

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
February 21, 2008  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, February 21, 2008 at 7:00pm in the Municipal Complex Village Board Room 10987 Main St, Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Mayor Charles H. Sass, Trustees: Pam Fender, Jay Kadakia, Niko Kanakaris, Harry Leopold, Paul Mercer, and John Piwko.

**ABSENT:** None

**IN ATTENDANCE:** Village Manager Carl Tomaso, Director of Development Services Lisa Armour, Village Attorney Mike Coppedge, Management Assistant Barb Read, and Recording Secretary Anita Powers of Karick & Associates.

**PLEDGE OF ALLEGIANCE:**

Mayor Sass led the Pledge of Allegiance.

A moment of silence was held for the victims of the shooting at Northern Illinois University.

Mayor Sass welcomed two Boy Scouts who were in attendance; Tyler Ellefson from Troop 167 and Nicholas Stuve from Troop 152.

**PUBLIC COMMENTS**

None

**ITEMS FOR CONSIDERATION:**

A. Approval of February 21, 2008 Bill List in the Amount of \$1,132,007.03

**A MOTION was made to approve the February 21, 2008 Bill List in the Amount of \$1,132,007.03**

<b>MOTION:</b>	<b>Trustee Leopold</b>
<b>SECOND:</b>	<b>Trustee Kanakaris</b>
<b>AYES:</b>	<b>Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer, and Piwko</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>Motion carried</b>	<b>6:0:0</b>

## B. Discussion – Concept Review of Gateway Commons Proposed Warehouse Building

Petitioner: Peter J. Konopka, Huntley Building Development

Village Manager Tomaso reported that the subject site is located immediately northeast of the Huntley Gateway Commons center located on Oak Creek Parkway. The Huntley Gateway Commons center is the location for two 63,000 square foot buildings that were built in 1998 and 1999. The buildings contain a mixture of office, office/warehouse, light manufacturing and service related businesses. The 0.95 acre subject site, located northeast of the center, has been improved with a 65 stall parking lot and is subject to an annexation agreement previously approved by the Village Board. The Village Board approved the annexation and an annexation agreement for the 0.95 acre parcel on October 11, 2001. Upon annexation the property was zoned “BP” Business Park under the Planned Unit Development District provisions.

The Annexation Agreement permitted the construction of a parking lot in accordance with the site plan; however, no other improvements were approved as a part of the Agreement. Additionally, 11 parking spaces were to be land banked in the open space east of the parking lot. These parking spaces were required to be installed if the driveway is extended further to the east. He further stated that the official parking inventory of the subject site specified a required minimum of 276 parking spaces. He continued noting that the latest exacted site count resulted in 265 actual spaces.

The petitioner is now proposing to construct an 8,000 s.f. warehouse building on the 0.95 acres site, immediately east of the parking lot.

Village Manager Tomaso presented building elevations.

### **Required Approvals and Relief**

With the proposed site plan, the petitioner would be required to seek the following approvals and relief:

1. In accordance with Section 7(A) of the Annexation Agreement, the owner of the property may seek to amend, modify and supplement certain provisions of this Agreement after due notice and proper hearing and subject to approval by the Village Board of Trustees.
2. The Annexation Agreement permitted the construction of a parking lot in accordance with the site plan prepared by Scheflow Engineering dated October 11, 2001; however, no other improvements were approved as a part of the Agreement. Any change to the approved site plan requires an amendment to the Annexation Agreement, which must be approved by the Village Board. In accordance with the approval, 11 spaces were to be land banked and shall be installed east of the parking lot if the parking lot is extended. Relief is necessary for the Petitioner to extend the driveway along the proposed building without providing the 11 land banked parking spaces.

3. In order to consider the proposed building as an accessory use to the Huntley Gateway Commons (Lot 1 of the Huntley Business Park Resubdivision No. 1), the property must be platted and consolidated with this Lot. This will also require an amendment to the Annexation Agreement and approval by the Village Board.
4. Per Section 156.027(C.3.e)) of the Zoning Ordinance, a 10 foot setback is required for parking/drive aisles from side and rear lot lines. The drive aisle located on the north, south, and east side of the proposed building is located within the 10 foot parking/drive setback. The site plan submitted indicates a 3'-0" setback, however, the drive and fire lane appear to be less than 3'-0".
5. Per Section 156.027(C.3e)), of the Zoning Ordinance, a 20 foot setback is required between parking/drive aisles and the front of the building (west elevation). Additionally, a 10 foot setback is required between the parking/drive aisles and the side and rear elevations (south, east and north elevations). The site plan submitted indicates the drive aisles would abut the building elevations.
6. Parking is required for Warehouses at a ratio of 1 space per 1,000 square feet of gross floor area; therefore, a total of 8 parking stalls would need to be provided for the proposed 8,000 s.f. warehouse. A review of the existing parking will need to be completed to determine is parking is available for the proposed warehouse.

Village Manager Tomaso noted that parking on this site has been an issue in the past.

Trustee Leopold spoke of his concerns regarding the proposal. The extension of the building to the east would eliminate future opportunity for a 20' wide connecting driveway access easement to the Home Depot site.

Mr. Konopka Jr. spoke on behalf of the petitioner.

Trustee Leopold asked about the shortage of parking spaces. Mr. Konopka stated that he believes there are 25% more parking spaces than required. Village Manager Tomaso stated that overall, the development is lacking the 11 land banked spaces that are a condition of the previous approval. This information was referenced and provided above as part of the official presentation.

Trustee Leopold asked about the driveway on the north side of the building. Mr. Konopka answered that the new building will be auxiliary storage space for existing tenants. The fire department requires fire lanes on each side.

Trustee Fender agreed that the roadway should not be blocked by the building. She spoke of the tight parking conditions that exist at the location. Trustee Piwko agreed.

Mr. Konopka explained that storage is the problem; not parking. Mr. Konopka noted that he has a letter in support of the project from the Association for the building.

Trustee Piwko asked what would be stored in the new building. Mr. Konopka stated that an existing tenant wants to store the products he machines and currently plans to use all the space. Trustee Piwko noted that he drove in the area and noticed that parking seemed tight.

Trustee Kadakia stated that he is concerned about the parking. He stated he is not in favor of approving a variation since there is no hardship. Mr. Konopka stated that this plan will keep businesses in Huntley, which helps everyone.

Trustee Kanakaris asked about the occupancy of the building. Mr. Konopka stated that he only owns about the 30% which is almost fully occupied and did not know the occupancy of the rest of the site. Mayor Sass stated that there are probably empty units that could be used for storage.

Mayor Sass stated that the Trustees have been firm in terms of granting variances and recommended that the petitioner adjust the plan to eliminate the need for variances for this new construction. The Trustees discussed various site design ideas. Mayor Sass noted that any amendment to an Annexation Agreement would need a Super Majority vote (5 out of 7) to pass.

Village Manager Tomaso also suggested that a condition be added at the time of approval to preserve an access easement for the connectivity to the south. The Trustees agreed.

**It was the consensus of the Village Board that this petition not move forward in its current form with the proposed variations.**

C. Discussion - Concept Review of Proposed Retail Center, Lot 4 Bakley's 18th Addition West (Near Southwest corner of Route 47 and Reed Road)

Petitioner: Bakley Enterprises

Village Manager Tomaso presented a PowerPoint presentation to the Trustees including a zoning map of the proposed site plan and the proposed elevations.

The petitioner is proposing to construct a 15,863 square foot retail center on Lot 4 of Bakley's 18<sup>th</sup> Addition West Subdivision. The 2.5 acre site is located immediately south of American Community Bank which is presently under construction. The proposed site improvements include 96 parking spaces (5.7 spaces per 1,000 square feet of gross building area) and 4 motorcycle parking spaces. The proposed retail center will front on Route 47 and the rear of the building will face the newly constructed Noah Drive. Two drive-up windows are also proposed as part of the retail center and would be located on the rear building elevation (facing Noah Drive) and on the center's north elevation (facing American Community Bank). Tenants for the drive-up windows have not been identified at this time.

The site is located within the “B-3” Shopping Center Commercial District which requires all development to be reviewed as a Planned Unit Development. Additionally, the proposed drive-up windows require the approval of Special Use Permits and relief is necessary for the trash enclosure to be located within the 20’-0” required building setback along Noah Drive.

#### **Planning Commission and Zoning Board of Appeals Conceptual Review**

The Planning Commission and Zoning Board of Appeals reviewed a concept site plan, building elevations and floor plan at their joint meeting on January 16, 2008. The site plan presented at that time was similar to the plan being provided to the Village Board, however, the circulation drive aisle at the rear of the building has been revised by rotating the building slightly to allow for a larger turning radius at the north entrance behind the building. The plan presented to the Planning Commission and Zoning Board of Appeals provided an aisle for the drive-up and a 15’-0” one-way drive aisle for general circulation. There was no loading area proposed at that time. Additionally, the trash enclosure was located at the northeast corner of the site.

The Planning Commission and Zoning Board of Appeals expressed concern regarding the limited space for product delivery vehicles and garbage trucks accessing the dumpster enclosure. Specifically, there was concern that a delivery truck or garbage truck would block the rear drive aisle and impede the circulation of vehicles entering and exiting the drive-up windows at either end of the building. It was recommended that limiting the drive-up window to the one proposed on the north side of the building would help alleviate the problem.

Village Manager Tomaso noted that the advisory boards recommended that architectural enhancements be upgraded on the west elevation. Other suggestions were to widen the pavement along the Noah Drive side, reduce the number of units, and increase green space.

With the conclusion of the PowerPoint presentation, Village Manager Tomaso asked if there were any questions.

Trustee Mercer suggested that the orientation of the building be adjusted so that the front is aligned with Route 47. He specifically stated that the building should be repositioned directly abutting the Route 47 right of way and the parking be repositioned on the west side of the building. This request was unanimously supported by the Board of Trustees. The building could have the appearance of two fronts; one would face Route 47 and the other would face the parking lot.

Mayor Sass noted that after discussions and meetings with Mr. Bakley to review possible designs, a two-story design is preferred. It was the unanimous consensus of the Board of Trustees to concur with the Mayor’s recommendation for a plan that is two story.

Trustee Leopold stated that the site is too small to accommodate two drive-through lanes. Trustee Fender stated that she likes the concept of two drive-through lanes.

She supported adjusting the location of the building and parking lot and enhancing the architecture. Trustee Piwko spoke of his concern regarding the two drive-through windows. He stated there should also be space allotted for snow removal and suggested adding a berm along Route 47. Trustee Kadakia agreed that the location adjustment is needed and that two drive-through windows are a concern. He preferred one drive through located in the southwest not the one to the northeast.

Mr. Timothy J. Carson, Architect with Gillespie Design Group, referenced photos of example designs and stated that the example from Wasco with the black pitch roof and false second floor would complement the neighboring bank.

Mr. Carson stated that owner is willing to eliminate one drive-through window, relocate the building and use the design example from Wasco. He noted that since the tenants will need retail space he would like one entrance to the units on the Noah Drive side and a false front on the side facing Route 47.

**The Village Board gave the petitioner direction to make revisions to the plan and proceed in the development process.** Listed below are the unanimous policy consensus points of the Board of Trustees:

1. The building should be repositioned to the front of the site directly abutting Route 47, with parking on the Noah Drive side of site.
2. If the building is moved closer to Route 47 - 2 drive up windows are acceptable subject to traffic engineering design standards.
3. The building should be two stories
4. The building should have two fronts
5. The proposed building location on the concept plan is too large and must be reduced in total square footage.
6. The irregular shape of the lot and the proposed building position and size are not conducive for a viable and operational site plan.
7. Consideration should be given to shift the building to the north.
8. Eliminate the drive through on the north side of the building if building is not repositioned.
9. The parking layout located in front of the building as proposed is unacceptable. Consideration is required for repositioning the parking for optimum utilization.
10. The building location as proposed on the Concept Plan is not the preferred location.

D. Policy Direction Request – Illinois Department of Transportation (IDOT)  
Regarding Village of Huntley Improvement Funding for the Illinois Route 47  
from Reed Road to Kreutzer Road Widening Project

Village Manager Tomaso reported that on November 15<sup>th</sup>, the Village Board authorized Staff to execute the letter of intent showing the Village’s concurrence with the proposed improvement plan and cost participation responsibilities for the widening of Route 47 between Kreutzer Road to Reed Road. The Phase II final design engineering is progressing and also the land acquisition process continues to move forward.

The target date to put the project out for bid is fall of 2008. Potentially underground utility relocation work could begin in the late fall or early winter of 2008 / 2009. The project construction would begin sometime in mid 2009. This schedule is dependent on the approval of a Capital Bill by the State Legislature, and assumes the project is included in the bill.

Village Manager Tomaso presented renderings of the pedestrian level fixture heads which will be designed to look like the fixtures on Main Street.

Listed below are the preliminary estimates of cost for Village infrastructure improvements:

Watermain Relocation (6000 LF)	\$1,200,000
Sanitary Sewer Lining (5400 LF)	\$ 450,000
Sanitary Manhole Replacements (20 structures)	\$ 100,000
Decorative Street Lighting (Mill to Algonquin)	\$1,000,000 *
Sidewalk Installation (Village’s portion)	\$ 400,000
Railroad Pedestrian Crossings (at Main Street & Route 47)	\$ 120,000
Total:	\$3,270,000

\*The preliminary cost estimate for standard roadway lighting for Mill Street to Algonquin Road is \$700,000

At a later date, IDOT will provide the Village with costs for traffic signals, decorative light poles and emergency vehicle pre-emption. To date in the 2008 budget funds in the amount of \$500,000, has been set aside for the Village’s share of the public improvements.

Village Manager Tomaso noted that there are a total of 20 light fixtures outside Algonquin and Mill, and Reed and Kreutzer, that don’t meet IDOT standards and will not be replaced by IDOT. A cost estimate to the Village will be provided at a later date.

Village Manager Tomaso stated that there will be a non-mountable grass median; any additional landscaping would be a separate budget item. Village Manager Tomaso

will look into adding access to electricity or sprinklers in the median. Village Manager Tomaso will follow up with the width of the sidewalks. The Trustees agreed to adding sidewalks on both sides of the street.

Trustee Leopold asked that the pedestrian level lights be rotated to be parallel with the street so that a decorative banner could be accommodated in the future. Village Manager Tomaso will look into eliminating the overhead cobra lighting and limiting the new lights to the decorative style and possibly including a third carriage-type light at the top of the pole.

**There was a consensus of the Village Board to authorize the Village Manager to Execute a Letter for the Village of Huntley's commitment for the Route 47 improvement funding for the Route 47 widening project (Kreutzer Road to Reed Road).**

Village Manager Tomaso was directed to obtain further information from IDOT to address the Board of Trustees inquiries.

E. Consider - Approval of Payout Request No. 2, West Wastewater Treatment Plant Irrigation Pumping Station No. 2 - \$83,211.53

Mayor Sass reported that on May 10, 2007 the Village Board of Trustees awarded Joseph J. Henderson & Son, Inc., the contract for construction of West Wastewater Treatment Plant Irrigation Pumping Station No. 2. The amount awarded was \$402,000.00 In accordance with the Facility Expansion Agreement with Huntley Venture for the Talamore Subdivision all costs for the West Wastewater Treatment Plant Irrigation Pumping Station No. 2 construction are to be funded by Huntley Venture.

In the opinion of the project engineer, Baxter & Woodman, the amount now due and payable to Joseph J. Henderson & Son, Inc. in accordance with the terms of the Construction Contract Documents for this project is \$83,211.53.

Funds paid to date including the proposed \$257,050.35. Awarded contract amount \$402,000.00 minus payouts to date totaling \$257,050.35 leaves an outstanding balance of \$144,949.65.

**A MOTION was made to approve the Engineer's Payment Estimate No. 2 for the West Wastewater Treatment Plant Irrigation Pumping Station No. 2 and payment to Joseph J. Henderson & Son, Inc. in the amount of \$83,211.53.**

**MOTION:  
SECOND:**

**Trustee Leopold  
Trustee Fender**

**AYES:** Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer, and Piwko  
**NAYS:** None  
**ABSTAIN:** None  
**Motion carried** 6:0:0

F. Consider Approval of Payout Request No. 12 – Joseph J. Henderson & Son, Inc. West Wastewater Treatment Plant Improvements Phase 3 - \$242,050.93

Mayor Sass reported that on October 5, 2006 the Village Board of Trustees awarded Joseph J. Henderson & Son, Inc., the contract for the 1 million gallon Phase 3 expansion of the West Wastewater Treatment plant. The contract amount awarded was \$14,320,000.00. In accordance with the Facility Expansion Agreement with Huntley Venture for the Talamore Subdivision all costs for the Phase 3 West Wastewater Treatment Plant Improvements are to be funded by Huntley Venture.

In the opinion of the Village’s project Engineer, Baxter & Woodman, the amount now due and payable to Joseph J. Henderson & Son, Inc. in accordance with the terms of the Construction Contract Documents for this project is \$242,050.93. The Phase 3 improvement is 65% complete. J.J. Henderson has requested in accordance with article 14.02, Subsection A, Paragraph 3 it states “Periodic partial payments shall be made for the value of the completed work as approved by the engineer until construction is 50% complete, after which no additional amount will be retained if contractor is making progress to owner satisfaction and there is no specific cause for withholding 10% of the total value of completed work”. Staff is in agreement with the request and will no longer reduce payouts by 10% for retainage.

Funds paid to date including the proposed \$10,332,913.41. Awarded contract amount \$14,320,000.00 minus payouts to date totaling \$10,332,913.41 leaves an outstanding balance of \$3,987,086.59.

**A MOTION was made to approve the Engineer’s Payment Estimate No. 12 for the West Wastewater Treatment Plant Improvements Phase 3 and payment to Joseph J. Henderson & Son, Inc. in the amount of \$242,050.93.**

**MOTION:** Trustee Kanakaris  
**SECOND:** Trustee Piwko  
**AYES:** Trustees Fender, Kadakia, Kanakaris, Leopold, Mercer, and Piwko  
**NAYS:** None  
**ABSTAIN:** None  
**Motion carried** 6:0:0

**VILLAGE ATTORNEY’S REPORT:**

No report

**VILLAGE MANAGER’S REPORT:**

No report

**VILLAGE PRESIDENT’S REPORT:**

Mayor Sass gave reminders about upcoming meetings. There will be a Liquor Commission meeting on Saturday, March 1 at 9:00am. The February 28 Village Board Meeting will begin at 6:00pm.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

**ADJOURNMENT INTO EXECUTIVE SESSION:**

**There was a motion made at 8:09pm. to adjourn the meeting into Executive Session to discuss litigation.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Piwko**

**Motion carried unanimously**

**ADJOURNMENT OUT OF EXECUTIVE SESSION:**

**There was a motion made to exit Executive Session at 8:39pm.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Mercer**

**Motion carried unanimously**

**ADJOURNMENT:**

**There was a MOTION made to adjourn the meeting at 8:40pm.**

**MOTION: Trustee Kanakaris**

**SECOND: Trustee Mercer**

**Motion carried unanimously**

Respectfully submitted,

Anita M. Powers  
Recording Secretary  
Karick & Associates.