

VILLAGE OF HUNTLEY
PLAN COMMISSION MEETING
Monday, October 10, 2016
MINUTES

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CALL TO ORDER

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for October 10, 2016 at 6:34 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

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PLAN

COMMISSIONERS: Commissioners Darci Chandler, Terra DeBaltz, Robert Chandler and Chairman Tom Kibort

COMMISSIONERS

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ABSENT: Commissioners Ron Hahn, Lori Nichols and Vice Chair Dawn Ellison

ALSO PRESENT: Director of Development Services Charles Nordman and Planner James Williams

4. Public Comments None.

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5. Approval of Minutes

A. Approval of the September 12, 2016 Plan Commission Meeting Minutes

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A MOTION was made to approve the September 12, 2016 Plan Commission Meeting Minutes as written.

MOVED: Commissioner DeBaltz
SECONDED: Commissioner Darci Chandler
AYES: Commissioners Darci Chandler, DeBaltz and Chairman Kibort
NAYS: None
ABSTAIN: Commissioner Robert Chandler
MOTION CARRIED 3:0:1

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6. Public Hearing(s)

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A. Petition No. 16-10.1, Lisa and Randy Uidl, 11103 South Church Street – Request is for (i) an Amendment to the Village of Huntley Zoning Map to rezone said property from “R-2” Single Family Residence District to “B-4” Adaptive Reuse Business District and (ii) a Special Use Permit to allow required off-street parking spaces to be located in a different zoning district than the subject property.

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Development Summary

Planner Williams reviewed a PowerPoint presentation outlining the subject request from Randy and Lisa Uidl, petitioners and owners of 11103 Church Street, who are proposing a Zoning Map Amendment to rezone the property from “R-2” Single-Family Residence District to “B-4” Adaptive Re-use Business District. Planner Williams noted that the subject property is located immediately south of Strode’s Furniture and adjacent to the Village’s alley and parking lot. The petitioners propose the adaptive reuse of the existing circa 1915 two-story

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house to accommodate a boutique style retail business on the first floor. The business, named *Plenty*, will sell products that include the following:

- 5 • Décor and home goods
- Artisan work
- Assortment of small, specialty, handcrafted furniture and home furnishings
- Select books and an expanse of stationary products – paper, cards, journals pens, select art supplies
- Wellness items
- 10 • Unique jewelry, clothing and accessories
- Seasonal porch inspiration
- Music

15 Planner Williams stated that in addition to the proposed *Plenty* boutique, the petitioners propose to offer space on the second floor of the building for such things as guitar lessons and book clubs.

Parking

20 Planner Williams stated that the 1,080 square foot first floor boutique requires four (4) parking spaces / 1,000 square feet or five (5) parking spaces per the Village of Huntley parking requirements. The adjacent available parking for the proposed boutique includes the existing Village parking lot, located immediately behind the subject property, which includes fifty-nine (59) parking stalls. There are also four (4) parallel parking spaces on Church Street, near the intersection of Main Street and Church Street. Additionally, street parking is permitted on the east side of Church Street between Main and Mill Streets. Planner Williams noted that the petitioners plan to keep the existing driveway and detached garage, but would block the driveway to prohibit access by the public.

25 Planner Williams pointed out that the Huntley Zoning Ordinance allows off-site parking, upon approval of a Special Use Permit by the Village Board, provided that it is within 600 feet of the main entrance to the business and in the same block as the business so that no public street lies between the off-site parking spaces and the business. The use of the Village parking lot would meet these requirements given that it is approximately 220 feet from the main, Church Street entrance to the proposed *Plenty* boutique.

Signage

30 Planner Williams reviewed the proposed sign plan for the site including the two (2) wall signs and one (1) ground sign. The proposed wall signs will be an eight (8) square foot sign and a sixteen (16) square foot sign located on the east (front) and west (rear) elevations, respectively. The proposed ground sign will be a two-sided, sixteen (16) square foot sign located in the front yard to the north of the front porch stairs. Planner Williams noted that the two wall signs require relief to accommodate more than the single sign allowed per street frontage and the ground sign will require relief from the requisite ten (10’) foot setback from the front lot line.

40 The color and style of the proposed signage is in conformance with the themes followed by downtown wayfinding and *Visit McHenry County* signage.

STAFF ANALYSIS

45 The proposed use of the property will require the Plan Commission and Village Board to review and approve the Map Amendment to rezone the property and a Special Use Permit to allow off-site parking. If approved by the Village Board, the rezoning to “B-4” Adaptive Reuse Business District would allow the following Permitted and Special Uses on the subject property:

Permitted Uses:

50 Advertising agency	Gift shop	Single Family Dwelling
Antique sales	Health food & vitamin store	Stationery store
Art gallery-art studio sales	Hearing aid store	Tailor
Art supply store	Hobby shop	Ticket office
Attorney’s office	Ice cream shop	Tot lot

	Barber shop/beauty	Income tax service	Toy store
	Bicycle shop	Insurance office/agency	Travel agency
	Bookkeeping service	Interior decorating studio	Watch, clock – sales & repair
	Book store	Jewelry retail	
5	Camera shop	Leather goods	<u>Special Uses:</u>
	Craft shop	Music, instrument & record store	Medical, Dental and Optometry
	Clothes pressing and repair	Park	offices/clinics
	Detective agency	Photography	Real estate office
	Dressmaker, seamstress	Picture frame shop	Restaurant
10	Engineering office	Public accountant	Bed and breakfast establishments
	Florist Sales shop	Shoe and hat repair	

Downtown Revitalization Plan

15 Planner Williams noted that the Downtown Revitalization Plan, adopted by the Village Board in 2010, planned for the conversion single family homes along south Church Street to commercial use.

Building Code

20 The use of the second floor is predicated on the owners installing a fire suppression system within the structure, which they have indicated will be done. Additionally, the owners are required to comply with the requirements of the Illinois Accessibility Code. Based on initial discussions between staff and the owners, it does not appear that the proposed alterations will meet the threshold to require accessibility improvements to the structure. The owners are not proposing any exterior changes to the property and only minor redecorating is proposed for the interior of the structure.

25 **Relief Required**

Planner Williams reviewed the relief required from the Lot, Area and Bulk Regulations under the proposed “B-4” Adaptive Reuse Business District and pointed out that the relief necessary for the site is similar to the relief necessary under the current zoning designation of “R-2” Single Family Residence District.

30 The proposed map amendment to “B-4” Adaptive Reuse Business District necessitates the following relief for the property’s existing structure:

- 35 (a) A minimum lot width of 70 feet is required within the “B-4” Adaptive Reuse Business District. The width of the subject lot is 53 feet, thereby requiring relief of 17 feet.
- (b) The minimum front yard setback is 30 feet within the “B-4” Adaptive Reuse Business District. The front yard setback is approximately 8 feet, thereby requiring relief of 22 feet.
- 40 (c) The minimum parking lot/drive aisle setback is 10 feet in the “B-4” District. The existing driveway abuts both the north and south property lines, thereby requiring relief of 10 feet.
- (d) The 6,618 square foot lot is less than the 8,400 square foot minimum lot area required in “B-4” zoning district, thereby requiring relief of 1,782 square feet.

45 Planner Williams reiterated the relief required from the Village’s Sign Regulations for the property’s proposed sign plan including:

- 50 (a) Per Section 156.118 General Regulations (B) *Location*. (2) Ground Signs must be setback a minimum of ten (10’) feet from property line/right-of-way. Relief is required to allow the proposed ground sign to be placed in the front yard within the ten (10’) foot setback.
- (b) Per Section 156.123 Wall Signs (D) One (1) wall sign is allowed per street frontage. Relief is therefore

required to allow two (2) wall signs, one on both the front and rear elevations.

SPECIAL USE PERMITS – Standards for Special Use Permits.

Planner Williams stated that when reviewing a Special Use Permit, the Plan Commission must consider the standards identified in Section 156.068(E) of the Zoning Ordinance. No Special Use Permit shall be recommended or granted pursuant to Section 156.068(E) unless the applicant establishes the following:

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- (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.
- (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.
- (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.
- (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.
- (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.

VILLAGE BOARD CONCEPT REVIEW

Planner Williams stated that the Village Board was generally supportive of the proposed request when they reviewed the project at their September 15, 2016 Committee of the Whole meeting and offered the following comments:

- The Village Board had concerns about handicap accessibility to the proposed boutique. Staff noted that given the minimal changes to the exterior of the existing structure, accessibility to the structure does not have to be significantly altered but agreed to monitor the status of this issue throughout the building permit/certificate of occupancy approval process.
- The Village Board asked if there were plans for the use of the kitchen within the former residence and the petitioners noted that the kitchen would be staged to display the kitchen-related items for sale and that there were no plans to sell food as part of the proposed retail operation.
- The Village Board asked what signage was anticipated for the proposed boutique and the petitioners noted that the type and style of any signage is yet to be determined.

REQUESTED ACTION

Planner Williams concluded the PowerPoint presentation noting the petitioners request a motion of the Plan Commission, to recommend approval of Petition No. 16-10.1, 11103 Church Street to consider (i) a Zoning Map Amendment to rezone property from “R-2” Single Family Residence District to “B-4” Adaptive Reuse Business District and (ii) a Special Use Permit to allow required off-street parking spaces to be located in a different zoning district than the subject property.

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

1. No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.
2. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
3. No Signage is approved as part of the Special Use Permit.

A MOTION was made to open the public hearing to consider Petition No. 16-10.1.

MOVED: Commissioner DeBaltz
SECONDED: Commissioner Robert Chandler
AYES: Commissioners Darci Chandler, DeBaltz, Robert Chandler and Chairman Kibort
NAYS: None
ABSTAIN: None
MOTION CARRIED 4:0:0

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:

- Charles Nordman, Village of Huntley
- James Williams, Village of Huntley
- Randy Uidl, 11103 Church St., Huntley, IL 60142
- Eric Krush, 11107 Church St., Huntley, IL 60142

Randy Uidl addressed the Plan Commission and thanked both the Plan Commission and Village Staff for their consideration of his request for an Amendment to the Zoning Map and Special Use Permit for off-site parking.

Eric Krush addressed the Plan Commission and noted that he wanted clarification as what the Permitted Use “Tot Lot” referred to under the Adaptive Reuse Business District and Staff noted that “Tot Lot” referred to playground area.

Mr. Krush asked if the uses requiring a Special Use Permit within the “B-4” Adaptive Reuse District required a public hearing and Planner Williams acknowledged that a public hearing would be necessary to accommodate any of the Special Uses.

Mr. Krush asked what plans the Village had to install additional municipal parking given that the existing parking area is often used so close to capacity.

Director Nordman noted that the parking area allows for future expansion.

Commissioner Darci Chandler asked what the petitioner's plans were for circulating customers through the first floor boutique space and Mr. Uidl pointed out that he believed floor plan offered easy circulation without any closed corridors or dead-ends.

5 Chairman Kibort asked the petitioner what the mix of retail items they planned to sell and encouraged the petitioner to coordinate activities with the Village's Farmers Market and other downtown businesses.

10 Mr. Uidl noted that Plenty boutique will offer an eclectic array of items and the plan is that that these items would evolve and change over time and that they are excited to work with the Village's Farmers Market and other downtown businesses.

Chairman Kibort asked if there was any plan for lighting business signs and Mr. Uidl stated that he believed that existing lighting was adequate so he did not consider adding lighting at this time.

15 Commissioner DeBaltz stated that she was in favor of the request and believed the proposed adaptive reuse business would help Huntley's downtown similarly to how these types of businesses have improved downtowns of other municipalities in the area.

20 Commissioner Robert Chandler asked what date the petitioner hopes to open the boutique and Mr. Uidl stated that they hoped to open in March.

A MOTION was made to close the public hearing to consider Petition No. 16-10.1.

25 **MOVED: Commissioner Robert Chandler**
SECONDED: Commissioner Darci Chandler
AYES: Commissioners Darci Chandler, DeBaltz, Robert Chandler and Chairman Kibort
NAYS: None
ABSTAIN: None
MOTION CARRIED 4:0:0

30 **A MOTION was made to recommend approval of Petition No. 16-10.1, Randy and Lisa Uidl, Petitioners/Owners, 11103 Church Street, the request for (i) a Zoning Map Amendment to rezone property from "R-2" Single Family Residence District to "B-4" Adaptive Reuse Business District and (ii) a Special Use Permit to allow required off-street parking spaces to be located in a different zoning district than the**
35 **subject property, subject to the following conditions:**

1. No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.
- 40 2. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
3. No Signage is approved as part of the Special Use Permit.

45 **MOVED: Commissioner Darci Chandler**
SECONDED: Commissioner Robert Chandler
AYES: Commissioners Darci Chandler, DeBaltz, Robert Chandler and Chairman Kibort
NAYS: None
ABSTAIN: None
MOTION CARRIED 4:0:0

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7. Discussion

5 Director Nordman stated that the next Plan Commission meeting is scheduled for Monday, October 24, 2016 however, there are no petitions and/or public hearing items scheduled for the meeting at this time.

8. Adjournment

10 **At 7:05 pm, a MOTION was made to adjourn the October 10, 2016 Plan Commission meeting.**

MOVED: Commissioner DeBaltz

SECONDED: Commissioner Robert Chandler

AYES: Commissioners Darci Chandler, DeBaltz, Robert Chandler and Chairman Kibort

NAYS: None

15 **ABSTAIN: None**

MOTION CARRIED 4:0:0

20 Respectfully submitted,

James Williams

Planner

Village of Huntley