

**VILLAGE OF HUNTLEY**  
**PLAN COMMISSION MEETING**  
Monday, September 14, 2020  
MINUTES

5

**CALL TO ORDER**

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for September 14, 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**

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**PLAN**

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

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**COMMISSIONERS**

**ABSENT:** Commissioners Ron Hahn and 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 July 13, 2020 Plan Commission Meeting Minutes

No additions or corrections were noted.

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

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

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6. Petition(s)

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A. Petition No. 20-09.01, Infinite Thermal Solutions, as petitioner, and Heat Doctor LLC, as owner, 10802 N. IL Route 47, Request is for consideration of a Final Planned Unit Development, including any necessary relief, in accordance with the site plan and architectural plans that have been submitted to, and are on file with, the Village of Huntley, pursuant to the requirements of Section 156.204 of the Huntley Zoning Ordinance.

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Chairman Kibort announced Director Nordman would be giving a PowerPoint presentation to review the petition.

Director Nordman reviewed a PowerPoint presentation and began with an overview of the project.

Director Nordman stated Infinite Thermal Solutions (ITS) has purchased 10802 Route 47, which was previously occupied by Hoppy's Barber Shop, and intends to locate their administrative office in the principal building and use the existing garage for the storage of product. ITS' primary business is in the purchase and resale of heating components. ITS also provides application engineering expertise and has engineering capabilities to improve product design for customers. ITS does not manufacture any products.

Director Nordman reviewed previous approvals of the project and the impact of the widening of Route 47. In June 2010 the previous property owner, Arthur Kahl, received approval of legal nonconforming status as a result of additional right-of-way being acquired by the Illinois Department of Transportation (IDOT) for the widening of Route 47. The property is zoned "B-3" Shopping Center Business which requires a minimum lot area of 50,000 square feet and minimum front yard setback of 50 feet. Prior to the acquisition by IDOT the lot was 9,757 square feet in area and had a front yard setback of 44.07 feet, both of which did not meet the minimums required for the "B-3" district. Following the acquisition, the property has a lot area of 9,016 square feet and front yard setback of 34.07 feet which increased the nonconformity of the property. To adjust for the reduced lot area and setback, the property owner proposed to construct a new paved parking lot at the rear of the property. The Village Board approved Ordinance (O)2010-06.30 allowing the increase in nonconformities affecting lot area and setbacks, subject to the following conditions:

1. Handicap parking shall be provided in accordance with the Illinois Accessibility Code.
2. Landscape screening shall be installed on the south side of the property,
3. The petitioner shall obtain all required permits from the Development Services Department prior to the construction of the parking lot.
4. All site improvements shall comply with all Village of Huntley Engineering and Building Code requirements.
5. Any proposed future signage shall comply with the Village's Sign Ordinance with the exception of the 10-foot setback from the south lot line (*At the time, the property owner was relocating an existing sign on the property. That sign since been removed from the property.*)
6. All site improvements shall take place as soon as possible in coordination with the Route 47 construction activity.

Director Nordman stated after the approval of Ordinance (O)2010-06.30 and completion of the Route 47 widening, the previous owner did not construct the paved parking lot as required by the ordinance. The current owner/petitioner has been advised of this and is proposing to reconfigure and pave the parking lot.

#### STAFF ANALYSIS

Director Nordman stated the proposed site improvements to the property include façade changes to the principal building and garage, constructing a 400 square foot addition to the garage, paving the parking area, and the installation of new landscaping.

#### ***Final Planned Unit Development***

Director Nordman reviewed the zoning requirements Planned Unit Developments. The subject site is zoned "B-3" Shopping Center Business. The Zoning Ordinance requires that all land within the "B-3" district must be developed as a Planned Unit Development (PUD).

#### ***Site Plan***

Director Nordman stated the site plan proposes to pave the existing gravel lot to provide parking for four (4) vehicles, including one (1) accessible parking space. The parking spaces will be split between the rear of the building, two along the front elevation of the building, and one space in front of the garage. Due to the small lot size, access to the parking spaces will be provided by a fifteen (15) foot drive aisle. The petitioner has provided turning radius exhibits to demonstrate that an automobile is able to enter the site and access the parking spaces.

Director Nordman reviewed the garage addition. The existing two car garage will be expanded by 400 square feet to provide additional storage space for the business. The pitch of the garage roof will also be modified to create additional storage in the garage's attic space.

5 *Parking*

Director Nordman stated the parking spaces will be split between the rear of the building, two along the front elevation of the building, and one space in front of the garage. The accessible parking space will be located at the front of the building, nearest the front door, and will have direct access to a concrete ramp. Due to the small lot size, access to the parking spaces will be provided by a fifteen (15) foot drive aisle. The petitioner has provided turning radius exhibits to demonstrate that an automobile is able to enter the site and access the parking spaces. The parking areas will be illuminated by wall mounted light fixtures to be installed on the principal building.

Director Nordman reviewed the breakdown on the parking requirements:

<b>Principal Building</b>	<b>Square Feet</b>	<b>Required Parking</b>	<b>Proposed Parking</b>
Office Space	669 SF	3 spaces	--
<b>Garage</b>			
Storage	981 SF	1 space	--
Total	1,650 SF	4 spaces	4 spaces

15 *Building Elevations*

Director Nordman reviewed the building elevations. The petitioner is proposing to reconfigure the location of the existing windows and doors on the building and reface the principal building and garage with Hardie Board siding. A Timber Bark colored Hardie Board siding will be used at the base of the buildings and Monterey Taupe colored Hardie Board siding will be installed above. A new roof will also be installed on both the principal building and garage using architectural shingles. A colored rendering has been prepared to illustrate the proposed materials and colors and the petitioner has been requested to bring a material sample board to the meeting.

Director Nordman stated the petitioner has also submitted a Façade Improvement Assistance Program grant application for the proposed façade improvements. The grant application will be considered by the Village Board at the same time they review the Plan Commission's recommendation for the Final Planned Unit Development.

*Landscaping*

The landscape plan was reviewed by Director Nordman and he stated the proposed plan consists of seven (7) Dwarf Alberta Spruce trees along the east lot line and twelve (12) Boxwood shrubs along the west and south elevations of the principal building. Staff is recommending that the Dwarf Alberta Spruce be replaced with a different species of evergreen tree that would provide better screening. A typical Dwarf Alberta Spruce will grow to a mature height of six feet with a 24 inch spread. They are known to grow at a slow rate, so it would be many years (if ever) before they reach 10 to 12 feet in height as indicated on the plan.

*Signage*

Director Nordman stated the petitioner is proposing to install one (1) 3'-6" by 6'-0" wall sign on the front elevation of the building. The sign will be an aluminum sign face stating "ITS Infinite Thermal Solutions" that will be illuminated by goose neck fixtures placed on each side of the sign. The proposed sign conforms to the sign ordinance requirements for a wall sign. The petitioner has stated that no ground sign will be installed on the property.

**REQUIRED RELIEF**

Director Nordman stated the proposed plans shall require the following relief to be considered by the Plan Commission as part of the Final Planned Unit Development:

1. Per Section 156.039 (C)(3) of the Zoning Ordinance, the "B-3" zoning district requires a building setback

of 30 feet from residentially zoned properties. The property to the east of the site is zoned “R-2” Single Family Residence, requiring a structure to be setback 30 feet from the property’s east lot line. The existing garage is nonconforming as a result of it being setback only nine (9) feet from the east line. The proposed addition to the garage will also be setback nine (9) feet from the east lot line, but requires relief because it will not meet the 30 foot setback required in the “B-3” district.

2. Per Section 156.039 (C)(4) of the Zoning Ordinance, a minimum parking lot setback of 10 feet is required from the front lot line. The site plan proposes a zero (0) setback from the front lot line, and therefore requires relief.
3. Per Section 156.106 (C)(7) of the Zoning Ordinance, every parking lot shall be bordered by a six (6) inch high concrete curb. The proposed parking lot is not bordered by a six (6) inch high concrete curb, and therefore requires relief.
4. Per Section 156.106(C) of the Zoning Ordinance, the minimum two-way parking lot aisle width is twenty-five (25) feet. The petitioner is proposing two-way drive aisles that would be fifteen (15) feet in width, and therefore requires relief.

Action Requested

Director Nordman stated the petitioner is requesting a motion of the Plan Commission, to recommend approval of Petition No. 20-09.01, Requesting consideration of a Final Planned Unit Development for 10802 N. IL Route 47, including any necessary relief, in accordance with the site plan and architectural plans that have been submitted to, and are on file with, the Village of Huntley, pursuant to the Huntley Zoning Ordinance, including specifically Section 156.204 et. seq.

Director Nordman stated staff recommends the following conditions be applied should the Plan Commission forward a positive recommendation to the Village Board:

1. The seven (7) Dwarf Alberta Spruce trees proposed along the east lot line shall be replaced with a different species of evergreen that shall no less than 10 feet in height at the time of planting.
2. Wheel stops shall be installed at the front of each parking space.
3. The garage shall be used for storage only. Any future proposed change to the use of the garage space shall require a reevaluation of the required parking for the site.
4. All public improvements and site development must occur in full compliance with the submitted plans and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
5. The petitioners will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
6. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
7. The petitioner shall obtain final landscape approval of the Landscape Plan from the Development Services Department.
8. All permanent and seasonal plantings must be replaced immediately upon decline.
9. No building plans or permits are approved as part of the submittal.
10. No sign permits are approved as part of the submittal.

Director Nordman concluded his PowerPoint presentation and informed Chairman Kibort that the petitioner, Randy Lee, was in attendance and ready to answer any questions from the Plan Commission.

Chairman Kibort thanked Director Nordman and requested a motion to open the Public Hearing.

**A MOTION was made to open the public hearing to consider Petition No. 20-09.01**

**MOVED: Vice Chair Dawn Ellison**  
**SECONDED: Commissioner Darci Chandler**  
**AYES: Commissioners Darci Chandler, Robert Chandler, Terra DeBaltz, Vice Chair Dawn Ellison, and Chairman Tom Kibort**

**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED** 5:0:0

5 Chairman Kibort stated that as this is a public hearing, anyone wishing to testify must be sworn in and asked those wishing to please raise their right hand. He then swore in Randy Lee and Director Nordman.

Chairman Kibort asked Mr. Lee if he had anything to add.

10 Mr Lee stated Director Nordman had done a good job of reviewing the petition and thanked him and Manger Griffin for their work on the project. Mr. Lee stated they were a small company and did not have very many visitors, stating only about 2 or 3 per year. Until now, he has been running his business from home. That said, he feels the business has done very well and continues to grow. He ships his products both locally and throughout the world. One of his local customers is TEQ on Main Street in Huntley.

15 Chairman Kibort asked if there was anyone in attendance wishing to add public comments. There were no public comments.

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

20 Commissioner Darci Chandler stated she was in favor of the proposal as it was presented.

Vice Chair Dawn Ellison had no issues with the project. She added several historical comments about the building when it was a single family home many years ago.

25 Chairman Tom Kibort was in favor of the project and stated he likes the wheelstops.

Commissioners Terra DeBaltz and Robert Chandler both voiced approval of the project and did not have additional questions.

30 There were no further comments from the Commission.

Chairman Kibort requested a motion to close the public hearing.

35 **A MOTION was made to close the public hearing to consider Petition No. 20-09.01.**

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

45 Chairman Kibort requested a motion to approve the petition.

**A MOTION was made to approve Petition 20-09.01, Infinite Thermal Solutions, as petitioner, and Heat Doctor LLC, as owner, 10802 N. IL Route 47, Request for consideration of a Final Planned Unit Development, including any necessary relief, in accordance with the site plan and architectural plans that**  
50 **have been submitted to, and are on file with, the Village of Huntley, pursuant to the requirements of Section 156.204 of the Huntley Zoning Ordinance, subject to the following conditions:**

1. **The seven (7) Dwarf Alberta Spruce trees proposed along the east lot line shall be replaced with a**

different species of evergreen that shall no less than 10 feet in height at the time of planting.

2. Wheel stops shall be installed at the front of each parking space.
3. The garage shall be used for storage only. Any future proposed change to the use of the garage space shall require a reevaluation of the required parking for the site.
4. All public improvements and site development must occur in full compliance with the submitted plans and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
5. The petitioners will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
6. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
7. The petitioner shall obtain final landscape approval of the Landscape Plan from the Development Services Department.
8. All permanent and seasonal plantings must be replaced immediately upon decline.
9. No building plans or permits are approved as part of the submittal.
10. No sign permits are approved as part of the submittal.

**MOVED:** Commissioner Robert Chandler  
**SECONDED:** Commissioner Terra DeBaltz  
**AYES:** Commissioners Darci Chandler, Robert Chandler, Terra DeBaltz, 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, September 28, 2020, and there is currently one petition on the agenda. In addition, the Zoning Board of Appeals will meet on the same evening, with two residential zoning variations currently on the agenda.

8. Adjournment

At 6:52 pm, a MOTION was made to adjourn the September 14, 2020 Plan Commission meeting.

**MOVED:** Vice Chair Dawn Ellison  
**SECONDED:** Commissioner Darci Chandler  
**AYES:** Commissioners Darci Chandler, Robert Chandler, Terra DeBaltz, 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