

APPROVED

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**