

**VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING
December 8, 2016
MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, December 8, 2016 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Mayor Charles Sass; Trustees: Ronda Goldman, Tim Hoeft, Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

ABSENT: None

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Director of Finance Jennifer Chernak, Director of Development Services Charles Nordman, Chief of Police Robert Porter, Director of Public Works and Engineering Timothy Farrell, Village Clerk Rita McMahon and Village Attorney John Cowlin.

PLEDGE OF ALLEGIANCE: Mayor Sass led the Pledge of Allegiance.

Mayor Sass requested to amend the agenda to move the Special Presentation to first on the agenda. A voice vote confirmed the request. He added that agenda item F, a resolution approving a façade improvement assistance program grant for Lisa Rossow and Lynn Klein, 11810, will be removed from the agenda at this time.

SPECIAL PRESENTATION

Life Saving Awards were presented to: Community Service Officer Bruce Greene, Police Officer Brad Kummer and Police Officer Nora Cirks. Chief Porter reviewed the life-saving measures that the officers applied and spoke about the outstanding work each officer performed. Chief Porter thanked the families of the officers as well as the Huntley Fire Protection District for their support.

PUBLIC HEARING:

- a) Village of Huntley Fiscal Year 2017 Annual Operating and Capital Budget

A MOTION was made at 7:08 p.m. to open the Public Hearing.

MOTION: Trustee Leopold

SECOND: Trustee Piwko

The Voice Vote noted all ayes and the motion carried.

Village Manager David Johnson reviewed a Power Point Presentation reviewing the proposed Fiscal Year 2017 Operating and Capital Budget.

Mayor Sass asked if anyone had any comments or questions regarding the Budget; there were none.

A MOTION was made at 7:09 p.m. to close the Public Hearing.

MOTION: Trustee Leopold
SECOND: Trustee Goldman
The Voice Vote noted all ayes and the motion carried.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of an Ordinance Adopting the Village of Huntley Fiscal Year 2017 Annual Operating and Capital Budget

Mayor Sass reported that the following information was reviewed during the Public Hearing: in accordance with Illinois State Statute and direction received from the Village Board of Trustees, the 2017 Annual Operating and Capital Budget is being presented for final consideration. Upon final Village Board approval, staff will file the required budget documentation with all appropriate County offices in both McHenry and Kane Counties.

Staff Analysis

Through the budget preparation and review process, operational and capital projects goals have been identified for completion in 2017. Goals have been proposed which are in support of the mission, vision, and values statement of the 2016-2020 Strategic Plan. The operating and capital budgets have been reviewed with the Village Board in the following meetings:

- October 13, 2016 – Village Board Meeting - Review of Personnel Data, Master Organizational Charts and Financial Policies Review (one-time transfer history, outstanding debt balances, TIF information and debt per capita data)
- October 27, 2016 – Village Board Meeting - Review of On-Going Services and Programs, Summary of Funds, Major Capital Revenue Sources, and Preliminary Capital Requests from Departments
- November 17, 2016 – Village Board Meeting – Policy Direction Regarding 2016 Tax Levy
- December 1, 2016 – Truth in Taxation Tax Levy Public Hearing

The FY17 Operating and Capital Budget totals \$27,607,596 in expenditures for all funds. Major projects included in the FY17 budget are regulatory and operations and maintenance (O & M) upgrades of \$2.45 million to both the East and West Wastewater Treatment Facilities upgrades, with the cost spread over two years; construction of a \$1.93 million multi-use pedestrian path, with 80% funding by an Illinois Transportation Enhancement Program (ITEP) grant, on the east side of Route 47 from the north side of Kreutzer Road to the south side of Oak Creek Parkway, and along Del Webb Boulevard/Oak Creek Parkway; \$960,000 Annual Street Improvement Program; \$325,000 for water main replacements; and \$212,500, the first year of a two-year process to replace the Financial Management Software

In accordance with Village Financial and Budget Policies, the proposed budget for the General Operating Fund is balanced with \$11,159,393 in revenues and expenditures.

The FY17 budget includes an enhanced 5-Year Capital Budget/Improvement Program. It is proposed that a Village Board workshop be held during the first quarter of 2017 to begin establishing an objective ranking system for FY18 – FY 21 projects.

Legal Analysis

Pursuant to State law, the draft budget document was made available for public inspection on the Village's website and at the front counter of the Municipal Complex beginning Monday, November 21, 2016. In addition, the required public notice was published in the Daily Herald on November 28, 2016, informing the general public of the budget public hearing scheduled for Thursday, December 8, 2016, at 7:00 p.m. at the regularly scheduled Village Board meeting.

Mayor Sass asked if the Village Board had any comments or questions regarding the Budget; there were none.

A MOTION was made to approve an Ordinance Adopting the Village of Huntley Fiscal Year 2017 Annual Operating and Capital Budget and to direct the Village Treasurer to file the document accordingly.

- MOTION: Trustee Hoeft**
- SECOND: Trustee Kanakaris**
- AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- b) Consideration – Approval of an Ordinance Authorizing the levy and collection of taxes for the Village of Huntley 2016 Annual Property Tax Levy in the amount of \$4,500,000 and to direct the Village Treasurer to record the document accordingly

Mayor Sass reported the Village's 2016 Tax Levy request is for \$4,500,000. Once approved by the Village Board, staff will file the property tax levy ordinance with all appropriate offices at both McHenry and Kane Counties. A Truth in Taxation public hearing was conducted on December 1, 2016.

Staff Analysis

State law requires that the levy cannot be adopted sooner than twenty (20) days after the initial discussion on the levy, which took place at the November 17, 2016 Village Board meeting.

The Village's 2016 levy request is \$4,500,000. The Village has received estimated assessed valuation figures from the townships. This establishes an estimated tax rate for the Village of Huntley of .54 cents per \$100 of assessed value, the same as that for the 2015 levy for taxes payable in 2016.

Financial Impact

Funding for the FY2017 Annual Budget.

Mayor Sass asked if the Village Board had any comments or questions; there were none.

A MOTION was made to approve an Ordinance Authorizing the levy and collection of taxes for the Village of Huntley 2016 Annual Property Tax Levy in the amount of \$4,500,000 and to direct the Village Treasurer to record the document accordingly.

- MOTION: Trustee Piwko**
- SECOND: Trustee Kanakaris**
- AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: None**

The motion carried: 6-0-0

- c) Consideration – Approval of the Special Tax Rolls for the Village of Huntley Special Service Areas:
- I: A motion to approve an Ordinance Amending the Special Tax Roll for Special Service Area Number 5 (Southwind Subdivision) *in the amount of \$26,250.00.*
- II: A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 6 (Southwind Subdivision) in the amount of \$484,057.89 of which \$50,140.77 is hereby abated, *resulting in a Special Tax Requirement of \$433,917.12.*
- III: A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 7 (Southwind Subdivision) in the amount of \$437,513.86 of which \$48,513.66 is hereby abated, *resulting in a Special Tax Requirement of \$389,000.20.*
- IV: A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 8 (Southwind Subdivision) in the amount of \$526,153.26 of which \$130,150.74 is hereby abated, *resulting in a Special Tax Requirement of \$396,002.52.*
- V: A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 9 (Wing Pointe Subdivision) in the amount of \$1,307,659.42 of which \$273,655.12 is hereby abated *resulting in a Special Tax Requirement of \$1,034,004.30.*
- VI: A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 10 (Heritage of Huntley Subdivision) in the amount of \$721,159.36 of which \$159,131.38 is hereby abated, *resulting in a Special Tax Requirement of \$562,027.98.*
- VII: A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 11 (Georgian Place Subdivision).
- VIII: A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 12 (Northbridge Subdivision).
- IX: A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 13 (Covington Lakes Subdivision).
- X: A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 14 (Lions Chase Subdivision).
- XI: A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 15 (Cider Grove Subdivision).
- XII: A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 16 (Talamore Subdivision).

Mayor Sass stated that the Village Board is being requested to amend the tax rolls and abate taxes for each Special Service Area (SSA) in the Village of Huntley. The need to amend the Special Tax Rolls and abatement of SSA taxes is the result of the actual Special Tax requirement in each service area for the 2016 levy year.

Staff Analysis

The Village is not requesting to actually levy taxes for Special Service Areas 6, 7, 8, 9, and 10, but is required to file Special Service Area Ordinances to ensure that adequate funds are available to pay for the annual bond and interest payment of each Special Service Area. The actual levy was requested at the time of bond issuance for each service area.

MuniCap, Inc calculates the special tax requirements for each service area and prepares a report pursuant to the “Rate and Method of Apportionment of the Special Tax” as stated in the bond documents. The 2016 special tax requirement has increased due to decreasing investment rates and increasing principal payments, however the tax is still well below the maximum tax for each service area.

2016 Tax Levy/2017 Tax Bills

		Maximum	Abated	Tax
SSA #6	Southwind	\$ 2,327.20	\$ 241.06	\$ 2,086.14
SSA #7	Southwind	\$ 2,327.20	\$ 258.05	\$ 2,069.15
SSA #8	Southwind	\$ 2,384.61	\$ 589.87	\$ 1,794.74
SSA #8	SW/Townhome	\$ 1,194.41	\$ 295.45	\$ 898.96
SSA #9	Wing Pointe	\$ 2,372.32	\$ 496.46	\$ 1,875.86
SSA #9	WP/Townhome	\$ 1,482.18	\$ 310.18	\$ 1,172.00
SSA #10	Heritage	\$ 2,205.38	\$ 486.64	\$ 1,718.74

Financial Impact

Special Service Areas 5, 11, 12, 13, 14, 15 and 16 are for maintenance of open space and common area in the residential subdivisions. SSA #5 (Southwind) is the only active maintenance SSA levy at this time. The common area and open space in the other six service areas are the responsibility of the homeowner’s associations in each of the respective neighborhoods, and the SSA’s are considered “dormant”. The Village would only enact the SSA’s if the common area and open space was not being maintained properly.

Mayor Sass asked if the Village Board had any comments or questions; there were none.

A MOTION was made to approve an Ordinance Amending the Special Tax Roll for Special Service Area Number 5 (Southwind Subdivision) in the amount of \$26,250.00

- MOTION:** Trustee Westberg
- SECOND:** Trustee Leopold
- AYES:** Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
- NAYS:** None
- ABSENT:** None
- The motion carried: 6-0-0**

A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 6 (Southwind Subdivision) in the amount of \$484,057.89 of which \$50,140.77 is hereby abated, *resulting in a Special Tax Requirement of \$433,917.12*

MOTION: Trustee Goldman
SECOND: Trustee Westberg
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 7 (Southwind Subdivision) in the amount of \$437,513.86 of which \$48,513.66 is hereby abated, *resulting in a Special Tax Requirement of \$389,000.20*

MOTION: Trustee Kanakaris
SECOND: Trustee Piwko
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 8 (Southwind Subdivision) in the amount of \$526,153.26 of which \$130,150.74 is hereby abated, *resulting in a Special Tax Requirement of \$396,002.52*

MOTION: Trustee Leopold
SECOND: Trustee Westberg
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 9 (Wing Pointe Subdivision) in the amount of \$1,307,659.42 of which \$273,655.12 is hereby abated *resulting in a Special Tax Requirement of \$1,034,004.30*

MOTION: Trustee Piwko
SECOND: Trustee Leopold
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Amending the Special Tax Roll and Abating Special Service Area Taxes for Special Service Area Number 10 (Heritage of Huntley Subdivision) in the amount of \$721,159.36 of which \$159,131.38 is hereby abated, *resulting in a Special Tax Requirement of \$562,027.98*

MOTION: Trustee Hoeft
SECOND: Trustee Goldman
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 11 (Georgian Place Subdivision)

MOTION: Trustee Westberg
SECOND: Trustee Kanakaris
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 12 (Northbridge Subdivision)

MOTION: Trustee Goldman
SECOND: Trustee Leopold
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 13 (Covington Lakes Subdivision)

MOTION: Trustee Kanakaris
SECOND: Trustee Westberg
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 14 (Lions Chase Subdivision)

MOTION: Trustee Leopold
SECOND: Trustee Piwko
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 15 (Cider Grove Subdivision)

MOTION: Trustee Piwko
SECOND: Trustee Hoeft
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYS: None
ABSENT: None
The motion carried: 6-0-0

A motion to approve an Ordinance Abating the Special Service Area Taxes for Special Service Area Number 16 (Talamore Subdivision)

MOTION: Trustee Hoeft
SECOND: Trustee Westberg
AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg
NAYS: None
ABSENT: None
The motion carried: 6-0-0

- d) Consideration – An Ordinance Approving a Final Planned Unit Development to allow construction of a ±14,300 square foot addition to the existing church within the RE-1 (PUD) Residential Estate – Planned Unit Development – 10805 Main Street / Shepherd of the Prairie Lutheran Church

Introduction

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that the Groth Design Group, petitioner, and Shepherd of the Prairie Lutheran Church, owner, are proposing construction of a ±14,300 square foot addition to the existing ±12,200 square foot church located at 10805 Main Street.

The first phase of Shepherd of the Prairie Lutheran Church was constructed in 2009 on the subject 7.03- acre lot zoned RE-1 (PUD) Residential Estate District Planned Unit Development. The conceptual development plans for the church included multiple phases with a build-out totaling approximately ±67,700 square feet and with each phase requiring a corresponding approval of a Final Planned Unit Development. The church's second phase entails construction of a ±14,300 square foot addition including a 351-seat sanctuary, classrooms, offices, a gathering/reception area increasing the size of the facility to ±26,500 square feet. The sanctuary proposed within the second phase addition will replace the existing 250-seat sanctuary which is slated to become a multi-purpose space not dedicated to worship services.

Staff Analysis

Site Plan

The main entrance to the Shepherd of the Prairie Church is currently oriented at the center of the building facing south. The proposed church addition includes two (2) entrance vestibules near the southeast corner of the building, with the main entrance facing east served by a covered drop-off/pick-up carport.

Parking

The existing 112-space parking lot will be expanded by an additional 91 parking spaces thus creating a total of 203 parking spaces for the church. This is a change from the Village Board's conceptual review of the project when the parking lot was proposed to be fully built out with an additional 59 parking spaces. Since the conceptual review the church has decided to scale back the size of the parking lot as a cost saving measure and now show the 59 parking spaces as a potential future improvement on the site plan.

In accordance with Zoning Ordinance parking requirements, 159 parking spaces are required for the 26,500 square foot building. The 203 parking spaces to be constructed exceed the minimum number of required parking spaces by 44 spaces. If the church were to construct the remaining 59 parking spaces in the future, there would be 262 parking spaces on the property.

The proposed, existing and total-provided parking calculations for the church campus are as follows:

	Capacity / Square footage	Parking Ratios	Parking Spaces
Proposed Sanctuary Seating	351 seats / 6,094 SF	0.3 stalls / person	106
Sunday School/Classroom	4,812 SF	3/1,000	15
Office	2,493 SF	4/1,000	10
Conf./Gathering/ Fellowship	6,903 SF	4/1,000	28
Total Parking Required			159
Existing Church Parking			112
New Parking Lot			91
Total Parking Provided			203*

* - An additional fifty-nine (59) parking spaces are shown as a future improvement.

Building Elevations

The Shepherd of the Prairie Church addition would utilize the same exterior materials as the first phase including the 8”-wide (khaki-colored) and 4”-wide (autumn tan-colored) horizontal fiber cement lap siding, vertical (sail cloth-colored) fiber cement panels and natural stone veneer material accenting several portions of the building including the windowed-atrium feature proposed on the east side of the addition.

Landscaping

The landscaping improvements proposed with development of the ±14,300 square foot addition similarly continue the planting pattern begun with the initial phase of the development including foundation plantings, shrubs along the parking area perimeter and ground cover and trees within the parking area’s islands.

The proposed parking lot expansion necessitates the removal of nine (9) trees bordering the eastern portion of the church property, however, the proposed planting and replacement of trees within this area of the site meets the requisite number required for perimeter plantings (i.e. 1 tree /75 feet). Additionally, the HVAC conditioning equipment, on the west side of the proposed addition, includes the requisite landscape screening from Main Street.

Lighting

The light fixtures and pole standards proposed for this phase of development match the existing lights and shall adhere to the Village’s requirements for a minimum of 2.0 foot-candle average for parking areas, no greater than 0.5 foot-candles at the property line and house-side shields to eliminate the impact of any light glare on adjacent properties

Signage

There is no additional signage proposed with the development of the subject site.

Plan Commission Recommendation

The Plan Commission public hearing to consider the petition for the Final Planned Unit Development to accommodate the ±14,300 square foot addition to the existing Shepherd of the Prairie Lutheran Church at 10805 Main Street was held on Monday, November 28, 2016. No members of the public offered testimony in opposition or in favor of the request. Having fully heard and considered testimony, the Plan Commission recommended approval by a vote of 4 to 0, 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.
3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. The petitioner, its agents and assignees are responsible for not increasing the rate of stormwater runoff and will be required, to the extent practicable, to minimize any increase in runoff volume through “retention” and design of multi stage outlet structures.
4. The petitioner shall obtain final approval of the Landscape Plan from the Development Services Department.
5. All permanent and seasonal plantings must be replaced immediately upon decline.
6. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
7. No building permits are approved as part of this submittal.
8. No sign permits are approved as part of this submittal.

Village Board Conceptual Review

The Village Board’s conceptual review of the project on November 3, 2016 provided generally supportive feedback regarding the proposed church addition and associated site improvements. A question was raised about the width of the parking spaces; the consensus of the Board was to keep the new parking spaces the same width as the existing spaces. A suggestion was made that the drive aisle to the front door should be widened. The one-way drive aisle has been increased from 16’ to 21’ wide. The canopy extends across the full width of the drive aisle.

Mayor Sass asked if there were any questions or comments. There were none.

A MOTION was made to approve an Ordinance approving a Final Planned Unit Development to allow construction of a ±14,300 square foot addition to the existing church within the RE-1 (PUD) Residential Estate – Planned Unit Development – 10805 Main Street / Shepherd of the Prairie Lutheran Church

- MOTION: Trustee Leopold**
- SECOND: Trustee Kanakaris**
- AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**
- NAYS: None**
- ABSENT: None**
- The motion carried: 6-0-0**

- e) Consideration – An Ordinance Approving (i) a Zoning Ordinance Text Amendment to allow a Learning Institute / Educational Center as a Special Use in the “BP” Business Park District and (ii) a Special Use Permit for a Learning Institute / Educational Center in the “BP” Business Park District-zoned property at 11922-11924 Oak Creek Parkway / Ombudsman Educational Services

Director of Development Services Charles Nordman reviewed a Power Point presentation and reported that Ombudsman Educational Services (OES), is proposing to partner with Huntley School District 158 to provide an alternative learning opportunity curriculum to students struggling in the traditional school setting. OES will operate within the two units totaling 2,897 square feet at 11922 – 11924 Oak Creek Parkway within the northeast corner of the southernmost building of the two Gateway Commons buildings zoned “BP” Business Park.

Ombudsman Educational Services will operate Monday through Friday, between the hours of 7:00 a.m. and 5:00 p.m., and follow Huntley School District’s calendar for holidays and vacation breaks. Huntley School District 158 will refer up to twenty-five (25) students to the OES program, with each student assigned to either a morning or afternoon session. Each session includes no more than thirteen (13) students, with a student-instructor ratio no greater than 8 to 1.

Staff Analysis

The subject lease spaces, 11922 and 11924 Oak Creek Parkway within the Gateway Commons development, are zoned “BP” Business Park District, which does not permit the “learning institute/educational center” as an allowed or special permitted use. Currently, the Zoning Ordinance allows the “learning institute/educational center” use as a *Permitted Primary Use* within the “HC” Health Care District.

LEARNING INSTITUTE/EDUCATIONAL CENTER: A facility which is designed for providing educational and/or leadership development, for use by the Owner and/or third parties (including governmental agencies).

A Zoning Ordinance text amendment is necessary to add “learning institute/educational center” as a special use within the “BP” zoning district in order to accommodate OES to operate within the subject lease space. Furthermore, the proposed amendment would allow any “BP” Business Park District-zoned property to request a Special Use Permit for a learning institute/educational center.

Parking

The Zoning Ordinance minimum parking requirements for College, University, Junior College and High School is one (1) parking space per every five (5) students. There are eighteen (18) parking stalls, including an accessible space, immediately adjacent to the proposed lease space entrance. Therefore, existing available parking is sufficient given the expectation that no more than thirteen (13) students and two (2) instructors will require parking through the course of each of the morning and afternoon educational sessions. Furthermore, it is planned that District 158 will offer van service to transport students to and from the high school.

Plan Commission Recommendation

The Plan Commission public hearing to consider the Zoning Ordinance Text Amendment to allow Learning Institute / Educational Center as a Special Use in the “BP” Business Park District and a Special Use Permit for a Learning Institute / Educational Center in the “BP” Business Park District-zoned property at 11922-11924 Oak Creek Parkway was held on Monday, November 28, 2016. No members

of the public offered testimony in opposition or in favor of the requests. Having considered the Standards for Amendments for Special Use Permits, the Plan Commission unanimously recommended approval by a vote of 4 to 0, subject to the following conditions:

1. All improvements must occur in full compliance with all applicable Village Municipal Services (Engineering, Public Works, Planning and Building), practices and permit requirements.
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.

Mayor Sass asked if there were any questions or comments. There were none.

A MOTION was made to approve an Ordinance Approving (i) a Zoning Ordinance Text Amendment to allow a Learning Institute / Educational Center as a Special Use in the “BP” Business Park District and (ii) a Special Use Permit for a Learning Institute / Educational Center in the “BP” Business Park District-zoned property at 11922-11924 Oak Creek Parkway / Ombudsman Educational Services

MOTION: Trustee Piwko

SECOND: Trustee Kanakaris

AYES: Trustees Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg

NAYS: None

ABSENT: None

The motion carried: 6-0-0

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT: None

VILLAGE PRESIDENT’S REPORT: Mayor Sass announced the meeting on December 15th will be the last meeting of the year and that the Village Board will be recognizing Representative Mike Tryon on his retirement from office.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ACTION ON CLOSED SESSION ITEM: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 7:44 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Rita McMahon
Village Clerk