

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
March 16, 2017
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, March 16, 2017 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main Street, Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Ronda Goldman, Tim Hoeft, 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, Chief Robert Porter and Village Attorney John Cowlin.

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

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – Approval of the February 23, 2017 Village Board and the March 2, 2017 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 23, 2017 Village Board and the March 2, 2017 Committee of the Whole Meeting Minutes.

- b) Discussion – Consideration of a Resolution Approving a Temporary Use Permit for Rotary Club of Huntley to Hold a Carnival in the Walmart Parking Lot and Temporary Sign Request

Management Assistant Barbara Read reported that the Village of Huntley Zoning Ordinance allows for the issuance of a temporary use permit (TUP) for temporary signs and carnivals. Management Assistant Read reported that this was the third year of the Rotary Carnival and the second year at its location in the Walmart parking lot.

Temporary signs are subject to the following conditions: 1) not to exceed 30 days, 2) maximum size of 50 square feet and no more than 8 feet above ground, 3) not to be displayed on a fence or tree, and 4) not to be located in the rights-of-way.

Carnivals are subject to the following conditions: 1) approval on the basis of the adequacy of the parcel

size, parking provisions, and traffic access and the absence of undue adverse impact on other properties, 2) limited to a period not to exceed five (5) days, and 3) adequate fire extinguishers, refuse containers and cleanup of the site upon termination of the event.

The Rotary Club of Huntley is seeking approval to hold a carnival over the Memorial Day weekend (May 26th – 29th). The Rotary Club of Huntley is working jointly with the Lake in the Hills Rotary and funds raised from this event will be split between the two clubs.

Staff Analysis

The Village is in receipt of a request from the Rotary Club of Huntley for the following:

1. To hold a carnival in the Walmart parking lot. The hours of the carnival will be May 26th from 6:00 p.m. to 10:30 p.m.; May 27th and 28th from 11:00 a.m. to 10:30 p.m. and May 29th from 11:00 a.m. to 8:00 p.m.
2. To post 15 (3' x 8') banners in the following locations listed below. These will be posted beginning May 12th and will be removed on May 30th:
 - a) Route 47 and Reed Road
 - b) Route 47 and Algonquin Road
 - c) Route 47 and Mill Street
 - d) Route 47 and Del Webb Boulevard
 - e) Route 47 and Kreutzer Road
 - f) Route 47 and Regency Parkway
 - g) Route 47 and Huntley Crossings
 - h) Algonquin Road and Haligus Road
 - i) Huntley/Dundee Road and Haligus Road
 - j) Kreutzer Road and Haligus Road
 - k) Reed Road and Haligus Road
 - l) Haligus Road and Main Street
 - k) Huntley/Dundee Road and Main Street

The Rotary Club of Huntley acknowledges that some sites are not under the Village's jurisdiction and others may not be feasible in the noted location. No signs will be posted on private property without prior authorization of the property owner.

3. To post directional signage on the days of the event at the following locations:
 - a) Route 47 at Kreutzer
 - b) Route 47 at Regency Parkway

A variation from the Ordinance is required to locate the signs in the Village's rights-of-way.

Recommended Conditions of Approval:

- Snow fencing is to be installed along the east, west and north portion of the carnival site and portions of the south carnival site.
- Music will be played during the event and an amplification permit must be obtained from the Huntley Police Department.
- A dumpster will be located on site as well as trash receptacles throughout the carnival location and the area must be cleaned at the end of the event.

- If traffic control is warranted, the Rotary Club of Huntley will be billed \$70/hour/officer.
- Certificate of Liability Insurance with required Village limits and listing the Village of Huntley as additionally insured.

Financial Impact

It is being requested that the temporary use permit fee of \$75.00 be waived for the carnival. The temporary sign permit fees are waived by Section 156.115 of the Zoning Ordinance.

Management Assistant Read reported that Mr. Bill Dustin from the Lake in the Hills Rotary was in attendance to answer questions.

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

Trustee Leopold stated that he heard positive comments regarding the 2016 carnival.

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 a Resolution granting the issuance of a Temporary Use Permit to hold a Carnival and Temporary Sign Permit and the Waiving of Fees to the Rotary Club of Huntley.

- c) Discussion – Authorization to Grant Off-Premise Sign Permits for Ball Field Banners for Five (5) Years for Huntley Little League

Director of Development Services Charles Nordman reported that the Huntley Little League Association (HLL) formerly Huntley Youth Baseball Association (HYBLL) is a non-profit 501(C)3 organization that relies solely on the support of parents and sponsors to provide the financial support necessary to provide proper equipment, uniforms, league fees, tournament fees, and related team expenses for over 600 young athletes in the area.

In 2012, the Village Board granted a five-year approval to install sponsor banners along the outfield fences within the various Huntley Park District baseball fields at Stingray Bay, Betsey Warrington and Deicke Parks; the approval ended in 2016. Similarly, HLL is requesting approval to post the same banners on the baseball field fences within the specified Huntley Park District parks. The request would allow HLL to display the banners during the baseball seasons from 2017 through 2021. The banners displayed will promote HLL partners who have pledged a monetary donation to the organization and HLL is responsible for the design and maintenance of the banners. The number of banners is dependent upon the number of sponsors donating to the organization through the banner program.

The following seven (7) Huntley Park District baseball fields will have banners installed along the outfield fences:

1. Three (3) Stingray Bay Baseball Fields
2. Two (2) Betsey Warrington Park Baseball Fields
3. One (1) Deicke Park Baseball Field
4. One (1) Weiss Park (Southwind) Baseball Field

The Village’s Sign Regulations allow off-premise signs provided they receive Village Board approval.

Staff Analysis

Staff recommends the following conditions be added should the Village Board approve the amendment to the off-premise banner permit request:

1. All banners shall be maintained in good condition at all times.
2. Installation of the proposed banners may begin in April each year and banners shall be removed no later than October 31st each year.

Financial Impact

The Zoning Ordinance waives temporary sign permit fees for non-profit organizations. HLL is designated as a not-for-profit organization and is therefore not subject to temporary sign permit fees.

Legal Analysis

The Village Board's authorization for this request is required in accordance with Zoning Ordinance - Sign Regulations §156.121 (G) (1) which addresses Off-Premise Signs.

Mayor Sass asked if the Committee had any comments or questions; Trustee Piwko asked that this item be put on the Agenda as a Roll Call Vote.

It was the consensus of the Committee of the Whole to forward on to the Village Board for approval an Ordinance Granting Off-Premise Sign Permits for five (5) years for Huntley Little League Association.

- d) Discussion - Approval of an Event and a Temporary Street Closure for Bricks Paved the Way – The Centennial Anniversary of the Bricks on Woodstock Street

Management Assistant Barbara Read reported that the Huntley History Alliance (HHA), a group composed of members from the Village of Huntley Historic Preservation Commission, Huntley Historic Society, Huntley Area Public Library and the Huntley Park District, is requesting permission to hold an event on Saturday, May 6th in conjunction with the last Indoor Farmers Market of the season.

Staff Analysis

The HHA is requesting “No Parking” signs be installed on Friday, May 5th on Woodstock Street in order to have a mini-parade/procession from the northern most end of Woodstock Street to First Street. The parking spaces on Woodstock Street in front and across the street from the Post Office will still be open. After the procession and short ceremony in the Town Square, horse-drawn carriage rides will be provided on Woodstock Street with historic narration. The signs will be removed at the close of the event.

The procession will include a Boy Scout Color Guard, a middle school or the Huntley High School marching band and a horse-drawn milk cart. The procession will begin at 10:00 a.m. and should only take 15-20 minutes to complete. Woodstock Street will only be closed during the procession.

After the procession, it is proposed that a proclamation will be read and attendees will be invited to view the various displays, take a horse-drawn wagon ride with history narration, vote on the bricks submitted as part of the brick decorating contest and visit the indoor farmers market and downtown businesses. The event will conclude at 1:00 p.m.

In addition, the HHA requests the event be listed on the Village's gateway sign on Route 47 and Main

Street.

Management Assistant Read reported that Ms. Lonni Oldham was in attendance to answer questions.

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

Mayor Sass suggested that the no parking signs be installed on Saturday morning; Management Assistant Read reported that the signs would have the Saturday date and the specific times that the no parking ban would be in effect.

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 Bricks Paved the Way – The Centennial Anniversary of the Bricks on Woodstock Street event and Temporary Woodstock Street Closure.

- e) Discussion – Consideration of an Ordinance Approving (i) a Special Use Permit for the Construction and Operation of a Residential Retirement Facility Containing 130-Units; (ii) a Preliminary Plat of Subdivision; and (iii) a Preliminary Planned Unit Development for a 30 Acre Parcel Located East of the Current Termination of Powers Road (PIN) 02-04-300-018)

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Cameron General Contractors (also known as Resort Lifestyle Communities, RLC) is proposing to develop a 130-unit senior independent living facility, to be known as Huntley Springs, on a 9.57 acre site (Lot 1) located along an eastern extension of Powers Road. RLC is a developer of all-inclusive resort style communities exclusively for adults 55 and over. They are based in Lincoln, Nebraska and have 22 facilities in 15 states. Huntley would be Resort Lifestyle Communities' first development in Illinois. Their communities feature amenities that include 24/7 concierge, housekeepers, gourmet chefs, valet parking attendants, and a full-time lifestyle director.

The 9.57 acre Huntley Springs site is part of the 30-acre "R-4(PUD)" Townhouse Residential - Planned Unit Development zoned parcel that was annexed in December 2006 as part of the Rubloff Development Phases II and III Annexation Agreement. The Annexation Agreement for the property includes both the 55 acre commercial property along Route 47 (Huntley Crossings Phase 2) and the 30 acre residential property. RLC would purchase the entire 30 acre residential property and subdivide it into three lots. They would construct their facility on a 9.57 acre parcel (Lot 1) and are requesting the ability to develop the remaining 4.542 acre (Lot 2) parcel with townhomes and the 11.464 acre (Lot 3) parcel with townhomes or a second senior independent living facility. Approximately 4.2 acres of the site would be dedicated right-of-way for public roads. The RLC plan requires several amendments to the annexation agreement which are detailed in a separate ordinance for consideration. The proposed amendment to the annexation agreement also includes changes that pertain to the development of the 55 acre commercial property.

Staff Analysis

Special Use Permit

The R-4(PUD) Townhouse Residence - Planned Unit Development District allows a retirement residence as a special use. As a result, the proposed use of Lot 1 for a senior independent living facility requires the review and approval of a Special Use Permit application by the Plan Commission and

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Village Board of Trustees in accordance with the requirements of Section 156.068 of the Village’s Zoning Ordinance.

Special use permits are for those uses having some special impact or uniqueness that require a careful review of their location, design, configuration and special impact to determine the desirability or permitting their establishment on any given site.

Preliminary Plat of Subdivision

The proposed preliminary plat of subdivision proposes to divide the property to create three lots ranging in size from 197,832 square feet (4.542 acres) to 499,373 square feet (11.464 acres). The proposed plat also dedicates 183,015 square feet (4.201 acres) for public right-of-way. The proposed plat provides the necessary right-of-way for future roadway connections as planned in the Village’s transportation plan. An additional ±0.52 acres of right-of-way must be dedicated by the adjacent property owner to the west to accommodate the northern extension of Powers Road (the property owner to the west is also the seller of the 30-acre subject site).

The R-4(PUD) zoning district requires a minimum lot area of 80,000 square feet (1.84 acres) for a Planned Unit Development and a lot width of no less than 150 feet for uses other than single-family or townhomes. All three of the proposed lots conform to the minimum lot area and width requirements for the R-4(PUD) zoning district.

Preliminary Planned Unit Development

The proposed three-story Huntley Springs building on Lot 1 would include a total of 130-units which would consist of 4 studio apartments, 72 one-bedroom apartments, 50 two-bedroom apartments, and 4 three-bedroom apartments. The site plan also includes 40 garage spaces in addition to 120 surface parking spaces. As previously noted, the community will feature amenities that include 24/7 concierge, housekeepers, gourmet chefs, valet parking attendants, and a full-time lifestyle director.

Access to the Huntley Springs site would be provided from both a northern roadway extension and western roadway extension from the termination of Powers Road. The primary entrance to the building will front the eastern extension of Powers Road and will include two driveways accessing the site and fully covered drop-off area at the main entrance. Stormwater detention will be provided onsite with ponds located at the southwest, northwest, and northeast corners of the site. The proposed garage units are located to the north (rear) of the principal building.

The following table provides a summary of the bulk, space, and yard requirements for the Huntley Springs site, including the necessary relief for the floor area ratio (FAR):

Lot 1 – Bulk, Space and Yard Requirements

	REQUIRED	PROPOSED	RELIEF REQUIRED?
Principal Building Height	35 feet / 3 stories Structures may exceed 35 feet in height provided that building setbacks increase 2 feet for every 1 foot of building height over 35 feet.	±40.5 feet (mid-point of highest roof ridge) / 3 stories	No – However, setbacks must be increased due to the building height
Accessory Building	12 feet / 1 story	±11.25 feet / 1 story	No

Height (garages)			
Front Setback	41 feet (includes increased setback for height)	90 feet	No
Corner Side Setback	41 feet (includes increased setback for height)	80 feet (west); 70 feet (east)	No
Rear Setback	51 feet (includes increased setback for height)	93 feet	No
Floor Area Ratio	0.4 (40%)	0.43 (43%)	Yes
Maximum Building Coverage	25%	18.8%	No
Maximum Impervious Coverage	80%	59.1%	No

Parking

The Village’s Zoning Ordinance requires one parking space per bed and one space per employee on the largest shift. The following table details the calculation for the required parking:

	# OF UNITS	REQUIRED PARKING PER UNIT	TOTAL PARKING
Studio Apartments	4	1	4
1-Bedroom Apartments	72	1	72
2-Bedroom Apartments	50	2	100
3-Bedroom Apartments	4	3	12
TOTAL	130		203
Employees on Largest Shift			15
TOTAL PARKING REQUIRED			218

The petitioner has provided a detailed letter explaining the anticipated parking demand for the 130-unit independent living facility. As explained in the letter, the petitioner’s other developments provide an average of 1.23 parking spaces per unit of which 40% are typically utilized by residents, staff, or visitors. The petitioner is also proposing that Huntley Springs provide 1.23 parking spaces per unit which results in 160 parking spaces, inclusive of garage spaces. Parking spaces are 10 feet wide. As a result, the petitioner is requesting relief to reduce the required parking by 58 spaces.

Building Elevations

The proposed building elevations utilize a combination of Wildwood and Brompton colored brick veneer and Navajo Beige colored Hardieplank siding with Timber Bark colored trim. A Weatherwood colored architectural style shingle will be used on the roof. The detached garage structures will be constructed of the same materials as the principal building. A material sample board will be available for viewing at the meeting. Rooftop mechanical equipment must be 100% fully screened from view with no part visible.

Landscaping

The petitioner has submitted a preliminary landscape plan in accordance with the submittal requirements for a Preliminary Planned Unit Development. The plan shows representative plant materials throughout the site, including parking lot and foundation landscaping. The plan also includes the required parkway trees along the Huntley Springs frontage of the roadway extensions. The exact quantities and material specifications will be provided as part of the landscape plan submitted with the application for Final Planned Unit Development.

Signage and Site Lighting

Proposed signage and site lighting are not required to be provided as part of an application for Preliminary Planned Unit Development. These elements will be provided with the application for Final Planned Unit Development.

Requested Relief

The following relief is requested as part of the Preliminary Planned Unit Development:

1. Relief is requested to allow a floor area ratio (FAR) of 0.43 (43%) rather than 0.40 (40%) as allowed for "all other uses" in the R-4(PUD) zoning district.
2. Relief is requested to provide 160 parking spaces for the independent living facility, inclusive of garage spaces, rather than 218 spaces as required by the Zoning Ordinance.

VILLAGE BOARD CONCEPTUAL REVIEW

The Village Board favorably reviewed the conceptual plan as presented on August 18, 2016, and referred it to the Plan Commission to begin the formal development review and approval process.

PLAN COMMISSION ACTION

The Plan Commission public hearing to consider the requested actions was held on Monday, December 12, 2016. Several adjacent homeowners attended the meeting; however, no one had questions regarding the proposed project or offered testimony in favor or in opposition to the proposed request. Having conducted the public hearing, the Plan Commission unanimously recommended approval by a vote of 4 to 0, subject to the following conditions:

1. The use of Lot 1 is limited to a 130-unit senior independent living facility and any change in use shall require the Village Board of Trustees to approve an amendment to the Special Use Permit and Preliminary Planned Unit Development.
2. The additional ± 0.52 acres of right-of-way required for the northern extension of Powers Road shall be dedicated concurrently with, or prior to, the recording of the Huntley Springs Final Plat of Subdivision.
3. The construction of the remaining roadway extensions within the Huntley Springs Subdivision shall be completed in conjunction with the development of Lot 2 or Lot 3, whichever is developed first. Said roadway extensions shall be constructed prior to development of Lot 2 or Lot 3 if development first occurs on abutting property to the north or east of the Huntley Springs Subdivision. If development on abutting property occurs prior to development on Lot 2 or Lot 3, the roadway extensions shall be constructed within 12 months of receiving notification from the Village.
4. Site lighting to be submitted with the Final Planned Unit Development application shall utilize a decorative style fixture.
5. In accordance with Section 156.106(C), bicycle racks shall be added to the site plan.
6. All public improvements and site development must occur in full compliance with the submitted plans (see list of exhibits) and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.

7. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
8. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner, its agents and assignees are 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.
9. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
10. In accordance with Section 155.220(A)(5) of the Subdivision Ordinance, preliminary plat approval shall be effective for a maximum period of 12 months following Village Board approval unless, upon application of the developer, the Village Board grants an extension. The final plat must be approved by the Village Board and recorded within this same one-year time limit. Should the final plat not be approved and recorded within one year of the preliminary plat submitted for approval, the preliminary plat must again be submitted for approval.
11. No building permits are approved as part of this submittal.
12. No sign permits are approved as part of this submittal.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies “*Promote New Business Development, Retention, and Expansion*” as a Strategic Priority, and “Diversify Residential Development Options” as a goal.

Financial Impact

RLC’s project is an approximately \$30,000,000 investment and is expected to create 30 full-time jobs.

Legal Analysis

The proposed amendment to the Annexation Agreement will require a public hearing by the Village Board.

Director Nordman reported that Attorney Scott Richmond was in attendance on behalf of Resort Lifestyle to answer questions.

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

Trustee Leopold stated that he was concerned about not enough parking and stated that he believes that the Huntley location will have more residents with two cars and being unable to walk to anything and no public transportation. Attorney Richmond reported that throughout RLC’s 22 facilities they have found that 50% of the residents do not drive. Mr. Richmond also reported that RLC has concierge bus service and offers various transportation services. Assistant Village Manager Lisa Armour reported that residents would also have the MC Ride program. Trustee Leopold asked where overflow parking could be located. Director Nordman reported that land-banking could be located at the northeast, northwest and southwest corners of the property.

Trustee Goldman noted that Huntley is a rural community and perhaps the other RLC communities are in more urban areas. Mr. Richmond reported that RLC has a mix of facility locations. Trustee Goldman reported that a lot of people in Sun City Huntley are interested in this development and stated that she agrees with Trustee Leopold for the need of more parking spaces.

Mayor Sass asked if the Committee would be agreeable to land-banking parking. The consensus of the Committee was to approve land-banking for parking.

Trustee Hoeft stated that he was concerned about the development not having enough visitors parking. Village Manager Johnson suggested that on heavy visitor days that people can park on the street to the west of the property as it will not have too much traffic.

Trustee Leopold also stated that the number of employees should be taken into account with parking. Mr. Richmond stated that there will be 120 parking spaces. Director Nordman reported that there will be 15 full-time employees.

Trustee Piwko noted that the streets will have to have different names to avoid confusion.

Trustee Piwko also asked if there will be sidewalks. Director Nordman stated that there will be sidewalks adjacent to the roads. Village Manager Johnson reported that there is also sidewalk on the south side of Powers Road west to Route 47.

Trustee Piwko stated that he would like to see the roof-top mechanicals screened better than what was depicted on the plans; Mr. Richmond agreed.

Trustee Kanakaris asked about the width of the garages; Director Nordman reported that they are single stall garages. Trustee Kanakaris suggested that the garages be wider and deeper. Trustee Kanakaris also suggested that the garages be pushed back a bit so that the turning radii into the garages is easier.

Trustee Westberg suggested that when the property to the east is developed that an egress road to Smith Road be constructed.

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 granting (i) a special use permit for the construction and operation of a residential retirement facility containing 130-units; (ii) Approval of a Preliminary Plat of Subdivision of the subject property creating three separate parcels on the subject property; and (iii) Obtaining approval for a Preliminary Planned Unit Development for a 30-acre parcel located east of the current termination of Powers Road (PIN) 02-04-300-018).

- f) Discussion – Consideration of an Ordinance Approving a Second Amendment to the Rubloff Development Phases II and III Annexation Agreement

Assistant Village Manager Lisa Armour reported that the Village of Huntley previously approved Ordinance (O) 2006-11.108 approving an Annexation Agreement with Evelyn A. Riedl, as trustee and Donald Riedl, Ann M. Seemann, and John L. Riedl as successor trustees and sole beneficiaries of Evelyn Riedl Trust under trust agreement dated June 23, 1993, and known as Evelyn A. Riedl Trust, as general partner of the Riedl Family Limited Partnership and Rubloff Huntley, LLC. The ±55 acre commercial Phase II property is now owned by RUBY-02-HNTLYCMRCL, LLC and the ±30 acre residential Phase III property is currently owned by RUBY-02-HNTLYRESI, LLC. Cameron General Contractors, Inc. is the contract purchaser of the ±30 acre residential property.

On October 23, 2014 the Village Board approved Ordinance (O) 2014-10.51 approving an amendment to the Annexation Agreement. The currently proposed second amendment to the Annexation Agreement will accommodate a proposal by Cameron General Contractors to construct a 130-unit senior

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independent living facility on a portion of the residential Phase III property. The amendment also proposes to change certain restrictions for the commercial Phase II property.

Staff Analysis

The proposed second amendment includes several changes for both the commercial and residential portions of the property. The following is a summary of the most significant changes:

Commercial Phase II Property:

- The number of subphases allowed for developing the property was increased from two to four.
- The maximum number of drive-thru restaurants was increased from two to four.
- A restriction was added that free standing medical service providers may be allowed on the Phase II Parcel, except that no free standing medical service provider shall be allowed in the outlots having frontage on Illinois Route 47 unless subsequently approved by the Village as a special use. There was no restriction on the location of free standing medical service providers in the original agreement.
- The permitted height for the shopping center monument sign was increased from 30 to 32 feet and the allowed height for an outlot monument sign was increased from 6 to 10 feet.
- The setback for the outlot monument signs was reduced from 50 to 10 feet.
- The developer will contribute \$25,000 for the construction of the new pedestrian and bicycle path the Village is constructing within the existing Illinois Route 47 right-of-way.

Residential Phase III Property:

- Eliminates the restriction stating that the construction of townhome units are not allowed to begin until a building permit has been issued and construction has begun on at least one “big box” retail store in excess of 100,000 square feet in either Phase I or Phase II.
- The original agreement states that the residential Phase III property could be developed with no more than 182 townhome units. This has been modified to allow 130 units of senior independent living on a 9.57 acre parcel (Lot 1) and the ability to develop the remaining 4.542 acre (Lot 2) with townhomes at 6 units per acre and the 11.464 acre (Lot 3) parcel could be developed with townhomes at 6 units per acre or a second 130-unit senior independent living facility.
- The number of subphases for development was increased from two to three.
- The impact fees to be collected for the senior independent living facility were adjusted to account for the roadway improvements being made by the developer and the lack of children within the facility. There was no modification made to the impact fees to be collected for the townhome units.

Financial Impact

The developer of the commercial Phase II property will contribute \$25,000 to the Village for the construction of the new multi-use path within the Illinois Route 47 right-of-way that will be constructed this year.

Legal Analysis

The Village Attorney has reviewed the proposed amendment. A public hearing to consider the proposed amendment has been scheduled for the March 23, 2016 Village Board meeting.

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 Approving a Second Amendment to the Rubloff Development Phases II and III Annexation

Agreement.

- g) Discussion – Authorization to Proceed with the Implementation of the 2017 Special Events

Management Assistant Barbara Read reported that in preparation for the 2017 Farmers Market and other special events sponsored or coordinated by the Village, staff is requesting Village Board approval for the list of special events that was included in the Committee's packet.

Staff Analysis

There are several new events scheduled in 2017 which are dedicated to highlighting the revitalized downtown and downtown businesses. Staff will be working with the businesses to coordinate their involvement.

As part of coordinating the special events, most of the groups will receive a Letter of Understanding from the Village outlining their requirements to proceed such as Certificate of Liability Insurance, signage, clean up and important requirements specifically needed to insure that each event is safe and non-intrusive to the surrounding residents and/or businesses.

Financial Impact

Expenses for the Farmers Market will come from line item 01-10-2-6352; \$8,500 has been budgeted for the 2017 Farmers Market.

Expenses for the other Village sponsored special events will come from line item 01-10-2-6351; \$30,000 has been budgeted for: Green & Clean Huntley Day, Ladies Night Out on the Square, Concerts in the Square, Family Fun Day at the Farmers Market, Independence Day Fireworks Show, Bike Huntley, Fall Fun on the Square Day, A Very Merry Huntley and other special events.

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

Trustee Piwko acknowledged that the list was quite extensive and suggested that the Village should add events in January and February. Trustee Piwko also asked for the status of a possible ice rink in the downtown. Management Assistant Read reported that information on the ice rink is being reviewed.

There were no other comments or questions.

It was the consensus of the Committee of the Whole to forward on to the Village Board authorization to proceed with the implementation of the 2017 Village of Huntley Special Events and approval of the non-Village sponsored events. Authorization will allow staff to proceed with issuance of Letters of Understanding, where necessary.

- h) Discussion – Consideration of an Ordinance Amending Title XI, Business Regulations, Chapter 112 - Raffles

Village Manager David Johnson reported that current Village Code requires a raffle permit for any person, firm, or corporation conducting raffles or chances within the Village. Licenses shall be issued only to bona fide religious, charitable, labor, fraternal, educational, or veteran organizations that operate without profit to their members and which have been in existence continuously for a period of five years immediately before making application for a license and which have been during that entire five-year period a bona fide membership engaged in carrying out their objects. A license is required for each

raffle conducted and is required for any prize value.

Staff Analysis

The current fee for a raffle permit is \$5.00.

Per Village Board direction to review the license requirements, the following changes are proposed:

- Any raffle in which the aggregate value of the prizes is \$500 or less shall be considered automatically licensed without requiring an application
- Application Fee
 - No fee if aggregate prize value is \$5,000.00 or less
 - \$25.00 if aggregate prize value is more than \$5,000.00

In addition, several other revisions have been made to Chapter 112 and are identified in the attached marked-up copy of the ordinance.

Financial Impact

Revenue generated in 2016 for raffle permits was \$405.00.

Legal Analysis

The Village Attorney has reviewed the proposed ordinance update and all is in order for Village Board consideration.

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 Amending Title XI, Business Regulations, Chapter 112 – Raffles.

- i) Discussion – Consideration of an Ordinance Amending Title XI, Business Regulations, Chapter 114 - Business Registration: Administration, Section 114.23, Video Gaming

Village Manager David Johnson reviewed a Power Point presentation and reported that per Village Board discussion and direction at a recent Village Board workshop, staff has drafted a revised ordinance that incorporates additional regulations and fee adjustments for video gaming. In addition, the current regulations found in Chapter 114 - Business Registration: Administration, Section 114.23, Video Gaming Terminals, have been moved to Chapter 110 – Alcoholic Beverages in a new section.

Staff Analysis

Major revisions to the ordinance include the addition of definitions, a prohibition of video gaming cafes, increased terminal fees (from \$25.00 to \$500.00 per terminal), a new terminal operator fee of \$1,000 per location, and a requirement for a physical barrier of a full or partial wall to screen the area where video terminals are located.

Financial Impact

Currently, there are 11 active locations with video gaming with a total of 50 terminals. With the new fees, \$11,000 will be generated by the terminal operator fee and \$25,000 will be generated by the terminal fee. In 2016, the Village received no money from the terminal operators and \$1,250 in terminal fees.

Legal Analysis

The Village Attorney has reviewed the proposed ordinance revisions and all is in order for Village Board consideration.

Mayor Sass stated that while the definition of truck stop for video gaming purposes had been addressed with the new video gaming regulations, Staff needed further direction as to zoning requirements related to truck stops. Currently, gas stations are a permitted use in the C-1 and C-2 zoning districts, and are permitted special uses in the B-1, B-2 and B-3 districts. Additional discussion ensued and Village Board consensus was to direct Staff to review requirements for a gas station and bring a zoning code amendment back to the Board for consideration to make gas stations a special use in the C-1 and C-2 zoning districts.

Trustee Westberg asked that this item be put on the Agenda as a Roll Call Vote.

Trustee Leopold asked if at a video gaming location the person monitoring the video gaming had to be BASSET trained. Village Manager Johnson stated that the person watching the gaming area must be over 21 years old, but BASSET training was not required, as they were able to request the identification of anyone in the gaming area.

It was the consensus of the Committee of the Whole to forward on to the Village Board an Ordinance Amending Title XI, Business Regulations, Chapter 114 – Business Registration: Administration, Section 114.23, Video Gaming and Amending Chapter 110 – Alcoholic Beverages

- j) Discussion – Consideration of an Ordinance Amending Title XI, Business Regulations, Chapter 110 Alcoholic Beverages

Village Manager David Johnson reviewed a Power Point presentation and reported that the Village of Huntley regulates the sale of alcoholic beverages through its Liquor Control Ordinance in Title XI, Business Regulations, Chapter 110 Alcoholic Beverages.

Staff Analysis

In follow up to the Village Board workshop held on February 24th the following changes are proposed:

- The fee for all classes which are \$950 are increased to \$1,500 effective immediately upon adoption for any new applicants and at renewal for existing license holders. The caterer license and not-for-profit license fee will remain the same.
- The Class “H” license will be eliminated.
- The fine for any violation of this chapter has been increased from a potential maximum of \$1,000 to \$5,000 for each offense.
- The five day mandatory suspension for the sale of alcoholic liquor to minors has been removed.
- The suspension time period has been changed to not more than 30 days with no minimum. This allows for each offense to be addressed on an individual basis.
- Though not added to the revised ordinance, as a policy, the Liquor Commission may consider that the fine and suspension time period may be reset after five years to a first offense occurrence if the business has been offense-free during those five years.

In summary, the proposed changes to the ordinance provide the Liquor Commission a greater degree of discretion in making decisions on ordinance violations.

Financial Impact

Revenue generated in 2016 for liquor licenses was \$28,640.

Legal Analysis

The Village Attorney has reviewed the proposed ordinance update and all is in order for Village Board consideration.

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

Trustee Westberg asked that this item be put on the Agenda as a Roll Call Vote.

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 Amending Title XI, Business Regulations, Chapter 110 Alcoholic Beverages.

- k) Discussion – Consideration of an Ordinance Approving the 2017 Village of Huntley Zoning Map Update

Mayor Sass reported that annually, in accordance with the Huntley Zoning Ordinance, the Village is required to formally adopt an updated zoning map. The required notice, informing the public of the revised map, appeared in the Northwest Herald during the week of March 8, 2017.

Staff Analysis

The following zoning reclassifications and updates are reflected on the proposed map:

- (1) *Kiley Self Storage Facility* - The map has been updated to reflect the rezoning of the 7.64-Acre property at the northwest corner of Kiley Drive and Ruth Road from “O-1” General Office District to “M” Manufacturing District and “M” Manufacturing District to “O-1” General Office District per Ordinance 2016-05.08.
- (2) *11103 South Church Street* - The map has been updated to reflect the rezoning from “R-2” Single Family Residence District to “B-4” Adaptive Reuse Business District per Ordinance 2016-10.38.

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 an Ordinance Adopting the 2017 Village of Huntley Zoning Map Update.

- l) Discussion – Approval of the March 23, 2017 Bill List in the amount of \$334,565.18

Mayor Sass reported that \$2,034.66 of the bill list expenditures is from the FY16 Budget and the remaining \$332,530.52 is from the FY17 Budget.

Mayor Sass asked if the Committee had any comments or questions regarding the 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 March, 23 2017 Bill List in the amount of \$334,565.18.

VILLAGE ATTORNEY'S REPORT: None

VILLAGE MANAGER'S REPORT:

Trustee Leopold asked if the Little Free Library mentioned in the Manager's Report is a drop box for Library Patrons to return or donate books. Director Nordman reported that the Little Library boxes are set up so that people can take a book and/or give a book without a charge. Trustee Hoeft stated he was concerned with the types of books people would leave in the box. Trustee Goldman stated that it was not appropriate at that location. Trustee Westberg stated his concern that someone would leave inappropriate books that children may see. Trustee Leopold stated that he would move to not approve the installation of the Little Free Library and it was the consensus of the Board not to allow a Little Free Library at the proposed location.

VILLAGE PRESIDENT'S REPORT: None

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 8:05 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary