AGENDA

Zoning Board of Appeals

Wednesday, March 11, 2026
7:00 PM
Temporary Village Hall
1000 E. Woodfield Rd.
Schaumburg, IL 60193

VILLAGE OF SCHAUMBURG
PROGRESS THROUGH THOUGHTFUL PLANNING

A G E N D A

Zoning Board of Appeals

MINUTES TO BE APPROVED

General Minutes (2/25)

Z2601-04 / ETS Performance (2/25)

Z2601-05 / John Bass Art (2/25)

Z2602-01 / Amendment to Municipal Code - Olde Schaumburg Centre Sign Regulations (2/25)

Z2602-02 / Amendment to Municipal Code - Administrative Approvals (2/25)

Z2502-03 / A Lamp Concrete (2/25 Withdrawal)

CASES TO BE HEARD

Z2601-06 / Duly Health and Care / 1325 N. Meacham Road / Valet Parking Plan

COMMENTS FROM THE PUBLIC

ADJOURNMENT

In compliance with the Americans with Disabilities Act and other applicable Federal and State laws, the meeting will be accessible to individuals with disabilities. Persons requiring auxiliary aids and/or services should contact the Village Manager's Office at 847.923.4705, preferably no later than five days before the meeting.

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

General Minutes (2/25)
03/11/26
Zoning Board of Appeals

Presenter:
Lead Department: Community Development

Executive Summary:

Recommended Action:

ATTACHMENTS:
- FINAL ZBA General Minutes 2-25-26.docx

ZONING BOARD OF APPEALS
GENERAL MINUTES
February 25, 2026

CALL TO ORDER
The meeting was called to order by Chairman Harry Raimondi at 7pm.

ROLL CALL
Members Present: Chairman Harry Raimondi, James Dolbeare, Elizabeth Veatch, Pat Riley, Rob Morreale, Glenn Szurgot, Patty Errera, Jeff Mytych and Dhitu Bhagwakar

Member(s) Absent:

A quorum was present.

Also Present:	Parth Joshi	Chidochashe Baker	Ian Salzman
	Planning Manager	Community Planner	Associate Planner

CONSIDERATION OF MINUTES
Mr. Dolbeare made a motion, seconded by Mr. Morreale, to approve the following minutes, as presented:

Mtg Date	Case Number and Name
2/11	General Minutes
	Z2511-03 / Ahaar Restaurant

All ayes **MOTION CARRIED**

PUBLIC HEARING(S)
1) Z2601-04 / ETS PERFORMANCE / 1056 National Parkway / Special Use for a Gymnasium and Parking Variation

2) Z2601-05 / JOHN BASS ART INC / 235 W. Golf Road, Unit 175 / Special Use for a Tattoo Establishment

3) Z2502-03 / A LAMP CONCRETE CONTRACTORS, INC / 800 W. Irving Park Road / Site Plan Amendment, Fence Variation and District Standard - Business Operations Variation

4) Z2602-01 / AMENDMENT TO MUNICIPAL CODE / Title 15, Chapter 155 (Signs) Pertaining to Olde Schaumburg Centre Sign Regulations

5) Z2602-02) / AMENDMENT TO MUNICIPAL CODE / Title 15, Chapter 154 (Zoning) Pertaining to Administrative Approvals

ADJOURNAMENT
Mr. Dolbeare made a motion, seconded by Mr. Morreale, to close the meeting.
All ayes **MOTION CARRIED**

There being no further business, the meeting was adjourned at 7:38pm.

_____
Mary Kirschbaum, Recording Secretary
Zoning Board of Appeals

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Z2601-04 / ETS Performance (2/25)
03/11/26
Zoning Board of Appeals

Presenter:
Lead Department: Community Development

Executive Summary:

Recommended Action:

ATTACHMENTS:
- FINAL Z2601-04 ETS Performance Mts 2-25-26.docx

CALL TO ORDER
The meeting was called to order by Chairman Harry Raimondi at 7:03pm.

ROLL CALL

Members Present:	Chairman Harry Raimondi, James Dolbeare, Elizabeth Veatch, Pat Riley, Rob Morreale, Glenn Szurgot, Patty Errera, Jeff Mytych and Dhitu Bhagwakar
Member(s) Absent:	

A quorum was present.

Also Present:	Parth Joshi Planning Manager	Ian Salzman Associate Planner
Sworn in for testimony:	Chidochashe Baker Community Planner	Cory Englebert ETS Performance 1056 National Parkway Schaumburg

Mr. Cory Englebert, representing the Petitioner, stated that ETS Performance does youth sports performance training. Parents drop off their kids and pick them up when they are done. The only time parents come in is at the first evaluation when they sign up their kids. He said that parking is not an issue on the subject property and added that they have 65 gyms across the U.S. and started opening locations in the Chicagoland area in the past couple years.

Ms. Chidochashe Baker stated that the current subject tenant space is vacant, and the floor plan is simple. The Petitioner proposes a vestibule at the main entrance, some restrooms, a small office and a room filled with gym equipment. The anticipated age of the athletes will be 13 – 14 years old. At maximum, they will have 25 athletes and 5 coaches. The proposed hours of operation are Monday – Friday, 12pm to 8pm and on Saturdays, 8am – 10am. During the summer months, they will have morning hours.

The subject property is located in the Parkway Plaza Business Center. The majority of the uses in the building are warehouse and manufacturing and have a limited number of people coming there. The Petitioner provided Staff with some parking counts, specifically, the parking lot in front of the subject tenant space. The parking counts, which were conducted on 3 separate days and 3 different times throughout each day, showed that a total of 4 parking spaces were occupied. There is another sports training facility located on the other side of the building facing National Parkway that might get filled, but Staff determined that there is enough parking for the Petitioner. The 3 properties within the Plaza are identified as Parcel 1, Parcel 2 and Parcel 3 and have a shared parking arrangement. One of the conditions on the Staff Report requires a recorded Shared Parking Agreement prior to the issuance of building permits. The total required parking for all 3 parcels is 231 parking spaces, and 292 spaces are provided. Staff feels that the 61-parking-space surplus is adequate for the proposed business. Ms. Baker said that Staff recommends approval, subject to the conditions in the Staff Report.

Chairman Raimondi asked the Recording Secretary if all of the proper public notices were completed and she said, yes.

Chairman Raimondi asked if the public had any questions or concerns. There were none.

Chairman Raimondi asked the Board for their comments.

Ms. Errera, Mr. Bhagwakar, Mr. Dolbeare, Ms. Veatch, Mr. Riley, Mr. Szurgot and Chairman Raimondi had no questions.

Mr. Mytych asked what method of advertising the Petitioner uses, and Mr. Engelbert said they advertise on social media and by word of mouth.

Mr. Morreale stated that, historically, parking in that area has been troublesome and he is pleased that a shared parking agreement will be implemented.

PUBLIC HEARING CLOSED

Mr. Szurgot made a motion, seconded by Mr. Mytych, to close the hearing. **MOTION CARRIED**

Mr. Dolbeare made a motion, seconded by Mr. Riley, to recommend approval of a Special Use for a Gymnasium and Parking Variation for ETS Performance located at 1056 National Parkway, Case No. Z2601-04 subject to the following conditions:

1. Prior to issuance of building permits the property owner shall provide a recorded shared access and parking Agreement for Parcels 1, 2 and 3 as shown on the submitted Plat of Survey.
2. The Special Use shall be substantially in accordance with the Project Narrative received by the Community Development Department on January 27, 2026.
3. The following plans shall be adopted with the enabling ordinance:
   a. Preliminary Space Plan - 1056 National Parkway, Prepared by Interwork Architects, received by the Community Development Department on January 14, 2026.

MOTION CARRIED: vote: 9-0 with no member(s) absent

A poll was taken:
Mr. Dhitu Bhagwakar - Yes
Mr. James Dolbeare - Yes
Ms. Patricia Errera - Yes
Mr. Jeff Mytych - Yes
Mr. Rob Morreale - Yes
Mr. Harry Raimondi - Yes
Mr. Pat Riley - Yes
Mr. Glenn Szurgot - Yes
Ms. Elizabeth Veatch - Yes

The Petitioner was advised that this recommendation will be forwarded to the Village Board for consideration at their meeting on Tuesday, 3/10/26.

ADJOURNMENT
The meeting was adjourned at 7:10pm.

_____
Chidochashe Baker, AICP
Community Planner
I have reviewed the minutes and they accurately represent the actions taken by the Zoning Board of Appeals

_____
Mary Kirschbaum, Recording Secretary
Zoning Board of Appeals

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Z2601-05 / John Bass Art (2/25)
03/11/26
Zoning Board of Appeals

Presenter:
Lead Department: Community Development

Executive Summary:

Recommended Action:

ATTACHMENTS:
- FINAL Z2601-05 John Bass Art Mts 2-25-26.docx

Village of Schaumburg
Zoning Board of Appeals
February 25, 2026

CALL TO ORDER
The meeting was called to order by Chairman Harry Raimondi at 7:11pm.

ROLL CALL

Members Present:	Chairman Harry Raimondi, James Dolbeare, Elizabeth Veatch, Pat Riley, Rob Morreale, Glenn Szurgot, Patty Errera, Jeff Mytych and Dhitu Bhagwakar
Member(s) Absent:	

A quorum was present.

Also Present:	Parth Joshi Planning Manager	Chidochashe Baker Community Planner
Sworn in for testimony:	Ian Salzman Associate Planner	John Bass 235 W. Golf Road Unit 175 Schaumburg

Mr. John Bass, Petitioner, stated that he would like to open a private, appointment-based only tattoo studio. He has 16 years of experience and will comply with all State, local and sanitation laws, as he has been doing. He anticipates working on one client per day as his work has shifted into more large-scale work. He plans to bring a higher-end tattoo studio that has a safe, private and sterile setting.

Mr. Ian Salzman stated that this is the 6th request for a tattoo establishment in the Village. The proposed business will be in the Schaumburg Marketplace Shopping Center. The Petitioner will be occupying a 170 square-foot tenant space within Salon Lofts. This appointment-based business proposes the hours of operation as Monday – Saturday, 11am – 7pm. There is sufficient parking provided in the shopping center. There are 2 required variations to this special use based on the Salon Lofts space. The first is that the main entrance must be visible from a public street and shall remain unlocked at all times during business hours. The Petitioner will occupy a loft far back within the interior of the space. All lofts are privately secured with a door for access. Therefore, the tattoo establishment will not have a primary "main entrance." The variation to this is to ensure that the main entrance to Salon Lofts, as a whole, is visible from a public street and is unlocked during business hours. The second variation to this special use is that any windows or doors into the lobby shall not be covered. The lobby must be clearly visible and not obstructed. The subject studio space does not have a lobby, and Staff is proposing a requirement that any windows or doors into the building's lobby shall not be covered or obstructed and shall be clearly visible. Mr. Salzman said that Staff feels the proposed tattoo establishment is compatible with the existing uses within the shopping center and recommends approval.

Chairman Raimondi asked the Recording Secretary if all of the proper public notices were completed and she said, yes.

Chairman Raimondi asked if the public had any questions or concerns. There were none.

Chairman Raimondi asked the Board for their comments.

Mr. Morreale, Ms. Errera and Mr. Dolbeare had no questions.

Mr. Szurgot asked what the reasoning is for any windows or doors into the building or in the lobby waiting area shall not be covered. Mr. Salzman said it is for safety reasons and added that no alcohol is permitted to be consumed onsite. Mr. Szurgot asked if beauty salons have the same requirement, and Mr. Salzman said it is specifically for tattoo establishments.

Mr. Mytych asked if the Petitioner is agreeable to all of the conditions in the Staff Report, and Mr. Bass said yes.

Mr. Bhagwakar asked if there are bathrooms within the Salon Lofts that are shared amongst all 35 existing businesses, and Mr. Bass said, yes.

Ms. Veatch stated that she is familiar with Salon Lofts and this use makes perfect sense for that space.

Mr. Riley stated that he can't see any reason why the proposed business will not work in that space.

Chairman Raimondi asked if there is a reason that the Petitioner will be occupying one of the larger units. Mr. Bass said that his clientele includes college, Olympic and professional athletes and he likes to offer them a more memorable experience, along with quality work and safety protocols in place.

PUBLIC HEARING CLOSED
Mr. Szurgot made a motion, seconded by Mr. Morreale, to close the hearing. **MOTION CARRIED**

Ms. Errera made a motion, seconded by Mr. Mytych, to recommend approval of a Special Use for a Tattoo Establishment for John Bass Art Inc located at 235 W. Golf Road, Unit 175, Case No. Z2601-05 subject to the following conditions:

1. The Special Use shall be substantially in accordance with the Project Narrative received by the Community Development Department on January 12, 2026.
2. The floor plan has been accepted as preliminary. The plans will receive a much more detailed review during building permit review.
3. Air ventilation of the loft space will be conducted during building permit review.
4. Hours of operation shall be limited from 10 am to 10 pm.
5. The main entrance to the building shall be visible from the public street and shall remain unlocked at all times during hours of business. The loft space shall also remain unlocked at all times during hours of business.
6. Any windows or doors into the building's lobby or waiting area shall not be covered. The lobby or waiting area must be clearly visible and not obstructed. Prior to the issuance of a final Certificate of Occupancy, Staff will confirm this requirement is being met.
7. No person, while on the premises of any tattoo establishment shall possess, sell, dispense, provide, give keep or maintain any alcoholic beverage.

8. The following plans, studies, and exhibits shall be adopted as part of the governing ordinance:
   a. Floor Plan, Sheet A200, prepared by Rebecca Olsen Architect, LLC, dated July 26, 2023, and received by the Community Development Department on January 12, 2026.
   b. Business Narrative; received by the Community Development Department on January 12, 2026.

MOTION CARRIED: vote: 9-0 with no member(s) absent

A poll was taken: Mr. Dhitu Bhagwakar - Yes
Mr. James Dolbeare - Yes
Ms. Patricia Errera - Yes
Mr. Jeff Mytych - Yes
Mr. Rob Morreale - Yes
Mr. Harry Raimondi - Yes
Mr. Pat Riley - Yes
Mr. Glenn Szurgot - Yes
Ms. Elizabeth Veatch - Yes

The Petitioner was advised that this recommendation will be forwarded to the Village Board for consideration at their meeting on Tuesday, 3/10/26.

ADJOURNMENT
The meeting was adjourned at 7:20pm.

_____
Ian Salzman, AICP Associate Planner
I have reviewed the minutes and they accurately represent the actions taken by the Zoning Board of Appeals

_____
Mary Kirschbaum, Recording Secretary
Zoning Board of Appeals

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Z2602-01 / Amendment to Municipal Code - Olde Schaumburg Centre Sign Regulations (2/25)
03/11/26
Zoning Board of Appeals

Presenter:
Lead Department: Community Development

Executive Summary:

Recommended Action:

ATTACHMENTS:
- FINAL Z2602-01 Amend MC OSC Illuminated Sign Regs Mts 2-25-26.docx

Z2602-01 / Amendment to Municipal Code / Title 15, Chapter 155 (Signs) Pertaining to Olde Schaumburg Centre Sign Regulations

Village of Schaumburg
Zoning Board of Appeals
February 25, 2026

CALL TO ORDER
The meeting was called to order by Chairman Harry Raimondi at 7:21pm.

ROLL CALL
Members Present: Chairman Harry Raimondi, James Dolbeare, Elizabeth Veatch, Pat Riley, Rob Morreale, Glenn Szurgot, Patty Errera, Jeff Mytych and Dhitu Bhagwakar

Member(s) Absent:

A quorum was present.

Also Present: Chidochashe Baker, Community Planner; Ian Salzman, Associate Planner

Sworn in for testimony: Parth Joshi, Planning Manager

Mr. Parth Joshi stated that Staff was asked to summarize the wall sign illumination sources within the Olde Schaumburg Centre (OSC) District which is generally in the area surrounding Schaumburg and Roselle Roads. This request was initiated by a recent wall sign that was installed by Blissful Bay at 16 W. Schaumburg Road (the photo of the sign was included in the ZBA members' packets). The OSC sign code is slightly different than the regular sign code to maintain its integrity and enhance the historical character of the area and in keeping with the OSC design manual. The matter was reviewed by the Planning, Building and Development Committee (PBD) at their 12/18/25 meeting. That memo included a summary of all the existing signs, including the sign code allowance and then a recommendation to change the light source color of the signs. PBD recommended approval of the code amendment.

The OSC sign code does regulate the materials, colors, design of the text, size of the text, design of the font, but does not regulate the color of the backlit portion of the signs. There are 2 ways in which illumination of wall signs in the OSC District are permitted:

1) Gooseneck lighting at the top or bottom of the wall sign.
2) Halo-lit in the back of the sign where the light source is not visible from the street.

LED-mounted or internally channel-illuminated letters are not permitted in the OSC District. In the case of Blissful Bay, permits were issued but the installed sign is not code compliant—i.e., the sign does not match the approved plan. The way the colors appear at nighttime makes the sign look like neon which does not meet the intent of the OSC code. The proposal is to change the code to only limit the back-lit light source to be white for all signs.

He noted that the proposed red-line was included in the members' packets. Code Enforcement action will be taken for some of the existing non-compliant signs, which was also included in the members' packets for reference purposes only.

Chairman Raimondi asked if the public had any questions or concerns. There were none.

Chairman Raimondi asked the Board for their comments.

Mr. Mytych asked if it's correct that non-compliant signs only require changing the back-lit color of the signs. Mr. Joshi said correct and added that there are 3 businesses that have a different color of back-lit signs. Staff will be working with them to get their signs into compliance, as it could be a programmable component.

Mr. Bhagwakar, Mr. Dolbeare, Mr. Riley, Mr. Morreale, Ms. Errera had no questions.

Ms. Veatch stated that she is pleased that this is being addressed because she has noticed that OSC business signs are different than they were 10 years ago.

Mr. Szurgot asked if the Tennis wall sign is permitted. Mr. Joshi stated that Tennis 27 will have to change part of their sign from green to white. He also asked if Timothy Grant Jewelry and Bonefish will have to replace their signs. Mr. Joshi said their signs are white but do appear yellow. Staff believes that the lights on their signs are old and when they get replaced, they will be white.

Chairman Raimondi stated that when he was a member of the Olde Schaumburg Centre Commission several years ago, none of these signs would have been approved, so a lot has changed.

PUBLIC HEARING CLOSED
Mr. Szurgot made a motion, seconded by Mr. Mytych, to close the hearing. **MOTION CARRIED**

Mr. Dolbeare made a motion, seconded by Mr. Riley, to recommend approval of an Amendment to Municipal Code / Title 15, Chapter 155 (Signs) Pertaining to Olde Schaumburg Centre Sign Regulations, Case No. Z2602-01 as presented.

MOTION CARRIED: vote: 9-0 with no member(s) absent

A poll was taken:
Mr. Dhitu Bhagwakar - Yes
Mr. James Dolbeare - Yes
Ms. Patricia Errera - Yes
Mr. Jeff Mytych - Yes
Mr. Rob Morreale - Yes
Mr. Harry Raimondi - Yes
Mr. Pat Riley - Yes
Mr. Glenn Szurgot - Yes
Ms. Elizabeth Veatch - Yes

The Petitioner was advised that this recommendation will be forwarded to the Village Board for consideration at their meeting on Tuesday, 3/10/26.

ADJOURNMENT
The meeting was adjourned at 7:30pm.

_____
Parth Joshi, AICP, Planning Manager
I have reviewed the minutes and they accurately represent the actions taken by the Zoning Board of Appeals

_____
Mary Kirschbaum, Recording Secretary
Zoning Board of Appeals

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Z2602-02 / Amendment to Municipal Code - Administrative Approvals (2/25)
03/11/26
Zoning Board of Appeals

Presenter:
Lead Department: Community Development

Executive Summary:

Recommended Action:

ATTACHMENTS:
- FINAL Z2602-02 Amend MC Admin Approvals Mts 2-25-26.docx

CALL TO ORDER
The meeting was called to order by Chairman Harry Raimondi at 7:30pm.

ROLL CALL
Members Present: Chairman Harry Raimondi, James Dolbeare, Elizabeth Veatch, Pat Riley, Rob Morreale, Glenn Szurgot, Patty Errera, Jeff Mytych and Dhitu Bhagwakar

Member(s) Absent:

A quorum was present.

Also Present:	Chidochashe Baker Community Planner	Ian Salzman Associate Planner
Sworn in for testimony:	Parth Joshi Planning Manager	

Mr. Parth Joshi stated that current Village code includes provisions for Staff to approve certain types of projects administratively in order to provide a faster and more streamlined process for routine and low-impact requests and it is also more business-friendly. This section of the code was updated in 2013. Staff is proposing a code amendment to the existing projects which can be approved administratively and to also add 2 new types of projects to this section of the code. The Planning, Building and Development (PBD) Committee provided a positive recommendation at their 12/18/25 meeting regarding this proposed code amendment. Below is a summary of existing projects that can be approved administratively:

- Building additions less than 500 square feet.
- Commercial patio additions less than 500 square feet.
- Installation of ground-mounted utility and mechanical equipment.
- Minor changes to a building façade, predominantly this is the main request that Staff receives from time to time.
- Designation of parking spaces for short-term parking.
- Reduction to parking requirements by 20%.

Staff is proposing to modify existing projects in an effort to provide additional flexibility to businesses that wish to construct a larger building and patio. These types of additions are often proposed to be in line with industry standards for a business's operational needs. They are as follows:

- Increase building additions from 500 square feet to 750 square feet.
- Increase commercial patio additions from 500 square feet to 750 square feet.

Mr. Joshi said that Staff is also proposing that the following 2 projects be approved administratively:

- **Site and parking lot expansions or modifications of up to 10% of the overall lot size or 1 acre, whichever is less.** This will provide flexibility to accommodate minor site improvements for various operational needs, circulation or accessibility improvements without altering the intensity or character of the site. A land development permit will still be required in order for Staff to ensure that no variations are needed that would require going before the ZBA.

- **Reduction of foundation landscaping of up to 5 feet along no more than 25% of the total length and width of a building façade or 100 linear feet, whichever is less, given the total greenspace of the site is 20% or more.** This is the most common type of request which ZBA reviewed last year, which was a reduction in foundation landscaping. Approximately 5 of those cases were recommended for approval by ZBA. Exceeding overall quantity of plantings, exceeding the minimum required green space, addition of sidewalks for safety and pedestrian connectivity, operational needs such as outdoor patio or playground, pre-existing condition and tight site constraints were reasons to support such variations. The purpose is to provide flexibility to small-to-midsize buildings in regard to building design and site constraints while preserving landscaping standards by maintaining the majority of the required green space onsite. Staff included a maximum for larger buildings, which is to deter them from providing less foundation landscaping as it can significantly impact the aesthetics of a site. The proposed redline was included in the ZBA members' packets.

Mr. Joshi noted an error on Page 3 of the Staff Report, under "Conclusion." On the second line, the words "amusement license" should have been deleted.

Chairman Raimondi asked if the public had any questions or concerns. There were none.

Chairman Raimondi asked the Board for their comments.

Mr. Dolbeare, Ms. Veatch, Mr. Riley, Mr. Morreale, Mr. Szurgot, Ms. Errera, Mr. Mytych and Mr. Baghwakar had no questions.

Chairman Raimondi stated that with new buildings, it is frustrating to go from 5 feet to 3 feet which is like almost going to nothing and added that aesthetics are important. Mr. Joshi said that anything less than 5 feet will still require going before the ZBA.

PUBLIC HEARING CLOSED
Mr. Szurgot made a motion, seconded by Mr. Morreale, to close the hearing. **MOTION CARRIED**

Mr. Dolbeare made a motion, seconded by Ms. Errera, to recommend approval of an Amendment to Municipal Code / Title 15, Chapter 154 (Zoning) Pertaining to Administrative Approvals, Case No. Z2602-02 as presented.

MOTION CARRIED: vote: 9-0 with no member(s) absent

A poll was taken: Mr. Dhitu Bhagwakar - Yes
Mr. James Dolbeare - Yes
Ms. Patricia Errera - Yes
Mr. Jeff Mytych - Yes
Mr. Rob Morreale - Yes
Mr. Harry Raimondi - Yes
Mr. Pat Riley - Yes
Mr. Glenn Szurgot - Yes
Ms. Elizabeth Veatch - Yes

The Petitioner was advised that this recommendation will be forwarded to the Village Board for consideration at their meeting on Tuesday, 3/10/26.

ADJOURNMENT
The meeting was adjourned at 7:37pm.

_____
Parth Joshi, AICP, Planning Manager
I have reviewed the minutes and they accurately represent the actions taken by the Zoning Board of Appeals

_____
Mary Kirschbaum, Recording Secretary
Zoning Board of Appeals

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Z2502-03 / A Lamp Concrete (2/25 Withdrawal)
03/11/26
Zoning Board of Appeals

Presenter:
Lead Department: Community Development

Executive Summary:

Recommended Action:

ATTACHMENTS:
- FINAL Z2502-03 A Lamp Concrete Mts 2-25-26.docx

Village of Schaumburg
Zoning Board of Appeals
February 25, 2026

CALL TO ORDER
The meeting was called to order by Chairman Harry Raimondi at 7:01pm.

ROLL CALL
Members Present: Chairman Harry Raimondi, James Dolbeare, Elizabeth Veatch, Pat Riley, Rob Morreale, Glenn Szurgot, Patty Errera, Jeff Mytych and Dhitu Bhagwakar

Member(s) Absent:

A quorum was present.

Also Present:	Chidochashe Baker	Parth Joshi	Ian Salzman
	Community Planner	Planning Manager	Associate Planner

Ms. Chidochashe Baker stated that the Petitioner notified Staff on 2/23 via email that they are withdrawing their Case #Z2502-03 / A Lamp Concrete Contractors, Inc.

ADJOURNMENT
The meeting was adjourned at 7:02pm.

_____
Chidochashe Baker, AICP
Community Planner
I have reviewed the minutes and they accurately represent the actions taken by the Zoning Board of Appeals

_____
Mary Kirschbaum, Recording Secretary
Zoning Board of Appeals

VILLAGE OF SCHAUMBURG

AGENDA ITEM SUMMARY

Z2601-06 / Duly Health and Care / 1325 N. Meacham Road / Valet Parking Plan
03/11/26
Zoning Board of Appeals

Presenter:

Lead Department: Community Development

Executive Summary:

Recommended Action:

Staff recommends approval of the Valet Parking Plan for Duly Health and Care, located at 1325 N. Meacham Road, Case No. 2601-06, subject to conditions listed in the PRG Report.

ATTACHMENTS:

- PRG Report
- Location Map.pdf
- Redacted Z2601-06 Duly Application.pdf
- Valet Parking Plan
- Project Narrative
- Valet Operation Materials
- Site Plan

STAFF REPORT

TO: ZONING BOARD OF APPEALS

PREPARED BY: Ian Salzman, AICP
Associate Planner

HEARING DATE: March 11, 2026

DATE PREPARED: March 5, 2026

CASE NUMBER: Z2601-06

TITLE: Z2601-06 / Duly Health and Care / 1325 N. Meacham Road / Valet Parking Plan

BACKGROUND INFORMATION

Petitioner:	Dominic Chiovari
Address of Petitioner:	Advantage Valet Parking, Inc. DBA Health Park Hospitality 181 S. Northwest Highway Barrington, IL 60010
Status of Petitioner:	Contractor
Owner of Parcel:	SDG Meacham LLC
Address of Owner:	Shorewood Development Group LLC 790 Estate Drive, Suite 200 Deerfield, IL 60015
Existing Zoning:	B-2 General Business
Existing Land Use:	Medical Office

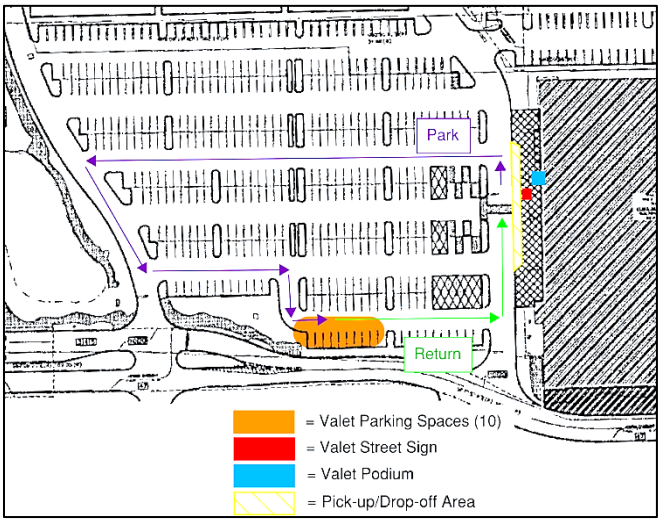
Requested Actions:

- Valet Parking Plan [Title 11, Chapter 129, Section 129.06]

ANALYSIS

Summary:

The petitioner is seeking approval of a valet parking plan, for Duly Health and Care at 1325 N. Meacham Road.



Duly's immediate care hours of operation are Monday to Friday from 8 AM to 8 PM and Saturday to Sunday from 9 AM to 4 PM. Their laboratory services hours of operation are Monday to Friday from 7:00 AM to 5:30 PM and Saturday from 8:00 AM to 11:30 AM. Valet services are proposed to be available from Monday to Friday 8:00 AM to 4:00

PM. Per the submitted narrative, valet services are operationally important due to their service to immunocompromised cancer patients, seniors, and patients with mobility limitations or active treatment needs. The valet operation is intended to improve patient safety and accessibility, reduce pedestrian crossing conflicts, support ADA access, and provide safe vehicle staging during peak patient flow. The petitioner proposes to offer valet parking services at a dedicated drop-off area in front of the north entrance on the west elevation. The valet parking services are proposed to be provided through a third party company, Health Park Hospitality. The valet service company will provide all equipment including a key podium and portable valet parking devices. The service will be staffed by two professional valeters. The subject property has a total of 429 parking spaces and 10 of those parking spaces are proposed to be designated for valet parking. The valet parking spaces are proposed along the south property line along the entrance road into Woodfield Village Green. Staff does not anticipate that the designated spaces for valet parking will create conflicts with operations of other businesses in Woodfield Village Green.

The subject property is part of a shared parking agreement with Costco. The petitioner will operate the valet parking plan on the same lot as the establishment and will locate the valet parking spaces in the row furthest away from Costco. Staff believes that the property has adequate parking to support valet parking operations for Duly's business. Staff also believes that the proposed valet parking plan complies with the requirements of the Village valet parking ordinance. Staff is supportive of the proposed valet parking plan.

Zoning History:

The subject parcel was originally annexed into the Village and zoned on February 11, 1974, as part of the annexation and zoning of the entire 235-acre Unocal property. However, the property never developed as envisioned.

On November 13, 1985, the Zoning Board of Appeals conducted a public hearing to review a proposed amendment to the Master Plan and Annexation Agreement submitted by Unocal. This request was unanimously recommended for denial by the Zoning Board. On December 12, 1989, the Village Board adopted Ordinance No. 3300, amending the overall Unocal Master Development Plan and Annexation Agreement rezoning, variations, and Site Plan approval for the proposed BCE Fashion Mall development.

On January 26, 1993, the Village Board adopted Ordinance No. 93-19 (Case No. Z9208-06), which amended the Unocal Master Plan and Annexation Agreement, and granted variations, Plat Approval of a four-lot subdivision, and Site Plan approval for a 630,249 square foot regional shopping center to be known as the Woodfield Village Green. In 1993, the Village Board adopted Ordinance No. 93-107 granting approval of an amendment to Ordinance No. 93-19 – Condition No. 26 (Storage Fence Height), site plan amendment for garden center expansion, parking variation and sign variations (Case No. Z9306-05). Later in September 2003, the Village Board adopted Ordinance No. 93-116 (Case No. Z9307-08) granting a sign variation to increase the items of information on two temporary construction signs. In 2014, the Village Board granted approval of a Shopping Center Signage Plan (Case No. Z1407-03, Ordinance No. 15-103).

1325 N. Meacham Road has been granted several variations. In 2000, the Village Board granted a site plan amendment to permit façade modifications for Expo Design Center/Home Depot USA (Case No.

SP0004-03, Ord. No. 00-115). In 2000, the Village Board approved a special use for a Type "A" restaurant for the Expo Café (Case No. Z0008-11, Ord. No. 00-144). In 2001, Expo Design Center received approval for another site plan amendment for modifications to the curb pick-up area and the landscape plan (Case No. SP0106-05, Ord. No. 01-110). In 2022, the Village Board approved a site plan amendment, landscape variation, sign variation, and Woodfield Regional Center design review for Duly Health and Care at 1325 N. Meacham Road (Case No. Z2208-01, Ord. No. 22-081).

Surrounding Properties:
North: B-2 General Business (Costco)
South: B-5 Planned Regional Center (Woodfield Village Green shopping mall)
East: B-5 Planned Regional Center (Roosevelt University)
West: B-2 General Business (The Shoppes at Meacham)
M-P Planned Manufacturing (K & M Printing Company)

Parking:

Use / Square Footage	**Parking Rate**	**Required Parking**
Duly Health and Care 98,596 sq. ft. GFA 81,662 sq. ft. NFA	4 spaces / 1,000 SF NFA	327 spaces
Total Parking Required		**327 spaces**
Total Parking Provided		**429 spaces**
Parking Surplus		**102 spaces**

The subject property exceeds the parking requirement. Additionally, there is a shared parking and cross-access agreement with Costco and Woodfield Village Green.

§129.05 VALET PARKING OPERATIONS

The valet parking operator and his employees shall, when conducting a valet parking operation, wear a clearly legible patch, insignia, or badge on the clothing stating the name of the valet operation.
The valet parking operators will wear clothing or other items indicating that they are part of the valet operation.

Valet parking spaces may be designated with a portable device, no taller than four feet (cones, for instance) with no markings, letters, words, numbers or lights on them. These devices may only be placed no earlier than one hour before valeting begins, and must be removed within one hour of the cessation of valet parking operations.
The petitioner will be utilizing a portable traffic cone to designate valet parking spaces. The device will be removed once valet operations end.

No permanent signs for valet or other signs or devices designating valet parking spaces may be used other than the portable devices defined above.

No permanent signs will be utilized. The temporary sign and portable kiosk will be removed once valet operations end. The photo in the submitted valet documents shows what appears to be a temporary valet kiosk sign and portable valet parking device.

Circulation in a parking lot shall not be impeded by valet parking operations.
Regular parking lot circulation will not be impeded by valet parking operations.

"Stadium parking", double or triple parking may be approved if circulation is not impeded and is part of an approved valet parking plan.
The petitioner is not proposing stadium parking.

If off-site property is used for valet parking, as shown on an approved valet parking plan, and the owner of the off-site property revokes or otherwise abrogates the use of the off-site property for valet parking, said valet parking operation which utilized said off-site parking shall cease to use that property for valet parking. The sponsor must submit a new valet parking plan within 30 days of such loss of off-site parking.
The petitioner understands these requirements. No off-site valet parking is requested at this time.

Valet parking operations may only be conducted in areas shown on an approved valet parking plan.
The petitioner has committed to conduct valet parking in areas illustrated on the proposed valet parking plan. If approved, the petitioner will be required to follow the approved plan.

Vehicles in staging area used for valet drop-off as shown on an approved valet parking plan, may be stored or parked for no longer than five minutes per vehicle.
The petitioner will be utilizing the drop-off area spaces located near the north front entrance. These areas will be used temporarily until the vehicles can be relocated to the designated valet parking stalls. Per code, these areas cannot be parked.

All structures used in a valet parking operation, other than permanent structures approved by the Village and shown on a site plan in accordance with Chapter 154 of this code, shall be portable and placed in operation and in view of the public no earlier than one hour before valet parking operations commence and must be moved from the view of the public no later than one hour after the cessation of valet parking operations. These structures may not impede pedestrian circulation nor create a driver view obstruction. All devices used for valet operations will be portable. All portable valet devices will be removed once valet operations end.

Fire lanes may not be used to "hold", park, or store vehicles and may not be blocked or impeded by any valet parking operation activity.
There is a fire lane along the facility's front entrance. The fire lane will not be utilized for holding, parking or storing vehicles. Instead, valet pick-up and drop-off will take place in the dedicated striped space on the east side of the drive aisle, as shown in yellow stripes in the traffic circulation map.

It shall be a violation of this chapter for a valet to drive a vehicle or park a vehicle that violates any law related to moving vehicles or parking.

The petitioner shall abide by all requirements of the Village Valet Parking Ordinance and all laws related to moving vehicles.

Dashboard ticket: Every valet parking operator shall place or cause the operator's agent to place on the dashboard of each patron's vehicle a ticket stating the valet company and its phone number in such a manner so as to be conspicuously visible through the windshield of the patron's vehicle.
The petitioner has submitted a sample valet ticket/receipt which will be placed on the dashboard or rear-view mirror of every vehicle.

Valet parking receipt: All valet parking attendants must, upon taking custody of a patron's vehicle, issue a numbered receipt to each customer, containing the name, address, and telephone number of the company providing the valet service, a statement that the company has liability insurance as required by this chapter, and the charge for the valet service.
Valet parking will be complimentary. The petitioner has submitted a sample valet ticket/receipt which will be given to each valet patron.

No business or person in the Village of Schaumburg shall provide a valet parking service nor shall any valet parking operation be conducted unless a valet parking plan for that business or person has been approved, and a valet parking permit has been issued in accordance with this chapter.
Based on the above analysis, the petitioner shall abide by the requirements of the Village valet parking ordinance.

RECOMMENDATION
Staff has reviewed the petitioner's request and is supportive of the request. Therefore, staff recommends **approval** of a Valet Parking Plan for Duly Health and Care, proposed to be located at 1325 N. Meacham Road, Case No. Z2601-06, subject to the following conditions:

1. The terms and conditions of Ordinance 22-081 or other ordinances not specifically revised herein shall be hereby reaffirmed by reference.
2. The use of the valet vehicle drop-off zone shall not be exclusive to patrons utilizing valet and may be used by all visitors of the medical facility.
3. The valet parking plan approval is granted in accordance with the Valet Parking Plan prepared by Health Park Hospitality, received by the Community Development Department on October 28, 2025.





Subject Property

Z2601-06

Duly Health and Care

Valet Parking Plan

0 120 240

Feet

1325 North Meacham Road

VILLAGE OF SCHAUMBURG

Prepared By:
Village of Schaumburg
Community Development Department

Development Review Application

DEVR-26-9

Submitted On: Jan 23, 2026

Applicant

Dominic Chiovari

[redacted]

Primary Location

1325 N MEACHAM RD
Schaumburg, IL 60173

Pre-Application Contact

Have you spoken to a Village planner about this project

Yes

Who have you spoken to?

Ian Salzman

Z2601-06 / DULY HEALTH AND CARE / 1325 N. Meacham Road / Valet Parking Plan

Applicant Information

Is Applicant the Property Owner?

No

Relationship of Applicant to Property

Contractor

Property Owner Approval Confirmed

Yes

Property Owner Information

Property Owner Name

SDG Meacham LLC c/o Shorewood Development Group LLC

Property Owner Street Address

790 Estate Drive Suite 200

Property Owner City

Deerfield

Property Owner State

IL

Property Owner Zip Code

60015

Property Owner Phone Number

[redacted]

Property Owner Email

[redacted]

Site Information

Is this Residential, Commercial, Industrial or Mixed Use?

Commercial

PIN Number

07-12-401-005-0000

Township of Subject Property?

Schaumburg

Approvals Requested

Sign Variation

--

Parking Variation

--

Landscape Variation

--

Setback Variation

--

Shopping Center Signage Plan Approval / Amendment

--

Site Plan Approval New Building < 20,000 Sq. Ft.

--

Site Plan Approval New Building > 20,000 Sq. Ft.

--

Rezoning

--

Special Use - Commercial

--

-

-

Site Plan Amendment

--

Plat of Easment

--

Plat of Vacation

--

Plat of Subdivision

--

Plat of Dedication

--

Plat of Consolidation

--

PUD Site Plan Approval

--

PUD Amendment

--

Valet - Regular

true

Valet - Special Event

--

PUD Special Use Amendment

--

PUD Administrative Amendment

--

Fence Variation

--

Variation - Other

--

Brief description of the request

Valet parking operations application

Valet Parking Operator(s)

Valet Parking Service

Advantage Valet Parking, Inc.

Valet Parking Service Street Address

181 S Northwest Highway

Valet Parking Service City

Barrington

Valet Parking Service State

IL

Valet Parking Service Zip Code

60010

Valet Parking Phone Number

[redacted]

Valet Parking Service Email

[redacted]

Project Staff

Type

General Contractor

If Other, Describe

--

Company Name

Advantage Valet Parking, Inc.

Staff Name

Bryan Balsavich

Staff Mailing Address

181 S Northwest Highway

Staff Phone Number

[redacted]

Staff Email

[redacted]

Applicants Signature

Please note that the project will not be reviewed until this application has been fully completed and all required plans and other materials have been satisfactorily submitted to the Community Development Department. Incomplete submittals may result in a delay in the zoning approval process. It is strongly suggested that the applicant schedule an appointment with the Community Development Department so that materials can be reviewed for accuracy and completeness prior to submittal. The deadline for submittals is Monday at noon.

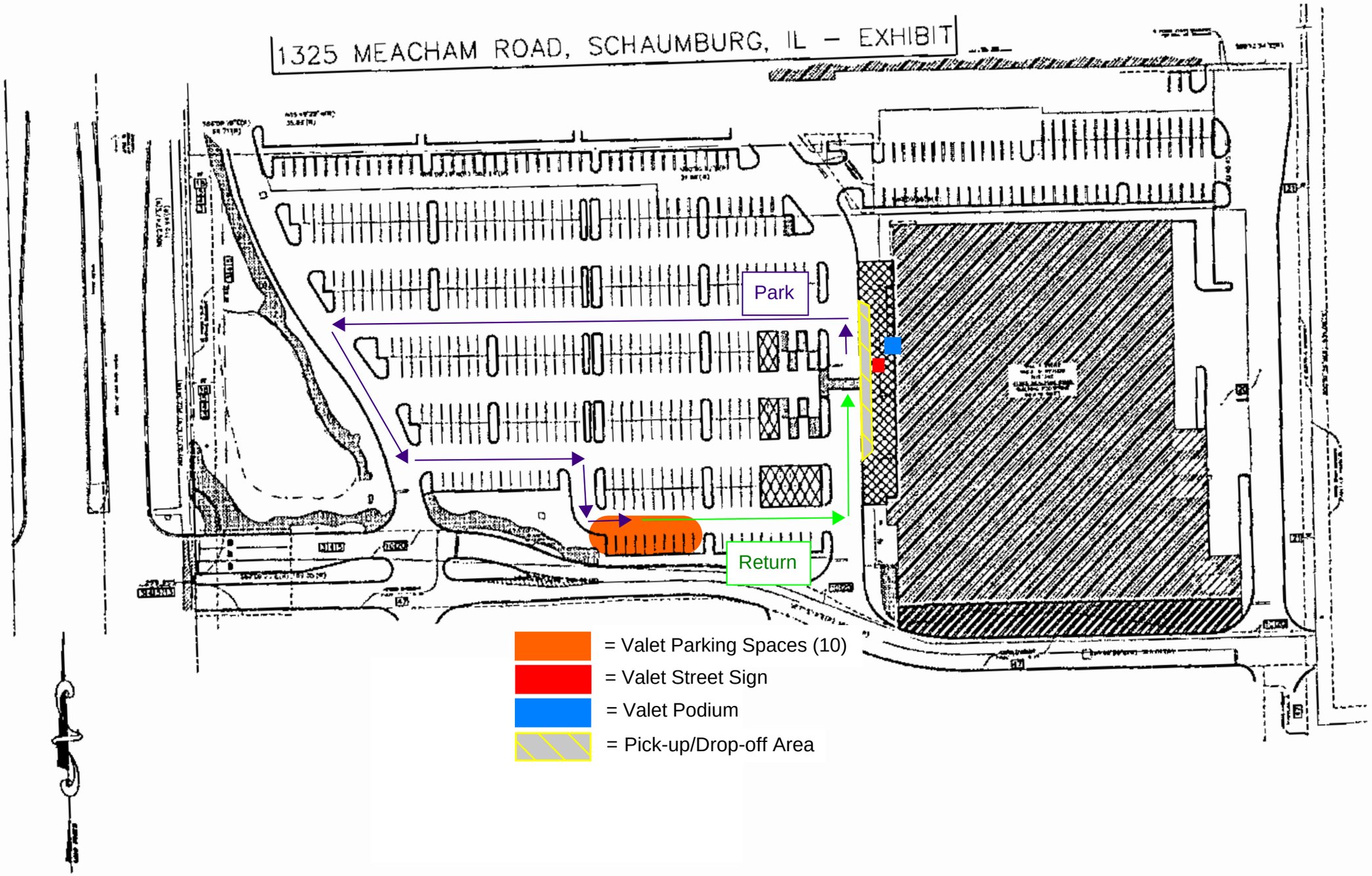
In consideration of the information contained in this application as well as all supporting documentation, it is requested that approval be given to the requested actions.

Applicant Signature

true

EXHIBIT B

Drop Off Area/Designated Parking



Z2601-06 MAR 05 '26

Valet Operations Overview

Duly Health & Care
1325 N. Meacham Road
Schaumburg, Illinois

March 3, 2026

Facility Overview:

This site includes Immediate Care, a Cancer Center, and multiple specialty practices serving seniors and patients undergoing active treatment.

Valet Operator:

Valet services will be provided by Health Park Hospitality. The operator will supply all equipment (key podium, signage, traffic controls) and trained, insured attendants.

Service Hours: Monday – Friday | 8:00 AM – 4:00 PM

Purpose of Valet Service:

Valet services are operationally important due to the presence of Immediate Care services, an on-site Cancer Center serving immunocompromised patients, a high senior patient population, and patients with mobility limitations or active treatment needs.

Valet operations are intended to improve patient safety and accessibility, reduce pedestrian crossing conflicts, support ADA access, provide safe vehicle staging during peak patient flow.

Valet services are limited to weekday clinical hours and are not intended for after-hours or non-medical use.

Operations & Controls:

- Vehicles will be parked on-site within the existing parking lot.
- Fire lanes and emergency access will remain unobstructed.
- Operator maintains general liability, garage keeper's liability, and workers compensation insurance.

379-753

379-753

HealthPark HOSPITALITY

181 S. Northwest Hwy.
Barrington, IL 60010
PHONE 847.401.4294

THIS AGREEMENT LIMITS OUR LIABILITY - PLEASE READ IT CAREFULLY BEFORE SERVICE. Vehicle is accepted for parking only. Company will not be responsible for articles left in vehicle. No liability is assumed by company for mechanical failure, fire, theft, damage caused by a 3rd party, or vehicle damage reported after vehicle is released, except through our own negligence. No liability is assumed for damage or injury sustained through mechanical failure, or caused through use of altered or modified vehicle operating equipment. All claims or adjustments must be presented before vehicle leaves facility. Company reserves the privilege of moving car to other section of lot. Company is not responsible for care after closing. Company is not responsible for any key other than the valet key. This agreement cannot be changed by anyone. HealthPark has liability insurance as required by Section 4-232-070(E) of the municipal code of Chicago.

379-753

HealthPark HOSPITALITY

181 S. Northwest Hwy.
Barrington, IL 60010
PHONE 847.401.4294

Time In: _____ Paid: _____

Time Out: _____

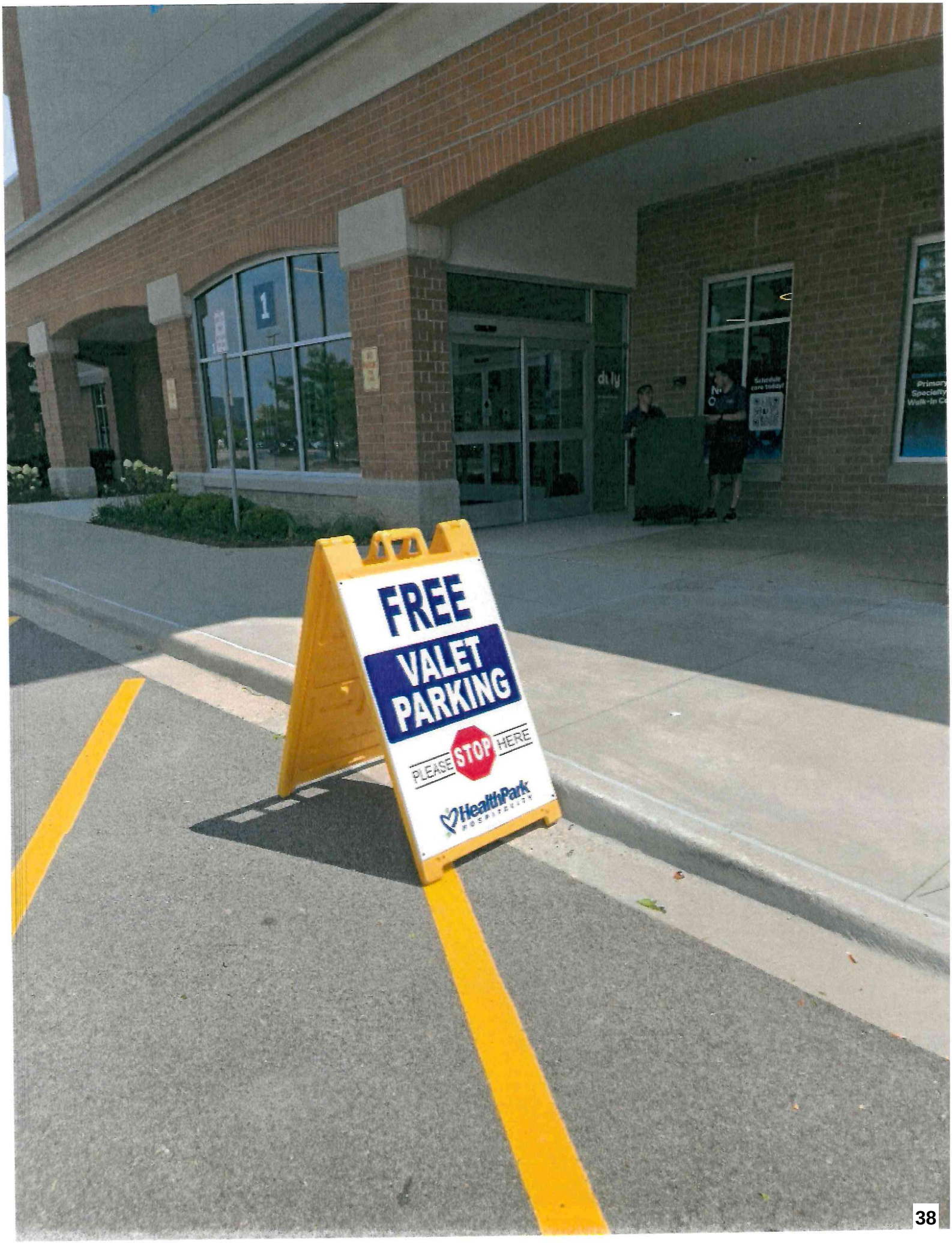
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HealthPark HOSPITALITY

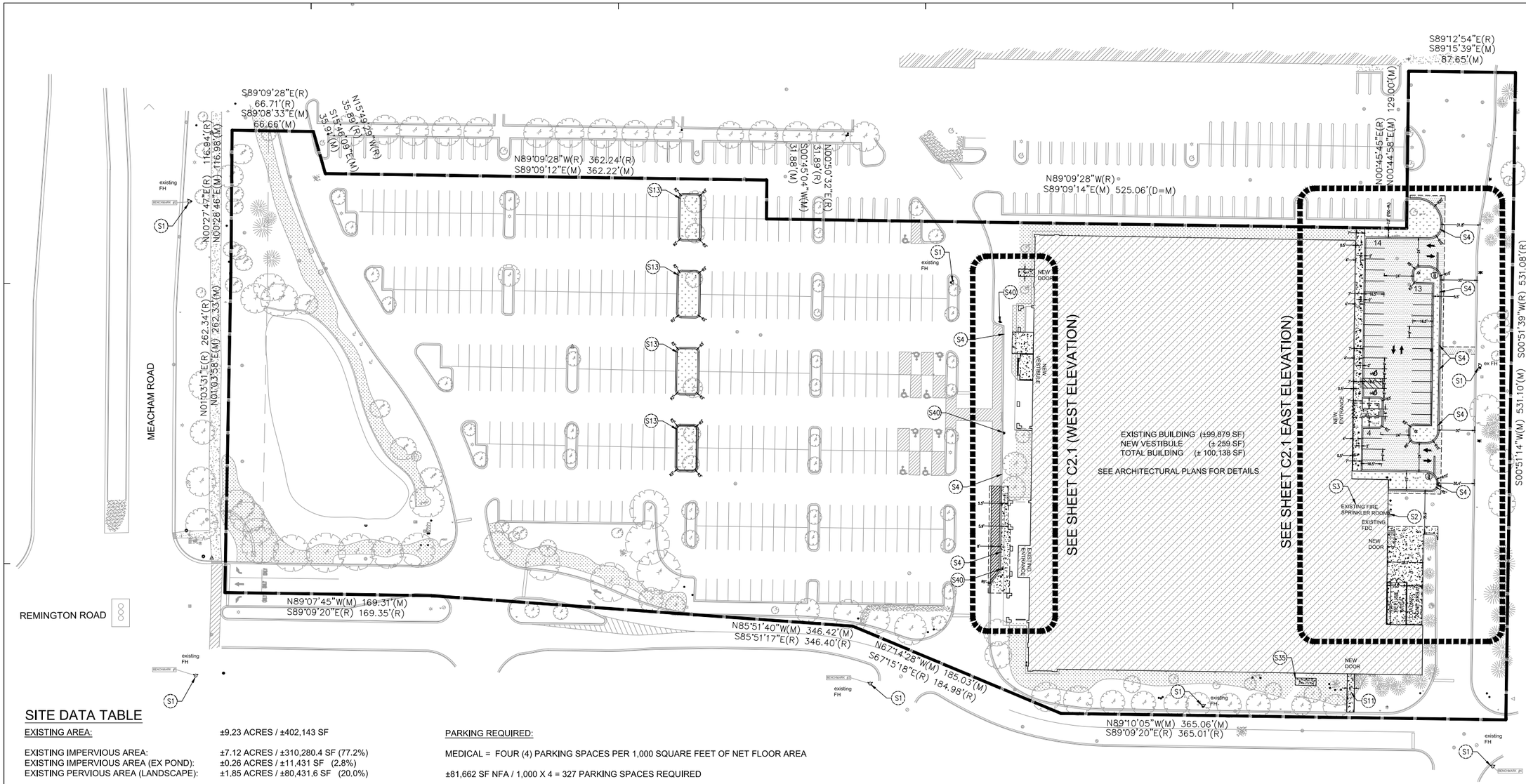
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SITE DATA TABLE

EXISTING AREA:	±9.23 ACRES / ±402,143 SF
EXISTING IMPERVIOUS AREA:	±7.12 ACRES / ±310,280.4 SF (77.2%)
EXISTING IMPERVIOUS AREA (EX POND):	±0.26 ACRES / ±11,431 SF (2.8%)
EXISTING PERVIOUS AREA (LANDSCAPE):	±1.85 ACRES / ±80,431.6 SF (20.0%)
PROPOSED AREA:	±9.23 ACRES / ±402,143 SF
PROPOSED IMPERVIOUS AREA:	±7.10 ACRES / ±309,320.8 SF (77.0%)
EXISTING IMPERVIOUS AREA (EX POND):	±0.26 ACRES / ±11,431 SF (2.8%)
PROPOSED PERVIOUS AREA (LANDSCAPE):	±1.81 ACRES / ±81,391.2 SF (20.2%)
PROPOSED SITE DISTURBANCE AREA:	±0.47 ACRES / ±20,274 SF
PERVIOUS AREA (LANDSCAPE) INCREASE:	±959.6 SF
ZONING:	B-2 GENERAL BUSINESS DISTRICT
PROPOSED USE:	MEDICAL OFFICE
EXISTING BUILDING:	±99,879 SF
PROPOSED VESTIBULE ADDITION:	±259 SF
TOTAL SQUARE FOOTAGE OF BUILDING:	±100,138 SF
BUILDING COVERAGE RATIO OF SITE:	24.9% (25% MAX)
FLOOR AREA RATIO (FAR):	24.9% (140% MAX)
NET FLOOR AREA (NFA):	±81,662 SF

PARKING REQUIRED:

MEDICAL = FOUR (4) PARKING SPACES PER 1,000 SQUARE FEET OF NET FLOOR AREA

±81,662 SF NFA / 1,000 X 4 = 327 PARKING SPACES REQUIRED

GFA 100,000 SF OR MORE = 20 BICYCLE PARKING REQUIRED

EXISTING PARKING:	
EXISTING PARKING SPACES:	389 SPACES*
EXISTING ADA SPACES:	9 SPACES*
TOTAL EXISTING SPACES:	398 SPACES PARKING SPACES*
EXISTING BICYCLE PARKING	9 SPACES
PROPOSED PARKING:	
PROPOSED PARKING SPACES:	29 SPACES
PROPOSED ADA SPACES:	2 SPACES
TOTAL PROPOSED SPACES:	31 SPACES PARKING SPACES
PROPOSED BICYCLE PARKING	11 SPACES
TOTAL PARKING PROVIDED:	
TOTAL PARKING SPACES:	418 SPACES*
TOTAL ADA SPACES:	11 SPACES*
TOTAL SPACES:	429 SPACES PARKING SPACES PROVIDED*
TOTAL BICYCLE PARKING	20 SPACES

* EXISTING SHARED PARKING AGREEMENT BETWEEN PARCEL AND ADJACENT LOTS

SITE KEYNOTES

S1	EXISTING FIRE HYDRANT (TYP.)
S2	EXISTING FIRE DEPARTMENT CONNECTION
S3	EXISTING FIRE SPRINKLER ROOM
S4	PROPOSED FIRE LANE CURB STRIPING PER FIRE DEPARTMENT
S11	PROPOSED 5.0" CONCRETE SIDEWALK WITH 4.0" AGGREGATE BASE COURSE (TYP). 2% MAXIMUM CROSS SLOPE. MATCH EXISTING.
S13	PROPOSED CURB AND GUTTER (TYP) FOR NEW LANDSCAPE ISLAND. GC TO FIELD VERIFY CONDITIONS. MATCH EXISTING. SEE LANDSCAPE PLANS FOR DETAILS.
S35	PROPOSED 6' X 17' CONCRETE PAD FOR GENERATOR
S40	PROPOSED 'NO PARKING FIRE LANE' SIGN PER VILLAGE REQUIREMENTS.

GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)
1 inch = 40 ft.

shorewood
DEVELOPMENT GROUP
790 Estate Road
Suite 200
Deerfield, IL 60015
T: (224) 532 2403

ISSUE/REVISION RECORD

DATE	DESCRIPTION
08/01/22	PRG SUBMISSION
09/12/22	ZBA SUBMISSION

LICENSE NO. 062.060780
EXPIRATION DATE 11/30/2023

PROPOSED REDEVELOPMENT
1325 N. MEACHAM ROAD
SCHAUMBURG, IL 60173

SHEET TITLE
SITE PLAN (OVERALL)

SHEET NUMBER
C2.0
NOT ISSUED FOR CONSTRUCTION