

**VILLAGE OF HUNTLEY**  
**PLAN COMMISSION MEETING**  
Monday, August 13, 2018  
MINUTES

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**CALL TO ORDER**

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for August 13, 2018 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 Tom Kibort led the Pledge of Allegiance.

**ROLL CALL**

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**PLAN**

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

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**COMMISSIONERS**

**ABSENT:** Commissioners Ron Hahn and Robert Chandler

**ALSO PRESENT:** Director of Development Services Charles Nordman and Planner James Williams

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4. Public Comments None.

5. Approval of Minutes

A. Approval of the June 25, 2018 Plan Commission Meeting Minutes

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**A MOTION was made to approve the June 25, 2018 Plan Commission Meeting Minutes as written.**

**MOVED:** Commissioner DeBaltz

**SECONDED:** Commissioner Nichols

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**AYES:** Commissioners Darci Chandler, Nichols, DeBaltz, Vice Chair Dawn Ellison and Chairman Tom Kibort

**NAYS:** None

**ABSTAIN:** None

**MOTION CARRIED 5:0:0**

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6. Petition(s)

A. Petition No. 18-8.1, MB Real Estate Healthcare, petitioner, and Huntley Crossings Development LLC, owner; Lot 4, Huntley Crossings - Phase 1 (located at the southeast corner of Route 47 and Huntley Crossing Drive) – Request is for approval of a Final Planned Unit Development to accommodate a medical office building for AMITA Health 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.

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**Development Summary**

Planner Williams reviewed a PowerPoint presentation outlining the request from the petitioner MB Real Estates Services, Inc. for the proposed development of a ±9,456 square foot medical office building within the 2.74-acre, Lot 4, Huntley Crossings – Phase 1 for AMITA Health located at the southeast corner of Route 47 and Huntley Crossings Drive.

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Planner Williams stated that the site is zoned B-3 (PUD) Shopping Center Business District. The annexation agreement for Huntley Crossings – Phase 1 approved in November 2006 assigned the zoning designation and established, among other requirements, the applicable building/parking setbacks for the outlots. Additionally, Planner Williams noted that the Final Planned Unit Development plan for each outlot within the commercial subdivision requires review and approval by the Plan Commission and Village Board with adherence to the Village’s Commercial Design Guidelines included as an exhibit to the Annexation Agreement for the subject property.

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**STAFF ANALYSIS**

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***Final Planned Unit Development***

***Site Plan***

Planner Williams stated that the site access is proposed via two (2) driveways from the north-south Huntley Crossings – Phase 1 service road. The parking area includes 10-foot by 19-foot parking stalls and 25-foot wide drive aisles that both exceed the minimums required by the Zoning Ordinance. An open space is provided to the south of the building to allow for a possible ±7,585 square foot addition at some point in the future. The proposed dumpster enclosure location is near the southeast corner of the site. Stormwater detention for development of the subject site is accommodated within the existing pond to the west and south.

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***Parking***

Planner Williams reviewed the parking for the proposed building and future ±7,585 square foot addition as summarized in the following table:

Building Square Feet	Required (4 spaces / 1,000 sf)	Provided
Medical Office Building – 9,456	38	50
Future Addition – 7,585	31	35
Totals	69	85

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***Building Elevations***

Planner Williams reviewed the exterior materials for the proposed single-story building which will be orientated to face Route 47 and includes a combination of red face brick, contrasting horizontal and vertical brick accent bands with a stone base along the lower portion of the building’s elevations. The main entrance (facing west) to the facility includes an aluminum overhang. The north, south (sides) and east (rear) elevations feature aluminum louvre sun shade systems above the windows with wall-mounted sconce-style light fixtures.

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***Landscaping***

Planner Williams outlined the landscape plan submitted for the site noting the plan includes the customary tree/shrubbery plantings around the parking area perimeter and landscaping surrounding the building foundation in accordance with the Village’s Landscape Ordinance and Commercial Design Guidelines. Planner Williams further noted that screening of the site’s proposed dumpster enclosure, located at southeast corner of the property, is screened by evergreen plantings. Additionally, Staff has also included the condition of approval requiring any existing plant material in decline adjacent to Route 47 and/or Huntley Crossings Drive be removed and replaced.

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**Site Lighting**

Planner Williams stated that in addition to the wall-mounted sconce-style lighting, parking lot lighting will be the same decorative prairie-style Sternberg fixture utilized throughout the Huntley Crossings – Phase 1 commercial subdivision. Planner Williams noted that the site lighting is required to meet the Village’s standards for lighting including a minimum 2.0 foot-candle average for the parking area and 0.5 foot-candle maximum along the site perimeter.

**Signage**

The sign plan includes a six (6’) foot-tall masonry monument with a twenty-four (24) square foot sign which adheres the Preliminary PUD ground sign template for the commercial development. Two (2) wall signs proposed, 42.5 square foot “AMITA HEALTH” and “IMMEDIATE CARE”, are proposed on the front, Route 47-facing (west) elevation.

**Village Board Concept Review**

The Village Board reviewed the conceptual plans for the project on June 28, 2018 and referred the project to the Plan Commission to begin the formal development review and approval process and Planner Williams noted that Village Board consideration of the development included the following comments:

- The petitioner was encouraged to provide signage large enough to be easily seen from Route 47
- The recommendation was made to locate the trash enclosure as close to the building as possible.
- Some Village Board Trustees were not in favor of the medical office-use on the subject lot.

**ACTION REQUESTED**

Planner Williams concluded the presentation stating that the petitioner requests a motion of the Plan Commission, to recommend approval of Petition No. 18-8.1, MB Real Estate Healthcare, petitioner, Huntley Crossings Development LLC, owner, Lot 4, Huntley Crossings - Phase 1 (located at the southeast corner of Route 47 and Huntley Crossing Drive) – Request is for approval of a Final Planned Unit Development to accommodate a medical office building for AMITA Health 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.

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

1. All public improvements and site development must occur in full compliance with the submitted plans (see list of exhibits) and all other applicable Village Municipal Services (Engineering, Public Works, Planning and Building) site design standards, practices and permit requirements.
2. The petitioner will comply with all final engineering revisions to be approved by the Village Engineer and Development Services Department.
3. The Village of Huntley will require adherence to Illinois drainage law and best management practices for stormwater management. 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. Any existing plant material in decline adjacent to Route 47 and/or Huntley Crossings Drive must be removed and replaced.
6. All permanent and seasonal plantings must be replaced immediately upon decline.

7. The petitioner shall obtain final approval of the Lighting Plan from the Development Services Department.
8. In accordance with the Village's Commercial Design Guidelines, the rooftop mechanical equipment shall be screened to its full height on all sides of the structure with the building's parapet wall.
- 5 9. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
10. No building plans or permits are approved as part of this submittal.
11. No sign permits are approved as part of this submittal.

10 Gregg Graines, Senior Vice President and Special Counsel with MBRE Healthcare addressed the Plan Commission and thanked them for their consideration of the request and noted that the entire design team responsible for the proposed development are in attendance this evening.

15 Terri Kraft, Vice President Ambulatory Development with AMITA Health addressed the Plan Commission and provided an overview of the proposed specialized healthcare services the proposed facility will provide concentrating in the areas of obstetrics, gynecology and pediatric healthcare. Ms. Kraft noted that a number of healthcare services the facility will provide are currently unavailable in the Huntley area.

20 Donald Formella, 10607 Mathew Street, expressed his concern that snow removal, including the road salt used to treat roadways, does not detrimentally impact wildlife in and around detention ponds. Additionally, Mr. Formella noted he is also concerned about the negative impact that traffic generated by the development may cause.

Commissioner Darci Chandler stated her concerns regarding accessibility to the dumpster within the enclosure at the southeast corner of the site.

25 Brian Johnson with Pinnacle Engineering Group addressed the Plan Commission and noted that the design of the site included an Autoturn analysis to confirm garbage collection vehicles and fire rescue equipment will be able to maneuver throughout the property.

30 Commissioner Darci Chandler acknowledged the concerns the Village Board had with a medical office at this particular location.

Director Nordman confirmed that there had been concerns expressed about a medical office on Route 47 and offered the fact that the medical office use is permitted within the subject zoning district.

35 Vice Chair Ellison noted that in light of the proposed medical office providing specialized services geared toward those in their child-bearing years why the facility would not want to locate closer to potential clients and further from Del Webb.

40 David Hill with AMITA Real Estate Group stated that research into the location for the facility did consider other properties further north and along Randall Road, but that the proximity to the I-90 Tollway offered a logical connection to their Hoffman Estates hospital facility.

45 Chairman Kibort acknowledged his presumption that the proposed medical office facility at this location would be providing geriatric services and his hope that development within the Route 47 corridor offered more retail and restaurants and less doctor and dentist offices.

In regard to the proposed medical office site plan, Chairman Kibort suggested angling the trash dumpster enclosure to provide easier access by trash collection vehicles.

50 Director Nordman reminded the Plan Commission that the proposed medical office use is a permitted use.

Commissioner Nichols suggested the petitioner augment the proposed signage to emphasize the pediatric services provided by the facility, otherwise, while in favor of the building architecture and having no additional concerns regarding the site design, landscaping and lighting beyond the previously raised issues, she also has concerns regarding a medical office at this location.

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Commissioner DeBaltz stated she also agrees with the issues previously raised regarding the site design and the use at this location.

**A MOTION was made to recommend approval of Petition No. 18-8.1, MB Real Estate Healthcare, petitioner, Huntley Crossings Development LLC, owner, Lot 4, Huntley Crossings - Phase 1 (located at the southeast corner of Route 47 and Huntley Crossing Drive) – Request is for approval of a Final Planned Unit Development to accommodate a medical office building for AMITA Health 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:**

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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. Any existing plant material in decline adjacent to Route 47 and/or Huntley Crossings Drive must be removed and replaced.
6. All permanent and seasonal plantings must be replaced immediately upon decline.
7. The petitioner shall obtain final approval of the Lighting Plan from the Development Services Department.
8. In accordance with the Village’s Commercial Design Guidelines, the rooftop mechanical equipment shall be screened to its full height on all sides of the structure with the building’s parapet wall.
9. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
10. No building plans or permits are approved as part of this submittal.
11. No sign permits are approved as part of this submittal.

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**MOVED:** Commissioner Darci Chandler  
**SECONDED:** Commissioner Nichols  
**AYES:** Commissioners Darci Chandler and Chairman Kibort  
**NAYS:** Commissioners Nichols, DeBaltz and Vice Chair Ellison  
**ABSTAIN:** None  
**MOTION FAILED 2:3:0**

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Hal Francke, Attorney with Meltzer, Purtill and Stelle LLC representing the petitioner, addressed the Plan Commission and encouraged a reconsideration of the recommendation to approve the request given that medical offices are a Permitted Use in the subject zoning district.

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Discussion ensued regarding the vote required from the Village Board in order to approve the petition given the Plan Commission having failed to forward a favorable recommendation to approve the request.

7. Public Hearing(s)

- A. Petition No. 18-8.2, One Way Driving School, Inc., Petitioner, and Hetan Patel, Owner, 10395 Vine Street - Request for a Special Use Permit to operate a Commercial or Trade School (Driving School) in the “B-3” Shopping Center Business District.

**Development Summary**

Planner Williams reviewed a PowerPoint presentation outlining the request from the One Way Driving School Inc. to lease the 1,250 square foot tenant space at 10395 Vine Street within the existing multi-tenant building to operate a driver education facility. There is one (1) existing tenant within the building, Tufano’s Pizzeria, at the north end of the ±5,000 square foot building, with the proposed driving school and a two (2) vacant tenant spaces representing the remaining spaces.

Planner Williams stated that the petitioner’s business plan specified that the classroom and in-vehicle training One Way Driving School Inc. will provide is mandated by the State of Illinois and will operate under the following schedule:

- Classroom Training: Monday through Thursday evenings - 6:30 to 8:30 p.m.
- Behind-the-Wheel /In-Vehicle Observation Training: Fridays and Saturdays - 11:00 a.m. and 1:00 p.m.
- Closed Sundays.

**STAFF ANALYSIS**

Planner Williams noted that Ordinance No. 2005-4.26, executed on April 14, 2005, approved a parking variation for the subject property allowing the use of seven (7) off-site, shared parking spaces within the neighboring lot to the north (10369 Vine Street) in order to accommodate the parking required for existing businesses, including a medical office, along with a physical therapy facility (occupying two (2) of the four (4) lease spaces) proposed at that time.

***Parking***

The subject multi-tenant building parking area has twenty (20) parking spaces including a single accessible loading/parking space. The current Zoning Ordinance requirements for the four (4) lease space building is specified in the following table:

Use	Minimum Parking Requirement	Lease Space Square Footage	Required Parking Spaces
Carryout Food Service	One space/fifteen (15) sq. ft. of customer service area	75 square feet	5
<i>Vacant Lease Space</i>	Four (4) per 1,000 square feet	1,250	5
Driving School	Four (4) per 1,000 square feet	1,250	5
<i>Vacant Lease Space</i>	Four (4) per 1,000 square feet	1,250	5
Total Parking Required			20
Total Parking Onsite Provided			20

Planner Williams stated that the driving school business plan notes there will be no storage of employee and/or driver’s education vehicles within the subject property over-night.

**SPECIAL USE PERMITS – Standards for Special Use Permits.**

Planner Williams stated that when reviewing a Special Use Permit, the Plan Commission must consider the standards identified in Section 156.068(E) of the Zoning Ordinance. No Special Use Permit shall be recommended or granted pursuant to Section 156.068(E) unless the applicant establishes the following:

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(a) *Code and Plan Purposes.* The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.

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(b) *No Undue Adverse Impact.* The proposed use, drainage and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

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(c) *No Undue Interference with Surrounding Development.* The proposed use and development will be constructed, arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.

(d) *Adequate Public Facilities.* The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

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(e) *No Undue Traffic Congestion.* The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential street.

(f) *No Undue Destruction of Significant Features.* The proposed use and development will not result in the destruction, loss or damage of natural, scenic and historic feature of significant importance.

(g) *Compliance with Standards.* The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

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Planner Williams noted that the packet outlining the One Way Driving School Inc.’s request included the petitioner’s responses to the Special Use Permit Standards.

**REQUESTED ACTION**

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Planner Williams concluded the presentation outlining the request for a motion of the Plan Commission, to recommend approval of Petition No. 18-8.2, One Way Driving School, Inc., Petitioner, and Hetan Patel, Owner, 10395 Vine Street - Request for a Special Use Permit to operate a Commercial or Trade School (Driving School) in the “B-3” Shopping Center Business District.

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

1. No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.

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2. No Signage is approved as part of the Special Use Permit.

Planner Williams noted that all requirements of the public notice were met including notice to surrounding property owners, public notice in the Northwest Herald and sign posted on the subject property.

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**A MOTION was made to open the public hearing to consider Petition No. 18-8.2.**

**MOVED: Commissioner Nichols**

**SECONDED: Commissioner DeBaltz**

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**AYES: Commissioners Darci Chandler, Nichols, DeBaltz, Vice Chair Ellison and Chairman Kibort**

**NAYS: None**

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

5 Chairman Kibort stated that a public hearing is being conducted and all audience members that would like to speak tonight must be sworn in. Chairman Kibort asked anyone wishing to speak to stand and be sworn in. The following individuals were sworn in:

10 Charles Nordman, Director of Development Services, Village of Huntley  
James Williams, Planner, Village of Huntley  
Joseph Carnana, 12335 Ferris Lane, Huntley, IL 60142  
Donald Formella, 10607 Mathew Street, Huntley, IL 60142

15 Joseph Carnana, One Way Driving School, Inc. President and CEO, addressed the Plan Commission, thanked them for their consideration and stated he is certified driving instructor, graduated within the top two percent of his class from Eastern Illinois University, and has taught driver's education to approximately 2,000 students over the course of his career. Mr. Carnana continued noting that a reason for wanting open up the driver's education facility included the fact that his and his colleague's children attend Huntley High School and that Huntley has never had a business offering driving instruction outside of the high school. Mr. Carnana noted that One Way Driving School will not offer motorcycle riding or commercial driver's license (CDL) training.

20 Donald Formella, Huntley Resident since 2001, stated that the location for the driving school is problematic given that snow removal may be insufficient at that end of the Vine Street cul-de-sac. Additionally, Mr. Formella encouraged the vehicles used for in-vehicle instruction to be clearly designated with bright colors and/or adequate signage.

25 No other members of the public wished to speak in-favor or opposition to the request.

30 Commissioner DeBaltz asked the petitioner if regulations governing driving schools required the automobiles used for in-vehicle instruction were required to have signage.

Mr. Carnana confirmed the State of Illinois regulations required the described signage.

35 Mr. Carnana provided an overview of the driving training they provide including in-vehicle training beginning in a parking lot and gradually moving to the open road at a pace appropriate for the individual student.

Commissioners DeBaltz, Nichols and Chairman Kibort agreed that the community needs this type of facility.

Chairman Kibort asked the petitioner when they hope to begin operation.

40 Mr. Carnana noted that in addition to Village Board's approval of the Special Use Permit, One Way driving school also requires approval of the certification from the State for the facility, therefore, opening September 1<sup>st</sup> may be too optimistic, but September 15<sup>th</sup> may be a possibility.

45 Vice Chair Ellison recalled her experience with the history of driving schools in the area having been limited to areas outside of Huntley, and while appreciating and supporting the proposed business, she acknowledges that the skill level of all student drivers and licensed drivers varies, making the petitioner's job difficult.

50 Commissioner Darci Chandler stated she was in favor of the request and believes it will make the community safer, particularly after the hearing the testimony from Plan Commissioners with children who will take or have taken driving instruction.



A MOTION was made to close the public hearing to consider Petition No. 18-8.2.

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

A motion was made to approve Petition No. 18-8.2, One Way Driving School, Inc., Petitioner, and Hetan Patel, Owner, 10395 Vine Street - Request for a Special Use Permit to operate a Commercial or Trade School (Driving School) in the “B-3” Shopping Center Business District, subject to the following conditions:

15 1. No building unit construction permits, plans or Certificates of Occupancy are approved as part of this submittal.

2. No Signage is approved as part of the Special Use Permit.

20 **MOVED:** Vice Chair Ellison  
**SECONDED:** Commissioner Nichols  
**AYES:** Commissioners Darci Chandler, Nichols, DeBaltz, Vice Chair Ellison and Chairman Kibort  
**NAYS:** None  
25 **ABSTAIN:** None  
**MOTION CARRIED 5:0:0**

8. Discussion

30 Director Nordman stated the next Plan Commission meeting is scheduled for Monday, August 27<sup>th</sup>, 2018.

Vice Chair Ellison asked when the used automobile will be opening at the northwest corner of Route 47/Oakcrest Drive and Director Nordman stated that while the Village Board approved the Special Use Permit to accommodate the business there are still State requirements to be satisfied.

35 Vice Chair Ellison requested an update for the proposed development at the northeast corner of Route 47 and Regency Parkway.

40 Director Nordman stated that construction of the Verizon facility is nearing completion within the Outlot north of Panda Express and O’Reilly Auto Parts is currently under construction within the Outlot immediately adjacent to the Route 47/Regency Parkway intersection.

9. Adjournment

45 **At 8:05 pm, a MOTION was made to adjourn the August 13, 2018 Plan Commission meeting.**

**MOVED:** Vice Chair Ellison  
**SECONDED:** Commissioner Nichols  
50 **AYES:** Commissioners Darci Chandler, DeBaltz, Nichols, Vice Chair Ellison, and Chairman Kibort  
**NAYS:** None

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

Respectfully submitted,

5 *James Williams*  
Planner  
Village of Huntley