

VILLAGE OF HUNTLEY
PLAN COMMISSION MEETING
Monday, November 14, 2016
MINUTES

5

CALL TO ORDER

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for November 14, 2016 at 6:32 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

Chairman Tom Kibort led the Pledge of Allegiance.

ROLL CALL

15

PLAN

COMMISSIONERS: Commissioners Darci Chandler, Ron Hahn, Lori Nichols, Vice Chair Dawn Ellison and Chairman Tom Kibort

COMMISSIONERS

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ABSENT:

Commissioners Terra DeBaltz, and Robert Chandler

ALSO PRESENT:

Director of Development Services Charles Nordman and Planner James Williams

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4. Public Comments None.

5. Approval of Minutes

A. Approval of the October 10, 2016 Plan Commission Meeting Minutes

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Approval of the October 10, 2016 Plan Commission Meeting Minutes Tabled.

6. Public Hearing(s)

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A. Petition No. 16-11.1, Huntley Park District, 12219 Lois Lane – Request is for approval of a Preliminary and Final Planned Unit Development to allow construction of a ±11,900 square foot maintenance/storage building within the “RE-1 (PUD)” Residential Estate Planned Unit Development-zoned property.

Development Summary

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Planner Williams reviewed a PowerPoint presentation outlining the subject request from the Huntley Park District for the proposed construction of a new maintenance / storage building within Betsey Warrington Park. Planner Williams noted that the proposed ±11,900 square foot building would be located immediately south of the Stingray Bay pool and would replace the existing maintenance shop and storage area within the REC Center, which would be converted to additional classrooms for the day camp program.

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Planner Williams stated that 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. Planner Williams continued noting that 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.

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STAFF ANALYSIS

Site Plan

5 Planner Williams reviewed the site plan for the new maintenance / storage building noting that vehicle access is provided via a twenty (20') foot wide asphalt drive along the south side of the proposed building, connecting the existing Park District building to the northwest with a "hammerhead" turnaround east of the proposed building site. Additionally, site improvements include installation of a wetland basin adjacent to the east of the proposed turnaround area.

10 ***Parking***

The proposed 11,900 square foot includes approximately 500 square feet of office space and 10,000 square feet of maintenance and vehicle storage areas and Planner Williams reviewed the following table outlining the proposed parking for the facility:

Huntley Parking District Maintenance/Storage Building	Required Parking
Offices - ±500 sf - four (4) per 1,000 sf	2
Maintenance/Storage - ±10,000 sf - one (1) per 1,000 sf	10
Total Parking Required	12*
Total Parking Provided	27

15 * - including an accessible parking/loading space

20 Planner Williams stated that the twenty-seven (27) parking stalls proposed include seven (7) asphalt-paved spaces on the west side of the building adjacent to the main entrance to the maintenance/storage building. The Huntley Park District staff will perform the asphalt-surfacing of all areas of the subject site currently shown as "gravel-paved".

Building Elevations

25 Planner Williams reviewed the maintenance/storage building materials which include prefinished metal siding and roofing and split-face block to match the block used on the existing Stingray Bay buildings. There are three (3) overhead doors on the south elevation and a single overhead door on the east elevation.

Landscaping

30 Planner Williams noted that the site's landscaping includes perennial foundations plantings at the southwest corner of the building and tree planted along the berm on the north side of the site and four (4) serviceberry plantings installed along the north side of the parking area on the west side of the site. Additionally, the wetland basin on east side of the site includes an erosion blanket and wet plant and prairie seed mix.

Lighting

35 Planner Williams pointed out that lighting for the site will be provided by wall-mounted fixtures above the main entrance on the west side of the building and above each of the facility's four (4) overhead garage doors.

Signage

Planner Williams stated that no additional signage is proposed with the development of the subject site.

40 **VILLAGE BOARD CONCEPT REVIEW**

Planner Williams pointed out that the Village Board reviewed conceptual plans for the subject project at their July 14, 2016 Village Board meeting and was generally supportive of the proposal.

REQUESTED ACTION

Planner Williams reviewed that the petitioners request a motion of the Plan Commission, to recommend approval of Petition No. 16-11.1, Huntley Park District, 12219 Lois Lane, Betsey Warrington Park (PIN #18-32-226-004), a Preliminary and Final Planned Unit Development to allow construction of a ±11,900 square foot maintenance/storage building within the “RE-1 (PUD)” Residential Estate Planned Unit Development-zoned property.

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

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. Spruce trees shall be added along the south property line to screen the maintenance building from view of the homes located to the southwest.
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. No building permits are approved as part of this submittal.
9. No sign permits are approved as part of this submittal.

A MOTION was made to open the public hearing to consider Petition No. 16-11.1.

MOVED: Vice Chair Ellison
SECONDED: Commissioner Nichols
AYES: Commissioners Hahn, Nichols, Darci Chandler, Vice Chair Ellison and Chairman Kibort
NAYS: None
ABSTAIN: None
MOTION CARRIED 5:0:0

Chairman Kibort stated that a public hearing is being conducted and all audience members that would like to speak tonight must be sworn in. Chairman Kibort asked anyone wishing to speak to stand and be sworn in. The following individuals were sworn in:

James Williams, Village of Huntley
 Thom Palmer, Executive Director, Huntley Park District, 12015 Mill Street, Huntley, IL 60142

Director Palmer addressed the Plan Commission, thanked both the Plan Commission and Village Staff for their consideration of the request and noted that the Park District is sensitive to the surrounding property owners and is hopeful that they will continue to be good neighbors to their neighbors moving forward.

No other members of the public wished to speak in favor of or in opposition to the proposed request.

Commissioner Hahn asked if there is an existing pathway along the south side of the park and are there any plans to re-route that existing path.

5 Director Palmer acknowledged that the existing un-paved service road/pathway will essentially be replaced with the drive aisle providing access to the new maintenance/storage building.

Vice Chair Ellison stated that she was in favor of the proposed maintenance/storage building and other site improvements.

10 Chairman Kibort asked for confirmation that wall-pack lighting will be over each overhead doorway, suggested plastic sleeves on the bollards that flank the garage-doorways and expressed his appreciation for the willingness of the Huntley Park District to plant additional spruce trees to screen the southwest corner of the proposed facility.

15 Commissioners Nichols stated she did not have any questions or concerns regarding the proposed Huntley Park District maintenance/storage facility.

Commissioner Darci Chandler stated that she was in favor of the request.

A MOTION was made to close the public hearing to consider Petition No. 16-11.1.

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MOVED: Commissioner Nichols
SECONDED: Commissioner Darci Chandler
AYES: Commissioners Hahn, Nichols, Darci Chandler, Vice Chair Ellison
and Chairman Kibort
NAYS: None
ABSTAIN: None
MOTION CARRIED 5:0:0

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A MOTION was made to recommend approval of Petition No. 16-11.1, Huntley Park District, 12219 Lois Lane, Betsey Warrington Park (PIN #18-32-226-004), a Preliminary and Final Planned Unit Development to allow construction of a ±11,900 square foot maintenance/storage building within the “RE-1 (PUD)” Residential Estate Planned Unit Development-zoned property, subject to the following conditions:

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- 35 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.
- 40 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.
- 45 4. Spruce trees shall be added along the south property line to screen the maintenance building from view of the homes located to the southwest.
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. No building permits are approved as part of this submittal.
- 50 9. No sign permits are approved as part of this submittal.

MOVED: Vice Chair Ellison
SECONDED: Commissioner Hahn
AYES: Commissioners Hahn, Nichols, Darci Chandler, Vice Chair Ellison
and Chairman Kibort
5 **NAYS:** None
ABSTAIN: None
MOTION CARRIED 5:0:0

7. Discussion

10 Director Nordman stated that the next Plan Commission meeting on Monday, November 28, 2016 will include discussion of three (3) projects including two (2) public hearing items.

8. Adjournment

15 **At 6:52 pm, a MOTION was made to adjourn the November 14, 2016 Plan Commission meeting.**

MOVED: Vice Chair Ellison
SECONDED: Commissioner Nichols
20 **AYES:** Commissioners Hahn, Nichols, Darci Chandler, Vice Chair Ellison
and Chairman Kibort
NAYS: None
ABSTAIN: None
MOTION CARRIED 5:0:0

25 Respectfully submitted,

James Williams

Planner

Village of Huntley