

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
June 26, 2008
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, June 26, 2008 at 7:00 p.m. in the Municipal Complex Village Board Room 10987 Main Street, 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: Assistant Village Manager David Johnson, Village Attorney Mike Coppedge, Village Clerk Rita McMahan, Management Assistant Barb Read, Management Assistant Margo Griffin, Finance Director Jennifer Chernak, Director of Development Services Lisa Armour, Public Works Director Jim Schwartz and Recording Secretary Anita Powers of Karick & Associates.

Mayor Sass announced that Village Manager Carl Tomaso had passed away Wednesday evening. There was a moment of silence in honor of Village Manager Tomaso and his family.

PLEDGE OF ALLEGIANCE:

Mayor Sass led the Pledge of Allegiance.

PUBLIC COMMENTS

George Hellner of the Huntley American Legion thanked the Village for the success of the recent Flag Day and Memorial Day celebrations.

Mayor Sass expressed his sympathy for the Tomaso Family. The Mayor and Trustees reflected on accomplishments and memories of Village Manager Carl Tomaso.

ITEMS FOR CONSIDERATION:

A. Approval of June 5, 2008 Village Board Meeting Minutes

A MOTION was made to approve the June 5, 2008 Village Board Meeting Minutes as presented.

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

B. Approval of the June 26, 2008 Bill List in the amount of \$355,616.89

A MOTION was made to authorize payment of the June 26, 2008 Bill List in the amount of \$355,616.89

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

C. Approval of Ordinance (O)2008-06.38 – Granting a Special Use Permit for Automobile Service within the “B-3” Shopping Center District for MB Garage, 10501 Route 47

Petitioner: MB Garage, Manuel Bejar, Owner/Operator

Assistant Village Manager Johnson reported that on October 10, 2002, the Village Board granted Huntley Motor Works a Special Use Permit in the “B-3” Shopping Center Business District (per Village of Huntley Ordinance (O)2002-10.71) to operate a used automobile dealership, including new motor home sales and automotive repair service at the 2.09-acre, property in question at 10501 Route 47.

On January 11, 2007, Royal Auto Sales, Inc. requested transfer of the automotive sales-portion of the Special Use Permit granted to Huntley Motor Works. On March 27, 2008, this portion of the Special Use Permit was transferred from Royal Auto Sales to Radek’s Auto Stop, LLC via Ordinance (O)2008-3.19. The transfer also allowed Radek’s Auto Stop to perform automotive repair services on site, as well. Huntley Motor Works (HMW) continued their automotive service and repair operations under the existing Special Use Permit. HMW has since ceased operations and is no longer in business at the site. MB Garage has leased the space HMW formerly occupied for a similar type of automotive service operation. The owner of MB Garage has been informed that he may not conduct business operations at the site until he has received approval of a Special Use Permit by the Village Board.

Mr. Manuel Bejar, the owner of MB Garage, is also a partner in the automotive sales business to be conducted on the site in conjunction with the Special Use Permit previously granted to Radek's Auto Stop, LLC. His partnership in the used car business is separate from the MB Garage business operation. Regulations associated with the conduct of vehicle sales at this site are covered by the Special Use Permit previously transferred to Radek's Auto Stop, LLC.

The Special Use Permit would be subject to the following conditions of approval:

1. Plans submitted for any required building permits must conform to all applicable codes and requirements of the Huntley Fire Protection District and the Village's Development Services Department.
2. Automobile service and maintenance are to be limited in scope. Transmission overhauls, engine replacements, major body work and the like will not occur on site.
3. There will be no outdoor storage or stockpiling of parts associated with MB Garage.
4. Hours of operation for MB Garage should not extend beyond the times indicated below:

Monday - Friday	8:00 a.m. - 6:00 p.m.
Saturday	8:00 a.m. - 1:00 p.m.
5. All signage shall be in full compliance with the Village Sign Ordinance.
6. No over storage of vehicles is allowed on site. All parking must occur in designated areas only. No parking is allowed in aisle areas. No storage is allowed on adjacent streets or off-site.
7. The Special Use Permit cannot be transferred and shall expire at such time as MB Garage ceases operations at this location. The Special Use Permit only authorizes automotive service and repair operations as allowed under the B-3 zoning district. MB Garage is not authorized to conduct any sales of vehicles as part of this Special Use Permit. All vehicle sales at this location shall be subject to the conditions of the Special Use Permit granted to Radek's Auto Stop, LLC per Village Ordinance O) 2008-3.19.
8. Damaged, wrecked or vehicles in varying degrees of disrepair are not to be stored outside.
9. Any changes in use or site plan layout must be evaluated by the Village for compliance with the Special Use Permit.
10. No building or occupancy permits will be issued until all the provisions stated herein have been satisfied.
11. MB Garage shall comply with all requirements of the Illinois Environmental Protection Agency and any other state or federal agencies having jurisdiction. Any documented violation of any IEPA or other regulatory agency standards shall constitute a violation of the special use permit and may result in termination of the special use.

The Plan Commission met on May 28, 2008, and considered the petitioner's request. By a vote of 4:0, the Plan Commission recommended approval of the Special Use Permit with the conditions outlined above. The Zoning Board of Appeals will meet on June 25, 2008 to conduct a public hearing for the petitioner's request.

Mayor Sass reminded the petitioner to ask Village Staff if he has any questions about what is allowed within the Village.

A MOTION was made to approve Ordinance (O)2008-06.38 - Granting a Special Use Permit for Automobile Service within the "B-3" Shopping Center District for MB Garage, 10501 Route 47

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

D. Approval of Ordinance (O)2008-06.47 – Final Plat Wing Pointe Commons Resubdivision of Lots 2 & 3, 2.712 acres, more or less, bounded by Dundee Road on the north and Haligus Road to the east

Petitioner: Wing Pointe Partners LLC

Assistant Village Manager Johnson reported that the petitioner is requesting the Village Board approve the proposed Final Plat of Wing Pointe Commons Resubdivision of Lots 2 and 3. The resubdivision has been requested in order to accommodate the DeFiore Jorgensen Funeral Home and Cremation Services facility on Lot 1 of the proposed subdivision.

The Property is located in the B-2 Highway Service zoning district which requires a minimum lot area of 5,000 square feet and minimum lot width of no less than 50 feet. Both lots to be created as part of the resubdivision will exceed the minimum requirements of the B-2 zoning district.

In accordance with Section 155.221 (B) of the Village's Subdivision Ordinance, the Final Plat of Resubdivision and protective covenants have been forwarded to the Village Engineer for review and approval. The Village Engineer will continue to work with the petitioner to finalize these documents.

Planning Commission Action

The Planning Commission reviewed the petition at their June 9, 2008, meeting and unanimously recommended approval of the proposed resubdivision subject to the following conditions:

1. The petitioner shall complete all required public improvements and punch lists items that remain from the original Wing Pointe Commons Commercial Subdivision prior to the issuance of a Certificate of Occupancy for any of the remaining lots.
2. All public improvement and site development must occur in full compliance with all applicable Village Municipal Services (Engineering, Public Works, Planning and Building) and approved Annexation Agreement site design standards, practices and permit requirements.
3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. Wing Pointe Partners LLC, its agents and assignees is responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume through “retention” and design of multi stage outlet structures.

Trustee Leopold stated that the excavator should ensure that there will be proper drainage.

A MOTION was made to approve Ordinance (O)2008-06.47 granting approval of the Final Plat Wing Pointe Commons Resubdivision of Lots 2 & 3, 2.712 acres, more or less, bounded by Dundee Road on the north and Haligus Road to the east

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

- E. Approval of Ordinance (O)2008-06.48 – Text Amendment to Table 2 of Village’s Zoning Ordinance to add “crematory accessory to a funeral home” and “caretaker residence accessory to a funeral home” as Special Uses in the B-1 Neighborhood Convenience and B-2 Highway Service Districts; Special Uses for crematory and caretakers residence accessory to a funeral home; Final Planned Unit Development to allow for development in accordance with the site plan that has been submitted, 2.712 acres, Lot 1 Wing Pointe Commons Resubdivision of Lots 2 and 3

Petitioner: William V. Jorgensen and Carol L. DeFiore

Assistant Village Manager Johnson reported that DeFiore-Jorgensen Funeral and Cremation Services is the contract purchaser of 1.742 acres of the Wing Pointe Commons commercial resubdivision. Key development parameters include the following:

1. The proposed 7,857 square foot DeFiore-Jorgensen Funeral and Cremation Services facility would include a 181-seat chapel and crematory (exclusive of the basement, which is where the caretaker residence is located)
2. A two-bedroom caretaker residence is proposed on the lower level of the facility
3. 77 parking spaces would be provided on-site (9.8 spaces per 1,000 square feet)
4. Overflow parking could be accommodated at the Wing Pointe Commons retail center per a cross access agreement with Centerville Properties.

Parking

The Village's Zoning Code requires places of assembly provide 0.3 parking spaces for every one seat. The funeral home's chapel provides seating for 181 people, therefore requiring 55 parking spaces. The Village's Planning Consultant was requested to survey funeral home parking requirements of a number of municipalities and found that there were various standards required for the appropriate number of parking spaces. The results of the parking survey are as follows:

The proposed DeFiore-Jorgensen facility would provide a total of 77 on-site parking spaces, which calculates to 9.8 spaces per 1,000 square feet of floor area. Overflow parking would also be available in the Wing Pointe Commons retail center parking lot.

Text Amendment

A text amendment is required to the Zoning Code's Table 2: Uses Permitted in Zoning Districts to add a "caretaker residence accessory to a funeral home" and "crematory accessory to a funeral home" as special uses in the B-1 Neighborhood Convenience and B-2 Highway Service Districts. The Zoning Code does not presently address crematories or caretaker residence accessory to a funeral home, therefore it is deemed to be a use that is not permitted. The addition of a crematory and caretaker residence as special uses will allow any funeral home located within the B-1 or B-2 zoning districts to request a special use permit to allow either use accessory to a funeral home (funeral homes are permitted uses in the B-2 district and Special Uses in the B-1 district). Any such request will require a public hearing and would be reviewed by the Planning Commission, Zoning Board of Appeals, and Village Board.

Planning Commission and Zoning Board of Appeals Action

The Planning Commission and Zoning Board of Appeals reviewed the petition at their June 9th and June 11, 2008, meetings, respectively. Both advisory boards unanimously recommended approval of the petition subject to the following conditions:

1. All public improvements and site development must occur in full compliance with all applicable Village Municipal Services (Engineering, Public Works, Planning and Building) and approved site design standards, practices and permit requirements.

2. The petitioner shall obtain final approval of the engineering plans from the Village Engineer prior to the issuance of a building permit.
3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner is responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume.
4. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
5. The petitioner shall provide a revised photometric plan for the proposed parking lot lighting prior to the issuance of a building permit. Light levels shall conform to Zoning Code and Village Commercial Design Guidelines.
6. The monument sign face shall be framed by stone veneer and cap to match the building façade.
7. Any and all dead landscape material adjacent to the south lot line shall be replaced and all proposed landscaping shall be installed adjacent to the south lot line prior to the issuance of the Certificate of Occupancy.
8. No building plans or permits are approved as part of this submittal.
9. No sign permits are approved as part of this submittal.

A MOTION was made to approve Ordinance (O)2008-06.48 granting approval of a Text Amendment to Table 2 of Village’s Zoning Ordinance to add “crematory accessory to a funeral home” and “caretaker residence accessory to a funeral home” as Special Uses in the B-1 Neighborhood Convenience and B-2 Highway Service Districts; Special Uses for crematory and caretakers residence accessory to a funeral home; Final Planned Unit Development to allow for development in accordance with the site plan that has been submitted, 2.712 acres, Lot 1 Wing Pointe Commons Resubdivision of Lots 2 and 3, subject to the above referenced conditions.

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

F. Approval of Resolution (R)2008-06.29 - Opposing the Proposed Village of Pingree Grove’s Water Quality Management Plan Amendment (WQMP-048) Jointly Submitted by the Village’s of Hampshire and Huntley

A MOTION was made to table consideration of Resolution (R)2008-06.29 - Opposing the Proposed Village of Pingree Grove’s Water Quality Management Plan Amendment (WQMP-048) Jointly Submitted by the Village’s of Hampshire and Huntley

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

G. Approval of Items Regarding the Huntley Transit Station Site Selection and Transit Oriented Development Guidelines:

- i. Resolution (R)2008-06.30 - Technical Services Agreement between the Village of Huntley and the Regional Transportation Authority for financial and technical assistance in the preparation of the Transit Station Site Selection & Transit Oriented Development Guidelines.
- ii. Resolution (R)2008-06.31 - Professional Services Agreement between the Village of Huntley and The Lakota Group for the preparation of the Huntley Transit Station Site Selection & Transit Oriented Development Guidelines

Mayor Sass reported that in 2007, The Village of Huntley was awarded a grant from the Regional Transportation Authority (RTA) to prepare a Transit Station Site Selection and Transit Oriented Design Guidelines. The TSA with the RTA will provide both financial and technical assistance in the preparation of this plan. The total cost of the project is not to exceed \$105,512.51 of which the RTA will reimburse the Village \$84,410.01 (80%). The remaining balance of \$21,102.50 is included in Line Item 01-10-4-7500 of the 2008 Fiscal Budget and will be reimbursed per Section 8.4 of the Minimum Size of Residential Units and Performance Standards of the Par Tucker Annexation Agreement.

A Request for Proposals (RFP) was released in January, 2008 and in February, 2008 the Village received nine (9) submittals. Staff along with the RTA Project Manager reviewed each proposal. In March, interviews of the top two (2) consulting teams were conducted.

The Lakota Group (which includes Civiltech Engineering, Inc. as a sub-contractor) was chosen as the best consulting team to complete this project. The Lakota Group has an impressive background in this type of design project. Civiltech is currently the transportation consultant for the Village and, therefore, would spend less time on learning the transportation issues, priorities and future transportation plans of the Village.

Since March 2008, Staff, the RTA Project Manager and the Consulting Team have been completing the necessary paperwork to move the project forward.

With Village Board approval of the Technical Services Agreement with the RTA and approval of the Professional Services Agreement with The Lakota Group, Staff and the Consulting Team will immediately begin the project. The Lakota Group's Scope of Services is included for your information.

A MOTION was made to approve of Resolution (R)2008-06.30 - Technical Services Agreement between The Village of Huntley and the Regional Transportation Authority for financial and technical assistance in the preparation of the Transit Station Site Selection and Transit Oriented Development Guidelines

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

A MOTION was made to approve Resolution(R)2008-06.31 - Enter into a Professional Services Agreement with The Lakota Group for preparation of Huntley Transit Station Site Selection & Transit Oriented Development Guidelines

MOTION:	Trustee Piwko
SECOND:	Trustee Fender
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:

Trustee Fender reported that there was a very interesting presentation at the MCCOG meeting regarding the 2016 Olympics and the financial benefits the Olympics could have for Chicago and the surrounding suburbs.

Mayor Sass announced that there would be no Village Board meeting on July 3rd.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

ADJOURNMENT INTO EXECUTIVE SESSION:

None

ACTION ON CLOSED SESSION ITEM:

None

ADJOURNMENT:

There was a MOTION made to adjourn the meeting at 7:30pm.

MOTION: Trustee Leopold

SECOND: Trustee Kanakaris

Motion carried unanimously

Respectfully submitted,

Anita M. Powers
Recording Secretary
Karick & Associates.