

**VILLAGE OF HUNTLEY  
VILLAGE BOARD MEETING  
July 14, 2016  
MINUTES**

**CALL TO ORDER:**

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, July 14, 2016 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., 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, Village Clerk Rita McMahon, Director of Public Works and Engineering Timothy Farrell and Village Attorney John Cowlin.

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

**SPECIAL PRESENTATIONS:**

a) Administration of the Oath of Office

Chief Porter introduced the Village's newest Police Officer Daniel Kunkle and Village Clerk Rita McMahon administered the Oath of Office.

b) Life Saving Recognitions

Chief Porter reviewed the life-saving measures that the officers applied and spoke about the outstanding work each officer performed. Life Saving Awards were presented to: Sergeant Mike Hewitt, Officer Doug Ingallinera, Officer Jeff Fabis and Officer Sean Halik. Chief Porter thanked the families of the officers as well as the Huntley Fire Protection District for their support.

c) Certificate of Appreciation: Jack Tures, Zoning Board of Appeals

Mayor Sass recognized and thanked Mr. Jack Tures for his years of service to the Zoning Board of Appeals and the Village of Huntley and wished him well on his retirement from the Zoning Board. Mr. Tures thanked the Mayor and stated that he worked with some great people over the years that were on the Zoning Board of Appeals and stated that he was happy to have done this for the Village.

**PUBLIC COMMENTS:**

Shirley Dhamer, Huntley, stated that she is before the Village Board to see if there was any truth the rumor that the two-acre site at the end of Donald Drive was zoned for apartments; Mayor Sass stated that no one has approached the Village regarding apartments in that area. Mrs. Dhamer also thanked the Trustees that voted against the restriction of truck traffic in the downtown.

**ITEMS FOR DISCUSSION AND CONSIDERATION:**

- a) Approval of June 2, 2016 Committee of the Whole, June 9, 2016 Liquor Commission and June 9, 2016 Village Board Meeting Minutes

Mayor Sass asked if the Village Board had any comments or changes to the Minutes; there were none.

**A MOTION was made to approve the June 2, 2016 Committee of the Whole, June 9, 2016 Liquor Commission and June 9, 2016 Village Board Meeting Minutes.**

**MOTION: Trustee Hoeft**  
**SECOND: Trustee Goldman**  
**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**  
**NAYS: None**  
**ABSENT: None**  
**The Motion Carried: 6-0-0**

- b) Approval of the July 14, 2016 Bill List in the Amount of \$2,925,720.05

Mayor Sass reported that \$2,613,377.90 (89%) of the total bill list is attributable to payment of SSA and TIF Property Taxes (\$2,553,089.90) and the purchase of (2) new Ford Interceptor SUV's for the Police Department (\$60,288.00). Mayor Sass asked if the Village Board had any comments or questions regarding the Bill List; there were none.

**A MOTION was made to approve the July 14, 2016 Bill List in the Amount of \$2,925,720.05.**

**MOTION: Trustee Kanakaris**  
**SECOND: Trustee Westberg**  
**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**  
**NAYS: None**  
**ABSENT: None**  
**The Motion Carried: 6-0-0**

- c) Consideration of an Ordinance Approving the Final Plat of Subdivision and Planned Unit Development including necessary relief within the "B-3 (PUD)" Shopping Center Business – Planned Development District-zoned property at the southeast corner of Route 47 and Powers Road - Outlot 7, Huntley Crossings - Phase 1 / Sherwin-Williams

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that MEV Huntley LLC on behalf of Sherwin-Williams is proposing development of a ±3,500 square foot paint store and related improvements on the ±1.13 acre site resulting from the subdivision of Outlot 7, Huntley Crossings – Phase 1. The Sherwin-Williams development will be located directly south of the Culvers Restaurant.

The site is governed by the annexation agreement for Huntley Crossing – Phase 1, approved in November 2006, which designated the "B-3 (PUD)" Shopping Center Business – Planned Unit Development zoning for the commercial subdivision and established that all proposed developments adhere to the Village's Commercial Design Guidelines.

Staff Analysis

### *Final Plat of Subdivision*

The existing ±3.42-acre Outlot 7, Huntley Crossings – Phase 1 is proposed to be subdivided into two (2) lots; Lot 7A, the northernmost ±1.13-acre tract proposed for Sherwin-Williams and; Lot 7B, the ±2.29-acre residual portion of the Outlot to the south. The “B-3” zoning district requires a minimum lot area of 80,000 square feet and minimum lot width of 200 feet; therefore, Lot 7A will require relief to allow a lot area of 49,222 square feet and lot width of 135 feet. Lot 7B (99,632 sf and 272.54 ft) exceeds both the 80,000 square foot minimum lot size as well as the 200-foot minimum lot width.

### *Site Plan*

A single drive provides ingress/egress to the site from the north-south Huntley Crossings access road. The drive aisle on the front of the site provides cross-access to the south and to the Culvers restaurant to the north. The annexation agreement dictates a parking ratio of four (4) parking spaces per 1,000 square feet of floor area requiring fourteen (14) parking stalls. The site plan includes twenty-four (24) parking spaces, including two (2) accessible spaces. The parking lot includes the wider parking spaces and drive aisles.

### *Building Elevations*

Exterior materials for the proposed paint store include a combination of dark red brick with contrasting tan brick base and accent band. Additional architectural elements include stone caps on the building’s column features, black fabric awnings above windows and an EIFS cornice.

### *Landscaping*

The Annexation Agreement requires adherence to the Village’s Commercial Design Guidelines including foundation landscaping and trees and shrubbery beds around the site perimeter. The proposed landscape plan includes the requisite number of perimeter shade and ornamental trees, foundation plantings, landscape beds on the north, south and east portions of the property site as well as evergreen plantings proposed at the base of the site’s monument sign.

### *Lighting*

Parking lot lighting for the site will utilize the same Sternberg Prairie-Style light fixture installed on both the BMO Harris Bank and Culvers Restaurant sites within the Huntley Crossings commercial subdivision. The photometric plan for the site shall conform to requisite 2.0 foot-candle average and 0.5 foot-candle maximum at the Outlot property line.

### *Signage*

The monument sign proposed at the southwest corner of the site shall include the requisite landscaping at the base, be no taller than six (6’) feet, per the Village’s Commercial Design Guidelines, and match the masonry surround and stone cap template design approved as part of the Preliminary Planned Unit Development for Huntley Crossings – Phase 1.

There are three (3) proposed building wall signs: one on the west (front) elevation facing Route 47 and one on each of the north and south elevations both requiring relief for signs without street frontage.

### Required Relief

The following relief will be considered as part of the PUD process:

1. Relief from the 80,000 square foot minimum lot area required in the “B-3” zoning district to

allow a 49,222 square foot lot.

2. Relief from the 200 feet minimum lot width required in the “B-3” zoning district to allow a lot width of 135 feet.
3. Relief is required for the two (2) additional wall signs proposed for the north and south sides of the building.

#### Village Board Concept Review

The Village Board reviewed conceptual plans for the project at their March 3<sup>rd</sup> and April 14<sup>th</sup>, 2016 Committee of the Whole meetings. On March 3<sup>rd</sup> the Village Board expressed concern regarding the petitioner’s original design for the building and suggested several changes. The petitioner presented revised elevations at the April 14<sup>th</sup> Committee of the Whole meeting, which were favorably reviewed by the Village Board. The revised elevations added the following elements:

- The height of the parapet wall was raised over the building’s main entrance
- A window and awning were added to the south elevation
- The awning color was changed to black
- The light brown colored brick was changed to a dark red brick and contrasting base and brick accent band were added to all elevations
- Prairie-style light sconces were added to the building elevations

#### Plan Commission Recommendations

The Plan Commission reviewed the petition at a public hearing on June 27, 2016. There were no parties in attendance expressing opposition to the request. The Plan Commission recommended approval of the request by a vote of 5-0, subject to the following conditions:

1. 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.
2. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. 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.
4. The proposed monument sign shall include brick sides and stone cap to match the Huntley Crossings ground sign template.
5. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
6. All permanent and seasonal plantings must be replaced immediately upon decline.
7. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
8. 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.
9. No building permits are approved as part of this submittal.
10. No sign permits are approved as part of this submittal.
11. All landscaping is to be properly monitored and pruned so as to not block the view of the building.

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

Mayor Sass if the Village Board had any comments or questions; there were none.

**A MOTION was made to approve an Ordinance for the Final Plat of Subdivision and Final Planned Unit Development including necessary relief within the “B-3 (PUD)” Shopping Center Business – Planned Development District-zoned property at the southeast corner of Route 47 and Powers Road - Outlot 7, Huntley Crossings – Phase 1.**

**MOTION: Trustee Piwko**

**SECOND: Trustee Kanakaris**

**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The Motion Carried: 6-0-0**

- d) Consideration of an Ordinance Approving a Special Use Permit to operate an Indoor Recreation Facility within the “M (PUD)” Manufacturing – Planned Unit Development District-zoned property at 10725 Wolf Drive / Huntley Gymnastics Academy and Academy of Cheer

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Huntley Gymnastics Academy and Academy of Cheer (HGA) is requesting approval of a Special Use Permit to allow an indoor recreation facility in the ±10,000 square foot space at 10725 Wolf Drive within the “M”-PUD” Manufacturing – Planned Unit Development-zoned Wolf Business Park.

HGA’s existing 15,000 square foot gymnastics center received approval of a Special Use Permit for indoor recreation in June of 2011. The proposed ±10,000 square foot expansion will be located on the east-facing side of the westernmost Wolf Drive Business Park building and will operate as a training facility for cheerleading.

The business plan provided by the petitioner included the following days and hours of operation:

Monday through Thursday 9 am to 9 pm

Friday 9 am to 8 pm

Saturday 8 am to 1 pm

Private engagements are available by appointment on Saturdays and Sundays

The petitioner has indicated parking required for the facility would generally be no greater than thirty (30) vehicles at peak times on weekdays between 5:00 p.m. and 7:00 p.m.

Similar indoor recreation facilities currently operating within the Wolf Business Park include CrossFit Huntley, Center Stage Dance Academy, Huntley Cheer Association, and Next Level Travel Baseball.

#### Staff Analysis

The location of HGA’s expansion is in close proximity to the Next Level Travel Baseball facility that received a Special Use Permit for indoor recreation earlier this year. The two indoor recreation facilities operate in similar fashion with many of the attendees being dropped-off and picked-up thereby minimizing the need for parking. The parking area in the central portion of the Wolf Business Park has approximately 178 spaces shared by the nearby tenants including Authorized Food Equipment Services,

Custom Collision Restoration (CCR), Kennametal, U.S Postal Service, Complete Auto Repair Service, and several vacant tenant spaces.

Plan Commission Recommendations

The Plan Commission will consider the petition and hold the required public hearing on Monday, July 11, 2016. Staff has recommended the following conditions be applied should the Plan Commission forward a positive recommendation to the Village Board:

1. Hours of Operation: Monday through Thursday - 9 am to 9 pm; Fridays - 9 am to 8 pm; Saturdays - 8 am to 1 pm; with private engagements available on Saturdays and Sundays.
2. No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.
3. No products shall be sold on the subject premises except such products distributed in the normal course of business of the principal use and no outdoor display is permitted and/or approved as part of this submittal.
4. No Signage is approved as part of the Special Use Permit.

Director Nordman reported that the petitioners were in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Kanakaris asked why the Village would care about their hours of operation; Director Nordman stated that information was provided by the petitioner.

Trustee Goldman asked how close this location was to the Post Office's facility; Director Nordman stated that it was not near the Post Office facility.

There were no other comments or questions.

**A MOTION was made to approve an Ordinance for a Special Use Permit for an Indoor Recreation Facility at 10725 Wolf Drive.**

**MOTION:** Trustee Leopold

**SECOND:** Trustee Kanakaris

**AYES:** Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

**NAYS:** None

**ABSENT:** None

**The Motion Carried: 6-0-0**

- e) Conceptual Review of a Proposed Site Plan and Building Elevations for a New Maintenance / Storage Building in Betsey Warrington Park

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the Huntley Park District is proposing to construct a new maintenance / storage building within Betsey Warrington Park. The proposed ±11,500 square foot building would be located immediately south of the Stringray Bay pool. The building would replace the existing maintenance shop and storage area within the REC Center, which would be converted to additional classrooms for the day camp

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program.

The proposed maintenance / storage building would be set into the hillside immediately south of the pool with overhead doors located on the south elevation facing the vacant farmland. The building is proposed to be constructed of prefinished metal siding and roofing and split-face block to match the block used on the existing Stringray Bay buildings. The new building will include space for offices, maintenance and cold storage and will allow the park district to store equipment inside the building rather than under picnic shelters during the winter months.

#### Staff Analysis

The property is zoned “RE-1 (PUD)” Residential Estate Planned Unit Development; therefore the project requires the following review and approval by the Plan Commission and Village Board:

- Final Planned Unit Development, including any necessary relief

A cursory review of the plan has determined the following relief would be required:

- In accordance with Sections 150.106(C) and 156.107(C) of the Zoning Ordinance, parking and loading spaces shall be improved with an impervious all weather, durable and dustless surface which meets village ordinances. The concept plan proposes a gravel lot, which would require relief. The use of gravel for a required emergency vehicle turn-around would also require the approval of the Huntley Fire Protection District.

Director Nordman reported that Huntley Park District Executive Director Thom Palmer was in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Piwko asked if once the building is completed if asphalt will be installed on the driveway to the site; Mr. Palmer stated that their anticipated timeline is to build the building during the winter months and have it completed in March and once the asphalt plants are open in the spring they will pave the driveway. Trustee Piwko also asked if the north elevation of the building will be enhanced; Mr. Palmer stated that a berm will be added and landscaped.

Trustee Goldman stated that she is happy that the equipment will be moved from the east parking lot and asked what will be located in the current location. Mr. Palmer stated that the current space will be improved and used for activities.

Trustee Hoeft asked about the road near the ball fields; Mr. Palmer stated that a vehicle turn-around will be installed.

There were no other questions.

***It was the consensus of the Village Board to refer the proposed site plan and building elevations for a new maintenance / storage building in Betsey Warrington Park on to the Plan Commission to begin the formal development review process.***

- f) Consideration of a Resolution Awarding a Municipal Partnership Initiative (MPI) Contract

to Chicagoland Paving Contractors, Inc. in the amount not to exceed \$35,000 to complete 2016 Pavement Patching

Director of Public Works and Engineering Timothy Farrell reported that pavement patching includes grinding and resurfacing failing pavement areas within a roadway section with the goal of prolonging the useful life and delaying the resurfacing of the entire roadway section. The Village Board approved \$35,000 as part of the FY16 Budget. The Village participated in the Municipal Partnering Initiative (MPI) Bid, a joint purchasing program made up of area municipalities, to procure services for 2016 Pavement Patching. The Bid Tabulation Summary is attached for reference.

The areas of pavement patching to be completed through the MPI would include:

- Haligus Road: Algonquin Road south to Huntley Dundee Road
- Main Street: Ruth Road west to Church Street
- Farm Hill Drive: Cold Springs Drive south to Del Webb Boulevard

#### Staff Analysis

The MPI is a municipal based buying initiative where communities join forces to procure a wide range of public services in an effort to tap economies of scale. Other participating communities include Cary, Fox River Grove, Grayslake, Lake Villa, and Round Lake Beach. Utilizing MPI for this project eliminates the need for developing contract documents and preparing and distributing a bid package. Staff prepared the necessary documents for the Village to participate in the MPI Bid for the 2016 Pavement Patching Program. Staff has reviewed the Bids and recommends an award to Chicagoland Paving Contractors, Inc. of Lake Zurich, IL.

#### Financial Impact

The FY 16 Budget includes \$35,000 for the Pavement Patching Program. The funding of this project is coming from the Road and Bridge Fund, 43-05-4-7501.

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

**A MOTION was made to approve a Resolution awarding a Municipal Partnering Initiative Contract to Chicagoland Paving Contractors, Inc. in the amount not to exceed \$35,000 for Pavement Patching.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Goldman**

**AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The Motion Carried: 6-0-0**

- g) Consideration of a Resolution Approving a Change Order to Muscat Painting in the Amount of \$11,440.00 for the Village of Huntley 2016 Steel Streetlight Pole and Aluminum Base Repainting Program

Director of Public Works and Engineering Timothy Farrell reported that on May 12<sup>th</sup> the Village awarded a contract to Muscat Painting and Decorating in the amount of \$22,883.85 for the 2016 Steel Streetlight Pole and Aluminum Base Repainting Program. The scope of services includes the cleaning, preparation, masking and painting of 115 steel streetlight poles and aluminum bases located adjacent to Del Webb Boulevard and Hemmer Road. The project will not include the painting of the mast arms and

light fixtures on those poles. Due to favorable pricing, staff solicited a proposal from Muscat to include additional street light poles as follows:

- 1) The 4 crosswalk signal poles on Del Webb Blvd; 14’ height;
- 2) The 6 poles and fixtures on Farm Hill Drive between Cold Springs Drive and Del Webb Blvd; 20’ height;
- 3) The 18 poles and fixtures on Cold Springs Drive; 20’ height;
- 4) The 24 poles and fixtures on Stonewater Crossing and Wildrose Drive; 20’ height.

Staff Analysis

The proposal for the additional work has been received and reviewed by Staff. The proposal includes 52 additional poles for a total additional amount of \$11,440.00 bringing the total project cost to \$34,323.85

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies *Preserve and Enhance Quality of Life for Village Residents* as a priority, “Improve Appearance of Public and Private Properties” as a goal, and “Improve Maintenance of Public Right-of-Ways...” as an objective.

Financial Impact

The FY 2016 budget amount for this program is \$70,000 in line item 02-10-4-7720.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Kanakaris asked if there were any other streetlight poles that needed painting; Director Farrell stated that Staff did a survey seeking out additional poles and did not find additional poles to paint.

There were no other questions.

**A MOTION was made to approve a Resolution awarding a change order to Muscat Painting and Decorating in the amount of \$11,440.00 for the Village of Huntley 2016 Streetlight Pole Repainting Program.**

- MOTION: Trustee Piwko**
- SECOND: Trustee Hoeft**
- AYES: Trustees: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: None**
- The Motion Carried: 6-0-0**

**VILLAGE ATTORNEY’S REPORT:** None

**VILLAGE MANAGER’S REPORT:** None

**VILLAGE PRESIDENT’S REPORT:**

Mayor Sass reported the next McCOG meeting will take place in Johnsburg.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Trustee Piwko thanked Staff for the coordination of Family Fun Day and the Memorial Dedication.

Trustee Piwko stated that he attended the June 28<sup>th</sup> Concert in the Square and the tent on Coral Street was not used. Trustee Kanakarlis asked if there were issues with traffic having Coral Street closed; Trustee Piwko stated that there was no parking for the seniors who attend Bingo at the Legion Hall.

**EXECUTIVE SESSION:**

- a) Probable or Imminent Litigation and Pending Litigation
- b) Contractual
- c) Property Acquisition, Purchase, Sale or Lease of Real Estate
- d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
- e) Collective Bargaining
- f) Appointment, Discipline or Removal Public Officers
- g) Appointment of a Public Officer
- h) Review of Closed Session Minutes
- i) Other

**A MOTION was made at 7:45 p.m. to Enter into Executive Session for c) Property Acquisition, Purchase, Sale or Lease of Real Estate**

**MOTION: Trustee Piwko**

**SECOND: Trustee Goldman**

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

**A MOTION was made at 8:05 p.m. to Exit Executive Session.**

**MOTION: Trustee Leopold**

**SECOND: Trustee Kanakarlis**

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

**ACTION ON CLOSED SESSION ITEM: None**

**ADJOURNMENT:**

**There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:06 p.m.**

**MOTION: Trustee Westberg**

**SECOND: Trustee Piwko**

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

Respectfully submitted,

Barbara Read  
Recording Secretary