

PUBLIC MEETING NOTICE AND AGENDA  
VILLAGE OF HUNTLEY  
COMMITTEE OF THE WHOLE MEETING




**THURSDAY, MAY 6, 2010**  
**7:00 P.M.**  
**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Special Presentations
  - a) Historic Preservation Month Proclamation
  - b) Pride in Preservation Awards
  - c) Municipal Clerk's Week, May 2-8, 2010
  - d) Safe Buildings Month, May 2010
4. Public Comments
5. Items for Discussion
  - a) Discussion – April 8, 2010 Village Board, April 15, 2010 Committee of the Whole, April 22, 2010 Liquor Commission Hearing and April 22, 2010 Village Board Meeting Minutes
  - b) Discussion – May 13, 2010 Bill List in the amount of \$278,098.10
  - c) Discussion – Quarterly Financial Reports – Transmittal of the First Quarter Financial Reports for the Village of Huntley – Revenue and Expense Report and Investment Report
  - d) Discussion – Resolution (R)2010-05.20 – Granting the issuance of a Temporary Use Permit to the Sun City Community Association of Huntley for the display of a Temporary Banner promoting the “Feeling Great is Ageless, Fitness, Fashion, Fun and More” Expo
  - e) Discussion – Resolution (R)2010-05.21 – Granting the issuance of a Temporary Use Permit to the Shepherd of the Prairie Church for the display of a Temporary Banner advertising their Vacation Bible School
  - f) Discussion – Resolution (R)2010-05.22 - Granting the issuance of Temporary Use Permit to the Huntley Area Public Library District for the installation of a temporary banner promoting their Summer Reading Program
  - g) Discussion – Ordinance (O) 2010-05.18 – An Ordinance Approving a Special Use Permit for CarDunAl Dog Obedience Training Club at 10773 Wolf Drive

- h) Discussion – Ordinance (O)2010-05.19 – Granting approval for 11015 Route 47, Huntley Collision Center/Enterprise Auto Rental, to be considered legal non-conforming and relief for a ground sign
  - i) Discussion – Ordinance (O)2010-05.20 – An Ordinance approving Site Plan Review and Preliminary/Final Planned Unit Development for a building addition and site improvements; denying a Special Use Permit to modify a parking lot in the R-2 Single Family Residence District; and approving Relief from the 2003 International Building Code, as amended, and the 2003 International Fire Code, as amended, requiring an automatic sprinkler system to be installed within the existing structure
  - j) Discussion – Resolution (R)2010-05.23 – In Support for the Location of an Amtrak Station in the Village of Huntley
  - k) Discussion – Resolution (R)2010-05.24 – A Resolution Agreeing to Review and Consider the McHenry County Water Resources Action Plan Model Policies
- 6. Village Attorney’s Report
  - 7. Village Manager’s Report
  - 8. Village President’s Report
  - 9. Unfinished Business
  - 10. New Business
  - 11. Executive Session
    - a) Probable or Imminent Litigation and Pending Litigation
    - b) Contractual
    - c) Property Acquisition
    - d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
    - e) Collective Bargaining
    - f) Appointment, Discipline or Removal Public Officers
    - g) Purchase, Sale or Lease of Real Estate
    - h) Appointment of a Public Officer
    - i) Review of Closed Session Minutes
    - j) Other
  - 12. Possible Action on any Closed Session Item
  - 13. Adjournment

MEETING LOCATION  
Village of Huntley Municipal Complex  
10987 Main Street  
Huntley, IL 60142

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.

 4/29/10  
David J. Johnson, Village Manager

Agenda Item:           **Special Presentations**

Department:           **Village Manager's Office**

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- a)     Proclamation – National Historic Preservation Month
  - b)     Pride in Preservation Awards
  - c)     Proclamation – Municipal Clerk's Week, May 2-8, 2010
  - d)     Proclamation – Safe Buildings Month, May 2010

Agenda Item:           **April 8, 2010 Village Board, April 15, 2010 Committee of the Whole,  
April 22, 2010 Liquor Commission Hearing and April 22, 2010 Village  
Board Meeting Minutes**

Department:           **Village Manager's Office**

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**Introduction**

The following meeting minutes are being presented for Village Board approval:

- April 8, 2010 Village Board
- April 15, 2010 Committee of the Whole
- April 22, 2010 Liquor Commission Hearing
- April 22, 2010 Village Board

**Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board for approval the above referenced meeting minutes.



Agenda Item:           **Transmittal of the First Quarter 2010 Financial and Investment Reports for the Village of Huntley**

Department:           **Finance Department**

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**Introduction**

Transmitted for review and acceptance are the Village's First Quarter 2010 Financial and Investment Reports.

**Staff Analysis**

The first quarter activity has been slow but steady. Revenues are low due to cyclical property tax receipts and State of Illinois payment delays. Expenditures are within expected thresholds.

Notes to consider when reviewing this report:

**Revenues**

- **01-00-0-4025 Income Tax:** The State of Illinois is currently four months behind in distributions to local governments. As of March 31, 2010 the Village has only received two payments for October and November 2009 vouchers. The State currently owes the Village \$704,560.74
- **01-00-0-4050 Cable Franchise Fees:** This revenue line item includes the 4<sup>th</sup> quarter 2009 payment received in January 2010 (\$77,798.00). This revenue will be reversed after the completion of the 2009 audit.
- **01-00-5-4513 Farmers Market Grant:** The Village was recently informed that no grant funds will be distributed in 2010.
- **12-00-8-4808 Investment Income:** A certificate of deposit matured in January 2010 which will be allocated to 2009 after completion of the audit.

**Expenditures**

- **01-10-2-6321 Computer Consultants:** Board Room AV repairs
- **01-10-2-6486 Public Information:** This line item includes \$9,809 for 2009 expenses which will be reversed after completion of the audit.
- **01-30-1-6075 Part-Time Salaries:** This line item includes salaries paid to the part time custodians. Budget is in the full time line item.

- **01-60-1-6075 Part-Time Salaries**  
**10-80-1-6075 Part-Time Salaries (Water Fund)**  
**11-90-1-6075 Part-Time Salaries (Sewer Fund):** These line items include salaries paid to winter seasonal snow plow drivers. Budget is in the full time line item (unfilled position).
- **01-60-4-7500 Capital:** This is a 2009 expense that will be reversed after completion of the audit.
- **01-70-4-7500 Capital:** This is a 2009 expense that will be reversed after completion of the audit.
- **03-50-3-6890 Dare Programs:** This is a 2009 expense that will be reversed after the completion of the audit.
- **05-10-4-7600 Facility Expansion:** This is a 2009 expense that will be reversed after the completion of the audit.
- **10-80-3-6635 Meters:** Unfunded expense to replace meter reading system units that have failed Village-wide. Units have a lifespan of 8 – 10 years. The majority of these failures have been located in Sun City. These units are being replaced with new models that have a life span of 25 years.

### **Investment Report**

The Village's investment report as of March 31, 2010 provides detail of the Village's cash position by financial institution, maturity and allocation by fund. A liquid cash balance is required for operations at this time due to the cyclical revenues. All funds are fully insured and/or collateralized and placed in interest bearing accounts as allowed by State Statutes.

### **Legal Analysis**

Not required.

### **Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board to Accept and Place on File the First Quarter 2010 Financial and Investment Reports for the Village of Huntley.

Agenda Item:           **Resolution (R)2010-05.20 – Granting the issuance of a Temporary Use Permit to the Sun City Community Association of Huntley for the display of a Temporary Banner promoting the “Feeling Great is Ageless, Fitness, Fashion, Fun and More” Expo**

Petitioner:           **Sun City Community Association of Huntley, Inc.**

Department:       **Development Services Department – Planning and Zoning**

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### **Introduction**

The Sun City Community Association is requesting approval to display a temporary banner promoting the “Feeling Great is Ageless, Fitness, Fashion, Fun and More” Expo to be held on May 26, 2010. The proposed banner will measure 4 feet high by 12 feet wide (48 sq. ft.) and would be located on Sun City Community Association property at the northwest corner of Route 47 and Del Webb Boulevard. The request seeks permission to display the banner annually in May for the next five years (through 2015). This year the banner would be displayed from May 14 through May 27.

### **Staff Analysis**

The Village Board previously approved a request for a “Feeling Great is Ageless, Fitness, Fashion, Fun and More” Expo banner on May 14, 2009.

Staff recommends the following conditions be applied should the Village Board approve the Temporary Use Permit:

1. A sign permit shall be obtained annually from the Development Services Department and applicable fees paid prior to each display period.
2. The Temporary Use Permit is not transferable to other events.
3. The banner shall be maintained in good condition at all times.

### **Financial Impact**

The fee for a Temporary Sign Permit is \$75.00 plus 50 cents per square foot (48 sq. ft. = \$24.00) for a total of \$99.00. The petitioner is required to pay the Temporary Sign Permit fee each year prior to installing the banner.

### **Legal Analysis**

The Village Board’s authorization for this request is required in accordance with Sign Code §156.125 Prohibited Signs, subparagraph (K) Banners and Flags.

### **Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2010-05.20 – Granting a request for Temporary Use Permit to allow a temporary banner.

### **Exhibits**

- Sign Elevation
- Site Plan
- Draft Resolution

Agenda Item:           **Resolution (R)2010-05.21 – Granting the issuance of a Temporary Use Permit to the Shepherd of the Prairie Church for the display of a Temporary Banner advertising their Vacation Bible School**

Petitioner:           **Shepherd of the Prairie Church**

Department:       **Development Services Department – Planning and Zoning**

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### **Introduction**

Shepherd of the Prairie Church, 10805 Main Street, is requesting approval to display a temporary banner advertising their annual Vacation Bible School. The proposed banner will measure 4 feet high by 8 feet wide (32 sq. ft.) and will be located along Main Street. The request seeks permission to display the banner annually for the next five years (through 2015). This year the banner would be displayed from June 28 through July 29.

### **Staff Analysis**

Staff recommends the following conditions be applied should the Village Board approve the Temporary Use Permit:

1. A sign permit shall be obtained from the Development Services Department prior to each display period; fees to be waived.
2. The Temporary Use Permit is not transferable to other events.
3. The banner shall be maintained in good condition at all times.

### **Financial Impact**

The petitioner is seeking a waiver of the permit fees for the temporary banner. The fee is \$75.00 plus 50 cents per square foot (32 sq. ft. = \$16.00) for a total of \$91.00. The Village Board previously waived the fee for a banner request approved earlier this year for the church's pre-school program.

### **Legal Analysis**

The Village Board's authorization for this request is required in accordance with Sign Code §156.125 Prohibited Signs, subparagraph (K) Banners and Flags.

### **Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2010-05.21 – Granting a request for Temporary Use Permit to allow a temporary banner.

### **Exhibits**

- Sign Elevation
- Site Plan
- Draft Resolution

Agenda Item:           **Resolution (R)2010-05.22 - Granting the issuance of Temporary Use Permit to the Huntley Area Public Library District for the installation of a temporary banner promoting their Summer Reading Program**

Petitioner:           **Huntley Area Public Library District**

Department:       **Development Services Department – Planning and Zoning**

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### **Introduction**

The Huntley Area Public Library, 11000 Ruth Road, is requesting approval to display a temporary banner promoting their summer reading program. The proposed banner will measure 4 feet high by 8.5 feet wide (34 sq. ft.) and will be placed facing the Main Street and Ruth Road intersection. The request seeks permission to display the banner annually for approximately the same time period for the next five years (through 2015). This year the banner would be displayed from June 7 through August 9, 2010.

### **Staff Analysis**

The Village Board previously approved a request for a summer reading program banner on May 14, 2009.

Staff recommends the following conditions be applied should the Village Board approve the Temporary Use Permit:

1. A sign permit shall be obtained from the Development Services Department prior each display period.
2. The Temporary Use Permit is not transferable to other events.
3. The banner shall be maintained in good condition at all times.

### **Financial Impact**

Permit fees are not collected from the Huntley Area Public Library District.

### **Legal Analysis**

The Village Board's authorization for this request is required in accordance with Sign Code §156.125 Prohibited Signs, subparagraph (K) Banners and Flags.

### **Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2010-05.22 – Granting a request for a temporary use permit allowing for the installation of a temporary banner.

### **Exhibits**

- Sign Elevation
- Site Plan
- Draft Resolution

Petition:                   **Ordinance (O) 2010-05.18 – An Ordinance Approving a Special Use Permit for CarDunAI Obedience Dog Training Club at 10773 Wolf Drive**

Petitioner:               **CarDunAI Obedience Dog Training Club**

Department:           **Development Services, Planning and Zoning**

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### **Introduction**

CarDunAI Obedience Dog Training Club was founded in 1963 and most recently has been located at 10643 Wolf Drive within the “M”-PUD” Manufacturing – Planned Unit Development zoned Wolf Business Center. The present location was accommodated under the Special Use Permit received in May 2006 per Village of Huntley Ordinance No. 2006-05.56. CarDunAI is now requesting a Special Use Permit to allow the relocation of their canine training facility to 10773 Wolf Drive.

The Wolf Business Park consists of two buildings, with CarDunAI’s present location within a 5,000 square foot lease space at the southeast corner of the east building. CarDunAI is now requesting a Special Use Permit to allow for the relocation of their operation to a 17,500 square foot lease space at the southwest corner of the west building. In addition, the petitioners are requesting to amend the hours of operation specified in their original business plan as follows:

	Monday through Friday	Saturday and Sunday
Original - 10643 Wolf Drive	5 pm to 10 pm	7 am to 10 pm
<b>Proposed - 10773 Wolf Drive</b>	<b>8 am to 10 pm</b>	<b>7 am to 7 pm</b>

CarDunAI would also be holding special event trials at their new location. The events are licensed by the American Kennel Club and would be held as frequently as once a month. Events are typically held on Saturdays and/or Sundays and could potentially generate as many as 100+ cars per day. A typical training class is expected to generate approximately 40 cars per session.

### **Staff Analysis**

The parking area nearest CarDunAI’s new location provides approximately 129 spaces. The entire Wolf Business Park has 482 parking spaces; however, several spaces are frequently occupied by vehicles associated with the other businesses operating in the Wolf Business Park.

### **Plan Commission Action**

The Plan Commission reviewed the petition and held a public hearing at their April 12, 2010 meeting. Having fully heard and considered the testimony, the Plan Commission unanimously recommended approval of a Special Use Permit by a vote of 5-0, subject to the following conditions:

1. Hours of Operation shall be 8 am to 10 pm, Monday through Friday and 7 am to 7 pm, Saturday and Sunday

2. No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.
3. No products shall be sold on the subject premises except such products distributed in the normal course of business of the principal use and no outdoor display is permitted and/or approved as part of this submittal.
4. No overnight and/or extended boarding of animals is permitted and/or approved as part of this submittal.
5. No Signage is approved as part of the Special Use Permit.

**Financial Impact**

Not applicable.

**Legal Analysis**

Not required.

**Action Requested**

A motion of the Village Board to approve Ordinance (O) 2010-05.18 Granting a Special Use Permit for CarDunAl Dog Obedience Training Club at 10773 Wolf Drive.

**Exhibits**

- CarDunAl Dog Obedience Training Club - Business Plan, dated 03/09/2010
- Wolf Business Park - Site Plan
- 10773 Wolf Drive - Floor Plan
- Draft Ordinance

Agenda Item:           **Ordinance (O)2010-05.19 – An Ordinance Recognizing the Legal Non-Conforming Status of 11015 Route 47, Huntley Collision Center / Enterprise Auto Rental and relief for a ground sign**

Petitioner:           **Scott and Laura Ball, property owners**

Department:       **Development Services, Planning and Zoning**

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**Introduction**

Due to the widening of Route 47, the Illinois Department of Transportation acquired additional right-of-way from the property at 11015 Route 47. The property is zoned “B-2” Highway Service and is currently the site of Enterprise Rent-A-Car with Huntley Collision on the lot adjacent to the west. The property is currently considered to be non-conforming in accordance with Section 156.180 of the Zoning Code.

The Route 47 widening and right-of-way acquisition will create a non-conforming setback for the building occupied by Enterprise Rent-A-Car and will necessitate setback relief to relocate the existing ground sign.

**Staff Analysis**

As a result of the Route 47 widening, the building occupied by Enterprise is setback 22.19 feet from the right-of-way/property line or 7.81-feet closer than the 30’ minimum front yard setback required under the “B-2” Highway Service zoning district. The property owner is requesting confirmation from the Village that the proximity of the site’s building to the property line will be considered legal, non-conforming.

The petitioner is also requesting approval to relocate the existing Huntley Collision/Enterprise ground sign. The ground sign is currently located on McHenry County Conservation District property and, as a result, is considered an off-premise sign. As proposed, the sign will be relocated to the remaining triangular shaped area of grass in front of the Enterprise building. The sign would be located on the petitioner’s property; however, the sign will not meet the 10-foot setback required by the Sign Ordinance. The sign will be setback approximately 3-feet from the front property line, therefore requiring relief to encroach into the required 10-foot setback.

Upon completion of the Route 47 project, the property owner has indicated that they would like to purchase additional property at the intersection of Route 47 and Main Street and relocate the ground sign to a more permanent location which meets all applicable requirements.

Should the Village Board approve the legal, non-conformity for the building setback and relief for the ground sign to encroach into the required setback, Staff recommends the following conditions of approval:

1. In accordance with the signed Easement Agreement between the petitioner and the adjoining property owner (Jankowski), the petitioner shall continue to work with the adjoining property owner to pave the driveway accessing Route 47. In the case that the petitioner purchases the adjoining property, the petitioner shall pave the gravel driveway within six months of acquiring the property.

**Financial Impact**

The petitioner is seeking a waiver of the permit fees to relocate the ground sign. The fee is \$40.00 plus 50 cents per square foot (96 sq. ft. = \$48.00) for a total of \$88.00. The Village Board has previously waived sign permit fees for signs that must be relocated as a result of the Route 47 widening project.

**Legal Analysis**

None required.

**Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O) 2010-05.19 – Recognizing the Legal Non-Conforming Status of 11015 Route 47, Huntley Collision Center / Enterprise Auto Rental and relief for a ground sign.

**Exhibits**

- Site Plan
- Photo of Existing Sign
- Draft Ordinance

Agenda Item:           **Ordinance (O)2010-05.20 – An Ordinance approving Site Plan Review and Preliminary/Final Planned Unit Development for a building addition and site improvements; denying a Special Use Permit to modify a parking lot in the R-2 Single Family Residence District; and approving Relief from the 2003 International Building Code, as amended, and the 2003 International Fire Code, as amended, requiring an automatic sprinkler system to be installed within the existing structure**

Petitioner:           **James A. O’Connor Funeral Home**

Department:       **Development Services Department – Planning and Zoning**

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### **Development History**

#### ***2003 Text Amendment and Special Use Permit***

During the summer of 2003, the petitioner requested a Text Amendment and Special Use Permit to allow the construction of a parking lot on property zoned “R-2” Single Family (11110 Grove Street). The petitioner proposed to tear down a house and garage located at 11110 Grove Street to create additional parking for his funeral home business. A Grove Street access to the parking lot was also requested as part of the petition. After two meetings with both advisory boards, the petitioner’s request received positive recommendations for approval; however, both the Plan Commission and Zoning Board of Appeals added a condition that Grove Street access not be part of the project. The Village Board reviewed the proposal on August 14, 2003 and denied the petition as presented. The Village Board recommended the petitioner revise the plan to exclude the parking lot access to Grove Street.

#### ***2005 Text Amendment and Special Use Permit***

In the summer of 2005, the petitioner returned to request a Text Amendment to the Village’s Zoning Ordinance to allow a parking lot as a Special Use in “R-2” Single Family Residence District and a Special Use Permit to allow the construction of a parking lot at 11110 Grove Street. This time the proposal did not include parking lot access to Grove Street. The Village Board approved the request on September 8, 2005 (Ordinance No. 2005-09.74).

#### ***2007 Conceptual Review***

On December 13, 2007, the petitioner presented a conceptual site plan to the Village Board that involved the remodeling of the existing funeral home structure to include an approximate 5,000 square foot addition on the southwest portion of the structure. The project included razing the Hansmann property and garage to the west (11605 East Main Street), reconfiguring the parking area (resulting in a total of ±44 parking spaces) and connection of a drive aisle to access Grove Street.

As part of the December 2007 review, the Village Board recommended the petitioner speak to the neighbors about parking and landscape buffering and develop a master plan for the funeral home that included neighboring lots. The Village Board did not express any objection to the demolition of the Hansmann house located at 11605 Main Street. Following discussion, a consensus was reached to refer the petition to the Plan Commission to begin the formal review process; however, the petitioner put plans on hold and did not proceed with the formal review process.

### ***2009 Conceptual Review***

On August 20, 2009, the petitioner presented the current proposed plan to the Village Board. Following discussion, a consensus was reached to refer the petition to the Plan Commission to begin the formal review process. The Village Board encouraged the petitioner to discuss the project with surrounding residents before returning with a formal application. Additionally, the Village Board stated the following comments and concerns:

- The new building should be tied in better to the existing building. *The petitioner has stated that the existing structure will be resided to match the addition.*
- The current concrete ramp along Main Street should be removed, as there will be a new accessible entrance in the rear. *The petitioner has stated that he would like the ramp to remain.*
- Entrance on Grove Street was not viewed favorably.
- The Village Board did not express any objection to the demolition of the Hansmann house located at 11605 Main Street

Subsequently, the Plan Commission reviewed the proposed conceptual plan at their January 25, 2010, meeting. The Plan Commission stated the following comments and concerns:

- The Grove Street parking lot entrance was not supported.
- The Commission supported keeping the ramp located on the northeast corner of the existing structure.

### **Development Summary**

The petitioner is proposing to demolish the existing residence at 11605 Main Street (Hansmann property) to allow for a 5,492 square foot addition to the James A. O'Connor Funeral Home. The plan would reconfigure and expand the existing parking lot to provide spaces for 50 vehicles. The plan also proposes to create new parking lot access from both Main Street and Grove Street. As presented, the petition requires approval of the following development actions by the Village Board:

- Special Use Permit: A Special Use Permit is required to modify the parking lot located at 11110 Grove Street in the R-2 Single Family Residence.
- Site Plan Review: Site Plan Review is required as a result of the building addition exceeding 5,000 square feet; the expansion of the parking lot; and the funeral home abutting a residential district.

- Preliminary/Final Planned Unit Development: The Zoning Ordinance requires a Planned Unit Development (PUD) to have at least 80,000 square feet of land area, or such lesser size as may be determined acceptable by the Plan Commission and Village Board of Trustees. Staff recommends this petition be processed as a PUD to provide the oversight the property requires to ensure compatibility with surrounding properties and to accommodate the relief required as part of this application.

### ***Building Addition***

The proposed building addition will add 5,492 square feet to the existing 3,100 square foot funeral home. The proposed single-story addition will provide a new lobby, lounge, restrooms, garage, and chapel space. The addition and existing structure will be finished with hardi-board siding. The existing garage and trash enclosure will remain as existing.

As proposed, the building addition will provide similar setbacks along Main Street and Myrtle Street as the existing funeral home. Since the existing funeral home encroaches into the required setbacks along Main Street and Myrtle Street, the structure is considered nonconforming. For the building addition to match the same setbacks as the existing structure, the following relief is required:

- Reducing the required front yard setback from 30'-0" to 17'-3" (note: existing structure is setback 17'-3" Main Street)
- Reducing the required setback abutting a street (Myrtle) from 20'-0" to 16'-0" (note: existing structure is setback 12'-0")

### ***Parking***

The proposed site improvements include an expansion and reconfiguration of the parking lot. The proposed expansion would create new driveways on Main Street and Grove Street and the reconfigured parking lot will provide 50 parking spaces. The current parking lot provides 42 parking spaces. The Zoning Ordinance requires four spaces per 1,000 gross square feet plus one space per 100 square feet of chapel space. The proposed addition will result in the overall building totaling 8,608 square feet of which 1,581 square feet will be dedicated to chapel space, therefore requiring 50 parking spaces. The proposed site plan complies with parking requirements for a funeral home.

In addition to providing vehicular parking, the Zoning Ordinance requires that facilities be provided for the parking of bicycles in any parking lot containing 20 or more parking spaces. The petitioner is requesting the following relief from this requirement:

- The petitioner has indicated the funeral home has not experienced a need to provide bicycle parking for clientele visiting the funeral home and is therefore requesting relief from Section 156.106(C)(14) of the Zoning Ordinance to not provide a bicycle rack.

### ***Landscaping***

The proposed landscape plan will add foundation plantings around the new addition and parking lot screening adjacent to Myrtle Street. Much of the existing landscaping on the site would remain, with exception to the removal of plant materials necessary to allow the parking lot access

to Grove Street. The proposed landscape plan also calls for extending the existing 6-foot tall white PVC fence along the new Main Street driveway and towards Grove Street. The plan indicates the fence in both locations would extend to the property lines on Grove Street and Main Street; however, the Zoning Ordinance requires the fence to be setback a minimum of 30-feet from the Grove Street property line and Main Street property line. As a result, the petitioner must revise plans to set the fence 30-feet back from the Grove and Main Street property lines.

### ***Lighting***

The petitioner is requesting approval to utilize the existing parking lot lighting to illuminate the reconfigured parking lot. There is an existing light pole in the southwest parking lot that is proposed to remain. There is also an existing light pole in the eastern most parking lot that would be relocated to accommodate the new parking lot configuration.

### ***Signage***

A new wall sign is proposed on the south elevation of the building addition, adjacent to the building's main entrance. The proposed sign is non-illuminated and will measure 27-inches in height by 120-inches in width for a total area of 22.5 square feet. No other wall signs are located on the building. The existing ground sign along Main Street will remain. The following relief is required for the proposed wall sign:

- Section 156.136 of the Zoning Ordinance requires wall signs to be located on a street frontage face of a building. Relief is required to allow a wall sign on a building elevation that does not face a street frontage.

### **Plan Commission Action**

The Plan Commission conducted a public hearing for the petition at their March 8, 2010, meeting. The Commission heard testimony from the petitioner and five (5) residents. The testimony provided by three residents, including the property owner immediately south of the Grove Street parking lot, supported the expansion of the funeral home and Grove Street access. Two residents expressed concern regarding the demolition of the Hansmann structure and the Grove Street access.

Following testimony and discussion, the Plan Commission recommended the following:

- A motion to recommend approval of the Special Use Permit for the driveway access to the Grove Street parking lot failed by a vote of 1-3.
- A motion to recommend approval of the Site Plan Permit subject to conditions, including the removal of the Grove Street access from the plans, passed by a vote of 3-1.
- A motion to recommend approval of the Preliminary/Final Planned Unit Development subject to conditions, including the removal of the Grove Street parking lot access from the plans, passed by a vote of 3:1:0.

The Plan Commission's conditions of approval are as follows:

1. The demolition of the single family residence at 11605 E. Main Street shall require approval from the Village Board and a demolition permit from the Development Services Department.

2. The 6-foot tall PVC fence shall be setback 30-feet from the Main Street and Grove Street property lines.
3. All public improvements and site development must occur in full compliance with all applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
4. The petitioners will comply with all final engineering revisions to be approved by the Village Engineer.
5. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner, its agents and assignees, are responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume through “retention” and design of multi stage outlet structures.
6. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
7. No building plans or permits are approved as part of this submittal.
8. No sign permits are approved as part of this submittal.
9. No Grove Street access to the site.

#### **Request for Relief from Fire Sprinkler System for the Existing Structure**

In accordance with Section 903.2 and 903.6 of the 2003 International Building Code Amendments, an automatic fire sprinkler system is required for the existing building and addition (This requirement does not change as part of the currently proposed Building Code amendment). The petitioner will install a sprinkler system within the 5,492 square foot addition; however, the petitioner is requesting relief to not install a sprinkler system within the existing structure. Rather, the petitioner would provide a form of fire separation between the new and existing building. The petitioner has cited the extensive cost for retrofitting the existing building as the reason for the requested relief.

It is not within the authority of the Plan Commission to consider relief from Building Code requirements; therefore, the Plan Commission did not provide a recommendation regarding this matter.

#### **Staff Analysis**

Staff recommends the following condition, in addition to those recommended by the Plan Commission, be applied should the Village Board approve the petition as presented:

1. A form of fire separation acceptable to the Development Services Department and Huntley Fire Protection District shall be installed between the existing structure and building addition.

#### **Financial Impact**

Not applicable.

#### **Legal Analysis**

Not applicable.

### **Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board for consideration Ordinance (O)2010-05.20 – An Ordinance approving Site Plan Review and Preliminary/Final Planned Unit Development for a building addition and site improvements; denying a Special Use Permit to modify a parking lot in the R-2 Single Family Residence District; and approving Relief from the 2003 International Building Code, as amended, and the 2003 International Fire Code, as amended, requiring an automatic sprinkler system to be installed within the existing structure

### **Exhibits**

- Aerial View of Subject Site, not dated
- Rendering of Building Addition, not dated
- Exterior Elevations, dated 1/5/10
- Floor Plan, dated 12/14/09
- Site Plan, dated 2/25/10
- Layout and Paving Plan, revised 2/19/10
- Landscape Plan, revised 12/14/09
- Draft Ordinance

Agenda Item:                   **Resolution (R)2010-05.23 – A Resolution in Support for the Location of an Amtrak Station in the Village of Huntley**

Department:                   **Village Manager’s Office**

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**Introduction**

The proposed Amtrak rail service from Chicago to Dubuque, Iowa initiates the possibility for the establishment of an Amtrak station to be located in Huntley.

U.S. Congressman Don Manzullo has requested that Governor Pat Quinn consider a train stop in McHenry County as part of this new rail service.

**Staff Analysis**

The proposed resolution supports Congressman Manzullo’s request and further encourages the Amtrak station to be located in the Village of Huntley.

**Financial Impact**

Not applicable.

**Legal Analysis**

Not required.

**Action Requested**

A motion of the Village Board to approve Resolution (R)2010-05.23 – A Resolution in Support for the Location of an Amtrak Station in the Village of Huntley.

**Exhibit**

Draft Resolution

Agenda Item:           **Resolution (R)2010-05.24 – A Resolution Agreeing to Review and Consider the McHenry County Water Resources Action Plan Model Policies**

Department:           **Village Manager's Office**

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**Introduction**

In 2007, McHenry County established the Groundwater Protection Action Plan Task Force. This task force was composed of municipal representatives, township representatives, residents, county staff, local businesses, and environmental groups and charged with the duty to establish groundwater protection policies.

The McHenry County Water Resources Action Plan Model Policies were created to be a compilation of the best available information for consistent groundwater protection.

**Staff Analysis**

This comprehensive document includes: Water Quantity and Water Quality Protection, Water Supply Planning, Water Supply Contingency Planning and Education/Outreach information.

The Village of Huntley has been a leader in water resource management. Staff will review the document and report back to the Village Board on policies which may be beneficial to incorporate into Village programs or requirements.

**Financial Impact**

Not applicable.

**Legal Analysis**

Not required.

**Action Requested**

A consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2010-05.24 – A Resolution Agreeing to Review and Consider the McHenry County Water Resources Action Plan Model Policies.

**Exhibit**

Draft Resolution