

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
February 19, 2015
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, February 19, 2015 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees Ronda Goldman, Charles Huffman, Niko Kanakaris, John Piwko and JR Westberg.

ABSENT: Trustee Harry Leopold

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Development Services 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 – Approval of the February 5, 2015 Committee of the Whole Meeting Minutes

Mayor Sass asked if the Committee had any comments or changes to the Minutes; there were none.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval the February 5, 2015 Committee of the Whole Meeting Minutes.

- b) Discussion – Approval of the February 26, 2015 Bill List in the Amount of \$1,018,213.64

Mayor Sass reported that \$322,390.51 of the bill list expenditures is from the FY14 Budget and the remaining \$695,823.13 is from the FY15 Budget.

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

Trustee Westberg asked what the payment to Clarke Mosquito was for; Village Manager Johnson reported that the Village purchased the tablets that will be dropped into the sewers during the summer.

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 the February 26, 2015 Bill List in the Amount of \$1,018,213.64.

- c) Discussion – Consideration of an Ordinance Approving the Final Planned Unit Development including necessary relief and Special Use Permit for a Restaurant with a Drive-Through within the “B-3 (PUD)” Shopping Center Business – Planned Development District-zoned property at the southeast corner of Route 47 and Powers Road - Outlot 8, Huntley Crossings – Phase 1 for Culver’s, Inc.

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Culver’s, Inc. is proposing construction of a new 4,207 square foot restaurant including a drive-through on Outlot 8 (1.94-acres) of Huntley Crossings – Phase 1 at the southeast corner of Route 47 and Powers Road. This location will replace the existing Culver’s restaurant located at Village Green.

The site is zoned “B-3-PUD” Shopping Center Planned Unit Development. The annexation agreement approved in November 2006 assigned the zoning designation to the Huntley Crossings subdivision and established, among other requirements, a maximum of two (2) drive-through restaurants within the Phase 1 outlots. This will be the first drive-through restaurant in the Huntley Crossings subdivision.

Final Planned Unit Development

Site Plan

The proposed site plan is in adherence to the building and parking setbacks with the exception of the northern parking area with 3.83 feet relief requested from the required ten (10’) foot minimum parking setback. Ingress and egress to the subject 1.94-acre site will be via two (2) drives off the private Huntley Crossings service road. The annexation agreement requires eating establishments to provide a minimum of ten (10) parking stalls per 1,000 square feet of floor area; therefore, 43 parking spaces are required. The proposed site plan provides 65 parking spaces with four (4) accessible spaces, exceeding the three (3) accessible spaces required per the Illinois Accessibility Code.

One-way drive-aisles on the west and south portions of the site serve to accommodate the counter-clockwise traffic circulation within and adjacent to the drive-through lanes and providing cross-access to the outlot to the south. A concrete patio for outdoor dining is located at the northwest corner of the restaurant. The trash enclosure is located at the northeast corner of the building with its gates facing the rear (east) of the lot.

Building Elevations

Exterior materials proposed for the restaurant includes a combination of manufactured stone with stone sill trim, brick piers separating cement board siding and an EFIS cornice accent band along the roof line. Blue canvas awnings are proposed above each of the structure's windows as well as the cement board siding portions of the restaurant without windows. Wall mounted gooseneck lighting fixtures are also proposed to highlight these canvas awnings.

Landscaping

The annexation agreement governing the commercial subdivision requires adherence to the Village Design Guidelines including the foundation landscaping and perimeter plantings. The proposed plan includes the trees along the west and north property lines which meet the requisite one tree per forty (40') feet and trees proposed along the east and south property lines adhere to the one tree per seventy-five (75') foot requirement. The proposed foundation plantings exceed the foundation planting requirements found in the Commercial Design Guidelines. Additional plantings will augment existing landscape materials along the property perimeter and the petitioner has agreed to cooperate with the Development Services Department to replace existing landscape materials along Route 47 and Powers Road that are in poor condition. An irrigation system will be provided.

Lighting

Parking lot lighting proposed for the site will utilize the same Sternberg Prairie-style light fixture installed at the BMO Harris Bank site on the southern end of the Huntley Crossings commercial subdivision. The light fixture provides both the requisite 2.0 foot-candle average for the parking area as well as the 0.5 foot-candle maximum along the outlot property line.

Signage

The proposed two-sided, 6'-3"-tall, 26.3 square foot monument sign at the southwest corner of the site will be mounted on a masonry base and wrapped in stone matching the principal structure and includes an Electronic Message Board. The Village's Sign Regulations prohibits moving and/or flashing signs, necessitating relief for the electronic message board component of the proposed ground sign. Additionally, the ground sign requires relief for not matching the template design for monument signs approved as part of the Preliminary PUD for the commercial subdivision.

Wall signage includes a thirty (30) square foot sign on each of the four elevations thereby requiring relief for the two (2) wall signs on the east and south elevations which do not have public street frontage. Otherwise, the sign package includes directional signage at the site's entrance and exit drives and signs associated with the drive-through.

Required Relief

The following relief will be considered as part of the PUD process:

1. Section 156.106 Parking (C) (2) requires a ten (10') foot landscape setback. The 6.17 foot setback proposed along the north parking area requires 3.83 feet in relief from this requirement.
2. Electronic message boards are prohibited under the Sign Regulations. Relief is required to accommodate this component of the proposed monument sign.

3. Relief is required for the two additional wall signs proposed for the east and south sides of the restaurant.
4. Relief is required to accommodate an architectural style for the ground sign that does not match the outlot sign-template approved as part of the Preliminary Planned Unit Development for Huntley Crossings.

Village Board Concept Review

The Village Board reviewed the conceptual plans on December 18, 2014, and referred it to the Plan Commission to begin the formal development review and approval process. The Village Board's comments included the following:

- A barrier at the southern cross-access drive was recommended until the outlot to the south is developed. *The petitioner has added an "End of Road" object marker sign at the southern end of the access road connecting the two outlots.*
- The ground sign shall be wrapped in brick/stone and the directional signs shall have brick/stone bases. *The petitioner has revised the sign plan to wrap the ground sign with stone and add stone to the base of the directional signs.*
- Installation of the ground sign shall maximize its visibility from Route 47. *The petitioner noted that given the site grade and visibility from Route 47, the location proposed for the ground sign is optimal. Staff also notes the stormwater detention, municipal utility easement and future bike path further constrain potential locations for the placement of the ground sign.*
- The number of accessible parking spaces should be increased. *The petitioner has added an additional accessible parking space to the site layout. The number of accessible spaces proposed exceeds the minimum number required by the Illinois Accessibility Code.*
- The landscaping installed adjacent to Route 47 shall not interfere with future pathway(s). *The petitioner has acknowledged that landscaping will be installed to avoid conflict with any future pathway(s).*

Plan Commission Recommendation

The Plan Commission reviewed the petition at a public hearing on February 9, 2015. A single Sun City resident offered support for the petitioner's request and no one offered testimony in opposition to the request. The Plan Commission recommended approval of the request by a vote of 5-0, subject to the following conditions:

1. All public improvements and site development must occur in full compliance with the submitted plans and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioners will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. The electronic message center sign shall contain static messages only and shall not have movement or the appearance or optical illusion of movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement or appearance of movement of any illumination or the flashing, scintillating or varying of light intensity other than that provided through an automatic dimming system to control overall illumination intensity. Each message on the sign shall be displayed for a minimum of 10 seconds. The change of messages must be accomplished immediately.

4. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
5. The petitioner shall work with Village Staff to schedule the replacement of existing trees in poor condition along the frontage of Route 47 and Powers Road.
6. All permanent and seasonal plantings must be replaced immediately upon decline.
7. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
8. No building plans or permits are approved as part of this submittal.
9. No sign permits are approved as part of this submittal.
10. The petitioner and developer will be required to provide a bike path easement on the west side of the property to accommodate the future bike path extension along Route 47.

Director Nordman reported that representatives from Culver's were in attendance to answer questions.

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

Trustee Piwko stated that he appreciated the changes made as a result of the suggestions from the concept review. Trustee Piwko asked if Culver's intended to sell alcohol at some point. Mr. Bill Lock, owner/operator, said no alcohol would be served.

Trustee Goldman stated that the building was beautiful and that Culver's was a good community partner.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board an Ordinance Approving the Final Planned Unit Development including necessary relief and Special Use Permit for a Restaurant with a Drive-Through within the "B-3 (PUD)" Shopping Center Business – Planned Development District-zoned property at the southeast corner of Route 47 and Powers Road - Outlot 8, Huntley Crossings – Phase I for Culver's, Inc.

- d) Discussion – Consideration of an Ordinance Approving a Plat of Easement from William S. and Soula Galanis (Village Inn)

Mayor Sass reported that the Village Inn property located at 11713 E. Main Street is owned by William and Soula Galanis. To accommodate the relocation and burial of overhead utility lines within the downtown, including the burial of overhead services on the south side of the building, an easement is required to allow for the location of public utilities, as well as ingress/egress.

Staff Analysis

The plat of easement provides an easement that allows ComEd to install a new underground line, and also grants the Village a public utility easement for the purposes of roadway, drainage purposes, and ingress/egress purposes. The easement is located on the south side of the property and consists of approximately 1,239 square feet.

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

It was the consensus of the Committee of the Whole to forward on to the Village Board an Ordinance Approving a Plat of Easement from William S. and Soula Galanis (Village Inn).

- e) Discussion – Consideration of the Approval of Payout Request No. 3 (Final) to Geske & Sons Inc. for the 2014 MFT Street Program in the amount of \$29,385.14

Mayor Sass reported that on June 26, 2014, the Village Board approved a resolution appropriating \$900,000.00 in Motor Fuel Tax Funds for Maintenance of Streets and Highways for the 2014 Street Improvement Program and Resolution Authorizing a Bid Award and Construction Contract to Geske & Sons, Inc., in the amount of \$866,897.40 for the rehabilitation of Del Webb Boulevard between Illinois Route 47 and Eakin Creek Ct., and the eastern portion of Wing Pointe Subdivision.

Geske & Sons, Inc. has submitted the third and final payout request for the 2014 MFT Street Program. The Village’s project engineer, CBBEL, has reviewed the request and recommends approval of the final payout.

Staff Analysis

<u>Pay Request</u>	<u>Total Completed Work</u>	<u>Retention</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$523,870.40	\$26,193.52 (5%)	\$0.00	\$497,676.88
#2	\$837,113.95	\$16,742.28 (2%)	\$497,676.88	\$322,694.79
#3 (Final)	\$849,756.81	\$0.00 (0%)	\$820,371.67	\$29,385.14

Financial Impact

The FY2014 Budget included \$900,000 in the MFT Fund line item 42-05-3-6750 and \$100,000 in the Street Improvement Fund line item 04-10-2-6320 for the 2014 Street Improvement Program.

Mayor Sass asked if the Committee had any 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 Payout Request No. 3 (Final) to Geske & Sons Inc. in the amount of \$29,385.14 for the 2014 MFT Street Program.

- f) Discussion – Approval of Payout Request No. 2 (Final) in the Amount of \$22,728.26 to Berger Excavating Contractors for Downtown Watermain Extension and Looping Project

Mayor Sass reported that on November 13, 2014 the Village Board of Trustees awarded a contract for the Downtown Watermain Extension and Looping project to Berger Excavating Contractors. The contract amount was \$180,817.00.

Berger Excavating has submitted the second and final payout request for the Watermain Extension and Looping project. The Village’s project engineer, CBBEL, has reviewed the request and recommends approval of the final payout.

Staff Analysis

<u>Pay Request</u>	<u>Total Completed Work</u>	<u>Retention</u>	<u>Previous Payments</u>	<u>Amount Requested</u>
#1	\$149,614.54	\$0.00	\$0.00	\$149,614.54
#2 (Final)	\$172,342.80	\$0.00	\$149,614.54	\$22,728.26

Financial Impact

The FY2014 budget was amended on May 22, 2014 to appropriate funds for this project in the Water Capital Fund 20-10-4-6900

Mayor Sass asked if the Committee had any 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 Payout Request No. 2 (Final) in the amount of \$22,728.26 to Berger Excavating for the Downtown Watermain Extension and Looping project.

- g) Discussion – Consideration of a Resolution Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement (IPWMAN)

Assistant Village Manager Lisa Armour reported that the Illinois Public Works Mutual Aid Network (IPWMAN) provides a formalized system for government agencies to enter into a written mutual aid agreement to provide and receive emergency assistance in the event of natural or man-made disasters or other situations that require action or attention beyond the normal capabilities of an agency. This organization embodies the concept of “community helping community” by providing an organized process for response to an emergency. An agency requesting assistance receives the type of equipment, materials and personnel service that are needed to react to the event.

Staff Analysis

Staff has reviewed the program and recommends the Village participate based on the numerous benefits the organization offers:

- Provides a network of responding agencies with more diverse resources
- Access to various resources from all areas of the state, not just limited to the area in close proximity to the event
- Educational workshops and training to prepare agencies for emergencies and disasters
- Membership agreement that provides reimbursement protocols after the first five days or if the disaster becomes eligible for FEMA or IEMA aid
- Access to a list of emergency contacts

Legal Analysis

The Village Attorney has reviewed the agreement.

Financial Impact

Membership dues/fee for participation in the IPWMAN program is \$250.00 per year (agencies with population between 15,001 and 75,000). The membership fee is budgeted for in the FY2015 budget Line Item 01-60-2-6475, Dues and Publications, for the Streets and Underground Division of Public Works.

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

It was the consensus of the Committee of the Whole to forward to the Village Board a Resolution Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement (IPWMAN).

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT:

Village Manager David Johnson reported that on February 18, 2015 the Village received five (5) sealed bids for the Downtown Utilities Improvements project. The bids were opened, read aloud and Berger Excavating appears to be the apparent low bidder.

Village Manager Johnson said the bids are being reviewed and evaluated by Staff and Christopher Burke Engineering and award of the bid will be on the February 26th Agenda for discussion and consideration.

Mayor Sass asked if the Committee had any other questions for Village Manager Johnson.

Trustee Goldman asked if Staff had received a lot of calls regarding MC Ride; Village Manager Johnson reported that one (1) call was received.

Trustee Goldman asked what the water issue was on Route 47 just outside Sun City. Village Manager Johnson reported that a force main broke and was being repaired on Tuesday and Wednesday.

There were no other questions.

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that the Village received an APWA Award for the Kreutzer Road Extension.

Mayor Sass reported that Staff went down to Springfield on February 18th and met with the Acting Director of Transportation re: Amtrak Project.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEMS: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:23 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary