



AGENDA
CONCEPTUAL PLAN REVIEW COMMITTEE
Community Room, 3rd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
Arlington Heights IL 60005
September 10, 2025
6:00 PM

- I. CALL TO ORDER
- II. ROLL CALL OF MEMBERS
- III. APPROVAL OF MINUTES
 - A. Minutes - 8/27/25
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - A. 125 S. Wilke Rd. - Linden Aura Massage - T1891
Land Use Variation to allow a Massage Establishment in the B-1 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 AUGUST 27, 2025 AT 7:00 P.M.

MEMBERS PRESENT:

Bruce Green, Chair
Kristen Schurtz
John Sigalos

MEMBERS ABSENT:

Jay Cherwin

STAFF PRESENT: Michael Lysicatos & Rachel Hitzemann

ALSO PRESENT: Brendan Penney, Attorney & Marc Blum

Call to Order

Chairman Green called the meeting to order at 7:00 p.m.

Approval of Minutes

The meeting minutes of August 13, 2025 meeting were reviewed.

SIGALOS MOVED AND SCHURTZ SECONDED A MOTION TO APPROVE THE AUGUST 13, 2025 MEETING MINUTES. MINUTES WERE APPROVED 3-0.

NEW BUSINESS

T1890 – 3375 N. Arlington Heights

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.

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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.

Mr. Penney attending to represent the owners of the plaza's 6 of 7 buildings. The 7th building is separately owned. The nature of the request is to consolidate the 7 units and ownership into one PUD. Several uses for the property are being proposed for a zoning change of use, from M-1 Industrial to B-1 Commercial use. After discussing with staff, this use would more likely fit the tenant base for the future of the plaza.

Ms. Hitzemann review the details of the request from the staff report. As mentioned, the applicant has requested additional uses outside of the B-1 district including building material sales, daycare center, electrical equipment sales, health club, studios recording, medical, dental, orthopedic, appliance, and instrument supplies, etc. 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 and these include contractor office and design showroom, with no vehicle storage which is similar to the requested building materials sales. Personal trainer, which is similar to the requested health club, and the zoning currently classifies electrical equipment sales and medical, dental, orthopedic appliance, and instrumental sales as different categories, but the B-1 does allow for retail sales. Furthermore, there are current uses that would fall under this category in the complex such as the Family Medical Supply and Prime Light Equipment, LLC. These are currently classified as offices, and staff supports these types of office sales within this complex and would continue to classify them as office. Daycare centers are permitted as a special use in the B-1 and would be allowed of the specific tenant go through the special use process which leaves only studio recording as it 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 the PUD amendment in the future. We are supportive of that change but obviously that will take time as we go through that process. The PUD encompasses the subject property and the property to the west and the petitioner is requesting to create a new PUD to support their parcel from the original PUD. While possible creating a new PUD will require a 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 that the petitioner just pursue a PUD amendment as there are specific conditions and variances that were approved for the property that would no longer be applicable if the original PUD was rescinded. Additionally, if they just pursue a PUD amendment the second property owner would not be required to be part of that application, as the as long as they are notified of the amendment under condition adopted under their 2025 agreement. 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. There is no site or building work that is being proposed. There would be potentially some parking adjustments pending a traffic and parking study to determine what that would look, however that would be part of the Plan Commission application. Overall, the staff development committee reviewed the proposal and is supportive subject to the conditions listed in the report.

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Commissioner Sigalos confirmed that there are currently no manufacturing tenants. Gives more business an opportunity.

Commissioner Schurtz agreed with Commissioner Sigalos.

Commissioner Green agreed by making the change it will allow for a larger variety of uses.

Mr. Lysicatos we are working towards the future of the change in uses for these buildings.

Commissioner Green encouraged the petitioner to move forward.

PUBLIC COMMENT

None

Adjournment

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

The meeting adjourned at 7:12 p.m.

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



9/10/2025

Item: 125 S. Wilke Rd. - Linden Aura Massage - T1891
Land Use Variation to allow a Massage Establishment in the B-1 District

Department: Planning & Community Development

Item Description:

Requested Action

1. Land Use Variation to allow a Massage Establishment in the B-1 District.

Variations Required

None

Recommendation

The Staff Development Committee (SDC) reviewed the proposed Land Use Variation to allow a Massage Establishment in the B-1, Business District Limited Retail District, and is generally supportive of the application subject to resolution of the following:

1. The petitioner shall provide written justification in support of the proposed Land Use Variation that addresses each of the criteria necessary for approval.
 - The proposed variation 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. Massage establishments are not expressly permitted anywhere in Arlington Heights, per zoning code. Greater scrutiny shall be applied in

reviewing this use to ensure it meets the Village's standards for ethics, hygiene, and public safety.

3. Information regarding hours of operation, staff peak hours, and peak staff shall be submitted with a formal Plan Commission application.
4. A market analysis is required with a formal Plan Commission application submission.
5. A detailed parking analysis is required according to Sec. 6.12-1.2.b, "projects less than 5,000 square feet in floor area and located along a major or secondary arterial street as defined by the Village's Thoroughfare Plan, do not need to provide a traffic study, but shall be required to provide a detailed parking analysis. The Village reserves the right to require a traffic study if it deems necessary."
6. Petitioner shall provide any shared parking agreements applicable to the property. If there is insufficient parking, a parking variation shall be requested.
7. The subject unit must comply with all applicable Building Code and Fire/Life-Safety regulations.
8. A full, to-scale floor plan is required with dimensions showing the individual spaces within the overall tenant space.
9. Full interior build-out and remodeling plans will be required, if applicable.
10. Signage has not been proposed as part of this application. A separate permit will be required for any signage.
11. 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_125 S Wilke Rd - Linden Aura Massage
2. Aerial
3. Business Narrative



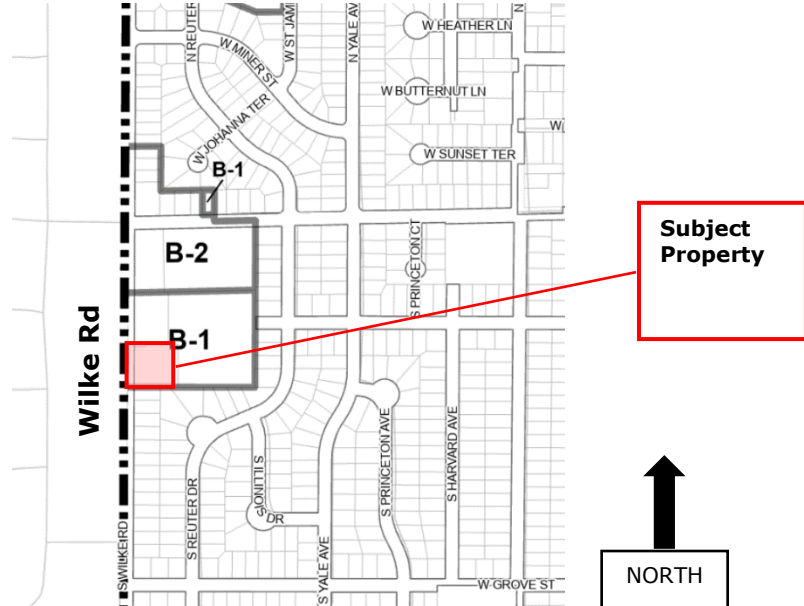
STAFF DEVELOPMENT COMMITTEE REPORT

Temp File Number: T#1891
Project Title: Linden Aura Massage
Address: 125 S. Wilke Rd.
PIN: 03-31-100-057-0000

To: Conceptual Plan Review Committee
Prepared By: Darko Bojin, Assistant Planner
Meeting Date: September 10, 2025
Date Prepared: September 2, 2025

Petitioner: Julia Babinska
Address: 125 S. Wilke Rd.
Arlington Heights, IL 60005

Existing Zoning: B-1, Business District
Limited Retail
Comprehensive Plan: Offices Only



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	B-2 General Business District	Westgate Shopping Center	Commercial
South	R-3 One Family Dwelling District	Single-Family Residential Neighborhood	Single Family Detached
West	Single-Family Residential Neighborhood – Rolling Meadows		
East	R-3 One Family Dwelling District	Single-Family Residential Neighborhood	Single Family Detached

Requested Action

1. Land Use Variation to allow a Massage Establishment in the B-1 District.

Variations Required

1. None.

Project Background

The subject property is located within the multi-tenant office building at 125 S. Wilke Rd, which is part of Wilke Office Park. The building is approximately 26,565 sf. and the subject tenant space is approximately 750 sf. Access to the building comes from Wilke Rd. The office building has 120 parking spaces.

The petitioner, Julia Babinska, is looking to open a new massage establishment. Other units in this building are occupied by medical and professional offices. The proposed floor plan consists of two treatment rooms and a reception area. A more detailed, professionally drawn floor plan will be required as part of a formal Plan Commission application. Additionally, an explanation of the function of each room shall be provided.

Ms. Babinska will be the only employee and is an IDFPD Licensed Massage Therapist. She aims to offer massage services, including deep tissue, postpartum, pregnancy, and Swedish massage. Services will be offered by appointment only, with the establishment generally operating from 9 a.m. to 6:30 p.m., Monday through Friday and 9 a.m. to 1 p.m. on Saturdays. As part of the full Plan Commission application, a detailed description of business operations, including scheduling procedures, services provided, and anticipated number of employees shall be provided.

Zoning and Comprehensive Plan

The property is located in the B-1, Limited Retail Business District. The proposed use is classified as a Massage Establishment, which is not permitted in any zoning district. As such, a Land Use Variation is required. As part of their application, the petitioner must provide a written response to each of the four hardship criteria necessary for land use variation approval, which are found below:

- **The proposed variation 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.**

The Comprehensive Plan classifies this property as appropriate for "Offices Only" uses. Compatibility with this designation is undetermined at this time and is contingent upon meeting Land Use Variation criteria as described above. The petitioner must justify that this use is appropriate in an Offices Only district. If this use cannot be justified as appropriate in this district, the Comprehensive Plan must be amended.

Building, Site and Landscaping

The petitioner is not proposing any changes to the exterior of the building or site. They likely will have 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 prior to receiving occupancy for the subject unit.

Parking and Traffic

Unit	Tenant	Use	SF	Parking Ratio	Required Parking Spaces
101	VACANT	VACANT	982	1/300	3
103	VACANT	VACANT	2,162	1/300	7
200H	VACANT	VACANT	1,202	1/300	4
200I	VACANT	VACANT	693	1/300	2
200J	VACANT	VACANT	730	1/300	2
204	VACANT	VACANT	1,648	1/300	5
300	VACANT	VACANT	4,551	1/300	15
360	VACANT	VACANT	260	1/300	1
340	VACANT	VACANT	656	1/300	2
342	VACANT	VACANT	246	1/300	1
344	VACANT	VACANT	264	1/300	1
346	VACANT	VACANT	248	1/300	1
353	VACANT	VACANT	322	1/300	1
	Linden Aura Massage	Massage Establishment	866	1/250	3
	UNKNOWN	UNKNOWN	11,735	1/250	47
				Parking Required	94
				Parking Provided	120
				Surplus/(Deficit)	26

There are 52 parking spaces within 125 S. Wilke Road's lot lines and approximately 480 throughout the office park. However, the broker for the property claimed there are 120 parking spaces within the office park assigned to 125 S Wilke Road. As part of the formal Plan Commission application, the petitioner shall provide proof of a shared parking agreement that reserves adequate parking spaces for the property. If there is insufficient parking, a parking variation shall be requested.

The petitioner did not provide a list of tenants in the building and their associated uses. Therefore, staff applied the strictest parking requirement for permitted uses in the B-1 District, 1 space for every 250 square feet of floor area, to the total area of all occupied units in the building (marked UNKNOWN). According to this analysis, there is sufficient parking at this location. Information on the occupied spaces will be required at time of application.

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the proposed Land Use Variation to allow a Massage Establishment in the B-1, Business District Limited Retail District, and is generally supportive of the application subject to resolution of the following:

1. The petitioner shall provide written justification in support of the proposed Land Use Variation that addresses each of the criteria necessary for approval.
 - **The proposed variation 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.**
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2. Massage establishments are not expressly permitted anywhere in Arlington Heights, per zoning code. Greater scrutiny shall be applied in reviewing this use to ensure it meets the Village's standards for ethics, hygiene, and public safety.
3. Information regarding hours of operation, staff peak hours, and peak staff shall be submitted with a formal Plan Commission application.
4. A market analysis is required with a formal Plan Commission application submission.
5. A detailed parking analysis is required according to Sec. 6.12-1.2.b, "projects less than 5,000 square feet in floor area and located along a major or secondary arterial street as defined by the Village's Thoroughfare Plan, do not need to provide a traffic study, but shall be required to provide a detailed parking analysis. The Village reserves the right to require a traffic study if it deems necessary."
6. Petitioner shall provide any shared parking agreements applicable to the property. If there is insufficient parking, a parking variation shall be requested.
7. The subject unit must comply with all applicable Building Code and Fire/Life-Safety regulations.
8. A full, to-scale floor plan is required with dimensions showing the individual spaces within the overall tenant space.
9. Full interior build-out and remodeling plans will be required, if applicable.
10. Signage has not been proposed as part of this application. A separate permit will be required for any signage.
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September 2, 2025

Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
Temp File 1891



Business Overview for Linden Aura LLC

Location: 125 S Wilke Rd, Arlington HTS, IL 60005

Mission: To empower clients through holistic health services that promote relaxation and self-care.

Goals: Serve 15-20 clients per week and achieve high customer satisfaction.

Business Description

Services offered:

- Massage Therapy: Swedish, Trigger points, Deep tissue, Postpartum
- Bodywork - energy healing sessions
- Pregnancy Massage: Specialized treatment for expectant mothers
- Aromatherapy: custom oil blends for relaxation
- Chair massage

Operation Plan

Location: Create a calming environment with treatment rooms and waiting area.

Staffing: Start as a solo therapist, with potential for growth by adding an additional part-time therapist, or esthetician in the future.

Hours:

Weekdays: Monday to Friday, 9am - 6:30pm
Saturday, 9am -1pm

Scheduling: By appointment only, available online or by phone

Conclusion

The Linden Aura studio is dedicated to women's health, particularly through pregnancy/postpartum massages and aromatherapy while also welcoming men interested in holistic approaches.

Through its services, the studio offers essential benefits like physical relief, emotional healing, and stress reduction, helping clients achieve balance in their busy lives.

