

APPROVED

MINUTES OF THE MEETING OF CONCEPTUAL PLAN REVIEW COMMITTEE COMMUNITY ROOM, VILLAGE OF ARLINGTON HEIGHTS FEBRUARY 11, 2026 AT 6:00 P.M.

MEMBERS PRESENT:

Bruce Green, Chairman
Jay Cherwin
Kristen Schurtz
John Sigalos

MEMBERS ABSENT:

STAFF PRESENT: Darko Bojin, Daniel Osoba, Rachel Hitzemann & Michael Lysicatos

ALSO PRESENT: Laura Pacino & Dyntrow – 7 Brew Petitioners
John Kramer & Monica Goshorn-Maroney – AHPD Petitioners

Call to Order

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

Approval of Minutes

The meeting minutes of January 14, 2026 meeting were reviewed.

SIGALOS MOVED AND CHERWIN SECONDED A MOTION TO APPROVE THE JANUARY 14, 2026 MEETING MINUTES. MINUTES WERE APPROVED 4-0.

NEW BUSINESS

T1897 – 7 Brew - 440 E. Algonquin Road

The petitioner would like to build a quick-service coffee shop, including a drive-through, as a new freestanding building in Northpoint Shopping Center. This use is considered a Restaurant with a drive through per code, which requires a Special Use approval in the B-2 zoning district. Other tenants in the shopping center include retail and restaurant uses.

Ord. #66-087 established the Northpoint Shopping Center PUD, which includes the subject property and several others. Subsequent amendments allowed for the construction of new retail spaces within the Planned Unit Development (PUD). The PUD must be amended to allow construction of this new out lot building adjacent to Rand Road and to permit a restaurant with a drive through as a special use. Northpoint Shopping Center is approximately 20 acres in size and contains 1,057 surface parking spaces. Access to the shopping center comes from Arlington Heights, Palatine, and Rand Roads. There are signalized intersections on the Arlington Heights Road entrance and the northernmost Rand Road entrance. The two shopping center entrances nearest to the proposed restaurant location function as a right-in, right-out with no signalization.

7 Brew has over 600 locations nationwide serving coffees, teas, and other drinks. They operate as a drive-through only facility with no indoor seating. As shown on the site plan, there will be two drive-through lanes. Employees with tablets will walk to customers' cars and take their orders as they wait in line to streamline service.

Proposed hours are 5:30 AM to 10 PM on weekdays and 5:30 AM to 11 PM on weekends. The business would have at most five (5) employees working at any one time. 7 Brew estimates they will fulfil approximately 750 orders a day.

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Ms. Pacino the Entitlement Coordinator for Home Brew LLC, the franchisee for 7 Brew, covering the Chicago, Northwest Indiana, Pittsburgh & Nashville. Currently looking to open 250 locations. 7 Brew is a double drive through coffee concept, and the building is 510 square feet, with a 238 square foot dry storage cooler that can be attached or separated with an attached canopy. No menu board with employees taking orders on an iPad as you drive up. Our menu offers over 40,000 drink options. Our employees come out and serves you your drink from a double glass sliding door. Hours of operation are 5 am to 10 pm, Sunday through Thursday, and on Friday & Saturday we are open to 11 pm. Our core demographic is 15-25-year-olds. We currently have 10 locations open in the area; our traffic is from high school open campuses.

Mr. Bojin summarized the project at hand. Property is zoned B-2, general business district, restaurants with a drive-thru must obtain a special use approval to operate. The petitioner must therefore provide a letter that demonstrates compliance with the 3 criteria for special use approval as listed in the staff report. The comprehensive plan designates the properties appropriate for commercial land uses and the proposed restaurant use is consistent with the designation the appropriateness of the drive through will have to be evaluated with the formal Planning Commission application based on their response to the criteria as listed in the staff report.

The petitioner should also provide detailed and fully dimensioned demolition plans, floor plans, reflected ceiling plans, life safety plans, and other specific floor plans as required by the SDC as part of the formal application. Additionally, a Design Commission application will be required as the petitioners proposing to construct a new commercial building. The Plan Commission application must be submitted prior to the Design Commission review, and building signage will be dealt with as a separate permit and reviewed separately. The petitioner was proposing to construct a new 510 square foot building and to reconfigure the site to accommodate the 2 drive-thru lanes. These site plan changes as proposed will reduce the total parking count at North Point Shopping Center by approximately 63 spaces.

Additionally, a landscape plan will be required as a part of the formal application. Per Municipal Codes requirements a traffic study and parking analysis is required as the development includes a drive-thru operation. Per code take out only restaurants require one parking space for every 300 square feet of floor area so that means this use will require 2 parking spaces. The propped site plan changes will decrease the parking supply of the entire shopping center from 1057 to 994 while the number of code required parking spaces generated by all the users across the shopping center will increase from 985 to 987. That means despite the reduction in the parking supply by the reconfiguration of the site plan the shopping center will still have a net surplus of 7 parking spaces in terms of the code required parking.

There are also a number of vacant retail spaces at the southeast end of the shopping center directly north of the proposed use. These vacant retail spaces account for 103 of the code required parking spaces and the supply of the parking adjacent to this portion of shopping center, does exceed the code required number of parking spaces for the retail uses. However, it is unclear how the parking supply will be utilized in the future, and what the impacts of the proposed use, as well as the potential re-tenanting of the existing vacant spaces will be. As part of the parking and traffic analysis we would like to see answers to illustrate the impact of both the proposed use going in, as well as, with the implications of the currently vacant spaces re-tenanting them, and how that would impact the parking in the shopping center. The two closest access points to the proposed use, come from east Rand Road and east Palatine Road. They function again as a right-in and right-out driveway with no signal. Access to the drive-thru lanes is provided by the common roadway that runs through the shopping center and in through one of the parking lot drive lanes.

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Staff has significant concerns regarding the potential of this drive through queue and the volume of patrons as the impact the existing parking aisles, the main shopping center drive, and the access points on East Rand Road and East Palatine Road. The petitioner will have to illustrate in detail the potential impacts of the drive-thru operations including data from the existing sites that operate in nearby, that operate with a similar configuration and include the parking study and traffic analysis. The petitioner should also illustrate how a bypass lane might be incorporated, as well as, the impact of peak hour traffic.

The studies should investigate the reconfiguration of the proposed one way exit driveway, that is proposed along East Palatine Road and how that would impact the entire shopping center operation, and how the headlights of patrons exiting the drive-thru might impact the adjacent residential development to the east of the proposed use.

Additionally, the new use will increase bicycle parking requirements in the entire PUD by 2 spaces, therefore a bicycle parking survey will be required to determine whether or not there is sufficient existing bicycle parking in the PUD, or if additional spaces needs to be required.

The SDC reviewed the proposed amendment to the North Point shopping center PUD and the special use permit a restaurant with a drive-thru within the B-2 zoning district and is generally supportive of the application, subject to the resolution of the items that are listed in the staff report.

Commissioner Schurtz inquired about walk up patrons.

Ms. Pacino stated that they do have a walk-up window for service, this is on the non-service side of the building.

Commissioner Sigalos inquired about the east end of the shopping center has vacancy, did you ever look at those stores and adding a drive-thru.

Ms. Pacino that is not our business model, our building comes in four pieces and we construct it on site.

Commissioner Sigalos you will be losing parking spaces, and if all the vacancies are filled will there still be a surplus of parking or will this create a problem. What is the setback going to be from the corner?

Ms. Pacino it will be placed on the south east corner of the development. We will have approximately 30 to 35 spots for queuing.

Commissioner Cherwin not too concerned, it is a big site. You might have kids on bikes, with heavy traffic and a busy intersection, but the residential traffic is coming from the east. So how do we accommodate kids on bikes six at a time with a safe path to 7 Brew.

Ms. Pacino said that they have not experienced this at other stores, only 1% of customers are walk-up.

Commissioner Green shared that the committee is all in agreement, so go ahead and move forward.

T1898 – Arlington Heights Park District/Centennial Park - 1301 E. Burr Oak Drive

The 20.96-acre property is located southwest of the intersection of E. Burr Oak Drive and N. Buffalo Grove Road. The property is developed as an Arlington Heights Park District (AHPD)

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owned and maintained park, known as Centennial Park. The site improvements include a playground, multi-purpose walking paths, tennis courts, baseball and softball fields, a shelter, boardwalk around the eastern retention pond, and a 73-stall parking lot. Refer to Exhibit A – Aerial, for surrounding site context and existing improvements.

The Petitioner is proposing to upgrade the existing park facilities, including the walking paths, playground equipment, shelter, dugout, spectator seating, and baseball field backstops. Additional accessible fitness equipment and game tables are proposed along the walking path. The existing boardwalk is proposed to be demolished and reconstructed as a pier into the pond. Landscape materials throughout the site will also be updated within this project scope. The petitioner is not proposing changes to site lighting.

Mr. Kramer shared that the park district desires to improve Centennial Park: new playground, new shelter, new boardwalk, baseball field and path improvements.

Mr. Osoba summarized the project at hand. Based on the scope of work the following items would be required for a Planning Commission submittal, an amendment to the comprehensive plan to redesignate 1408 East Eaton Drive from single family detached to parks. A rezoning of that same parcel from R-3 to PL, a PUD for the overall development of the park improvements, as well as, the PL district requires PUD approval for all development. Special Use Permit for a park owned and operated by the Arlington Heights Park District in the PL district, variations to waive the traffic and parking study to allow a fence height of 40 feet for the baseball field backstop, and to bring the 40-foot sports lighting poles into compliance that are on the site. The petitioner will need to provide site furnishing details for all of these improvements in the landscape plan for all the new landscaping. The landscape plan would be required with the Planning Commission submittal, additional landscape material is recommended by staff in between the new walkways and the adjacent residential homes to further buffer the new paths and the backyards of those existing residential lots. The existing parking lot would need a parking lot screening and parking lot island landscaping with trees in the islands.

Staff reviewed the initial variation request and has no concerns with waiving the traffic and parking study, as those as this plan will not impact either traffic nor parking. The site improvements into compliance with the various variances that they're proposing, staff is generally supportive of the application subject to the recommendations in the staff report.

Commissioner Cherwin did not have any concerns, and inquired if there were going to be any changes to the baseball field.

Mr. Kramer stated that a discussion with AHYAA expressed concerns with foul balls between the baseball and softball fields, therefore we are raising the baseball fencing.

Commissioner Sigalos is in support of the project.

Commissioner Green stated that all are in favor, please move forward.

PUBLIC COMMENT

None.

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Adjournment

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

The meeting adjourned at 6:33 p.m.

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