

**VILLAGE OF HUNTLEY**  
**PLAN COMMISSION MEETING**  
Monday, July 12, 2021  
MINUTES

5

**CALL TO ORDER**

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for July 12, 2021 at 6:37 p.m. The meeting was held in the Municipal Complex Village Board Room at 10987 Main Street, Huntley, Illinois 60142.

10

**PLEDGE OF ALLEGIANCE**

Chairman Kibort led the Pledge of Allegiance.

**ROLL CALL**

15

**PLAN**

COMMISSIONERS: Commissioners Robert Chandler, Ron Hahn, Ric Zydorowicz, Vice Chair Dawn Ellison, and Chairman Tom Kibort.

20

**COMMISSIONERS**

ABSENT: Commissioners Darci Chandler and Terra DeBaltz

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

25

4. **Public Comment:** None

5. **Approval of Minutes**

30

A. Approval of the June 7, 2021 Plan Commission Meeting Minutes

Chairman Kibort noted one error on who seconded a motion on page 3.

35

**A MOTION was made to approve the June 7, 2021 Plan Commission Meeting Minutes, with noted correction.**

**MOVED:** Commissioner Ron Hahn  
**SECONDED:** Commissioner Robert Chandler  
**AYES:** Commissioners Robert Chandler, Ron Hahn, Vice Chair Dawn Ellison, and Chairman Tom Kibort.  
**NAYS:** None  
**ABSTAIN:** Commissioner Ric Zydorowicz  
**MOTION CARRIED** 4:0:1

45

B. Approval of the June 14, 2021 Plan Commission Meeting Minutes

5 There were no corrections noted.

**A MOTION was made to approve the June 14, 2021 Plan Commission Meeting Minutes.**

**MOVED:** Vice Chair Dawn Ellison  
10 **SECONDED:** Commissioner Ric Zydorowicz  
**AYES:** Commissioners Ric Zydorowicz, Ron Hahn, Vice Chair Dawn Ellison,  
and Chairman Tom Kibort.  
**NAYS:** None  
**ABSTAIN:** Commissioner Robert Chandler  
15 **MOTION CARRIED** 4:0:1

6. **Public Hearing(s)**

20 A. Petition No. 21-07.01, Veer M. Sharma, as petitioner, and Livermore Real Estate, as owner,  
11312 Route 47, Request is for approval of (i) a Final Plat of Subdivision (to resubdivide the  
property into 2 lots); and (ii) Site Plan Review for the construction of a new ±4,225 square  
foot animal hospital for Huntley Animal Care, and a façade renovation for the existing  
±1,278 square foot retail/office building, including any necessary relief in accordance with  
25 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.

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

30 Manager Griffin began her presentation with a review of an aerial photo and several additional exhibits,  
and discussed the history of the property and an overview of the Huntley Animal Care project.

35 Manager Griffin stated Huntley Animal Care is proposing to construct a new veterinary clinic on the site  
of the former Wolschlager Chiropractic office at northeast corner Mill Street and Route 47. Huntley  
Animal Care is currently leasing office space at 11804 Route 47 and would relocate upon completion of  
the project.

40 Manager Griffin reviewed the parcels. The proposed site is currently comprised of three parcels (former  
Wolschlager building, parking lot, and vacant land). The petitioner is proposing to retain the existing  
building and build the new vet hospital to the north. Both buildings will have shared access from Mill  
Street. The parcels are zoned “B-2” Highway Service District, which allows a Veterinary Hospital as a  
permitted use.

*Site Plan*

45 Manager Griffin reviewed the site plan, and stated the petitioner is proposing to resubdivide the property  
into two lots. The new 4,525 square foot animal hospital will be constructed on the northern parcel, and  
the existing 1,278 square foot office building will remain on the southern lot. Both buildings will front

Route 47, and the sole access drive will be from Mill Street to the south.

5 Manager Griffin reviewed the new parking lot design and availability of parking spaces for the businesses. The site plan includes twenty-seven (27) parking spaces, including two (2) required ADA stalls. The Zoning Code requires 5 spaces per 1,000 square feet of building area for a veterinarian clinic, and 4 spaces per 1,000 square feet of building area for the existing office structure, thereby requiring twenty-seven (27) parking spaces. The proposed 10' x 19 parking stalls and 25' drive aisle widths meet the Village Parking Requirements. Per the Huntley Fire Protection District comments, the petitioner has provided space for an ambulance to turn around in the parking lot.

#### 10 *Building Elevations*

15 Manager Griffin reviewed slides of the artist renderings for the project and discussed the proposed façade materials, and design of the buildings. In accordance with the Commercial Design Guidelines, the new veterinary clinic fronts Route 47 and is constructed with Illinois Brick Co. red smooth brick, and Sioux City Brick ebonite (dark gray) smooth brick at the base and accent areas. In addition, the façade utilizes 3 courses of soldier, stone sills. The proposed roof is shown with slate gray asphalt shingles, and Revere soffit and gutters with a Grecian green metal clad finish. The front (west) elevation includes an arched metal clad finished entryway.

20 Manager Griffin stated the petitioner will be seeking a façade improvement grant for the smaller building. The new façade of the small building will be faced with a Hardie-board siding in seafoam green, with the base area faced with the dark gray brick to match the new veterinary hospital (it is noted, the plans incorrectly show the siding as vinyl). The brick will be capped with a limestone sill. The roof will be redone with matching gray shingles and green soffit and gutters. The handicap ramp will be renovated with Fiberon composite decking boards, and a steel guardrail with a gray finish.

25 The trash enclosure is located between the two buildings. The plans indicate the trash enclosure matches the dark gray face brick of the new building and gates made with composite lumber attached to a steel frame. Manager Griffin stated, per the Commercial Development Guidelines, the petitioner will be required to utilize steel gates rather than composite lumber.

#### 30 *Landscaping*

35 Manager Griffin stated landscape plans have been submitted which show a mix of landscaping elements along all lot lines and foundation plantings in the front and rear of both buildings. Tree species include four (4) Blue Colorado Spruce, three (3) Norway Spruce, two (2) Greenspire Little Leaf Lindens, one (1) Floribunda Crabapple, and one (1) Japanese Lilac Tree.

40 Manager Griffin discussed the adjacent residential property. The south lot is adjacent to property that is zoned single family residential. The Landscape Ordinance requires a 10' landscape buffer strip for commercial property abutting a residential zone. The proposed site plan provides only a 5'-6" landscape buffer strip adjacent to the residential property. The petitioner will be required to enhance the landscaping with taller evergreen screening on the east lot line, which is adjacent to the residential lot.

#### 45 *Lighting*

Manager Griffin reviewed the lighting. The lighting plan indicates the use of Lumark Prevail LED shoebox light fixtures to be mounted on the Cooper SSS square straight steel poles. The photometric plan shows the use of three light fixtures in the veterinary clinic lot, and two fixtures in the lot for the

existing building. Manager Griffin stated the submitted photometric plans will need to be updated with additional information including average foot-candles, and maximum foot-candles. Glare reduction and house side shields will also be required.

5 *Signage*

The site plan delineates one monument sign along the Route 47 frontage. The sign face measures 4'-8" wide by 3'-8" tall, with red brick base and sides, and a limestone cap. Manager Griffin stated the total height of the sign is 7' tall, which exceeds the 6-foot maximum recommended by the Commercial Design Guidelines.

10

*Final Plat of Subdivision*

Manager Griffin discussed the plat and the cross access agreement. A Plat of Subdivision and Cross Access Agreement for the Huntley Vet Subdivision has been submitted for the project. Upon recording, the documents will provide two lots (one for each building) and cross access to allow both parcels to share the parking lot and the Mill Street access point. Both lots meet the minimum lot area and width requirements for the "B-2" District. In addition, the plat includes two 10-foot wide municipal utility easements adjacent to the Mill Street and Route 47 frontages.

15

*Required Approvals*

20 The project will require the following review and approvals from the Plan Commission and Village Board:

- i. Site Plan Review, including any necessary relief
- ii. Plat of Resubdivision

25

*Required Relief:*

Manager Griffin stated, as proposed, the plans will require the following relief:

30

1. The "B-2" zoning district requires a 30' front yard building setback. The new building is located 20'-7" to the lot line along Route 47. Relief is required to allow the 20'-7" front yard setback along Route 47.
2. The "B-2" zoning district requires a 10' minimum side yard setback. The proposed lot line, north of the existing building, is located 7'-10<sup>3</sup>/<sub>4</sub>" from the building. Relief is required to allow the 7'-10<sup>3</sup>/<sub>4</sub>" side yard setback.
- 35 3. The "B-2" zoning district requires a minimum 10' front yard parking setback. The proposed parking front yard setback along Route 47 is 4'-6" at the closest point. Relief is required to allow the 4'-6" front yard parking setback along Route 47.
- 40 4. The "B-2" zoning district requires a minimum 10' parking setback for lots abutting a street. The parking setback adjacent to Mill Street is 5'-1<sup>1</sup>/<sub>2</sub>" at the closest point. Relief is required to allow the 5'-1<sup>1</sup>/<sub>2</sub>" parking setback along Mill Street.
- 45 5. Section 156.151 (G) (1) of the Landscape Ordinance requires a 10' landscape buffer strip for commercial property abutting a residential zone. The east lot line of the southern lot is adjacent to residential property, requiring a 10' landscape buffer. The proposed site plan provides only a 5'-6" landscape buffer strip adjacent to the residential property. Relief is required to allow a 5'-6" landscape buffer strip adjacent to the residential.
6. The burial of overhead utilities is required in section 155.030 of the Subdivision Regulations. There are currently three (3) utility poles on the subject site (two on Route 47, and one on

Mill Street). The petitioner is not proposing to bury the existing utility poles, thus requiring relief from the ordinance requirement.

*ACTION REQUESTED*

5 Manager Griffin reviewed the requested action. Manager Griffin stated, the petitioner, Veer M. Sharma, and Livermore Real Estate, as owner, request a motion of the Plan Commission, to recommend approval of (i) a Final Plat of Subdivision (to resubdivide the property into 2 lots) and (ii) Site Plan Review, including any necessary relief in accordance with the site plan that has been submitted to, and is on file with, the Village of Huntley, for the construction of a new ±4,225 square foot animal hospital for Huntley Animal Care, and a façade renovation for the existing 1,278 square foot retail/office building.

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

- 15 1. 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.
- 2. The petitioners will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
- 20 3. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
- 4. Landscape plans should be enhanced to include an evergreen screening on the east lot line adjacent to residential. Landscape plans must be approved by the Development Services Department.
- 5. The Photometric plans must be resubmitted and approved by the Development Services Department.
- 25 6. House side shields are required on the parking lot lighting.
- 7. All landscape beds are required to be mulched on an annual basis and dead plantings must be replaced immediately.
- 8. No building construction permits, plans, sign permits, or Certificates of Occupancy are approved as part of this submittal.
- 9. Steel gates are required on the trash enclosure.
- 30 10. The dog run fence material must be approved by the Development Services Department.

Manager Griffin concluded her presentation, and stated the petitioner, Veer Sharma, was in attendance and he is prepared to answer questions from the Plan Commission with respect to the project.

35 Chairman Kibort thanked Manager Griffin and stated it was time to open the public hearing and requested a motion from the Commission.

**A MOTION was made to open the public hearing to consider Petition No. 21-07.01**

40	<b>MOVED:</b>	<b>Vice Chair Dawn Ellison</b>
	<b>SECONDED:</b>	<b>Commissioner Robert Chandler</b>
	<b>AYES:</b>	<b>Commissioners Robert Chandler, Ron Hahn, Ric Zydorowicz, Vice Chair Dawn Ellison, and Chairman Tom Kibort</b>
	<b>NAYS:</b>	<b>None</b>
45	<b>ABSTAIN:</b>	<b>None</b>
	<b>MOTION CARRIED</b>	<b>5:0:0</b>

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 Veer Sharma and Manager Griffin.

Chairman Kibort asked if there was anything the petitioner wanted to add that was not covered.

5 Mr. Sharma thanked Manager Griffin for her thorough presentation on the project. He also stated he wanted to get his project underway before winter.

Chairman Kibort asked if there were any public comments.

10 Larry Barton of 11818 Mill Street and his son, Ty Barton, of 11215 Myrtle Street, both came to the podium to speak. Ty Barton stated his father lives directly adjacent to the project and they both have concerns about the location of the four parking spaces next to the Barton home site on Mill Street. Ty Barton stated it would be beneficial to have a solid fence and shrubbery to lessen the impact of cars coming and going. Discussion ensued on the benefits of the landscaping versus a fence. It was decided both would be beneficial

15 Vice Chair Ellison stated she agreed those spaces could be a nuisance and asked whether they could be land-banked for now. Manager Griffin stated the 27 parking spaces delineated on the site plan meet the minimum number of spaces required. She stated it is likely they will be needed as soon as a tenant fills the vacant space of the existing building.

20 Mr. Ty Barton also asked whether appropriate detention and storm water runoff were reviewed for this project. He stated there has been flooding in the area in the past, and wanted to be sure the new development would not create an issue.

25 Mr. Veer Sharma stated the project would be directed to the storm sewers. There will be no detention on site.

30 Discussion ensued on the gas station and the history of flooding in this area. Director Nordman discussed the topography and pointed out the location of drainage inlets, and also stated curb and gutter is provided in the parking lot.

Vice Chair Dawn Ellison asked about the dog run and said, she had concerns about dogs barking in the area, and the potential of neighbors not being able to sleep.

35 Mr. Veer Sharma stated the only overnight stays would be pets that had surgery and were in recovery. This location would not be used as a kennel for boarding.

Commissioner Robert Chandler asked about the types of animals at the vet clinic. Mr. Veer Sharma stated it would be 95% dogs and cats.

40 Chairman Kibort asked about the fence material for the dog run. Mr. Sharma stated it would be a cedar fence.

45 Vice Chair Ellison inquired about garbage pickup and access to the trash enclosure. Discussion ensued on the 25-foot drive aisle and the ability to roll the trash container out. Mr. Sharma stated the trash would be rolled out by the refuse company on garbage pickup days.

Chairman Kibort stated he thought it was a good time to close the public hearing.

**A MOTION was made to close the public hearing for Petition No. 21-07.01**

5 **MOVED:** Commissioner Robert Chandler  
**SECONDED:** Commissioner Ron Hahn  
**AYES:** Commissioners Robert Chandler, Ron Hahn, Ric Zydorowicz, Vice  
Chair Dawn Ellison, and Chairman Tom Kibort  
**NAYS:** None  
10 **ABSTAIN:** None  
**MOTION CARRIED** 5:0:0

Chairman Kibort requested a motion to approve the petition.

15 **A MOTION was made to approve Petition No. 21-07.01, Veer M. Sharma, as petitioner, and  
Livermore Real Estate, as owner, 11312 Route 47, Request is for approval of (i) a Final Plat of  
Subdivision (to resubdivide the property into 2 lots); and (ii) Site Plan Review for the construction  
of a new ±4,225 square foot animal hospital for Huntley Animal Care, and a façade renovation for  
20 the existing ±1,278 square foot retail/office building, 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, subject to the following  
conditions:**

- 25 1. **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.**
2. **The petitioners will comply with all final engineering revisions to be approved by the  
Village Engineer and Development Services Department.**
- 30 3. **The petitioner is required to meet all development requirements of the Huntley Fire  
Protection District.**
4. **Landscape plans should be enhanced to include an evergreen screening on the east lot line  
adjacent to residential. Landscape plans must be approved by the Development Services  
Department.**
- 35 5. **The Photometric plans must be resubmitted and approved by the Development Services  
Department.**
6. **House side shields are required on the parking lot lighting.**
7. **All landscape beds are required to be mulched on an annual basis and dead plantings must  
be replaced immediately.**
- 40 8. **No building construction permits, plans, sign permits, or Certificates of Occupancy are  
approved as part of this submittal.**
9. **Steel gates are required on the trash enclosure.**
10. **The dog run fence material must be approved by the Development Services Department.**

*The Plan Commission added the following condition:*

- 45 11. **A 6' tall cedar fence and an enhanced evergreen hedge must be installed adjacent to the  
residential lot along the east lot line.**

**MOVED:** Commissioner Robert Chandler  
**SECONDED:** Commissioner Ric Zydorowicz  
**AYES:** Commissioners Robert Chandler, Ron Hahn, Ric Zydorowicz, Vice  
5 **Chair Dawn Ellison, and Chairman Tom Kibort**  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED** 5:0:0

10

7. **Discussion**

Director Nordman stated there is a petition scheduled for the July 26, 2021 Plan Commission meeting. There was a brief discussion on various development projects in the community, and traffic speeds on  
15 Reed Road. There was no further discussion.

8. **Adjournment**

At 7:27 pm, a MOTION was made to adjourn the July 12, 2021 Plan Commission meeting.

20

**MOVED:** Vice Chair Ellison  
**SECONDED:** Commissioner Ric Zydorowicz  
**AYES:** Commissioners Robert Chandler, Ron Hahn, Ric Zydorowicz, Vice  
25 **Chair Dawn Ellison, and Chairman Tom Kibort**  
**NAYS:** None  
**ABSTAIN:** None  
**MOTION CARRIED** 5:0:0

Respectfully submitted,  
30 *Margo Griffin*  
Development Manager  
Village of Huntley