

**CHANNAHON VILLAGE BOARD
COMMITTEE MEETING
APRIL 2, 2007**

Village President Joe Cook called the meeting to order at 6:00 p.m. with Trustees Davidson, Nash, Militello, McMillin, Lyons and Greco present.

Also present were Village Administrator Jamie Bowden, Village Attorney David Silverman, Finance Director Robert Guess, Chief of Police Steve Admonis, Director of Public Works Ed Dolezal, Director of Community Development Mike McMahan and Deputy Village Clerk Leti Anselme.

COMMUNITY DEVELOPMENT DEPARTMENT

Briscoe Farms Residential Concept Plan

Director of Community Development Mike McMahan stated that Mr. Tom Scofield of Royal Assets is proposing a mixed use residential subdivision at North Hansel Rd. and McKinley Woods Road directly east of Hunter's Crossing. This development is not in the Village and will require an annexation agreement.

The 59 acre parcel will be a mixed use development with multi-family town homes at the north end of the site and single family to the south. The multi-family portion of the site consists of 13 acres with 86 town home units. The single family portion consists of 24 acres and 77 single family lots. Architectural elevations have not been developed at this time.

Staff recommends the Commission consider the following for discussion:

- The applicant has stated that heavy screening and berming will be placed where the multi-family units abut single family homes and McKinley Woods Rd.
- No privacy fences will be allowed along McKinley Woods Rd.
- Quality materials will be required on the rear elevations of both multi-family units and single family homes abutting McKinley Woods Rd.
- 31 or 40% of the single family lots fall under the 12,000 sq. ft. lot size requirement.
- A P.U.D. will be necessary in order to implement the mixed use of multi-family and single family and the non-conforming lot sizes.
- Contributions to the widening of McKinley Woods Rd. will be required. The equitable cost share will be figured at a later time.
- Contributions to the signalization of McKinley Woods Rd. and Route 6 will be required.

The applicant indicated the commercial piece of Briscoe Farms just north of the subject property may be included with this development.

On March 12, 2007, the Planning and Zoning Commission reviewed this Concept Plan. The Commission was pleased with the overall design of the property; however, many of the Commissioners had concerns over the town homes and the density of the single family units.

McMahon introduced Tom Scofield of Royal Assets to the Village Board for any questions or concerns. Mr. Scofield stated that there are a couple factors that need to be dealt with, since the layout of the subdivision is somewhat long and narrow. He stated that they would like to do some berming and landscaping in between the town homes.

Village President Cook stated that he would like to see this subdivision meet the R-1 requirements on the single-family units. He also stated that the density is 2.76 and would like for that to come down to 2.5. He likes the overall layout of the subdivision, since it is a difficult piece to design.

Trustee Lyons stated that he had a problem with the cul-de-sacs that are in the subdivision. There are seven different cul-de-sacs within this subdivision. The problem would be with any fire equipment and trucks that would need to get in for emergencies. Another concern he has would be with the snow plows, where would the snow be placed, since it is the Village's responsibility. It is a difficult piece to figure a design for.

Mr. Scofield stated that the site is too narrow to offer two streets. Trustee Greco asked what the Planning and Zoning Commission's feelings were of the layout for this subdivision. McMahon stated that the comments from PZC's concern was in regards to the density of the town homes.

Trustee Nash wanted to know where the bike path would go on McKinley Woods. McMahon stated that the Voss project is where we will be hitting for the widening of McKinley Woods Road and improvements. He stated that Scofield's project may make them widen the road and put a recapture on, but the Voss property is bigger to have the bike path.

Trustee Nash stated that not knowing when the Voss property is going to start to develop, there are already kids riding their bikes up and down the road in the gravel. How many more homes and cars are added with three entrances/exits into that development, it is something that needs to be looked at. Another concern she has is the main street through the subdivision. She feels it could possibly be used as a drag strip. Her biggest concern is the lot size. The Village Board has not looked at a lot size under 12,000 square feet for a while, she was upset that this even brought to the Board.

Village Administrator Jamie Bowden stated that staff had met with Scofield in regards to the lots being undersized. He was informed to make the lots bigger and do a landscape easement along McKinley Woods Road. He also needs to address the density, which also came up with the PZC. McMahon stated that this is just a concept plan.

Trustee Nash stated that another concern is the detention areas.

Trustee Davidson stated that he is not concerned with the zoning or the lot sizes. This design is factoring the best you can do with what the piece of property. Scofield stated that this was probably one of over 20 different concept plans and it was one of the better uses with this parcel.

Trustee Militello stated that she agrees with Trustee Davidson, as long as the quality is there and the green space, it all comes together.

Rezoning and Development Agreement of 25850 Eames Street

McMahon stated that Mike Millin requests a rezoning of his property at 25850 Eames Street from R-2 Single Family Residential to C-3 General Business District. Ravine Woods residential district directly abuts the subject property to the north and commercial abutting to the west.

On November 30, 2006, the applicant and Village staff met to discuss the proposal of rezoning the subject property. Initial concerns from this meeting included:

- The intensive uses of C-3 so close to residential
- Screening from residents to the east and south
- Access from Route 6 and/or Shady Glen Dr.
- Traffic influx on Shady Glen Dr.

A Development Agreement was prepared that stipulated the permitted and non-permitted uses. Such stipulations include:

- Only one building will be on the site.
- Prohibited uses that will have less of an impact on adjoining residential.
- Building size shall be limited to 8,000 square feet for any permissible commercial use and maximum building footprint of 8,000 square feet and restricted to two stories for any office use.
- All other standards, such as landscaping and screening, must adhere to the Village Code of Ordinances and Commercial Design Guidelines.

Village staff recognizes that if development occurs, traffic will increase on Shady Glen Dr. but believe it will be minimal. To help regulate this, the building size and the uses of the site were factored into the agreement. The rezoning to a commercial use along Route 6 does comply with the Village Comprehensive Plan.

On March 12, 2007, the Planning and Zoning Commission held a public hearing on the applicant's request to rezone the subject property. Much of the public's concerns addressed traffic safety issues at Shady Glen Dr., as well as hours of operation and the types of uses permitted.

The Commission also voiced concern over the traffic. The motion to recommend approval was denied by a 4-3 vote, with Chairman Curt Clark, the deciding vote.

Trustee Nash stated that her concern was why Mike McMillin requested C-3 and not C-1. Mike McMillin was present for any questions. Mike McMillin stated that if he is rezoned as C-3 with

these restrictions is the best suited for this property. McMahon stated that it would probably be office professional.

McMahon stated that a lot of people attended the PZC meeting against the rezoning of the property. Village Administrator Bowden stated that the concern a lot of the people had was that they were not sure what was to be developed there. Another concern was all the traffic that would be coming and going.

McMahon stated that the property to the west is about 20 acres, which is zoned C-3. The Village will make sure that there will be buffering and screening of the residential area.

Trustee Lyons asked Mike McMillin if he currently had two accesses to Route 6. Mike McMillin stated that he did. Trustee Lyons then continued that there would most likely not be an entrance on Shady Glen. McMahon stated that it is a tough turn off of Route 6, so there may be a possibility with an entrance/exit on Shady Glen.

Trustee Nash stated that she had no problem with this piece of property going commercial, but her concern is why C-3 instead of C-1. Why not rezone it to C-1 and if the person who may be interested in the property could rezone it to C-3.

Bowden stated that C-1 or C-2, the petitioner wants more latitude. This was a negotiated developers agreement with the petitioner. McMahon stated that this agreement would carry with the land. Village Attorney Silverman stated that this agreement would get recorded with the property.

Trustee Nash stated that she does not want to waive first read on this item.

Establishment of Special Service Areas and Public Hearing

McMahon stated that the most recent annexation agreements include clauses that allow the Village to establish and utilize Special Service Areas (SSA) as backup mechanism for the care and maintenance of the common facilities should the Homeowner's Associations (HOA) or property owners fail to do so. Common facilities typically include, but are not limited to, detention areas, landscaped areas, and signage.

The types of SSA's proposed are referred to as "silent" or "dormant" SSA's. Staff is requesting dormant SSA's be established for the following subdivisions: Heron's Glen, Highland Ridge, North Hansel Estates, and Whispering Oaks.

If the common facilities are not maintained, the Village will have the right, but not the obligation, to undertake the maintenance and utilize the SSA to provide sufficient funding. The Village will have the authority to levy a tax against the properties in the subdivisions. The SSA's will be dormant and will only take effect if the Village finds that the common facilities are not being maintained. The tax rates are as follows:

- Heron's Glen - \$.69 per \$100.00 of assessed valuation
- Highland Ridge - \$.10 per \$100.00 of assessed valuation

- North Hansel Estates - \$.10 per \$100.00 of assessed valuation
- Whispering Oaks - \$.05 per \$100 of assessed valuation

On March 5, 2007, the Village Board approved ordinances for each subdivision proposing to establish the SSA's. This is the first step by Illinois State Statute to establish an SSA.

Trustee Davidson stated if this would go into effect if the developer does not turn over the homeowners association to the homeowners. McMahon stated that it would not happen automatically. Silverman stated that it's not the homeowners association that fails to make the improvement, it's that the improvements or the maintenance does not get done. If it hasn't been turned over the homeowners we can still institute the SSA.

Trustee Lyons stated that it would be easier to go after the developer than it would be the homeowners association. McMahon stated that was correct, if we accept the improvements there is a two-year maintenance bond that we have. Village President Cook stated that the Village would not incur the expense.

Hiring of Inspection Coordinator

McMahon stated that this item be discussed at a later date.

FINANCE DEPARTMENT

Consider the Approval of FY 06-07 Audit Fees

Finance Director Robert Guess stated that Wermer, Rogers, Doran & Ruzon, LLC have performed the audit of the Village for the past number of years and we are quite pleased with their work and fine cooperation. Without their help and cooperation we would have been hard pressed to receive the Excellence in Financial Report Award for the past two years, and with newly added GASB standards for the upcoming audit, we will need their help and guidance to continue.

An Ordinance Amending the Fiscal Year 06-07 (May 1, 2006 – April 30, 2007) and An Ordinance Adopting the Fiscal Year 07-08 (May 1, 2007 – April 30, 2008) Budget in Lieu of Passage of an Appropriation Ordinance

Guess stated that he will present a power point presentation at the Public Hearing regarding these two ordinances.

POLICE DEPARTMENT

Hiring of two Police Officers

Chief of Police Steve Admonis stated that the Police and Fire Commission has selected two applicants for hire and will present them at the Board meeting.

PUBLIC WORKS DEPARTMENT

Change Order for McKinley Woods Road Relief Sewer

Director of Public Works Ed Dolezal stated the change order balances the final quantities as actually installed for the project. It results in a net reduction of \$1,922.00 to the contract making the final value \$588,038.00. The project is now complete and final payment will be made after approval of this change order.

The project was undertaken to provide sewer capacity for growth along the Ridge Road corridor and ultimately to McClinden Road.

**Change Order to the Contract for the Building Addition
to the Wastewater Treatment Plant Office and Laboratory**

Dolezal stated that due to modifications to the building some additional electrical work was required to be performed on the building room addition. The additional work consisted of installation of emergency lights, additional ceiling fixture with switch, and installation of an outdoor light fixture. The result of this work is an addition to the original contract in the amount of \$345.90 from the original contract of \$40,679.00 thus bring the new contract value to \$41,024.90. The budgeted amount is \$50,000.00. He also stated that they would like to also make the payment.

Engineering Contract for Brisbin, Gun Club and Bungalow Roads

Dolezal stated as presented at the last Board meeting, Gun Club Road, Dellos Road, Bungalow Road, and Brisbin Road have suffered major failure this spring. The Board acted to close a section of Dellos Road and indicated that the other roads should be maintained and repaired.

Dolezal stated that it was our understanding that we were going to reconstruct the roads to handle the truck traffic. A proposal was asked from Strand for engineering services for the stages of reconstructing these roads. If the process to start construction on these roads were to start now, construction would be able to possibly start the beginning of August and complete the job this year.

A full survey would be required for stage 1 and 2 and a certain amount of drainage improvements, Dolezal believes that is one of the major reasons for the road situation. It would also include some full depth patching to get us through to the August date of full construction.

Trustee Lyons stated that when the engineering gets done for this project, the road costs be separate. It would then make us aware of what the costs were for each road.

Village President Cook stated that the quarry is taking a number of trucks in and out every day that certainly put an impact on that road. This road was a farm road for practical purposes. The annexation agreement needs to be looked at to see if it gives us some latitude to assign some of the costs.

Trustee Militello stated that she spoke with the Mayor of Bloomington who informed her that that they were having problems with trucks on their roads. They purchased a scale and they were able to recuperate the cost of the scale within two months with the trucks being overloaded.

Trustee Davidson asked that someone be assigned to review the possibility of portable scales.

Village Administrator Bowden stated that we will gather a list of all the property owners along Brisbin, Gun Club and Bungalow. After taking a look at the annexation agreement, a meeting will be set-up within the next two weeks.

Request for extra design fees for Water Tower 3

Dolezal stated that the Water Tower 3 is located at Ridge Road and Route 6. The design agreement was signed about three years ago, it was negotiated as part of the Rivers Plaza Subdivision annexation. The subdivision just recently was platted. Due to the delay, beyond the control of the engineer and the Village, has resulted in surveying the site more than once. The site has changed in size from this process of the final plat.

The tower will need to be moved from the original location, which has resulted in increased work effort of \$8,500. Chris Ulm from Strand was present for any questions from the Board.

ADMINISTRATION

**Adopting a Special Ordinance Authorizing the
Ceding of Private Activity Bonding Authority**

Village Administrator Bowden stated that The Village of Channahon has to report to the Governor’s Office of Management and Budget, which requires all home-rule units to either designate it Private Activity Bond Volume Cap to another issuer by May 1, 2007 or it, is automatically transferred to the State. The Village has received a request from WKRDA to utilize our cap.

EXECUTIVE SESSION

Trustee Greco made the motion to go into Executive Session at 6:50 p.m. to discuss Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon and Probable or Imminent Litigation and Pending Litigation. Seconded by Trustee Lyons.

ROLL CALL AYES: Davidson, Nash, Militello, McMillin, Lyons and Greco

NAYS: NONE

MOTION CARRIED

Minutes Submitted by
Leticia Anselme
Deputy Village Clerk