

**REGULAR BOARD MEETING**  
**Village Hall, 102 South Second Street**

**March 17, 2014 - 7:00 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Nelson called the Regular Board Meeting to order at 7:00 pm.

**II. ROLL CALL:**

Present were Village President Christopher Nelson, Trustees Billy Pflanz, Dan Wilbrandt, Michelle Kembitzky, Tom Price, Pat Hanley and Andy Yuscka.

Also present were Village Manager Joseph Cavallaro, Community Development Director Cathleen Tymoszenko and Village Attorney John Brechin. There were six (6) people in the audience.

**III. PLEDGE OF ALLEGIENCE:**

Trustee Wilbrandt led the Board and those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Trustee Pflanz and seconded by Trustee Wilbrandt to approve the agenda as presented. Motion was approved unanimously by voice vote.

**V. VILLAGE PRESIDENT'S REPORT:**

**A. Downtown Plan Consultants Final Interviews**

Final interviews were conducted for consideration of a consultant to assist the Village in establishing an appropriate and effective redevelopment plan for the downtown commercial district. Initial interviews of 5 firms were held on February 26 and 27.

The firms of Hitchcock Design and The Lakota Group each presented their approach to community and stakeholder outreach, and their process and objectives for plan input and development, as well as answering questions from the Board.

**B. Public Hearing: Board of Appeals 444-447 Cavalier Ct Cross Connection Ordinance**

No representation was present on behalf of the petitioner.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Pflanz to table the Public Hearing until April 7, 2014. Upon roll call, motion was unanimous.

**AYES:** Trustees Kembitzky, Price, Hanley, Yuscka, Pflanz and Wilbrandt

**NAYS:** None

**VI. REPORTS AND QUESTIONS FROM TRUSTEES:**

Trustee Kembitzky commented on the Adult Big Wheel Race event put on by Emmett's, stating both safety concerns with the event setup and concern for the impact on other businesses due to

the street closure. Manager Cavallaro will provide written documentation of the concerns to Emmett's.

Trustee Hanley advised that members of the Board participated in the St. Patrick's Day Parade in East Dundee, stating that it was well attended at an estimated 1500 attendees.

**VII. VILLAGE STAFF REPORTS:** There were none.

**VIII. QUESTIONS FROM THE AUDIENCE:** There were none.

**IX. CONSENT AGENDA:**

- A. Approval of Bill List: March 17, 2014
- B. Ratification of Debit Purchases: February, 2014
- C. Ratification of Manual Checks: ATP Equipment & IL Dept of Natural Resources
- D. Approval of Minutes: February 26, 2014 Special Committee of the Whole Meeting, reconvened February 27, 2014
- E. Approval of Minutes: March 3, 2014 Regular Board Meeting
- F. Approval of Minutes: March 10, 2014 Committee of the Whole Meeting
- G. Resolution Approving a Memorial Day Parade
- H. Dog N' Go Itinerant Merchant License 2014

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Wilbrandt to approve the Consent Agenda as presented. Upon roll call, motion was unanimous.

**AYES:** Trustees Yuscka, Pflanz, Wilbrandt, Kembitzky, Price and Hanley.

**NAYS:** None

**X. RESOLUTIONS AND ORDINANCES**

**A. An Ordinance Granting Variation 444-447 Cavalier Ct Cross Connection (Trustee Price)**

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Kembitzky to table the Ordinance until April 7, 2014.

**AYES:** Trustees Yuscka, Pflanz, Wilbrandt, Kembitzky, Price and Hanley

**NAYS:** None

**B. An Ordinance Granting Variation 218 S. Second St (Trustee Price)**

This discussion is continued from the March 3<sup>rd</sup> Board Meeting. The petitioner, Rebecca Pietraszewski, and the architect for the project, Rick Browne, were in attendance to present the request and answer questions.

Discussion was held regarding the definition of attached versus detached garage, and whether the garage, as presented was attached or detached. Staff provided the interpretation that the plan shows an attached garage based on the International Residential Code definition, and the variance petition and draft ordinance reflect this interpretation.

Discussion was also held regarding whether water/sewer utility service should or should not be allowed to a detached accessory structure, based on the potential for conversion to an illegal

living space in violation of the underlying zoning. Manager Cavallaro advised that it has been the Village's policy not to permit utility service to detached accessory structures, but that the Municipal Code does not currently forbid such.

Mrs. Pietraszewski and Mr. Browne explained that the plan as presented provides a more open look at the connection point as compared to the original plan, in an effort to maintain an architectural character consistent with the neighborhood. After a brief discussion with Mrs. Pietraszewski, Mr. Browne proposed to amend the plan to enclose the connection point in order to aid the attached garage interpretation and variance request.

Based on a straw poll, a majority of the Board feels that water and sewer utilities should not be allowed to detached accessory structures. Staff will prepare an ordinance further defining attached/detached, and disallowing utility connection to a detached accessory structure for the Board's consideration at a future Board Meeting.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to adopt an ordinance granting a variation from the West Dundee Zoning Ordinance for the property located at 218 South Second Street per the findings of the Planning and Zoning Commission, subject to plan revision to attach the structures under roof, and enclose and heat the connection point.

**AYES:** Trustees Price, Hanley, Yuscka, Pflanz, Wilbrandt and Kembitzky

**NAYS:** None

## **XI. UNFINISHED BUSINESS:**

### **A. Professional Services Agreement - Downtown Plan Consultant (Trustee Price)**

Discussion was held regarding the Board's impression of the two firms. The feeling of the Board was that Hitchcock Design's approach seemed to be more focused on filling business spaces and was more implementable.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to accept the proposal submitted by Hitchcock Design Group dated December 30, 2013, in an amount not to exceed \$75,970.

**AYES:** Trustees Price, Hanley, Yuscka, Pflanz, Wilbrandt and Kembitzky

**NAYS:** None

## **XII. NEW BUSINESS:**

### **A. Professional Services Agreement - Dan Shomon, Inc.**

President Nelson advised that the proposed agreement is for assistance in obtaining State funding for redevelopment or revitalization of the Spring Hill Mall corridor. Trustee Hanley inquired whether Spring Hill Mall ownership would participate, to which President Nelson advised that a consultant hired by a municipality rather than a commercial venture has a greater chance at success.

Staff was directed to reach out to the other area municipalities that have worked with Mr. Shomon in regards to their experience.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Price to table the agreement with Dan Shomon, Inc. until March 31, 2014. Upon roll call, motion was unanimous.

**AYES:** Trustees Kembitzky, Price, Hanley, Yuscka, Pflanz and Wilbrandt

**NAYS:** None

**XIII. MISCELLANEOUS:** There was none.

**XIV. ADJOURNMENT:**

**MOTION:** Moved by Trustee Pflanz and seconded by Trustee Hanley to adjourn the Regular Board Meeting. Motion passed unanimously by voice vote.

The Regular Board Meeting adjourned at 9:38 pm.

**ATTEST:**

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Kim Tibbetts  
Deputy Village Clerk

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Christopher Nelson  
Village President