



AGENDA
CONCEPTUAL PLAN REVIEW COMMITTEE
Community Room, 3rd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
Arlington Heights IL 60005
August 27, 2025
7:00 PM

- I. CALL TO ORDER
- II. ROLL CALL OF MEMBERS
- III. APPROVAL OF MINUTES
 - A. Minutes - 8/13/25
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - A. Arlington Executive Plaza - 3375 N. Arlington Heights Rd. - T1890
Rezone from M-1 to B-1, Amendment to PUD Ord. 79-166, 80-105, 81-028, 81-035, 19-002, Parking Variation
- 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 August 13, 2025 AT 6:30 P.M.

MEMBERS PRESENT:

Bruce Green, Chair
Jay Cherwin
Kristen Schurtz
John Sigalos

MEMBERS ABSENT:

STAFF PRESENT: Michael Lysicatos, Rachel Hitzemann & Dan Osoba

ALSO PRESENT: John Panlorvo, J & J Paving & Dan Buntley, Church Trustee

Call to Order

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

Approval of Minutes

The meeting minutes of July 23, 2025 meeting were reviewed.

SIGALOS MOVED AND CHERWIN SECONDED A MOTION TO APPROVE THE July 23, 2025 MEETING MINUTES. MINUTES WERE APPROVED 4-0.

NEW BUSINESS

T1888 – 1903 E. Euclid Ave – First United Methodist Church

The 6.6-acre subject property is located at the southwest corner of E. Euclid Avenue and N. Prindle Avenue at 1903 E. Euclid Avenue. The existing land use is a place of worship, which is a permitted land use within the R-3 District. The site includes 231 off-street parking spaces accessed from one entrance on E. Euclid Avenue and two entrances on N. Prindle Avenue.

The property obtained approval of a Planned Unit Development (PUD) for building additions, parking lot reconfiguration, landscaping, a land use variation for a day care, and a parking variation to reduce the minimum number of parking stalls from 497 to 274 spaces in 2008 (Ord. 09-044). However, this PUD expired as building permits were never issued for those PUD improvements. In addition, the property was rezoned to R-3, re-designated to Institutional in the Comprehensive Plan and subdivided to create six new single-family residential lots along N. Gibbons Avenue. The First United Methodist Church retained ownership of the northernmost lot for parsonage.

The Petitioner is proposing to reconfigure the existing parking lot to provide a 30-foot setback from the western property line, modify existing angled stalls to 90-degree stalls, and provide 22 land-banked parking stalls at the southeast corner of the site that were previously identified on the former PUD approval. As shown on the Petitioner's proposal, the site would have 273 off-street parking spaces and additional landscaping between the single-family homes to the west. A parking variation is required to reduce the required off-street parking from 320 spaces to 261, which includes a 12-space reduction from the proposal to account for required landscape islands (see the Parking section for details) and a variation to reduce the required side setback from 43.2-feet (10% of the lot width) to 30-feet.

Mr. Buntley explained that one third of parking lot needs to be replaced. We would like to

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change the impervious surface and add to the green space. A drawing was provided, proposing to convert about 30 feet width of that parking space and turn that into green space. Planting trees, bushes, and prairie grass which will create a buffer between the parking lot the neighbors. Nothing else is changing, everything is remaining the same in terms of its elevation we're not changing anything from a sewer perspective, etc. The proposal that has been created meets the same number of parking spaces that we have today, we are not decreasing the number of parking spaces available to meet the needs of the church. There was concern from staff on the parking near the retention, so the plan now shows that it will be a one-way egress. A parking study was provided. A variety of events and peak Sundays were recorded. A landscaping plan was also provided. The six neighbors to the west provided statements of approval for the project.

Mr. Osoba communicated the above stated project overview. New plans were not in the packet but provided earlier in the week and have been printed for review. SDC has not formally review these new plans, but will provide additional comments back to the petitioner prior to the Planning Commission application. Staff is generally supportive of the application subject to the items listed in the staff report and discussed at this meeting.

Commissioner Schurtz glad you have approached the neighbors, so I agree they will like the green space.

Commissioner Cherwin yes, I agree it is a good plan. Not concerned with the number of parking spaces per the plans, and do not feel a parking study is necessary for a church or school.

Mr. Buntley can the requirement for an actual engineer of the parking studies be waived?

Mr. Osoba you can request that; staff is going to want to review the details of your findings with the Plan Commission application.

Commissioner Sigalos inquired about the location of the 19 landbanked spaces. What about the landscape islands that we require for every 20 parking spaces. Also, appreciates the green space.

Mr. Osoba those are currently angled spaces, we would recommend that those be 90-degree spaces for you to have more spaces towards the total needed, thus reducing the variance. We would require landscape islands.

Commissioner Green agreed this is a win for the neighbors. Please proceed with your application.

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 6:46 p.m.

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



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

8/27/2025

Item: Arlington Executive Plaza - 3375 N. Arlington Heights Rd. - T1890
Rezone from M-1 to B-1, Amendment to PUD Ord. 79-166, 80-105, 81-028, 81-035, 19-002, Parking Variation

Department: Planning & Community Development

Item Description:

Requested Action

1. Rezone Property from M-1 to B-1
2. Amendment to Planned Unit Development (PUD) Ordinances; #79-166, #80-105, #81-028, #81-035, and #19-002.

Variations Required

1. Variation to Chapter 28, Section 10.4-2 "Schedule of Parking Requirements", to reduce the required off-street parking from an amount to be determined to 238 spaces.

Recommendation

The Staff Development Committee (SDC) reviewed the proposed rezoning from M-1 to B-1 and Amendment to Planned Unit Development (PUD) Ordinances; #79-166, #80-105, #81-028, #81-035, #19-002, and #2025-013, along with the following variations to Chapter 28 of the Municipal Code.

1. Variation to Chapter 28, Section 10.4-2 "Schedule of Parking Requirements", to reduce the required off-street parking.

The Staff Development Committee is supportive of the application subject to resolution of the following:

1. Staff would not recommend any additional permitted uses other than what is already permitted in the B-1 zone unless the petitioner has a specific proposal from a tenant that is pursuing occupancy on the property.
2. Staff recommends amending the PUD to accommodate the proposed changes.
3. If the petitioner would like to create a new PUD, they will be required to

have the second owner be a part to the application to either amend or rescind the previous PUD.

4. Rescinding the previous PUD would require cross-access agreements between the two properties and ensure that each property meets all other code requirements independently from the original PUD.

5. The petitioner will be required to submit a parking study to further analyze any potential increase in a parking variation that would enable the petitioner to increase the amount of medical office/non-general office space in the future that would satisfy Village Staff concerns.

6. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

ATTACHMENTS:

1. CPRC Staff Report - 3375 N Arlington Heights Rd
2. Aerial
3. Narrative Letter
4. B-1 Permitted Use Table



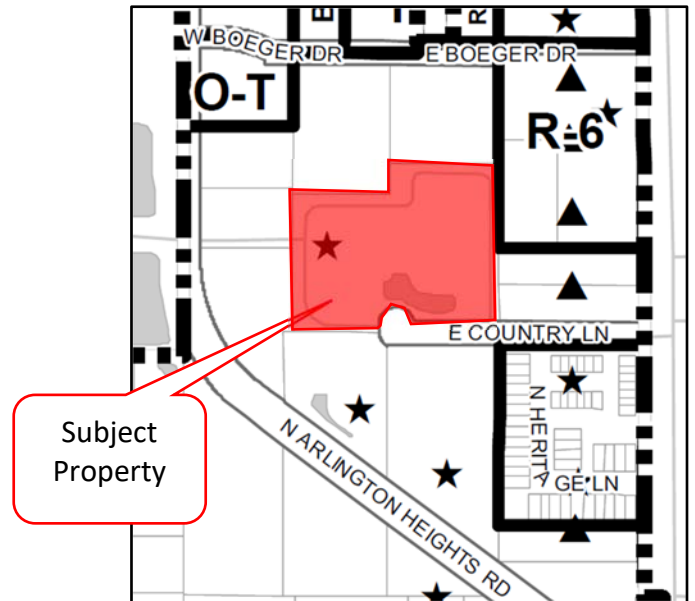
VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

Temp File Number: T-1890
Project Title: Arlington Executive Plaza Rezoning
Address: 3375 N. Arlington Heights Rd
PIN: 03-08-100-040

To: Conceptual Plan Review Committee
Prepared By: Rachel Hitzemann, Dev. Planner II
Meeting Date August 27, 2025
Date Prepared: August 18, 2025

Petitioner: Brendan Penney
Address: 3375 N. Arlington Heights Rd,
 Arlington Heights, IL 60004

Existing Zoning: M-1: Research, Development, and Light Manufacturing District
Comprehensive Plan: R&D, Mfg., Warehousing



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	M-1: Research, Development, and Light Manufacturing District	Multi-Tenant Flex Office/Industrial Center	RD, Mfg, Warehouse
South	M-1: Research, Development, and Light Manufacturing District	Signature Square North Office Complex	RD, Mfg, Warehouse
East	M-1: Research, Development, and Light Manufacturing District; R-6: Multiple Family Dwelling District	Graycon Office Center; Timber Court Condominiums	RD, Mfg, Warehouse; Moderate Density Multi-Family
West	M-1: Research, Development, and Light Manufacturing District	Multi-Tenant Flex Office/Industrial Center	RD, Mfg, Warehouse

Requested Action

1. Rezone Property from M-1 to B-1
2. Amendment to Planned Unit Development (PUD) Ordinances; #79-166, #80-105, #81-028, #81-035, and #19-002, .

Variations Required

1. Variation to Chapter 28, Section 10.4-2 "Schedule of Parking Requirements", to reduce the required off-street parking from an amount to be determined to 238 spaces.

Project Background

The subject property is approximately 7.60 acres and is located south of the intersection of N. Arlington Heights Road and Boeger Drive on the northern portion of the Village. The property is occupied by the Arlington Executive Plaza, an existing office development composed of seven, one-story buildings totaling approximately 73,000 square feet of floor space. The development was approved as a PUD in 1979 with four subsequent amendments in 1980, 1981, 2019, and 2025. Access to the site comes from two full-access, non-signalized curb cuts onto Arlington Heights Road (one of which being on the neighboring property to the north but accessible through a driveway connection to that property and authorized via an existing easement), and a curb cut on Country Lane.

In 2019 the Village Board passed Ordinance 19-002, which approved a variance to reduce the required off-street parking requirement from 266 to 238. Additionally, the ordinance provided conditions that required the property owner to install a 15-space bicycle rack and receive a PUD Amendment and parking variation for any future medical office uses exceeding 14,419 square feet in the complex. In 2024, the Village received a Land Use Variation request for ICON Studios, a barber/ beauty salon and a variation request to reduce the parking from 273 spaces to 238 spaces. The Village Board granted approval for both Variances on April 7, 2025.

While the property is located in the M-1, Manufacturing District, the buildings do not have loading docks or overhead doors and was developed as a traditional business office park. As part of the Staff's discussions with the owner of the property, they expressed that the existing zoning did not provide flexibility to use the office park for commercial and medical uses without having to continue to amend the existing PUD approval. The building is constructed to be more suitable for office uses and the owner would like to market the building in that manner.

Due to the design of the development and the owner's desire to market units to a boarder range of office and commercial uses, zoning staff suggested that the owner pursue the option to rezone the property to B-1, Business District Limited Retail. Per Code, "The purpose of the B-1 district is to provide for the convenience shopping of persons residing in adjacent residential areas. Limited service and office establishments are permitted in this district provided that such establishments will be conducted without noise, odor or any other condition, which might be disturbing to adjacent residential areas" (see attachments for permitted use table). In essence, the B-1 district would allow a broader range of uses, but the uses allowed would be offices or service-based uses that lend themselves to appointment-based trips rather than pass by retail. Planning staff feels this fits with the overall design and intent of the site.

Zoning and Comprehensive Plan

The subject property is currently zoned M-1 Research, Development and Light Manufacturing District. If this petition were approved, the subject property would be zoned B-1. A list of permitted B-1 uses can be found in the attachments.

In addition to the permitted uses in the B-1 Zoning District, the petitioner requested the following uses to be permitted within the PUD;

1. Building Material Sales
2. Day Care Center
3. Electrical Equipment Sales
4. Health Club
5. Studios, Recording
6. Medical Dental Orthopedic Appliance and Instrument Supply Sales

The SDC reviewed the additional requested uses and does not support allowing any additional uses outside of the B-1 Zoning District. Similar uses to those requested are currently permitted in the B-1. These uses include, Contractor Office and Design Showroom (no vehicle storage), which is similar to the requested building material sales and Personal Trainer, which is similar to the requested health club. The Zoning Code currently classifies Electrical Equipment Sales and Medical Dental Orthopedic Appliance and Instrument Supply sales as different categories, but the B-1 does allow retail sales. Furthermore, the current uses that would fall under this category such as Family Medical Supply and Primelite Equipment LLC, are classified as office uses. Staff supports these types of office sales within this complex and will continue to classify them as “office”. Day Care Centers are permitted as a Special Use in the B-1, and would be allowed if the specific tenant goes through the special use process. That leaves only Studio, Recording as a requested use not currently permitted in any capacity within the B-1. As part of a larger Zoning Code update, Staff may adjust the B-1 to permit Recording studios, thus eliminating the need for a PUD amendment in the future.

The subject property is currently located within the Arlington Office Complex Planned Unit Development (PUD). The PUD encompasses the subject property and the property to the west, 3385 and 3395 N. Arlington Heights Rd. The Petitioner is requesting to create a new PUD, to split their parcel from the original PUD. While possible, creating a new PUD will require the second owner to be a party to the application in order to rescind or amend the original PUD. The petitioner would also need to provide cross-access agreements between the two properties and ensure that each property meets all other code requirements independently from the original PUD. Staff would prefer the petitioner pursue a PUD Amendment, as there are specific conditions/ variances that were approved for the property that would no longer be applicable if the original PUD was rescinded. Additionally, if they pursue a PUD amendment, the second property owner is not required to be part of the application as long as they were notified of the amendment under a condition adopted under the 2025 amendment.

The Comprehensive Plan designates this site as “Research & Development, Manufacturing and Warehousing”, which corresponds with the current M-1 zoning. However, the property layout, single-story architecture and the absence of loading docks within this complex does not compare to typical manufacturing buildings. Instead, the design of this property is more closely related to an office or business park/ complex. This is evident in the type of uses the complex attracts. As part of the rezoning, the Comprehensive Plan would also need to be amended to Commercial to accommodate the rezoning from M-1 to B-1.

Building, Site and Landscaping

No site or building work is being proposed. However, as part of this approval the petitioner will be required to come into compliance with the landscape and sidewalk conditions of the 2025 PUD if they have not already been completed. They will also need to install the 15-space bike rack as required in the 2019 PUD Amendment if one has not been installed.

Parking and Traffic:

The following parking table shows the code required off-street parking for the property based on the land use classification of the existing tenants. Per the 2025 approval, a parking variance of 35 spaces was approved with the condition that limits medical office and non-general office to 16,807 square-feet.

Table 1: Office Complex Parking Requirements

Tenant	Use	Building SF	Parking ratio	Stalls Required	Medical SF	Comm. SF	Office / Vacant SF
Vacant	Vacant	1,724	300	6			1,724
Northwest Suburban Pediatrics	Medical Office	1,878	200	9	1,878		
Ruta Naturals - Spa Studio	Beauty Salon	730	250	3		730	
Dr. Jeena Jacob, Psychotherapy	Office	850	300	3			850
Central Family Care	Medical Office	2,060	200	10	2,060		
Weight Loss Clinic Janusz Mejer MD	Medical Office	1,570	200	8	1,570		
Arlington Insurance Services	Office	1,620	300	5			1,620
Dr. McEvers, Psychotherapy	Office	660	300	2			660
Bact Process Systems, Inc.	Office	2,816	300	9			2,816
Family Medical Supply	Office	756	300	3			756
Sassack Family Acupuncture	Medical Office	1,018	200	5	1,018		
Lake Cook Behavioral Health	Office	1,600	300	5			1,600
Vacant	Vacant	800	300	3			800
Vacant	Vacant	1,015	300	3			1,015
Family Tree Holistic Health	Medical Office	1,015	200	5	1,015		
Breathe Easy Wellness LLC	Massage Parlor (Beauty Salon)	715	250	3		715	
Amicus Home Health, LLC	Office	800	300	3			800
Dawe's, LLC	Office	4,832	300	16			4,832
Cooperative Computer Services	Office	5,518	300	18			5,518
Ak exteriors, Inc	Office	800	300	3			800
Geoses Corporation	Office	440	300	1			440
O&E Consulting	Vacant	1,422	300	5			1,422
Primelite Equipment, LLC	Office	968	300	3			968
The Perfect Workout	Personal Trainer	800	250	3		800	
Vacant	Office	800	300	3			800
Vacant	Office	1,600	300	5			1,600
Murray Grishaber, LLC (accountant)	Office	1,005	300	3			1,005
Biztegy Analytics, Inc.	Office	1,025	300	3			1,025
Authentic Self Psychological	Office	795	300	3			795

WestSky Inc.	Contactor Office	800	300	3			800
ICON Studio	Beauty Salon	2,983	250	12		2,983	
Skinovatio Medical Spa	Medical Office	2,455	200	12	2,455		
Arlington Counseling Associates	Office	3,200	300	11			3,200
Counseling Center of Arlington Heights LLC	Office	757	300	3			757
Neuropsychological Services PC	Office	1,045	300	3			1,045
Rejuvii (IV Therapy)	Medical Office	1,583	200	8	1,583		
Vacant	Vacant	1,617	300	5			1,617
Autism Care Therapy (office/counseling)	Office	7,180	300	24			7,180
Verinon Tech Services	Office	10,360	300	35			10,360
Total Required (Per Code)		73,612 SF		268 Spaces	11,579 SF	5,228 SF	56,805 SF
Total Provided				238 Spaces			
SURPLUS/ (DEFICIT)				(-30) 12%			

The table below demonstrates the parking requirements for two items: (1) the prior parking requirements with vacant spaces calculated at 1 space per 300 square feet (professional office); and (2) the approved variance to limit medical office and non-general office to 16,807 square-feet. The chart illustrates how a limit on non-general office space would mitigate the variation and potential parking demand as the intensity and demand of such uses varies.

	Prior Existing			2025 Approved		
	Total Area	Requirement	Spaces Required	Total Area	Requirement	Spaces Required
Professional Office	59,788 s.f.	1 space per 300 sf	199	56,805 s.f.	1 space per 300 sf	189
Medical Office	11,579 s.f.	1 space per 200 sf	58	-	-	-
Commercial	2,245 s.f.	1 space per 250 sf	9	-	-	-
Combined Medical Office and Commercial	-	1 space per 200 sf	-	16,807 s.f.	1 space per 200 sf	84
Provided Parking	238			238		
Required Parking	266			273		
SURPLUS/ (DEFICIT)	(28) 10.5 %			(35) 13 %		

As part of the rezoning, the petitioner would like to reassess the parking variation. Per Code, they will be required to submit a parking study. Staff is open to further amending the variance to accommodate additional medical uses, but will need to evaluate the Study to

determine the appropriate mix of uses and provide a maximum parking variation to provide such flexibility.

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the proposed rezoning from M-1 to B-1 and Amendment to Planned Unit Development (PUD) Ordinances; #79-166, #80-105, #81-028, #81-035, #19-002, and #2025-013, along with the following variations to Chapter 28 of the Municipal Code.

1. Variation to Chapter 28, Section 10.4-2 "Schedule of Parking Requirements", to reduce the required off-street parking.

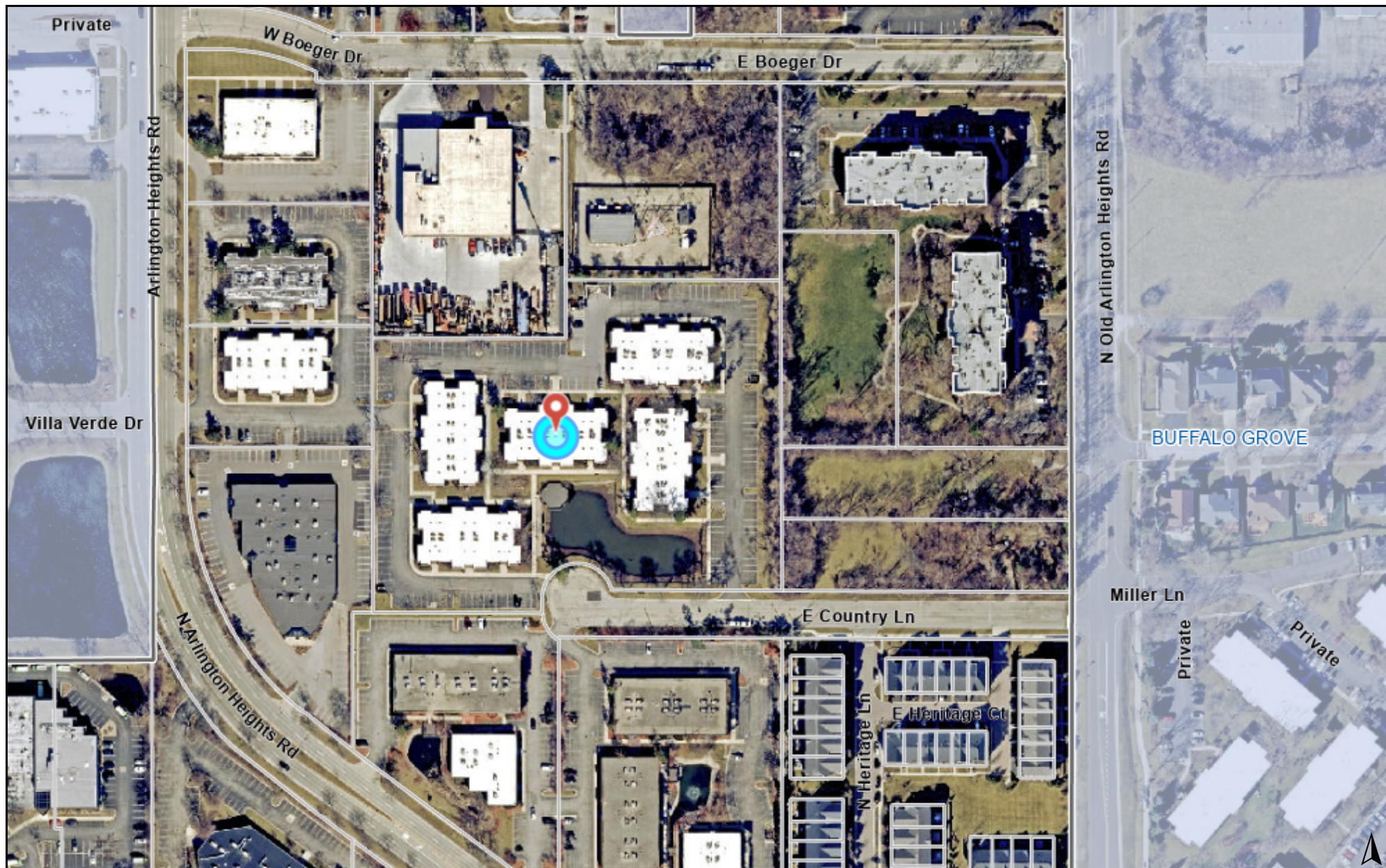
The Staff Development Committee is supportive of the application subject to resolution of the following:

1. Staff would not recommend any additional permitted uses other than what is already permitted in the B-1 zone unless the petitioner has a specific proposal from a tenant that is pursuing occupancy on the property.
2. Staff recommends amending the PUD to accommodate the proposed changes.
3. If the petitioner would like to create a new PUD, they will be required to have the second owner be a part to the application to either amend or rescind the previous PUD.
4. Rescinding the previous PUD would require cross-access agreements between the two properties and ensure that each property meets all other code requirements independently from the original PUD
5. The petitioner will be required to submit a parking study to further analyze any potential increase in a parking variation that would enable to petitioner to increase the amount of medical office/non-general office space in the future that would satisfy Village Staff concerns.
6. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

August 27, 2025

Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads



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Print Date: 8/11/2025

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

MELTZER, PURTILL & STELLE LLC

ATTORNEYS AT LAW

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August 15, 2025

Rachel Hitzemann, Planner
Department of Planning and Community Development
Village of Arlington Heights
33 S. Arlington Heights Road,
Arlington Heights, Illinois 60005

Re: Request for Approval of Rezoning and a New PUD - 3335-3385 N. Arlington Heights Rd., IL

Dear Rachel,

On behalf of NRF IX – Arlington Heights, LLC, a Delaware limited liability company, the owner (“Owner”) of the property located at 3335-3385 N. Arlington Heights Road, IL (the “Property”) which is part of the Arlington Executive Plaza (the “Plaza”), we are pleased to present this request for approval of (1) a new planned unit development (a “New PUD”) for the Property which is part of an existing planned unit development for the Plaza (the “Existing Arlington Executive Plaza PUD”) originally approved by Ordinance No. 79-166 and subsequently amended by Ordinance Nos. 80-105, 81-028, 81-035, 19-002 and 2025-13, and (2) a map amendment to rezone the Property from the M-1 Office, Research and Light Manufacturing District (the “M1 District”) to the B-1 Business District Limited Retail district (the “B1 District”). As part of the New PUD, we are also requesting approval: (i) to incorporate the parking variation approved as part of the Existing Arlington Executive Plaza PUD, and (ii) to add as additionally approved permitted uses within the New PUD the uses listed on the attached **Exhibit A**.

By way of background, the Existing Arlington Executive Plaza PUD was originally approved in 1979 by Ordinance No. 79-166 and includes the Property and the adjacent property which has a common address of 3395 N. Arlington Heights Road, Arlington Heights, Illinois (the “3395 Property”). The Existing Arlington Executive Plaza PUD has been amended five times. Ordinance No. 80-105 revised the legal description of the Existing Arlington Executive Plaza PUD. Ordinance 81-028 rezoned the Property from the R-1 One-Family Dwelling District to the M-1A Research, Development and Manufacturing District and added Lot 2 in North Ridge Subdivision to the Existing Arlington Executive Plaza PUD. Ordinance 81-035 revised the legal description of the Existing Arlington Executive Plaza PUD and repealed and replaced Ordinance No. 81-028. Ordinance 19-002 approved a parking variation to reduce the off-street parking requirement from 266 spaces to 238 spaces. Most recently, Ordinance 2025-13 (the “2025 Ordinance”), a copy of which is attached hereto as **Exhibit B**, approved variations to allow operation of a barber shop and beauty salon in the M1 District and to reduce the off-street parking

Rachel Hitzemann,
Department of Planning and Community Development
Village of Arlington Heights
August 15, 2025
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requirement from the 273 spaces that would be required for the Property pursuant to the Village's Zoning Ordinance to the 238 spaces that currently exist on the Property.

Our client is now requesting approval for the New PUD, rather than continue to amend the Existing Arlington Executive Plaza PUD, for four important reasons. First, doing so will create two separate planned unit developments, each with consolidated ownership, as the 3395 Property will not be part of the New PUD and will remain subject to the Existing Arlington Executive Plaza PUD. This will help streamline future entitlement applications and the process for amending each planned unit development.

Second, the New PUD will facilitate the rezoning of the Property¹ to the B1 District, which comes as a result of recent discussions between our client and village staff after which it was determined that rezoning of the Property to a commercial district would be appropriate to better accommodate current and anticipated future uses on the Property—such as the barber shop and beauty salon use that was recently approved by the 2025 Ordinance as a use variation—and strengthen the overall tenant base of the Property. Additionally, the B1 District will still closely align with the character of the surrounding area which includes a mix of commercial, office, institutional, manufacturing and higher density residential use districts.

Third, as part of the New PUD, we are requesting approval to include the list of proposed uses identified on Exhibit A attached hereto as authorized permitted uses within the New PUD. This list reflects uses that our client feels are suitable for this site, will help to fill the approximate 6, 578 square feet of vacant space that exists on the Property, and which we believe staff will be able to support along with the zoning change that might otherwise be inappropriate in the M1 District.

Fourth, it is our intent that the ordinance approving the New PUD (the “New PUD Ordinance”) will incorporate certain provisions of the 2025 Ordinance. For example, the New PUD Ordinance will incorporate the conditions set forth in Sections 4A, 4D, and 4E relating to compliance with Village regulations and required improvements on the Property. Additionally, it will modify and incorporate the parking variation in Section 3B of the 2025 Ordinance, which reduced the off-street parking requirement from 273 spaces to 238 spaces. In support of the incorporation of this variation, and to help staff evaluate the sufficiency of parking on site considering the proposed rezoning, our client has retained the services of Kenig, Lindgren, O’Hara, Aboona, Inc. (“KLOA”) to prepare a full parking study which will be included with our formal application to the Village.

Our client is confident that the proposed rezoning and New PUD will benefit all parties by consolidating property ownerships within distinct planned unit developments and facilitating the

¹ The 3395 Property is not part of the rezoning request and will remain in the M1 District following the rezoning of the Property, if approved.

Rachel Hitzemann,
Department of Planning and Community Development
Village of Arlington Heights
August 15, 2025
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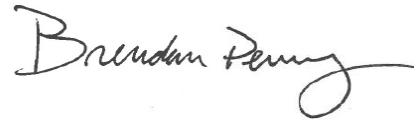
rezoning of the Property to the B1 District, which more closely aligns with the present and future tenant base of the Property and the character of the surrounding area.

We look forward to presenting this proposal to the Conceptual Plan Review Committee on August 27.

We thank you for your consideration of this request.

Yours very truly,

MELTZER PURTILL & STELLE LLC

A handwritten signature in black ink, reading "Brendan Penny". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Brendan Penny

EXHIBIT A

LIST OF ADDITIONALLY PROPOSED PERMITTED USES

1. Building Material Sales
2. Day Care Center
3. Electrical Equipment Sales
4. Health Club
5. Studios, Recording
6. Medical Dental Orthopedic Appliance and Instrument Supply Sales

EXHIBIT B
ORDINANCE NO. 2025-13

Prepared by and return to:
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, Illinois 60005
Attention: Village Clerk

THIS SPACE FOR RECORDERS USE ONLY

VILLAGE OF ARLINGTON HEIGHTS

ORDINANCE NO. 2025- 13

AN ORDINANCE AMENDING
A PLANNED UNIT DEVELOPMENT AND GRANTING VARIATIONS
FOR THE PROPERTY AT 3335-3385 N, ARLINGTON HEIGHTS ROAD

ADOPTED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF ARLINGTON HEIGHTS
THIS 7 DAY OF April, 2025.

AN ORDINANCE AMENDING
A PLANNED UNIT DEVELOPMENT AND GRANTING VARIATIONS
FOR THE PROPERTY AT 3335-3385 N. ARLINGTON HEIGHTS ROAD

WHEREAS, NRF IX – Arlington Heights, LLC, a Delaware limited liability company ("**NRF IX**"), is the record title owner of that certain real property situated within the Village's M-1 Research, Development, and Light Manufacturing District ("**M-1 District**") and located at the address commonly known as 3335-3385 N. Arlington Heights Road, Arlington Heights, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("**3335-3385 Property**"); and

WHEREAS, Arlington Global, LLC, an Illinois limited liability company ("**Arlington Global**"), is the record title owner of that certain real property situated within the Village's M-1 District and located at the address commonly known as 3395 N. Arlington Heights Road, Arlington Heights, Illinois ("**3395 Property**") (collectively, 3335-3385 Property and 3395 Property are the "**Property**," and NRF IX and Arlington Global are the "**Owners**"); and

WHEREAS, on November 19, 1979, the Village President and Board of Trustees adopted Ordinance No. 79-166, approving the development of the Property as a planned unit development and rezoning the Property from the R-1 One-Family Dwelling District to the M-1 District; and

WHEREAS, the President and Board of Trustees subsequently adopted Ordinance Nos. 80-105, 81-028, 81-035, and 19-002, amending Ordinance No. 79-166 (collectively, Ordinance Nos. 79-166, 80-105, 81-028, 81-035, and 19-002 are hereinafter referred to as the "**Existing Arlington Executive Plaza PUD**," and the Existing Arlington Executive Plaza PUD, as amended by this Ordinance, is hereinafter referred to as the "**Amended Arlington Executive Plaza PUD**"); and

WHEREAS, the Property is currently improved with seven multi-tenant office buildings currently occupied by a mix of medical office users and standard office users, and a parking lot with a total of 266 off-street parking spaces; and

WHEREAS, Artemiy Novik ("**Applicant**"), the tenant of Suites A, B, G, and H of the building located at 3375 N. Arlington Heights Road within the Property ("**Leased Premises**"), desires to use the Leased Premises for a barber shop and beauty salon ("**Proposed Use**"); and

WHEREAS, pursuant to Section 12.2 of the "The 2002 Comprehensive Amendment of the Zoning Code of the Village of Arlington Heights," as amended ("**Zoning Code**"), the Property may only be used for the Proposed Use upon issuance by the Village Board of Trustees of a land use variation therefor; and

WHEREAS, pursuant to Section 10.4-2 of Zoning Code, upon occupancy of the Leased Premises for the Proposed Use, not less than 273 parking spaces must be provided on the Property; and

WHEREAS, pursuant to Section 9 of the Zoning Code, in order to allow the Proposed Use on the Property, Artemiy Novik and Inha Stankevich ("**Applicant**"), with the consent of the Owners, filed an application for approval of: (i) an amendment to the Existing Arlington Executive Plaza PUD regarding required parking; (ii) a land use variation to allow a barber shop and beauty salon in the M-1 District; and (iii) a variation from Section 10.4-2 of the Zoning Code to reduce the number of required off-street parking spaces on the Property, from 273 to 238 (collectively, the "**Requested Relief**"); and

WHEREAS, a public hearing of the Plan Commission of the Village to consider approval of the Requested Relief was duly advertised in the *Daily Herald* on December 23, 2024, and held on January 8, 2025; and

WHEREAS, on January 8, 2025, the Plan Commission made findings and recommendations in support of the Requested Relief, subject to specified conditions; and

WHEREAS, the Village President and Board of Trustees has determined that the Requested Relief complies with the required standards for planned unit developments and variations as set forth in Section 9 of the Zoning Code; and

WHEREAS, consistent with the Plan Commission recommendation, the President and Board of Trustees have determined that it will serve and be in the best interests of the Village and its residents to approve the Requested Relief, in accordance with, and subject to, the conditions, restrictions, and provisions of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. APPROVAL OF AMENDMENT TO THE EXISTING ARLINGTON EXECUTIVE PLAZA PUD. Subject to, and contingent upon, the conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, and in accordance with, and pursuant to, Section 9 of the Zoning Code and the home rule powers of the Village, the President and Board of Trustees hereby approve an amendment to the Existing Arlington Executive Plaza PUD to permit the occupancy of the Leased Premises for the Proposed Use, with the continued maintenance of 238 off-street parking spaces on the Property.

SECTION 3. GRANT OF VARIATIONS. Subject to, and contingent upon, the conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, and in accordance with, and pursuant to, Section 9 of the Zoning Code and the home rule powers of the Village, the Village hereby grants NRF IX and the Applicant the following variations:

- A. A land use variation to allow for the operation of a barber shop and beauty salon in the M-1 District in the Leased Premises.
- B. A variation from Section 10.4-2 the Zoning Code to reduce the minimum required off-street parking spaces on the Property, from 273 to 238, but subject to the condition set forth in Section 4.C of this Ordinance.

SECTION 4. CONDITIONS. Notwithstanding any use or development right that may be applicable or available pursuant to the provisions of the Zoning Code, the approvals granted pursuant to Sections 2 and 3 of this Ordinance are hereby expressly subject to, and contingent upon, the development, use, and maintenance of the 3335-3385 Property in compliance with each and all of the following conditions:

- A. Compliance with Regulations. Except to the extent specifically provided otherwise in this Ordinance, the development, use, operation, and maintenance of the 3335-3385 Property must comply at all times with all applicable Federal, State, and Village statutes, codes, ordinances, and regulations, as the same have been or may be amended from time to time.
- B. Uses. No more than 16,807 square feet within the buildings on the 3335-3385 Property may be leased to medical office or permitted non-general office uses.

- C. Parking Spaces. If the Village determines, in its sole discretion, that the existing parking on the 3335-3385 Property is insufficient to satisfy the parking demands of the use of the 3335-3385 Property, then within six months of receipt of notice thereof from the Village, NRF IX must provide not less than the minimum parking spaces otherwise required by the Zoning Code for the 3335-3385 Property, either by provision of on-site parking spaces, provision of off-site parking spaces, or modification of uses occupying the 3335-3385 Property, to the Village's satisfaction.
- D. Landscaping. On or before May 15, 2025, or by such later date as the Village Director of Planning and Community Development may approve in writing, NRF IX must plant the following landscaping enhancements on the 3335-3385 Property in the locations depicted therefor on the marked-up survey attached hereto as **Exhibit B** and, by this reference, made a part of this Ordinance:
 - 1. Two three-inch caliper shade trees within the parking islands at the eastern end of the 3335-3385 Property, in compliance with Section 6.15 of the Zoning Code.
 - 2. Infill foundation plantings along the north end of the 3385 N. Arlington Heights Road building, and infill plantings along the western and southern foundation of the 3345 N. Arlington Heights Road building.
- E. Sidewalk. NRF IX must replace the existing sidewalk located on the Property in front of the 3375 N. Arlington Heights Road building, from the entrance to the parking lot and the pavement for the accessible nearest stall to the entrance of the Leased Premises.

SECTION 5. CONTINUED EFFECT; CONFLICTS.

- A. Except as expressly modified by this Ordinance, the Existing Arlington Executive Plaza PUD will remain in full force and effect, and NRF IX and the Applicant must comply with all requirements, conditions, and restrictions in the Amended Arlington Executive Plaza PUD. Any violation of this Ordinance will be deemed a violation of the Amended Arlington Executive Plaza PUD and the Zoning Code.
- B. In the event of a conflict between the provisions of any of the ordinances comprising the Existing Arlington Executive Plaza PUD and the provisions of this Ordinance, the provisions of this Ordinance will control.

SECTION 6. RECORDATION; BINDING EFFECT. A copy of this Ordinance will be recorded with the Cook County Clerk Recordings Division. This Ordinance and the privileges, obligations, and provisions contained herein will inure solely to the benefit of, and be binding upon, NRF IX and the Applicant, and each of their respective successors and assigns, including, without limitation, subsequent owners or lessees of the 3335-3385 Property.

SECTION 7. FAILURE TO COMPLY WITH CONDITIONS. Upon the failure or refusal of NRF IX or the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, in addition to all other remedies available to the Village, the approvals granted in Sections 2 and 3 of this Ordinance will, at the sole discretion of the Village President and Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village President and Board of Trustees may not so revoke the approvals granted in Sections 2 and 3 unless it first provides NRF IX and the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village President and Board of Trustees. In the

event of such revocation, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

SECTION 8. AMENDMENTS. Unless provided otherwise in this Ordinance, after the effective date of this Ordinance: (a) any amendments to the approvals granted in Sections 2 and 3 of this Ordinance or the conditions contained in Section 4 of this Ordinance that NRF IX may request may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code, after NRF IX files an application with the Village requesting such relief; (b) any amendments to the Amended Arlington Executive Plaza PUD that are described in an application that incorporates by reference only the 3335-3385 Property need only be signed by NRF IX, provided NRF IX gives notice of the filing of such application to Arlington Global; and (c) amendments to the Amended Arlington Executive Plaza PUD that are described in an application that incorporates by reference only the 3395 Property need only be signed by Arlington Global, provided Arlington Global gives notice of the filing of such application to NRF IX.

SECTION 9. SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance will remain in full force and effect, and will be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 10. EFFECTIVE DATE.

A. This Ordinance will be effective only upon the occurrence of all of the following events:

1. Passage by the Village President and Board of Trustees in the manner required by law;
2. Publication in pamphlet form in the manner required by law;
3. Recordation of this Ordinance, together with such exhibits as the Village Clerk deems appropriate for recordation, with the office of the Recorder of Cook County; and
4. The filing by the Owners and the Applicant with the Village Clerk of an Unconditional Agreement and Consent, in the form of Exhibit C attached to and, by this reference, made a part of this Ordinance, to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance and to indemnify the Village for any claims that may arise in connection with the approve of this Ordinance.

B. In the event that either the Owners or the Applicant do not file fully-executed copies of the Unconditional Agreement and Consent, as required by Section 10.A.4 of this Ordinance, within 30 days after the date of final passage of this Ordinance, the Village President and Board of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

AYES: **SHIRLEY, LABEDZ, BALDINO, SCHWINGBECK, DUNNINGTON, TINAGLIA, BERTUCCI, HAYES**

NAYS: **NONE**

PASSED AND APPROVED THIS 7 day of April, 2025

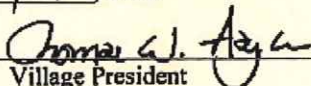

Village President

EXHIBIT A

Legal Description of the Property

The 3335-3385 Property

Lot 3 in North Ridge Subdivision in Arlington Heights being a subdivision of part of the Northwest quarter of the Northwest quarter of Section 8, Township 42 North, Range 11, East of the Third Principal Meridian, in Cook County, Illinois; and

Lot 3 in Tschurtz's Subdivision of part of the Northwest quarter of Section 8, Township 42 North, Range 11, East of the Third Principal Meridian in Cook County, Illinois.

Commonly known as: 3335-3395 N. Arlington Heights Road, Arlington Heights, Illinois

P.I.N.: 03-08-100-036 and 03-08-100-040

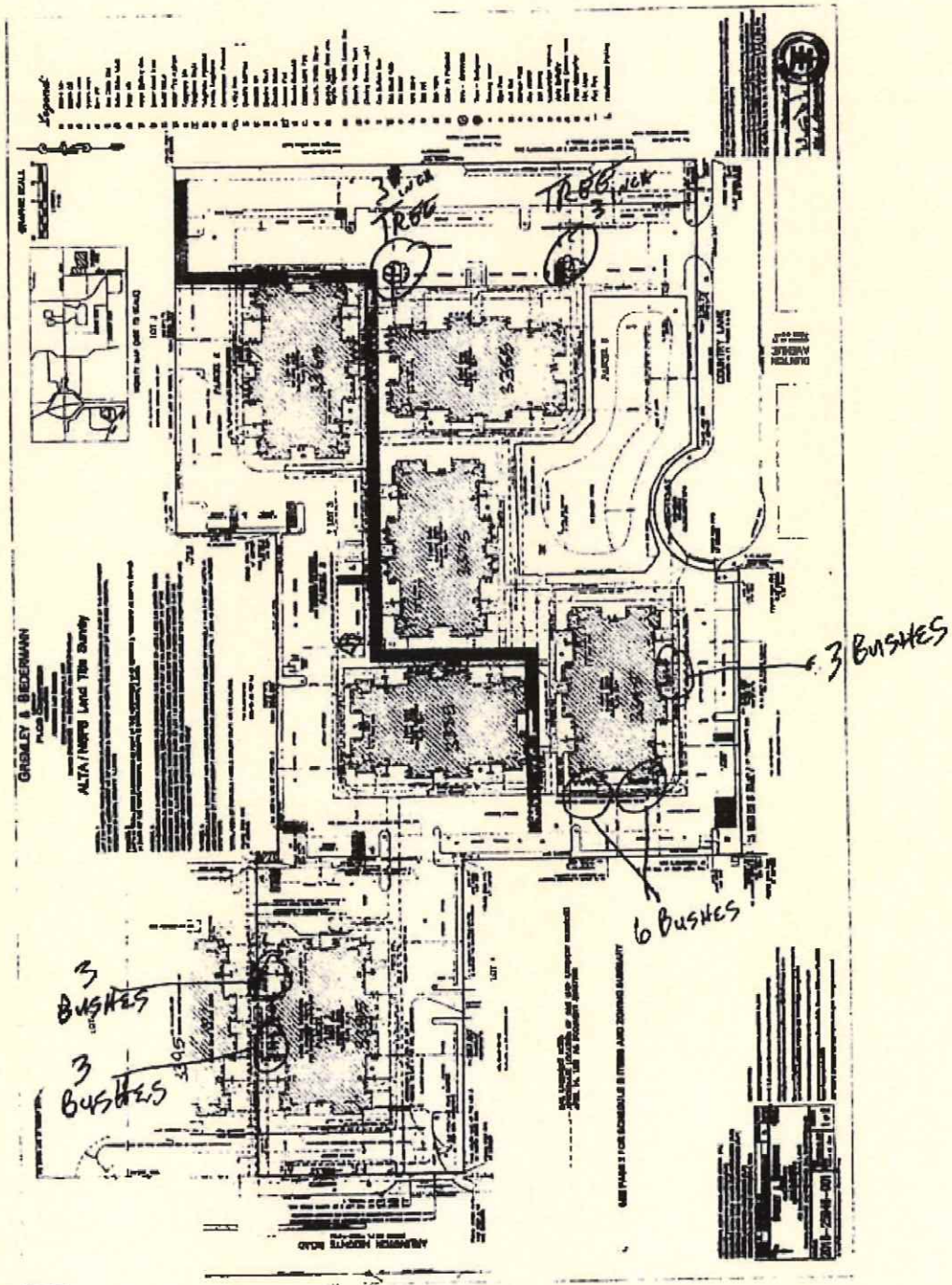
The 3395 Property

Lot 2 in North Ridge Subdivision in Arlington Heights being a subdivision of part of the Northwest quarter of the Northwest quarter of Section 8, Township 42 North, Range 11, East of the Third Principal Meridian, in Cook County, Illinois.

P.I.N.: 03-08-100-035

EXHIBIT B

Marked-Up Survey Indicating Locations of New Landscape Plantings



Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Retail Stores/Sales (not otherwise listed)	P	P	P	P	P					
Adult Business			P							
Adult Use Cannabis Business Establishments other than Adult Use Cannabis Dispensaries										
Adult Use Cannabis Dispensary (see Section 6.1-18)		P	P							
Agricultural Implement Sales and Service within wholly enclosed building			P							
Amusement Facility, Large		S	S							
Amusement Facility, Small		P	P							
Animal Hospitals		P	P							
Antenna Commercial	S	S	S	S	S	S	S	S	S	S
Auto Car Wash			S							

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Auto Service Station, with or without convenience marts		S	S							
Bakery	P	P	P		P					
Banks and Financial Institutions	P	P	P	P	P					
Banquet Halls		S	S		S					
Barber, Beauty Salon	P	P	P	P	P					
Brew Pubs	S	S	S		S					
Broadcasting Station TV, Radio	P	P	P	P	P				P	
Bowling Alleys		P	P		S					
Building Material Sales		P	P							
Carpet Cleaning and Service				P						
Catering Establishments	S	P	P	P						
Construction Yard										P

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Contractor Office and Design Showroom (no vehicle storage)	P	P	P	P	P				P	P
Convenient Mart and Food Store	P	P	P	P	P					
Contractor Shops				P					P	P
Currency Exchanges	P	P	P	P						
Day Care Centers	S	S	S	S	S				S	
Drive-Through when used in conjunction with uses otherwise permitted		S	S		S					
Drug Store and Pharmacy	P	P	P		P					
Electrical Equipment Sales		P	P							
Food Stores	P	P	P	P	P					
Foot Massage	P	P	P	P	S					
Funeral Parlor, Mortuary		S	P	P						

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Garden Center		P	P	P						
Health Club		P	P		P					
Hotel		S	S		S					
Interior Decorator Shops	P	P	P	P	P					
Kennel, Commercial			S							
Laundry Dry Cleaning up to 5,000 sf	P	P	P	P	P					
Liquor Stores, Package Goods Only	P	P	P		P					
Machinery Sales and Service			P	P						
Medical Dental Orthopedic Appliance and Instrument Supply Sales		P	P	P						
Microbrewery, 2,500 square feet or less Note: the retail portion shall not exceed 35% of the total floor area of the unit or building occupied and shall be segregated from the remainder of the premises		P	P		P					

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Microbrewery, more than 2,500 square feet but less than 4,000 square feet Note: the retail portion shall not exceed 35% of the total floor area of the unit or building occupied and shall be segregated from the remainder of the premises		S	S		S					
Monuments Sales			P							
Motor Vehicle Rental		S	P							P
Motor Vehicle Repair Major			P							P
Motor Vehicle Repair Minor		S	P							
Motor Vehicle Sales, including auxiliary service		S	P							
Motor Vehicle Sales Lots when contiguous to and adjoining auto sales room under same owners		S	P							
Offices, Business and Professional	P	P	P	P	P	P	P	P	P	P

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Offices, Medical and Dental including labs	P	P	P	P	P	P	P		P	
Pawn Shop Cash Converter		P	P							
Personal Trainer (limited to 2 clients at a time per trainer; and no more than 4 personal trainers on site at one time)	P	P	P	P	P				P	P
Photographers	P	P	P	P	P		P			
Photographers, including photo developing processing	P	P	P	P	P					
Physical Rehabilitation Center	P	P	P	P	S	P	P			
Post Office not including bulk distribution		P	P							
Printing Services Retail	P	P	P	P	P					
Private Library, Museum or Other Similar Buildings								S		
Railroad Passenger Stations			S		S					

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Recreation Vehicles and Boats, Sales/Supplies			P							
Repair Major				P						P
Repair Minor	P	P	P	P						
Restaurant	S	S	S		S					
Restaurant Amusement Device Arcade		S	S							
School, Trade or Commercial	P	P	P	P	P				P	P
School, Arts and Health	P	P	P	P	P				P	P
Secondhand Store		P	P	P	P					
Security and Guard Firms				P	P				P	P
Sign Painting Shop (enclosed)			P	P						
Stadium			S							
Studios Recording		P	P	P					P	P
Tailor, Dressmaking Shop	P	P	P	P	P					

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Theater			S		S					
Tool and Die Shop			P	P					P	P