

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



THURSDAY, AUGUST 19, 2010
7:00 P.M.
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Items for Discussion
 - a) Discussion – August 5, 2010 Committee of the Whole Meeting Minutes
 - b) Discussion – August 26, 2010 Bill List in the Amount of \$533,793.56
 - c) Discussion – Ordinance (O)2010-08.41 – Approval of a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – Ron and Ellen Clauss, 12245 Daphne Drive
 - d) Discussion – Ordinance (O)2010-08.42 – Approving an Off-Premise Sign Permit for Pine Apple Acres at the Southeast Corner of Route 47 and Powers Road
 - e) Discussion – Referral of Route 47 Auto Sales at 10501 Route 47 to the Plan Commission to Begin the Formal Development Review Process
 - f) Discussion – Resolution (R)2010-08.39 – Renewal of a Professional Services Agreement – Government Relations / Morreale Public Affairs Group (MPAG)
 - g) Discussion – Ordinance (O)2010-08.43 – Amendment of Ordinance (O)2005-10.83, An Ordinance for the Establishment of Building Permit Fees
5. Village Attorney's Report
6. Village Manager's Report
7. Village President's Report
8. Unfinished Business
9. New Business

10. Executive Session
 - a) Probable or Imminent Litigation and Pending Litigation
 - b) Contractual
 - c) Property Acquisition, Purchase, Sale or Lease of Real Estate
 - 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) Appointment of a Public Officer
 - h) Review of Closed Session Minutes
 - i) Other
11. Possible Action on any Closed Session Item
12. 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.



David J. Johnson, Village Manager

Agenda Item: **August 5, 2010 Committee of the Whole Meeting Minutes**

Department: **Village Manager's Office**

Introduction

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

- August 5, 2010 Committee of the Whole

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: **August 26, 2010 Bill List in the amount of \$533,793.56**

Department: **Finance Department**

Included in the agenda packet is the August 26, 2010 Bill List. The Bill List has been reviewed by Staff. All is in order for Village Board approval at this time.

- | | | |
|--|----|---------------|
| • Bill List - Detail Board Report | \$ | 103,479.40 |
| • Bill List – Manual Checks Issued - 7/09/10 | \$ | 283,943.93 |
| • Bill List – Manual Checks Issued - 7/19/10 | \$ | 6,917.89 |
| • Bill List – Manual Checks Issued - 7/22/10 | \$ | 73,217.04 |
| • Bill List – Manual Checks Issued - 7/26/10 | \$ | 1,562.07 |
| • Bill List – Manual Checks Issued - 7/30/10 | \$ | 64,568.23 |
| • Bill List – Petty Cash Checking Account | \$ | <u>105.00</u> |
| Total for approval: | \$ | 533,793.56 |
- Vendor Summary Report

Village Board Action

A motion of the Village Board to authorize the payment of the August 26, 2010 Bill List in the amount of \$533,793.56

Reviewed by: Dave Johnson
Village Manager *YKA*

Reviewed by: Jennifer Cherrak
Finance Director

Petition: **Ordinance (O)2010-08.41 – Approval of a Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback – Ron and Ellen Clauss, 12245 Daphne Drive**

Petitioner: **Ron and Ellen Clauss**

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

Introduction

The petitioner is requesting relief from Village of Huntley Zoning Ordinance No. 97-07-24-01, (Annexation Agreement for Del Webb's Sun City) which stipulates Site Standards for *Premier and Estate Residential Lots (single family)* which includes a 20-foot rear yard setback requirement.

The petitioner is requesting approval of one (1) foot in relief from the required 20-foot rear yard setback to allow a 13' x 8' sunroom addition on an existing deck at the rear (northwest side) of the residence. The petitioner cited the fact that the existing deck already extends into the building setback by one foot and that the property backs to open space as two reasons the requested relief will have limited impact upon the subject tract and the adjacent properties.

The Sun City Community Association Modifications Committee approved the petitioner's project request on July 2, 2010 and the Sun City Community Association's Board of Directors approved the request on July 7, 2010.

The Village's Building and Code Enforcement Division has approved the building permit for the sunroom addition pending the Village Board's approval of the Simplified Residential Zoning Variation.

Zoning Board of Appeals Recommendation

The Zoning Board of Appeals conducted a Public Hearing on August 11, 2010 to hear the petition. The ZBA recommended approval of the petitioner's request by a vote of 5 to 0 subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Financial Impact

Not applicable.

Legal Analysis

Not required.

Village Board Action

A consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2010-08.41 – An Ordinance approving the Simplified Residential Zoning Variation for a building addition encroaching into the Rear Yard Setback - Ron and Ellen Clauss, 12245 Daphne

Exhibits

- Final As-Built Plat of Survey with Addition footprint and Addition Elevations, *single, double-sided* 11"x17" sheet
- Draft Ordinance

Petition: **Ordinance (O)2010-08.42 –Granting Exemptions from Provisions of the Sign Regulations to Allow an Off-Premise Sign for Pine Apple Acres**

Petitioner: **Pine Apple Acres, Graham Knott**

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

Introduction

Pine Apple Acres has requested an exemption from the Village’s Sign Regulations to allow for the installation of an off-premise sign at the southeast corner of Route 47 and Powers Road. The petitioner is requesting approval to install the sign to advertise apple picking and/or Christmas trees from Labor Day weekend (9/4/10) until the week prior to Christmas (12/20/10). The requested sign is a 4’ by 4’ red apple stating “Pine Apple Acres.com” that will be mounted 8½ feet above grade. A plastic banner will also be displayed showing apples or Christmas trees. The banner will be staked at each end on 6’ tall fence posts. The petitioner has received authorization from the property owner to display the sign. The property owner has also provided a letter from Harris Bank to show that they do not object to the sign.

The Village’s Sign Regulations allow off-premise signs provided they receive Village Board approval and adherence to certain standards and criteria. The below table details the criteria and the proposed sign:

Criteria	Proposed
Sign adjacent to and intended to be viewed from Route 47 Only	The sign is proposed to be located adjacent to Route 47
Prohibited within a residentially zoned property	The property is zoned B-3 Shopping Center Business
Maximum area of a sign face, whether a single sign face, two back-to-backs, or a V-shaped type sign is 100 square feet	The proposed signage is approximately 16 square feet
Maximum height is 15 feet above grade	The height of the sign is 8 ½ feet above grade
The location shall not obscure or interfere with an official traffic control device or railroad safety signal or sign, or obstruct or interfere with a driver’s view of approaching, merging or intersecting traffic for a distance of 500 feet	The exact location of the sign will need to be verified to ensure compliance with this criteria

Staff Analysis

Staff recommends the following conditions be added should the Village Board approve the sign request:

1. The sign shall not be installed within the public rights-of-way for Route 47 or Powers Road.
2. The sign shall be setback a minimum of ten (10) feet from all lot lines and shall be located so as not to obstruct or interfere with a driver's view of approaching, merging or intersecting traffic for a distance of 500 feet.
3. The sign shall be maintained in good condition at all times.
4. The petitioner shall obtain a sign permit from the Development Services Department upon receiving approval from the Village Board.

Financial Impact

The petitioner will be required to pay applicable sign permit fees.

Legal Analysis

The Village Board's authorization for this request is required in accordance with Zoning Ordinance - Sign Regulations §156.125 (G) (1) which addresses Off-Premise Signs.

Action Requested

A consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2010-08.42 – Granting Exemptions from Provisions of the Sign Regulations to Allow an Off-Premise for Pine Apple Acres

Exhibits

- Letter from Graham Knott, owner
- Sign Photo
- Aerial Photo of Sign Location
- Draft Ordinance

Petition: **Referral – Route 47 Auto Sales at 10501 Route 47 to the Plan Commission to begin the Formal Development Review Process**

Petitioner: **Radek Gogol, Route 47 Auto Sales**

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

Introduction

The Development Services Department is in receipt of a request from Mr. Radek Gogol to operate a used automobile dealership at 10501 Route 47, which is currently zoned B-3 Shopping Center Business. Mr. Gogol was previously issued a special use permit on March 27, 2008, for used automobile sales; however, the special use permit expired because the use was not established within six months of Village Board approval as required by the Zoning Ordinance.

Mr. Gogol currently operates Auto Crafters within the northern-most portion of the building and would operate the used automobile dealership out of the showroom portion of the building (formally occupied by Grand Rental) and display automobiles in the south parking lot. The remaining portion of the building is occupied by MB Garage, which was issued a special use permit for automobile repair by the Village Board on June 12, 2008.

Staff Analysis

Under the revised Zoning Ordinance approved by the Village Board in October 2009, used automobile sales is not a permitted or special use in the B-3 Shopping Center Business zoning district. As a result Mr. Gogol, with the consent of the property owner, is requesting to rezone the property to B-2 Highway Service which allows used automobile sales and auto body repair as special uses and automobile repair as a permitted use. Mr. Gogol would concurrently request a special use permit for used automobile sales and for his auto body repair business that currently operates on the site.

Rezoning the property to B-2 Highway Service would also reduce the amount of relief required as a result of the Route 47 take by the Illinois Department of Transportation. The following chart compares existing conditions on the property to the bulk regulations for the B-2 and B-3 zoning districts:

	10501 Route 47 (after IDOT take)	B-2 Highway Service	B-3 Shopping Center Business
Lot Area	79,322 sq. ft.	5,000 sq. ft.	80,000 sq. ft.
Lot Width	559.60 ft.	50 ft.	200 ft.
Setbacks			
Front	31.96 ft.	30 ft.	50 ft.
Rear	7.89 (not affected by take)	20 ft.	20 ft.
Corner Side (Algonquin Road)	223.08 ft.	20 ft.	20 ft.
Interior Side	39.38 ft. (not affected by take)	10 ft.	10 ft.
Parking Lot	0 ft.	10 ft.	10 ft.

Financial Impact

Not applicable.

Legal Analysis

Not required.

Action Requested

A consensus of the Committee of the Whole to refer Route 47 Auto Sales to the Plan Commission to begin the formal development review and approval process.

Exhibits

- Concept Plan layout

Agenda Item: **Resolution (R)2010-08.39 – Renewal of a Professional Services Agreement – Government Relations / Morreale Public Affairs Group (MPAG)**

Department: **Village Manager’s Office**

Introduction

The contract for professional services from the Morreale Public Affairs Group (MPAG) is due to terminate on August 30, 2010. A new contract is proposed at the same fee of \$5,000/month.

Staff Analysis

The Village has contracted with MPAG since 2007. MPAG has been instrumental in maintaining a Village presence in Springfield and in particular lobbying for the inclusion of the Route 47 widening project and the I-90 / Route 47 full interchange project in the State’s financial budget. Other key impacts have been securing contact information with Amtrak, seeking financial assistance for Village-wide projects, and continuing to monitor and advocate legislation in the General Assembly that is advantageous to the Village.

MPAG has added the promotion of the Huntley Amtrak station to their scope of services for this year’s contract.

Financial Impact

The contract is included in the FY2010 Budget Tollway Fund; line item 07-10-4-7500.

Legal Analysis

The contract has been reviewed by the Village Attorney and all is in order for consideration.

Action Requested:

A consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2010-08.39 - A Resolution authorizing the renewal of Professional Services Agreement with Morreale Public Affairs Group (MPAG) to provide Government Relations for the Village of Huntley

Exhibit:

- Proposed Contract
- Draft Resolution

Agenda Item: **Discussion - Ordinance (O) 2010-08.43 – Amendment of Ordinance (O)2005.10.83, An Ordinance for the Establishment of Building Permit Fees**

Department: **Development Services Department / Building and Code Enforcement Division**

Introduction

On May 27, 2010, the Village Board Approved Ordinance (O)2010-05.23, Amending Title XV, Land Usage, Chapter 150, Building Regulations, in order to adopt the 2006 International Code Council building codes. Ordinance (O)2005.10.83, adopted on October 13, 2005, established building permit fees and referenced the 2003 International Code Council Building Codes, as those were the codes in effect at the time. A minor amendment clarifying language in the ordinance was most recently approved on April 9, 2009, via Ordinance (O)2009-04.08.

Staff Analysis

With the adoption of the 2006 codes, the fee ordinance needs to be revised to provide the appropriate references to the currently adopted codes. The ordinance is also being amended to replace references to “Building Commissioner” with “Chief Building Official.” Revisions to the permit fee schedule are highlighted.

Financial Impact

No changes are proposed to building permit fees.

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)2010-08.43 – Amendment of Ordinance (O)2005.10.83, An Ordinance for the Establishment of Building Permit Fees

Exhibits

- Highlighted version of proposed changes to the Building Permit Fee Ordinance
- Draft Ordinance