

**VILLAGE OF HUNTLEY  
COMMITTEE OF THE WHOLE MEETING  
May 4, 2017  
MINUTES**

**CALL TO ORDER:**

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, May 4, 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, Director of Public Works and Engineering Timothy Farrell and Village Attorney John Cowlin.

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

**SPECIAL PRESENTATION:**

- a) Proclamation: Bricks Paved the Way: The Centennial Anniversary of the Bricks on Woodstock Street

Mayor Sass read the following proclamation:

**BRICKS PAVED THE WAY: THE CENTENNIAL ANNIVERSARY OF THE BRICKS ON WOODSTOCK STREET**

WHEREAS, in 1916 the Huntley Village Board approved the brick paving of Woodstock Street providing farmers a convenient means to make the daily trip with horse and wagon to haul cans of milk to the train destined for Chicago; and

WHEREAS, Woodstock Street was the main north/south road as Route 47 did not go through until 1936; and

WHEREAS, Woodstock Street was landmarked by the McHenry County Preservation Commission in 1999; and

WHEREAS, the Village refurbished Woodstock Street in 2000 and it is the only remaining continuously bricked street in Huntley and a centerpiece of Huntley's first designated Historic District.

NOW, THEREFORE, I, Charles H. Sass, Mayor of the Village of Huntley and the Village Board of Trustees call upon the people of the Village to join their fellow citizens in recognizing and participating in this special observance.

Passed and Approved this 4<sup>th</sup> day of May 2017.

## **PUBLIC COMMENTS:**

Tom Conley, PO Box 576, Huntley, IL spoke about the former school house on the First Congregational Church property. Mr. Conley gave the history of the building and noted that the previous owners had the building ready for landmarking but then it was purchased by the church. Mr. Conley said that a moving company could move it to the east most property line for approximately \$500,000. Mr. Conley gave suggestions on what to do with the building and property.

Jake Marino, 10616 Mathew Street, Huntley, IL spoke about the former school house on the First Congregational Church property. Mr. Marino stated that over 7,000 people viewed the Facebook post about the removal of the building and over 100 people reacted to the post. Mr. Marino stated that the building means something to people in town.

## **ITEMS FOR DISCUSSION:**

- a) Discussion - Consideration of an Ordinance Approving a Simplified Residential Zoning Variation for a Building Addition Encroaching into the Rear Yard Setback – 8810 Pearsall Drive

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the petitioners are requesting  $\pm 7.3$  feet relief from the forty (40') foot minimum rear yard building setback to accommodate the construction of a three-season room addition on the east side of the "RE-1 (PUD)" Residential Estate – Planned Unit Development-zoned residence at 8810 Pearsall Drive within the Talamore – Pod 1 residential subdivision.

The proposed 10.5-foot x 16.0-foot (168 square feet) three-season room addition on the rear (east) side of the residence will encroach  $\pm 7.3$  feet into the forty (40') foot rear yard setback established per Village of Huntley Ordinance #2013-09.51. The subject property abuts the ComEd easement and Tomaso Park property to the east.

The petitioners cited allergies to bees and the nuisance of other insects as reasons for requesting the required relief from the rear yard setback to allow construction of the proposed three-season room addition. The Development Services Department is in receipt of the Talamore Community Association letter approving the proposed three-season room addition.

### Zoning Board of Appeals Recommendation

The Zoning Board of Appeals reviewed the petitioners' request at a public hearing on April 26, 2017, and no members of the public spoke in opposition to the request and the Zoning Board of Appeals unanimously, by a vote of 4 to 0, recommended approval of the request subject to the following condition:

1. No building permits or Certificates of Occupancy are approved as part of the Simplified Residential Zoning Variation.

Director Nordman reported that the petitioners were 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 on to the Village Board an Ordinance Approving a Simplified Residential Zoning Variation for an addition encroaching into the Rear Yard Building Setback – Kimo and Ruth Treadway, 8810 Pearsall Drive.***

- b) Discussion - Consideration of an Ordinance Granting Temporary Sign Permits for General RV to install an Inflatable Advertising Device adjacent to the I-90 Tollway

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that General RV has requested to temporarily place an inflatable balloon at the southeast corner of their property, adjacent to the I-90 Tollway, for a series of Open House events through the spring and summer of 2017. The inflatable balloon would be displayed on three (3) occasions, for five-day periods each, for a total of fifteen (15) days.

#### Staff Analysis

A temporary inflatable advertising device is included under the Village's Zoning Ordinance - Article XIII - Sign Regulations - Section 156.121 Prohibited Signs (N) and therefore requires Village Board approval. The property owner has agreed to furnish a \$1 million insurance rider to cover the inflatable device. Additionally, the inflatable will be placed within the property's security fence and tied-down in an appropriate manner.

Staff recommends the following conditions be added should the Village Board approve the Temporary Sign Permit for the inflatable device:

1. The inflatable device shall be permitted for the following three (3) dates this spring and summer of 2017:
  - May 17<sup>th</sup> through May 21<sup>st</sup>, 2017
  - July 12<sup>th</sup> through July 16<sup>th</sup>, 2017
  - August 16<sup>th</sup> through August 20<sup>th</sup>, 2017
2. The Village Board shall have the right to rescind a Temporary Sign Permit on a case-by-case basis.
3. The applicant shall obtain a Temporary Sign Permit for the inflatable device from the Development Services Department prior to its installation for each display period.
4. The inflatable device and shall be maintained in good and safe condition for each of the three (3) installation periods.
5. A \$1,000,000 insurance rider shall be furnished by the property owner covering the entire period the inflatable device is on the subject property.

#### Financial Impact

The inflatable devise temporary sign permit fee is \$50.00 for each installation period for a total of \$150.00 (plus \$100.00 compliance bond which can be paid once and returned following the final installation period).

Director Nordman reported that a representative of the petitioner was in attendance to answer questions.

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

Trustee Piwko asked for confirmation that the inflatable device would be a balloon and not a monkey and/or gorilla; the petitioner assured it would only be a balloon.

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 Granting Temporary Sign Permits for General RV to install an inflatable balloon adjacent to the I-90 Tollway on three (3) occasions in the spring and summer of 2017.***

Trustee Westberg left the room at 7:17 p.m.

c) Discussion - Consideration of a Resolution Approving a Façade Improvement Assistance Program Grant for Parkside Pub, 11721 E. Main Street

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Parkside Pub, 11721 E. Main Street, previously received approval of a Façade Improvement Assistance Program Grant totaling \$20,000 on September 10, 2015, for exterior façade work to be completed in 2015 and 2016. The 2015 (Phase I) work included building the south wall of the patio which was completed and the petitioner was reimbursed \$10,000 in accordance with the agreement. The remaining work was planned to occur in 2016 (Phase II), however, it did not proceed as originally scheduled. As a result, the \$10,000 of the Façade Improvement Assistance Program Grant awarded for 2016 expired due to the Phase II work not being completed in the required timeframe. The petitioner is now moving forward with the Phase II work originally planned for 2016 and is requesting the Village Board to approve the \$10,000 façade grant for the Phase II work.

The following is a summary of the Façade Improvement Assistance Program Grant approved by the Village Board on September 10, 2015:

Phase I (2015) – COMPLETED:

- Building south wall of patio and iron work \$30,000

Phase II – NOT COMPLETED:

- Complete removal and replacement of exterior brick on primary building, including increasing the height of the parapet wall to screen the rooftop mechanical equipment \$20,000
- Replace glass block windows and remove door located on north elevation \$2,500
- Replace main entrance door \$2,500
- Replace side entrance door (west elevation) \$2,000
- Remove exterior freezer and cooler and install new freezer in basement \$24,000
- Electrical and exterior lighting \$5,000
- Awnings \$3,000

PHASE II PROJECT TOTAL \$59,000

Staff Analysis

The Façade Improvement Assistance Program Guide identifies specific exterior improvements that are eligible for reimbursement. All proposed exterior improvements remain the same as the application presented in 2015 and all improvements are eligible under the guidelines of the program.

The Village Board previously evaluated the proposed project and determined it met the following criteria for approving Façade Improvement Assistance Program Grants:

- Condition of the building and need for renovation
- Extent to which the improvements conform to the Downtown Revitalization Plan and Commercial Design Guidelines
- Extent to which the proposed improvements restore, maintain, or enhance the character of the building and surrounding area

#### Financial Impact

The FY2017 budget includes \$90,000 for the Façade Improvement Assistance Program in the Downtown Improvement Fund. The quotes provided by Parkside Pub propose to complete the Phase II improvements at a cost of \$59,000. The Façade Improvement Assistance Program allows reimbursement of up to fifty percent (50%) of the project cost per property with a maximum reimbursement of \$10,000 per project. The maximum aggregate amount of all grants approved for a building/property within a five year period is limited to \$20,000.

If the grant is approved for Parkside Pub, a total of \$25,110.50 in funding will have been committed/paid in 2017.

Upon completion of the work, the owner must submit copies of all invoices, contractor's statements, proof of payment, and notarized final lien waivers to the Village, as evidence that the owner has paid the contractor. Payment of the approved grant amount will only be authorized upon completion of all work items as originally approved and receipt of all required documents.

#### Legal Analysis

If the requested grant renewal is approved by the Village Board, the petitioner must sign and abide by the terms of the Façade Improvement Assistance Program Agreement in order to be reimbursed for the project.

Director Nordman reported that the business owner, Jeff Lovell, 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 on to the Village Board a Resolution Approving a Façade Improvement Assistance Program Grant for Parkside Pub, 11721 E. Main Street.***

Trustee Westberg returned.

#### d) Discussion - Demolition of 11006 N. Church Street - Informational Purposes Only

Village Manager David Johnson reported that Trinity Lutheran Church is currently in the process of completing a demolition permit for razing the residential structure at 11006 N. Church Street. The church purchased the property in 2014 for a possible future building expansion. The structure, previously owned by Pamela Kahl and William Isenhardt, was constructed circa 1900 and is not a historically landmarked building. The structure has recently been used for training purposes by both the McHenry County Sheriff and Huntley Fire Protection District.

Staff Analysis

The demolition of the structure requires a demolition permit from the Development Services Department prior to the start of any work. The contractor hired by Trinity Lutheran Church must meet all permit submittal requirements before a permit will be issued.

Village Manager Johnson reported that per the 2006 Village Board policy, this agenda item is presented for informational purposes only. No action is required by the Village Board.

Village Manager Johnson reported that members of the church were in attendance to answer questions.

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

Trustee Kanakaris asked if the church informed the Village of the Huntley Fire Protection training before it took place; Village Manager Johnson said no they had not.

Trustee Goldman asked what part of the church is being expanded; Jerry Nepermann reported that it would be the expansion of the pre-school. Trustee Goldman asked when that would take place; Mr. Nepermann stated that the expansion is still years away.

There were no other comments or questions.

***No action was required by the Village Board.***

e) Discussion - Demolition of 11624 E. Main Street - Informational Purposes Only

Village Manager David Johnson reported that the First Congregational Church is currently in the process of completing a demolition permit for razing the former school building located at 11624 E. Main Street. The property was purchased by the church in 2006 for a possible future building expansion. The school building has most recently been used as a multi-family apartment building. The structure is not a designated historic landmark.

Staff Analysis

The demolition of the structure requires a demolition permit from the Development Services Department prior to the start of any work. The contractor hired by the First Congregational Church must meet all permit submittal requirements before a permit will be issued.

Village Manager Johnson reported that per the 2006 Village Board policy, this agenda item is presented for informational purposes only. No action is required by the Village Board.

Village Manager Johnson reported that members of the church were in attendance to answer questions.

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

Trustee Kanakaris asked if the church notified the Village of the training prior to it taking place; Village Manager Johnson stated that the Village was notified of the training beforehand. Trustee Kanakaris asked if the church was required to inform the Village of the demolition; Village Manager Johnson stated that they are required to apply for a demolition permit. Trustee Kanakaris stated that the Village

cannot control private property and it would be different if the property had been Landmarked in 2006.

Trustee Goldman asked if the church looked into having the building moved; Mr. Jeff Peterson stated that they were told that if the building is picked up it would break apart. Trustee Goldman asked when the apartments were vacated; Mr. Peterson stated that the leases were discontinued in October 2016 as the ceilings were falling and it became unsafe. Trustee Goldman asked if it would be feasible to build around the building; Mr. Peterson stated that was not in the plans.

Trustee Leopold asked if while the building was used as rentals, did the church pay property taxes; Mr. Peterson said they did pay property taxes. Trustee Leopold asked that if once the building is razed if their property would be tax exempt; Mr. Peterson said that it would become tax exempt.

Trustee Westberg suggested that they postpone the demolition to see if something can be done by interested parties. Trustee Piwko stated that there was no interest or concern over the last 11 years for this building.

Trustee Leopold asked Mr. Marino if he could print out the list of the 7,000 people who were interested in the building. Mr. Marino stated that he could print out the names only and comments.

Trustee Leopold stated that he understands the costs but also understands the financial impact on the church.

Trustee Kanakarlis stated again that the Village has no rights over private property.

Trustee Goldman asked the Village Attorney if eminent domain would work in this situation; Village Attorney John Cowlin stated that procedure takes a lot of time and costs a lot; and the fact that the Church is a religious institution means that there are special laws governing the land. Any interference by government could be considered movement against religious freedom.

There were no other comments or questions.

***No action was required by the Village Board.***

- f) Discussion - Consideration of an Ordinance Approving (i) the Final Plat of Subdivision for the ±30-acre parcel located east of the current termination of Powers Road (PIN 02-04-300-018) and (ii) the Final Planned Unit Development for a 130-unit Senior Independent Living Facility in accordance with the application submitted to, and is on file with, the Village of Huntley

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Cameron General Contractors (also known as Resort Lifestyle Communities) is proposing to develop a 130-unit senior independent living facility, to be known as Huntley Springs, on a ±9.7 acre site (Lot 1) located along an eastern extension of Powers Road. Resort Lifestyle Communities 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 community in Illinois. Their communities feature amenities that include 24/7 concierge, housekeepers, gourmet chefs, valet parking attendants, and a full-time lifestyle director.

The 9.7 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 Riedl/Rubloff Annexation Agreement. The Annexation Agreement for the property included both the 55 acre commercial property along Route 47 (Huntley Crossings Phase 2) and the 30 acre residential property. Resort Lifestyle Communities has purchased the entire 30 acre residential property and propose subdividing it into three lots. The retirement residence facility will be constructed on the 9.7 acre parcel (Lot 1) and they have requested the ability to develop the remaining 4.5 acre (Lot 2) and 11.5 acre (Lot 3) parcels with townhomes or a second senior independent living facility (Lot 3). Approximately 4.2 acres of the site will be dedicated right-of-way for public roads.

On March 23, 2017, the Village Board approved a second amendment to the Riedl/Rubloff Development Phases II and II Annexation Agreement which accommodated the proposal by Cameron General Contractors to construct a 130-unit senior independent living facility on a portion of the residential Phase III property. The amendment also included to changes to certain restrictions for the commercial Phase II property.

### **Staff Analysis**

On March 23, 2017, the Village Board approved Ordinance (O)2017-03.12 approving the Preliminary Plat of Subdivision, Special Use Permit for a residential retirement facility, and Preliminary Planned Unit Development for the project. Subsequently, the petitioner submitted an application for the Final Plat of Subdivision and Final Planned Unit Development. The Village Board shall review the Final Plat of Subdivision and Final Planned Unit Development to confirm they are in general conformance with the previously approved Preliminary Plat of Subdivision and Preliminary Planned Unit Development.

### **Final Plat of Subdivision**

The proposed Final Plat of Subdivision will divide the property to create three lots ranging in size from 4.5 acres to 11.5 acres as originally proposed on the Preliminary Plat of Subdivision. The proposed plat also dedicates 4.2 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  $\pm 0.52$  acres of right-of-way will 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 the seller of the subject 30 acre 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 proposed lots conform to the minimum lot area and width requirements for the R-4(PUD) zoning district.

### **Final Planned Unit Development**

The proposed Final Planned Unit Development is in conformance with the previously reviewed/approved Preliminary Planned Unit Development for the project and includes the elements of relief approved with the Preliminary PUD reducing the number of required parking spaces and increasing the allowable floor-area-ratio for the principal building.

The proposed three-story Huntley Springs retirement residence community building on Lot 1 includes a total of 130 units which would consist of four (4) studio apartments, 72 one-bedroom apartments, 50 two-bedroom apartments, and four (4) three-bedroom apartments. The site plan also includes forty (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 (to be known as Cameron Road) and western roadway extension (to be known as Tracy Lane) from the termination of Powers Road. The primary entrance to the building will front Tracy Lane and will include two driveways accessing the site and fully covered drop-off area at the main entrance. A future third access point has also been shown on the eastern side of the site plan. Stormwater detention will be provided on-site with ponds located at the southwest, northwest, and northeast corners of the site.

### ***Parking***

In association with the Preliminary Planned Unit Development approval request the petitioner had provided a detailed letter explaining the anticipated parking demand for the 130-unit independent living facility. As noted 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. As a result, the petitioner requested relief to reduce the required parking by 58 spaces, which was approved per the Preliminary Planned Unit Development for the site. Per Village Board direction, 12 additional land-banked parking spaces have been added to the site plan. The requested relief is reduced to 46 spaces when the land-banked parking is taken into consideration.

### ***Building Elevations***

The proposed building elevations utilize a combination of Wildwood and Brompton colored brick veneer and Navajo Beige colored Hardiplank 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. These building materials correspond with the material specified under the approved Preliminary Planned Unit Development for the site. A material sample board will be available for viewing at the meeting. The four (4) proposed garage units are located to the north (rear) of the principal building and a masonry trash/generator enclosure, with solid metal gates, is located just east of the second garage building from the west.

### ***Landscaping***

The proposed final landscape plan is in accordance with the plan submitted with the 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. Shrubs and groundcover have been added around the transformer pads on both sides of the facility's main entrance and adjustments have been made to coordinate the photometric and landscape plans for the site to avoid any conflicts.

### ***Site Lighting***

The site's parking areas will be lined by the Sternberg Prairie-Style light fixtures mounted on sixteen (16') foot poles. These are the same decorative fixtures installed within several other neighboring developments. The retirement residence exterior will be illuminated by Lithonia wall-mounted fixtures which will also be installed along the garage fronts at the rear of the site. Eighteen (18) bollards along the front of the retirement residence will be topped with accent light elements. The Lithonia street lights proposed along the rights-of-way adjacent to the development are the same street lights currently installed along Powers Road.

### ***Signage***

The single proposed monument sign within the landscape area adjacent to the facility's street frontage includes the requisite landscaping at its base and must be designed to incorporate the principal building's exterior materials and be no closer than ten (10') feet from the property line. All signs require submittal/approval of permits and no sign permits are approved as part of the Final Planned Unit Development approval.

### ***Requested Relief***

The following relief was approved as part of the Preliminary Planned Unit Development:

1. Relief was approved 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 was approved to provide 160 parking spaces for the independent living facility, inclusive of garage spaces, rather than 218 spaces as required by the Zoning Ordinance. Please note that the relief of 58 fewer requisite parking spaces is reduced to 46 parking spaces with the provision of the land-banked parking.

### **VILLAGE BOARD PRELIMINARY PLANNED UNIT DEVELOPMENT REVIEW**

The Village Board's March 16, 2017 review and approval of the Preliminary Planned Unit Development for the retirement residence included the following comments:

- The Village Board expressed concern about the ability to add parking if needed in the future and requested that land-banked parking be added to the site plan where feasible. *The petitioner has provided a "Land-Banked Parking Exhibit" illustrating where twelve (12) future parking spaces could be located on the subject site.*
- The Village Board requested confirmation that the roof-top screening is solid to completely screen the mechanical equipment. *The petitioner noted that the roof top screening is closely spaced aluminum slates angled to allow air flow but completely obscure the roof top equipment. The following note was also added to the Exterior Elevations: "Pre-Finished Alum. HVAC Screen Shall Provide 100% Visual Screening of Roof-Top Equipment".*
- The suggestion was made to shift the garage buildings to the north to provide additional space for vehicles to maneuver in and out of the garage spaces. *The petitioners note that garages have been set three (3') feet off of the edge of the pavement to provide additional space for vehicles moving in and out of the garages. Additionally, the retirement residence operator provides the option of valet parking for residents as needed.*
- The Village Board requested confirmation that the parking spaces within the garages were wide enough to allow drivers to easily maneuver into and out of the spaces and that there will be adequate space for individuals to enter/exit the vehicle on both the driver and passenger side of the vehicle. *The petitioner noted that the garage spaces are wide enough to maneuver in and out of the garage, passengers may enter and exit the vehicle on either side and the garages at their existing facilities have worked very well.*
- The Village Board asked the petitioner to show the configuration of a future east side entrance to the site. *The petitioner has added this to the proposed site plan for the retirement residence.*

### Plan Commission Recommendation

On Monday, April 24, 2017, the Plan Commission reviewed the Final Plat of Subdivision for the subject ±30-acre property and the Final Planned Unit Development for the proposed ±9.57-acre, 130-unit retirement residence community and unanimously recommended approval of the requests by a vote of 5 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/Final 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. In accordance with Section 156.106(C), bicycle racks shall be added to the site plan.
5. 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.
6. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
7. 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.
8. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
9. In accordance with Section 155.221(A)(6) of the Subdivision Ordinance, the developer shall record the plat of consolidation with the Recorder of Kane County within three months of approval by the Village Board. Failure to record the Plat(s) of Subdivision within three (3) months shall render the documents null and void.
10. No building permits are approved as part of this submittal.
11. 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.

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

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

Trustee Piwko asked that they install terminus signage at the end of the dead end streets and that they change the names of the roads so there will be no confusion.

Trustee Leopold stated that he was happy that the petitioner accommodated the Village's requests.

Trustee Kanakaris stated that he wants the developer to use local contractors, if possible.

There were no other comments or questions.

***It was the consensus of the Committee of the Whole to forward on to the Village Board an Ordinance approving the Final Plat of Subdivision for the ±30-acre parcel located east of the current termination of Powers Road (PIN 02-04-300-018) and Final Planned Unit Development for a 130-unit Senior Independent Living Facility in accordance with the application submitted to, and is on file with, the Village of Huntley.***

- g) Discussion – Conceptual Review of a Proposed Site Plan and Building Elevations for a Multi-Tenant Building including a Panera Bread Drive-Through Restaurant on Outlot 5 of the Huntley Grove Commercial Subdivision and Referral to the Plan Commission to begin the Formal Development Review Process

The Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Hamra Enterprises has submitted conceptual plans for a proposed 7,500 square foot multi-tenant building to be located Outlot 5 (1.87 acres) of Huntley Grove Commercial Subdivision (southeast corner of Route 47 and Kreutzer Road). The building would include a 4,200 square foot Panera Bread restaurant with a drive-through and a 3,300 square foot retail tenant space.

#### Staff Analysis

The site is zoned B-3 Shopping Center Business District and is subject to the Par/Tucker Annexation Agreement.

#### *Site Plan*

The proposed site plan proposes a 7,500 square foot building with parking for 64 vehicles which exceeds the 55 parking spaces required by the Zoning Ordinance. The building's main entrances will be orientated toward Route 47 with access to the site being provided by a driveway shared with AutoZone. Vehicles entering the site would circulate one-way counter clockwise around the building. The building's trash enclosure would be located behind the building at the southeast corner of the site. The drive-through window and menu board would be located along the rear elevation of the building with an island separating the drive-through lane from the parking lot drive aisle. The site plan also includes parking stalls that are 10 feet in width and 19 feet in depth, which exceeds the minimum dimensions required by the Zoning Ordinance. The width of the parking lot drive aisle is also greater than required and will measure up to 28.5 feet in width.

#### *Building Elevations*

The building elevations primarily consist of two different colors of face brick (light grey blend and manganese ironspot) with aluminum awnings over many of the windows and doorways. The remaining windows and doorways would include Sunbrella fabric awnings. Aluminum accent panels are also proposed along the front and side elevations of the Panera Bread tenant space and accent lighting on the building will be provided by gooseneck fixtures over the signage, awnings, and along the wall elevations.

### *Signage*

The proposed Panera Bread sign plan includes wall signage on the front (Route 47), side (Kreutzer Road), and rear building elevations. Signage includes “Panera Bread” on all elevations and “drive thru” on the front and side elevations. A proposed ground sign has not been presented for concept review, but shall be provided with the application for Final Planned Unit Development. The ground sign must be constructed with brick to match the building elevations.

### *Required Relief*

The proposed plans require the following relief:

1. A parking setback of 10 feet is required from side lot lines. A setback of approximately 3 feet is proposed along the side lot line adjacent to the multi-tenant retail center to the south (Outlot 6).

### *Required Approvals*

The property will require the following review and approvals from the Plan Commission and Village Board:

1. Special Use Permit for a restaurant with a drive-through.
2. Final Planned Unit Development, including any necessary relief

Director Nordman reported that Mike Supala from Hamra Enterprises was in attendance to answer questions.

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

Trustee Hoeft stated that he would like the southeast corner of the drive thru to have a full curb at the curve.

Trustee Kanakaris suggested that they include additional parking on the east side of the property even if it means removing green space. Trustee Kanakaris also suggested making the patio larger. Trustee Kanakaris stated that he would approve them pushing the building five (5) feet north and reducing the grass area and would also approve of the rear setback being reduced.

Trustee Goldman stated that she liked the plans and does not want the project to be held up.

Mr. Supala stated that they will work with staff regarding the curb at the drive-thru but would like to have an escape route out of the drive-thru.

Trustee Piwko stated that he liked the building materials and colors as it makes this building different than the others in the area.

Trustee Kanakaris asked if they knew who the other tenant was going to be; Mr. Supala stated that he did not but in some of their locations it would be a business such as Supercuts, etc.

There were no other comments or questions.

***It was the consensus of the Committee of the Whole to refer Hamra Enterprises to the Plan Commission to begin the formal development review process.***

- h) Discussion – Consideration of a Resolution Approving a Professional Services Agreement with Houseal Lavigne Associates for Planning Services

Village Manager David Johnson reported that with recent interest in development around the I-90/Rt. 47 interchange, staff has reviewed existing zoning regulations and determined that in order to enhance economic development opportunities in this key area of the Village, a detailed subarea plan that would be adopted as an amendment to the Village’s Comprehensive Plan is required to provide a foundation for a detailed regulatory strategy to assist with the Plan’s implementation.

Staff Analysis

Houseal Lavigne Associates planning firm, which completed the 2010 Downtown Revitalization Plan, has provided a proposal to develop the South Huntley Subarea Plan and Regulatory Framework

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote New Business Development, Retention, and Expansion* as a Strategic Priority. The Subarea Plan will include three (3) core components: Land Use and Development; Urban Design; and, Transportation. The recommendations of the Subarea Plan will serve as a guide for new development and reinvestment, both public and private, in this critical gateway area of the Village. All of the Village’s regulatory controls, including the municipal code, zoning code and map, and subdivision regulations, will be assessed to identify strengths and weaknesses, and to determine how these controls may influence land use and opportunities for new development or redevelopment in south Huntley around the I-90/Rt. 47 interchange.

Financial Impact

The cost to complete the subarea plan is \$28,700. The FY2017 Budget includes funding for Economic Development in line item 01-10-70-2-7487 in the Development Services Department budget.

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

***It was the consensus of the Committee of the Whole to forward to the Village Board a Resolution Approving a Professional Services Agreement with Houseal Lavigne Associates for Planning Services.***

- i) Discussion – Policy Direction Concerning Text Amendments to Village of Huntley Zoning Code BP-Business Park and ORI-Office/ Research/Industrial Zoning Districts

Village Manager David Johnson reported that the BP-Business Park zoning district allows as permitted uses “distribution, storage and warehousing.” The ORI-Office/Research/Industrial zoning district allows as permitted uses, “motor/rail freight terminal, truck terminal, and warehouse (storage).” The Zoning Code only defines a motor freight terminal as “a building or premises in which freight is received or dispatched by motor vehicle.” Definitions are not provided for the other warehouse/trucking related

uses.

Staff Analysis

Staff is seeking Village Board direction to refer proposed text amendments to the Plan Commission that would revise or add definitions of the above-mentioned uses and that would also designate these uses as special uses rather than permitted uses, thus allowing more control over development standards associated with these uses.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Preserve and Enhance Quality of Life for Village Residents* as a priority, and “maintain high quality development standards” as a goal.

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 Refer Consideration of Text Amendments to Village of Huntley Zoning Code BP-Business Park and ORI-Office/ Research/Industrial Zoning Districts into the Formal Review Process.***

- j) Discussion – Consideration of a Resolution Approving the Bid Award to Terra Firma Soil Solutions, Inc. in the amount of \$42,297.50 to Complete Full Depth Reclamation (FDR) on Vine Street

Director of Public Works and Engineering Timothy Farrell reported that on April 13, 2017 the Village received bids from three (3) contractors for the Vine Street Full Depth Reclamation project. The bid results are summarized as follows:

|                                  |             |
|----------------------------------|-------------|
| Terra Firma Soil Solutions, Inc. | \$42,297.50 |
| Rock Solid Stabilization         | \$45,627.50 |
| Bedrock Stabilization            | \$57,887.50 |

Terra Firma Soil Solutions, Inc. was the lowest responsible bidder in the amount of \$42,297.50.

Staff Analysis

Conserving construction materials through recycling makes smart economic and strategic sense. Full-depth reclamation (FDR) rebuilds worn out asphalt pavements by recycling the existing roadway. The old asphalt and base materials are pulverized, mixed with cement and water, and compacted to produce a strong, durable base for a final lift of a driving surface. In this case, the final surface will consist of a 1.5” - 2” hot-mix asphalt surface course to be placed by another contractor. The estimated cost for the surface course is \$21,000.00

The bids have been reviewed by Staff, and it is recommended that the bid for the Vine Street Full Depth Reclamation project be awarded to Terra Firma Soil Solutions, Inc. from Decatur, IL. Businesses in the project area will be notified prior to project start.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Sound Financial Management and Fiscal Sustainability as a Strategic Priority*, and “Enhance asset management program to sustain level of service at economical life cycle cost” as an objective.

Financial Impact

The FY 17 Budget includes \$75,000 for Vine Street Reconstruction in the Street Improvement Fund, 04-10-4-7500.

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

Trustee Leopold asked how long it would take to cure; Director Farrell stated that the street can be driven on while it is curing.

There were no other comments or questions.

***It was the consensus of the Committee of the Whole to forward on to the Village Board a Resolution Approving the Bid Award to Terra Firma Soil Solutions, Inc. in the amount of \$42,297.50 for full depth reclamation (FDR) on Vine Street.***

- k) Discussion – Consideration of a Resolution Approving the Bid Award to Mauro Sewer Construction Inc. in the amount of \$268,884.00 to Complete the 2017 Water Main Replacement Program

Director of Public Works and Engineering Timothy Farrell reported that over the past several years, there have been numerous water main breaks on Smith Drive in the Bernat Industrial Park as a result of deteriorating and aging pipe. These main breaks consume staff resources, result in water loss, are costly to repair, are disruptive to water users and are likely to continue unless the pipe is replaced with new pipe meeting current material and construction standards. In addition, new water main will be installed on 1<sup>st</sup> Street from Woodstock Street to Church Street to provide new water service for downtown redevelopment facilities along Coral Street. Smith Drive includes water main replacement of approximately 1,000 feet of 10” and 12” pipe and 1<sup>st</sup> Street includes new water main of approximately 320 feet of 8” pipe at the locations identified in the attached exhibits.

On Tuesday, April 18, 2017 the Village received bids from ten (10) contractors for the 2017 Water Main Replacement Program. The bid results are summarized as follows:

| Company Name                          | Bid Amount   |
|---------------------------------------|--------------|
| Engineer’s Estimate                   | \$388,231.00 |
| Mauro Sewer Construction Inc.         | \$268,884.00 |
| Elanar Construction Co.               | \$283,278.25 |
| N-Trak Group                          | \$314,887.00 |
| Glenbrook Excavating & Concrete, Inc. | \$314,958.50 |
| J. Congdon Sewer Service Inc.         | \$325,000.00 |
| Copenhaver Construction Co.           | \$325,414.10 |
| Trine Construction Corp.              | \$327,985.00 |
| City Construction Co.                 | \$361,208.25 |
| Archon Construction Co. Inc.          | \$370,000.00 |
| Berger Excavating Contractors, Inc.   | \$421,266.75 |

Staff Analysis

The bids have been reviewed by Staff and consulting engineer, Christopher B. Burke Engineering, Ltd (CBBEL). The lowest responsive, responsible bidder for the 2017 Water Main Replacement Program is Mauro Sewer Construction Inc. in the amount of \$268,884.00. Staff recommends awarding the Bid to Mauro Sewer Construction Inc. in the amount of \$268,884.00.

| Low Bid Summary by Location | Bid Amount   |
|-----------------------------|--------------|
| 1 <sup>st</sup> Street      | \$60,957.00  |
| Smith Drive                 | \$207,927.00 |

Work is anticipated to be complete in June. As has been done in previous years, residents and businesses in the project area will be notified of the project and associated service disruptions.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Promote Sound Financial Management and Fiscal Sustainability* as a Strategic Priority, and “Enhance asset management program to sustain level of service at economical life cycle cost” as an objective.

Financial Impact

The FY17 Budget includes \$325,000 for the Water Main Replacement Program in the Water Equipment Replacement Fund 21-10-4-7725.

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

Trustee Leopold asked if the project will go under the railroad tracks; Director Farrell stated that it would not this year.

Trustee Hoeft asked if the Village received references; Director Farrell stated that the references were checked and Mauro Sewer Construction does a lot of work in Dupage County.

Trustee Leopold asked what was happening on Smith Drive after the replacement; Director Farrell stated that it will be patched now and resurfaced in the future.

There were no other comments or questions.

***It was the consensus of the Committee of the Whole to forward on to the Village Board a Resolution Approving the Bid Award to Mauro Sewer Construction Inc. in the amount of \$268,884.00 for water main replacement.***

- 1) Discussion – Approval of the May 11, 2017 Bill List in the amount of \$314,789.59

Mayor Sass reported that \$162,162.00 or (51.6%) of the total bill list is attributable to payment to MCMRMA for the close out of the 2005-2007 Pool Years (\$99,353.00), refund of Compliance Bonds to Reiche Construction (\$42,809.00) and Rosalind Franklin University (\$20,000.00).

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 May 11, 2017 Bill List in the amount of \$314,789.59.*

- m) Accept and Place on File the First Quarter 2017 Financial and Investment Reports for the Village of Huntley

Village Manager David Johnson reported that in the Board's packet were the Village's first quarter ending March 31, 2017 Financial and Investment Reports.

#### Staff Analysis

As of March 31, 2017 activity ending as projected. Revenues are low due to cyclical property tax receipts. McHenry and Kane County will begin property tax remittance during June 2017. Expenditures are within budgeted thresholds.

Notes to consider when reviewing this report:

#### Revenues

- Property Taxes: 1<sup>st</sup> quarter Property Tax collections equal zero, remittance is scheduled to begin June 2017 and will be allocated to the listed funds; General Fund, Insurance Fund, Cemetery Fund, Police Pension Fund, and SSA#5.
- 01-00-0-4020 Sales Tax: Sales tax collections are in arrears. Collections shown as of March 31, 2017 total \$708,002 and are all 2016 revenue that will be adjusted during the 2017 audit process.
- 01-00-0-4021 Local Use Tax: Local Use Tax collections shown as of March 31, 2017 total \$138,673 and include 2016 revenues of \$55,926 that will be adjusted during the 2017 audit process.
- 01-00-0-4025 Income Tax: Income tax collections shown as of March 31, 2017 total \$493,856 and include 2016 revenues of \$297,980 that will be adjusted during the 2017 audit process.
- 01-00-0-4060 and 16-00-0-4060 Video Gaming Tax: Video gaming tax received as of March 31, 2017 total \$11,464 in the General Fund and \$15,831 in the Downtown TIF Fund include 2016 revenues of \$8,491 that will be adjusted during the 2017 audit process.
- 01-00-2-4210 Building Permits: Building Permit fees collected as of March 31, 2017 total \$133,690, or 44.6% of the 2017 budgeted revenue.

#### Expenditures

- 01-65-2-6327 Single Family Engineering Review/Permits: The expenses shown in this account in the amount of \$87,000.00 are all related to 2016 expenses and will be reversed as of the 2<sup>nd</sup> quarter 2017 report.

At the end of the 1<sup>st</sup> quarter 2017, the General Fund expenditures are at 20.0% of the 2017 budget; The Water Operating Fund expenditures total 13.0% of the 2017 budget, and Sewer Operating Fund expenditures total 19.7% of the 2017 budget.

#### Investment Report

The Village's investment report as of March 31, 2017, details of the Village's cash position by financial institution, maturity and fund allocation.

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

It was the consensus of the Village Board to Accept and Place on File the 1st Quarter 2017 Financial and Investment Reports.

**VILLAGE ATTORNEY'S REPORT:** None

**VILLAGE MANAGER'S REPORT:**

Trustee Westberg stated that he was happy that the transfer of dispatch services to SEECOM was going well and asked if tornado coverage has been transferred. Village Manager Johnson stated that so far only dispatch services and tornado coverage will take place shortly.

**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 8:16 p.m.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Hoeft**

**The Voice Vote noted all ayes and the motion carried.**

Respectfully submitted,

Barbara Read  
Recording Secretary