

**CHANNAHON VILLAGE BOARD
COMMITTEE MEETING
MAY 13, 2008**

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

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

COMMUNITY DEVELOPMENT DEPARTMENT

**Briscoe Farm – Annexation Agreement Ordinance/Annexation
Ordinance/Rezoning Ordinance**

Director of Community Development Mike McMahan stated that he would present his report during the Public Hearing, which is scheduled at the Board meeting.

Merlin Concept Plan

McMahan stated that Leon Joffe is proposing to build a Merlin's building and an attached commercial building on Southern Crossings Outlot 10. Mr. Joffe plans to bring the concept plan before the Planning and Zoning Commission on May 12, 2008. Staff will report any comments to the Board.

The subject property's total size is 1.802 acres and is zoned C-3 commercial. The proposed Merlin will be 3,800 square feet while the commercial building is proposed at 4,000 square feet. Parking requirements are currently sufficient and setback requirements have been met.

Access to the subject property is gained from a right-in/right-out (RI/RO) off of Route 6 and the Private Access Drive south of the property. The proposed design of the RI/RO does not continue through to the Private Access Drive, but rather stubs out to a median. Staff has requested that the RI/RO be carried through to the Private Access Drive giving the future commercial developments to the south another outlet to Route 6.

Architectural and sign elevations have also been provided. Staff has requested that more architectural features be utilized on the south elevation as this will be clearly visible from future commercial developments to the south. Staff also requested that awnings be used on the Merlin building for consistency across the commercial buildings.

Landscaping and photometric plans will be submitted at a later date.

He also provided the Board with a report detailing what the Planning and Zoning Commission's recommendations were from their meeting on May 12, 2008. They would like to see the extension of the RI/RO to the access drive, if the site constraints permit it. Overall, the Commission was impressed with the concept plan.

Shane Schneider was present from Manhard Consulting. Mark Hamister from Merlin's and Nathan Steffen from Gleason Architects were present also.

President Cook stated that his only concern was that the elevations be uniformed so that it looks like one building and not two that were put together. He also feels that the back doors be somewhat dressed up.

Trustee Greco asked why there was objection of the awnings. Mr. Hamister stated that from their experience, the awnings do not tend to hold up. They would like to have a low maintenance building so that the employees and franchisee are able to take care of customers and not need to worry about changing awnings. It's to look good for long term. It also gives the building character of the different uses. That is why we have asked not to use the awnings for the Merlin area.

Trustee Nash asked what material the awnings were made of. Mr. Steffen stated that it was a fabric. She asked that a durable material be looked at to maintain the look.

Trustee Davidson asked if the concept plan being presented meets the design guidelines required by the Village. McMahon stated that it does. Trustee Davidson stated that the Village should not force the awnings on the building, if that is the case, it needs to be clarified in the ordinance. Trustee Nash would like that the ordinance to be changed to state that it is not suggested or mandated, but recommended that you have so many of these or that.

President Cook stated that is why this is just a concept plan. The Board needs to inform the developers coming in that this is what the Village wants to see in your building.

Trustee Slocum asked if the building will have a drive-thru capacity. Mr. Schneider stated that a special use permit would be required for that option. McMahon stated that it would be difficult to have that option with this configuration with the way Merlin's is located.

Trustee Slocum asked if vehicles will be in the lot for three or four days. Mr. Hamister stated that people drive in and wait for the service to be finished. Vehicles in the lot overnight is not something we want.

FINANCE DEPARTMENT

No Formal Items for Discussion.

POLICE DEPARTMENT

Chief Joe Pena had no formal items for discussion, but asked the Village Attorney Silverman if the Board would need to take action if the CSO position that is part-time, becomes full-time. It was an item that had been discussed before.

Attorney Silverman stated that formal action be taken at the next Board meeting.

PUBLIC WORKS DEPARTMENT

Detention Pond Erosion Mitigation Project Final Design and Construction Engineering Services Agreement

Director of Public Works Ed Dolezal stated he is requesting approval for a proposal from Baxter & Woodman to provide engineering services for final design for the detention pond erosion mitigation project. This is the second year. This year we will be completing a pond that did not get done last year due to budget reasons.

Trustee Davidson asked if we were using them since they did the work last year. Dolezal stated that Baxter & Woodman did 90% of the design for this pond last year with our project, but there were not enough funds to do both projects last year.

ADMINISTRATION

Village Administrator Jamie Bowden had no formal items for discussion, but asked that Dolezal provide the board with an update to the traffic lights on Bell and McKinley Woods Road.

Dolezal stated that the Village is currently working with Smith Engineering for the traffic lights. The intersection design study has been completed for both sites. They have been submitted to IDOT for review. IDOT has notified us and we have review comments, then he met with Smith Engineering and discussed the information received from IDOT.

The IDS will be resubmitted to IDOT and a wait for their response. Once IDS has approved the design, the Village will then need to do a land acquisition to do. At this time only one intersection is budgeted for construction. The land acquisition may be the factor that decided which will go up first.

Dolezal asked if the Board would authorize Bowden approving the candidates for the summer help since the next meeting isn't until June 2, 2008. Three of the hires would help at the public works building and the other hire would help Mike Petrick with scanning documents and collect data in the field.

Minutes Submitted by
Leticia Anselme
Acting Village Clerk