

**VILLAGE OF HUNTLEY**  
**PLAN COMMISSION MEETING**  
Monday, May 13, 2013  
MINUTES

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**CALL TO ORDER**

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for May 13, 2013 at 6:30 pm in the Municipal Complex Village Board Room at 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

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**PLEDGE OF ALLEGIANCE**

Commissioner Stensing led the Pledge of Allegiance

**ROLL CALL**

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**PLAN**

COMMISSIONERS: Commissioners Len Stensing, Ruby Hornig, Lori Nichols, Dawn Ellison and Chairman Tom Kibort

COMMISSIONERS

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ABSENT: Commissioner Robert Chandler

ALSO PRESENT:

Director of Development Services Charles Nordman and Planner James Williams

4. Public Comments

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There were no Public Comments offered.

5. Approval of Minutes

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A. Approval of the April 8, 2013 Plan Commission Meeting Minutes

**A MOTION was made to approve the April 8, 2013 Plan Commission Meeting Minutes as written.**

**MOVED:**

**Commissioner Ellison**

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**SECONDED:**

**Commissioner Hornig**

**AYES:**

**Commissioners Hornig, Stensing, Ellison, Nichols, and Chairman Kibort**

**NAYS:**

**None**

**ABSTAIN:**

**None**

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**MOTION CARRIED**

**5:0:0**

6. Public Hearing(s)

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A. Petition No. 13-5.1, Pioneer Center for Human Services, as Lessee, and Huntley Factory Shops Limited Partnership, as Lessor, 11800 Factory Shops Boulevard, Unit 300, Public Hearing to consider a Special Use Permit for a Secondhand Store, all pursuant to the requirements of the Huntley Zoning Ordinance, including specifically Section 156.204 et seq.

Planner Williams reviewed a PowerPoint presentation outlining the subject request including:

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***Background Information***

The petitioners are Pioneer Center for Human Services, (dba Sweet Repeats Thrift Shoppe), 4001 Dayton Street, McHenry, IL 60050 and Huntley Factory Shops Limited Partnership, Property Tax Department, P. O. Box 6120, Indianapolis, IN 46206-6120.

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The subject location is 11800 Factory Shops Blvd., Unit 300 and the request is for a Special Use Permit for a Secondhand Store.

***Development Summary***

5 Planner Williams continued stating that the petitioner, Pioneer Center for Human Services, is requesting approval of a Special Use Permit to allow a secondhand store at the Outlet Center location. Pioneer Center's thrift store, known as Sweet Repeats, was previously located at 10514 Route 47 north of Algonquin Road which received approval for a Special Use Permit for that location in April 2010. The plan is for the thrift store to relocate to the Huntley Outlet Center – Unit 300 lease space which is zoned “C-2” Regional Retail – Planned  
10 Development District.

Planner Williams reviewed that Pioneer Center for Human Services is a not-for-profit agency providing services for persons with developmental disabilities, mental illness, traumatic brain injury and early intervention therapies for children. The Center also serves victims of sexual assault through VOICE, and homeless men,  
15 women and children through PADS. The Huntley store remains as Pioneer Center's only thrift store location with proceeds from the store serving to supplement the agency's funding. The store will sell merchandise that has been donated to the Pioneer Center and will likely include clothing, furniture, art, jewelry, books, CDs and DVDs, housewares, and small appliances. Retail sales tax is collected on items sold.

20 ***Staff Analysis***

The proposed Sweet Repeats thrift store will operate with the same hours as the Outlet Center, Monday through Saturday, 10 am to 8 pm and Sunday, 10 am to 6 pm. Planner Williams stated the proposed lease space is 11,002 square feet, including an 8,871 square foot retail floor area with the main retail entrance at the northeast corner of the space, with the remaining floor space includes an area for offices, merchandise sorting area, storage, and  
25 bathrooms.

Planner Williams stated that Pioneer Center offers free pick-up of large donated items and the truck used for this purpose will deliver items to the store only through the west side service entrance (rear of the building) and the truck will be stored at their main location in McHenry, Illinois. Additionally, donated items brought to the store  
30 will also only be accepted at the west side service entrance (rear of the building) and not allowed through the main retail entrance. Exterior signage will be installed to direct customers dropping off donations to the rear of the building. Such signage will require the approval of the Huntley Outlet Center and the Development Services Department.

35 Parking for the proposed facility was reviewed including the requirement for approximately 36 stalls, including two (2) accessible spaces, which are adequately accommodated in the existing Outlet Center parking lot.

The Pioneer Center is not proposing any changes to the site or the exterior of the building other than wall signage which must conform to the Outlet Center sign requirements.  
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***Special Use Permits – Standards for Special Use Permits.***

Planner Williams stated the following standards for Special Uses that must be considered by the Plan Commission were included in the project summary included with the Plan Commission packet:

45 (a) Code and Plan Purposes. The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.

50 (b) No Undue Adverse Impact. The proposed use, drainage and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

- (c) No Undue Interference with Surrounding Development. The proposed use and development will be constructed, arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.
- 5 (d) Adequate Public Facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.
- 10 (e) No Undue Traffic Congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential street.
- (f) No Undue Destruction of Significant Features. The proposed use and development will not result in the destruction, loss or damage of natural, scenic and historic feature of significant importance.
- 15 (g) Compliance with Standards. The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

***Requested Action***

20 Planner Williams stated the petitioners request a motion of the Plan Commission, to recommend approval of Petition No. 13-5.1, requesting a Special Use Permit for a Secondhand Store, pursuant to the requirements of the Huntley Zoning Ordinance, including specifically Section 156.204 et seq.

Staff recommends the following conditions be applied should the Plan Commission forward a positive recommendation to the Village Board:

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1. The petitioner shall obtain a certificate of occupancy from the Development Services Department prior to occupying the tenant space.
  2. No signage is approved as part of the Special Use Permit.
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Chairman Kibort opened the public hearing and asked the petitioner the status of occupancy at the Outlet Center. Robert Ernest, Huntley Outlet Center Manager, addressed the Plan Commission stating occupancy at the retail outlet has held steady and that they anticipate improved occupancy rates following completion of the Route 47/I-90 interchange project.

35 Chairman Kibort asked why the thrift store is relocating and Craig Adams, Pioneer Center Business Development Manager, stated the reason is mainly financial, given the lease space at the Outlet Center is more affordable than the present location on north Route 47.

40 Commissioner Ellison asked Mr. Adams if the Route 47 reconstruction project had negatively impacted business at the thrift store and Mr. Adams confirmed that the business had been impacted, but, that they were aware of the Route 47 reconstruction project and its potential impact prior to opening at that location.

45 Commissioner Ellison asked for clarification about how the service entrance and donated item drop-off location on the west side of the proposed Outlet Center will work.

Mr. Adams stated that clients will be directed to the drop-off location with signage and site maps made available within the store. Additionally, Mr. Adams stated that the stockpiling of donated items left outside will not be allowed. Mr. Adams explained it was not an issue at the previous location and he expects that it will not be an issue at the Outlet Center location either.

Commissioners Hornig and Stensing stated that they had no objection to the petitioner's request.

55 Commissioner Nichols asked if the proposed lease space was as large as the North Route 47 location and Mr. Adams stated the proposed lease space is smaller but that the difference in size was negligible.

Chairman Kibort asked if the proposed lease space had sufficient storage for items not ready to be put onto the retail floor and Mr. Adams stated storage at the proposed lease space was adequate, and added that Pioneer Center also has additional storage space at their McHenry facility.

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Chairman Kibort closed the public hearing.

**A MOTION was made to recommend approval of Petition No. 13-5.1, a request from Pioneer Center for Human Services, as Lessee, and Huntley Factory Shops Limited Partnership, as Lessor, 11800 Factory Shops Boulevard, Unit 300, for a Special Use Permit for a Secondhand Store, all pursuant to the requirements of the Huntley Zoning Ordinance, including specifically Section 156.204 et seq., subject to the following conditions:**

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- 1. The petitioner shall obtain a certificate of occupancy from the Development Services Department prior to occupying the tenant space.**
- 2. No signage is approved as part of the Special Use Permit.**

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**MOVED: Commissioner Ellison**  
**SECONDED: Commissioner Nichols**  
**AYES: Commissioners Ellison, Hornig, Stensing, Nichols and Chairman Kibort**  
**NAYS: None**  
**ABSTAIN: None**  
**MOTION CARRIED 5:0:0**

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7. Discussion

A. Upcoming Projects

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Director Nordman noted that the next Plan Commission meeting is scheduled for Monday, June 10, 2013 and that he expected Public Hearings to consider the Alden Senior Living Campus project and a special use permit request for an indoor track club at a property along Kiley Drive would be included on the meeting agenda.

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Additionally, Director Nordman announced that former Plan Commission member J. R. Westberg was sworn-in as a Village Board Trustee this past Thursday evening, May 9, 2013 and that Ron Hahn, former Plan Commission Chairman and most recent Village Board member, would likely be returning to the Plan Commission and his reappointment is expected to occur prior to the next Plan Commission meeting on June 10<sup>th</sup>.

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8. Adjournment

**At 6:50 pm, a MOTION was made to adjourn the May 13, 2013 Plan Commission meeting.**

**MOVED: Commissioner Ellison**  
**SECONDED: Commissioner Hornig**  
**AYES: Commissioners Ellison, Hornig, Stensing, Nichols and Chairman Kibort**  
**NAYS: None**  
**ABSTAIN: None**  
**MOTION CARRIED 5:0:0**

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Respectfully submitted,

*James Williams*

Planner

Village of Huntley