

VILLAGE OF HUNTLEY
PLAN COMMISSION MEETING
Monday, January 10, 2022
MINUTES

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CALL TO ORDER

Chairman Tom Kibort called to order the Village of Huntley Plan Commission meeting for January 10, 2022 at 6:30 p.m. The meeting was held in the Municipal Complex Village Board Room at 10987 Main Street, Huntley, Illinois 60142.

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PLEDGE OF ALLEGIANCE

Chairman Kibort led the Pledge of Allegiance.

ROLL CALL

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PLAN

COMMISSIONERS: Commissioners Ron Hahn, Jeff Peterson, Ric Zydorowicz, Dennis O’Leary, Vice Chair Dawn Ellison, and Chairman Tom Kibort.

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COMMISSIONERS

ABSENT: Commissioner Terra DeBaltz.

ALSO PRESENT: Director of Development Services Charles Nordman and Senior Planner Scott Bernacki

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4. **Public Comment:** None

5. **Approval of Minutes**

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A. Approval of the February 16, 2021 Plan Commission Meeting Minutes

A MOTION was made to approve the February 16, 2021 Plan Commission Meeting Minutes.

MOVED: Vice Chair Dawn Ellison

SECONDED: Commissioner Ron Hahn

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AYES: Commissioners Ron Hahn, Ric Zydorowicz, Vice Chair Dawn Ellison, and Chairman Tom Kibort

NAYS: None

ABSTAIN: Commissioners Jeff Peterson and Dennis O’Leary

MOTION CARRIED 4:0:2

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B. Approval of the February 22, 2021 Plan Commission Meeting Minutes

A MOTION was made to approve the February 22, 2021 Plan Commission Meeting Minutes.

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MOVED: Vice Chair Dawn Ellison

SECONDED: Commissioner Ron Hahn

AYES: Commissioners Ron Hahn, Ric Zydorowicz, Vice Chair Dawn Ellison, and Chairman Tom Kibort

NAYS: None

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ABSTAIN: Commissioners Jeff Peterson and Dennis O’Leary

MOTION CARRIED 4:0:2

C. Approval of the December 13, 2022 Plan Commission Meeting Minutes

A MOTION was made to approve the December 13, 2022 Plan Commission Meeting Minutes.

MOVED: Vice Chair Dawn Ellison
5 **SECONDED:** Commissioner Ric Zydorowicz
AYES: Commissioners Ron Hahn, Jeff Peterson, Ric Zydorowicz, Dennis O’Leary,
Vice Chair Dawn Ellison, and Chairman Tom Kibort
NAYS: None
ABSTAIN: None
10 **MOTION CARRIED** 6:0:0

6. **Public Hearing(s)**

15 A. Petition No. 22-01.01, Lighthouse Academy, as petitioner, and Huntley Crossings Development, LLC.,
as owner, Lot 9 of Huntley Crossings Resubdivision (generally located east of Route 47 and south of
Powers Road), Request for approval of a petition (i) Amending the Preliminary Planned Unit
Development for Huntley Crossings Phase I; (ii) Final Planned Unit Development for the construction
20 of a new ±10,400 square foot Child Care Center, including any necessary relief, in accordance with the
plans that have been submitted to, and are on file with, the Village of Huntley; (iii) Special Use Permit
for a Child Care Center within the “B-3 (PUD)” Shopping Center Business – Planned Unit
Development District; and (iv) a Final Plat of Subdivision.

Chairman Kibort turned to Village staff to begin the PowerPoint presentation to review the petition.

25 Planner Scott Bernacki explained that Huntley Crossings Development, LLC. is proposing to resubdivide lot 9 of
Huntley Crossings Phase I to accommodate Lighthouse Academy. Lighthouse Academy proposes to occupy the
newly formed outlot for the purpose of constructing a new 10,400 square foot Child Care Center. The Subdivision
and proposed Special Use represents a change from the big box / inline retail commercial development proposed in
30 the Preliminary Planned Unit Development for Huntley Crossings Phase I, which was approved by the Village in
November 2006. Mr. Bernacki stated Lighthouse Academy offers a variety of child care programs such as pre-
kindergarten, full day kindergarten, summer camps, as well as child care for ages 6 weeks – 6 years. Bus services
are provided to transport participants in the before and after school programs for children 7 - 12. Hours of operation
range from 6:30am – 6:30pm

35 **Site Plan**

Mr. Bernacki stated the newly formed lot is proposed to be positioned at the north west corner of the existing lot 9.
The new 2.04-acre lot would be located directly east of the existing Culvers and Sherwin Williams. The private
driveway which spans from Powers Road to Huntley Crossings Drive separates the proposed new lot from the
Route 47 frontage outlots. The driveway is intended to serve as principle point of entry for the Child Care Center in
40 the same way it provides access to the existing businesses. It also bridges a connection between those developments
further south like BMO Harris Bank, the anticipated Hampton Inn Hotel, and any future development sites planned
in Huntley Crossings Phase I or north in Huntley Crossings Phase II.

Mr. Bernacki explained that the building is oriented with the entry on the west elevation, facing the private drive. A
45 fenced in playground area is proposed to be located in the north corner side yard. The fenced in area is
approximately 85’ X 85’. The proposed fence is 5’ high ornamental aluminum and is located at least 20’ from the
corner side property line as required by the zoning ordinance.

Mr. Bernacki stated the site plan includes seventy (70) 10’x19’ parking spaces, including three (3) ADA stalls which
50 exceeds the forty-two (42) parking spaces required by the Zoning Ordinance.

Building Elevations

Mr. Bernacki stated that in accordance with the Commercial Design Guidelines, the new Child Care Center faces Route 47 and is constructed using face brick. The base of the building is comprised of renaissance stone up to the sill. Materials used in minor accent applications include hardie board siding used overtop the main columned entryway. The proposed roof is shown with asphalt shingles and aluminum soffit, fascia and gutters. The rooftop aluminum equipment screen visible off the rear east elevation will be color matched to the soffit and fascia. The trash enclosure is located off the south side parking area. The plans indicate the trash enclosure matches the face brick of the new building and aluminum gates to color match the window frames.

Landscaping

Mr. Bernacki stated the landscape plans have been submitted which show a mix of landscaping elements along all lot lines and foundation plantings along the front, rear, and south side of the building. The plan proposes (38) shade trees offering (7) different species, (16) ornamental trees, (69) dense yew evergreen shrubs, (65) deciduous shrubs of (4) different species, and (62) perennials / ornamental grasses and generally complies with the Village’s landscape ordinance. Plantings have been placed to offer a natural screening of mechanical equipment from the rear, dumpster enclosures from the side, and playground equipment from Powers Road. Parking lot landscaping and site entry landscaping offer a site with more than double the greenspace as required by the Zoning Ordinance.

Lighting

Mr. Bernacki explained the lighting plan indicates the use of Sternberg LED prairie series light fixtures, which matches the prairie style of fixture used in the surrounding developments. The proposed mounting height on the building will be at 10’-feet and upon parking lot poles at 16’-feet. The submitted photometric plans demonstrate an average of 1.1 foot-candles in the parking lot. Section 156.088(B)(1) of the Zoning Ordinance requires the average foot candles of the parking lot be 2.0 minimum. Section 156.088(B)(4)(a) of the Zoning Ordinance also requires that the maximum foot candles at the lot line not exceed 0.5, however, the submitted photometric plans demonstrate that this maximum has been exceeded particularly, along the east rear and south side property lines. Mr. Bernacki stated the petitioner will be required to submit a revised photometric plan at the time of building permit.

Signage

Mr. Bernacki stated the elevations proposed one illuminated wall sign affixed to the pediment atop the building’s entryway. The 5’ X 10’ 50 square foot box sign would appear compliant with the Village’s Sign Regulations. The site plan indicates one monument sign near the entry apron just off the private drive frontage, however, it has been noted by the applicant that the monument sign will no longer be pursued.

Final Plat of Subdivision

Mr. Bernacki stated a Plat of Subdivision and Cross Access Easement Agreement for the Huntley Crossings Lot 9 Resubdivision have been submitted for the project. Upon recording, the documents will provide two lots as well as maintain cross access through the shared access apron off the private roadway. The lot created for the child care center (Lot 9b) will be 2.04 acres. The resulting Lot 9a will include the remaining 20.39 acres. Both lots meet the minimum lot area and width requirements in the “B-3 (PUD)” Shopping Center Business – Planned Unit Development District.

Village Board Concept Review

Mr. Bernacki noted that the Village Board reviewed conceptual plans for Lighthouse Academy on July 22, 2021. Discussion focused on the location of the site just off Route 47. The petitioner explained that the site offers parents a convenient drop off and pick up location as a large majority of parents utilize I-90 to and from work. Village Board members also asked if the plan would sufficiently accommodate vehicle stacking and bus circulation especially during peak drop off and pick up times. The petitioner confirmed that as programs are staggered throughout the day, parents may drop off or pick up during various morning or afternoon time slots depending on their work schedule.

Mr. Bernacki stated that Village Staff recommends five conditions be applied should the Plan Commission forward a positive recommendation to the Village Board including;

- 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.
- 3. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.
- 4. The Photometric plans shall be resubmitted and approved by the Development Services Department.
- 5. No building construction permits, plans, sign permits, or Certificates of Occupancy are approved as part of this submittal.

Mr. Bernacki concluded by introducing Petitioner Shannen Flores of Lighthouse Academy.

Chairman Kibort thanked Mr. Bernacki and requested a motion from the Commission to open the public hearing.

A MOTION was made to open the public hearing to consider Petition No. 22-01.01

MOVED: Commissioners Ric Zydorowicz
SECONDED: Vice Chair Dawn Ellison
AYES: Commissioners Ron Hahn, Jeff Peterson, Ric Zydorowicz, Dennis O’Leary, Vice Chair Dawn Ellison, and Chairman Tom Kibort.
NAYS: None
ABSTAIN: None
MOTION CARRIED 6:0:0

Chairman Kibort stated that this is a public hearing and anyone wishing to testify must be sworn in. The following persons were sworn in: Senior Planner Scott Bernacki, the Petitioner Shannen Flores of Lighthouse Academy and Jim Koziol of Koziol Engineering Services, LTD.

Chairman Kibort asked if the petitioner had any comments to add to which Mrs. Flores did not have anything to add.

Chairman Kibort asked if any members of the public had any comments to add to which no members of the public had anything to add.

Commissioner Ron Hahn expressed pleasure in the compliant nature of the aesthetically pleasing development. Commissioner Hahn did verify with Jim Koziol that the dumpster would be rolled out of the enclosure by the provider on service days.

Commissioner Jeff Peterson complimented the landscaping plan.

Vice Chair Dawn Ellison questioned the petitioner’s choice of locating the fenced in playground on the north end of the lot closest to Powers Road as opposed to the south side of the lot. Mr. Koziol responded that the location was selected to least interfere with the intended parking lot vehicular circulation of incoming staff, parents and bus drop off and pick up. Mr. Koziol added that the fence is not obstructing any corner side setbacks and the area is appropriately landscaped to provide screening. Vice Chair Ellison suggests the potential of adding aesthetically acceptable cement bollards along Powers Road or in the section of the parking lot directly adjacent to the park as this safety precaution would better protect the playground. Mr. Koziol responded that wheel stops are used in the parking lot, however, the design team can investigate alternative protection methods.

Chairman Kibort emphasized that the applicant needs to resubmit compliant photometric lighting plans.

Commissioner Ric Zydorowicz asked for clarification on the traffic flow through the lot. Commissioner Zydorowicz wanted to prevent against conflicting traffic patterns with the existing businesses in the area, specifically Culvers. Petitioner Shannen Flores confirmed that morning drop off times range from 6:30am – 9:30am and would not conflict with the Culvers which opens at 10am. Because of this staggered pick up, the demand on the private roadway leading to the businesses would accommodate all users without much impact on the regular traffic flow for the area.

Vice Chair Ellison asked about the need for internal site directional signage to inform the vehicles of the desired lot circulation. Mrs. Flores addressed the concern by noting that all parents are repeat users of the lot, and are well informed of the pick up/ drop off routines at the beginning of the year. It was noted that the parents park the vehicle, walk the child to or from the building and sign them in or out as opposed to a drive through and drop off / pick up concept traditionally utilized at a school.

Commissioner Dennis O’Leary questioned the need for the number of parking stalls. Mrs. Flores mentioned that the abundance of parking stalls provides flexibility and ease for parents to circulate through the lot efficiently.

There were no further comments. Chairman Kibort requested a motion to close the public hearing.

A MOTION was made to close the public hearing to consider Petition No. 22-01.01

MOVED: Commissioner Jeff Peterson
SECONDED: Commissioner Ric Zydorowicz
AYES: Commissioners Ron Hahn, Jeff Peterson, Ric Zydorowicz, Dennis O’Leary, Vice Chair Dawn Ellison, and Chairman Tom Kibort.
NAYS: None
ABSTAIN: None
MOTION CARRIED 6:0:0

Chairman Kibort requested a motion to approve the petition.

A MOTION was made to approve Petition No. 22-01.01, Requesting (i) an amendment to the Preliminary Planned Unit Development for Huntley Crossings Phase I; (ii) Final Planned Unit Development for the construction of a new ±10,400 square foot Child Care Center, including any necessary relief, in accordance with the plans that have been submitted to, and are on file with, the Village of Huntley; (iii) a Special Use Permit for Child Care Center within the “B-3 (PUD)” Shopping Center Business – Planned Unit Development District; and (iv) a Final Plat of Subdivision subject to the following conditions:

- 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.**
- 3. The petitioner is required to meet all development requirements of the Huntley Fire Protection District.**
- 4. The Photometric plans shall be resubmitted and approved by the Development Services Department.**
- 5. No building construction permits, plans, sign permits, or Certificates of Occupancy are approved as part of this submittal.**

MOVED: Vice Chair Dawn Ellison
SECONDED: Commissioner Jeff Peterson

AYES: Commissioners Ron Hahn, Jeff Peterson, Ric Zydorowicz, Dennis O’Leary, Vice Chair Dawn Ellison, and Chairman Tom Kibort.
NAYS: None
ABSTAIN: None
5 **MOTION CARRIED 6:0:0**

Chairman Kibort asked the petitioner when they plan to start construction to which the petitioner responded Spring 2022.

10 7. **Discussion**

Director Nordman stated the next Plan Commission meeting is scheduled for January 24, 2022.

There was no further discussion.

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8. **Adjournment**

At 6:59 pm, a MOTION was made to adjourn the January 10, 2022 Plan Commission meeting.

20 **MOVED:** Vice Chair Dawn Ellison
SECONDED: Commissioner Ron Hahn
AYES: Commissioners Ron Hahn, Jeff Peterson, Ric Zydorowicz, Dennis O’Leary, Vice Chair Dawn Ellison, and Chairman Tom Kibort.
NAYS: None
25 **ABSTAIN:** None
MOTION CARRIED 6:0:0

Respectfully submitted,

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Senior Planner
Village of Huntley