

**VILLAGE OF HUNTLEY
VILLAGE BOARD
March 25, 2021
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Village Board of the Village of Huntley was called to order on Thursday, March 25, 2021 at 7:03 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, Harry Leopold, John Piwko and JR Westberg.

ABSENT: Trustee Niko Kanakaris

IN ATTENDANCE: Village Manager David Johnson, Deputy Village Manager Lisa Armour, Management Assistant Barbara Read, and Village Attorney John Cowlin.

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

PUBLIC COMMENTS: None

SPECIAL RECOGNITION:

- a) Trinity Lutheran Church – 150th Anniversary

Mayor Sass read the following recognition:

Certificate of Recognition
The Village of Huntley Board of Trustees congratulates and acknowledges
Trinity Lutheran
Church of Huntley

The Village Board is pleased to recognize and congratulate Trinity Lutheran Church for 150 years of providing a place for the Huntley Community to share in worship and fellowship. Huntley's founding father Thomas Stillwell Huntley saw the need and desire for a place to worship in Huntley and donated the property to the Church. Trinity Lutheran Church has regularly participated in Village events and has reached out to the community through its many Service Ministries and TLC Preschool has been a fixture in the community since 1993. The Village of Huntley Board of Trustees extends heartfelt thanks and appreciation for your contributions to our community.

Pastor Andrew Hatesohl accepted the certificate and thanked the Village Board for the recognition.

ITEMS FOR DISCUSSION AND CONSIDERATION:

- a) Consideration – Approval of the March 25, 2021 Bill List in the amount of \$256,823.18

Mayor Sass reported that FY20 Budget expenditures total \$1,603.42; FY21 Budget expenditures total \$255,219.76; \$74,314.33, or 28.9% of the Bills List total is allocated to developer escrow invoices, and budgeted project expenditures; \$16,432.33, payment to CB Burke Engineering for professional services for the IL Route 47 Water Main Replacement Program; \$10,881.90, payment to CB Burke Engineering for professional services for the Freeman Road Culvert Replacement; \$36,889.70, payment to CB Burke Engineering for professional services billed to the Stade Project Pumpkin Escrow; and \$10,100.40, payment to Advanced Business Networks for the Server ID Network Project.

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

A MOTION was made to approve the March 25, 2021 Bill List in the amount of \$256,823.18

MOTION: Trustee Hoeft

SECOND: Trustee Westberg

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

NAYS: None

ABSENT: Trustee Kanakaris

The motion carried: 5-0-1

- b) Consideration – A Resolution Approving a Temporary Use Permit for an Outdoor Storage Container at More Brewing, 13980 Automall Drive

Village Manager David Johnson reviewed a Power Point presentation and reported that More Brewing has requested a Temporary Use Permit for an outdoor storage container to be located to the south of their building at 13980 Automall Drive. The need for the storage container is due to the lack of space in the brew area and the need to store a bulk supply of aluminum cans as a result of the national aluminum can shortage.

The nationwide shortage of aluminum cans has caused More Brewing and other local beer distributors to adapt their ordering techniques in order to ensure they have a supply of cans necessary to grow their business. This means More Brewing must now order cans by the full truckload. Over the past year, More has added brewing equipment, which has reduced the amount of storage available in the brewing area. Keeping a full truckload of cans inside the building would restrict their growth, as they are currently need space for a new bottling line, a new stretch wrap machine, and summer keg storage.

The proposed storage container measures 9’6” tall, 7’8” wide, and 44’3” long. It will hold one full truckload of aluminum cans (26 pallets). The container will be located on the grassy area just south of the rear access garage door. The container will be painted with durable exterior grade paint by one of More’s artists.

More anticipates they would need the temporary storage for approximately two years.

Staff Analysis

More Brewing’s proposed 9’6” tall, 7’8” wide, and 44’3” long storage container is the size of a typical semi-trailer. This size storage structure is not listed as a permitted Temporary Use in the Zoning

Ordinance. The closest allowed Temporary Use is the “Portable on-demand storage structure” (PODS) defined as any container, storage unit or other portable structure that is used for the storage of personal property, which is located outside an enclosed building. The term does not include normal sheds, membrane storage structures, or the larger storage structures. Portable on-demand storage structures may be permitted on any lot provided:

- (a) A property owner is allowed one (1) 8’ x 8’ x 16’ structure.
- (b) A portable on-demand structure is limited to not more than 15 days, although the time period may be extended for instances involving an active building permit.
- (c) The structure must be at least 5’ from the side or rear lot line and 10’ from the front lot line.

Relief Required

The following relief from the Village Board will be required in order to gain approval of the Temporary Use Permit:

1. Relief is required to issue a Temporary Use Permit for the 9’6” tall, 7’8” wide, and 44’3” long storage container.
2. Relief is required to allow the temporary storage container to remain on site for up to two years.

Staff recommends the following conditions should the Village approve temporary use permit:

1. The location and size of the storage container shall be in accordance with the approved site plan. Any proposed changes to the approved plan shall require the approval of the Development Services Department.
2. The exterior of the storage container shall be painted in accordance with the attached exhibit and shall be maintained in good condition at all times.
3. The temporary use permit is valid through March 26, 2023.

Financial Impact

The petitioner is required to pay a \$75 temporary use permit fee.

Village Manager Johnson reported that a representative from More Brewing was in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Hoeft stated that he would prefer to see two (2) 22’ boxes side by side and noted that Richie Brothers in Morris has a sale each spring of the 22’ containers.

Trustee Leopold stated that he would like the boxes to be grey to match the building and not yellow.

Trustee Piwko suggested that perhaps Arborvitae could be planted on the south side of the boxes.

Trustee Goldman stated that she would like the paint color to be subtle.

Trustee Westberg stated that allowing these will set the precedence with other businesses so he would want two (2) 22’ boxes for a period of two (2) years.

Mayor Sass suggested that they build a shed instead of the storage containers.

Ross Davis, a representative from More Brewing stated that they are amenable to the two (2) smaller storage containers side by side and that they might come back in the future with a request for a shed.

There were no other comments or questions.

A MOTION was made to approve a Resolution for More Brewing granting a Temporary Use Permit for an outdoor storage container to be located to the south of their building at 13980 Automall Drive.

MOTION: Trustee Leopold
SECOND: Trustee Piwko
AYES: Trustees: Goldman, Hoeft, Leopold, Piwko, and Westberg
NAYS: None
ABSENT: Trustee Kanakaris
The motion carried: 5-0-1

- c) Consideration – An Ordinance Granting Relief for a Ground Sign and Protected Tree Removal for Advocate Medical Group, 13900 Quality Drive

Village Manager David Johnson reviewed a Power Point presentation and reported that on March 12, 2020, the Village Board approved an ordinance for a second monument sign for the Advocate Outpatient Center located at 13900 Quality Drive. The 51.33 square-foot, 21'-10 ¾" tall monument sign was approved to be located at the southeast corner of the property. Relief was required for one additional ground sign on the site and for the sign to exceed 15 feet in height. The monument sign was manufactured (but never installed) and is being held in an offsite storage facility.

Since that time, Advocate requested the sign be located in a more visible location along their Route 47 frontage. The revised location is near the northeast corner of the property and setback three feet from the right-of-way in order for the sign to be higher on the berm. The revised location would require the removal of three healthy Linden trees. The petitioner would also remove any dead/diseased Linden trees on the property. In return, the petitioner will plant two, 4-inch caliper Linden trees along the Route 47 frontage of the property and four, 3-inch caliper trees along the north lot line.

The Village's Tree Preservation Ordinance requires that the healthy trees be replaced with new trees totaling the caliper of the trees removed (this requirement applies to trees between 6 inches and 23 inches in caliper). Advocate would be removing a total of 35.56 caliper inches of healthy Linden trees, thus requiring replacement trees to total 35.56 caliper inches. The total caliper of trees to be planted by Advocate equals 20 inches, which is 15.56 inches short of the replacement requirement. To make up the difference, Advocate is proposing to purchase tree replacement credits as allowed by Section 156.150(H)(3) of the Zoning Ordinance. Tree replacements credits may be purchased at a cost of \$125 per caliper inch, which would total \$1,954 for the remaining 15.56 caliper inches. The ordinance requires that the Village use the funds for planting trees elsewhere in the Village. The ordinance limits the amount of tree replacement credits that may be purchased to not exceed 20% of the total replacement inches, therefore relief is required to allow credits to be purchased for 44% of the replacement inches.

Additional relief is also requested for the sign itself to be located three feet from the property line, rather than ten feet as required by the Zoning Ordinance.

Staff recommends the following conditions be applied should the Village Board approve the relief for the tree removal and the monument sign:

- 1) A tree removal permit from the Development Services Department will be required for removal of the three healthy trees along the property's Route 47 frontage.
- 2) The species for the four new 3-inch caliper trees targeted for the north side of the lot must be approved by the Development Services Department.
- 3) The fee in lieu payment for tree replacement credits of \$1,945.00 shall be paid to the Village of Huntley prior to the issuance of the tree removal permits.
- 4) The sign shall be installed no closer than three feet from the property line.
- 5) No sign permits are approved as part of this submittal. Sign permits must be applied for with the Development Services Department.

Financial Impact

The petitioner will pay the Village of Huntley Tree Fund \$1,945.00 for tree replacements credits.

Village Manager Johnson reported that a representative from Advocate Medical Group was in attendance to answer questions.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that he did not have an issue with them removing the dead Lindens but suggested that they plant four (4) evergreen trees along the parking lot on the south of the building as opposed to planting the new trees on the north side of the building.

Trustee Goldman stated that she was glad that they will be adding a sign and suggested that they also add a sign off of Quality Drive so it will be easier to locate the building.

There were no other comments or questions from the Board.

A MOTION was made to approve an Ordinance Granting Relief for a Ground Sign and Removal of Protected Trees for Advocate Medical Group, 13900 Quality Drive.

MOTION: Trustee Leopold

SECOND: Trustee Goldman

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

NAYS: None

ABSENT: Trustee Kanakaris

The motion carried: 5-0-1

- d) Conceptual Review – Proposed New Special Use Within the Huntley Corporate Park – Logistics and Transportation

Deputy Village Manager Lisa Armour reported that Entre Commercial Realty and Reiche Partners have approached the Village to discuss the development of transportation-related facilities on the land owned by Reiche Partners in the Huntley Corporate Park located at Jim Dhamer Drive and Henning Road (see attached letter). The brokers and owner informally introduced the concept to the Mayor and Staff in February and requested the opportunity to present the concept to the Village Board for review.

Staff Summary

Entre and Reiche are proposing future construction of corporate logistics and transportation buildings in the Huntley Corporate Park to accommodate the growing field of freight carrying companies seeking real estate in the Chicago suburban market. These buildings typically consist of corporate office space (often corporate headquarters), truck maintenance bays and a large paved parking area for parking trailers that are driven by company-employed drivers. Depending on the end-user, the number of trucks may range from 40-250 in total, however they tend to be on the road and many do not return to the lot on a daily basis. A building may be built with a known end-user or on a speculative basis. The exterior is typically pre-cast concrete panels with coordinating accents, with the end product described as having a modern, professional corporate look. Building sizes average 25,000 square feet and accommodate anywhere between 20 to 45 employees operating during normal business hours (office, warehouse, and maintenance personnel). Development cost per site is estimated between \$4,000,000 - \$5,000,000.

For discussion purposes, the lots being considered are located on Jim Dhamer Drive and Henning Road:

Lot 5 – approximately 3.56 acres with building area of 107,400 SF

Lot 9 – approximately 4.32 acres with building area of 51,700 SF

Lot 14 – approximately 5.28 acres with building area of 67,500 SF

Lot 15 – approximately 6.91 acres with building area of 105,000 SF

Lot 21 – approximately 8.20 acres with building area of 131,000 SF

The referenced lots are currently vacant and are zoned Business Park (BP). The use proposed is currently not a permitted or special use within this district.

The I-90/IL 47 Gateway Subarea Plan of the Village's Comprehensive Plan currently identifies the properties as Business Park and Flex Space. The plan would require an amendment to accommodate the proposed use. In addition, a text amendment to the Zoning Code would be required to allow logistics, freight, and trucking operations with outdoor truck parking on site as a special use.

Strategic Plan Priority

The 2016-2020 Strategic Plan identifies "*Promote New Business Development, Retention, and Expansion*" as a Strategic Priority, "attract and retain businesses to enhance tax base and create new jobs" as a goal.

Courtesy Review

The petitioner has requested the Village Board to conceptually review the development of the subject sites. The Village Board is not required to provide a formal position statement on the proposal, and the petitioner shall not be required to comply with any position statements which are offered. The concept review shall provide the petitioner with initial comments and concerns that should be considered as they proceed in the formal review process. The Village Board and its individual members are not bound by any comments made during the discussion and the petitioner acknowledges that it cannot claim in the future any reliance whatsoever on those comments.

Deputy Village Manager Armour reported that representatives were in attendance review a Power Point presentation and to answer questions.

Mr. Mike Gazzola and Mr. Cory Kay reviewed a Power Point presentation that included their current facilities both opened and currently in the construction phase. Mr. Gazzola also reviewed the sites within the Huntley Corporate Park which they believe would be suitable.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that he did not like the inclusion of Sites 14 and 15 as they were too close to the homes. Trustee Leopold stated that they would like information on the users. Mr. Gazzola stated that there will not be a lot of truck traffic each day and that he will note Trustee Leopold's comments.

Trustee Piwko asked for confirmation that it will only be a truck maintenance facility. Mr. Gazzola stated that was correct and along with the maintenance facility it would be a corporate office. Trustee Piwko asked how many docks there would be. Mr. Kay stated that the facility will have only two (2) docks and four to five maintenance bays. Mr. Gazzola stated that the docks will be used for parts and not for loading.

Trustee Westberg asked who decides the façade. Mr. Gazzola stated that it is a combined effort with their business and the purchaser. Trustee Westberg asked about stormwater on site. Mr. Gazzola stated that there is already stormwater detention provided for this development and all the water is carried off site.

Mayor Sass asked if the businesses were companies or owner/operators; Mr. Gazzola stated they were companies with their own trucks and a low volume of traffic. Mr. Kay stated that some of the companies are building all over the country to be closer to their drivers.

Trustee Hoeft asked what were the typical hours of the businesses; Mr. Gazzola stated that they are typically open Monday – Friday with general hours and are not businesses that run 24/7.

Trustee Goldman stated that she was concerned about the possible trucks on Dhamer and Freeman. Mr. Gazzola stated the trucks are usually of smaller capacity. Mr. Kay invited the Village Board and Staff to visit a facility.

There were no other comments or questions.

No action required - the Village Board was requested to review the proposed use and provide any questions, comments, or concerns for the petitioner to consider as they proceed in the formal review process.

e) Discussion – Policy Direction Regarding Food Trucks

Deputy Village Manager Lisa Armour reported that last year, the Village encountered several issues with food trucks setting up in residential neighborhoods, which is not permitted by Village Code. One vendor typically advertised the events as “pop-ups” and announced locations on their Facebook page, serving as an invitation to others outside the neighborhood. In accordance with Chapter 111 of the Village's Municipal Code, food trucks (portable food vending) are only allowed within the B-2, B-3, and C-2 zoning districts and must be located on private property.

Staff Analysis

Due to several requests last year, residents were advised that a food truck could be allowed on private property (i.e. driveway or clubhouse parking lot with HOA permission) for a private event. However, several food truck operators continued to operate within the neighborhoods and parked vehicles on the public roadway and advertised the event on social media. Staff received several complaints from neighbors regarding the trucks on the roadway. While a smaller catering truck for a private event can be

accommodated on a private driveway, a food truck is a larger vehicle that would likely extend across the public sidewalk and also requires a level surface (the roadway) for parking. Several other neighboring communities do not allow food trucks within residential areas. Due to the increased popularity of food trucks, staff anticipates receiving additional requests for food trucks to operate within residential neighborhoods and is seeking direction regarding the following questions:

	Current Code	Alternate Proposed	Current, Alternate, or Other?
Locations Allowed	B-2, B-3, C-2 Districts; No residential	Add all except Residential Districts*	
Private Property	B-2, B-3, C-2 Zoning Districts only	No change	
Public Property	Not allowed on public property or public right-of-way	Only as part of Village approved special event	
Permit Length	10 days	Annual	
Permit Fee	\$25	\$100	

*May be permitted as part of an approved Block Party event

Legal Analysis

A text amendment to Chapter 111: Canvassers, Peddlers, Solicitors and Itinerant Merchants would be required to incorporate any changes to the code.

Mayor Sass asked if the Village Board had any comments or questions.

Trustee Leopold stated that food trucks cut into the business of our Village restaurants.

Trustee Goldman stated that Sun City has a lot of food trucks set up and requires the food trucks to get licenses from Kane County. Deputy Village Manager Armour stated that the County permits would be separate. Trustee Goldman asked if the Village would impose an additional fee. Deputy Village Manager Armour stated that the Village does not issue permits for food trucks at this time.

Village Manager Johnson stated that this is being brought forward to clean up the current Village Code as Staff received 3-4 calls from individuals who would like to bring food trucks into the Village. Deputy Village Manager Armour reported that in 2020 a certain food truck would publically publish when they would be setting up in different neighborhoods and set up on public streets.

Trustee Leopold reported that the food trucks setting up in Sun City were all set up on private property.

Trustee Hoeft stated that he approves of food trucks in the M District but does not support them being set up in residential districts due to safety issues. Trustee Hoeft also stated that he agrees that they cut into the Village’s brick and mortar businesses.

Trustee Piwko stated that he would approve food trucks in residential subdivisions as long as the truck was parked on private property such as driveways. Trustee Piwko stated that they should not be allowed to roam from street to street. Trustee Piwko stated that they should receive a license from the Village and the number of trucks should be limited.

Trustee Westberg stated that he believes allowing food trucks would negatively affect Village businesses but he would reconsider with the following conditions:

1. No Alcohol sales will be conducted from any food truck.
2. A permit from the Village must be obtained.
3. A permit fee must be paid (\$500 annually or \$100 per visit). This is a suggestion... I'm open to discuss.
4. The food truck must locate itself to not obstruct traffic and or emergency vehicles.
5. Food truck vendor must provide adequate pedestrian safety cones and signage when operating in residential areas or commercial parking lot.
6. No more than 1 truck per 10,000 residents servicing the village at the same time. (Example: 29,000 residents would allow for 2 food trucks in the village on the same day of operation).
7. A McHenry or Kane County health permit must be obtained, depending on which county they are operating in.
8. Food truck operations will conduct business between the current Village noise ordinance hours.
9. No food truck shall operate within 500 yards of a competing village business. (I'm willing to shorten this distance should it be too restrictive)

Trustee Leopold stated that people say food trucks are more convenient but he stated that the local restaurants have carry out and delivery for convenience, as well.

The consensus of the Village Board:

Mayor Sass stated that he would like the Code to stay the same but allowing food trucks on a private driveway for parties.

Trustee Piwko stated they should be allowed in Manufacturing Districts and in residential areas on private property only.

Trustee Leopold stated to allow one (1) food truck per day and the truck must be parked a minimum of 500 feet from a brick and mortar business.

Trustee Goldman stated food trucks could be allowed in residential areas but only on private property. If allowed, no limiting the number of food trucks in the Village per day.

Trustee Westberg stated that he agrees with Trustee Piwko but would agree to allowing food trucks in commercial areas with a \$100 fee per day and a minimum distance of 500 feet away from a brick and mortar business. Trustee Leopold asked if a \$100 fee per day is excessive; Trustee Westberg stated that it was not excessive.

Trustee Hoeft stated they should continue to be allowed in M Districts and in residential areas on private property only. Trustee Hoeft agreed with the \$100 fee per event but did not have an opinion on the limit.

Deputy Village Manager Armor suggested one (1) food truck per day per neighborhood and also reported that Staff has received a call from a food truck operator regarding leasing space at the Bakley Shopping Center. The consensus of the Village Board was to not allow a leased space to a food truck there as it did not meet the 500 feet distance requirement and would be bad for the existing businesses.

There were no other comments or questions.

No Action Required - Policy direction was requested regarding food trucks operating within the Village.

- f) Consideration – A Resolution Authorizing the Purchase of Network Area Storage Hardware and Software Subscription from Advanced Business Networks, Inc. (ABN) in the Amount of \$22,761.26

Deputy Village Manager Lisa Armour reported that the Village currently utilizes two Network Storage Area (NAS) devices to host all server back-ups. In 2020, an upgrade was completed for the Storage Area Network (SAN) as part of the server upgrade project. The NAS is an important component of the Village’s data and information back-up system.

Staff Analysis

Per the Village’s master contract and 2021 task order with ABN to provide network support services, ABN will procure, assemble, configure, and test all components as well as the overall system to ensure compatibility, stability, and performance meet the design goals. ABN is able to procure the equipment at a discount due to the volume of purchases made.

Financial Impact

The FY21 Budget Equipment Replacement Fund includes \$26,000 in line item 480-00-00-8210 for the NAS replacement. Project cost is \$22,761.26.

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

A MOTION was made to approve a Resolution Authorizing the Purchase of Network Area Storage Hardware and Software Subscription from Advanced Business Networks, Inc. (ABN) in the Amount of \$22,761.26.

- MOTION: Trustee Piwko**
- SECOND: Trustee Leopold**
- AYES: Trustees: Goldman, Hoeft, Leopold, Piwko, and Westberg**
- NAYS: None**
- ABSENT: Trustee Kanakaris**
- The motion carried: 5-0-1**

VILLAGE ATTORNEY’S REPORT: None

VILLAGE MANAGER’S REPORT:

Village Manager Johnson reported that there was a pre-construction meeting regarding the Project Pumpkin site and that the closing on the Stade property is scheduled for Tuesday, March 30th.

Village Manager Johnson reported that a meeting is scheduled on Friday, March 26th, regarding the Catty Property.

Village Manager Johnson thanked Barb Read and Nathan Knapke from the School District for setting up the temporary audio system and reported that this will be in place until the new permanent Audio Video System is installed in the next several months.

Trustee Piwko suggested that the Village look into updating the Code allowing Feather Flags for business special events. The Village has allowed them during Covid in support of the businesses.

VILLAGE PRESIDENT'S REPORT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

EXECUTIVE SESSION: None

ADJOURNMENT:

There being no further items to discuss, a MOTION was made to adjourn the meeting at 8:25 p.m.

MOTION: Trustee Piwko

SECOND: Trustee Leopold

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary