

**VILLAGE OF HUNTLEY**  
**PLAN COMMISSION MEETING**  
Monday, April 8, 2019  
MINUTES

5

**CALL TO ORDER**

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for April 8, 2019 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**

Chairman Tom Kibort led the Pledge of Allegiance.

**ROLL CALL**

15

**PLAN**

**COMMISSIONERS:** Commissioners Darci Chandler, Terra DeBaltz, Robert Chandler, Ron Hahn, Vice Chair Dawn Ellison, and Chairman Tom Kibort

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**COMMISSIONERS**

**ABSENT:** Commissioner Lori Nichols

**ALSO PRESENT:** Director of Development Services Charles Nordman and Development Manager Margo Griffin

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4. Public Comments None.

5. Approval of Minutes

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A. Approval of the March 11, 2019 Plan Commission Meeting Minutes

Commissioner Ron Hahn indicated one correction on page 5, line 8, changing the word “west” to “east”. No other additions or corrections were noted.

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**A MOTION was made to approve the March 11, 2019 Plan Commission Meeting Minutes, with the correction.**

**MOVED:** Commissioner DeBaltz

**SECONDED:** Vice Chair Ellison

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**AYES:** Commissioners Darci Chandler, DeBaltz, Hahn, Robert Chandler, Vice Chair Ellison, and Chairman Kibort

**NAYS:** None

**ABSTAIN:** None

**MOTION CARRIED 6:0:0**

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6. Petition)

A. Petition No. 19-4.1, ASAP Garage Door Repair, Inc., petitioner and owner, Lot 36 in the Bernat Industrial Center (a ±1.51-acre lot located at the northwest corner of Smith Drive (east) and Kreutzer Road), Request is for Site Plan Review for a ±15,860 square foot warehouse building and related site improvements.

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**SUMMARY**

5 Manager Griffin stated ASAP Garage Door Repair is proposing to develop Lot 36 (1.51 acres) in the Bernat Industrial Center located at the northwest corner of Smith Drive and Kreutzer Road (across from HS Crocker). The property is located in the “M” Manufacturing Zoning District. The proposed ±15,860 square foot building will be used primarily for warehousing.

10 Manager Griffin stated this will be the third Huntley location for ASAP Garage Doors. The main existing condo space (12,500 SF) is located at 11351 Allison Court and houses the showroom, offices, and some warehouse space. ASAP also owns satellite warehouse space (5,800 SF) in the building directly to the west on Allison Court. All three building spaces will be utilized by ASAP Garage Door Repair as they grow their business in Huntley.

**STAFF ANALYSIS**

15 Manager Griffin stated the subject property is zoned M Manufacturing. A warehouse is a permitted use in the Manufacturing zoning district.

***Site Plan***

20 Manager Griffin stated the site plan orientates the front of the ±15,860 square foot building to Smith Drive and includes four at-grade garage doors and two loading docks. There is one curb cut on Smith Drive to accommodate site access and parking. The site plan provides for the required 30-foot setback along Kreutzer Road, but future road widening plans could impact this site if additional right-of-way is needed.

25 All ASAP delivery trucks are straight trucks and should easily maneuver the site. The company anticipates they will receive a total of 2 to 3 semi-truck deliveries per week that would require backing into the loading docks from Smith Drive. The site plan provides parking for 18 vehicles which exceeds the required 17 parking spaces.

30 Manager Griffin stated the petitioner had requested a last minute update to the site plan and indicated they would like to add an eight-foot wide paved path at the north side of the building. The path will provide for cross-access between the new ASAP warehouse building and the existing ASAP showroom building. The petitioner states the cross-access paving is meant to be mostly for pedestrian traffic and on occasion, forklift traffic. It allows workers to go back and forth between buildings easily. Forklift traffic will be occasional, on the order of a couple of times per week, moving supplies or product from one location to the other. Access would typically be from the east overhead door of the existing showroom building, with a travel distance of approximately 50'-75' between buildings. In addition, the owner will provide an executed cross-access agreement, which will be recorded against both properties in Kane County. (The showroom building on Allison Court is a condo building with two owners, ASAP Garage and MLS Mailing.)

40 ***Building Elevations***

45 Manager Griffin stated the building will be constructed with a concrete foundation, prefabricated steel frame, textured insulated wall panels, and a metal panel low slope roof. The front (east facing) and south facing elevations will also feature a brick wainscot accent in accordance with Zoning Ordinance requirements. The trash enclosure located on the north side of the structure utilizes a City Scape product which is the same material used with the downtown trash enclosures.

***Sign Plan***

50 Manager Griffin stated the proposed signage includes two wall-mounted signs and a monument style sign to be located along Kreutzer Road. Proposed wall signs include an “ASAP” logo on the south side (36 SF) and an east facing sign with channel lettering for “A.S.A.P Garage Door Repair” (77 SF). The proposed monument sign

measures eight feet in height and 9 feet 9 inches wide and will be internally lit. The sign base will be constructed of brick and will include a stone cap.

***Landscape Plans***

5 Manager Griffin stated the landscaping plans indicate the removal of 6 of the 17 existing trees on the lot. Twenty (20) additional trees are proposed to be planted throughout the site including a mix of Sunset Maple, Northern Catalpa, Hackberry, Thornless Hawthorn, Common Witchhazel, Swamp White Oak, and Douglas Fir. The proposed site landscaping also includes perimeter plantings of shrubs, ornamental grasses, perennials, and annuals along the east side of the parking lot and the south side of the building.

10 **VILLAGE BOARD CONCEPTUAL REVIEW**

Manager Griffin stated on March 14, 2019, the Village Board conceptually reviewed the proposed site plan and building elevations for the 15,860 square foot building. The Village Board favorably reviewed the proposed plans and provided the following comments:

- 15
1. The Village Board suggested accent lighting be added to the south elevation of the building. *The petitioner has agreed they would add accent lighting to the south elevation.*
  2. The Village Board stated they would like parking stalls to be no less than ten (10) feet in width.

20 **REQUESTED ACTION**

Manager Griffin concluded the presentation stating the petitioner requests a motion of the Plan Commission, to recommend approval of Petition No. 19-4.1, ASAP Garage Door Repair, Inc., petitioner and owner, Lot 36 in the Bernat Industrial Center (a ±1.51-acre lot located at the northwest corner of Smith Drive (east) and Kreutzer Road), Request is for Site Plan Review for a ±15,860 square foot warehouse building and related site improvements.

25 Development Manager Griffin explained that staff recommends the following conditions be applied should the Plan Commission forward a positive recommendation to the Village Board:

- 30
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.
  - 35 3. The Landscape Plan shall replace Espresso Kentucky Coffee Trees with a different species of shade tree.
  4. The petitioner shall agree to dedicate additional right-of-way to the Village at no cost, if needed, for the future realignment of Kreutzer Road.
  5. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
  - 40 6. Parking stalls shall measure no less than ten (10) feet in width and nineteen (19) feet in depth.
  7. All permanent and seasonal plantings must be replaced immediately upon decline.
  8. No building permits are approved as part of this submittal.
  9. No sign permits are approved as part of this submittal.

45 Manager Griffin introduced Jacob Swanson, General Manager for ASAP Garage Door and stated he was available to answer any questions on behalf of the petitioner. Mr. Swanson agreed with the content of the presentation and stated he had nothing new to add and looked forward to answering questions from the Commissioners.

50 Vice Chairman Ellison commented about the signage and asked whether the petitioner had considered adding signage to the north side of the building. Mr. Swanson replied there were issues with the full grown trees which

would shield any benefit of signage on the north side. Discussion ensued regarding the benefit of signage and this building being the warehouse and not really intended for retail customer use.

5 Chairman Kibort suggested adding smaller directional signage at the entrance to assist/direct customers to the ASAP showroom facility next door.

Vice Chairman Ellison agreed directional signage would make the most sense, and it could be added as a condition of approval.

10 Commissioner DeBaltz stated she liked proposed project and the location, and agreed the directional signage would be helpful.

Commissioner Hahn stated he was happy to see the expansion project and did not have any objections.

15 Commissioner Robert Chandler stated he liked the project and the design, but questioned why staff requested the ten-foot (10') wide parking spaces. Director Nordman stated the Village Board has been consistently recommending the ten-foot (10') wide spaces as their policy direction for future projects.

20 Commissioner Darci Chandler stated she had also questioned the 10-foot wide spaces. She added that she was in favor of the project as presented and appreciated the building design.

25 Chairman Kibort stated he was in favor of the project as presented, but added that special care should be taken during construction to protect the large oaks from getting damaged by heavy machinery. He suggested a protective temporary fencing could go around the trees to keep large machinery from putting too much weight on the root systems.

30 **A MOTION was made to approve Petition No. 19-4.1, ASAP Garage Door Repair, Inc., petitioner and owner, Lot 36 in the Bernat Industrial Center (a ±1.51-acre lot located at the northwest corner of Smith Drive (east) and Kreutzer Road), Request is for Site Plan Review for a ±15,860 square foot warehouse building and related site improvements, 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.
- 35 2. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. The Landscape Plan shall replace Espresso Kentucky Coffee Trees with a different species of shade tree.
- 40 4. The petitioner shall agree to dedicate additional right-of-way to the Village at no cost, if needed, for the future realignment of Kreutzer Road.
5. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
6. Parking stalls shall measure no less than ten (10) feet in width and nineteen (19) feet in depth.
7. All permanent and seasonal plantings must be replaced immediately upon decline.
- 45 8. No building permits are approved as part of this submittal.
9. No sign permits are approved as part of this submittal.
10. A cross access agreement between ASAP Garage Door Inc., located at Lot 36 in Bernat Industrial Center, and the condo owners of 11381 Allison Court (currently MLS Mailing) must be executed and recorded in Kane County prior to issuance of the building permit.

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*Condition added by the Plan Commission:*

**11. Directional signage should be added to direct customers to the ASAP showroom at 11351 Allison Court**

5 **MOVED:** Vice Chair Ellison  
**SECONDED:** Commissioner Hahn  
**AYES:** Vice Chair Ellison, Commissioners Darci Chandler, Hahn, DeBaltz, Robert  
Chandler, and Chairman Kibort  
**NAYS:** None  
10 **ABSTAIN:** None  
**MOTION CARRIED 6:0:0**

7. Discussion

15 Director Nordman stated the next regularly scheduled Plan Commission meeting for Monday, April 22, 2019 would likely be canceled as there are no petitions scheduled at this time.

8. Adjournment

20 **At 6:55 pm, a MOTION was made to adjourn the April 8, 2019 Plan Commission meeting.**

**MOVED:** Vice Chair Ellison  
**SECONDED:** Commissioner Darci Chandler  
25 **AYES:** Commissioners Darci Chandler, Hahn, DeBaltz, Robert Chandler, Chairman  
Kibort, and Vice Chair Ellison  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED 6:0:0**

30 Respectfully submitted,

*Margo Griffin*

Development Manager  
Village of Huntley

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