

**VILLAGE OF ALGONQUIN  
PLANNING AND ZONING COMMISSION  
Meeting Minutes  
William J. Ganek Municipal Center-Board Room  
August 11, 2014**

**AGENDA ITEM 1:** Roll Call to Establish a Quorum

Present: Chairperson Patrician; Commissioners Hoferle, Sturznickel, Neuhalfen, and Szpekowski.

Absent: Commissioner Sabatine and Zaplatynsky.

Staff Members Present: Katie Parkhurst, Senior Planner and Kelly Cahill, Village Attorney.

**AGENDA ITEM 2:** Approval of Minutes from the June 9, 2014 and July 14, 2014 Meetings.

Chairperson Patrician entertained a motion to approve the June 9, 2014 and July 14, 2014 minutes. Commissioner Sturznickel motioned and Commissioner Hoferle seconded a motion to approve the minutes as presented. The voice vote noted all ayes and the motion carried.

Chairperson Patrician noted that the following items would be brought before the Planning and Zoning Commission for consideration this evening.

- Consideration of a Request for a Special Use Permit (**Case No. 2014-08. Crème de la Crème Animal Foundation 1325 S. Main Street**)
- Consideration of a Request for a Special Use Permit (**Case No. 2014-07. Algonquin Auto Clinic 2033 E. Algonquin Road**)

**AGENDA ITEM 3:** Consideration of a Request for a Special Use Permit  
(**Case No. 2014-08. Crème de la Crème Animal Foundation 1325 S. Main Street**)

**RE-OPEN PUBLIC HEARING AND ESTABLISH QUORUM**

Mrs. Parkhurst called roll to verify a quorum. Present: Chairperson Patrician; Commissioners Hoferle, Sturznickel, Neuhalfen, and Szpekowski. Absent: Commissioners Sabatine Zaplatynsky.

**PETITIONER COMMENTS**

Ms. Cahill swore in the petitioners and verified that proper notice of the meeting had been posted. Ms. Lisa Petrongelli-Halloran, founder of Crème de la Crème Animal Foundation, gave an overview of the organization. The not-for-profit organization is a no-kill rescue and animal adoption center that also does animal-assisted therapy and donated pet food distributor. Ms. Petrongelli-Halloran explained that the majority of animals are housed in foster homes. Cats

would be kept at the new facility and possibly a few birds. Dogs would not be kept at the facility. Dogs would come in for therapy or visitations by adopters. Ms. Kathy Weisner, also with Crème de la Crème, further explained the proposed uses at the new location may include office work or meetings in addition to the animal viewings and therapy appointments. Ms. Petrongelli-Halloran explained that she is a clinic psychologist and would be the one doing the animal-assisted therapy with patients.

#### **STAFF AND COMMISSION QUESTIONS/COMMENTS**

Mrs. Parkhurst gave a brief overview of her memorandum of August 11, 2014. She explained the subject property is zoned B-1 Business and had previously been used as a residence and a business over the years. The building will be brought up to code for the business use to include ADA access ramp, replacing fencing, replacing deck boards and railings, and striping the parking lot. Dogs will be accompanied on site whether they are inside or outside. Animal waste will be picked up and disposed of in sealed containers to reduce any odors.

*Commissioner Sturznickel* asked if this is a no-kill shelter, even if the shelter gets full. Ms. Petrongelli-Halloran stated yes; the organization chooses the animals to accept for adoption and often pulls from kill shelters. Unlike County animal shelters they do not have to accept all animals. They use foster homes to socialize and train the animals to prepare for adoption.

*Commissioner Szpekowski* inquired if there will be a garbage enclosure. Mrs. Parkhurst stated they are proposing to use a garbage toter and this would be stored out of view from the public street. Ms. Petrongelli-Halloran further explained that the Department of Agriculture will approve the site before opening and will do spot inspections to insure all animals are being housed appropriately, the facility is clean, waste is handled, and food is stored properly.

*Commissioner Hoferle* asked for clarification on the cats that stay there and their care. Ms. Petrongelli-Halloran confirmed there will be cats staying there all the time, until adoption. Care for the cats will be done by employees or volunteers at least twice a day, regardless of the hours of operation. She expects more time to be spent with the animals on weekends since more volunteers will be available and people looking to adopt would be coming in then as well. If animals cannot be adopted for various reasons, then they live at Ms. Petrongelli-Halloran's farm in Barrington Hills.

*Commissioner Sturznickel* inquired if all animals would be spayed and neutered. Ms. Petrongelli-Halloran stated is a law that all animals adopted by spayed or neutered, fully vaccinated, micro-chipped, and up-to-date on rabies prior to adopting.

*Chairperson Patrician* inquired how big is the house and how many cats would be there. Ms. Petrongelli-Halloran stated the house is 1,100 square feet and she thinks about 15-20 cats would be housed there at a time. The cats would live in a room of the house, a room would be used for therapy, and another for visits.

*Chairperson Patrician* also asked about the fencing. Mrs. Parkhurst stated a portion of the current fencing is woven-wire which is not permitted in the Village. The fence will need to be replaced with a board-on-board fence or chain link.

#### **PUBLIC COMMENT**

Chairperson Patrician called for public comments. Ms. Cahill swore in each person.

Marcia Stupka, 120 Wilbrant St, lives behind the property in question. She stated the fence is not in good condition along her property line. Ms. Petrongelli-Halloran stated when they replace the front part of the fence they will also inspect the rest of the fencing, repairing sections as necessary. Ms. Stupka inquired if dogs would be let out in groups? Ms. Petrongelli-Halloran stated that dogs would be let out one or two at a time. There will not be a lot of dogs on site.

Marty Grant, 1329 S. Main Street, stated there are a real estate office and a residential tenant on the adjacent property. His concerns were if dogs were to be boarded overnight. He has no objections as long as dogs not there overnight. Marty also questioned the location of the fencing. Ms. Petrongelli-Halloran stated it is their intent to leave the fencing in the current location when they replace it with the new fence. Marty stated his concern of the fencing location so dogs are not looking in the window.

There was no one wishing to make any further comments.

*Chairperson Patrician* asked the petitioner again what the intent is regarding dogs overnight. Ms. Petrongelli-Halloran stated dogs would be kept in foster homes and come to the site for potential animal adoptions and for therapy sessions. It is not her intent to house any dogs on site or overnight.

*Chairperson Patrician* inquired about the fencing. Mrs. Parkhurst stated a fence permit will be required and at that time Village Staff will review the location and fencing type to ensure it all meets code.

#### **COMMISSION MOTION ON PETITION**

Chairperson Patrician entertained a motion to approve the request for a Special Use Permit for an animal adoption and animal-assisted therapy center, Crème de la Crème Animal Foundation, located at 1325 South Main Street. Commissioner Hoferle moved and Commissioner Neuhalfen seconded a motion to approve the request for a Special Use Permit, consistent with the conditions recommended by staff and the findings of fact as presented to the Commission. The Roll Call noted the following: Ayes: Chairperson Patrician; Commissioners Hoferle, Sturznickel, Neuhalfen, and Szpekowski. Nays: None. Absent: Sabatine and Zaplatynsky. Motioned carried.

#### **CLOSE PUBLIC HEARING**

**AGENDA ITEM 4:** Consideration of a Request for a Special Use Permit  
(Case No. 2014-07. Algonquin Auto Clinic 2033 E. Algonquin Road)

## **OPEN PUBLIC HEARING AND ESTABLISH QUORUM**

Mrs. Parkhurst called roll to verify a quorum. Present: Chairperson Patrician; Commissioners Hoferle, Sturznickel, Neuhalfen, and Szpekowski. Absent: Commissioners Sabatine Zaplatynsky.

## **PETITIONER COMMENTS**

Ms. Cahill swore in the petitioner and verified that proper notice of the meeting had been posted. Mr. Demetrios Mastakas, owner of Algonquin Auto Clinic, gave an overview his requested uses. He explained that he rents Penske trucks currently and needs a special use permit to continue, he would also like the ability to rent cars in the future if that opportunity becomes available to him, and he would like to sell a few used cars on site that he acquires through the auto repair business.

## **STAFF AND COMMISSION QUESTIONS/COMMENTS**

Mrs. Parkhurst gave a brief overview of her memorandum of August 11, 2014. She explained the subject property is zoned B-2 Business and located at 2033 East Algonquin Road. Staff has reviewed the requested uses and has created conditions to insure the uses do not negatively impact the other tenants in the building and that the uses are consistent with Village codes. Vehicles for rent should be parked at the rear of the building. One vehicle may be listed for sale and parked in a parking stall in the main parking lot, a maximum of six times a year.

*Commissioner Hoferle* inquired how many parking spaces are available for rental and how many rental vehicles are typically on site? Mr. Mastakas stated that the rear parking area is not striped; however, there is plenty of room for rental vehicles and for cars in for service. He stated he typically only has one or two trucks on site. Penske rentals are mostly done through internet reservations. Penske moves truck around to various sites depending on rentals, so the trucks are typically not stored on site. Mr. Mastakas stated car rental would be convenient for his customers as well as everyone on the east side of the Village. He does not have any immediate plans to provide rental cars.

*Commissioner Neuhalfen* inquired how large of truck does Penske rent. Mr. Mastakas stated the largest truck is 26 feet. *Commissioner Neuhalfen* inquired how many car sales are done in a year. Mr. Mastakas stated he has sold three in the last 2 years.

*Chairperson Patrician* inquired about the location of parking, storage, and time frame for cars being repaired. Mrs. Parkhurst stated the Village has regulations in place stating vehicles in for repair should be parked behind the building and there is a time limit on how long a vehicle can be stored on site. Mr. Mastakas complies with these regulations and will need to continue to do so.

*Commissioner Sturznickel* stated the staff memo mentions no outside signage for the vehicle rental is permitted. He inquired how people know about the rentals. Mr. Mastakas stated he does have a sign in the window and he would like to work with staff for additional signage if possible. He also stated most of the rentals are done through online reservations; however, it

would be nice if people could see a sign to know where to drop off the trucks. Mrs. Parkhurst explained that additional signage is not permitted in the Sign Code.

#### **PUBLIC COMMENT**

Chairperson Patrician called for public comments. There was no one wishing to make any comments.

#### **COMMISSION MOTION ON PETITION**

Chairperson Patrician entertained a motion to approve the request for a Special Use Permit for truck and car rental and limited auto sales for Algonquin Auto Clinic located at 2033 East Algonquin Road. Commissioner Sturznickel moved and Commissioner Neuhalphen seconded a motion to approve the request for a Special Use Permit, consistent with the conditions recommended by staff and the findings of fact as presented to the Commission. The Roll Call noted the following: Ayes: Chairperson Patrician; Commissioners Hoferle, Sturznickel, Neuhalphen, and Szpekowski. Nays: None. Absent: Sabatine and Zaplatynsky. Motioned carried.

#### **CLOSE PUBLIC HEARING**

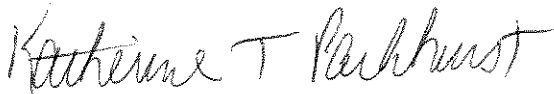
#### ***AGENDA ITEM 5:*** New/Old Business

There was no business to discuss.

#### ***AGENDA ITEM 6:*** Adjournment

Chairperson Patrician entertained a motion to adjourn the meeting. Commissioner Neuhalphen motioned and Commissioner Szpekowski seconded a motion to adjourn the meeting. The voice vote noted all ayes. The motion carried, and the meeting was adjourned at 8:20 p.m.

Respectfully Submitted,



Katherine T. Parkhurst, AICP  
Senior Planner/Recording Secretary