



January, 23 2023

Mr. Randy Recklaus
Village Manager
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, IL 60005

Re: Request for Waiver of Fees – Administration Center Windows Replacement

Mr. Recklaus:

The Arlington Heights Park District will be entering the construction phase for renovations of the failing windows at the Park District's Administration Building at 410 N Arlington Heights Rd. The project is anticipated to begin in March 2023 and will include the removal and replacement of existing windows. The windows will be replaced with windows that are intended to look like the existing windows. The Current windows are not original to the building, they were replaced previously in 1988.

Following prior practice, the Arlington Heights Park District respectfully requests the waiver of all applicable Village of Arlington Heights Planning and Building Permit fees and/or all applicable Village review fees. The Park Board of Commissioners and staff appreciate your assistance on this matter.

If you need any additional information, please feel free to contact me at (630)632-5992. Thank you again for the continued cooperation and support from the Village of Arlington Heights.

Sincerely,

Tyler Quattrocchi
Park Planner