

APPROVED

MINUTES OF THE MEETING OF CONCEPTUAL PLAN REVIEW COMMITTEE COMMUNITY ROOM, VILLAGE OF ARLINGTON HEIGHTS JANUARY 14, 2026 AT 6:00 P.M.

MEMBERS PRESENT:

Bruce Green, Chairman
Jay Cherwin
Kristen Schurtz
John Sigalos

MEMBERS ABSENT:

STAFF PRESENT: Rachel Hitzemann & Michael Lysicatos

ALSO PRESENT: Brian Carley & Chris Hurst

Call to Order

Chairman Green called the meeting to order at 6:00 p.m.

Approval of Minutes

The meeting minutes of October 22, 2025 meeting were reviewed.

SIGALOS MOVED AND SCHURTZ SECONDED A MOTION TO APPROVE THE OCTOBER 22, 2025 MEETING MINUTES. MINUTES WERE APPROVED 4-0.

NEW BUSINESS

T1895 – 155 E Algonquin Road/Medical Office Building (MOB) Proposed Special Use for a Parking Garage

In 1981, as part of the 3-lot Lincoln Executive Plaza Subdivision, 155 E Algonquin Rd. received approval to construct a 5-story, 150,000sf office building and a 172-space two-story parking garage with skywalk. Previously, the Daily Herald was the long-term tenant of the building, but within the last 10 years has vacated the property. Access to the site is provided from S. Tonne Rd., which is a private street that connects to E Algonquin Rd.

In 2018-2019, Bradford Allen purchased the property as a piece of their overall development plan for the S. Arlington Heights corridor. The building is currently being marketed towards medical office tenants.

The property is located within the South Arlington Heights Overlay District, the current use fits the intent of the overlay. However, the overlay does note that PUDs are required for development.

At the time of acquisition, Bradford Allen performed inspections on the parking garage. It was determined that the garage was in serious disrepair and not currently in a usable condition. The garage was blocked off for safety reasons. In 2023, Bradford Allen received a demo permit (23-00003989) to remove the parking garage, which was demolished by April 2024. As noted within the demolition permit, the site was legal nonconforming due to being under parked after the parking garage was removed. Planning staff advised at the time that the petitioner would need to provide a new parking garage to meet the parking requirements if the intent was for the building to contain all medical office users. Parking garages require a Special Use under Zoning Code.

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Bradford Allen is requesting to construct a new 6-story parking garage in the same location as the previous garage to support their transition of the building from an office building to a medical office building. The proposal includes 573 spaces, but the petitioner may request a reduction in parking space size for floors 3-5 to accommodate additional spaces. They are also proposing to construct a covered walkway connecting the first floor of the parking garage to the existing building.

Mr. Carley explained that they are looking for a Special Use for the parking garage of the 155 E Algonquin Road medical building. Upgrading the look to match the building, with better ascetics. Parking will increase with a medical use. Comments that were received are not concerning, looking to move forward with the project. In talking to Mr. Lysicatos there has been discussion around whether a PUD or variance may be needed. Willing to work through that with you all.

Ms. Hitzemann summarized the project at hand. This proposal includes 573 parking spaces, but the petitioner may request a reduction in parking space size for floors 3 to 5 to accommodate additional spaces. They are also proposing to construct a covered walkway connecting the first floor of the parking garage to the existing building.

Under the M-2 zoning district, medical offices are not a permitted use, the SDC suggests rezoning of the property from M-2 to either M-1 or OT. This would allow for medical office use. The parking garage would still require a special use. This is located in the South Arlington Heights overlay district, where a PUD is required for any development per code. Any variances that are requested will need to respond to the variance criteria. There is at least one noted, the set back of the parking garage previously appeared to be a zero-foot set back, and based on our code it would need at least 15 feet for the rear yard.

The building and fire departments have indicated that the covered walkway will need to be moved higher to accommodate a required 13 1/2-foot clearance for emergency vehicles. A Design Commission application will be required for the garage and any changes to the office building. With the new construction the SDC is also requiring that the existing parking lot be upgraded to meet current Village standards, which includes paving, curbing, and landscaping, and on-site detention to meet Village detention requirements. With the proposed garage, there will be a 24-parking space surplus, possibly more depending on if they shrink those spaces on the 3rd to 5th floor. They will be required to provide 12 bike parking spaces per code.

Staff Development Committee has reviewed the rezoning, planned new development and special use parking garage, and is generally supportive of the application.

Commissioner Sigalos asked if there has been a market study for the need of medical offices at this location.

Mr. Carley stated that yes, we have been studying the location and have a brokerage firm working with us. There will be 150,000 square feet in this building.

Commissioner Sigalos asked why would you reduce the width of the parking spaces. I'm just concerned that with the office building that there is a need for medical offices, and that there are so many medical offices in the area, hoping you are right about the need.

Mr. Hurst stated that it would give an opportunity for more parking spaces for staff at the top of the garage, and the visitors on the lower floor's larger spaces.

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Commissioner Cherwin asked about the skywalk, is it still being included.

Mr. Carley a covered walkway on the first level.

Commissioner Cherwin shared that he has similar concern with shrinking the parking spaces and if that will be an issue. Market concern too, but if the big user does not come in, will you be reducing your tenant space.

Mr. Carley shared that they have had some interest from non-medical users, larger ones actually, we will see how it plays out.

Commissioner Cherwin asked if they had considered converting to residential. Would the façade change.

Mr. Carley shared that they did an analysis for both hospitality and residential, but it is such a big floorplan with the terracing and that it shrinks back it is not right, inefficient, for residential. The façade is in pretty good shape, some spalling in spots that will be repaired.

Commissioner Green concerned about smaller parking spots, keep them for the employees. Older people who go to the doctor need space to park.

Commissioner Cherwin asked if there will be any charging stations in the garage.

Ms. Hitzemann at this part of the review the Fire Department requires that the EV chargers be outside of the parking garage.

Commissioner Green you have received four thumbs up, you can move forward to a Plan Commission application.

PUBLIC COMMENT

None.

Adjournment

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

The meeting adjourned at 6:23 p.m.

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