



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held in Village Board Room
March 19, 2019**

AGENDA ITEM 1: Roll Call to Establish a Quorum

Trustee Glogowski, Chairperson, called the Committee of the Whole meeting to order at 8:08 p.m. Present: Trustees Debby Sosine, John Spella, Janis Jasper, Jerry Glogowski, Laura Brehmer, Jim Steigert, and President Schmitt. A quorum was established.

Staff Members Present: Village Manager, Tim Schloneger; Community Development Director, Russ Farnum; Senior Planner, Ben Mason; Public Works Director, Bob Mitchard; Police Chief, John Bucci; Village Clerk, Jerry Kautz; and Village Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment
None

AGENDA ITEM 3: Presentation of the Downtown Landscape Plan

Christen Little, Moore Landscapes, presented information and walked through the seasonal changes and plant material highlights for the Downtown District.

AGENDA ITEM 4: Community Development

A. Consider a Special Use Permit for Get Green Recycling

Ben Mason reporting

Danny Meyers, owner of Get Green Corporation, has submitted a petition for a Special Use Permit for a recycling drop-off center. The facility will be located at 1035 West Algonquin Road, in an existing building that formerly housed a manufacturing company. Some Committee members may recall this petition was previously considered by the Village several years ago, and a Special Use Permit for the proposed use at this property was originally issued in 2014. Plans to open and operate the business did not move forward at that time, and per Village Code: "No special use permit shall be valid for a period longer than 12 months unless such use is established within such period" (Chapter 21, Section 12). The petitioner recently closed on purchase of the property and is applying for a new Special Use Permit to proceed with his plans to establish a recycling drop-off center facility within the existing building. Get Green Recycling is proposing to open a recycling buy-back center at 1035 West Algonquin Road. This would be a satellite location to the processing center located in Aurora. The drop-off center will accept all types of metals, white goods with a certificate that all Freon has been removed, and electronics. All operations, storage of materials and equipment, would all be contained within the building. The plan is that customers will drive into the building, park their car, unload the recyclables, and then drive out of the building. The building will contain a warehouse section to sort and store the materials and an office to process the paperwork. The proposed hours of operation are 8:00am to 5:00pm Monday through Friday and limited hours on Saturdays. There will be five employees who work at this site. A recycling drop-off center is allowed in I-1 zoning districts with a special use permit. All materials are required to be stored inside the building and no processing of materials, other than bundling and bailing shall be permitted. The site has an existing metal warehouse building with an addition that was added in 1988. The property was used as Peters Micro Matic Products for over 20 years. The existing building will structurally remain the same; the front façade will receive a face lift. Brick will be added to the front façade and the northeast façade between the garage doors and the front of the offices. The brickwork will include decorative soldier course over the windows and doors with a keystone and projected brick rowlock around the window frames. A storage area will be removed and an additional garage door will be added. All the garage doors will be painted green to match the new metal canopy over the front doors and the metal coping and painted metal siding on the building. A monument sign and a vertical wall sign have been proposed for the site. The monument sign shall be revised to comply with the Sign Code as to the number of items on the sign and the white background shall not illuminate at night. The monument sign shall be a maximum height of 8' tall and include a brick base, surround and decorative cap. The wall sign is unique in that the orientation is vertical instead of horizontal. Due to the architectural details of the building, a horizontal sign does not work. The illuminated, corner, vertical sign

complies with all Sign Code requirements. The proposed lighting fixtures on the building will need to be revised so the bulb is flush with the housing and not hanging down. There are no lights proposed for the parking lot due to its small size.

The existing parking lot will be paved and striped to clarify parking stalls, better define the entrance, and provide for semi-truck maneuvering. Parking stalls shall all be striped at 9' X 18' (16' x 18' for the ADA stall). Additional details shall be added to the engineering plans to show the details for ADA parking stall signage, location of which type of pavement, details on the proposed retaining walls, turn radius diagrams for vehicles exiting the rear of the building and trucks maneuvering to the loading dock, and grading plans. If a trash enclosure shall be located on site, plans shall be submitted to show the location and the details for the masonry dumpster enclosure with solid latchable gate. The developer has worked with McHenry County Division of Transportation for an access permit and a variance for the right-of-way dedication. The County has approved both and is ready to issue permits once the Village approves the project. Special Use Permit, subject to the following conditions which were incorporated into the prior Special Use Ordinance 2014-O-19 for Get Green Recycling:

1. The site construction, utility installation and grading shall not commence until a Site Development Permit has been issued by the Village and all offsite and onsite utilities serving the subject property shall be underground, and water and sanitary sewer permits have been issued by the Illinois Environmental Protection Agency.

2. The recycling center shall comply with all code requirements and in accordance with this proposal and conditions contained herein. A set of building plans shall be submitted for review and approved by the Village's Building Department prior to any work being done in the space. A Certificate of Occupancy shall be issued before the business opens.

3. The Engineering Plans prepared by Land Technology, Inc., with the latest revision date of April 9, 2014, shall be revised to incorporate the future comments from staff and retained consultants. If a trash enclosure shall be located on site, plans shall be submitted to show the location and the details for the masonry dumpster enclosure with solid latchable gate. The existing parking lot will be paved and striped to clarify parking stalls, better define the entrance, and provide for semi-truck maneuvering. Parking stalls shall all be striped at 9' x 18' (16' x 18' for the ADA stall). Additional details shall be added to the engineering plans to show the details for ADA parking stall signage, location of which type of pavement, details on the proposed retaining walls, turn radius diagrams for trucks maneuvering to the loading dock, and grading plans. An access permit from McHenry County Division of Transportation shall be obtained.

4. The Landscape Plan as prepared by Architects and Planners, Inc., dated November 10, 2012, shall be revised to incorporate the comments from the March 15, 2013, memorandum from Christopher Burke Engineering, the April 1, 2013, memorandum from Tom Jacobs, the March 25, 2013, memorandum from Diane LaCalamita, the March 19, 2013, memorandum from the Algonquin Lake in the Hills Fire Protection District, and the April 1, 2013, memorandum from Public Works. All gravel shall be removed prior to installing landscaping. The landscape plan shall be revised to include planting specifications, naming of all plant species, size of plants to be planted, and number of plants. The monument sign shall include plantings around the base that area equally attractive all year.

5. The existing metal warehouse building with addition shall structurally remain the same; the front façade shall receive a face lift. Brick shall be added to the front façade and the northeast façade between the garage doors and the front of the offices. The brickwork shall include decorative soldier course over the windows and doors with a keystone and projected brick rowlock around the window frames. The storage area shall be removed and an additional garage door will be added. All the garage doors shall be painted green to match the new metal canopy over the front doors and the metal coping and painted metal siding on the building. All consistent with the architectural plans prepared by ALA Architects and Planners, Inc., with the latest revision date of February 7, 2013. Architectural plans shall be revised to address the comments in the March 15, 2013, memorandum from Christopher Burke Engineering, the April 1, 2013, memorandum from Tom Jacobs, the March 19, 2013, memorandum from the Algonquin Lake in the Hills Fire Protection District, and the April 1, 2013, memorandum from Public Works. A fire sprinkler system shall be installed in the building with a fire department connection at the front. The fire sprinkler system will be required to connect to water within three years of water being accessible to the building via West Algonquin Road.

6. The Shades of Light-Seaside Nostalgia Outdoor Wall Light fixture shall be revised to address comments from the March 15, 2013, memorandum from Christopher Burke Engineering and the April 1, 2013, memorandum from Tom Jacobs. The light fixture shall be revised so the bulb is flush with the housing. The Village standards shall apply to the fixtures as follows: The light fixtures shall be consistent throughout the development and shall be metal halide or LED, downcast lights, and have bulbs flush with housing. No trespass light may leave the property.

7. The Sign Plan as prepared by Aurora Sign Company, dated February 9, 2013, shall be revised to address comments from the March 25, 2013, memorandum from Building Inspector Diane LaCalamita. One

monument sign shall be allowed; the final placement of the sign shall be reviewed by Community Development staff to ensure sight lines are not blocked. The monument sign shall be framed in brick, have a brick base, decorative masonry cap and shall be a maximum of 8'tall and 8.5' wide. The brick shall match that of the building. The sign background shall be an approved color and material, per the Sign Code, and the wording on the sign shall comply with the Sign Code. The monument sign shall be landscaped per the Sign Code and Landscape Code requirements. The single faced, illuminated, corner, vertical wall sign as submitted does meet the Sign Code requirements.

8. All roof-mounted or ground-located mechanical equipment shall be screened with an appropriate architectural element or landscaping.

9. The Private Property Enforcement Agreement shall be executed with the Algonquin Police Department prior to the issuance of any Certificate of Occupancies.

10. All materials and equipment shall be kept inside the building at all times.

11. No processing of the materials shall be done on site with the exception of sorting, shearing, bailing and bundling.

12. The property owner shall be required to submit a proposal for landscape improvements to the west and south sides of the building, for example to clean out undesirable plants or species, for review by Village Staff at the time of final plan approval.

No liquids will be accepted for recycling. Mr. Meyers stated he will start renovations as soon as the Board gives approval.

Comments from the Committee of the Whole were favorable and the consensus was to move this forward for approval.

B. Consider a Planned Unit Development for Deli 4 You

Ben Mason reporting

Mr. Piotr Filipek, Deli 4 You, has submitted a petition for Final Planned Unit Development, to construct a 21,000 square foot European grocery and deli building with additional leasable retail spaces. The subject property is located at 1601 S. Randall Road and is currently a vacant lot. The parcel is situated directly north of Bowlero. Deli 4 You will have its entrance at the northeast corner of the building, and the smaller retail spaces will have storefront entrances on the north end of the building.

The subject property is an outlot (Lot 10) in Galleria shopping center, which was platted in 2003. Two access points serve the Galleria property on County Line Road, and the center has an additional access on Randall Road at the signalized intersection with Commons Drive. as the center's main entrance from Randall Road. The shopping center has cross-parking and cross-access, and the developer is proposing to construct the building on the existing grass pad and retain the surrounding parking. A pedestrian connection shall be added from the building pad south to the existing sidewalk located in front of Bowlero.

The developer and project architect have been very cooperative working with staff to add a masonry screening wall and landscaping to soften the appearance of the receiving area and trash enclosures at the rear of the building. Additional consideration shall be given to formalizing a clear and defined route whereby trucks will access the receiving area. For example, one-way entrance and exit access points would lessen potential conflict between deliveries and trash pick-up, and the adjacent frontage road immediately to the south. The developer shall provide a turning radius diagram to show how a vehicle entering the receiving area would turn or back-up within the receiving area that does not encroach onto the adjacent drive aisle. The plans provide for foundation and perimeter landscaping on all four sides of the building. The developer shall address the comments and revisions noted in the Public Works review memo, notably the incorporation of additional plant and species diversity. The existing landscape islands in the parking lot east of the building shall also be restored.

The developer has provided color renderings of the building, which has a contemporary design with strong horizontal rooflines and prominent glass storefront entrances, in particular at the corner of the building which will serve as the entrance to Deli 4 You. The building is also compatible with the Village's typical standards for face brick on all four sides and dark bronze window framing. Wood paneling accents are also incorporated on each elevation and lend additional interest to the building's design. The west side of the building is proposed to include a half dozen exterior coolers that will be accessed from inside the grocery and a row of evergreen arborvitae is depicted on the plans to serve as screening. Staff is requesting photographs and specification sheets for the coolers to determine their exact size and appearance, and a masonry wall enclosure may be required to provide further screening of the units if necessary.

A monument sign is proposed along County Line Road but no drawings have been provided at this time. The monument sign shall comply with the Village's Sign Code as well as original Galleria PUD regulations, which included a maximum height of 7 feet from grade. The ground sign shall be made of masonry materials to match the building and have a decorative stone cap. Wall signage shall follow the Village's Sign Code, which permits one wall sign per tenant, and a maximum of two signs for a corner unit which would be defined in this development as the Deli 4 You space which has its entrance at the northeast corner of the building.

On March 11, 2019 the Planning and Zoning Commission considered the petition and unanimously recommended approval (7-0) of the request for Final PUD, subject to the conditions listed.

Final Planned Unit Development with the following conditions:

1. That site construction shall not commence until a site development permit has been issued by the Village.

2. The Site Plan as prepared by Antonio Fanizza Architects with a latest revision date of February 8, 2019 shall be revised to incorporate comments from the March 5, 2019 Christopher Burke memo, the February 26, 2019 Public Works memo, and February 22, 2019 Police Department memo.

3. The Engineering Plans as prepared by Damas Consulting Group with a latest revision date of February 4, 2019 shall be revised to incorporate comments from the March 5, 2019 Christopher Burke memo, the February 26, 2019 Public Works memo, and February 22, 2019 Police Department memo. A pedestrian connection shall be added from the building pad south to the existing sidewalk located in front of Bowlero. The developer shall provide a turning radius diagram to show how a vehicle entering the receiving area would turn or back-up within the receiving area that does not encroach onto the adjacent drive aisle.

4. The Landscape Plan as prepared by Antonio Fanizza Architects with a latest revision date of February 8, 2019 shall be revised to incorporate comments from the March 5, 2019 Christopher Burke memo and the February 26, 2019 Public Works memo.

5. The building shall be constructed consistent with the architectural elevations prepared by Antonio Fanizza Architects with a latest revision date of February 8, 2019. The brick and mortar may not be painted at any point in the future. All roof mounted or ground located mechanical/electrical equipment shall be fully screened with an appropriate architectural element or landscaping. The trash enclosures shall match the design of the building, consist of a masonry exterior, and include space for recycling containers.

6. A maximum of one monument sign is permitted and shall comply with the Village's Sign Code as well as original Galleria PUD regulations, which included a maximum height of 7 feet from grade. The ground sign shall be made of masonry materials to match the building and have a decorative stone cap.

7. Wall signage shall follow the Village's Sign Code, which permits one wall sign per tenant, and a maximum of two signs for a corner unit which would be defined in this development as the Deli 4 You space which has its entrance at the northeast corner of the building.

8. As noted on the plans, no truck parking and /or outdoor storage of any products shall be permitted in the receiving area.

9. The developer shall submit for Community Development Department review, photographs and specification sheets for the proposed exterior cooler units. A masonry wall enclosure may be required to provide further screening of the units if it is determined by staff that the proposed landscaping would not be sufficient to screen the units from the street.

10. Any wall-mounted light fixtures shall meet Village Code requirements and be downcast and have the bulbs flush with the housing. Specification sheets shall be submitted for Community Development Department review, prior to construction.

During discussion it was noted that the outside coolers will be hidden by a brick wall and that there would only be one or two deliveries of product a week.

Following discussion, it was the consensus to move this item on to the Board for approval.

C. Consider a Plat of Vacation for a Portion of Mound Street

Ben Mason reporting

The owner of 214 Mound Street, Al Grzybek, recently purchased the residential property and is proposing to make some improvements to the lot, specifically a new garage addition on the north side of the home adjacent to unimproved Mound Street right-of-way. Typically, the required building setback requirement for a house or garage is 7½ feet from the side yard lot line, however this property is defined as a corner lot since it sits at the "intersection" of Edward and Mound Streets. Corner lots have a more restrictive 30-foot setback from the side yard lot line, consistent with the village's 30-foot standard for front yard setbacks, as corner lots essentially have dual street frontages.

The existing footprint of the home on the property currently conforms with the 30-foot front and side yard setback requirements, however there is limited opportunity to construct an addition further toward the Mound Street right-of-way due to the more restrictive setbacks for residential corner lots. Other areas on the subject property are less suitable for an addition due to more significant hillside slopes at the south and east sides of the property.

Staff initially discussed with the property owner the possibility of applying for a zoning variance, to permit an addition on the north side of the home to encroach into the side yard setback. In an effort to address the unique conditions presented by this property and its surroundings through a more permanent resolution, Staff ultimately suggested Mr. Grzybek hire a surveyor to draw up a plat of vacation for that portion of Mound Street adjacent to his property. The reasons staff support this course of action is that there are no current or future plans for the village to improve Mound Street with a public road – the grade of the land is very steep and the majority of adjacent property is almost entirely village-owned open space – and by vacating that portion of Mound Street, unneeded public right of way can be converted to a more productive use and join the tax rolls at 214 Mound Street. When right-of-way is vacated, oftentimes it is divided down the center, with 50 percent deeded to the owner on each side; such an approach is acceptable to the property owner and supported by village staff. Under this proposal, that would involve the southern 30-foot portion deeded to the owner at 214 Mound Street and the northern 30-foot portion deeded to the village, since we own the land on the far (north side) of Mound Street. A Map was provided that highlights the owner's property in relation to Mound Street as well as the village's open space.

Public Works has called out several items for the property owner's awareness and information related to potential conflicts should the property be subdivided in the future, though those comments do not impact the plat of vacation.

Staff recommends the Committee forward the plat of vacation to the next Village Board meeting for approval.

The Committee of the Whole gave consensus to pass this on to the Board for approval.

D. Consider a Special Event Permit for Algonquin Library's 5K Run on October 27, 2019

Russ Farnum reporting

Community Development has received a request by the Algonquin Area Public Library District for approval of a Special Event, the Library Loop 5k, planned for October 27. Because the request includes the use of public land (right of way), Board approval is required. There is a new route this year, due to the bulk of road reconstruction projects in the area. The new route will begin at the Library on Harnish, heading north on Golden Eagle, west on Bunker Hill, south on Woods Creek Lane, around Fenview Court, and following the same route back to the Library. The Library always coordinates this event with District 300 and obtains permission to use the parking lots, roadways and other facilities. As well, the Library is very good about notifying neighbors of the event in order to minimize disruptions.

Staff recommends approval.

Consensus was to move this item to the Board for approval.

E. Consider a Special Event Permit for Bold American Fare for Live Acoustic Music in the New Plaza Adjacent to the Restaurant on Tuesday, Wednesday, and Thursday Evenings Throughout 2019 the Summer Months

Russ Farnum reporting

Community Development has received a request by Bold American Fare to sponsor live acoustic music in the Plaza between Bold and Historic Village Hall, on Tuesday, Wednesday and Thursday nights throughout the summer. The music is acoustic but would be amplified, and the artists' music would also be "piped in" to the Bold restaurant, patio and deck. The Plaza would remain open to the public for these performances, and Bold is not asking to serve drinks or food on the Plaza. Bold's concept is to add ambience and music to the surroundings of the restaurant, enhancing their patron experience, and adding events that help draw more people downtown. Because this request involves the use of public property, Board approval is required. Staff have reviewed this request and have no issues or concerns with the proposal. The anticipated dates are April 30 to September 30, and each night would be weather-dependent, and events could not begin until the Plaza construction is actually completed.

During discussion, there was a concern about having Thursday competing with the Village concerts in Towne Park, but Mr. Geigle stated that the volume would not be a problem and that it isn't certain that the acoustic guitars would be playing every Thursday.

Trustees were also concerned that the neighbors might complain if music is played until 10 pm. Mr. Farnum explain, a stipulation will be added to the permit, if complaints were to be made, it will be addressed at that time.

Consensus was to move this item to the Board for approval.

AGENDA ITEM 5: General Administration
None

AGENDA ITEM 6: Public Works & Safety

Bob Mitchard reporting

A. Consider an Agreement with HR Green for the Phase 1 & 2 Design Services for the Algonquin Lakes Section 1 Roadway Rehabilitation

Staff reviewed the Proposals for the Phase 1 & 2 Design Engineering Services as indicated in the Request for Proposal for the Algonquin Lakes Section 1 Roadway Rehabilitation (VoA16-12-06C) project in the Village of Algonquin. Each proposal was reviewed with an emphasis on the firm's qualifications, expertise, work load, team makeup, and value. The Village has budgeted \$25,000.00 in the 2018/19 FY Capital Improvement fund code 04900300 - 42232. Public Works has also requested a budgeted amount of \$60,000.00 for the 2019/20 FY for this project in fund code 04900300-42232. Providing an overall total of \$85,000.00 for this project. This line item has been utilized for geotechnical services in the total amount of \$20,802.00. Thus, leaving a total budget for Design Services in the amount of \$64,198.00, comfortably within the average cost of proposal prices received.

The Village has the great comfort of having worked with each of these firms on previous roadway rehabilitation projects, and in turn these firms have a solid understanding of the Village expectations. When considering the fiscal savings that is evident and the generally good experience the Village has had working with HR Green, there does not seem to be much downside selecting them to perform this work. Therefore, the recommendation is that HR Green be considered by the Committee of the Whole in the amount of \$40,642.00

Consensus was to move this item to the Board for approval.

B. Consider an Agreement with HR Green for the Phase 1 & 2 Design Services for the Lake South Drive Roadway Rehabilitation

Staff reviewed the Proposals for the Phase 1 & 2 Design Engineering Services as indicated in the Request for Proposal for the Lake Drive South Roadway Rehabilitation (VoA16-02-06B) project in the Village of Algonquin. Each proposal was reviewed with an emphasis on the firm's qualifications, expertise, work load, team makeup, and value.

The Village has budgeted \$15,000.00 in the 2018/19 FY Capital Improvement fund code 04900300 - 42232. Public Works has also requested a budgeted amount of \$45,000.00 for the 2019/20 FY for this project in fund code 04900300-42232. Providing an overall total of \$60,000.00 for this project. Thus, the budget is appropriate for funding this design work. Each of the proposal firms have worked with the Village previously and have the full complement of personnel necessary to design the project. All firms have reported that they will use internal staff of survey and all design elements. However, Chastain has listed Midland Standard Engineering (MSET), a Geotechnical Engineering firm, as a subconsultant for pavement design parameters, most likely precautionary as MSET conducted the Village geotechnical report for this project which included pavement design information that was shared as part of this Request for Proposal.

HR Green proposal noted that efficiencies have been added to their bid, but only should they receive both this project as well as the Algonquin Lakes Section 1 project. The Village has the great comfort of having worked with each of these firms on previous roadway rehabilitation projects, and in turn these firms have a solid understanding of the Village expectations. When considering the fiscal savings that is evident and the generally good experience the Village has had working with HR Green, there does not seem to be much downside selecting them to perform this work. Therefore, the recommendation is that HR Green be considered by the COTW in the amount of \$28,832.00

The Committee of the Whole consensus was to pass this item on to the Board for approval.

C. Consider an Agreement with HR Green for the Phase 2 Design Services for the Scott, Schuett, and Souwanas Roadway Reconstruction

Staff reviewed the proposal for the Phase 2 Design Engineering Services as indicated in the Request for

Proposal for the Scott, Souwanas, & Schuett Roadway Rehabilitation (VoA16-07-07B) project in the Village of Algonquin. This proposal was provided only to the design engineering firm utilized in Phase 1 as they have an intimate knowledge of the projects scope and status.

The cost of the proposal is a Not to Exceed total of \$67,193.00. The Village has budgeted \$200,000.00 in the 2018/19 FY Capital Improvement fund code 04900300 - 42232. Public Works has also requested a budgeted amount of \$20,000.00 for the 2019/20 FY for this project in fund code 04900300-42232. Providing an overall total of \$220,000.00 for this project. The large discrepancy in budget vs proposal is due to the significant shift in the requirements of the project. This project started out with aspirations of being approved for funds issued by the McHenry County Council of Mayors. As such, there were significant requirements that had to be implemented into the plans to make them compliant for this funding. However, recent restructuring of that program along with Village electing to remove elements of the project that would score highly in said program, has led us to scoping a project that is more in line with requirements based on our in-house capital improvements program. Staff believes this amount is consistent with the projects current requirements, and it is Staff's recommendation that the Committee of the Whole consider HR Green for this project.

The Committee of the Whole consensus was to move this item on to the Board for approval.

AGENDA ITEM 7: Executive Session
None

AGENDA ITEM 8: Other Business

(1) Responding to a question, Mr. Mitchard stated the Fox River is currently not in danger of flooding unless heavy rains occur in the near future.

AGENDA ITEM 9: Adjournment
Being no further business, the meeting was adjourned at 9:43 pm.

Submitted by: Jerry Kautz, Village Clerk