

**VILLAGE OF HUNTLEY
COMMITTEE OF THE WHOLE MEETING
April 4, 2013
MINUTES**

CALL TO ORDER:

A meeting of the Committee of the Whole of the Village of Huntley was called to order on Thursday, April 4, 2013 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees Pam Fender, Ron Hahn, Harry Leopold and John Piwko.

ABSENT: Trustees Nick Hanson and Niko Kanakaris

IN ATTENDANCE: Village Manager David Johnson, Senior Assistant to the Village Manager Lisa Armour, Management Assistant Barbara Read and Village Attorney Mike Coppedge.

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

SPECIAL PRESENTATION: None

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION:

- a) Discussion – Consideration of the March 14, 2013 Village Board and March 21, 2013 Committee of the Whole Meeting Minutes

Mayor Sass asked the Committee if they had any 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 March 14, 2013 Village Board and March 21, 2013 Committee of the Whole Meeting Minutes.

- b) Discussion – Consideration of the April 11, 2013 Bill List in the Amount of \$143,616.63

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 April 11, 2013 Bill List in the Amount of \$143,616.63.

- c) Discussion – Consideration of an Ordinance Granting Relief from the Village's Sign Regulations to install a Ground Monument Sign with Matrix Display Message Board at Covington Lakes Retail Shopping Center

Mayor Sass reported that on March 21, 2013, the Village Board reviewed a proposed ground sign for the 04.04.13 COW Minutes

Covington Lakes Retail Center that was framed only with brick. Based on comments from the Board, the petitioner has revised the sign to include a contrasting stone base and accent stone-work along each side of the sign.

The following information was originally provided as part of the March 24, 2013 report.

Introduction

Covington Lakes Retail Shopping Center is requesting approval to install a double-faced monument sign with a total height of eleven and one-half (11'-6") feet at the northeast corner of Route 47/Rainsford Drive.

The proposed monument sign will have a 7'-6" x 10'-0" (75 square feet) copy area divided into two sections: a 2'-6" x 10'-0" (25 square feet) full-color matrix display board above a 5'-0" x 10'-0" (50 square feet) area for shopping center tenant names.

The proposed sign will be located just west of the westernmost entrance to the site no closer than ten (10') feet from the Rainsford Drive right-of-way/property line and, per the VOH (O)2003-09.81, no closer than fifty (50') feet of the Route 47 right-of-way/property line.

Staff Analysis

The proposed monument sign approved as part of the Covington Lakes Retail Shopping Center Final Planned Unit Development (VOH (O) 2003-9.81), was twelve (12') feet in height with brick surrounding an eighty-three (83) square foot tenant name copy-area and a stone cap. However, the sign was never installed.

The proposed ground monument sign will require relief from the Village Sign Regulations which prohibits signs that move and/or flash, except time and temperature signs, due to the proposed full-color matrix display.

Article XIII – Sign Regulations, Section 156.122 Ground Signs, requirements are as follows:

	SIGN REGULATIONS	PROPOSED SIGN	RELIEF REQUIRED
AREA	80 sq. ft.	75 sq. ft.	None
HEIGHT	15 ft.	11'-6"	None
LOCATION	10 ft. from ROW if sign exceeds 3½ ft. in height.	>10 ft. from ROW & southern property line	None
NUMBER PER LOT	1	1	None
CHANGEABLE COPY	Area to not exceed 50% of the permitted sign area. Signs may not rotate or flash messages, except time and temperature signs.	33% of permitted sign area. Sign would periodically change messages.	Relief is required for the matrix display message board to periodically change messages.

Other reader boards granted relief have been located at individual businesses rather than at a multi-

tenant center as in this request.

Staff recommends the following conditions be added should the Village Board approve the ground monument sign with graphic reader board and setback relief permit request:

1. Displays shall contain static messages only and shall not have movement or the appearance or optical illusion of movement, of any part of the sign structure, design or pictorial segment of the sign, including the movement or appearance of movement of any illumination or the flashing, scintillating or varying of light intensity other than that provided through an automatic dimming system to control overall illumination intensity. Each message on the sign shall be displayed for a minimum of 10 seconds. The change of messages must be accomplished immediately.
2. For every one (1) square foot of sign area there shall be provided two (2) square feet of landscaped area immediately adjacent to the sign base.
3. The owners of the shopping center shall make the message board available to tenants to utilize for advertising sales or providing other information so as to limit requests for temporary banners.
4. The petitioner shall obtain a sign permit from the Development Services Department upon receiving approval from the Village Board.

Financial Impact

The Village's Sign Regulations permit fees for the subject sign includes the \$75.00 basic fee plus \$0.50 per square foot (75 s.f. x \$0.50 or \$37.50) and the \$60.00 Electrical Permit Fee, for a total permit fee of \$172.50.

Legal Analysis

The Village Board's authorization for this request is required in accordance with Zoning Ordinance - Sign Regulations §156.128 to accommodate the Ground Sign with a matrix display board message center.

Mayor Sass reported that Mr. John Fuhler, the property owner, 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 for approval an ordinance granting relief from the Village's Sign Regulations to install a ground monument sign with matrix display message board at Covington Lakes Retail Shopping Center.

- d) Discussion – Consideration of a Resolution Approving a Proposal for Professional Design Engineering and Construction Observation Services for the 2013 MFT Street Program - Christopher B. Burke Engineering, Ltd

Mayor Sass reported that a Proposal for Professional Design Engineering and Construction Observation Services for the 2013 Motor Fuel Tax (MFT) Street Program has been received from Christopher B. Burke Engineering, Ltd. (CBBEL). The 2013 program will consist of the rehabilitation of Freeman Road with a 2-inch grind and overlay from the end of the project limits for the Freeman Road work being done as part of the I-90/Rt. 47 full interchange construction east to the Village limits. The project

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will also include installation of a 12” watermain stub from the southeast corner of Factory Shops Boulevard to the north right-of-way of Freeman Road for future service to the Stade property, which is currently unincorporated. Tasks to be performed include field reconnaissance; plans specifications, and estimates; and construction observation. Total project cost, including design and construction engineering, is estimated at \$250,000. CBBEL’s not-to-exceed figure for design and construction engineering is \$24,600.00.

Staff Analysis

To ensure a timely completion of the project in 2013, Staff recommends approval of the Proposal for Professional Design Engineering and Construction Observation Services for the 2013 MFT Street Program.

Financial Impact

The FY2013 Budget includes funding for the 2013 program in the amount of \$275,000 from the Motor Fuel Tax Fund.

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

Trustee Fender asked if the work was going to take place while the full interchange project was being completed; Village Manager Johnson reported that the project will be coordinated to start after the completion of the full interchange.

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 a Proposal for Professional Design Engineering and Construction Observation Services for the 2013 MFT Street Program - Christopher B. Burke Engineering, Ltd.

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT: None

VILLAGE PRESIDENT’S REPORT:

Mayor Sass reported that the CALEA public comment hearing was held on April 2nd. The Village has been notified that the Police Department received a rare distinction of a perfect score for the CALEA on-site visit.

Mayor Sass reported that the Isenhart and Lindsey properties will be on the April 11, 2013 Agenda for discussion and consideration.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Trustee Hahn reported that the Gateway Sign has white residue on the bricks; Village Manager Johnson reported that Staff has been in contact with the contractor.

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:07 p.m.

MOTION: Trustee Leopold

SECOND: Trustee Piwko

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary