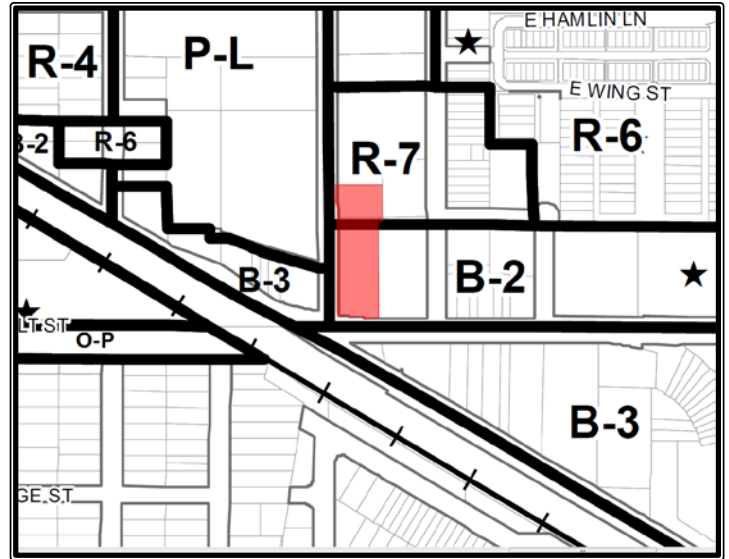
VILLAGE OF ARLINGTON HEIGHTS STAFF DEVELOPMENT COMMITTEE REPORT

Temp File Number: T1882
Project Title: 5 N. Douglas
Address: 5 N. Douglas
PIN: 03-29-408-002 and 03-29-405-005

To: Conceptual Plan Review Committee
Prepared By: Rachel Hitzemann, Development Planner
Meeting Date: July 23, 2025
Date Prepared: July 11, 2025

Petitioner: Guido Neri
 Neri Architects
Address: 6400 N. Northwest Hwy.- Suite 4
 Chicago, IL 60631

Existing Zoning: M-1, Manufacturing District
Comprehensive Plan: Research and Development, Manufacturing, Warehouse



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	R-7: Multi-Family Dwelling District	Lumber Yard (Heller Lumber)	High-Density Multi-Family
South	B-3: General Service, Warehouse, and Motor Vehicle District	Parkway greenspace and Union Pacific railroad tracks	Commercial
East	R-7: Multi-Family Dwelling District B-2: General Business District	Vacant land and surface parking lot	High-Density Multi-Family, Mixed Use
West	B-3: General Service, Warehouse, and Motor Vehicle District P-L: Public Lands District	Recreation Park	Parks

Requested Action

1. Planned Unit Development to allow a 64-unit residential building.
2. Land Use Variation to allow a Multi-Family residential-only building within the B-2 District
3. Preliminary Plat of Subdivision

Variations Required

1. Chapter 28, Section 5.1-20.1(e), to allow 60 dwelling units on 33,109 square feet of land where 36,000 square feet is required.

Project Background:

The subject property is approximately 1.16 acres (50,737 square feet) and is bounded by Kensington Road to the south and Douglas Avenue to the west. The eastern edge of the site contains a Union Pacific railroad spur line, which provides freight access to the Heller Lumber Company located north of the subject property. Approximately 13,500 square feet of the northern portion of the property is within the R-7 Zoning District and the southern 37,237 square feet of the property is within the B-2 Zoning District. Additionally, the entire property is within the Hickory / Kensington Overlay District and is part of the Hickory / Kensington Area Plan, both of which were established in 2013. The property is also located within the Hickory/Kensington TIF District, which was adopted by the Village Board in 2014. The subject property is improved with an at grade overflow parking lot that serves the nearby Mariano's grocery store, which overflow parking lot is not heavily used. A five-story, mixed-use building has been completed on the east side of the railroad spur at 4 N. Hickory. The 76-unit apartment building also include ground floor commercial space

The applicant is proposing to develop the southern B-2 zoned portion of the subject property. Additionally, the developer will dedicate land to the Village to allow for Campbell Street to be extended, at a future date, between Hickory Avenue and Douglas Avenue. The dedication would occur roughly around the division between the R-7 and B-2 zoning districts and align with the drive aisle that was completed as part of the 4 N. Hickory project.

Original plans for this site were submitted in 2022. At the time, the proposed development consisted of a 54-foot tall, five-story apartment building with 64 units. A total of 97 parking spaces would be located throughout the basement, ground floor, and on a surface lot at the exterior of the building and a parking lot across the future Campbell Street. The dwelling units would be located on floors two through five and would consist of 32 one-bedroom units (50%), and 32 two-bedroom units (50%). All dwelling units would be rental. The second floor would feature a 1,187 square foot exterior amenity deck for the building.

The applicant submitted revised plans in January which eliminated the interior lower-level parking (basement parking). The number of dwelling units was reduced from 64 to 60 with the unit mix changed to 24 one-bedroom units and 36 two-bedroom units. The final revision is the utilization of the north lot for an additional 28 space parking lot.

Zoning and Comprehensive Plan

The portion of the subject property proposed for development is located within the B-2, General Business District, entirely within the Hickory / Kensington Overlay Zoning District. The proposed development must comply with the regulations within each of these zoning classifications, however, the overlay regulations supersede the B-2 zoning regulations where the requirements differ. All developments within the Hickory / Kensington Overlay zone are required to develop as a PUD, and therefore PUD approval is required.

Staff has identified the need for a land use variation to allow an apartment building within the B-2 District, as well as a density variation to increase the number of units by 2. Additional variations may be identified once detailed plans have been provided. As part of any Plan Commission application, the petitioner will be required to provide written responses to the approval criteria for each requested Variation, which criteria is summarized below:

- **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
- **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**

- **The proposed variation is in harmony with the spirit and intent of this Chapter.**
- **The variance requested is the minimum variance necessary to allow reasonable use of the property.**

Given the current lot size, proposed unit mix, and the Villages' density requirements, the subject property could accommodate 58 dwelling units by code. The developer has proposed 60 units, which translates to a density increase of two units above code requirements. Staff notes that if the developer was not required to dedicate 8,521 square feet of land for the Campbell Street extension, the subject property could yield 74 units per the density requirements and proposed unit mix. Staff is supportive of the density variation due to the land dedication and the proposed development meets all bulk standards such as height and setbacks, and meets the goals of the Hickory / Kensington Area Plan as will be outlined later within this report. Additionally, density increases are allowed per the Inclusionary Housing Ordinance, but will require variation.

The Comprehensive Plan classifies the subject property as "Mixed Use". Although the proposed building will be a residential-only development, staff believes this to be appropriate given the low volume of traffic along Douglas and limited site access. The Village would request the petitioner consider first floor retail in order to unify the streetscape and/or an alternative treatment to the first-floor façade before submitting a complete Plan Commission application. The building conforms with the Hickory / Kensington Area Plan, which specifically indicates that this site should be occupied by a structure four to five floors in height.

All multi-family developments that include ten or more units are required to conform to the Village's Inclusionary Housing Ordinance. The developer shall be required to provide 10% (6 units) as affordable per the Inclusionary Housing Ordinance, which requires 10% of units as affordable if public assistance is provided. The developer is seeking TIF assistance. An appearance before the Housing Commission will be required.

Hickory / Kensington Area Plan

As identified above, the subject property is part of the Hickory / Kensington Area Plan, which provides guidelines for future redevelopment within the neighborhood in order to create a new, vibrant mixed-use area. The proposed development is consistent with the goals of the Hickory / Kensington Plan in several ways:

- **Height**: The subject property is classified as appropriate for a 4-5 story building per the Plan. The proposed 5-story building is consistent with this designation.
- **Setback**: The Plan calls for mixed-use buildings to be setback no more than 5 feet from the sidewalk along Douglas. The proposed building is abutting the sidewalk with no setback along Douglas, however, to break up the façade along Douglas, certain portions of the building are setback 5 feet from the property line.
- **Street Grid**: The proposed development will facilitate the continuation of the street grid by enabling the extension of Campbell Street from Hickory Avenue to Douglas Avenue in the future. This is consistent with one of the goals of the Hickory / Kensington Plan.

Staff supports the concept given that the plan complies with the Hickory / Kensington Area Plan vision for redevelopment of this area.

Site Design

The developer will be required to subdivide the property to create two lots. The two lots will be separated by 66' of land, which will be dedicated for the extension of Campbell Street from

Douglas Avenue to the eastern edge of the subject property. This will mirror what was done at 4 N. Hickory on the opposite side of the spur line. The petitioner will need to coordinate with Union Pacific and the Illinois Commerce Commission to determine what type of railroad crossing infrastructure (warning lights, crossing gates, etc.) will be needed to connect Campbell Street from Hickory to Douglas in coordination with the Village. The project will also require the extension of underground utilities that must also be coordinated with Union Pacific and the Village. Additionally, the petitioner should verify the northern building setback as the location of the property line is somewhat unclear on the plans submitted.

The development must conform to all MWRD requirements and on-site detention will be required. The petitioner has indicated that detention will be provided within an underground detention vault beneath the parking lot. As part of the Plan Commission process, the petitioner shall provide details on any proposed ground-mounted mechanical infrastructure, which must be appropriately located and screened with landscaping.

Building Design

The proposed development appeared before the Design Commission reviewed and approved the project on August 9, 2022. The Design Planner reviewed the new proposal and determined that the plans are consistent with the previously approved plans. Therefore, the application will not require additional Design Commission review.

Landscaping / Streetscape Improvements / Infrastructure

A code compliant Landscape and Tree Preservation Plan will be required within any formal Plan Commission application, including building foundation plantings, landscape islands within the parking lot at the ends of each parking row, and shade trees in all parking lot islands.

Staff will work with the petitioner to provide streetscape improvements as outlined in the Hickory / Kensington Area Plan. Preliminary design includes an “enhanced” 10-foot-wide sidewalk along Kensington, which includes a small parkway between the sidewalk and street. Staff is evaluating the location of this sidewalk and will work with the developer on the ideal alignment. The petitioner will need to coordinate with staff relative to the Douglas Avenue streetscape, where there is currently mature landscaping and several street trees. As part of the Plan Commission process, the Village will need to evaluate where the sidewalk should be placed along Douglas, and whether on-street parking spaces should be extended further south than existing. Along the Campbell Street side, a standard sidewalk and parkway (including street trees) will be required. These design elements are still being determined and shall be finalized prior to Plan Commission application.

With regards to infrastructure, a sanitary sewer extension is needed along Douglas Avenue extending from the existing combined sewer within Kensington to the northern side of the property. Additionally, a water main must be constructed under Campbell Street from Douglas to Hickory. Additional infrastructure needs may be identified once detailed plans are submitted for review.

Building / Life Safety

The proposed site plan appears to use Douglas and Campbell as the code required fire lanes. Additional details are needed on the location of hydrants, length of hose stretches, and the location and width of all proposed fire lanes. If it is determined that the east side of the building is needed as an additional fire lane, a secondary egress connection may be required at the south end of the drive aisle along the east side of the building. The petitioner should provide a Fire Access plan for review by the Village prior to finalizing their plans for Plan Commission submittal.

Traffic and Parking

Per zoning requirements, the subject property must provide 90 parking spaces based on the number of residential units (see Table I below). The subject property proposes 90 parking spaces, which complies with Code.

Chapter 28, Section 6.12, Traffic Engineering Approval, requires that planned unit developments provide 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. This study should take into account the petitioners proposed development at Hickory / Kensington, as well as the Arlington Beer Company development proposed along Hickory Avenue.

Table I – Parking Calculations

PROPOSED USE	CODE USE	NUMBER OF DWELLING UNITS	PARKING REQUIREMENT	PARKING REQUIRED
Residential Use	Multi-family	60	1.5 spaces per unit	90
			Total Required	90
			<i>Total Provided</i>	90
			Surplus / (Deficit)	0

One 10' x 35' loading space for the development is required, and the plan notes that there will be loading berth located at the southeast corner of the site. Additional details shall be provided, such as the size, screening, and access to the space. Heavy landscaping should be incorporated along the south of this area to screen the loading berth from view. Finally, the petitioner will need to provide details on the size and width of all parking spaces (both interior and exterior) and drive aisles to determine if any variations are required.

RECOMMENDATION

The Staff Development Committee has reviewed the proposed PUD, Plat of Subdivision and Variation and is supportive of the project, subject to the following conditions:

1. Provide a written justification to support any requested variations as per the hardship criteria outlined in the Zoning Ordinance:
 - **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
 - **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**
 - **The proposed variation is in harmony with the spirit and intent of this Chapter.**
 - **The variance requested is the minimum variance necessary to allow reasonable use of the property.**
2. Engineering plans, details and storm water detention calculations shall be required as part of the formal review process.
3. A market assessment shall be required to demonstrate a need for this type and size development at this location.
4. The developer shall provide affordable units pursuant to the Inclusionary Housing Ordinance.

5. Appearance before the Housing Commission shall be required.
6. The petitioner shall construct and dedicate the extension of Campbell Street from Douglas Avenue up to the railroad spur line, and across the railroad spur, as feasible.
7. A detailed traffic and parking study from 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 shall be required.
8. School, Park, and Library contributions shall be required per Code prior to the issuance of a building permit.
9. The new surface lots on the north side of Campbell are not connected and maneuvering out of the four northernmost stalls would be difficult. Consider combining the two lots to provide circulation.
10. The sidewalk through the entrances to the surface lots on the north side of Campbell St shall carry through the entrances with the curb stopping on either side.
11. Consider revising the design/access to the southernmost stalls in the surface parking lot under the building.
12. The 4 N Hickory Development has been completed since staff last reviewed this application in October, 2023. The sidewalk for the 5 N Douglas Ave shall align with the sidewalk east of the spur at the direction of Village staff.
13. The location of the sidewalk along Kensington is currently shown to be located immediately behind the curb. It is recommended that the sidewalk be shifted north to allow for greenspace between the back of curb and public sidewalk. The location of the street lamps shall be adjusted.
14. The existing fire hydrant at the SE corner of the site is located in the accessible route. The hydrant shall be relocated.
15. The petitioner will need to work with staff to modify the sidewalk along the Kensington Road frontage as outlined in the Hickory / Kensington Area Plan. This will include modifying the widened sidewalk area to include a small parkway between the sidewalk and the street and to align with the sidewalk complete along the Kensington Road frontage of 4 N Hickory.
16. Coordination with the Village and Union Pacific on the grade crossing for the sidewalk will be required.
17. A public sidewalk easement will be needed for sidewalk within private property along Kensington Road.
18. Paving material and colors should be coordinated with the 4 N. Hickory Project.
19. It does not appear that the cars parked on the south end of the garage will be able to reverse out. Consider striping those spaces as no parking or increasing the bump out.
20. A two-phased plan for the Campbell Street connection across the railroad tracks shall be required. One plan shall show Campbell Street being stubbed at the tracks, similar to how the 4 N. Hickory Development was designed, and a second "future" plan shall show the connection being implemented by the petitioner. A conduit for all future utilities will also be required as part of the Campbell Street Extension. Petitioner will need to coordinate with Union Pacific and Village Staff to determine what time of improvements are needed for this connection (warning lights, gates, added utilities, etc.).
21. Handicap spots should be relocated closest to the elevator.
22. The first-floor building façade along Kensington Road is essentially a blank wall that does promote very little visual interest or pedestrian interaction. The Village requests the

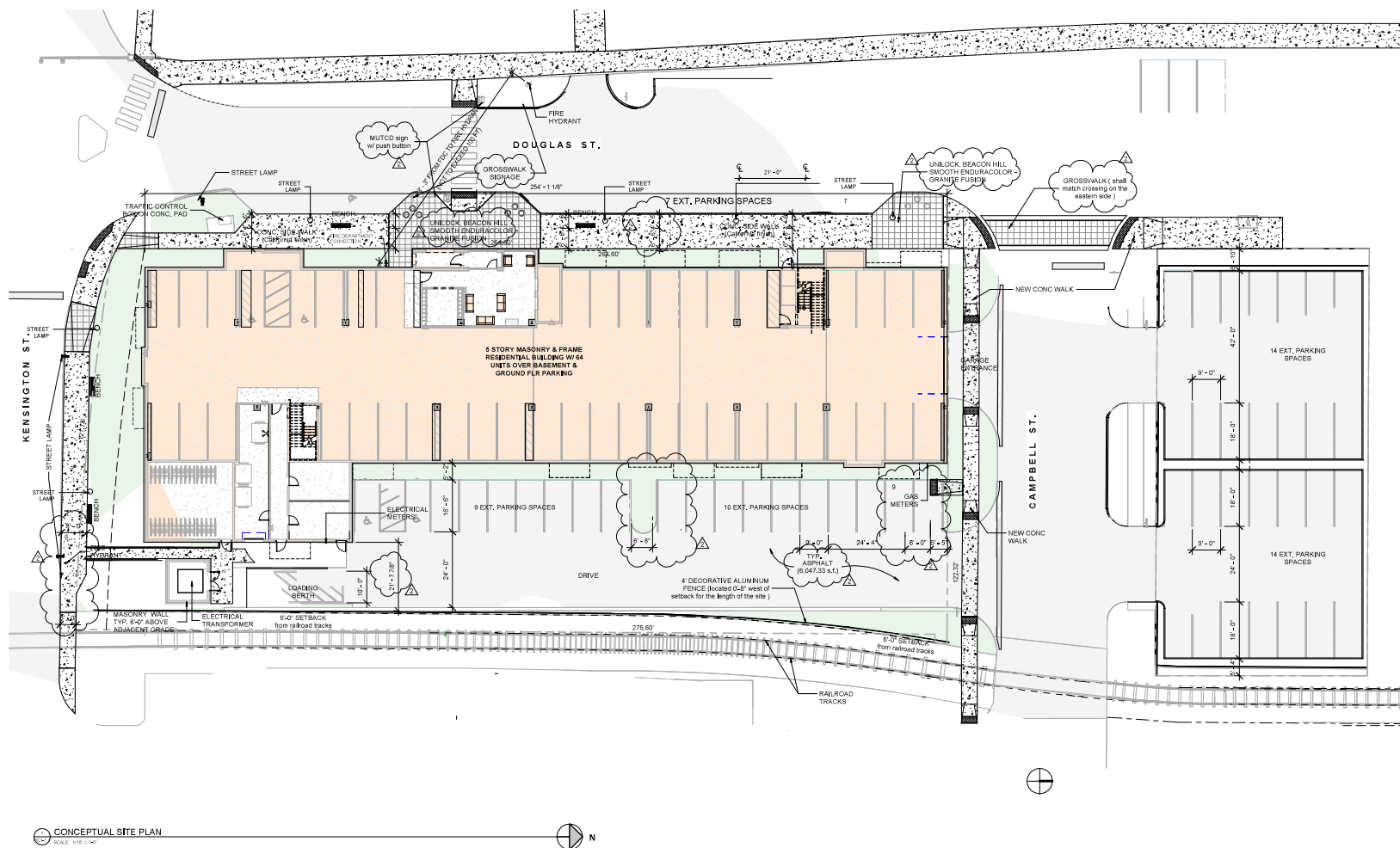
petitioner consider first floor retail in order to unify the streetscape and/or an alternative treatment to the first-floor facade in order to unify the building frontages and streetscape environment along Kensington Road.

23. Fire Department/Building-Life Safety - Please provide all elements required for the Fire Plan Review exhibit.
24. Please provide details on the proposed fence along the railroad tracks as part of a complete Plan Commission application. This should include a detailed survey that shows the existing easement and where the fence can be placed, as well as details on the fence (material, style, height) if they differ from the "decorative fence detail" on PC1-1.3. The fence should be show on the landscape, engineering and architectural plans.
25. 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.

July 23, 2025

Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1882



NOTE : THE DEVELOPER SHALL BE RESPONSIBLE FOR ANY DAMAGES CAUSED TO VILLAGE UTILITIES AND SHALL INCUR ANY COSTS RELATED TO THE REPAIRS OF SAID DAMAGES DURING CONSTRUCTION

January 30, 2025

Sam Hubbard
Development Planner
Department of Planning and Community Development
Village of Arlington Heights
33 S Arlington Heights Rd
Arlington Heights, IL 60005

RE: Douglas and Kensington Residential Development - Variation to the Zoning Ordinance

Dear Mr. Hubbard

This letter is meant to summarize client generated changes to the development design of the above referenced previously submitted residential project. The changes are listed below:

- Elimination of interior lower level (basement parking)
- Reduction of dwelling units from 64 – 60
- Increase of onsite parking from
- Addition of 28 parking spaces on "Lot C" located across future Campbell Street

The changes are detailed on the attached revised conceptual zoning submittal

Should you have any questions pertaining to the above please do not hesitate to contact me.

Sincerely,



Michi Mho
Director of Architecture
Neri Architects
847.825.9400
mmho@neriarchitects.com

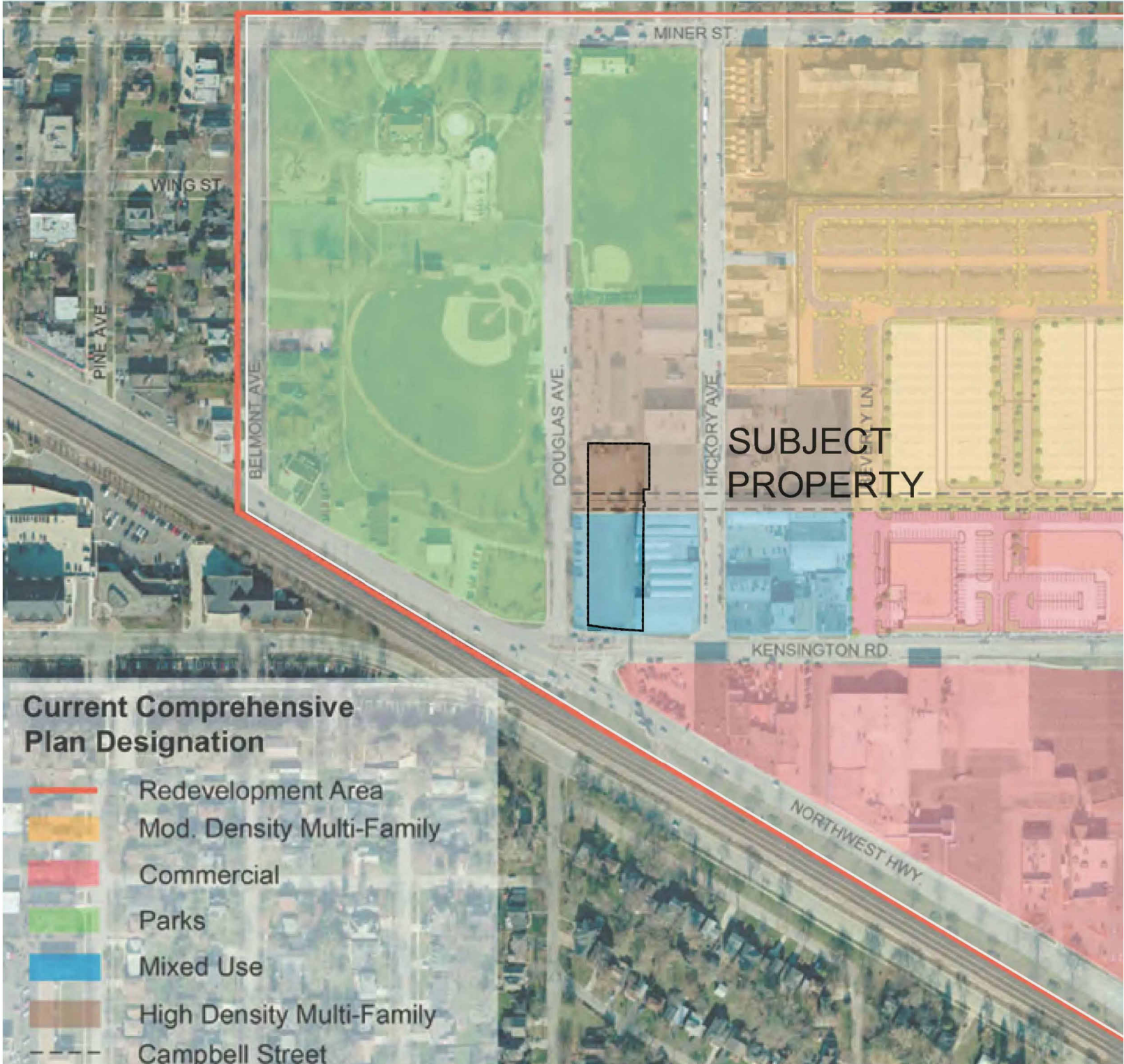
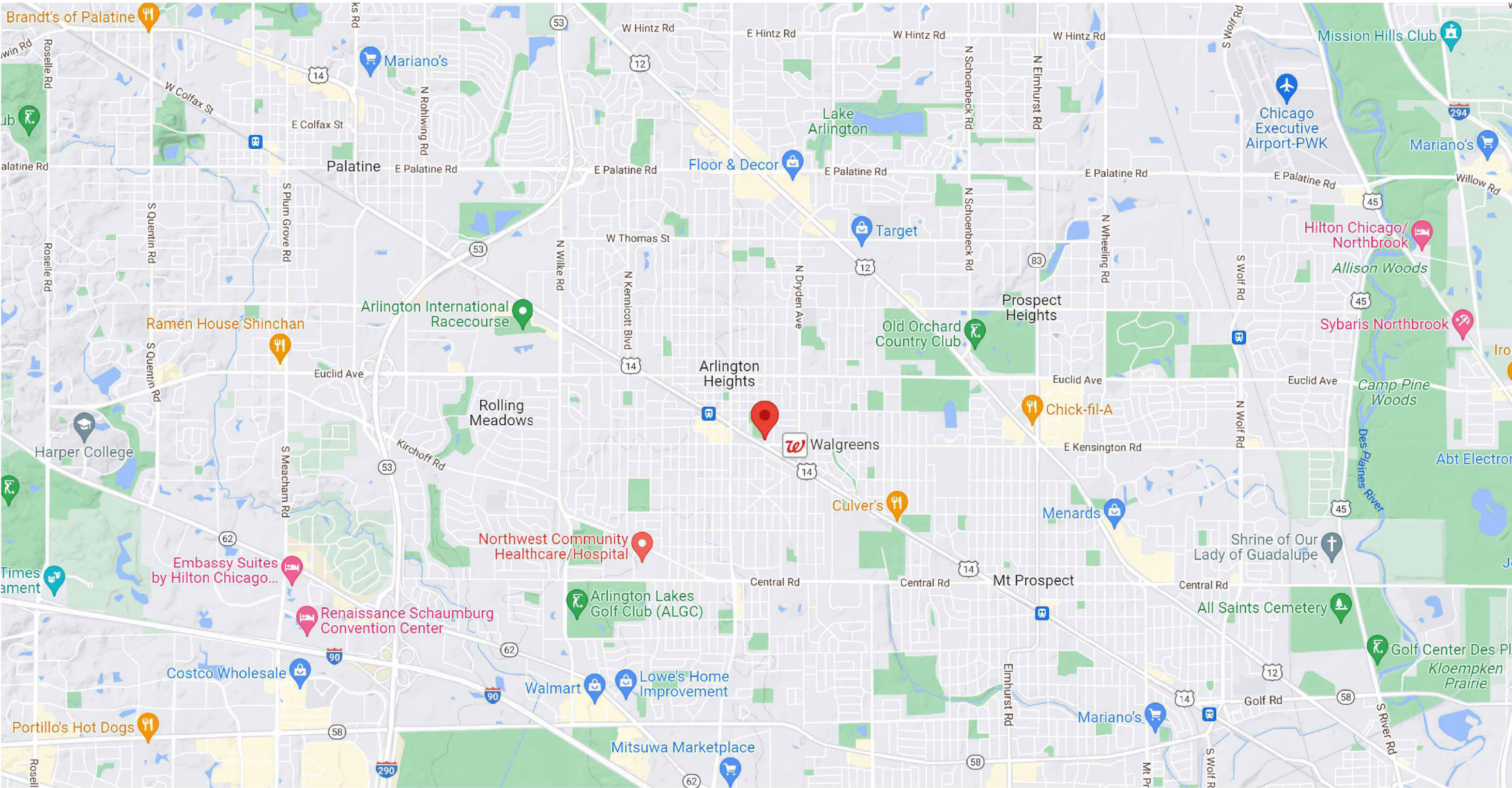
RESIDENTIAL BUILDING with 64 DWELLING UNITS

5 N. DOUGLAS ARLINGTON HEIGHTS, IL 60004

CIVIL CONSULTANT
SPACECO, INC
9575 W. HIGGINS RD
SUITE 700
ROSEMONT, IL 600018
P: 847-696-4060

STRUCTURAL CONSULTANT
JV HENIK, S.E., P.E.
STRUCTURAL ENGINEERING
2200 E DEVON AVE
SUITE 284
DES PLAINES, IL 60018
P: 847-823-9835

ARCHITECT OF RECORD
NERI ARCHITECTS, PC
6400 N. NORTHWEST HWY
SUITE 4
CHICAGO, IL 60631
P: 847-825-9400



PROJECT DATA	
ADDRESS	5 N Douglas
ZONING	B-2 (Hickory/Kensington Overlay District)
LOT AREA	32,987.00 s.f. (total lot area = 50,551.0 s.f.)
USE	Residential

	ACTUAL	PROPOSED	REQUIRED
	ratio	ratio	ratio
MIN LOT AREA *based on new proposed code amendment for overlay district			
Multi-family building			
Unit types	# of units		450 s.f./unit 10,800.00
1 bedroom	24		750 s.f./unit 27,000.00
2 bedroom	36		
TOTAL	60		37,800.00
Per Section 233.6 of the 2018 IAC, 20% of the residential units shall be adaptable/accessible. This would equate to 13 units.			
LOT COVERAGE			
footprint area	0.54	17,875.40	
LOT COVERAGE RATIO	0.54	17,875.40	N/A
FLOOR AREA			
ground floor			
garage (residential)		14,397.00 s.f.	
accessory (residential)		3,478.40 s.f.	
TOTAL		17,875.40 s.f.	
2nd floor			
common area (residential)		3,689.40 s.f.	
residential		14,067.23 s.f.	
TOTAL		17,746.63 s.f.	
Typical floor (3-5)			
common area (residential)		2,036.70 s.f.	
residential		15,709.93 s.f.	
SUB-TOTAL		17,746.63 s.f.	
TOTAL (3 floors)		53,239.98 s.f.	
TOTAL BUILDING	2.68 FAR	88,861.92 s.f.	N/A
PARKING			
multi-family			1.5 90
indoor		43	
outdoor		47	
TOTAL		90	90
TOTAL DEVELOPMENT		90	90
surface	24%	7,859.30	33% 10,889.01

RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

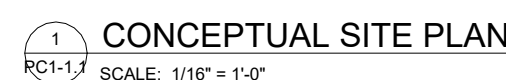
11/20/2024	ZONING/CLIENT REVISIONS
11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
REVISIONS	
DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	ZONING COVER SHEET
SHEET NO.	

PC1-1.0

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	SITE PLAN

PC1-1.1



2

PROJECT # 2206
DATE: 10.06.22

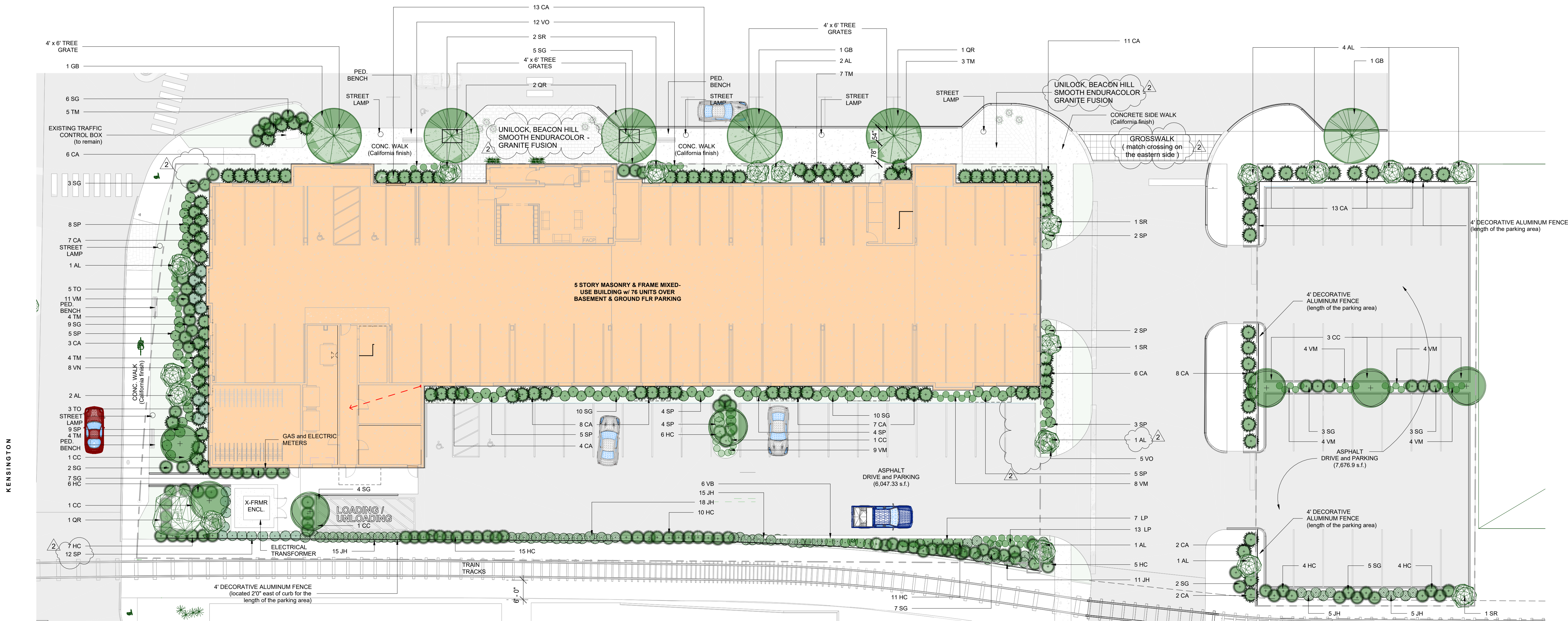
RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

11/20/2024	ZONING/CLIENT REVISIONS
11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
	REVISIONS

DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	LANDSCAPE PLAN
SHEET NO.	

PC1-1.2



LANDSCAPE PLAN
SCALE: 1/16" = 1'-0"

Planting Schedule

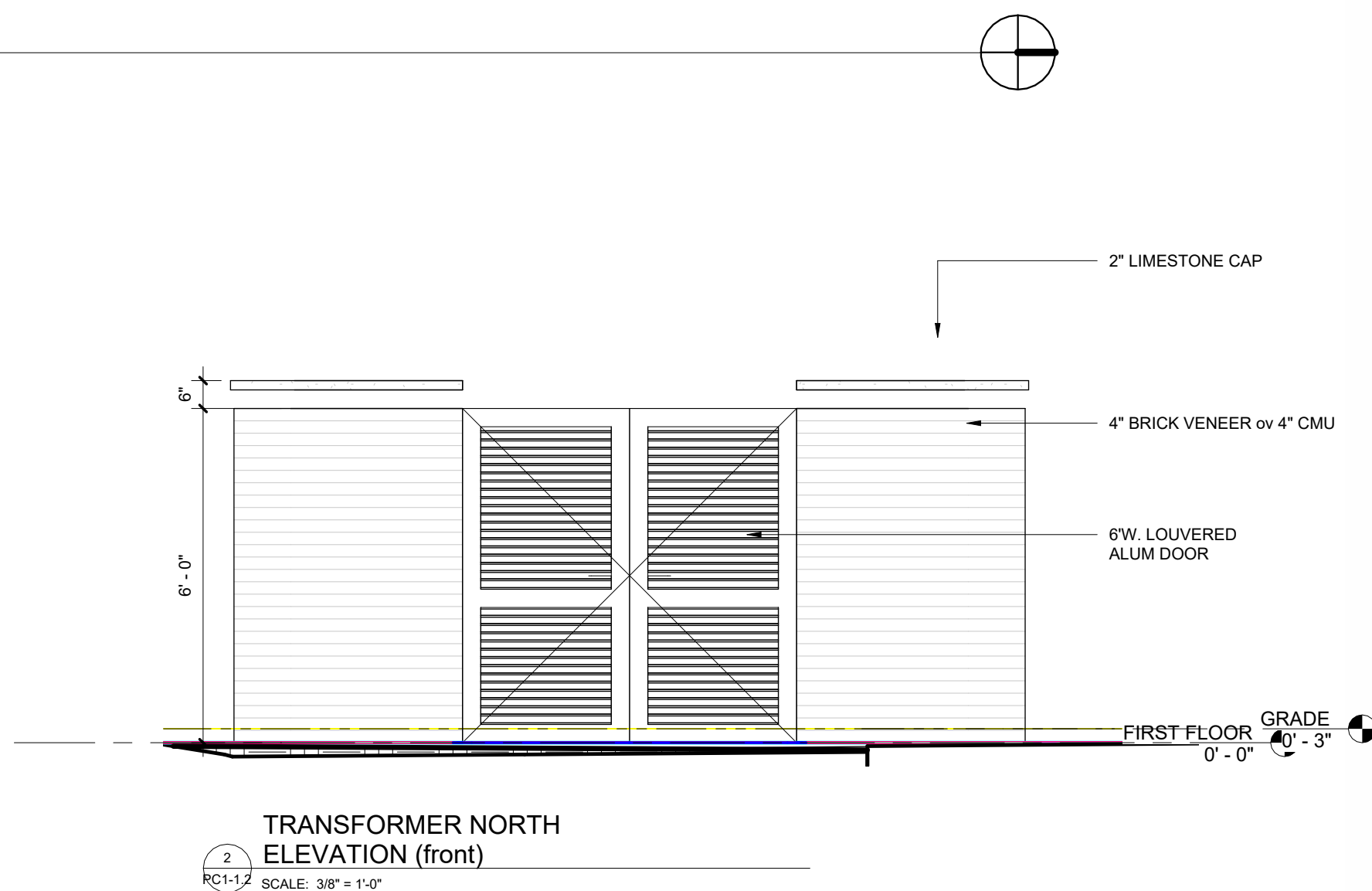
LEGEND	QUANT.	BOTANICAL NAME	COMMON NAME	SIZE	NOTES
DECIDUOUS SHADE TREES					
QR	4	Quercus robur x alba	Streetside Oak	8' Ht	
GB	3	Ginkgo biloba "Princeton Sentry"	Princeton Sentry™ Columnar Ginkgo	8' Ht	
DECIDUOUS ORNAMENTAL TREES					
AL	13	Amelanchier laevis	Serviceberry	8' Ht	B&B, Clump
CC	7	Cercis canadensis	Eastern Redbud	8' Ht	B&B, Clump
SR	5	Syringa reticulata	Tree Form Lilac	8' Ht	B&B, Clump
SHRUBS (TALL & SHORT)					
TM	27	Taxus x media "Everlow"	Dark Yew - tall	24" spr.	24" o.c.
VB	6	Viburnum prunifolium	Burned Spirea	30" spr.	B&B
SP	63	Spirea Japonica	Little Princess Spirea	30" spr.	B&B
SG	76	Penicum virgatum "Heavy Metal"	Switch Grass	36" spr.	B&B
VO	17	Viburnum opulus "Compactum"	Comp. European Cranberry	36" spr.	B&B
CA	94	Cotoneaster acutifolius	Hedge Cotoneaster	36" spr.	B&B
TO	8	Thuja occidentalis	Arbor Vitae	6' H	B&B
PERENNIALS & GROUND COVER PLANTS					
VN	8	Vernagis Nemorosa	Salvia (Blue)	2" pot.	CG
VM	52	Vinca minor	Periwinkle	2" pot.	CG
LP	20	Amorpha Canescens	Leadplant	12" spr.	CG
JH	69	Juniperus horizontalis	Creeeping Juniper	12" spr.	CG
HC	64	Hemerocallis	Daylily	12" spr.	CG

NOTE: The trees within the parking lot at the end of the parking rows must be a minimum of 4-inch caliper at time of installation.

SITE FURNISHING:

MATERIALS	MANUFACTURER	COLOR
BRICK PAVER	UNILOCK, SENZO	ENDURACOLOR premium finish
BENCH	DUMOR BENCH 120	CHARCOAL
STREET LAMP	STERENBERG	SOLANA SL660
PLANTER(S)	TERRACAST CONT PLANTER	BLACK
TREE GRATE	NEENAH	R-8811 BOULEVARD COLLECTION

CONCRETE SECTIONS OF PUBLIC SIDEWALK TO BE CALIFORNIA FINISH



TRANSFORMER NORTH ELEVATION (front)

SCALE: 3/8" = 1'-0"



PLANTER

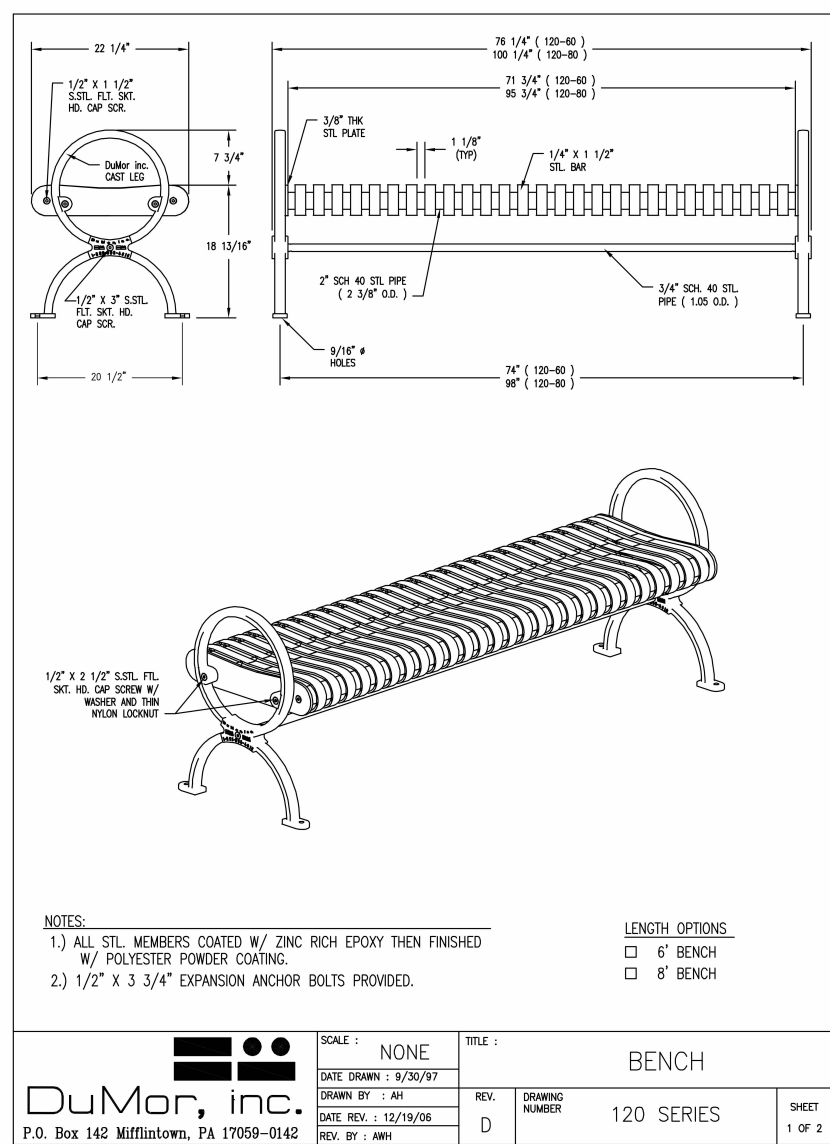
Contemporary

• Great for decorative plants to small trees depending on size.
• Available in 22 different textures and finishes.
• Round, cylindrical design.
• Lightweight.
• High durability.
• Low-maintenance.
• Greddy resistant.

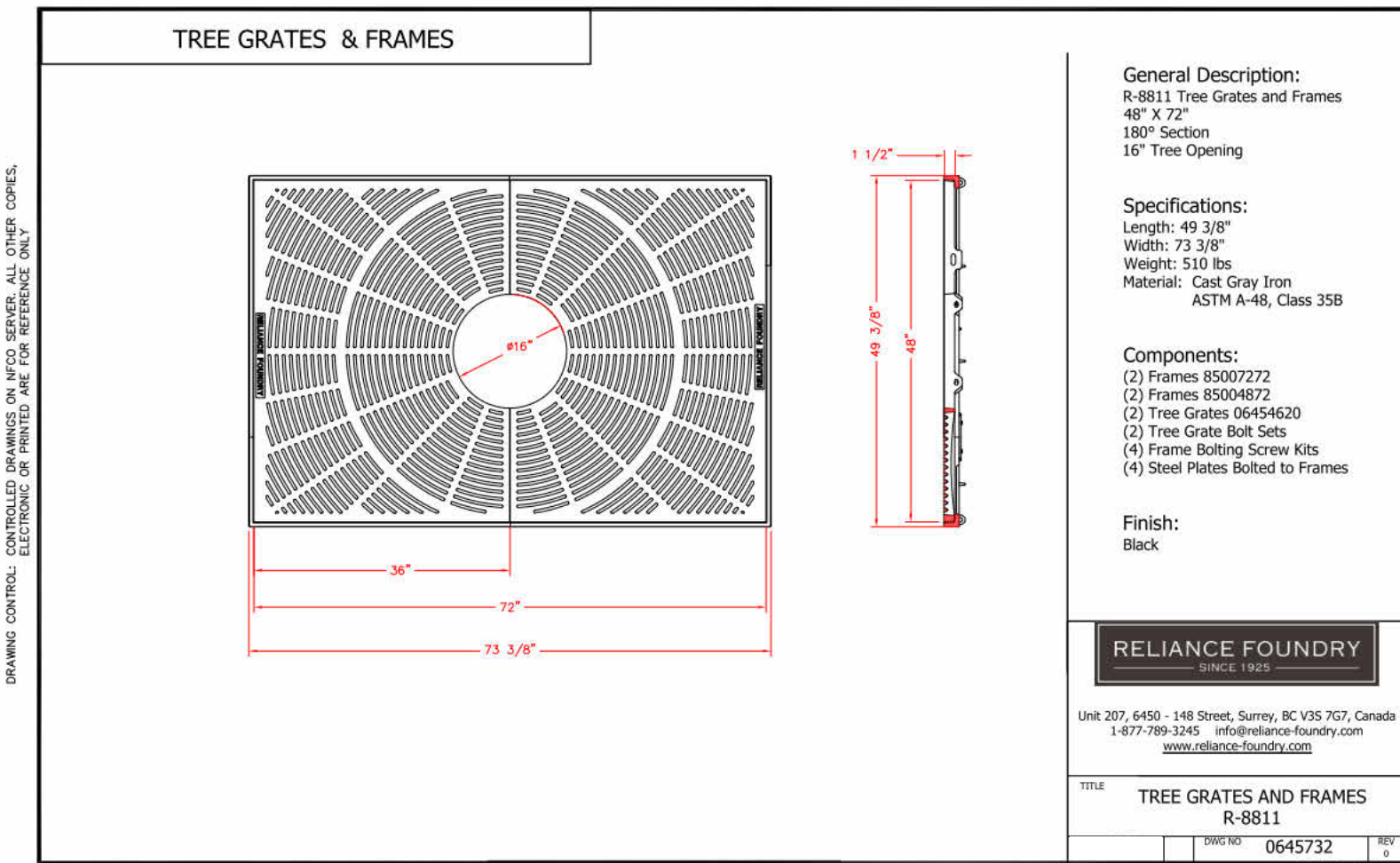
Color: Black, Clear



STREET LAMP



BENCH DETAILS



TREE GRATE



unilock, beacon hill smooth enduracolor - GRANITE FUSION

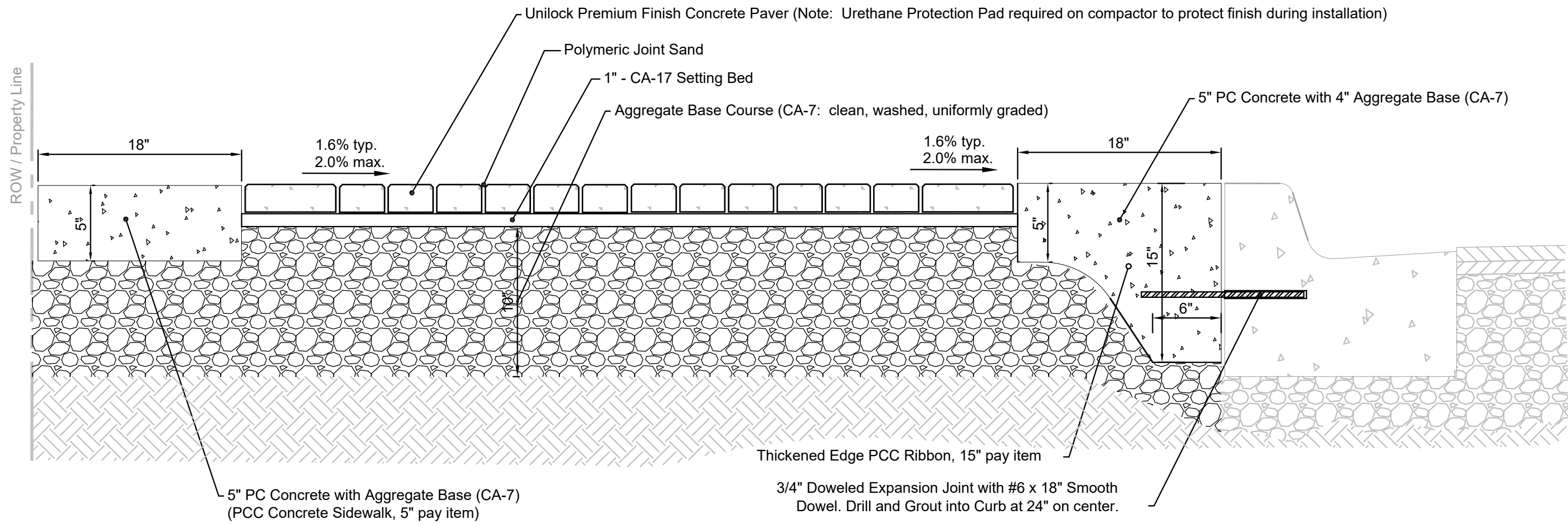
Unilock – Senzo Enduracolor Plus Paver

Next-Generation pavers with beauty and superior performance.

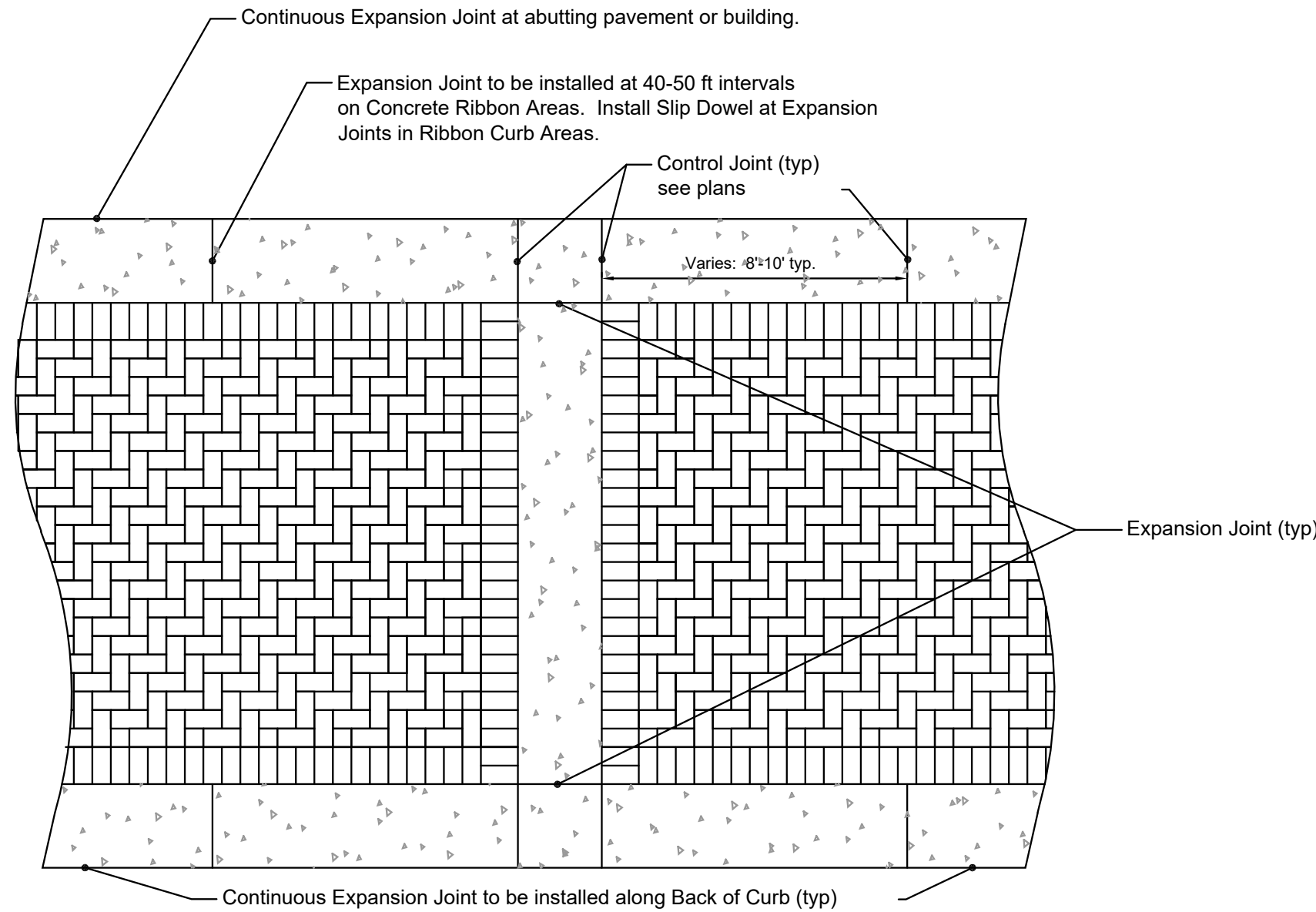
The unique colors and large size format make Senzo well-suited for contemporary designs, while the 8 x 8" size works well as accent banding in a wide variety of projects. The non-slip, stain-resistant surface is an excellent choice for driveways, outdoor kitchens, patios, pool decks, walkways and more.

16.375" X 8.25" X 2.75"
8.25" X 8.25" X 2.75"

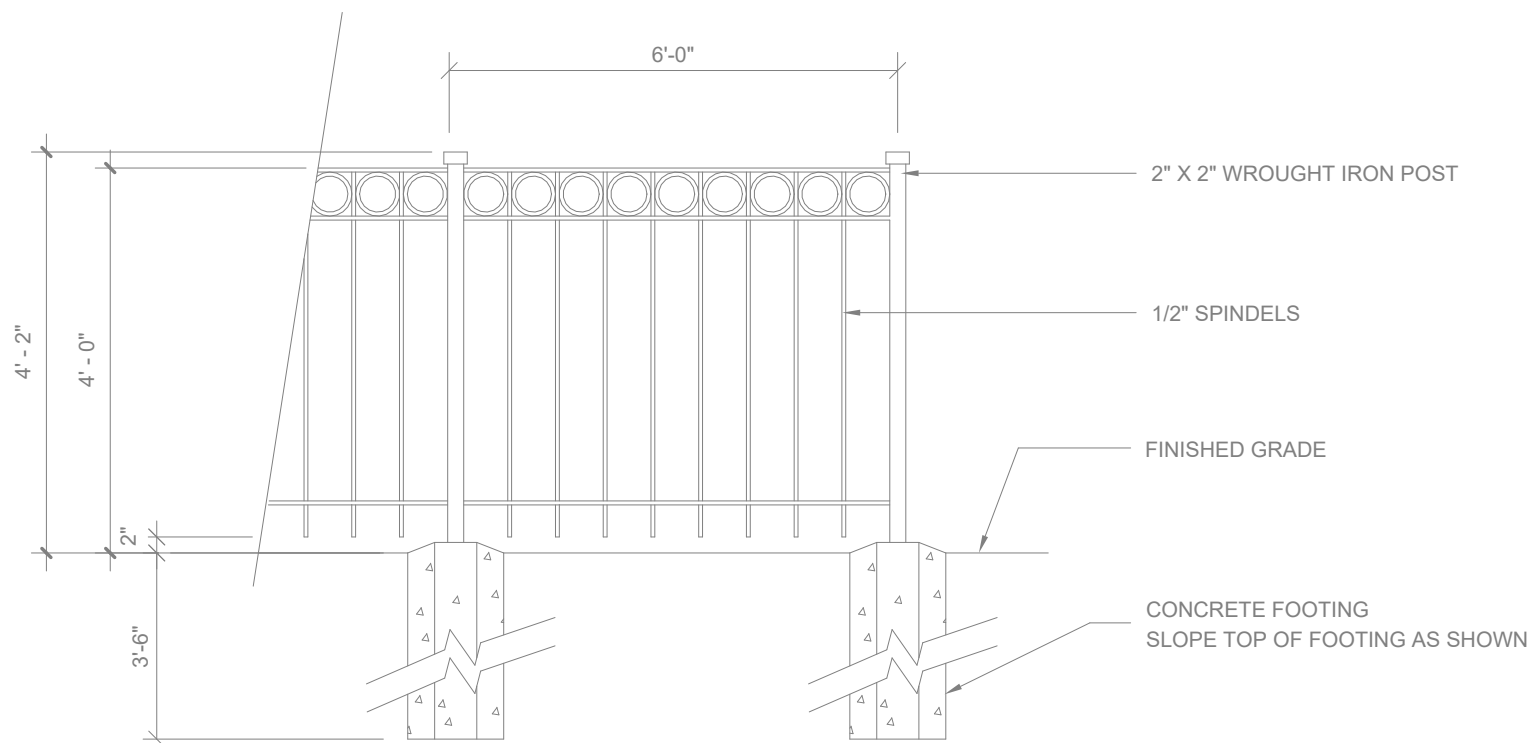
Senzo Enduracolor Plus Paver Shown in Nuvoia



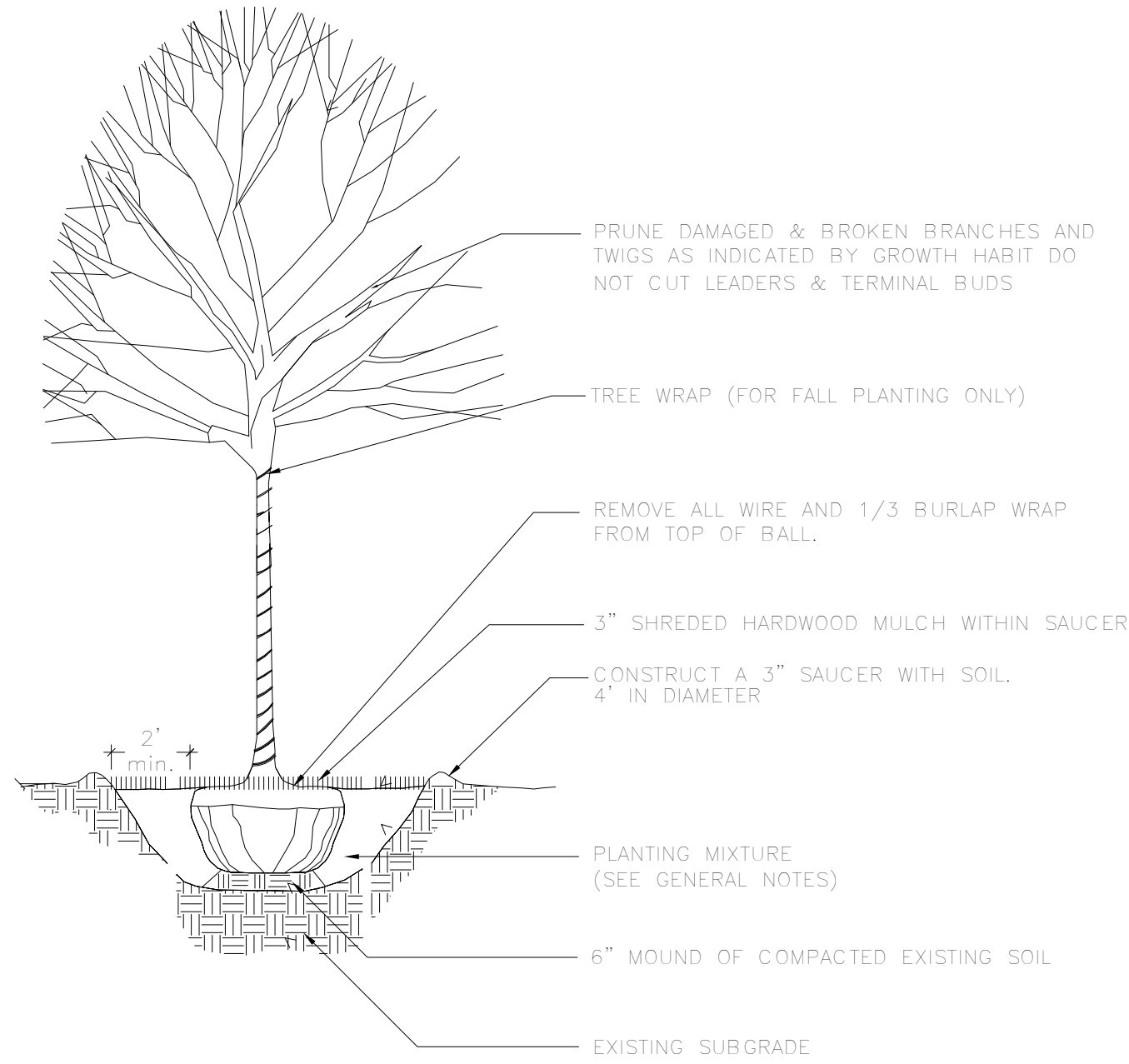
7 SIDEWALK SECTION DETAIL



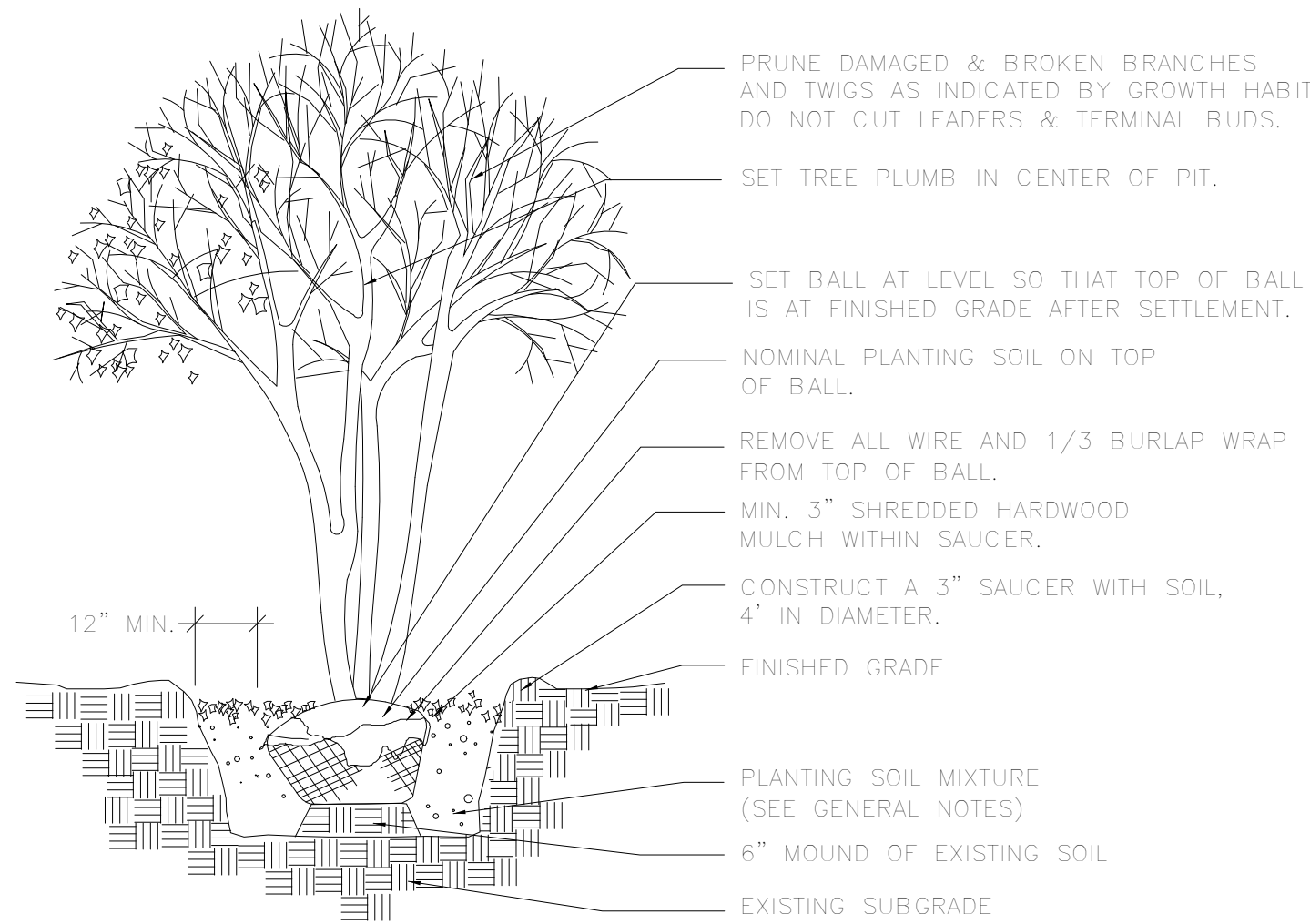
8 PAVER PATTERN DETAIL



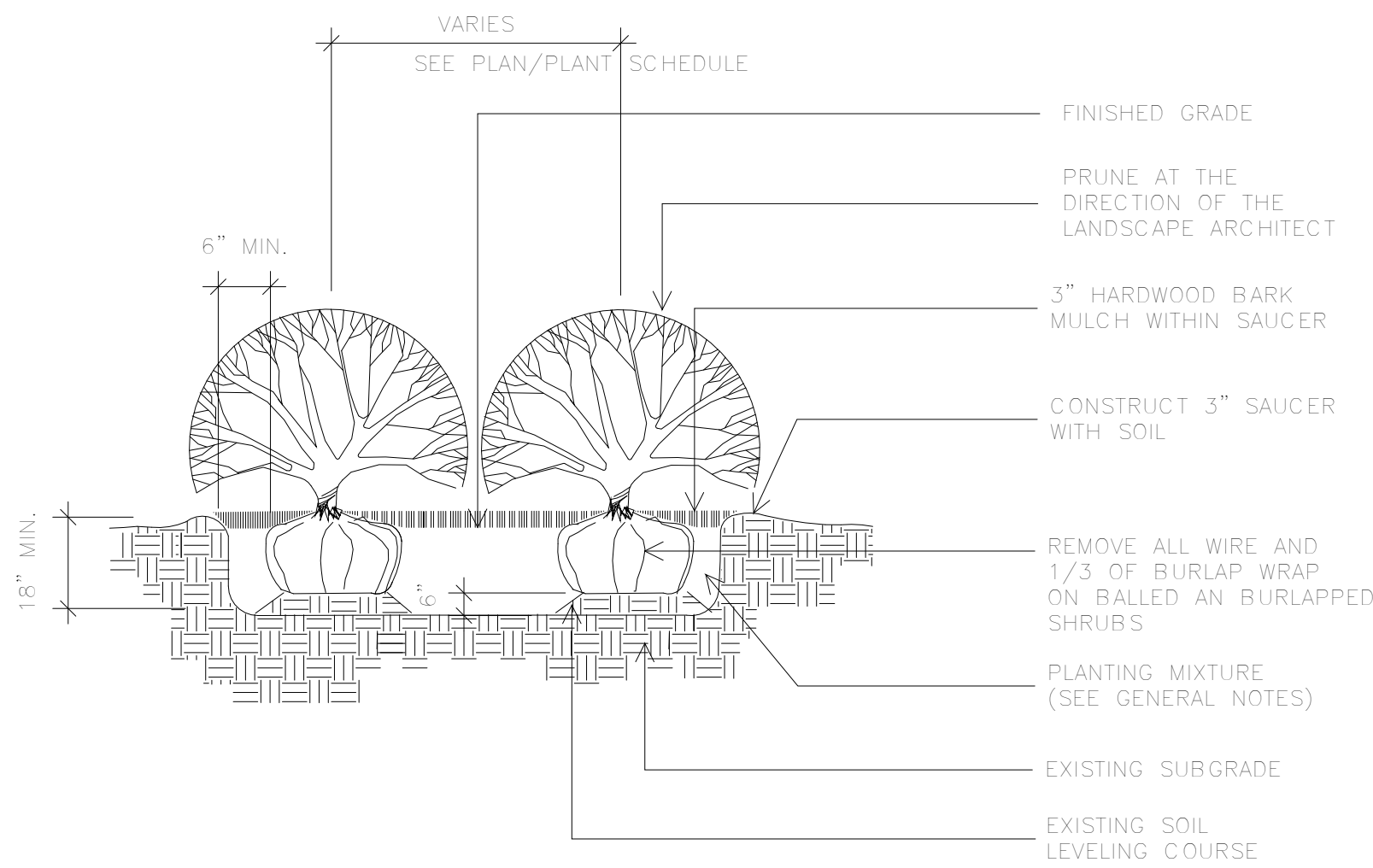
6 DECORATIVE FENCE DETAIL



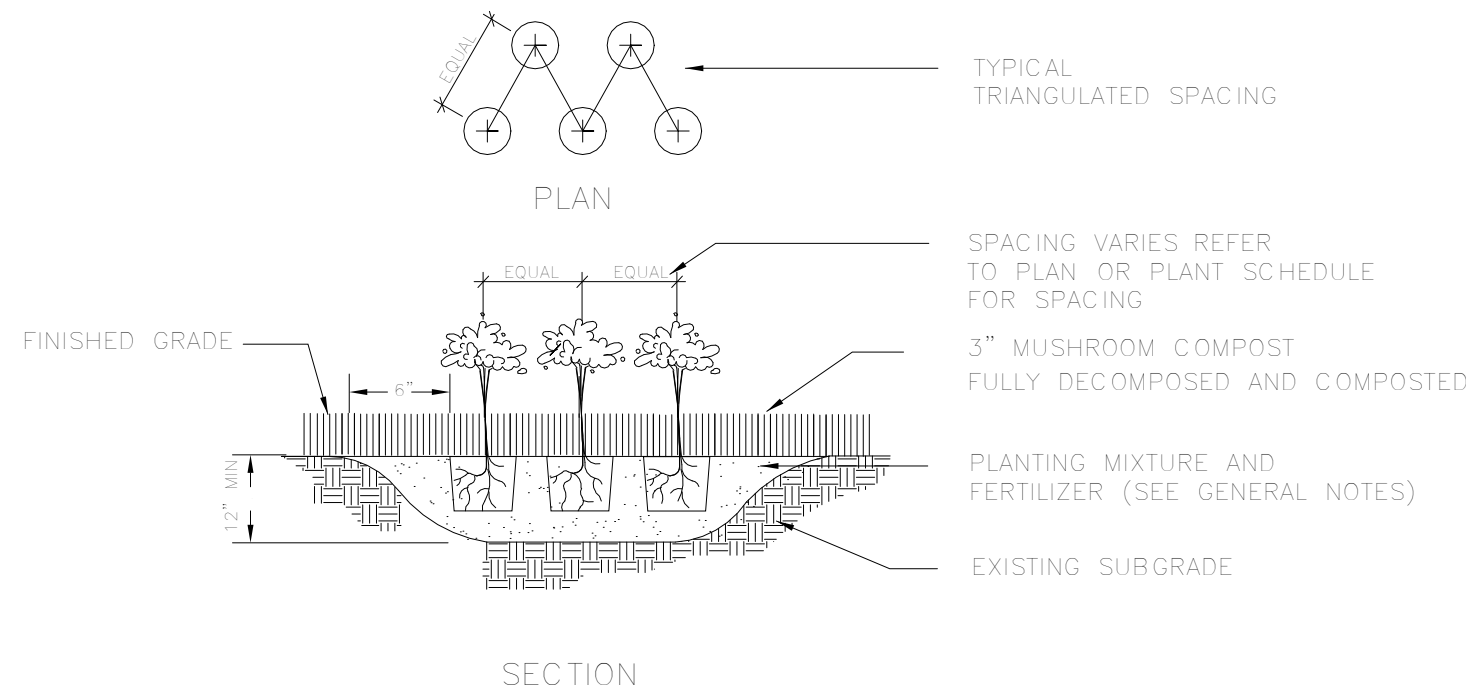
1 DECIDUOUS TREE PLANTING



3 ORNAMENTAL TREE PLANTING



2 BUSH PLANTING



4 SHRUB PLANTING

GENERAL NOTES:

1. CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT /OWNER IMMEDIATELY OF ANY DISCREPANCIES, OBSTACLES AND/OR PROBLEMS.
2. VERIFICATION OF DIMENSIONS AND GRADES, BOTH EXISTING AND PROPOSED, SHALL BE THE CONTRACTOR'S RESPONSIBILITY PRIOR TO COMMENCEMENT OF WORK. THE CONTRACTOR SHALL NOTIFY THE OWNER OF ANY DISCREPANCIES.
3. ALL SURFACE DRAINAGE SHALL BE DIRECTED AWAY FROM STRUCTURES. SURFACE DRAINAGE SHALL BE DIRECTED TO EXISTING CATCH BASINS DESIGNATED FOR THE COLLECTION OF SURFACE RUN-OFF.
4. CONTRACTOR SHALL NOTIFY OWNER OF ANY UNDESIRABLE DRAINAGE CONDITIONS AND RECOMMEND SUITABLE SOLUTIONS. WHERE NECESSARY TO ACHIEVE PROPER DRAINAGE, UNDER DRAINAGE FOR TREE PITS SHALL BE INSTALLED AT THE DIRECTION OF THE LANDSCAPE ARCHITECT.
5. LANDSCAPE CONTRACTOR SHALL REPAIR IN KIND ALL AREAS DAMAGED AS A RESULT OF LANDSCAPE OPERATIONS.
6. ALL TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 3" OF SHREDDED HARDWOOD MULCH.
7. ALL GROUND COVER/PERENNIAL BEDS TO RECEIVE A MINIMUM 2" OF MUSHROOM COMPOST.
8. SIZES SHOWN ON PLANTING PLAN ARE MINIMUM ACCEPTABLE SIZES.
9. LANDSCAPE CONTRACTOR SHALL WARRANT ALL TREES, SHRUBS, VINES, GROUNDCOVERS AND PERENNIALS UNDER THIS CONTRACT WILL BE HEALTHY AND IN FLOURISHING CONDITION OF ACTIVE GROWTH ONE YEAR FROM DATE OF FINAL ACCEPTANCE.
10. SOIL TO BE USED FOR THE PLANTING MEDIUM FOR THE PROJECT SHALL BE FERTILE, WELL DRAINED, OF UNIFORM QUALITY, FREE OF STONES OVER 1" IN DIAMETER, STICKS, OILS, CHEMICALS, PLASTER, CONCRETE AND OTHER DELETERIOUS MATERIALS.
11. THE LANDSCAPE CONTRACTOR SHALL PREPARE PLANTING BEDS BY ADDING SOIL AMENDMENTS TO TOPSOIL MIX IN THE FOLLOWING QUANTITIES: TOPSOIL MIX FOR TREES AND SHRUBS SHALL BE THREE (3) PARTS TOPSOIL, ONE (1) PART PEAT, AND ONE (1) PART SAND. TOPSOIL MIX FOR PERENNIALS, BULBS, AND GROUND COVERS SHALL BE THREE (3) PARTS TOPSOIL, ONE (1) PART SAND AND TWO (2) PARTS DECOMPOSED MUSHROOM COMPOST. SOIL SHALL MEET THE FOLLOWING REQUIREMENTS: SOIL COMPOSITION-45-77% SILT, 0-25% CLAY, 25-33% SAND; SOIL ACIDITY: PH 6.0-7.0; SOIL ORGANIC CONTENT: THREE (3) TO FIVE (5) PERCENT.
12. ALL PLANTS TO BE BALLED IN BURLAP OR CONTAINER GROWN AS SPECIFIED ON PLANTING PLAN. ALL PLASTIC ROOT WRAPPING MATERIAL AND METAL WIRE BASKETS SHALL BE REMOVED.
13. LANDSCAPE CONTRACTOR SHALL STAKE THE LOCATION OF ALL TREES AND PLANTING BED LINES AND HAVE LAYOUT APPROVED BY LANDSCAPE ARCHITECT/OWNER PRIOR TO PLANTING.
14. WATER ALL PLANTS IMMEDIATELY AFTER PLANTING. FLOOD PLANTS TWICE DURING FIRST TWENTY-FOUR HOUR PERIOD AFTER PLANTING.
15. ALL NEW AND TRANSPLANTED PLANTS TO BE SPRAYED WITH AN ANTIDESSICANT WITHIN TWENTY FOUR HOURS AFTER PLANTING. ANTI-TRANSPIRANT SHALL BE EQUAL TO "WILTPRUF."
16. ALL MUD SHALL BE REMOVED FROM ALL TIRES BEFORE LEAVING THE SITE AND ROADS SHALL BE KEPT CLEAR OF MUD AND DEBRIS AT ALL TIMES

RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

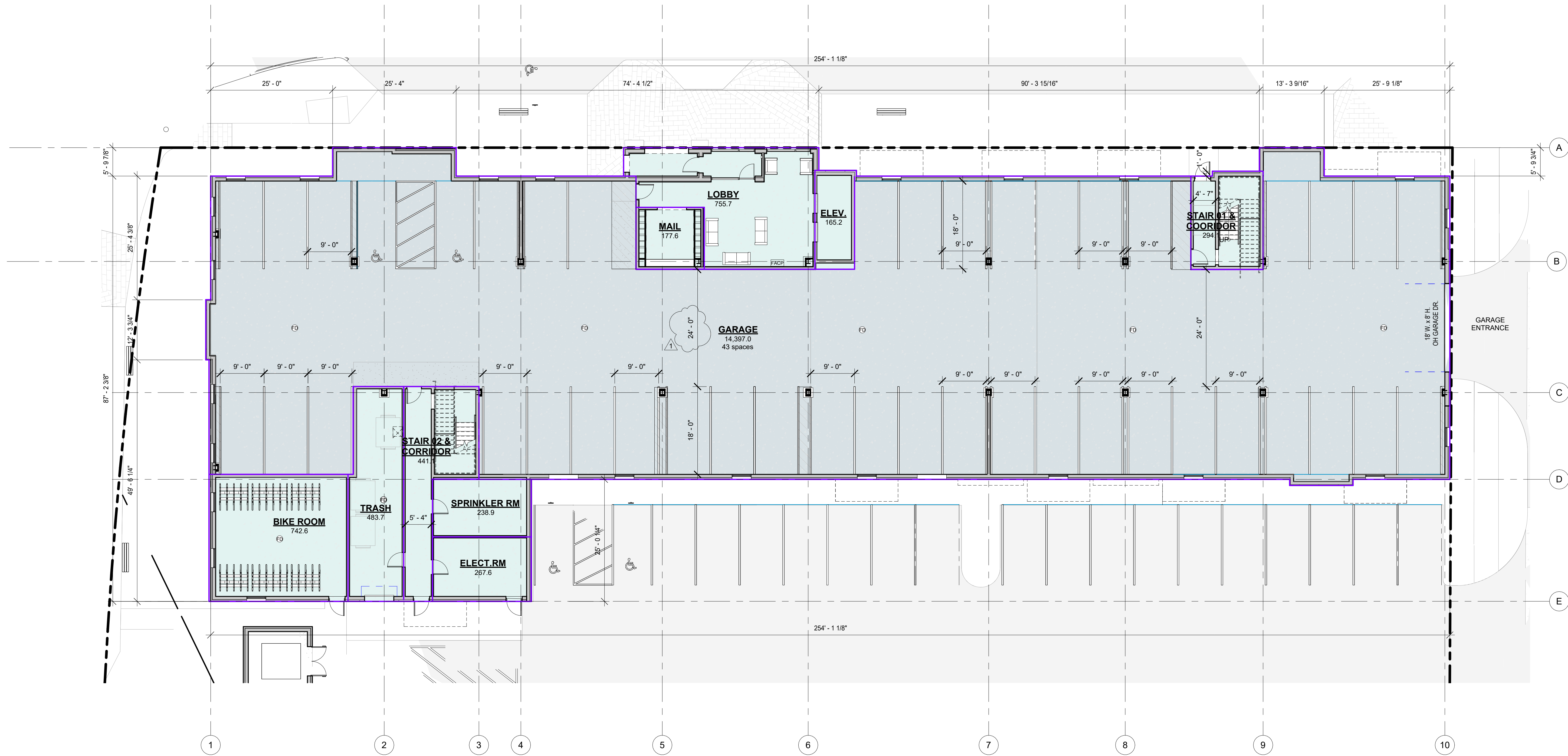
NERO ARCHITECTS
6400 N NORTHWEST HWY
SUITE 4
CHICAGO, IL 60631
TEL 847.625.9400

PROJECT #	2206
DATE:	10.06.22

11/20/2024	ZONING/CLIENT REVISIONS
11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING

DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	LANDSCAPE DETAIL
SHEET NO.	

PC1-1.3



1 FIRST FLOOR
PC2-1.1 SCALE: 3/32" = 1'-0"

PROJECT #	2206
DATE:	10.06.22

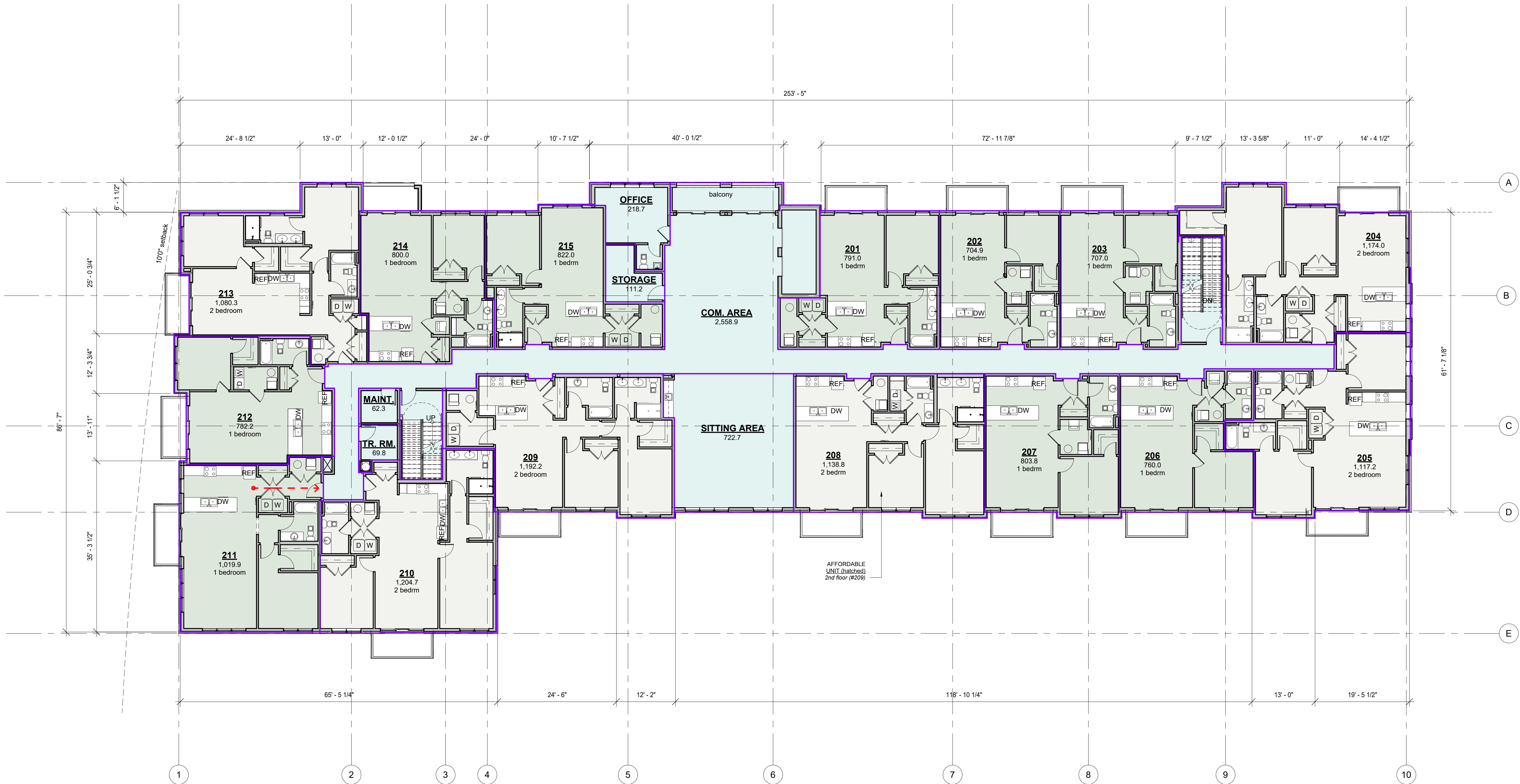
RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

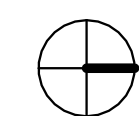
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11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
	REVISIONS

DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	FIRST FLOOR PLAN

SHEET NO.
PC2-1.1



1 SECOND FLOOR
PC2-1.2 SCALE: 3/32" = 1'-0"



PROJECT #	2206
DATE:	10.06.22

RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

11/20/2024	ZONING/CLIENT REVISIONS
11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
REVISIONS	
DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	SECOND FLOOR PLAN
SHEET NO.	

PC2-1.2

PROJECT # 2206
DATE: 10.06.22

RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

11/20/2024	ZONING/CLIENT REVISIONS
11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
REVISIONS	

DRAWN BY: Author
APPROVED BY: Checker
SCALE: AS NOTED
DESCRIPTION: TYPICAL FLOOR
PLAN (3-5)

SHEET NO.

PC2-1.3



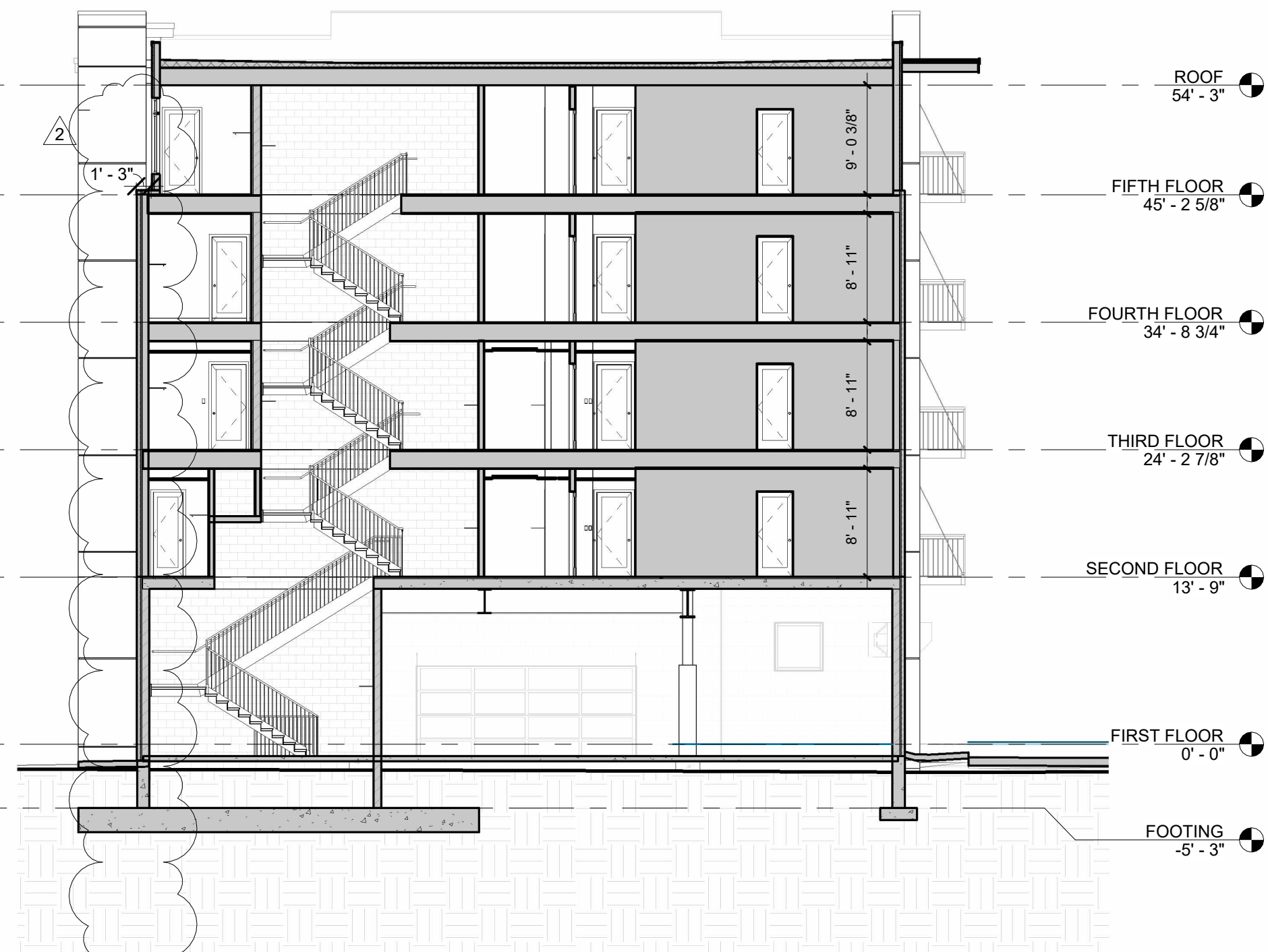
TYPICAL FLOOR PLAN (3-5)
PC2-1.3 SCALE: 3/32" = 1'-0"



1
LONGITUDINAL SECTION
(Presentation)
PC6-1.0 SCALE: 3/32" = 1'-0"



2
SECTION THROUGH CAR RAMP
(Presentation)
PC6-1.0 SCALE: 3/32" = 1'-0"



3
SECTION THROUGH STAIR 01
(Presentation)
PC6-1.0 SCALE: 3/32" = 1'-0"

PROJECT # 2206
DATE: 10.06.22

RESIDENTIAL APARTMENT BUILDING

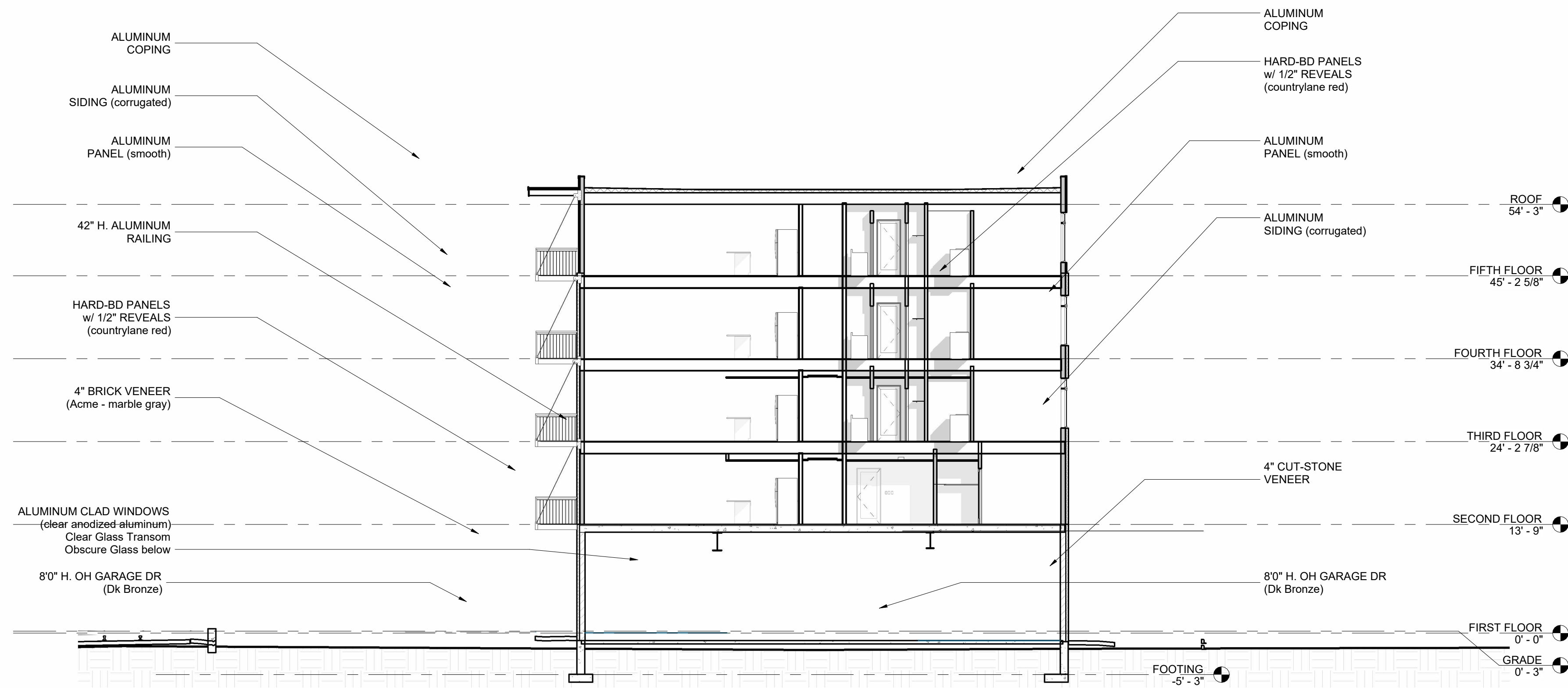
5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

11/20/2024	ZONING/CLIENT REVISIONS
11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
REVISIONS	
DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	BUILDING SECTION

SHEET NO.
PC6-1.0



1 EAST ELEVATION
PC6-1.1 SCALE: 3/32" = 1'-0"



2 NORTH ELEVATION
PC6-1.1 SCALE: 3/32" = 1'-0"

NERO ARCHITECTS

6400 N NORTHWEST HWY
SUITE 4
CHICAGO, IL 60631
TEL 847.626.9400

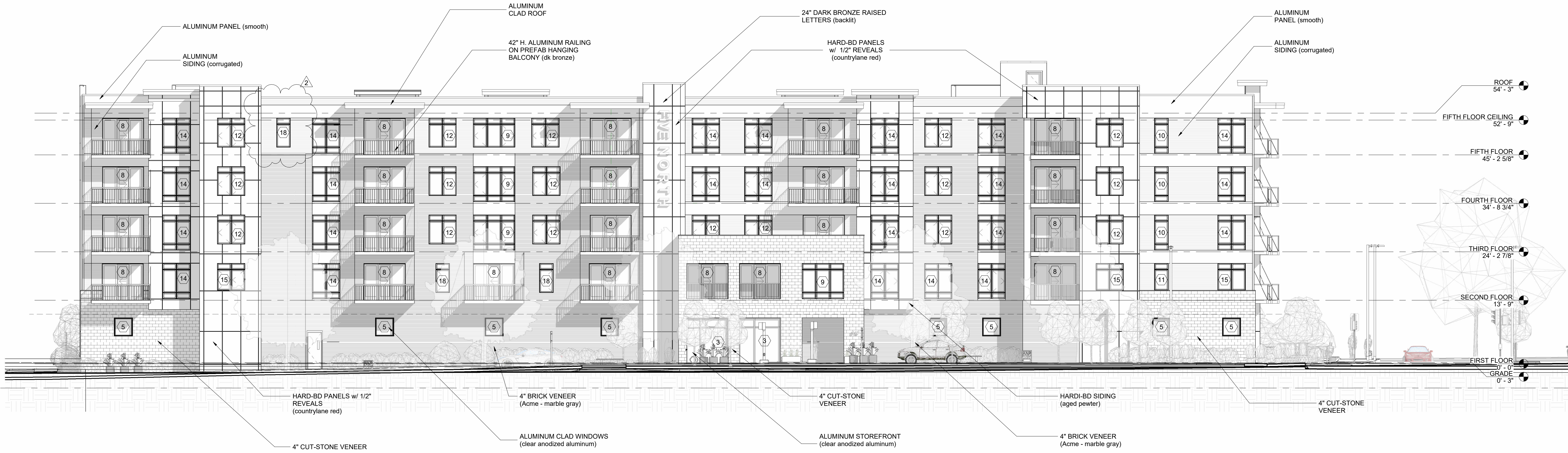
PROJECT # 2206
DATE: 10.06.22

RESIDENTIAL APARTMENT BUILDING

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ARLINGTON HTS, IL
ZONING REVIEW

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07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
REVISIONS	
DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	BUILDING ELEVATIONS - N+E
SHEET NO.	

PC6-1.1



RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

NERO ARCHITECTS
6400 N NORTHWEST HWY
SUITE 4
CHICAGO, IL 60631
TEL 847.626.9400

PROJECT # 2206
DATE: 10.06.22

FOOTING
-5' - 3"

RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

11/20/2024	ZONING/CLIENT REVISIONS
11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING

REVISIONS	
DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	BUILDING ELEVATIONS - S+W
SHEET NO.	

PC6-1.2



1 Perspective - NE
PC7-1.0 SCALE:



2 OR5 Perspective - NW
PC7-1.0 SCALE:

PROJECT # 2206
DATE: 10.06.22

RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

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11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
REVISIONS	

DRAWN BY: Author
APPROVED BY: Checker
SCALE: AS NOTED
DESCRIPTION: PERSPECTIVE
NE+NW
SHEET NO.

PC7-1.0



1 Perspective - SE
PC7-1.2 SCALE



2 OR2 Perspective - SW
PC7-1.2 SCALE

PROJECT #	2206
DATE:	10.06.22

RESIDENTIAL APARTMENT BUILDING

5 N DOUGLAS
ARLINGTON HTS, IL
ZONING REVIEW

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11/14/2023	ZONING REVISIONS
07/15/2023	ZONING REVISIONS
12/27/2022	ISSUED FOR ZONING
	REVISIONS

DRAWN BY:	Author
APPROVED BY:	Checker
SCALE:	AS NOTED
DESCRIPTION:	PERSPECTIVE SE+SW
SHEET NO.	



7/23/2025

Item: 1429 E. Palatine Rd. - Second Season - T1887
PUD Amendment for Land Use Variation to allow Adult Day
Care in B-2 District

Department: Planning & Community Development

Item Description:

Requested Action

Planned Unit Development Amendment for a Land Use Variation to permit the Day Care Facility land use within the B-2 District.

Variations Required

1. A 28-space parking requirement reduction variation will be required.
2. Additional variations may be required upon review of a full Plan Commission submittal.

Recommendation

The Staff Development Committee (SDC) reviewed the proposed amendment to the Sugarbrook Subdivision Planned Unit Development and Land Use Variation to permit a Day Care Facility land use within the B-2 General Business District, and is generally supportive of the application subject to resolution of the following:

1. Any variation requests, including the Land Use Variation, must be identified and written justification provided based on the criteria for approval.
 - The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
 - The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.
 - The proposed variation is in harmony with the spirit and intent of this Chapter 28.
 - The variance requested is the minimum variance necessary to allow

reasonable use of the property.

2. Demonstrate that the rear parking area is, or will be brought into conformance with Village parking standards, or seek a 14-space parking reduction variation that would not include this area in the parking supply and accommodate the existing/anticipated parking demand for the proposal.
3. A traffic analysis and parking study shall be provided, as required by Village Code.
4. Relevant licenses and certifications from the State of Illinois shall be required.
5. 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:

1. CPRC Staff Report - 1429 E Palatine Rd, Second Season
2. 1429 E. Palatine Rd. - Aerial
3. 1429 E. Palatine Rd. - Narrative
4. 1429 E. Palatine Rd. - Floor plan



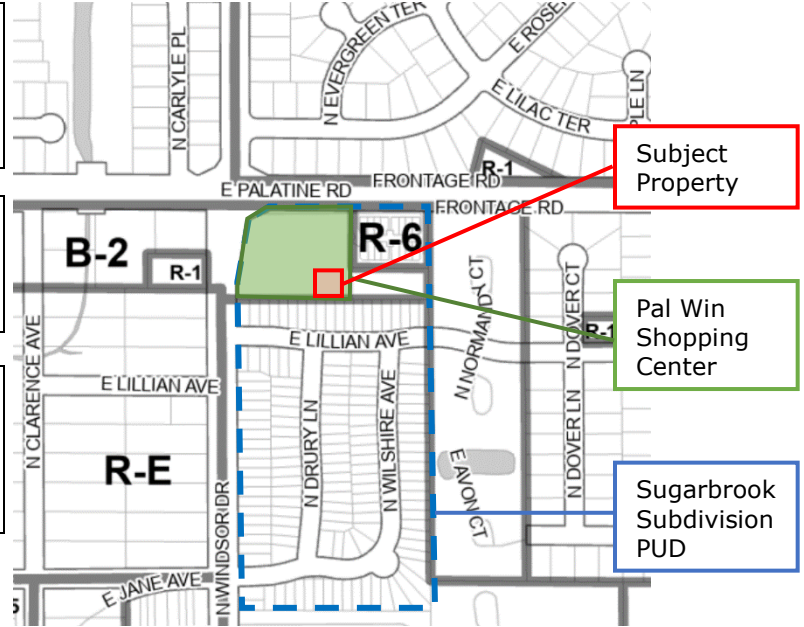
VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

Temp File Number: T1887
Project Title: Second Season
Address: 1429 E Palatine Road
PIN: 03-21-100-012-0000

To: Conceptual Plan Review Committee
Prepared By: Darko Bojin, Assistant Planner
Meeting Date: July 23, 2025
Date Prepared: July 16, 2025

Petitioner: Patricia Livesay
Address: 906 IL. Route 22
 Fox River Grove, IL 60021

Existing Zoning: B-2 General Business District
Comprehensive Plan: Commercial



SURROUNDING LAND USES

Direction	Zoning	Existing Land Use	Comprehensive Plan
North	R-1, One Family Dwelling District	Single family residential	Single Family Detached Estate 2
South	R-6 Multiple Family Dwelling District	Multi-family residential	Single Family attached
East	R-6 Multiple Family Dwelling District	Multi-family residential	Moderate Density Multi-Family
West	B-2 General Business District	Vacant building	Single Family Attached
	B-2 General Business District	Auto Repair Use	Commercial
	R-1 One Family Dwelling District	Lakewood Chapel	

Requested Action:

1. Planned Unit Development Amendment for a Land Use Variation to permit the Day Care Facility land use within the B-2 District.

Variations Required:

1. A 28-space parking requirement reduction variation will be required.
2. Additional variations may be required upon review of a full Plan Commission submittal.

Project Background:

The 7,000 square foot subject tenant space is located in Pal Win Plaza, which is southeast of the intersection of Palatine Road and Windsor Drive. The shopping center is approximately 35,000 square feet and contains 19 tenant spaces and 164 existing parking spaces. Access to the property comes from curb cuts off Palatine Frontage Road and Windsor Drive. There is also a private access drive that runs along the south and east side of the shopping center, connecting it to a lot with 28 parking spaces at 1601 E Palatine Road. The property is within the Sugarbrook Subdivision Planned Unit Development (PUD), along with the multifamily residential neighborhood immediately south of Pal Win Plaza.

The petitioner, Patricia Livesay, is proposing to occupy the tenant space and open a new Day Care Facility, or adult day care. Second Season Adult Day Retreat has an existing location in Fox River Grove – this would be their second location. The center will offer daytime activities for seniors in the area. Services provided include:

- Meals and snacks
- Incontinence care
- Mobility assistance
- Arts and crafts
- Exercise classes
- Memory and cognitive exercises
- Entertainment and social enrichment

The proposed business is anticipated to employ 9 staff members, including an on-site manager. There would be, at most, 37 seniors on-site at any one time. The floor plan includes a main office, library, theater, nail salon, arts & crafts area, exercise area, game area, diner, and restrooms. Hours of operation will be Monday through Saturday from 7:00 a.m. to 7:00 p.m.

The seniors attending Second Season will not drive themselves to the location. They will be dropped off and picked up by a friend or family member. Second Season does not provide transportation for its clients. Length of stay will vary by client.

Zoning and Comprehensive Plan

The property is currently zoned B-2 General Business District, which does not permit the “Day Care Facility” land use. Therefore, the Petitioner is requesting a Land Use Variation to allow a Day Care Facility land use within the B-2 District. As part of this application, the Petitioner shall provide a written response to the four criteria for approval for variations. These criteria apply to the land use variation and any other variation requested as part of the formal Plan Commission application, and include the following:

- **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
- **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**
- **The proposed variation is in harmony with the spirit and intent of this Chapter 28.**
- **The variance requested is the minimum variance necessary to allow reasonable use of the property.**

The Comprehensive Plan designates the property as appropriate for Commercial land uses. The proposed Land Use Variation may be consistent with the commercial of the Comprehensive Plan. This will be evaluated with a formal Plan Commission application based upon the Petitioner’s written justification for the land use variation criteria above.

Building, Site and Landscaping

The petitioner is not proposing any changes to the exterior of the building or site. They likely will have some signage, which will require a separate sign permit. The petitioner shall be required to submit a detailed and to-scale architectural floor plan depicting any interior remodel work that may be needed to accommodate the new use. The petitioner is encouraged to reach out to the Building and Life Safety Department to determine if any accessibility improvements will be required as part of this project. The

petitioner will have to comply with all Building and Life-Safety Department requirements, and all other relevant approvals, prior to receiving occupancy for the subject unit.

During the formal Plan Commission review process, staff will evaluate the condition of the parking lots to determine if any repairs, resurfacing, or restriping is needed. Additionally, staff will also evaluate the existing shopping center landscaping to ensure that it conforms to all code requirements. Any missing or dead landscaping must be replanted as part of any potential approval.

Parking and Traffic:

Per Section 6.12-1 of the Zoning Code, a traffic analysis and parking study is required for this project. This analysis should include a list of tenants that occupy the other units within Pal Win Plaza, as the parking lot is shared. Furthermore, staff is requesting the petitioner ensure that the rear lot is in conformance with Village standards or seek a parking variation to reduce the number of required parking spaces in Pal-Win Plaza to utilize the 136 main parking lot spaces. This would also require the petitioner demonstrate that the remaining 136 parking spaces accommodates the existing and anticipated parking demand of the project through a parking study. This will ensure the main parking lot (along Palatine Rd. and Windsor Dr.) complies with parking requirements even if the lot behind the shopping center is sold, developed, or not brought into conformance with Village parking standards.

According to Code, Day Care Centers are most similar to Day Care Centers and Schools and require 3 parking spaces every 2 employees. Therefore, 15 parking spaces are required. Below is the parking requirement analysis for Pal-Win Plaza, which shows sufficient parking:

Tenant Space	Address (E. Palatine Rd.)	Business	SF			Total Parking Required
1	1457	12 FUTOV	1,800	1	300	6
2	1453	12 FUTOV*	3,000	N/A	N/A	25
3	1451	Osaku Asian Kitchen	900	1	300	3
4	1449	H&R Block	1,100	1	300	4
5	1447	Farmers Insurance	700	1	300	2
6	1429	Second Season	7,000	3	2 employees	15
7	1427	AH Thunder (softball training)	5,230	N/A	N/A	31
8	1425	KG Strength & Performance	1,750	N/A	N/A	8
9	1421-1423	VACANT	2,450	1	300	8
10	1419	Alli's Nails Spa	1,050	1	250	4
11	1417	Shear Design Beauty Shop	975	1	250	4
12	1415	Edward Jones	1,200	1	300	4
13	1413	Euro Experts (tailor)	596	1	300	2
14a	1411	Health First Chiropractor	1,170	1	200	6
14	1407	Proposed Cherepovich Tattoo	866	1	250	3
16	1405	D&D Smoke & Spirits	3,000	1	300	10
17	1403	The Spot Ice Cream Shop (aka the Pal-Win Ice Cream Shop)	1,114 (363 SF "Seating" Area)	1	45	8
18	1401A	Magy's Pizza (carryout only)	900	1	300	3
19	1401B	All Pets Groomed	900	1	300	3
Total Required						150
Total Parking Provided in Front of Center						136
Total Parking Provided in Back of Center						28
Total Parking Provided on Site						164
Surplus (Deficit)						14

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the proposed amendment to the Sugarbrook Subdivision Planned Unit Development and Land Use Variation to permit a Day Care Facility land use within the B-2 General Business District, and is generally supportive of the application subject to resolution of the following:

1. Any variation requests, including the Land Use Variation, must be identified and written justification provided based on the criteria for approval.
 - **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
 - **The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.**
 - **The proposed variation is in harmony with the spirit and intent of this Chapter 28.**
 - **The variance requested is the minimum variance necessary to allow reasonable use of the property.**
2. Demonstrate that the rear parking area is, or will be brought into conformance with Village parking standards, or seek a 14-space parking reduction variation that would not include this area in the parking supply and accommodate the existing/anticipated parking demand for the proposal.
3. A traffic analysis and parking study shall be provided, as required by Village Code.
4. Relevant licenses and certifications from the State of Illinois shall be required.
5. 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.

July 18, 2025

Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1887



At Second Season Adult Day Retreat, we offer a safe, enriching environment for seniors who need a little extra support while staying active and connected.

Included Services:

- Nutritious meals & snacks
- Incontinent care as needed
- Mobility assistance
- Daily arts & crafts
- Guided exercise class
- Memory Moments cognitive program
- Afternoon matinees in our in-house theater
- Live entertainment & social activities
- Designated rest areas for comfort

Hours:

Monday–Saturday: 7:00 AM – 7:00 PM

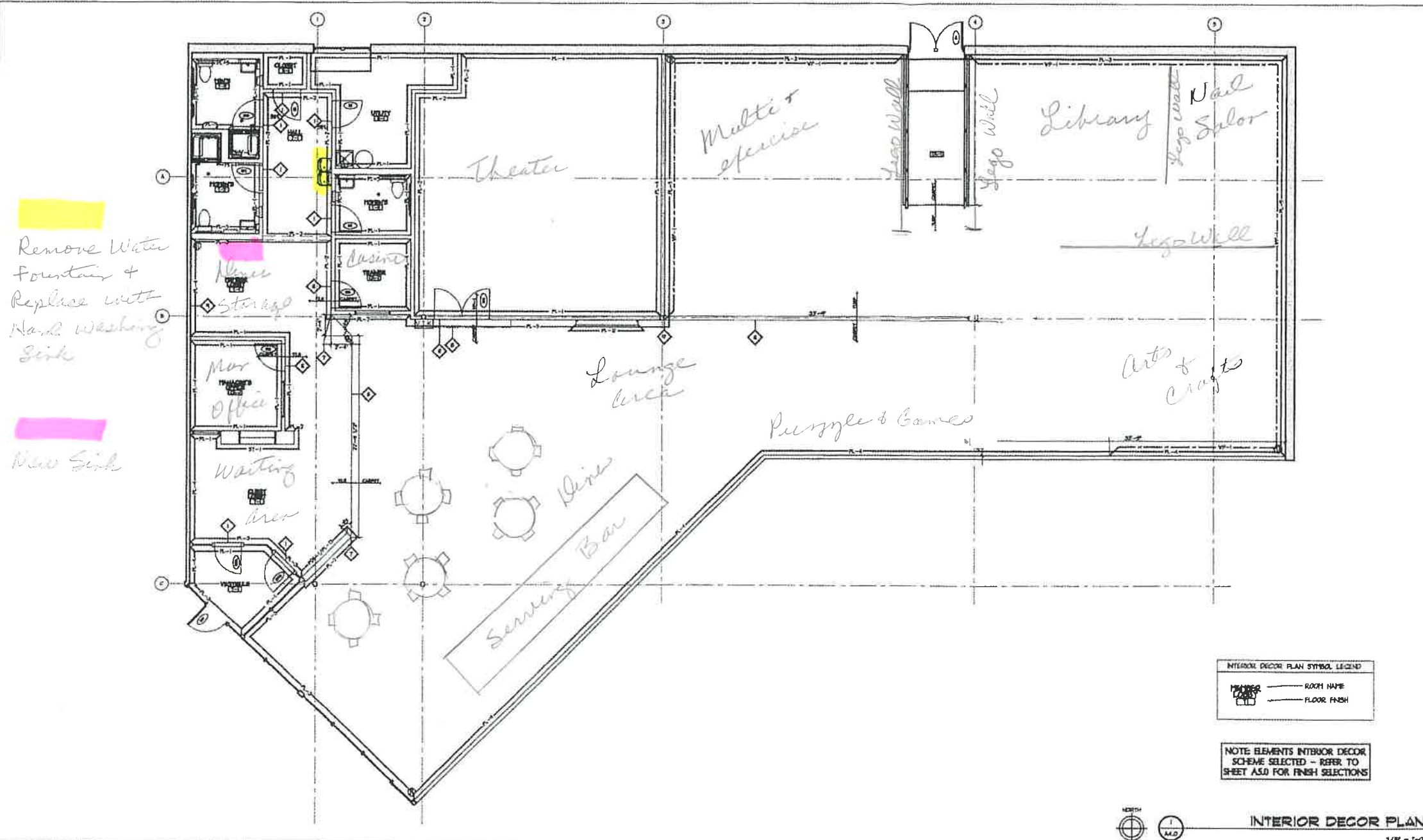
Staffing & Capacity:

- 8 dedicated staff + 1 on-site manager
- 37 members on-site at one time
- Serving a total community of 225 rotating members

Flexible Drop-off:

We work around our members unique schedule to make drop-off and pick-up easy and stress-free. There will not be a bus or shuttle provided, transportation is the members responsibility. We will assist with an uber if requested

7,000 Sq ft



PAINTING REQUIREMENTS

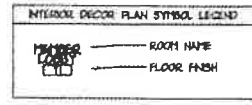
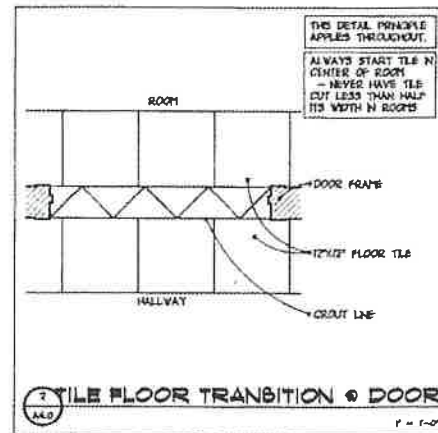
1. WALL/CEILING TRANSITION PAINT LINE TO BE A STRAIGHT LINE PARALLEL TO THE FINISHED FLOOR ELEVATION THAT EXTENDS 2' BELOW THE LOWEST STRUCTURAL ROOF MEMBER OR FIRST COMMON STRUCTURAL ELEMENT IF A SINGLE BEAM IS CONSIDERABLY LOWER THAN THE MAJORITY OF THE MEMBERS - THIS DOES NOT INCLUDE ANY WALL RACKERS OR MISCELLANEOUS FRAMING MEMBERS - WALL PAINT TO EXTEND A MINIMUM OF 12'-0" ABOVE FINISHED FLOOR ELEVATION - VERIFY EXACT TRANSITION WITH OWNER
2. GENERAL CONTRACTOR TO PAINT ALL WALLS TO UNDERSIDE OF ROOF DECK, UNLESS THE FOLLOWING CONDITIONS ARE MET:
 - SPACE IS ENTIRELY ENCLOSED BY 4 WALLS WITH SHEATHING TO ROOF DECK
 - DROPPED CEILING IS INSTALLED THROUGHOUT SPACE
 - NO POSSIBILITY OF VIEWING ANY WALL AREA ABOVE CEILING FROM ANY POINT
3. CEILING PAINT IS TO ACHIEVE 100% COVERAGE WITH NO BLEED THROUGH - CONTRACTOR TO PROVIDE PRIMER AND AS MANY COATS NECESSARY TO ACHIEVE 100% COVERAGE. THIS INCLUDES ALL DUCTWORK, PIPING, CONDUIT AND ATTACHMENTS
4. ENSURE ALL PAINTED SURFACES ACHIEVE COMPLETE COVERAGE - ALL SURFACES PREVIOUSLY UNPAINTED TO RECEIVE PRIMER AND 2 COATS OF PAINT PRIMER - WALL PAINT TO BE EGG-SHELL - CEILING PLANK TO BE EGG-SHELL
5. GENERAL CONTRACTOR TO PAINT ALL WALLS PRIOR TO INSTALLATION OF ANY WALL FINISHES ON PERPENDICULAR INTERSECTING WALLS TO ALLOW FOR CLEAN FINISH EDGE
6. IF FIBERGLASS SHOWER INSERTS ARE USED, PAINT WALLS ABOVE
7. DOOR & WINDOW FRAMES TO MATCH ADJ. WALL FINISHES - SEE DET. 5/A7.1

FLOORING REQUIREMENTS

1. GENERAL CONTRACTOR TO INSTALL ALL VINYL FLOORING SO THAT THE PLANK IS ORIENTED IN THE LONG DIRECTION OF THE ROOM - TYPICAL
2. RUBBER FLOORING IS MANUFACTURED IN ROLLS THAT ARE 4'-0" WIDE, AND IN CUSTOM LENGTHS FOR EACH CLUB. CONTRACTOR IS TO ORDER MATERIAL IN THE PROPER LENGTH TO ELIMINATE BUTT JOINTS WITHIN A 4'-0" WIDE RUN. THE ONLY SEAMS THAT ARE ALLOWED ARE SEAMS BETWEEN THE 4'-0" ROLLS. THIS IS A CUSTOM PRODUCT AND MUST BE ORDERED A MINIMUM OF (4) FOUR WEEKS PRIOR TO INSTALLATION
3. TURF FLOORING IS MANUFACTURED IN ROLLS THAT ARE 6'-0" WIDE, AND IN CUSTOM LENGTHS FOR EACH CLUB. CONTRACTOR IS TO ORDER MATERIAL IN THE PROPER LENGTH TO ELIMINATE BUTT JOINTS WITHIN A 6'-0" WIDE RUN. THE ONLY SEAMS THAT ARE ALLOWED ARE SEAMS BETWEEN THE 6'-0" ROLLS. THIS IS A CUSTOM PRODUCT AND MUST BE ORDERED A MINIMUM OF (4) FOUR WEEKS PRIOR TO INSTALLATION. ORDER TURF IN FOOT INCREMENTS.
4. FLOORING AND WALL PROTECTION PANELS TO BE ACCLIMATED TO SPACE CONDITIONS FOR A MINIMUM OF 48 HOURS PRIOR TO INSTALLATION.

DECOR PLAN LEGEND

- ◆ TILE FLOOR TRANSITION - REFER TO 2/A4.0
- ◆ NOT USED
- ◆ NOT USED
- ◆ NOT USED
- ◆ NOT USED
- ◆ FLOOR TRANSITION STEP - REFER TO 0/A7.2
- ◆ ALIGN FLOORING TRANSITION AT CORNER OF WALL
- ◆ PRE-MANUFACTURED SOFFIT BY ARCHITECTIVE SIGNAGE VENDOR - PRE-WEED WITH LIGHTING - GENERAL CONTRACTOR TO PROVIDE TRAINING PUPPET ELECTRICAL OUTLET - REFER TO PLANT & ELECTRICAL DRAWINGS - SOFFIT COLOR TO BE R-3 "CHAMPAGNE GOLD"
- ◆ ART MOUNT WALL GRAPHIC - COORDINATE PLACEMENT WITH OWNER



NOTE ELEMENTS INTERIOR DECOR SCHEME SELECTED - REFER TO SHEET A5.0 FOR FINISH SELECTIONS

INTERIOR DECOR PLAN
3/8" = 1'-0"

CONSULTANT

WILKUS ARCHITECTS
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CLIENT:

ANYTIME FITNESS
ANYTIME FITNESS, LLC
12181 SANGO AVE SOUTH
JACKSONVILLE, FL 32218
PHONE: (904) 435-5008

PROJECT INFORMATION

ANYTIME FITNESS
PAL-WIN SHOPPING CENTER
1401 E PALATINE ROAD
ARLINGTON HEIGHTS, IL 60004

DATE: 09-21-16

PROJECT NO: 2016-0731

DRAWN BY: NED

CHECKED BY: JLB

PROJECT LOCATION: ARLINGTON HEIGHTS, IL

SHEET NUMBER/TITLE: A4.0 INTERIOR DECOR PLAN