

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
August 6, 2015
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, August 6, 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, Tim Hoeft (arrived at 7:05 p.m.), Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Development Services Charles Nordman, Village Clerk Rita McMahan and Village Attorney Mike Coppedge.

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

SPECIAL PRESENTATION:

- a) Administration of the Oath of Office to Sergeant Joe Willard

Mayor Sass acknowledged and thanked the Police Commission for their work and asked Chief Perkins to come forward to present Sergeant Willard.

Chief Perkins gave a brief background, noted the accomplishments and introduced the family of Detective Joe Willard. Chief Perkins reported that Detective Willard is being promoted to the rank of Sergeant and asked Village Clerk Rita McMahan to administer the Oath of Office.

Village Clerk McMahan administered the Oath of Office. Sergeant Willard thanked the Village Board, the Police Commission, his family, friends and co-workers for their support.

PUBLIC COMMENTS:

Linda Thomas (Wing Point Townhome Association) and Joni Van Alstine, 9535 Cummings Street, addressed the Committee regarding flood plain mapping concerns.

Ms. Van Alstine reported that in 2008 the Flood Plain Map was changed which showed that 24 townhouse units are in the flood plain and now these residents are being charged an astronomical amount, some \$5,000 per year more, in flood plain insurance. Ms. Van Alstine reported that they can file A Letter of Map Amendment (LOMA) which will cost \$1,800 to rectify this but the homeowners association says that they would not be responsible for cost. Ms. Thomas stated that she would like the Village Board to assist the Home Owners Association (HOA) as they are in dire straits financially as

they have experienced a decrease in revenues due to townhome foreclosures.

Mayor Sass reported that the Village Engineer, Tim Farrell, has already sent a letter to FEMA and the Village will assist to rectify the FEMA Map change. Ms. Van Alstine stated that Engineer Farrell has been helpful but the letter he sent to FEMA asked that FEMA grandfather the parcels which will only delay the increase and the insurance will increase the fee over time.

Village Manager Johnson stated that Staff and the Village's Engineering Consultant will work to expedite the LOMA.

ITEMS FOR DISCUSSION:

- a) Discussion – Approval of the July 9, 2015 Village Board and July 16, 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 July 9, 2015 Village Board and July 16, 2015 Committee of the Whole Meeting Minutes.

- b) Discussion – Approval of the August 13, 2015 Bill List in the Amount of \$1,527,265.08

Mayor Sass reported that \$1,292,880.65 (or 84.7 %) of the total bill list is attributable to Payout#2 to Landmark Contractors for the Downtown Retail Parking Lot Project (\$139,493.36), the final Village Share of the I-90/Route 47 Interchange Project (\$505,579.22), payment to IDOT for the Kreutzer Road Extension Project (\$374,398.24), Impact Fees (\$238,214.00), SSA & TIF Property Taxes (\$23,428.33) and payment to Carmichael Construction for Hackett House renovation expenditures (\$11,767.50).

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 the August 13, 2015 Bill List in the Amount of \$1,527,265.08.

- c) Discussion – Consideration of an Ordinance Approving a Final Planned Unit Development, including any necessary relief and a Special Use Permit for a Restaurant with a Drive-Through for the proposed multi-tenant building within the “B-3 (PUD)” Shopping Center Business – Planned Unit Development-zoned property, Lot 5, Rosati's Resubdivision (Reed's Corner), pursuant to the requirements of Section 156.204 of the Huntley Zoning Ordinance

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioners are requesting a Final Planned Unit Development, including necessary relief and a Special Use Permit for a Restaurant with a Drive-Through within the “B-3 (PUD) Shopping Center Business – Planned Unit Development to accommodate construction of a ±7,840 square foot building including a Dunkin Donuts restaurant with a drive-through lane and associated site improvements.

Site Plan

The ingress/egress provided to the site is at the northeast (entry-only) and southeast corners of the 08.06.15 COW Minutes

property via the north-south access drive serving the Rosati's Resubdivision. One-way drive aisles (minimum twenty (20') foot wide widths) are proposed along the north side (adjacent to the drive-through aisle/window) and along the east side (along the drive-through aisle at the rear of building) which follows the circulation pattern for the drive-through window and associated vehicle stacking. The west (front) and south (side) portions of the property will have two-way, twenty-five (25') foot wide drive-aisles. The curbed stub at the southwest corner of the tract accommodates cross-access to the future development on Lot 4 to the south.

Parking

The proposed ±7,840 square foot multi-tenant retail building, including the proposed thirty-five (35) seat, 1,855 square foot Dunkin Donuts restaurant, requires thirty-five (35) parking spaces as shown in the following table:

| | REQUIRED PARKING |
|--|------------------|
| THREE (3) TENANT SPACES 5,565 SF (4.0 SPACES / 1,000 SF) | 23 |
| DUNKIN DONUTS RESTAURANT (1 PARKING / 3 SEATS) | 12 |

The proposed site plan provides 59 spaces, including three (3) accessible parking spaces. Based on the Village's parking regulations the proposed amount of parking spaces could accommodate a dine-in restaurant in at least one of the other three tenant spaces.

Building Elevations

The exterior materials for the proposed building include a combination of brick, cultured stone, metal clad accent panels, cement-board siding, fabric awnings and metal canopies, including awnings over the rear (east side) tenant doorways. The column features at the center of each building elevation and at the corners include wall-mounted sconce lights. The Dunkin Donuts restaurant patio area includes a three (3') foot-tall decorative wrought-iron fence and bollards. The dumpster enclosure at the rear of the site includes solid metal gates and masonry material matching the exterior of the principal building.

Landscaping

The proposed site landscaping offers perimeter and foundation plantings in conformance with the Village's Landscape Ordinance and Commercial Design Guidelines including irrigation, trees and shrubs within parking area bump-outs, Mission Arborvitae screening around the dumpster enclosure on the rear (east side) of the site and low-lying building foundation plantings. Additionally, the proposed landscaping at the base of the monument sign is in conformance with the Sign Regulations requirements. The petitioner shall coordinate with Village Staff the final approval of the landscape plan including the replacement of any landscape materials in decline adjacent to Route 47 and Rainsford Drive.

Lighting

Parking lot lighting proposed for the site will utilize the same light fixture installed within the Walgreens (Lot 2) project. The lighting fixture provides the requisite 2.0 foot-candle average for the parking area and the 0.5 foot-candle maximum at the property line.

Signage – Monument, Menu Board and Directional Signs

The Rosati's Resubdivision Planned Unit Development approval included a ground sign design template for Lot 5 specifying an 8'-3½"-tall masonry monument sign with a peaked top feature. The proposed eight 11'-3½"-tall Dunkin Donuts/Multi-tenant masonry monument sign requires three (3') foot-relief

but otherwise matches the approved monument sign design template for Lot 5. Other proposed ground signs for the site include a menu board on the rear (east side) of the building and requisite three (3') foot-tall, directional signs on masonry piers that match the building brick.

Signage – Wall Signs

The wall sign package proposed for the Dunkin Donuts restaurant and the three (3) tenant spaces includes wall signs on both the front and rear elevations for the two (2) middle units and wall signs on the front, rear and respective north and south sides of each of the two (2) end-cap units. The petitioners are requesting relief for the signs on the rear of the building and the interior side (south side) which do not have frontage on Route 47 or Rainsford Drive. Additionally, relief is required for the size of the Dunkin Donuts signs on the west elevation (facing Route 47) as well as the sign on the north side (facing Rainsford) that exceed the 28 square feet allowed.

REQUIRED RELIEF

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

Site Plan

1. Sixteen (16') feet relief is required for the proposed eighty-four (84') foot parking setback within the 100-foot Landscape Easement adjacent to Route 47.

Signage

1. Total surface area of all wall signs shall not exceed one (1) square foot for each lineal foot of the building's frontage. The 112-foot wide front elevation allows 112 square feet of signage. The 125.1 square feet of wall signs proposed requires 13.1 square foot relief.
2. The north, drive-through elevation can accommodate a 28.5 square foot wall sign, therefore the proposed 38.2 square foot sign requires relief of 9.7 square feet.
3. Relief is required for the single 28.5 square foot sign on the south, interior side elevation.
4. One (1) wall sign per tenant or one (1) per street frontage (must be located on street frontage face of the building) is allowed. Relief requested for an additional wall sign on the rear (east-facing) elevation of each of the tenant spaces along the north-south access road.
5. The proposed 11'-3½"-tall monument sign requires three (3') feet relief from the 8'-3½"-tall monument sign template approved for Lot 5 as part of the Preliminary Planned Unit Development for the Rosati's Resubdivision.

Village Board Conceptual Review

The Village Board reviewed conceptual plans for the project on April 2, 2015 and noted the following concerns regarding the petitioner's request:

- Generally improve the architecture of the proposed building. *The petitioner has added tower features to the building and a rectangular detail feature on the center parapet of both the front (west) and rear (east) elevations, as well as added columns and wall light sconces to the corners and center portions of the proposed building.*
- Add awnings over the doors on rear of building. *Awnings have been added above the rear doors.*
- The Village Board suggested increasing the width of the drive-through aisle. *The drive-through aisle width increased to 12'-5" from 11'0".*

- Investigate reducing the width of the Route 47 and Rainsford Drive parking setbacks to increase the width of the drive aisles. *The west and south drive aisles have been widened by 1'-0" to 25'-0"; the north drive aisle was widened by 3'-5" to 21'-5" and the east drive aisle has been widened by 4'-0" to 20'-0".*
- Relocate the trash enclosure to the northeast corner of the site. *The petitioner prefers to keep the dumpster centrally-located at the rear of the building to make it easily accessible from each of the four (4) tenant spaces.*
- Add a second "ingress-only" drive at the northeast corner of the property. *An additional entrance to the site has been added.*
- The Village Board noted that a dine-in restaurant within the other tenant spaces may exceed the proposed parking for the site. *The site has 59 parking spaces providing flexibility for additional restaurant users.*
- The proposed monument sign for the site must be wrapped in brick matching the building. *The monument sign exhibit meets this requirement.*
- Appropriately barricade the cross-access lane to the undeveloped Lot to the south. *Future cross access is curbed.*
- Install appropriate wrought iron fencing around the patio area. *A detail of patio fence is provided. Additionally, bollards will be installed to protect the patio area.*

Plan Commission Recommendation

The Plan Commission reviewed the petition at a public hearing on July 27, 2015. No one offered testimony in opposition to the request. The Plan Commission unanimously recommended approval by a vote of 6-0, 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 petitioner shall obtain final landscape approval of the Landscape Plan from the Development Services Department.
4. The petitioner shall work with Village Staff to address the replacement of existing landscape materials in poor condition along the frontage of Route 47 and Rainsford Drive
5. All permanent and seasonal plantings must be replaced immediately upon decline.
6. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
7. No building plans or permits are approved as part of the submittal.
8. No sign permits are approved as part of the submittal.

Director Nordman reported that representatives of the project were in attendance to answer questions.

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

Trustee Piwko thanked the petitioners for the addition of bike racks.

Trustee Kanakaris stated that he thought the diagonal parking on the north side of the property was to be changed to 90 degree stalls; Director Nordman reported that the only request at concept review was for wider drive aisles which the petitioner added.

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 an Ordinance for a Final Planned Unit Development, including any necessary relief and a Special Use Permit for a Restaurant with a Drive-Through for the proposed multi-tenant building within the “B-3 (PUD)” Shopping Center Business – Planned Unit Development-zoned property, Lot 5, Rosati’s Resubdivision.

- d) Discussion – Consideration of an Ordinance Authorizing the Approval and Execution of a Redevelopment Agreement between the Village of Huntley and Billitteri Enterprises, LLC for the Redevelopment of the Property at 11808 Main Street

Village Manager David Johnson reported that Mr. Joseph Billitteri appeared before the Village Board in December, 2014, to request a Façade Improvement Assistance Program grant to restore the front elevation of 11808 Main Street (currently occupied by Split Endz). Mr. Billitteri purchased the building in late 2014 for \$280,000. The initial request focused on the Main Street building elevation, with minor improvements proposed to the Coral Street and west elevations. It was estimated that the total project cost of the proposed improvements was \$64,515. The Village Board indicated to the petitioner that they would like to see additional improvements to the Coral Street and west elevations of the building and directed the petitioner to revise the proposal and come back to the Board for further review. A summary of the original proposed improvements and the additional improvements requested by the Village Board was included in the packet.

Staff Analysis

Since appearing before the Village Board in December, the petitioner has continued to work with Mr. Larry Farrenkopf of Architects 127 (the same architect for the Sawyer Kelley Mercantile building and the Hackett House) to revise the proposed renovations to address the concerns identified by the Board. The project cost estimate to incorporate the desired improvements to the Coral Street and west elevations, as well as to complete the historic restoration of the Main Street façade, is \$113,650, which is an increase of 76% over the original budget presented in December, 2014. Per Village Board direction, the petitioner’s estimate of \$113,650 was reviewed by an independent general contractor who confirmed that the budgeted expenses were in-line with the proposed improvements.

The amount of assistance available through the Façade Improvement Program is limited to 50% of eligible expenses, up to a maximum of \$20,000 within a five-year period. The petitioner has indicated that the project incorporating all three elevations is not feasible without some additional assistance beyond the amount available through the Façade Improvement Program. The petitioner is seeking \$40,000 (35% of project costs) to complete the improvements. There is approximately \$40,000 in unspent reimbursement funds that the petitioner did not utilize on the Sawyer Kelley Mercantile (SKM) redevelopment project that could be made available through a redevelopment agreement to fund the proposed improvements to 11808 Main Street.

Financial Impact

The \$40,000 would be funded through the Downtown Improvement Fund. It is expected that the investment in the building will yield positive tax increment for the TIF and by utilizing the unspent funds from the SKM project; funds are still available for the Façade Improvement Program to provide assistance for other projects.

Legal Analysis

The proposed Redevelopment Agreement has been reviewed by the Village Attorney and all is in order for Village Board approval.

Village Manager Johnson reported that the petitioner was in attendance to answer questions.

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 an Ordinance Authorizing the Approval and Execution of a Redevelopment Agreement between the Village of Huntley and Billitteri Enterprises, LLC for the Redevelopment of the Property at 11808 Main Street.

- e) Discussion – Approval of Payout Request No. 2 in the amount of \$139,493.36 to Landmark Contractors, Inc. for Downtown Retail Parking Lot Project

Mayor Sass reported that on March 12, 2015 the Village Board of Trustees awarded a contract for the Downtown Retail Parking Lot project to Landmark Contractors, Inc. The contract amount was \$281,894.30.

Landmark started working on April 10, 2015 and has submitted a pay request for the Downtown Retail Parking Lot project. Village staff and the Village’s project engineer, CBBEL, has reviewed the pay request and recommends approval of the payout.

Staff Analysis

| <u>Pay Request</u> | <u>Total Completed Work</u> | <u>Retention</u> | <u>Previous Payments</u> | <u>Amount Requested</u> |
|--------------------|-----------------------------|------------------|--------------------------|-------------------------|
| #1 | \$173,290.75 | \$17,329.07 | \$0.00 | \$155,961.68 |
| #2 | \$301,484.73 | \$6,029.63 | \$155,961.68 | \$139,493.36 |

The contract cost adjustment is mainly associated with adding storm sewer pipe and structures to provide subsurface drainage for the building downspouts and brick pavers as well as increasing the light pole foundations from 24” diameter to 30” diameter to accommodate the light pole base.

Financial Impact

The FY2015 budget includes \$4,000,000 for Streetscape Improvements project(s) in the Downtown TIF Fund 16-10-4-7712.

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 in the amount of \$139,493.36 to Landmark Contractors, Inc. for the Downtown Retail Parking Lot project.

- f) Discussion – Approval of Payment No. 4 (Final) to the Illinois State Toll Highway

Authority in the amount of \$505,579.22 for the I-90/Route 47 Interchange

Mayor Sass reported that on March 22, 2012, the Illinois State Toll Highway Authority awarded the construction bid for the full interchange at I-90 and Route 47 to Plote Construction in the amount of \$35,708,679.81. The intergovernmental agreement for the interchange project established a payback schedule with payments due to the Tollway each year in 2012-2015. The first payment was made in 2012 in the amount of \$1,053,514.45. The second payment was made in 2013 in the amount of \$1,653,514.45. The third payment was made in 2014 in the amount of \$496,054.34. The fourth and final payment to be made in 2015 totals \$505,579.22, for a total of \$3,708,662.47.

Staff Analysis

The estimated Village share for the project, which includes previously expended funds for engineering and design, is approximately \$5.49 million prior to credits.

Financial Impact

The FY15 Tollway Fund provided funds for an estimated payment of \$796,917.00. The invoice for payment No. 4 is \$505,579.22.

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 for approval Payment No. 4 (Final) to the Illinois State Toll Highway Authority in the amount of \$505,579.22 for the I-90/Route 47 Interchange.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Trustee Westberg stated that Staff did a great job on the Wing Pointe entrance.

VILLAGE PRESIDENT'S REPORT:

UNFINISHED BUSINESS: None

NEW BUSINESS:

Trustee Piwko stated that the Bike Huntley event was a success and gave kudos to the Police Department and Staff. Trustee Piwko invited everyone to the free corn boil at the August 8th Farmers Market.

Trustee Hoeft reported that Tom Halat's granddaughter won an award at the McHenry County Fair.

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 7:39 p.m.

MOTION: Trustee Piwko
SECOND: Trustee Westberg
The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary