



May 24, 2018

Jake Schmidt, Assistant Planner
Village of Arlington Heights
Planning and Community Development Department
33 S. Arlington Heights Road
Arlington Heights, IL 60005

RE: Request for Information Regarding Parking Arrangement Between Northwest
Community Health and Our Saviour's Lutheran Church

Dear Mr. Schmidt:

It is my understanding that the property owner for 1540 North Arlington Road is seeking a variance to the Village's parking requirements. After learning that the Church accommodates overflow parking for the Northwest Community Health (NCH) at that address, the owner's representative reached out to me and asked a number of question that I understand were posed by the Village. Below are my responses to those questions:

1. There is no written agreement allowing NCH to use our parking lot for overflow parking.
2. NCH is allowed to use up to 20 parking spaces.
3. The parking arrangement is open-ended. Since we first entered into it, there have only been two instances when NCH was not allowed to use the lot. The first instance was for one day when we had a large funeral. The second time occurred last summer when the parking lot had to be resurfaced – the parking lot was not used for a week.
4. There is no specific circumstance that would cause the church to withdraw from the arrangement and no longer allow NCH overflow parking.
5. I do not believe NCH uses the lot at all on Saturdays and they are not allowed to use during church services. The arrangement is generally for use of the lot Monday through Friday.
6. NCH uses their own passenger van to shuttle parking lot users from the church to the medical facility.

Hopefully, this addresses the Village's request for information. Please let me know if you have any additional questions. Thank you.

Sincerely,



James E. Valentine
Congregational Operations Officer
Our Saviour's Lutheran Church

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