

**VILLAGE OF HUNTLEY  
PLAN COMMISSION MEETING**  
Monday, February 24, 2020  
MINUTES

5

**CALL TO ORDER**

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for February 24, 2020 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 Kibort led the Pledge of Allegiance.

**ROLL CALL**

15

**PLAN**

**COMMISSIONERS:** Commissioners Darci Chandler, Lori Nichols, Robert Chandler, Vice Chair Dawn Ellison, and Chairman Tom Kibort.

20

**COMMISSIONERS**

**ABSENT:** Commissioners Terra DeBaltz and Ron Hahn

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

25

4. Public Comments None.

5. Approval of Minutes

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A. Approval of the January 13, 2020 Plan Commission Meeting

No additions or corrections were noted.

**A MOTION was made to approve the January 13, 2020 Plan Commission Meeting Minutes.**

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**MOVED:** Vice Chair Dawn Ellison  
**SECONDED:** Commissioner Lori Nichols  
**AYES:** Commissioners Lori Nichols, Darci Chandler, Vice Chair Dawn Ellison, and Chairman Tom Kibort  
**NAYS:** None  
**ABSTAIN:** Commissioner Robert Chandler  
**MOTION CARRIED** 4:0:1

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B. Approval of the January 27, 2020 Plan Commission Meeting Minutes

No additions or corrections were noted.

**A MOTION was made to approve the January 27, 2020 Plan Commission Meeting Minutes.**

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

6. Public Hearing(s)

10 A. Petition No. 20-02.1, Plumbing Systems and Repair Inc., petitioner and owner, 11714 Powder Park Drive, Request is for consideration of Site Plan Review for a ±4,800 square foot building addition, including any necessary relief in accordance with the site plan that has been submitted to, and is on file with, the Village of Huntley, pursuant to the requirements of Section 156.204 of the Huntley  
15 Zoning Ordinance.

Chairman Kibort announced Manager Griffin would be giving a PowerPoint presentation to review the petition.

20 Manager Griffin reviewed slides including a slide with information on the petitioner/owner and the location of the property.

Petitioner/ Owner: Plumbing Systems & Repair  
11714 Powder Park Drive  
Huntley IL 60142

25 Subject Location: 11714 Powder Park Drive, Huntley, IL 60142; PIN 18-33-400-003, a 7.6-acre, “M” Manufacturing-zoned site.

30 Request: The petitioner is requesting approval of Site Plan Review, including any necessary relief, to accommodate the proposed ±4,800 square foot warehouse addition.

Manager Griffin reviewed an aerial photo and zoning map indicating the parcel in question, and reviewed the zoning, existing uses, and planned future uses for the surrounding parcels.

35 Zoning, Land Use and Comprehensive Plan:

LOCATION	ZONING	CURRENT USE	COMPREHENSIVE PLAN
Property in Question	“M” Manufacturing	Plumbing Systems & Repair, And Applied Ecological	Light Industrial
North	“RE-1” Residential Estate	Vacant	Single Family
South	“M” Manufacturing	Manufacturing	Light Industrial
East	RE-1 Residential Estate	Vacant	Single Family
West	“R-4” Townhouses and “R-5” Multi-family	Townhouses and Apartments	Duplex and Multi Family

**DEVELOPMENT SUMMARY**

Manager Griffin continued her PowerPoint presentation with a summary of the petition. Plumbing Systems and Repair, 11714 Powder Park Drive, is a plumbing company that deals directly with residential home builders (all

new construction) throughout the suburban Chicago market. Plumbing Systems and Repair currently occupies approximately 6,800 square feet of the building and leases approximately 3,000 square feet of warehouse space to Applied Ecological. Both businesses currently utilize the outdoor area to store equipment (mostly in shipping containers) and vandalism has become a problem due to the property's lack of visibility from adjacent roadways. The proposed warehouse addition will allow the businesses to store their equipment inside the building.

Manager Griffin stated the building's previous owner, Abitua Plumbing, constructed a 6,000 square foot warehouse addition in 2002. The plans submitted for permit at that time indicated a "future expansion" of the building; however, detailed plans for the expansion were not provided and the "future expansion" was never formally approved by the Village.

**Site Plan Review**

Manager Griffin reviewed the Site Plan. The proposed ±4,800 square foot warehouse addition will extend north 80-feet from the existing warehouse building and include two (2) additional overhead doors, and two entry doors on the west elevation. The new addition will reduce the rear setback adjacent to the north lot line to ±5 feet. The zoning ordinance requires "M" Manufacturing zoned parcels which abut residential zoning districts to maintain a 30-foot rear setback, requiring relief for a 5-foot setback.

Stormwater management for the addition is accommodated in the existing detention basin located to the east of the building.

**Parking**

Manager Griffin reviewed the parking for the site. The existing parking lot provides nineteen (19) spaces. This includes six (6) spaces in front (south) of the office space, eleven (11) west of the existing warehouse space, and two (2) on the east side of the building. There is one (1) handicap space provided. Plumbing Systems has 2 employees, and Applied Ecological has approximately 6 to 8 employees who park at the location during the day. Both businesses state they do not have clients or customers who visit them and believe the existing 19 spaces will remain adequate. The proposed and required parking for the existing facility and warehouse addition is as follows:

	<b>REQUIRED RATIO</b>	<b>SQUARE FOOTAGE</b>	<b>REQUIRED</b>
<b>OFFICE - EXISTING</b>	4.0 / 1,000 SQ. FT.	3,800	16
<b>WAREHOUSE - EXISTING</b>	1.0 / 1,000 SQ. FT.	6,000	6
<b>WAREHOUSE - ADDITION</b>	1.0 / 1,000 SQ. FT.	4,800	5
		<b>TOTAL REQUIRED</b>	<b>27</b>
		<b>TOTAL PROVIDED</b>	<b>19</b>
		<b>RELIEF REQUIRED</b>	<b>8</b>

Manager Griffin stated Plumbing Systems does not propose to add any additional parking spaces and will require relief for eight (8) spaces. In addition, they are requesting to continue the use of the gravel lot located to the north of the paved parking lot (adjacent to new warehouse). The Zoning Ordinance (Section 156.106 (C) (5)(a)) does not allow the use of gravel, thus requiring relief to allow the continued use of the gravel lot. (Staff notes, the parking area utilized by employees is a paved lot as required by the Ordinance.)

**Building Elevations**

Manager Griffin stated the proposed addition will utilize the same prefinished metal wall panels, and metal roof panels to match the existing facility.

**Required Relief**

Manager Griffin reviewed the relief required for the petition, as proposed.

1. Section 156.045(C)(3) of the Zoning Ordinance requires a setback of 30 feet adjacent to a residential zoning district. The property to the north of the subject site is zoned "RE-1" Residential Estate, therefore, requiring the building to be setback 30 feet from the north lot line. The petitioner is proposing to provide a building setback of ±5 feet, requiring relief of ±25 feet.
2. Relief for eight (8) parking spaces as required by Zoning Ordinance, Section 156.106 (H).
3. Relief from the Zoning Ordinance Section 156.106 (C) (5)(a) requiring asphalt parking lot.

**ACTION REQUESTED**

Manager Griffin stated the petitioners are requesting a motion of the Plan Commission, to recommend approval of Petition No. 20-02.1, Plumbing Systems and Repair Inc., petitioner and owner, 11714 Powder Park Drive, Requesting consideration of Site Plan Review for a ±4,800 square foot building addition, including any necessary relief in accordance with the site plan that has been submitted to, and is on file with, the Village of Huntley, pursuant to the requirements of Section 156.204 of the Huntley Zoning Ordinance.

Manager Griffin recommended 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.
4. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
5. Upon issuance of the final certificate of occupancy, the petitioner shall be required to move all outside equipment to the interior of warehouse, and all other remaining outdoor materials and debris shall be removed from the property.
6. No building permits are approved as part of this submittal.
7. No sign permits are approved as part of this submittal.

Manager Griffin stated she had concluded her presentation, and introduced Kathy Stewart, who was there on behalf of Plumbing Systems and Repair.

Chairman Kibort thanked Manger Griffin and requested a motion to open the Public Hearing.

**A MOTION was made to open the public hearing to consider Petition No. 20-2.1.**

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

Chairman Kibort stated that as this public hearing, anyone wishing to testify must be sworn in and asked those wishing to do so to stand. He then swore in Kathy Stewart of Plumbing Systems and Manager Griffin.

Chairman Kibort asked Ms. Stewart if she had anything to add. She stated Staff had done a good job of reviewing

the petition and she had nothing to add at this time, but she was available for questions.

Chairman Kibort then asked for comments or questions from the Commission.

5 Commissioner Darci Chandler did not have questions and stated she was okay with the petition and the conditions.

10 Vice Chair Ellison asked whether it would be helpful, with respect to relief, to turn the building addition footprint to the west, instead of north. Discussion ensued on issues of access, and the Vice Chair Ellison and the other Commissioners agreed the original proposal worked best. Vice Chair Ellison added she was happy to see the building expansion and cleanup efforts for the exterior.

15 Chairman Kibort inquired about the parking to verify the existing spaces were adequate. Ms. Stewart stated the parking more than met the needs of the 2 businesses, and she discussed the typical times people came and went. Ms. Stewart also reminded the Commission the main reason for the expansion was to move all the outside equipment into the building, and they did not anticipate any increase in employees at this time.

Commissioner Nichols had no questions and was in favor of the plan as proposed.

20 Commissioner Robert Chandler stated he liked the idea of the property having a cleaner and safer look. There was a short discussion on theft and the positives of moving all the equipment inside.

25 Commissioner Chandler commented on the future development of the residential (RE-1) zoned property to the north. Director Nordman stated that property would need to come in for a full site plan review when it is developed, and would need to meet setback requirements for RE-1 (40-foot for rear), or they would need to request relief from the Village.

Chairman Kibort requested a motion to close the public hearing.

30 **A MOTION was made to close the public hearing to consider Petition No. 20-2.1.**

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

40 Chairman Kibort requested a motion to approve the petition.

**A MOTION was made to approve Petition No. 20-2.1, Plumbing Systems and Repair Inc., petitioner and owner, 11714 Powder Park Drive, Request is for consideration of Site Plan Review for a ±4,800 square foot building addition, including any necessary relief in accordance with the site plan that has been submitted to, and is on file with, the Village of Huntley, pursuant to the requirements of Section 156.204 of the**  
45 **Huntley Zoning Ordinance, 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.**
- 50

3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management.
4. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
5. Upon issuance of the final certificate of occupancy, the petitioner shall be required to move all outside equipment to the interior of warehouse, and all other remaining outdoor materials and debris shall be removed from the property.
6. No building permits are approved as part of this submittal.
7. No sign permits are approved as part of this submittal.

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

7. Discussion

Director Nordman stated the next regularly scheduled Plan Commission meeting is Monday, March 9<sup>th</sup>, and there would be at least one petition on the agenda.

8. Adjournment

At 6:53 pm, a MOTION was made to adjourn the February 24, 2020 Plan Commission meeting.

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

Respectfully submitted,

*Margo Griffin*

Development Manager  
Village of Huntley