



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held On October 20, 2020
In the Village Board Room and Remotely (R) due to COVID 19**

AGENDA ITEM 1: Roll Call to Establish a Quorum

In the absence of Trustee Steigert, Chairperson, Trustee Glogowski called the Committee of the Whole meeting to order at 8:24 p.m.

Present: Trustees John Spella (R), Janis Jasper, Jerry Glogowski, Laura Brehmer (R), and Acting President Debby Sosine. A quorum was established

Absent: Trustee Steigert

Staff Members Present: Village Manager, Tim Schloneger; Assistant Village Manager, Michael Kumbera; Public Works Director, Bob Mitchard; Community Development Director, Russ Farnum; Police Chief, John Bucci; Chief Innovation Officer, Kevin Crook; Susan Skillman, Comptroller; Deputy Village Clerk, Michelle Weber; and Village Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment

None

AGENDA ITEM 3: Community Development

Mr. Farnum

A. Consider a Seasonal Special Event Permit for the Lions Club Christmas Tree Sale. The setup would begin on November 21, with sale dates from November 27th through December 23, and cleanup thereafter

The Algonquin Lions Club has petitioned for their annual Seasonal Event Permit to hold Christmas Tree Sales at the Algonquin State Bank lot at the corner of Huntington and Randall Road. The setup would begin on November 21, with sale dates from November 27th through December 23, and cleanup thereafter.

The Lions Club is requesting that the fee be waived, as they are a not-for-profit organization. The fee is \$50 per day and, if charged, would be over \$1,500. The Village Board has traditionally granted their fee waiver request.

In addition, the past couple of years they have added fires in "burn barrels" for the warmth of their volunteers and the ambience of the holiday season. Staff has closely monitored this with the input from the Fire Department. Staff recommends approval of the fires subject to the following conditions:

1. Burn only natural dry seasoned wood, no tree scraps or greenery;
2. Keep fires and barrels at least six feet away from all combustibles;
3. At least one fire extinguisher must be present at all times;
4. All fires are subject to the approval of the Fire Chief and are allowed only in compliance with Chapter 43.08 of the Algonquin Municipal Code, except for Paragraph A2 (which restricts fires to residential districts);
5. The Village or the Fire Department may order the fires extinguished if the fires become unsafe or if there are complaints about smoke or odors
6. Face masks shall be worn by customers and volunteers at all times when social distancing is not possible, and other safe practices necessary for compliance with the appropriate phase of Recover Illinois shall be followed at all times.

It was also noted that Bob Commons from the Lion's Club was in the audience for questions.

Staff recommends moving this to the Board for approval.

There being no questions or concerns, Trustee Glogowski asked for a roll call for consensus to move this forward to the Board.

Roll call vote; voting aye –Sosine, Spella, Jasper, Brehmer

Abstain: Glogowski

Absent: Steigert

B. Consider an Amendment to Chapter 23, Building Codes and Appendix B, Penalty, Salary, Bonds, and Fees

Acting President Sosine requested this topic be tabled until the November 10 Committee of the Whole meeting. Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer.
Absent: Steigert

C. Consider the Riverview Townhomes Proposal

Chris Carpenter has petitioned to rezone the property at the northeast corner of Algonquin Road and River Road from “B-1” Business to “O-T” Old Town District, with an accompanying PUD approval for 4 townhomes.

The property is undeveloped and consists of a sloping hillside with several mid-sized maple trees, consisting otherwise mostly of lawn. Properties to the east and north include single family detached homes. To the west is River Road, a vacant lot, and a single family home, an extended stay hotel, and some properties currently used as boat slip rentals along the Fox River. To the south lies Algonquin Road, and on the other side of the road, Tavern on the Bridge and Algonquin Heating and Air Conditioning.

The petition is requesting zoning to “O-T” Old Town District, in accordance with Chapter 21.06 of the Village zoning ordinance, and approval of an accompanying Plan for the development of 4 townhome units. The units would be three stories in height, with a garage on the ground level and 2 levels of living area above. Sample elevations and floor plan options are included with the backup materials.

The units would face River Road with very nice views of the Fox River, and each unit will have a balcony looking out over the river. The units are placed near the east lot line and tucked into the hillside, which provides space on the site for access via River Road to a small parking area (four additional parking stalls). Each unit has a one-car driveway and a one-car garage, minimum, and possible 2-car drive and 2-car garage. A retaining wall would be placed along the north side of the lot in order to make the grades work for the project with the neighboring property.

The units would be rental units, but with separate utility services, they could be subdivided and sold as separate units in the future. Due to the common parking and other facilities, a condominium declaration or covenants would have to be recorded prior to any sale of the units.

The Comprehensive Plan and the East Side Neighborhood Redevelopment Plan both support commercial uses on this property, primarily due to the property’s location adjacent to Algonquin Road. The East Side Plan supports a mixed-use building with 5,000 square feet of retail space and 12 upstairs units, with 36 parking stalls.

This proposal, therefore, does not comply with those recommendations. However, it is considerably less dense than the East Side Plan recommends, but the proposed residential use is more compatible with the nearby single family residential uses than a commercial use of the property. And Staff believes this is a better project than the East Side Plan recommendation because of the layout and the ability to tuck the units into the hillside, minimizing the impact on grading and the use of retaining walls to develop the site.

The Planning and Zoning Commission held a public hearing on this request at their regular meeting of October 12, 2020. No members of the public spoke at the public hearing. The Commission voted unanimously to recommend approval of the proposed rezoning to O-T Old Town, and the accompanying PUD for Riverview Townhomes, subject to the following conditions:

- A. A stormwater retention plan, lighting plan, landscaping plan, and final building elevations shall be provided for Village Board review and approval prior to final Board approval of the request;
- B. The final engineering shall be revised to comply with Algonquin/Lake in the Hills Fire Protection District, Public Works Department and Village Engineer comments;
- C. The final building elevations shall be submitted to the Historic Commission for review and approval prior to any permits being issued for the development of the site;
- D. Any satellite dishes or other appurtenances shall be restricted to the east or north walls, and shall not be visible from Algonquin Road or River Road;
- E. Leases shall be of a minimum term of 12 months and the owner shall include the HUD Crime Free Lease Addendum;
- F. Prior to any sale of individual units on the property, either a condominium declaration or covenants shall be prepared to regulate maintenance and use of common areas, and same shall be submitted to the Village for review and approval;

Committee members should note that Public Works and Village Engineer comments were not received prior to the meeting but have since been incorporated into the conditions, above.

It is recommended move this forward for Board approval once the stormwater retention plan, lighting plan, landscaping plan, and final building elevations are provided.

Mr. Carpenter shared his vision of the development and why he feels this land adjacent to the Fox River would be perfect place for homes.

During discussion, all members of the Committee agreed that rezoning the property would be better than the current zoning and plan. However, concerns were raised by the Committee about traffic, parking not only for construction but when built and occupied, density, the grade of the property, stormwater run-off and other items. Questions were raised about the approval of the Historic Commission, is the property in the TIF District, and why in the plans is there a 27' buffer?

Mr. Farnum explained the Historic Commission would be part of the zoning approval but would not have say on the aesthetics of the building. And yes, the property is in the TIF District. The 27' is owned by IDOT, which could potentially be a turn lane at some time in the future.

Ms. Jasper requested that whenever a development is considered she would like to see how this will affect what is under the ground (i.e. aquifers, wetlands, etc.).

It was motioned by Acting President Sosine that the developer with staff and come back to the Committee of the Whole with a revised PUD showing less density, staff and fire department recommendations. And, the Committee is in support of the rezoning from B-1 (Business) to O-T (Old Town District).

Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer.

Absent: Steigert

AGENDA ITEM 4: General Administration

None

AGENDA ITEM 5: Public Works & Safety

Mr. Mitchard

A. Consider an Agreement with B&B Holiday Decorating of Des Plaines for the Holiday Lighting in Old Town

Staff has solicited proposals for this year's holiday decorations provision and installation project. The costs reflect the same work we did last year, and adding the section of Main St. north of the bridge (which was not yet complete last year). We received three proposals (attached). One of the proposers is the team that did the work last year, Artistic Holiday Designs. I do not have experience with the other contractors, although B&B does have some decent references and McFarlane-Douglass is a fairly well known company.

The figures proposed are as follows:

- Artistic Holiday Designs \$30,441.45
- B&B Holiday Decorating: \$29,907.00
- McFarlane-Douglass Co.: \$37,375.00
- The budgeted amount was \$27,000

These costs include provision, installation, maintenance, and take down of all lights and decorations. The only item provide by the Village will be the holiday tree in the plaza next to the Historic Village Hall. In addition, it is likely that we could realize some cost savings if we negotiate a 3-5 year contract. Please let me know if we wish to pursue this once we approve the proposal.

It was also noted that references were checked and B&B had very good reviews.

It was asked, why the increase in price? Mr. Mitchard explained, labor costs and we enhanced our requirements of the decorations to avoid a repeat of last year.

There being no additional questions or concerns, Trustee Glogowski asked for a roll call for consensus to move this forward to the Board.

Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer

Absent: Steigert

B. Consider an Agreement with EEI for the Risk and Resilience Assessment

The American Water Infrastructure Act of 2018 requires all public water systems to produce a Risk and Resilience Assessment (RRA). The Act gives utilities flexibility in choosing the specific approach and level-of-detail used to meet the requirements. AWWA recommends using the ANSI/AWWA J100 Standard Risk Analysis and Management for Critical Asset Protection (RAMCAP). The money provided here will allow the Village's Water Division to team with EEI as a consultant to utilize the RAMCAP standard to perform the RRA for our utility and facilities. The act also requires the Village to update our Emergency Response Plans based on the results of the RRA. The Act requires all systems to certify completion of the Emergency Response Plan within 6 months of certifying the RRA.

Currently, in the Capital Improvement Budgets within the Water and Sewer Improvement Fund, we have \$50,000.00 budgeted in Engineering Services for this study. Staff recommend that the necessary actions be taken to contract EEI in the amount of \$49,054.00 for our Risk and Resilience Assessment.

Ms. Brehmer asked about the timing of the work and would all the requirements be done on time?

Mr. Mitchard assured that all requirements will be met to meet the State requirements.

There being no additional questions or concerns, Trustee Glogowski asked for a roll call for consensus to move this forward to the Board.

Roll call vote; voting aye –Sosine, Spella, Jasper, Glogowski, Brehmer

Absent: Steigert

AGENDA ITEM 7: Executive Session

None

AGENDA ITEM 8: Other Business

None

AGENDA ITEM 9: Adjournment

There being no further business, Chairperson Glogowski adjourned the meeting at 9:02 p.m.

Submitted: Michelle Weber, Deputy Village Clerk