



Agenda  
Village of Glen Ellyn  
Plan Commission Meeting  
Thursday, March 26, 2026  
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

---

*Visitors are most welcome to attend all public meetings and can find copies of the Agenda online at [www.glenellyn.org](http://www.glenellyn.org) prior to the meeting. Any individual with a disability requiring reasonable accommodation in order to participate in a meeting should contact the Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting.*

- A. Call to Order**
- B. Public Comment**
- C. Approval of Minutes**
  - 1) Review and Approval of the February 26, 2026, Plan Commission Meeting Minutes
- D. New Business**
  - 1) Public Hearing - 503 Duane Street, Special Use Permit - Glowe Salon
- E. Trustee Liaison's Report**
- F. Chairman's Report**
- G. Staff Report**
- H. Other Business**
- I. Adjourn**

---

Civility Pledge - In the interest of civility, I pledge to promote civility by listening, being respectful of others, acknowledging that we are striving to support and improve our community, and understanding that we each may have different ideas for achieving that objective.



**Glen Ellyn Plan  
Commission**  
535 Duane Street  
Glen Ellyn, IL 60137

Meeting 3/26/2026 7:00 PM  
Department: Community Development  
Department Head: Jennifer Henaghan  
Category: Minutes  
Prepared By: Daniel Harper

**AGENDA ITEM (ID  
# 2026-208)**

**DOC ID: 2026-208**

## **Review and Approval of the February 26, 2026, Plan Commission Meeting Minutes**

### **Statement of the Issue:**

Review and Approval of the February 26, 2026, Plan Commission Meeting Minutes

### **Analysis:**

Review and Approval of the February 26, 2026, Plan Commission Meeting Minutes

### **Budget Impact:**

### **Contribution to Strategic Plan**

### **Action Requested:**

Review and Approval of the February 26, 2026, Plan Commission Meeting Minutes

### **Attachments:**

1. Plan Commission Minutes 2-26-26 DRAFT

**DRAFT MINUTES**  
**Glen Ellyn Plan Commission Meeting**  
**Thursday, February 26, 2026, at 7:00 PM**  
Glen Ellyn Civic Center  
Galligan Board Room

**A. Call to Order and Roll Call**

Chairman Tim Loftuis called the meeting to order at 7:00 p.m. and explained the Plan Commission's function and operating procedure as an advisory body. He described the public hearing protocol for public comment and announced that comments would be recorded.

Roll was called. Chairman Loftus, Plan Commissioners Arango, Cooper, Kreuzer, Morrison, Pesce.

Commissioners Bromann-Brown, Dougherty, and Wyant were absent.

Also in attendance: Kelli Christiansen, Village Trustee in attendance for Trustee Steve Thompson who was absent; Daniel Harper, Planning Manager; and Laura Musgraves, acting Recording Secretary.

**B. Public Comment (non-agenda items)**

There was no off-agenda audience comment.

**C. Approval of the Minutes of the Meeting on January 22, 2026.**

Before the meeting, Commissioner Cooper had requested revisions to the draft Minutes. The changes were made and staff provided a copy of the revised Minutes with the changes highlighted. Chairman Loftus asked for a motion to approve the Minutes as amended. Commissioner Cooper motioned. Commissioner Kreuzer seconded. All voted in favor of the motion.

**D. New Business**

- 1) Public Hearing: 22W584 Ahlstrand Road, Minor Subdivision and Subdivision Variations.

Commissioner Arango made a motion to open the public hearing. Commissioner Pesce seconded. All voted in favor of the motion.

Planning Manager Daniel Harper was sworn in. Mr. Harper made a brief overview of the application, the zoning components, and the proposed site development plan. Dry wells will be required for mitigation of stormwater, and he explained how dry wells work. Mr. Harper addressed the subdivision variations. Normally the request would be a two-lot split, but because the application proposes variations it must be treated as a minor subdivision. The variations are:

1. A variation from Section 11-4-4(M) to not provide streetlights along adjacent portions of Ahlstrand Road and Oaklawn Drive.
2. A variation from Section 11-4-7 to not provide sidewalks along adjacent portions of Ahlstrand Road and Oaklawn Drive.

Mr. Harper explained that the installation of streetlights and sidewalks are required for subdivisions, according to the Village code, and he showed a visual depiction of the sidewalk that the Village requires. The applicant does not wish to have sidewalks because it is not characteristic of the neighborhood and it would require more site engineering on the north side of Ahlstrand. The staff recommendation is to have a sidewalk on north side of Ahlstrand Road that connects to the existing sidewalk infrastructure on S. Park Boulevard, which would give access to existing sidewalks and create residential accessibility.

Regarding the streetlight, the applicant requested that they do not install streetlights due to the costs to the developer, and it is uncharacteristic of the neighborhood. The staff recommendation is to install a streetlight at the 3-way intersection for public safety reasons. There is no power facility to connect the streetlight to existing infrastructure so it would have to have its own generator.

Commissioner Morrison asked what is involved with the generator. Mr. Harper answered that it would not be connected to the existing street light system and that it requires its own power system. Commissioner Morrison asked why to have a streetlight at all. Mr. Harper explained that as a result of the proposed annexation the Village would have control of the intersection and that public safety of the intersection is a concern. The subdivision code also requires that street lighting be installed as part of the subdivision.

Commissioner Kreuzer asked why not have stop signs at the intersection. Mr. Harper said stop signs exist at the intersection now.

Commissioner Arango asked why streetlight is needed if there are stop signs there. Mr. Harper answered because it is a 3-way stop and a public safety issue.

Chairman Loftus asked if the Village has control over the whole street and snowplowing responsibilities. Mr. Harper answered yes, saying full access is needed for snowplowing radius and snow removal. Chairman Loftus asked who would be responsible for future roadway repairs, and Mr. Harper said the Village.

Commissioner Kreuzer asked if the intersection was 3-way. Mr. Harper said it is a T-intersection, and the concern about safety puts the onus on the Village to have the streetlight controlled by the Village and by Village code.

Commissioner Kreuzer asked about the traffic accident history of the intersection and staff did not have that information.

Commissioner Cooper asked if a generator is required of all streetlighting in the Village. Mr. Harper said no, almost all Village streetlights are interconnected so they don't have to have their own power source. Commissioner Cooper asked if it was feasible for the builder or the Village to connect so they wouldn't have to have a stand-alone generator. Mr. Harper said the Village would like to have all streetlights on the same system, but it is not always feasible for infrastructure reasons.

Commissioner Cooper asked if there were other instances in the Village where a generator was required and Mr. Harper answered yes, the subdivisions on Acorn Avenue. They are needed during development until the rest of the neighborhood is connected to the Village utility.

Commissioner Arango asked about the location of the streetlight and why it is being proposed now. Mr. Harper answered because the property is being annexed subdivided and developed, now is the time to do it as required by Village code.

Commissioner Cooper asked if the neighborhood residents had asked for streetlights, and no one was aware of any requests. Commissioner Cooper asked about crime statistics of the neighborhood and staff did not have that information. Regarding residents being asked their opinions about sidewalks, Chairman Loftus said the area is unincorporated so it would not be a question posed to the Village nor addressed by the Village.

Commissioner Kreuzer asked if there were other sidewalks in the neighborhood. Staff said the nearest sidewalk is on S. Park Boulevard. Commissioner Kreuzer asked why the Village requires sidewalks. Mr. Harper said it is required in subdivision developments because the Village has pedestrian-friendly policies and wants to encourage sidewalks as amenities.

Chairman Loftus asked if there were any other questions for staff. Seeing none, he thanked Mr. Harper and asked the petitioner to make a presentation.

Andrew Draus, attorney for the petitioner, was present. He introduced Christian Smith, engineer of the project; and Frank La Gambina, owner of the home and the developer. They were sworn in.

Mr. La Gambina made a presentation to the Commission showing the characteristics of the neighborhood in photos. He said he is the owner of the property and has lived across the street from the property for over 10 years. They wish to demolish the existing home and redevelop the existing property into two lots with two single-family homes and bring new water service and wasted water lines extending all the way down Ahlstrand Road. He is requesting two variations: one, not to install sidewalks, and two, not to install streetlights.

His argument for no streetlights was twofold: one, to keep the natural setting of the neighborhood; and two, the neighborhood by Park Boulevard is completely annexed and has no streetlights despite having a T-intersection.

Regarding the sidewalk variation, Mr. La Gambina said that adding sidewalks would severely impact the existing stormwater swales along Ahlstrand Road. He was also concerned with tree removal. He gave examples of neighboring annexations where

sidewalks were not installed, implying that his request was not new to the Village. Mr. La Gambina said he submitted a tree preservation plan to the Village as part of the development project.

Mr. Smith asked staff to show the visual of the staff-recommended sidewalks and asked if they were to scale. Mr. Harper said this is just a graphic depiction and the developer would be required to install Village code-required sidewalks. Mr. Smith spoke to spatial aspects of the sidewalk and implied that the Village-presented visual was misleading. He spoke to the technical aspects of the drainage swales, saying the sidewalks would cause the water to run into the street, and that steep ditches would cause drivers to get stuck in snow or heavy rain. Mr. Smith also spoke to issues of damage to existing trees and removal of trees.

Commissioner Pesce said that every intersection on the west side of Park Boulevard from Roosevelt Road to Butterfield Road has a sidewalk except for this intersection. It is part of the Village rules and Ahlstrand Road would be the only neighborhood connected to Park Boulevard not abiding by the rules.

Chairman Loftus asked about the distance between the lot line and the street, and Mr. Smith answered 21 feet. Chairman Loftus asked if the trees in question were planted by the Village or by the homeowners. Mr. La Gambina said DuPage County was not involved and the homeowners planted the trees in the public right-of-way.

Chairman Loftus asked staff about the lots on the east side Park Boulevard, and would they be subject to the same sidewalk requirements if they were incorporated into the Village? Mr. Harper said the lots on the east side of Park Boulevard do not currently have sidewalks as the properties have not been subdivided since annexation. The lots are larger and when annexed they were in a separate zoning district that has different requirements for setbacks and total area that would not conform to the properties on the west side of the subdivision. They would conform with the R1 district and the properties on Park Boulevard. They are also affected by differing requirements for new construction vs. subdivisions.

Chairman Loftus asked if the petitioner did not ask for annexation would he have to conform to DuPage County development requirements, and Mr. Harper answered yes.

Commissioner Morrison asked the petitioner why he wanted to be annexed. Mr. La Gambina cited amenities such as library access and park district services. Commissioner Morrison asked if the reason also includes that you can build two homes instead of one, and Mr. La Gambina answered yes. Commissioner Morrison continued this questioning and Mr. La Gambina said he may not seek annexation if the variations are not approved.

Chairman Loftus thanked the petitioners. He asked staff if they had received any other written or emailed public comments, and Mr. Harper said no.

Chairman Loftus opened the public portion of the meeting. The first speaker was James Foley of 22W735 Poplar Road. He was sworn in. He provided an oral history of the development of subdivisions surrounding Ahlstrand Road. He encouraged the Commission to approve the variance requests.

Mark Pfefferman of 22W665 Poplar Road was the next speaker. He was sworn in. He spoke in favor of the sidewalk on the north side of Ahlstrand Road for safety reasons. He said sidewalks are needed and they would benefit the neighborhood and therefore he was opposed to the variance request.

Paul Davidson of 22W738 Ahlstrand Road was sworn in. He spoke in favor of the variances. He asked who would pay for sidewalks and streetlights without the resident's consent.

Ken Wilke of 2S467 Oaklawn Drive was sworn in. He spoke in favor of the variances, saying the streetlight was not necessary.

Gary Gunderson of 22W584 Ahlstrand Road was sworn in. He said he was the former owner of the property in question, and he spoke about the trees. He planted four of them himself in 1977, and he felt strongly they should not be removed.

Francine Long of 22W750 Elmwood Drive was sworn in. She spoke in favor of the variations and especially saving the trees. She said the sidewalk would span 4 homes in the subdivision and the rest of the subdivision contains 75 houses. It would not make sense to install a sidewalk for 4 homes.

Chairman Loftus asked if there were any other public comments. There were none.

Chairman Loftus asked staff to clarify the question as to who pays for the installation of the sidewalks and streetlights. Mr. Harper said the developer, and after installation, the Village would accept the improvements and future maintenance responsibility.

Commissioner Pesce asked about the utility costs, and if this were not a subdivision, would the petitioner be required to pay for them? Mr. Harper answered no, if it was the construction of a new home the petitioner would be required to donate to the Village infrastructure fund. Same for the streetlight.

Commissioner Cooper asked, because the project is a Subdivision that is why the developer is required to pay for the installation? Mr. Harper said yes.

Commissioner Morrison asked about the infrastructure fund and Mr. Harper said that if the project was New Construction, they would have been required to donate to it. Commissioner Morrison asked if the petitioner would have access to the funds, and Mr. Harper answered no.

Commissioner Morrison asked where the closest streetlight was located, and staff answered at Park Boulevard and College Road.

Chairman Loftus asked if there were any other questions. Seeing none, he asked for a motion to close the public hearing. Commissioner Pesce motioned. Commissioner Cooper seconded the motion. All voted in favor of the motion.

Commissioner Pesce commented it is a beautiful community, and the residents have a passion for what they want, but he will vote no if they do not want to follow the Village requirements.

Commissioner Kreuzer said he did not hear any evidence, from neither the petitioner nor the Village, that these variations will affect public safety or welfare. He said he appreciates that communities wish to stay “rural,” so he is in favor of the variations and in keeping with the character of the neighborhood.

Commissioner Morrison commented that she felt torn. She said the neighborhood has a rural character and she appreciated that residents support that characteristic. Commissioner Morrison said the proposal to subdivide and build two houses changes the character of the neighborhood in and of itself. She said she was torn on the sidewalk issue, but OK with the streetlight variation.

Commissioner Arango said she also felt conflicted. She wants to uphold the Village and its codes but in her familiarity with the subdivision, she will support the variance requests because the alternative will take away from the character of the neighborhood.

Commissioner Cooper said he felt conflicted as well. He personally appreciates sidewalks because he walks a lot in the Village, but he was concerned that the installation of sidewalks will affect stormwater flow. Even though he supports sidewalks, he sees that the community is not appreciative of them. Commissioner Cooper said he supports the streetlight variation but not the sidewalk variation.

Commissioner Pesce said Park Boulevard is a very busy street with a high school nearby, so the safety issues are very real. He argued the neighborhood is not “rural” and safety is important.

Commissioner Kreuzer said there have been no identified safety issues in this area, and the Village has not addressed this.

Commissioner Morrison said she is viewing it from a traffic perspective. 100% of the traffic that accesses homes in that area goes down Ahlstrand Road and that is why she thinks the infrastructure will add more safety.

Chairperson Loftus shared a personal experience in considering a subdivided lot in Glen Ellyn, and he ultimately decided he didn't see the benefit of two homes. The fact is that a subdivision changes a neighborhood, so the petitioner needs to follow the rules of the Village.

Chairman Loftus cited an example of the Village saving trees. When Crescent Boulevard was redeveloped, the Village built sidewalks around trees instead of cutting them down. He reminded the Commission that, regarding this proposal, it is not set in stone that the Village will cut down all the trees.

Commissioner Kreuzer said he was concerned about stormwater issues that Mr. Smith identified. Chairman Loftus said it was similar to the scenario on Crescent Boulevard, and the Village successfully addressed the issues. Chairman Loftus said he was not in favor of the variances.

Commissioner Arango spoke to the traffic from Park Boulevard and that 90% of the cars coming into the subdivision are residents, and not “traffic.” Commissioner Pesce disagreed, saying there are many accessible facilities nearby (high school, College of DuPage) and if drivers miss a turn they must drive down Ahlstrand Road.

Chairman Loftus asked for a motion to approve the variations as requested. Commissioner Kreuzer motioned. Seconded by Commissioner Arango.

The vote was 3 to 3, with the 3 dissenting votes being Commissioners Pesce, Morrison, and Chairman Loftus.

Chairman Loftus said this will be presented to the Village Board. Mr. Harper asked for clarification that it will be communicated as a tie vote with no recommendation.

Commissioner Cooper observed that the Commission must also vote on the subdivision application.

Chairman Loftus asked for a motion to approve or deny the subdivision agenda item. Commissioner Cooper motioned. Commissioner Arango seconded. The motion passed by a vote of 4-2 with Chairperson Loftus and Commissioner Pesce in dissent.

Mr. Draus asked if they will be required to make the same presentation before the Village Board. Mr. Harper said there will be no public hearing at the Village Board meeting, but there will be discussion at the Village Board because it was not a unanimous recommendation by the Plan Commission. Mr. Draus asked if a public hearing could be made at the Village Board, and Chairman Loftus explained that this meeting is the public hearing portion. The public may comment at the Village Board meeting, but it is not a public hearing.

Chairman Loftus said the Village Board will make the ultimate decision. He thanked everyone who attended the meeting.

## 2) Public Hearing: Glenwood Station Planned Unit Development Amendment.

Commissioner Morrison made a motion to open the public hearing. Commissioner Pesce seconded. All voted in favor of the motion.

Mr. Harper was sworn in. He said the petitioner seeks to amend the PUD to allow for the construction of decks and patios on a portion of the north side apartments at Glenwood Station. The request is an amendment to Ordinance 6834 approved by the Village in 2020.

Mr. Harper described the existing conditions and showed visuals of the deck and patio proposals. A patio is needed on the northwest corner because the landing to the ground would not allow for a deck. The decks will be separated by 6-foot screens. Part of the PUD amendment is to allow for deviations in zoning code for side yards (current code allows only in the back.) The existing ground cover will be removed. Engineering staff reviewed the proposal and determined it will not negatively impact the existing stormwater infrastructure.

Chairman Loftus asked where they are proposing to landscape. Mr. Harper said it is outside the foundation wall and on the north side of the building.

Chairman Loftus asked the petitioner to make a presentation. Drew Mitchell of Holladay Properties was present with three others: Lori Kappel, Project Manager; Autumn Damico, Property Manager; and Don Tomei, Engineer. They were sworn in.

Mr. Mitchell described the stretch of on the north side of the building that was unattractive and in need of more landscaping or amenities. They wish to beautify the space and make it more attractive to residents. The apartments near this space are unleased and undesirable because of the patch of land. He consulted with the Village and came up with a concept of arborvitae trees and patios.

Mr. Mitchell showed samples of the materials to be used for the decks, the deck separators (mesh material), and artificial turf. In its current state, the area is an eyesore for the residents living around it. He said we did not anticipate this problem, and we would like to fix it.

Chairman Loftus asked about access to the space. Mr. Mitchell said it is not a common area. Mr. Tomei pointed to a visual depicting the area that would be replaced.

Commissioner Pesce asked if it would extend right up to the property line. Mr. Tomei answered no, only a 6-foot extension. He said there will be a gap between the patio/decks and the property line. The space is private and only residents can access it.

Commissioner Cooper said that the original PUD did not include balconies. Mr. Mitchell said the balcony concept was pulled in favor of decks, mostly due to a supply-side issue. This resulted in giving little thought to the side yard.

Commissioner Cooper said his impression was that decks and patios were proposed before and then modified, and now the developer is trying to get them back. Mr. Mitchell said he could understand why the Commission had that impression, but that is not the case. It was a misstep in the development. We are trying incrementally to improve the building and to correct what we missed the first time around.

Mr. Tomei said we are adding 7 balconies to these specific units, not trying to go back on something we wanted before. He said this is thoughtful design and development.

Chairman Loftus said the Village had a previous experience with a developer who asked for a PUD amendment twice before and blamed the Village codes for being too rigid.

Commissioner Arango asked if the residents above the area were complaining about the space. Mr. Mitchell said no, there is a drastic difference in views between the second and third floors.

Commissioner Kreuzer asked about the issues with arborvitaes. Mr. Mitchell said they would provide privacy screening, which is why he would like to install them, but they are outside the scope of the PUD amendment.

Commissioner Kreuzer asked if there was an issue of car lights from the parking lot shining into the units. Mr. Mitchell said no, they want to avoid installing a privacy fence. The goal is to solve the issue of the incomplete space and to invest more in landscaping.

Mr. Harper said the Village code is very specific in that a landscaping plan would require a separate PUD amendment.

Chairman Loftus asked how much the of building was rented. Mr. Mitchell said the building was 85% leased and the residents seem happy. Chairman Loftus asked what the percentage would be if the eight units in question were leased, and Mr. Mitchell said 8% more.

Commissioner Morrison said that the Commission was informed that landscaping was not thriving in the area in question, so would it be feasible to plant more trees? Mr. Mitchell said that arborvitaes were recommended by the nursery. Commissioner Morrison asked if the lilac bushes (currently planted) were thriving. Mr. Mitchell said yes, they are doing well but do not provide privacy in winter when they are not in bloom.

Commissioner Morrison asked staff if the Commission could approve amendment with the condition that arborvitaes be planted, thus negating the need for the petitioner to submit a separate amendment request later. Mr. Harper said no because the public notice did not include trees. It only spoke to the deck and the patios and did not mention plants.

Commissioner Cooper said it would behoove the petitioner to get more information on the plantings before the Commission considered it anyway.

Commissioner Kreuzer said he noticed that Glenwood Station was installing more lights on the exterior of the building. Mr. Mitchell said that lumens-output testing was conducted on the new sconces and they are dark-sky friendly. Commissioner Kreuzer complimented the look of the sconces and Mr. Mitchell said he appreciated the feedback.

Chairman Loftus asked about public access to the area in question, and Mr. Mitchell confirmed it was for resident-only access.

There were no further questions. Chairman Loftus asked staff if any members of the public had submitted email or written comments to the Village. There were none.

Hearing no other questions, Chairman Loftus asked for a motion to close the public hearing. Commissioner Pesce motioned. Commissioner Morrison seconded the motion. All voted in favor of the motion.

Commissioner Pesce said the petitioner should have thought about appearance and engineering issues before, but that doesn't matter now and they are moving forward. He said he would approve the amendment.

Chairman Loftus said he is shell-shocked by former developers repeatedly asking for PUD amendments, so he felt leery of the request. He said this is different from that experience, and they are not trying to pull the wool over our eyes, so he is supportive of the amendment. Chairman Loftus said if they were requesting balconies on the whole north side of the building, he would say no to that.

Commissioner Kreuzer said this is an opportunity to improve the property, and he supports the amendment.

Commissioner Cooper said he will vote no because he doesn't want it to be on the consent agenda for the Village Board. He complimented Holladay Properties, but the current PUD took a long time to get to. He thinks the Village Board should talk more about it, so he will vote no.

Seeing no other comments, Chairman Loftus asked for a motion to vote on the PUD Amendment. Commissioner Pesce motioned. Commissioner Kreuzer seconded. The Commission voted 4-2 in favor of the motion with Commissioners Cooper and Arango dissenting.

Chairman Loftus requested a motion to approve the Finding of the Facts document. Commissioner Morrison motioned. Commissioner Pesce seconded. Commissioner Morrison read the Finding of Facts aloud. The motion was passed by a vote of 4-2, with Commissioners Cooper and Arango dissenting.

### 3) Pre-application of 451 Duane Street.

Mr. Harper presented the pre-application of 451 Duane Street. Developer and owner of the property, John Messina, proposed a residential building concept in 2025 and he has returned with a proposal for an office building concept. The proposed 3-story office building would be made primarily of masonry, and the height would be well below the maximum height limit in the downtown district.

Mr. Harper cited two areas of concern. One is that the Village has requirements for visibility triangles on corner lots, and about 57 feet of the building is located in the triangle. This is not uncommon. The other issue is that code requires new impervious surfaces to be set back 2% of the lot width and this proposal has the impervious surface at the lot line. The landscaping islands will require a modification to be smaller than required by Village Code. The Code requires that coverage of all buildings and structures does not exceed 50% of the lot area and this proposal is 51% of the lot area. Mr. Harper showed the building elevations on the PowerPoint display.

The staff report noted that the concept would require 29 parking spaces by Village Code. Harper said this will be moot starting June 1, 2026, when a new Illinois state law takes effect that supersedes local parking ordinances if they are within a half mile of a public transportation hub. This would be the Village's first case of a development in the downtown district that is affected by this new law.

Commissioner Pesce asked how this request was different from the developer's proposal in 2025.

The petitioner, John Messina, was present at the meeting with Jeff Budgell, Architect. Mr. Messina spoke to the proposal saying the stormwater works better and there is a larger footprint for the building. He added that he has a client who sells medical equipment and has needs for storage, and that is what generated this concept.

Chairman Loftus asked how not requiring parking would affect the back of the building. Mr. Harper answered no impact because of the lot coverage. Mr. Messina said there is public parking across the street, and he has studied the traffic there. He reported that at peak times the parking lot is 80% full.

Chairman Loftus asked who was the target audience of the office space? Mr. Messina said that the medical supply client was interested in leasing the whole building.

Commissioner Arango asked if retail space was included, and Mr. Messina answered no. She asked about parking for employees. Mr. Messina said they could park across the street in public parking, noting the client has 6-7 employees.

Chairman Loftus asked about commuter parking and Blue Dot parking, and Mr. Harper answered.

Commissioner Pesce commented that the current mix of the neighborhood is both office and residential.

Chairman Loftus asked the petitioner if he will sell the building. Mr. Messina answered possibly, as he works in real estate.

Commissioner Cooper commented that the Village's Comprehensive Plan favors the C5B district to be residential. Mr. Harper said the Village strategic plan calls it "transitional" and recommends that residential lots be considered as a use in C5B.

Mr. Messina passed out paper copies of the building concept. Chairman Loftus commented that the building was handsome and the Village could possibly get some tax dollars from it.

Commissioner Arango asked about outside illumination. Mr. Messina said they would meet Village requirements.

Commissioner Cooper asked to clarify the Commission's role in considering this proposal. Mr. Harper said that any new building in the district requires a PUD. Cooper asked what is the standard by which the Commission may make a determination. Mr. Harper called up the Code and read the evaluation factors.

Chairman Loftus asked if a traffic study was required. Mr. Harper answered that it is not specified, noting that the Community Development Director has authority to waive certain supporting documentation requirements if it is not pertinent to the development proposal.

Chairman Loftus said he thinks the Commission should move the proposal forward and he liked the look of the building.

Commissioner Cooper said he thought the building was attractive, but he would like to see the lot used for residential purposes.

Chairman Loftus asked what would be required to convert the proposal to residential. Mr. Harper said the new state law about parking near transportation hubs applies to residential buildings, too. Mr. Messina added that his previous proposal was residential, but it was not feasible for the lot.

Commissioner Morrison complimented Mr. Messina on the look of the building, but she did not think the elevations resemble what it is depicted the rendering. She said she would like to see how this building will impact the residential home next door. Being 4 feet from their property line, that is a concern to her. She would like to see how this building will be in relation to the buildings surrounding it. Commissioner Morrison thinks it may dwarf the other buildings, but other than that, she was OK with the concept.

Commissioner Morrison said it would be helpful to get approval from the neighbors. Mr. Messina said he was working with St. Petronille Church and was waiting to hear from them.

#### **E. Trustee Liaison's Report**

In Mr. Thompson's absence, Trustee Kelli Christiansen reported highlights from the February 23, 2026, meeting of the Village Board:

- Eighty (80) homes were completed in the Lead Service Line Replacement program since January 1.
- The Board approved the 2026 streetscape work throughout the Village.
- The Board completed their third meeting to discuss the Strategic Plan; the next steps involve meeting with Village staff.
- The Board approved banning e-bikes on any sidewalk throughout the Village. E-scooters are banned based on the type of e-scooter which presents a complication for enforcement.

#### **F. Chairman's Report.**

None was presented.

#### **G. Staff Report.**

Mr. Harper reported:

- The March Plan Commission meeting will consider a salon proposal.
- The March Historic Plan Commission will review signage for an historic plaque to be displayed at the new Metra Station.
- The March Zoning Board of Appeals will consider a garage issue.

- The official Zoning Map will be presented for approval on the March 9, 2026, meeting Village Board. The map includes zoning changes for Ackerman Park and the Full Circle Communities development on Taft Avenue.
- The Zoning Code revision project will invite groups of stakeholders for interviews in 3 sessions. The sessions will take place in March. Two are residential-focused, and one will focus on the commercial zoning code.

Commissioner Cooper asked how the stakeholders are determined. Mr. Harper said the first group includes professional residential builders and engineers who work extensively in Glen Ellyn. The second residential group will include members of different commissions and people who have taken an interest in zoning code issues based on project experiences they had with the Village. The commercial group will include commercial property developers and owners that the Village has worked with in the past 5 years.

Commissioner Cooper asked if they are focused on facilitating the process as opposed to overall land-use. Mr. Harper said this phase sets the stage for the next round when the Village will open it to input from the public.

Commissioner Morrison asked if minutes or reports would be available that the Plan Commission could view. Mr. Harper said he didn't know, but the meetings will be recorded. Commissioner Morrison asked if the interviews will be conducted during the day or evening. Mr. Harper said two during the day, and one in the evening.

Chairman Loftus said the Glen Ellyn Historical Society is erecting four exhibits along the Illinois Prairie Path and asked if the Village was involved. Mr. Harper said that whoever is installing the signs will be required to have a sign permit.

Chairman Loftus asked if the Glen Ellyn Arts Council Mural Competition installation would have to be considered by the Plan Commission for variations. Mr. Harper said the Village has other codes that address murals and beautification displays.

There was no other business before the commission. Chairman Loftus asked for a motion to adjourn. Commissioner Kreuzer motioned. Commissioner Arango seconded. All voted in favor of the motion.

The meeting was adjourned at 10:32 p.m.



**Glen Ellyn Plan  
Commission**  
535 Duane Street  
Glen Ellyn, IL 60137

Meeting 3/26/2026 7:00 PM  
Department: Community Development  
Department Head: Jennifer Henaghan  
Category: Public Hearing  
Prepared By: Daniel Harper

**AGENDA ITEM (ID  
# 2026-209)**

**DOC ID: 2026-209**

## **Public Hearing - 503 Duane Street, Special Use Permit - Glowe Salon**

### **Statement of the Issue:**

The petitioner, House of Koukla DBA Glowe, is requesting a Special Use Permit to allow the operation of a beauty shop in the C5A Central Retail Core Subdistrict.

### **Analysis:**

**BACKGROUND:** The subject property is approximately 6,324 square feet and is part of a multi-use commercial building. The suite space was most recently occupied by The Pilates Experience.

**SURROUNDING CONDITIONS:** Zoning in the surrounding area is C5A Central Retail Core Subdistrict and C5B Central Service Subdistrict. Specifically, the surrounding land uses are as follows:

<b><u>Surrounding Land Uses</u></b>	<b><u>Zoning</u></b>
North: Bank	C5A Central Retail Core Subdistrict
South: Multi-Family Mixed Use	C5A Central Retail Core Subdistrict
East: Mixed Use	C5A Central Retail Core Subdistrict
West: Medical Office	C5B Central Service Subdistrict

**PUBLIC HEARING:** A notice of public hearing for the requested approvals was published in the March 5, 2025, edition of the Daily Herald. Property owners within 250 feet of the property were notified by mail of the public hearing and placard signs were placed on the site.

### **PROJECT SUMMARY:**

The Petitioner is requesting a Special Use Permit to allow the use of a beauty shop at 503 Duane Street in the C5A Central Retail Core Subdistrict. The Petitioner is currently doing business in Glen Ellyn and wants to relocate her business, House of Koukla, which is currently located at 577 Pennsylvania Ave Suite #101 in the C5B Central Service Subdistrict. The current location does not require a special use permit as the use of a beauty shop is allowed by right in the C5B Central Service Subdistrict.

The Petitioner has stated that she is looking to convert the space into an appointment-based beauty

services and retail studio, consistent with the building's historic use. The proposed beauty shop would also have a retail component for beauty products. The applicant has reported that approximately 15% of their current business is retail-based.

The Petitioner maintains that the proposed use will not generate any additional noise, odors, glare, fumes, or vibration and that the request aligns well with the neighboring uses. The beauty shop is situated between complementary medical and wellness businesses, including an ophthalmologist, health spa, a beauty shop, and a dental office.

**Budget Impact:**

**Contribution to Strategic Plan**

**Action Requested:**

The Plan Commission should consider the petitioner's request for approval of a Special Use Permit and make a recommendation to the Village Board for approval, approval with conditions, or denial. In deliberating this recommendation, the Plan Commission should consider the criteria in Section 10-10-14(E) of the Zoning Code.

**Attachments:**

1. Application - Special Use
2. Aerial Map
3. Zoning Map
4. Plat of Survey
5. Floor Plans
6. Special Use Presentation- HOK-GLOWE



## VILLAGE OF GLEN ELLYN

---

### **Special Use Permit Application Packet**

*Community Development Department  
535 Duane Street – Glen Ellyn, IL 60137 – Telephone 630.547.5250 – Fax 630.547.5370*

**APPLICATION FOR SPECIAL USE PERMIT**

Date Filed: 2/1/2026

Application No: 2026-0008

**Name of Applicant: House of Koukla DBA Glowe**

Address of Applicant: 600 Enterprise Drive Oak Brook, IL 60523

Property Interest of Applicant: Tenant

**Name of Owner: Aim Duane LLC**

Address of Owner: 600 Enterprise Dr N 120 Oak Brook, IL 60523

**Contacts:**

Type	Name	Address
Petitioner	House of Koukla	600 Enterprise Drive Oak Brook, IL 60523
	DBA Glowe	
Web Administrator	House of Koukla	600 Enterprise Drive Oak Brook, IL 60523
	DBA Glowe	600 Enterprise Dr N 120 Oak Brook, IL 60523
Parcel Owner	Aim Duane LLC	Oak Brook, IL 60523

**Property Address: 503 Duane St A**

**Project Description:**

House of Koukla, Inc., an already existing Glen Ellyn business, is proposing the establishment of Glowe, a beauty services and retail studio in Glen Ellyn at new location at 503 Duane Street. The project involves the renovation of an existing, vacated, commercial space to create a professionally operated, appointment-based studio offering makeup, bridal services, spray tanning, skincare, blowouts and personal care retail. A curated retail area will offer beauty products that directly complement the services provided.

Operations will be primarily by appointment to ensure predictable scheduling and controlled client flow, while maintaining a quiet, low-impact environment. The interior layout includes styling stations, treatment rooms, a shampoo station, and a retail and reception area, all within the space.

House of Koukla has been in business for over sixteen years, including eight years serving clients in Glen Ellyn. This project represents an expansion of an established local business and will enhance an existing commercial space with a professional, service-oriented use



and economic vitality while maintaining compatibility with surrounding properties. Quiet operations, limited traffic, and a partial retail component ensure minimal impacts while providing community wellness services.

2. Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area:

The use shall involve basic interior renovation of an existing space and will be operated in a manner consistent with the character of the district. The appointment-only, service-based studio will function quietly indoors with no exterior impacts, amplified sound, or group traffic. Design will meet all building and safety codes and feature a clean, professional aesthetic. The project supports local reinvestment while remaining harmonious with previously approved surrounding businesses.

3. Will not be hazardous or disturbing to existing or future neighborhood uses:

Glowe will not be hazardous or disturbing to surrounding properties. Glowe is a low-intensity, appointment-based beauty and wellness studio operating entirely indoors in a quiet, controlled environment. The business uses standard professional products, involves no hazardous materials or heavy equipment, and generates no excessive noise, odor, or traffic. Staggered appointments ensure minimal activity, making the use compatible with existing and future neighborhood uses.

4. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services:

N/A. Glowe shall not require any unusual or excessive use of public facilities or services. Fire protection shall be deemed to code for occupancy. Glowe will not exceed standard uses of any public utilities and is a light use refuse business.

5. Will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village:

House Of Koukla Inc is an already established business at 577 Pennsylvania. The services offered do not and shall not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village.

6. Will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors:

Special Use will not involve any detrimental activities to any processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors. Light music shall be played from a single speaker infrequently. No fumes shall be emitted.

7. Will have vehicular approaches to the property, which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads:

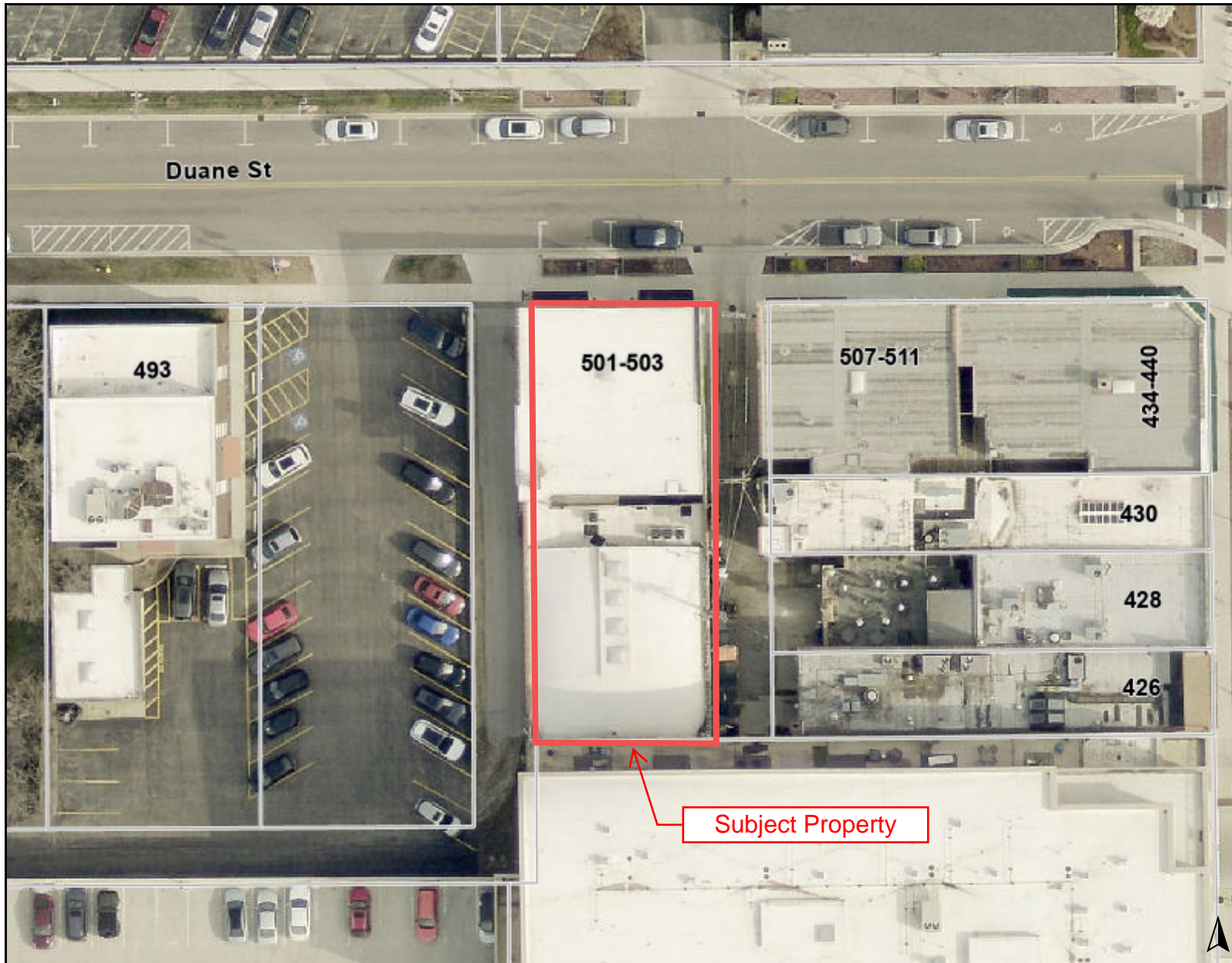
Glowe's typical average occupancy while in operation should not exceed more than 4 people time: 2 employees, 2 customers. Undue interference with traffic on surrounding public streets should be less than 4 vehicles on average during hours of operation.

8. Will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief:

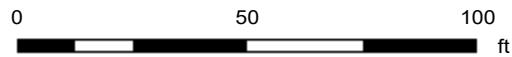
N/A. Glowe shall have limited water usage throughout operating hours.

9. Will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community:

N/A. Interior remodel only.



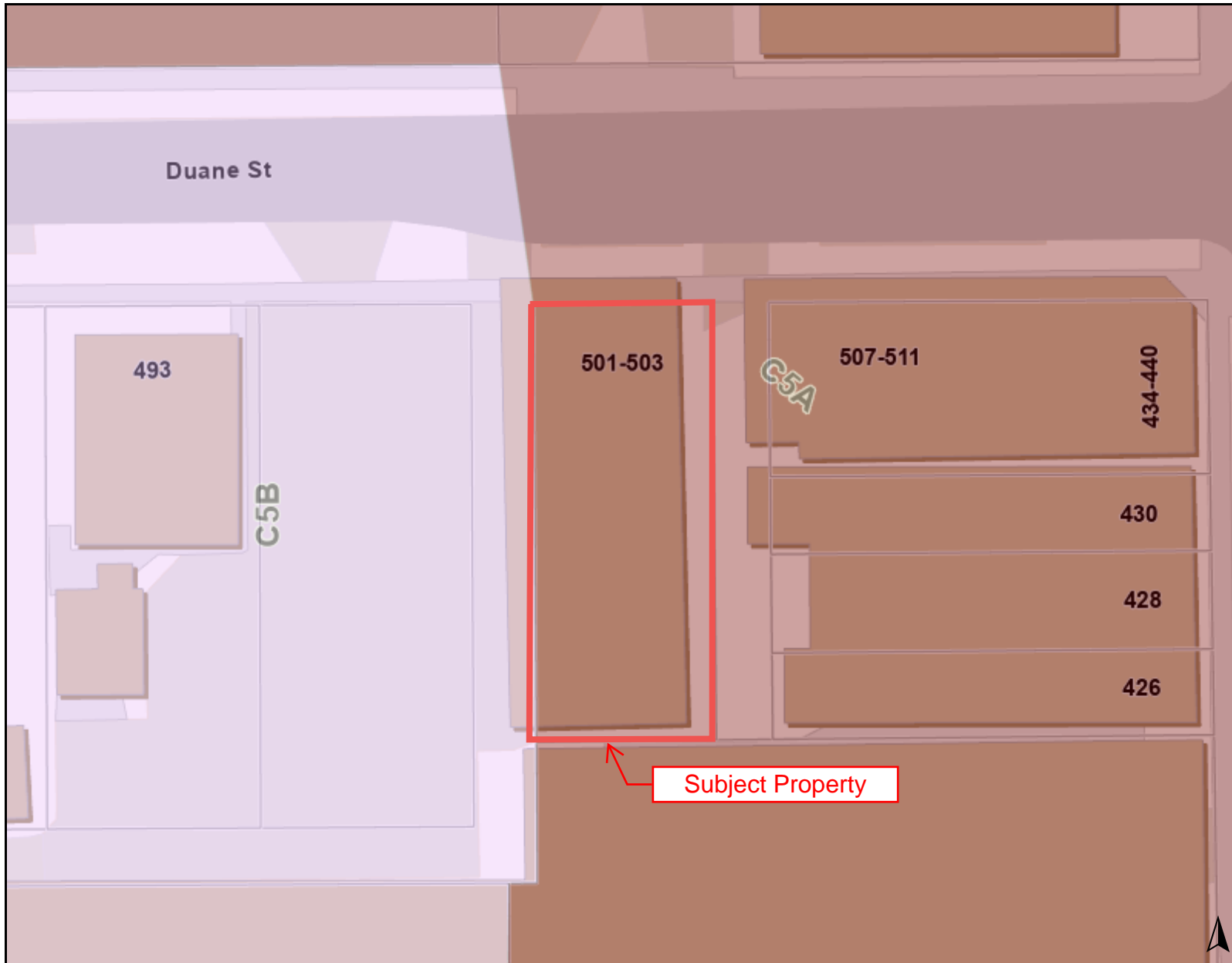
**Legend**



**Print Date: 3/16/2026**

**Notes**

*Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.*

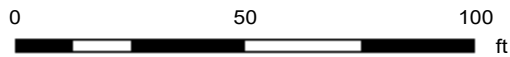


**Legend**

Zoning and Development

Zoning

- C5A: Central Business District (Retail Core)
- C5B: Central Business District (Service)



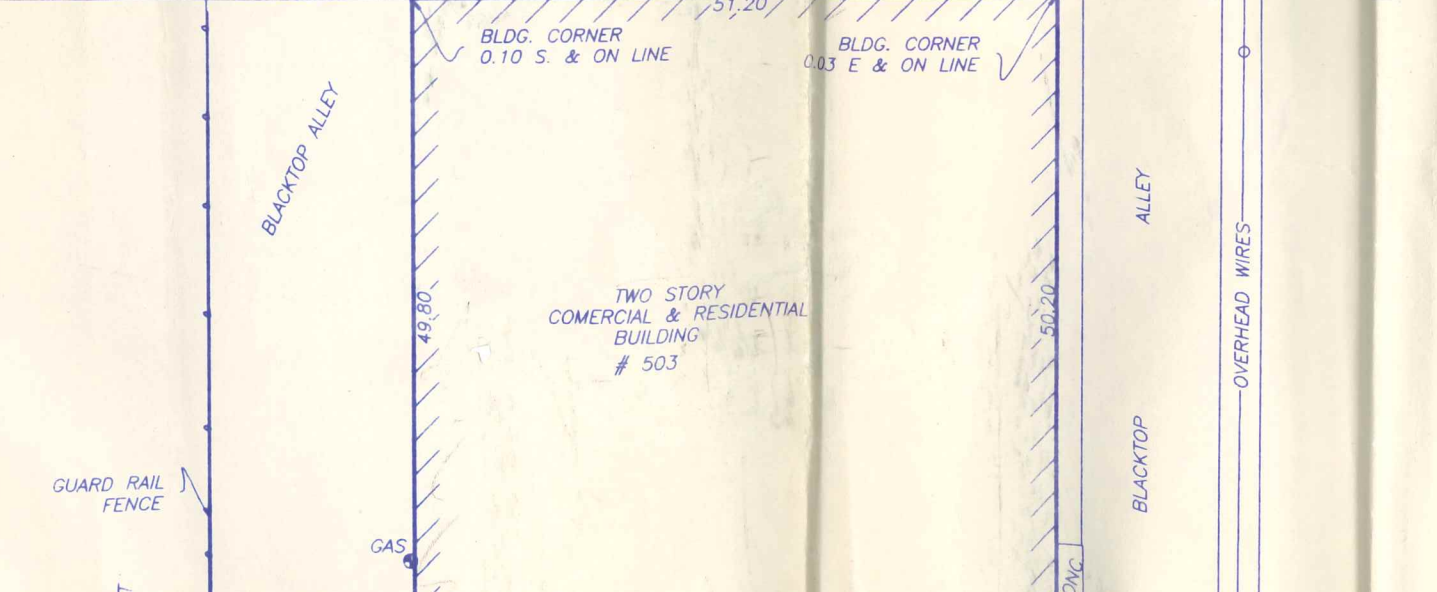
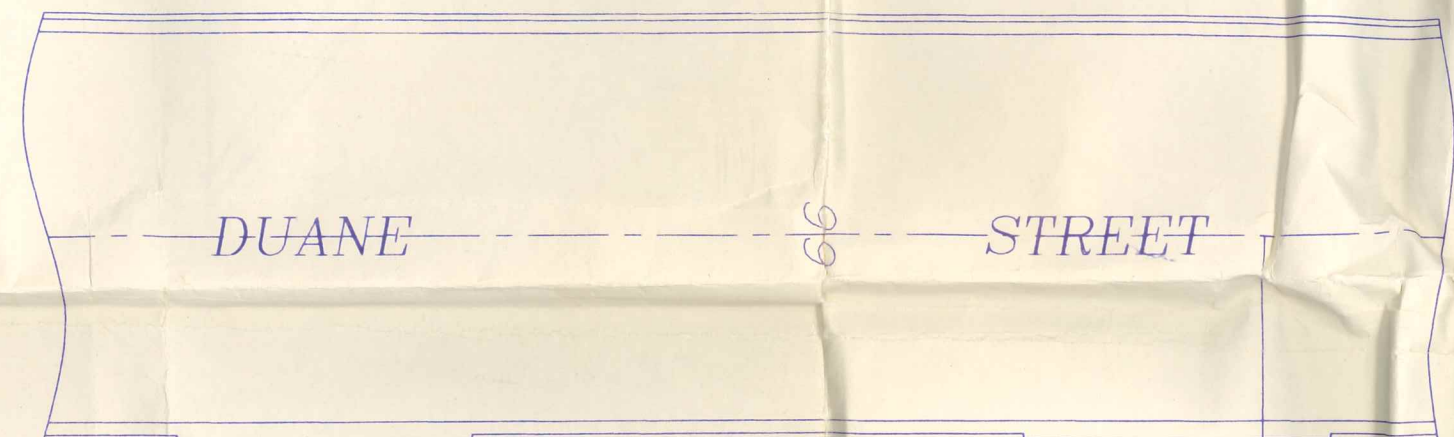
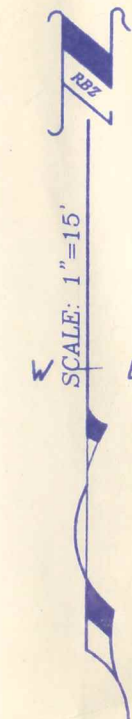
Print Date: 3/16/2026

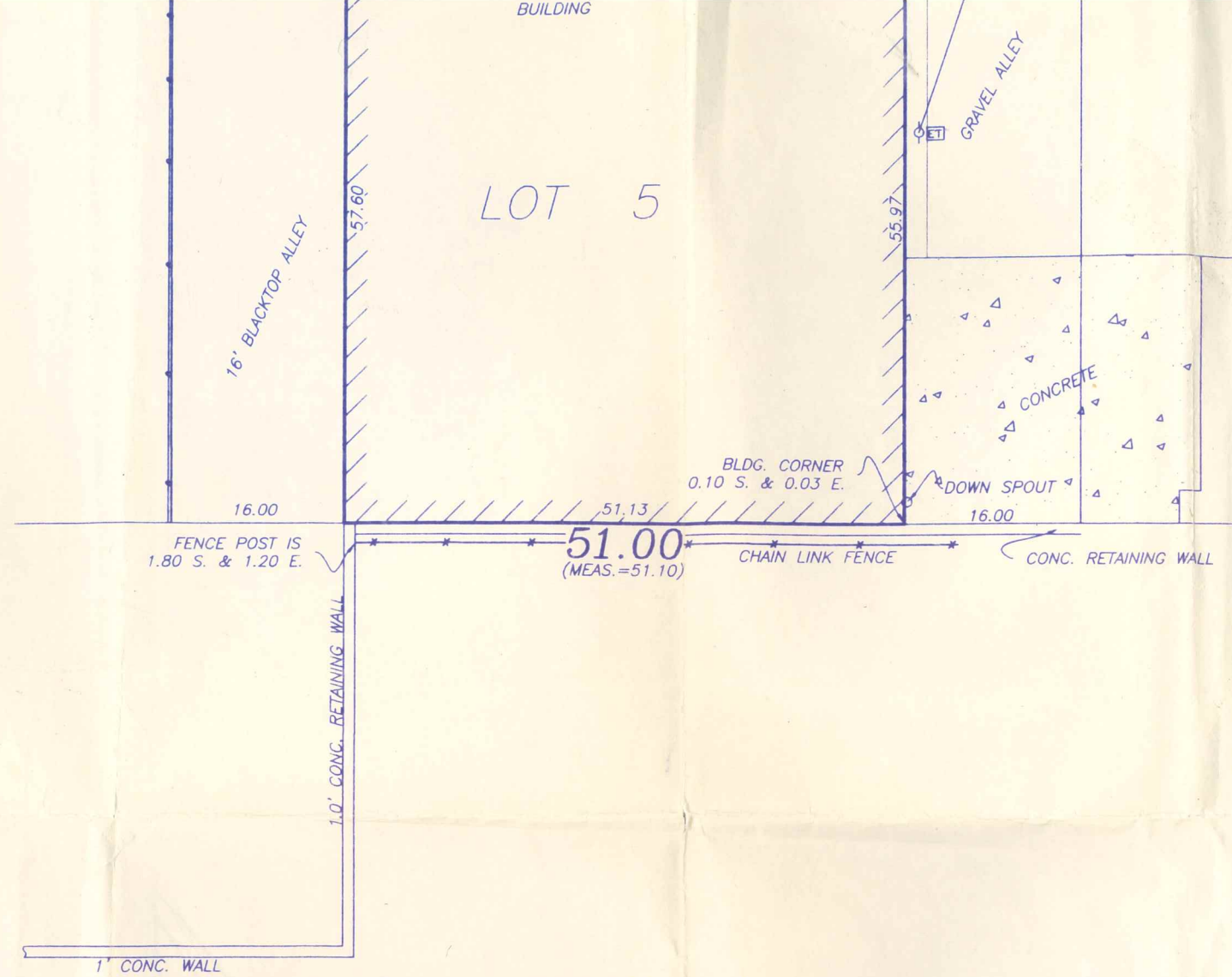
Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

# PLAT OF SURVEY

LOT 5 IN NISSEN'S SUBDIVISION, A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 9, 1926 AS DOCUMENT 211143, IN DUPAGE COUNTY, ILLINOIS.





CERTIFIED TO: CHICAGO TITLE INSURANCE CO.  
AIM DUANE LLC.

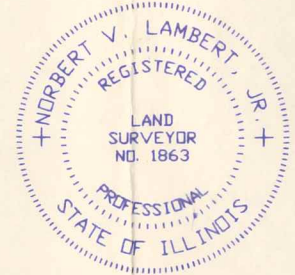
**LEGEND**

⊗ = CATCH BASIN \ INLET	CONC. = CONCRETE
⊙ = FIRE HYDRANT	FIR = FOUND IRON ROD
⊕ = GAS VALVE	FIP = FOUND IRON PIPE
⊗ = LIGHT	INV. = INVERT
⊠ = FLARED END SECTION	(M) = MEASURED
⊙ = SANITARY MANHOLE	M.E.S. = MITERED END SECTION
⊙ = STORM MANHOLE	M.H. = MANHOLE
● = deciduous tree	PVC = POLYVINYLOXYL CHLORIDE PIPE
● = coniferous tree	(P) = DESCRIBED BY PLAT
⊞ = electric transformer	P.B. = PLAT BOOK
⊙ = telephone vault	RCP = REINFORCED CONCRETE PIPE
⊙ = utility pole	R.W. = RIGHT OF WAY
⊙ = water box (8"b-box)	T.O.B. = TOP OF BANK
⊙ = water vault	T.O.S. = TOE OF SLOPE
C.I. = CURB INLET	U.G. = UNDERGROUND
	PP = POWERPOLE
	EL. = ELEVATION
	EOP = EDGE OF PAVEMENT
	WV = WATER VALVE
	FHA = FIRE HYDRANT ASSEMBLY

**ALTA \ ACSM CERTIFICATION:**

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA \ ACSM LAND TITLE SURVEYS" JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND ACSM IN 1992, INCLUDES ITEMS 1, 2, 3, 4, 7A, 7B, 8, 9, 10, 11 AND 13 OF TABLE A THEREOF, AND PURSUANT TO THE ACCURACY STANDARDS (AS ADOPTED BY ALTA AND ACSM AND IN EFFECT ON THE DATE OF THIS CERTIFICATION) OF AN "URBAN SURVEY"

DATE: OCTOBER 17, 2000  
 SIGNED: Norbert V. Lambert Jr.  
 ILLINOIS LAND SURVEYOR No. 1863



**SURVEYOR'S CERTIFICATE**

THIS IS TO CERTIFY THAT I, AN ILLINOIS LAND SURVEYOR, HAVE SURVEYED THE PROPERTY DESCRIBED ABOVE, INCLUDING BUILDINGS AND FINAL IMPROVEMENTS AND THAT THE PLAT IS A CORRECT REPRESENTATION OF SAID SURVEY GIVEN UNDER MY HAND AND SEAL, ON THIS 17TH DAY OF OCT. 2000. THIS SURVEY IS NOT VALID WITHOUT THE SURVEYOR'S IMPRESSED SEAL.

Norbert V. Lambert Jr.  
 NORBERT V. LAMBERT JR.  
 ILLINOIS PROFESSIONAL LAND SURVEYOR No. 1863

THIS PLAT OF SURVEY PREPARED FOR:  
**CHICAGO TITLE INSURANCE COMPANY**  
 ORDERED BY: ATTORNEY : FEWKES WENTZ & STRAYER  
 PHONE: (630) 954-3366  
 FAX: (630) 954-3801

THIS PLAT OF SURVEY PREPARED BY:  
**LAMBERT & ASSOCIATES**  
 ILLINOIS LAND SURVEYORS  
 320 SOUTH REBER STREET  
 WHEATON, ILLINOIS 60187  
 PHONE: (630) 653-6331  
 FAX: (630) 653-6396

DRAWN BY: RBZ APPROVED BY: NVL  
 DATE: 05-31-00 ORDER NO. 00 E 143  
 FILE NO.: 00 355  
 D:\DRAWINGS\000355\000355

REVISIONS	NO.



**GENERAL DEMOLITION NOTES**

- All doors and hardware to be removed per schedule.
- Not used
- Perform all necessary wrecking and debris removal as required to complete the Work. Note that some materials are being re-used and must be saved and protected by the Contractor. If any materials noted for reuse are damaged or lost, Contractor shall furnish new replacement materials at no additional cost to Owner.
- Perform all Work and furnish all plant, material and labor necessary to remove debris from the premises.
- All demolition shall be performed in a neat workmanlike manner. Special care shall be taken to protect all work to remain. If damage is done to Work to remain, contractor shall replace or repair such Work at no additional cost to Owner, including all glass.
- The premises shall be kept secure to prevent access of unauthorized persons during demolition and construction.
- Demolition shall include all work indicated on the demolition plan and shall include the removal of all items, electrical, mechanical, etc., concealed within work to be removed along with the removal and proper capping off of all abandoned electrical and mechanical work and/or systems. Notify Owner 24 hours in advance of any shut down or electrical or plumbing systems.

**CARPENTRY NOTES**

- Furnish and install metal studding and steel centerings, blocking, grounds, blocking, fire stops, building paper, soffits, interior woodwork and all rough hardware and fasteners as required to secure the Work.
- All interior studding shall be 3/8" metal studs, 22 gauge metal, at 16" on center unless noted otherwise on drawings. All wall framing shall be 1 1/2" metal studs at 16" on center. Floor and ceiling runners shall be minimum 20 gauge.
- Interior wall headers shall be 2-6" metal "C" channels unless noted otherwise.
- Ceiling joists shall be 6" metal "C" channels at 16" on center unless noted otherwise on drawings.
- Install the following:
  - New millwork and casework
  - New doors and frames.
  - Wall insulation.
  - New hardware.
  - Owner furnished furnishing and equipment. Verify scope of dental equipment installation prior to bid submittal.
- Install all finish hardware and trim. Set in accordance with manufacturers' instructions and as provided or specified under other Divisions of the Specification. Provide miscellaneous fasteners as required to complete the Work.
- Set Owner furnished furnishing and equipment and all casework and millwork, provided for under Millwork, following AWI standards for custom millwork, set plumb, level and true. Provide all required installation supports, fasteners, and connectors.
- Provide all fasteners, connectors, screws, nails, bolts, joist hangers, adhesives, and other installation accessories necessary for proper erection, installation and completion of work under this section of the specifications.
- Perform all supervision of the Work of all trades and subcontractors.
- Cleanup: This Contractor shall be responsible for keeping the construction area clean and shall not allow excess waste materials to build up. Broom clean construction areas of residence at the end of each work day. Upon completions of the Work, this Contractor shall remove all debris and excess material from site and shall leave the construction area broom clean.

**FINISH HARDWARE NOTES**

- Hardware shall be Schlage or equal. Bored lock and latch sets, D series for all interior doors. Lever design "Athens" style latch and lock sets, Satin Chrome Finish #626. All locks to be "master" keyed. Provide two (2) keys for each lock and two (2) master keys. All keys to be tagged with room numbers.
- Unless noted otherwise, provide 1 - 1/2" pair of full mortise type hinges on each door with non-rising pins for non-security exposure and non-removable for exterior exposure. Ball bearing type hinges shall be used with door closers, not used.
- Unless otherwise noted, all hardware items to have U526 finish (satin chrome).
- Provide wall type door bumpers for all swinging doors.
- All doors to have silencers and stops.
- Verify that existing entry door closers and any other doors with closers shall not exceed force of 8.5 lbf to open door and adjust or replace closures as necessary.
- Provide detectable warnings on all door devices to equipment rooms.
- Not used
- Any manufacturer's product which is listed below and which is equivalent in quality, design, and function as specified may be substituted.
  - Butts-Hager, Lawrence, McKinley
  - Lock/Latchsets-Schlage, Russwin, Sargent, Yale
  - Closers-Russwin, LCN, Norton
  - Holdings, Stops-Brookline, B Brass Works, Russwin, Sargent
- Submit door and hardware schedule for Project Director's review and approval.

**ELECTRICAL NOTES**

- The electrical contractor shall be responsible for supplying a complete and fully operational system (power and lighting) the extent of which is shown on the drawings, to meet the requirements of all applicable governing and regulating agencies. Electrical contractor shall furnish and install junction boxes and conduit stubbed into ceiling for telephone as shown on the plan. Wiring, final terminations and low voltage devices shall be the responsibility of the tenant. All work shall comply with the 2020 N.E.C. and GLEN ELLYN Codes
- Work shall include, but not be limited to the following: Removal and disposal of any temporary lighting, power, or associated wiring. Re-circuiting or redistribution of existing circuits to optimize available service and provide for new requirements. Night lighting circuits as required. Wall mounted emergency exit lighting with battery backup. Exit signs as required. New track light fixtures and heads. Wiring of exhaust fans and temperature controls. Installation of box and conduit for telephone.
  - Omitted.
  - All new material or equipment shall be of the type and quality specified. Where Underwriters Laboratories, inc. have established standards for such materials, provide only materials bearing the U.L. Label. All distribution wiring shall be insulated copper with fire resistant outer coating-sizes through #10 AWG shall be T.W. all wiring shall be installed in conduit.
  - Unless noted otherwise all switches, switch plates, outlets, and outlet covers shall be snow white.
  - Electrical outlets shall be mounted at 15" above finished floor to bottom unless noted otherwise on drawings. All duplex outlets to be of grounded type.
  - Light switches and wall mounted telephones shall be mounted at 48" A.F.F. to top unless noted otherwise.
  - All outlets and switches noted to remain in the areas of work shall be checked and serviced as required to ensure proper operation.
  - Existing electrical distribution panel to remain.

**MECHANICAL NOTES**

- No change to existing hvac or ductwork

**PLUMBING NOTES**

- No change to existing plumbing or fixture count.

**CEILING CONSTRUCTION NOTES**

- All suspended ceiling grids, mechanical systems, electrical systems components and plumbing systems shall be supported independently from building structural system.
- All lay-in ceiling fixtures shall be secured to ceiling grid per Article #4 I.O.-15 and 16(c) 2020 N.E.C.
- Emergency lighting and exit signs shall be battery back-up type. Said equipment shall be spaced and located throughout all occupied spaces to meet applicable codes and are subject to the approval of the GLEN ELLYN Fire Department.
- All support materials for ceiling grid systems, plumbing, and gas piping, electrical conduit and equipment, and to include mechanical equipment, shall be independent from each other, i.e. mechanical equipment attached to ceiling grid support.
- Any penetrations in fire rated assemblies shall be sealed equal to the fire rating of the assembly penetrated. All holes, voids, openings around existing or new piping, conduit, mechanical duct, walls to floor/ceiling applications and the like, shall be effectively sealed. (Fire stopped with approval U.L. listed materials)
- Provide cutouts and other special provisions in acoustical ceiling work as required for lighting fixtures, registers, diffusers, sprinklers, and other inserted items. All cutouts shall be centered within tile and aligned.
- Patch, repair, and replace all areas as required.
- All materials shall have Class I Flame Spread rating and be installed in accordance with manufacturers' specifications and codes.
- All joints in the tile field shall be square, level, and perfectly aligned with each other.

**FIRE ALARM REQUIREMENTS**

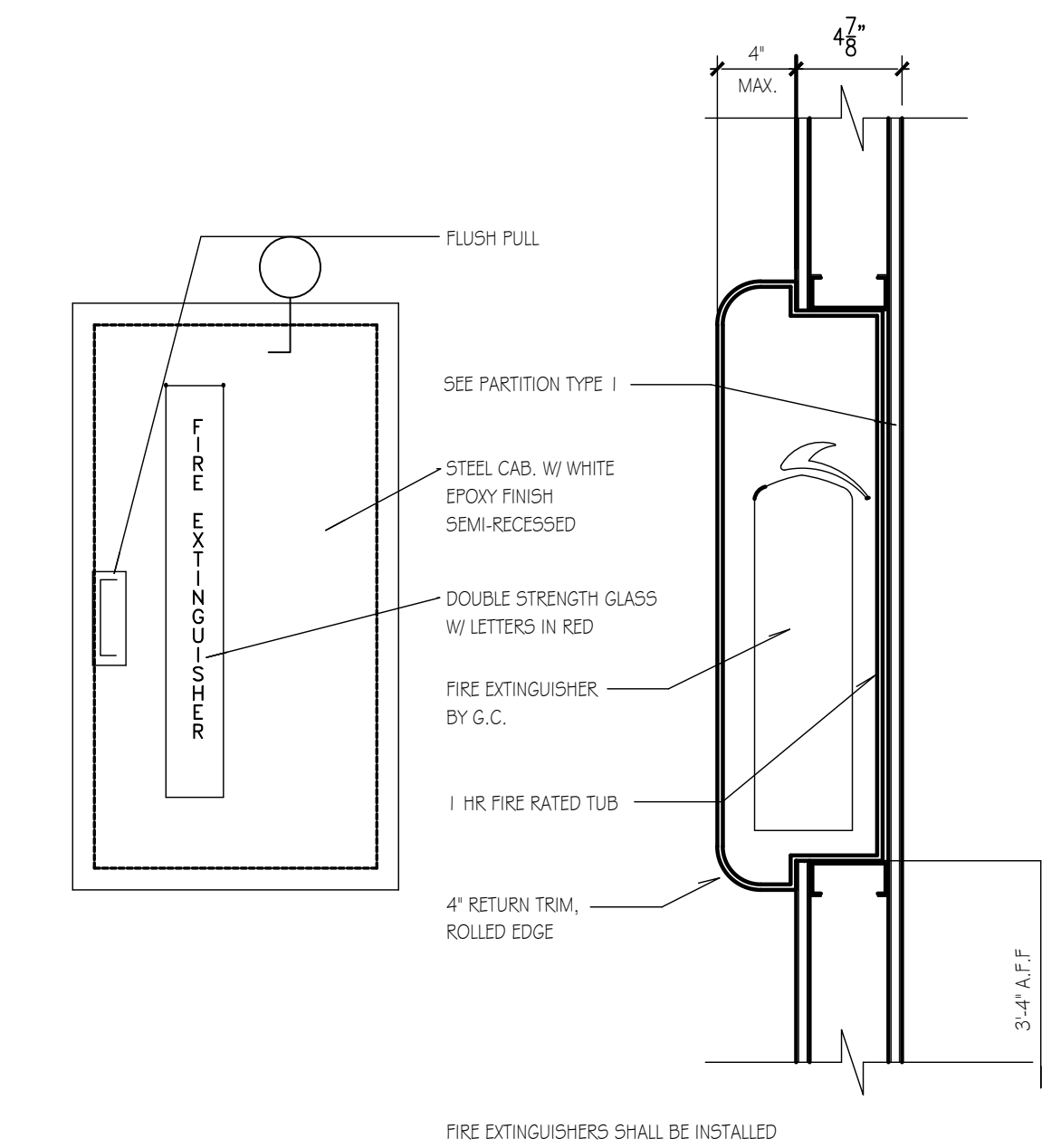
Fire alarm systems are not to be taken out of service while the building is occupied without permission from the fire department.

Contractor to provide separate fire alarm plans which must include battery calculations, cut sheets on the smoke detectors, strobes, and horn strobes. These new devices must be listed for the fire alarm panel.

CHANGES / ADDITIONS TO THE FIRE ALARM SYSTEM TO BE SUBMITTED SEPARATE PERMIT

ROOM		FLOOR FINISH	BASE			WALL FINISHES				CEILING		REMARKS
NO.	NAME		HT	MTRL	FIN	N	S	E	W	HT	MTRL	
MAIN	RECEPTION	LVT	3.5'	FINE	PAINT	PT.	PT.	PT.	PT.	XXP	A.C.T.	
	SALON											
	SPRAY TAN											
	FACIAL TREATMENT RM.											
	HALL	NO WORK										
	WC											

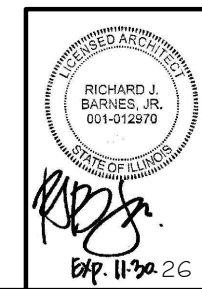
PAINT: STAIN INTERIOR DOORS, PRIME WITH TWO COATS, PRIME AND PAINT INTERIOR WALLS WITH TWO COATS, PAINT INTERIOR WALL FINISH AND MOLDING WITH TWO COATS. ALL WALLS TO GET ONE PRIME COAT PRIOR TO FINISH COAT APPLICATION



**1 FIRE EXTING. CABINET**  
N.T.S.

2 PER FLOOR NEAR EXIT DOORS, MAY BE SURFACE MOUNTED AT EXISTING WALLS. NFPA 10 CONFORMING, 2A 10BC EXTINGUISHER WITH 3-D SIGNAGE ABOVE

NOTES	
SCHEDULES	
DETAILS	
CONSTRUCTION	
BIDDING	
PERMIT	1-14-26
REVIEW	1-7-26







# House of Koukla, Inc. - Glowe

Special Use Presentation

Beauty Services and Retail Studio

Glen Ellyn, Illinois

Presented by Christi Rantis, Owner

# Our History

House of Koukla has proudly served clients for 16 years, with the past 8 years based in Glen Ellyn. What began as a small bridal beauty service has grown into an established, highly respected studio specializing in professional makeup, hair styling, spray tanning, and skincare services.

We have built our business through consistency, professionalism, and long-term relationships with our clients and the local community.

Today, House of Koukla is recognized as a trusted destination for both everyday beauty services and special events. We are the proud winner of the Wedding Wire Couples' Choice Award for the past six years.



# Rooted in Glen Ellyn



House of Koukla has operated in Glen Ellyn for nearly a decade.

Our clientele includes:

- Local residents and families
- Bridal parties and event clients
- Returning customers who book with us year after year

We are proud to contribute to the vibrancy of the downtown area and intentionally support neighboring businesses through cross-referrals and shared clientele.

Many of our guests dine, shop, and spend time locally before and after appointments.



# Regional Draw and Economic Impact

---

What sets us apart

Our business is not limited to walk-in traffic.

Brides and event clients regularly travel from:

- Chicago
- Surrounding suburbs
- Out of state

These visitors often stay, shop, and dine in Glen Ellyn, bringing additional revenue to the community.

House of Koukla functions as a destination service business that increases local economic activity beyond our doors.

# What Makes Us Different

**We are not a traditional salon.**

We specialize in:

- Bridal and event beauty services
- Professional makeup artistry
  - Skin care and esthetics
  - Spray tanning
- Small curated retail

Appointments are scheduled in advance,  
which results in:

- Controlled traffic flow
- Minimal parking impact
- Quiet, appointment-based operations
- No high-volume walk-in congestion

**Our business model is calm, service-oriented,  
and low impact for neighbors.**



# Retail Component

Approximately 15% of our current business is retail-based, consisting of professional skincare, beauty, and wellness products- including our own custom line of cosmetics.

With the new space, we plan to expand this offering through:

- Curated professional brands
  - Giftable items
- Local and small business products
- Beauty essentials for everyday clients

This allows us to operate more like a boutique studio rather than a traditional salon and increases taxable retail sales for the Village.





# The Vision

Our new studio  
is designed to be:

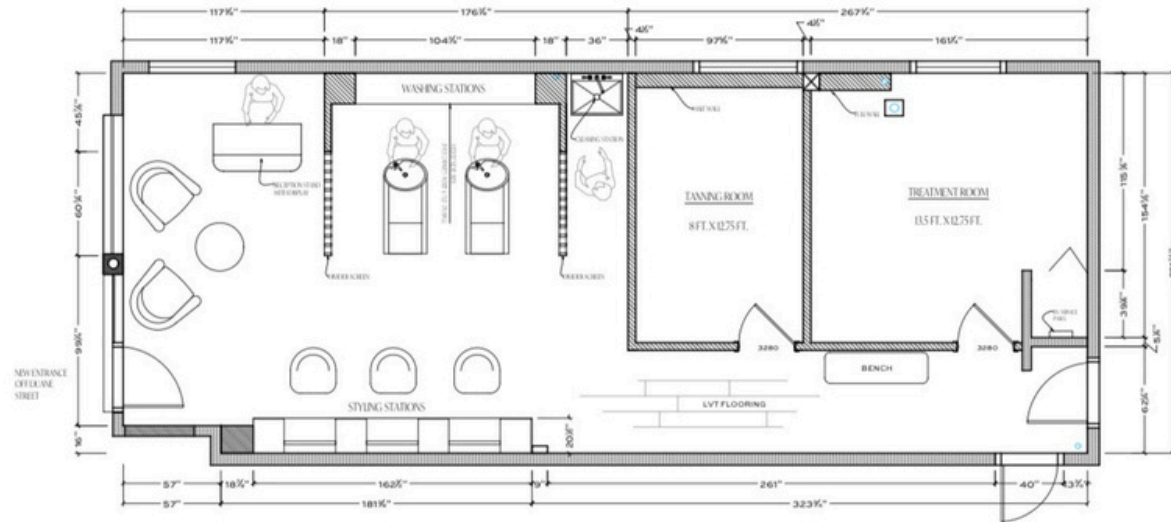
- Elevated
- Professional
- Quiet and appointment-based
- Aesthetic and welcoming

The space prioritizes cleanliness, organization, and a boutique shopping experience rather than high-traffic salon activity.

This concept aligns more closely with wellness and personal care services than traditional retail.







1 PROPOSED BUILD OF NEW SPACE PLAN  
1/4" = 10'

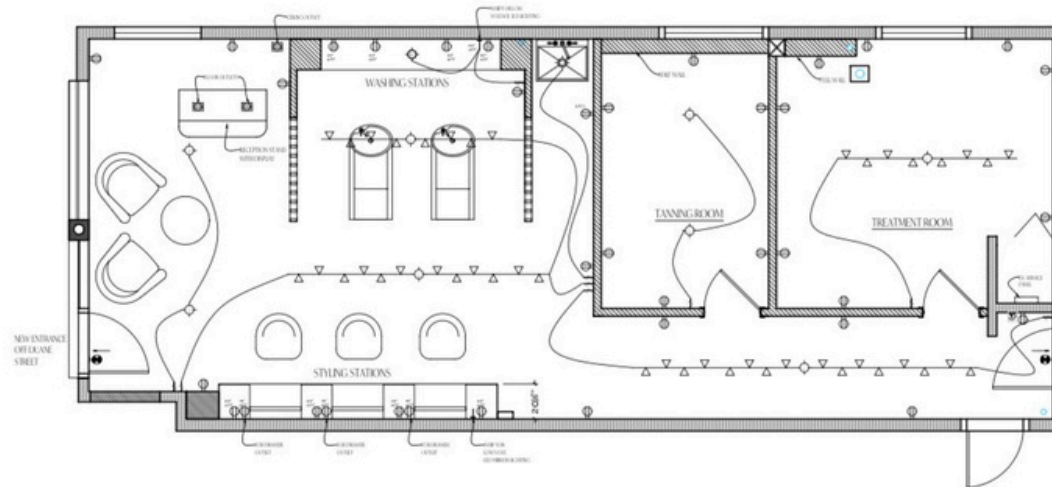
LIGHTING LEGEND	
⬇	SINGLE POLE SWITCH
⬇	RECESSED CEILING DOWN LIGHT
⊕	DUPLEX OUTLET

WALL LEGEND	
▨	EXISTING WALL
▩	WALL REMOVED
▧	NEW WALL
▦	NEW STUDS

HOK SALON  
503 DUANE STREET  
SUITE A  
GLEN ELLYN, IL 60137

DATE: 12.10.2009  
REVISED:

SCALE: 1/4" = 10'	
NEW FLOOR PLAN	
SHEET NO.	1







# Why this location is appropriate

- The property is not located on a main retail corridor
  - It is situated on a quieter side street
- The previous tenant was a Pilates and massage studio
  - We are not replacing an existing retail storefront

Historically, traditional retail businesses have struggled in this location, while service-based businesses have performed successfully. Our service-driven model aligns with the building's proven use pattern.

# Community Committment

**House of Koukla is  
more than a  
business. We are  
part of the  
community.**

We:

- Employ local artists and service providers
- Partner with local vendors
- Support local events and charities
- Serve hundreds of Glen Ellyn residents annually

Our goal is long-term stability and positive contribution, not short-term turnover.

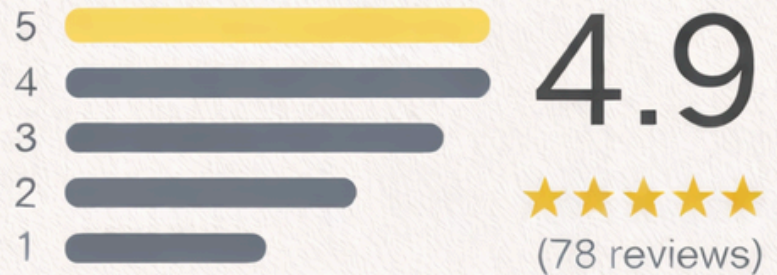
We are committed to being responsible, respectful neighbors.

# Proven Client Satisfaction



★★★★★ 5.0

(71 reviews)



+150 website and Square reviews

## **Client Testimonials Letters of Support**

### **Includes:**

- **Reviews from brides**
  - **Longtime clients**
  - **Local residents**
- **Neighboring businesses**



**House of Koukla has demonstrated 16 years of  
successful, responsible business ownership.**

---

OUR EXPANSION REPRESENTS:

- CONTINUED INVESTMENT IN GLEN ELLYN
  - INCREASED LOCAL EMPLOYMENT
  - INCREASED RETAIL TAX REVENUE
- A LOW-IMPACT, APPOINTMENT-BASED  
SERVICE MODEL

WE RESPECTFULLY REQUEST APPROVAL TO  
CONTINUE GROWING OUR ESTABLISHED  
BUSINESS WITHIN THE COMMUNITY WE  
PROUDLY CALL HOME.

THANK YOU FOR YOUR CONSIDERATION.

**For inquiries  
and concerns**



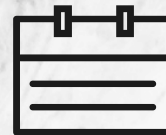
**MAILING ADDRESS**

577 Pennsylvania Ave. Ste 101  
Glen Ellyn, IL 60137



**EMAIL ADDRESS**

[services@houseofkoukla.com](mailto:services@houseofkoukla.com)



**PHONE NUMBER**

(630) 347-0192

**Contact us**

[HOUSEOFKOUKLA.COM](http://HOUSEOFKOUKLA.COM)