

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
November 4, 2013**

Village President Joe Cook called the meeting to order at 6:00 p.m. with Trustees Militello, McMillin, Schumacher, Scaggs and Greco present. Trustee Slocum was absent.

Also present were Village Administrator Joe Pena, Finance Director Robert Guess, Village Attorney Jim Murphy, Police Chief Jeff Wold, Director of Public Works Ed Dolezal, Director of Community Development Mike McMahan and Village Clerk Patricia Perinar.

ADMINISTRATION DEPARTMENT

COMMUNITY DEVELOPMENT DEPARTMENT

SouthField Community Church

Site Plan and An Ordinance to Grant a Special Use Permit

SouthField Community Church (SCC) owns 14.8 acres of property on the east side of U.S. Route 6 across from Turnstone Blvd. SCC has hired the design/build firm, Professional Building Services (PBS), to design and construct the facility. PBS has been in operation for 24 years specializing in the religious, commercial, and industrial sectors.

SCC proposes to construct a 13,300 sf multi-purpose building that will be utilized for ministry based education, fellowship, and worship activities with a capacity of 200-230 occupants. Ancillary spaces will be designated for youth/adolescent ministry education, administrative office and restroom facilities.

The subject property is zoned R-1 Single Family District. Adjacent zoning of surrounding properties are:

North:	Residential
South:	Residential
East:	Industrial
West:	Residential

Within the R-1 Single Family Districts, churches and places of worship uses are permitted through the issuance of a Special Use Permit approved by the Village Board with a recommendation from the Planning and Zoning Commission.

The building will utilize non-combustible construction and with main rooms separated with fire walls. No sprinklers are anticipated at this time based upon the use of fire walls and limitations on the number of occupants. The final determination if fire sprinklers will be required will be made by the Village Building Official after a review of the building plans. The facility will have a fire alarm system with a private monitoring agreement.

The exterior of the building will incorporate storefront glazing assemblies, stone veneer, cement board lap siding, and architectural standing seam roof systems.

The Site Plan attached shows the footprint of the 13,300 sf building, ingress/egress to U.S. Route 6, a storm-water collection system with on-site/dry bottom detention ponds, separated by the entrance drive along U.S. Route 6. The parking lot will consist of 88 parking spaces (4 being handicapped assessable), concrete curbs, lighting, curbed landscaped islands and monument signage.

Village water and sewer facilities are not adjacent to the properties and thus the facility will be served by a private well and septic system.

SCC is requesting that construction begin this fall with partial Site Plan approval which will include mass grading, detention excavation, entrance & parking lot construction, building foundation construction, and utility work. The remainder of the site plan items to include the full building permit, landscape plan, photometric plan, etc. will be applied for over the winter allowing full construction to begin in the spring. SCC anticipates 8-10 month construction time period weather permitting.

On October 14, 2013, the Planning and Zoning Commission held a public hearing for the Special Use Permit and reviewed the partial site plan. Two residents were sworn in and asked questions. One resident of Turnstone Blvd. was concerned that the monument sign will be similar to that of the Baptist Church and requested it not be as bright. Another resident requested some buffering for the homes to the southwest. The PZC did make a recommendation of approval of the site plan, special use permit and approved forwarding its finding of facts to the Village Board.

Below are proposed findings-of-fact setting forth the reasons for the recommendation to be submitted to the Village Board by the Planning and Zoning Commission. The findings shall set forth with particularity in what respects the proposal would be in the public interest.

Proposed findings of facts prepared by staff are as follows:

- (a) The proposed use is designated by this chapter as a special use in the district in which the use is to be located.
- (b) The proposed use will comply with all applicable regulations in the district in which the use is to be located.
- (c) The location and size of the proposed use, the nature and intensity of the operation involved in or conducted in connection with it, the size of the site in relation to it, and the location of the site with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
- (d) The location, nature and height of buildings, walls and fences, and the nature and extent of the landscaping on the site are such that the use will not unreasonably hinder or discourage the appropriate development and use of adjacent land and buildings.
- (e) Parking areas will be of adequate size for the particular use, properly located and suitably screened from adjoining uses, and the entrance and exit drives will be laid out so as to prevent traffic hazards and nuisances.
- (f) The proposed use will not cause substantial injury to the value of other property in the neighborhood.

- (g) Conditions in the area have substantially changed, and at least one year has elapsed since any denial by the Village Board of any prior application for a special use permit that would have authorized substantially the same use of all or part of the site.

SCC has submitted the partial Site Plan and engineering drawings. After review, staff has concluded the drawings are substantially complete with only minor changes required.

VP Cook asked questions regarding photo metrics, the septic system and water. Answers were provided by Erik Pieters from PBS Companies. Trustee McMillin raised a question regarding a right away for utilities or a sleeve for an entrance. An agreement was made for the addition of a 20 foot utility easement on Route 6.

FINANCE DEPARTMENT

Hire Kane, McKenna and Associates, Inc. to prepare the Annual TIF Report

FD Guess gave a brief summary of TIF. He stated that Kane, McKenna, and Associates, Inc. has done work with the Village since 2000 and has done a fine job. He is requesting the Board's approval to hire them for the Annual TIF Report at a cost not to exceed \$2,500.00.

Audit FY 12-13

Guess stated the Audit FY 12-13 is finished and there were no findings/everything is fine and in order. Ed Marceau spoke to the Board regarding the audit. He complimented the Village Staff and Village Board on being organized and thorough. All the funds are in the positive which is commendable. Marceau did recommend the Board look into the Infrastructure Fund. Currently it is fine but it may be a fund the Board may want to look into increasing as the infrastructures in the area continue to age and cause future costs down the road. He also mentioned that they did apply for the Certificate of Excellence. Guess stated that copies of the audit have been forwarded to the Bonding Companies.

POLICE DEPARTMENT

Police Pre-Employment Testing Update

PC Wold stated there is currently one opening in the Police Department. A pre-employment test was conducted with 330 applicants taking out applications, 170 returned applications, 138 actually took the test, and 97 passed the test. Currently a background investigation is being done on the top candidates and interviews will be conducted the first week of December.

PUBLIC WORKS DEPARTMENT

2013 Road Maintenance Project Change Order No. 1

Dolezal stated this change order represents final as built quantities for certain contract items. These changes generate a net decrease of \$47,539.54 to the original contract costs for these items.

2013 Road Maintenance Project 2 Change Order No. 1

Dolezal stated this change order represents final as built quantities for certain contract items. These changes generate a net increase of \$2,476.40 to the original contract costs for these items.

Maintenance Resolution for Motor Fuel Tax Expenditure

Dolezal stated we previously passed a Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for \$54,450 for the purchase of rock salt in FY2012/13. More salt was used than was originally authorized. The attached resolution must be executed by the Village and State to authorize the additional expenditure of \$9,006.94 from the Motor Fuel Tax Fund (Fund 22).

Approval of Payment for Repairs to Spruce Street Lift Station Generator

Dolezal stated the village operates several sewage lift stations which have electrical generators as a backup power supply. In August, the Spruce Street generator failed to operate properly causing damage to the front of the generator, specifically the radiator, oil cooler, fan, hoses, belts, water pump, and pulleys. The original estimate from Illini Power, our generator maintenance contractor, was \$4,967.21. A Purchase Order was processed for that amount. Additional time and parts were needed to complete the job putting the total at \$5,095.09 or \$127.88 more than originally estimated. Since the amount now exceeds \$5000, Board approval is required per policy. We budget for repairs of this kind under line item 30-71-536 as part of our equipment maintenance budget.

The Committee of the Whole meeting was adjourned at 6:25 p.m.

**Submitted by
Patricia Perinar
Village Clerk**