

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
January 20, 2011
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, January 20, 2011 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Pam Fender, Jay Kadakia, Niko Kanakaris, Paul Mercer and John Piwko.

ABSENT: Trustee Harry Leopold

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read, Senior Planner Charles Nordman and Village Attorney Mike Coppedge.

PLEDGE OF ALLEGIANCE: Mayor Sass led the Pledge of Allegiance.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – January 27, 2011 Bill List in the amount of \$397,085.81

Mayor Sass asked if the Committee had any comments or questions on the January 27, 2011 Bill List; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the January 27, 2011 Bill List in the amount of \$397,085.81.

- b) Presentation – Endangered Properties Inventory listing compiled by the Huntley Historic Preservation Commission

Mr. Jake Marino, Historic Preservation Commission member, reviewed a Power Point presentation and reported that the Huntley Historic Preservation Commission (HHPC) has compiled a listing of properties in Huntley for the Village Board to consider when making decisions regarding future developments in the Village. The HHPC is charged with preserving the historically significant properties of Huntley and, in pursuing that charge, have identified several properties considered to be in danger of being lost for future preservation.

Staff Analysis

One of the goals of the Strategic Plan is to “establish a balance between preserving unique historical

structures while encouraging redevelopment opportunities.” Objectives in support of this goal include establishing criteria to determine candidate properties for preservation and rehabilitation, and identifying properties to be preserved and properties more suitable for redevelopment. The Endangered Properties Inventory is a tool that can be used in accomplishing these objectives. Mr. Marino reviewed the following properties:

Endangered Properties Inventory

1. Catty Company - 11117 S. Church Street
 2. Marlowe Feed Building - 11011 Route 47
 3. Statler House - 11011 Woodstock Street
 4. Union Special - 1 Union Special Plaza
 5. Residence - 11114 S. Church Street
 6. Old Village Hall - 11704 Coral Street
 7. Piske-Isenhardt House - 11705 First Street
 8. Public School - 11624 E. Main Street
 9. Residential Properties - 11603-11613 E. Main St.
 10. Huntley Hotel - 11879 E. Main Street
 11. First Congregational Church - 11623 E. Main Street
 12. Egeroff House - 11910 W. Main Street
 13. NWC Woodstock/Coral - 11013-11015 Woodstock /11806, 11808 and 11810 Coral Street
 14. Lawson-Rugh Garage - 11101 Grove Street
 15. Legion Home - 11712 Coral Street
 16. Mazle Blott House - 11600 Second Street
 17. Kelley House - 11708 Coral Street
 18. W. G. Sawyer Mill - 11801 E. Main Street
- *Special Recognition - Fencil Fuze Bunker - Smith Drive

Mayor Sass asked if the Committee had any comments or questions.

Trustee Fender stated that she would like to look at helping people or establishing rules to have people take care of historical buildings as she does not want to see Huntley’s historical buildings disintegrate; however, she would like to educate property owners as opposed to enforcing property maintenance. Village Manager Johnson stated Staff will research what other communities have done and will report back to the Board at a later date.

Trustee Kadakia asked how the building located on the Village Square will be addressed; Village Manager Johnson reported that as part of the Downtown Revitalization Process, the Village Board would review the changes on a case by case basis.

There were no other comments or questions.

This agenda item was for informational purposes only and required no action by the Committee of the Whole.

- c) Discussion – Resolution (R)2011-01.04 – Christopher B. Burke Engineering, Ltd. (CBBEL) Proposal for Professional Engineering Services for Updating the 2008 Pavement Management Report

Village Manager David Johnson reported that the Pavement Management Report, completed in 2008, utilized a rating system to evaluate overall pavement condition of Village roadways. This information has been used to determine which roadways are to be completed each year as part of the annual street improvement program.

Staff Analysis

The update of the Pavement Management Report will include an analysis of the new streets added to the street system as well updating information on existing roadways. The evaluation will be based on a visual inspection, which will be used to identify a Pavement Condition Index for each street segment. CBBEL will review the information with staff and generate an addendum to the Pavement Management Report. The addendum will include a recommended street maintenance program and costs associated with each proposed treatment method including the GSB-88 process. A five-year maintenance plan and budget will be provided.

Financial Impact

The Village budgeted \$12,000.00 in the Street Improvement Fund (04-10-4-7500) for the update to the Pavement Management Report. The CBBEL proposal, dated October 8, 2010, for completing the update is \$12,000.

Mayor Sass asked if the Committee had comments or questions; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Resolution (R)2011-01.04 - Christopher B. Burke Engineering, Ltd. (CBBEL) Proposal for Professional Engineering Services for Updating the 2008 Pavement Management Report.

- d) Discussion – Ordinance (O)2011-01.04 – An Ordinance Amending Chapter 156, Article XIII, Sign Regulations, of the Village of Huntley Zoning Ordinance

Senior Planner Charles Nordman reviewed a Power Point Presentation and reported that in follow-up to the Zoning Ordinance update completed in October 2009, the Development Services Department has prepared an update to the Village's sign regulations. The update is intended to address discrepancies in the current ordinance and provide an overall reorganization that will make the ordinance easier to interpret. The proposed update also includes several revisions that amend current regulations and provides several new regulations that do not presently exist in the current ordinance.

The Village Board previously provided staff policy direction for the Sign Ordinance update at their June 17, 2010 meeting. Specifically, staff requested policy direction for proposed regulations related to temporary banners and ground signs. It was the general consensus of the Village Board to allow temporary banners without having to request relief from the Board, provided there was a limit on the length of time a banner could be displayed and a limit on the number of banners allowed in a year. The Village Board also provided direction to leave the maximum height of a ground sign at 15 feet, rather than reducing it to 6 feet in accordance with the Village's Commercial Design Guidelines.

The Plan Commission conducted a public hearing on October 25, 2010 to review the proposed amendments to the Sign Ordinance. There were no public comments. Having fully heard and considered testimony, the Plan Commission recommended approval of the proposed amendments by a vote of 6 to 0.

Senior Planner Nordman reviewed the following summary of the modified and new regulations.

Staff Analysis

Required Landscaping. The Village's Commercial Design Guidelines encourage the installation of landscaping at the base of ground signs; however, no such requirement is provided in the current sign regulations. The proposed sign regulations will require the planting of two (2) square feet of landscaped area at the base of the sign for every one (1) square foot of sign area.

Political Signs. The Illinois General Assembly recently enacted Public Act 96-0904 which restricts a municipality's authority to regulate political campaign signs. Specifically, the Act states that no municipality may prohibit the display of outdoor political signs on residential property during any period of time. The Village's sign regulations restricted the display of political signs on all property to thirty (30) days prior to any election and four (4) days following the date of the election. In order to comply with Public Act 96-0904, the display restriction was modified to only limit the display period for political signs on non-residentially zoned property.

Window Signs. Sign regulations were added to limit the amount of window area that could be covered by signage. As proposed, a business could cover up to fifty percent (50%) of their window area with signage without obtaining a sign permit. No such restrictions exist in the current sign regulations. The intent of this regulation is to encourage a streetscape that creates a friendlier pedestrian environment by allowing unobstructed views into stores, which is encouraged by the Downtown Revitalization Plan.

Temporary Signs. Temporary sign regulations were modified to allow the installation of temporary banners for special events and promotions. As proposed, temporary signage is limited to 50 square feet and not more than one sign could be displayed on a property at any one time. A temporary sign permit could be granted for up to thirty-day (30) display period and three (3) display periods are allowed for a business in a calendar year. Each display period must be separated by fifteen (15) days and a separate sign permit will be required for each display period.

Ground Signs. Ground sign regulations were modified to limit the area of a ground sign to one-half (1/2) square foot for each linear foot of street frontage, up to a maximum of eighty (80) square feet. The intent of this regulation is to ensure the size of the sign is proportional to the street frontage for a business. The current sign regulations allow all ground signs up to eighty (80) square feet regardless of actual street frontage. The maximum permitted height of a ground sign remains at fifteen (15) feet.

Legal Analysis

Legal counsel has reviewed and provided direction relative to proposed political sign regulations.

Mayor Sass asked if the Committee had comments or questions.

Trustee Fender asked if the commercial snipe signs were still not allowed; Senior Planner Nordman reported that the code had not changed regarding snipe signs but garage sale signs were allowed. Senior Planner Nordman reported that off premise signs or requests for signs in the rights-of-way would need Village approval. Trustee Fender stated that she likes the feather/fluttering flags and asked if they were allowed; Senior Planner Nordman stated that they would need Village approval.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval Ordinance (O)2011-01.04 – An Ordinance Amending Chapter 156, Article XIII, Sign Regulations, of the Village of Huntley Zoning Ordinance.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Trustee Piwko noted that he received a Nixle message regarding the breaking of windows several days after the event and asked why the delay; Village Manager Johnson said that he would follow up with Chief Perkins.

VILLAGE PRESIDENT'S REPORT:

01.20.11 COW Minutes

Mayor Sass reported that the following two items would be discussed at the January 24th Planning Commission Hearing: 1) Bravo/Deerpath Supportive Living Facility; and 2) the Goodwill Store.

Mayor Sass reported that the proposed Centegra Hospital Public Hearing is scheduled to be held in the Board Room on Wednesday February 16th at 10:00 a.m.

Mayor Sass reported that the following items will be added to the January 27, 2011 Village Board Agenda: 1) a resolution of support for Centegra Hospital Huntley; and 2) discussion of a MDI Development's proposal for the Rosenwinkel property.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION:

A MOTION was made at 7:38 p.m. to enter into Executive Session for b) contractual; and c) Property acquisition, purchase, sale or lease of Real Estate.

MOTION: Trustee Piwko

SECOND: Trustee Kadakia

The Voice Vote noted all ayes and the motion carried.

A MOTION was made at 7:48 p.m. to exit from Executive Session.

MOTION: Trustee Kanakaris

SECOND: Trustee Kadakia

The Voice Vote noted all ayes and the motion carried.

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:49 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Fender

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary