

# APPROVED MINUTES

VILLAGE OF ANTIOCH  
VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING  
Municipal Building: 874 Main Street, Antioch IL  
Wednesday, September 14, 2016 @ 7:00PM

## I. CALL TO ORDER

Mayor Hanson called the September 14, 2016 Village Board Committee of the Whole Meeting to order at 7:01 PM in the Municipal Building: 874 Main Street, Antioch IL.

## II. PLEDGE OF ALLEGIANCE

The Mayor and Board of Trustees led the Pledge of Allegiance.

## III. ROLL CALL

Roll call indicated the following Trustees were present: Macek, Jozwiak, Dominiak, Pierce and Johnson. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Secretary Mateja. Absent Trustee Poulos.

## IV. Absent Trustees Wishing to Attend Remotely

No Trustees wishing to attend remotely.

## V. APPROVAL

### **Approval of the August 10, 2016 Meeting Committee of the Whole Minutes as presented.**

Trustee Jozwiak moved, seconded by Trustee Macek, to approve the August 10, 2016 Committee of the Whole meeting minutes as presented. Upon roll call, the vote was:

YES:            **4:** Macek, Jozwiak, Dominiak, and Johnson.

NO:             **0:**

ABSTAIN:    **1:** Pierce.

ABSENT:     **1:** Poulos.

**THE MOTION CARRIED.**

## VI. REGULAR BUSINESS

### 1. **Veterans Memorial Presentation**

Mayor Hanson introduced Debra Rentner, who is representing the Antioch Veteran's Memorial committee. Ms. Rentner explained that they would like to consolidate the existing monuments to one central location. The committee will use funding from corporate and individual sponsorships. The location they have chosen is the land on Depot just north of the wetlands. Ms. Rentner said the committee is asking the board for permission to build the memorial on Village property, and asked that they continue to cut the grass and the Antioch Veterans Committee will maintain the memorial.

Trustee Macek asked if the Memorial will be similar to the one located in Lindenhurst. Ms. Rentner said it would not be similar but it is still in the early stages of development. Trustee Jozwiak agreed with one central location. He also mentioned he liked the memorial in Wisconsin near Waterford if Ms. Renter wanted to get ideas from that location as well. Trustee Dominiak liked the idea as well to consolidate, but mentioned her concern on the location and asked about the property near Antioch Elementary School. Ms. Rentner indicated that property wasn't big enough and that they will be rotating military vehicles each year and that the proposed location would be more suitable. Trustee Pierce mentioned his concern about the location as well as the design and wanted the board to be able to review final layout. Trustee Johnson thanked the Antioch Veterans Committee and informed them he was excited to see the final project.

# APPROVED MINUTES

Administrator Keim explained to the board his only concern is if this location could support a heavy structure such as a tank. He added that he would like to get the location checked.

Trustee Pierce asked what the estimated cost would be to check the soil. Attorney Long indicated it would be a few hundred dollars. Administrator Keim added the most it would cost would be a thousand.

Upon further discussion, all Trustees agreed to have staff test the soil to confirm if this site will be suitable for the memorial and place this item on a future Committee of the Whole Agenda for consideration.

## **2. Environmental Commission Recycling Proposal**

Mayor Hanson explained that Environmental Committee member, Amanda Lebrun, was here to discuss a recycling program they would like to implement within the Village. Mrs. Lebrun explained the Reuse-A-Shoe program as well as the Clothing & Textiles program. She explained the bins for the Reuse-A-Shoe would have to be indoor but the Clothing & Textiles bins would be outdoors. She also indicated that the donations within the bins would be picked up on a weekly basis unless they are full, in which case staff would contact a SWALCO representative and they would be able to empty it within 24 hours.

Trustee Jozwiak asked how big the bins are and Mrs. Lebrun informed him they were 7 feet tall and 4 ½ feet wide. Trustee Dominiak agrees this is a good idea and asked if they had a location picked out for the bins. Administrator Keim indicated they would be located at the Parks building. Trustee Pierce likes the program and feels we should move forward. He also added he would like any funds generated from this program go back to the Environmental Committee. Trustee Johnson also agrees this is a great program and we should push forward.

Upon further discussion, all Trustees agreed to move forward with the proposed recycling program.

## **3. Park Avenue Proposal**

Community Development Director Michael Garrigan explained that the applicant wanting to purchase the vacant building on the corner of Main Street and Park would like an opportunity to work with the Village on a lease or agreement to remodel the municipal parking lot. Realtor Jack Fields explained to the board that the current parking lot has 16 spaces, which includes 15 regular and 1 handicap. The proposed design has 11 parking spots which includes 10 regular and 1 handicap. The section closest to the building would now be a paved walkway. His client will work with the Village on this concept.

Trustee Jozwiak asked if Mr. Field's client was changing the building as well or just the parking lot. Mr. Fields indicated his client, Daniel O'Shea, was here tonight to discuss the parking lot only. He added that they are working with Director Garrigan on the façade. Trustee Jozwiak added he was okay with the parking lot proposal. Trustees Pierce and Johnson feels this is an opportunity we should take a long hard look at improving that lot. Trustee Dominiak likes the concept of a restaurant or retail at that location but has concerns with the angle of the parking spots. Mr. Fields explained the angles are designed so customers do not have to cross lanes while leaving the spot. Administrator Keim informed the board that the angles could be refigured if necessary. Trustee Dominiak asked if Park Street could become a one-way street. Administrator Keim did not recommend we consider making that a one-way street. Trustee Dominiak asked if Mr. Scarpelli was contacted about his parking lot that is connected to this lot. Mr. Fields said he did reach out to Mr. Scarpelli but he was not interested. Mayor Hanson indicated his concern on the current parking lot, and reminded the Board a lot of businesses rely on that lot for customers. Mr. Fields reminded the Board that at the last meeting they asked for a concept and that is what was provided. His client is not going to be able to wait a few more months to solicit

# APPROVED MINUTES

business to fill the space until he has an agreement for the parking lot. Trustee Jozwiak asked what staff's recommendation was. Director Garrigan said they did an unofficial survey and the lot had 3-4 cars on a regular basis. He feels we can work with the applicant to find a reasonable configuration.

Upon further discussion, all Trustees agreed to have staff prepare a resolution in lieu of a license agreement for the next Village Board Meeting for consideration.

## **4. Single Family Design Standards**

Community Development Director Michael Garrigan reviewed the new single family design standards explaining these design standards address massing, garage placement, roofline variation, window fenestration, use of materials, proportion, and landscaping as well as neighborhood design. He also explained that the Village currently does not have minimum design standards for single family or any design criteria in place.

Trustee Macek questioned if all garage doors would have to provide windows and voiced his concerns about safety issues. Director Garrigan explained we would recommend as an option that 30% of the overall homes have garage doors with windows. He added it would be up to the individual purchasing the home if they preferred windows or not.

Upon further discussion, all Trustees agreed to have staff prepare an ordinance and place this item on a future Village Board Agenda for consideration.

## **5. Site Plan Review Ordinance**

Community Development Director Michael Garrigan reviewed a proposed ordinance which would require future commercial, office, industrial, multi-family and townhomes to come through a site plan review process before the Plan Commission and Village Board. This ordinance draws several elements from the "Urban Design Manual" that was never adopted, along with the Village's existing landscape ordinance. In addition, for the first time, specific architectural standards are being proposed for future commercial, office, and industrial development.

Trustee Dominiak thanked Director Garrigan for all his hard work as well as the Planning and Zoning Board. She did stress her concern with the ordinance is that it does not address the multi-family dwelling review. She would like to move forward but would like to bring back the original wording on multi-family homes. Attorney Long suggested we have the proposed ordinance as well as another ordinance regarding multi-family dwellings. Trustee Pierce asked Director Garrigan when he mentions multi-family does he mean apartments. Director Garrigan confirmed when he refers to multi-family he is referring to apartments.

Upon further discussion, all Trustees agreed to place this ordinance, as well as a separate ordinance for multi-family, on a future Village Board Agenda for discussion.

## **6. Façade Program**

Director Garrigan reviewed the revised set of "Downtown Façade Design Guidelines" and an interest in establishing a façade grant program. The proposed program would be a 50/50 matching program and would reimburse the applicant after the façade renovations are completed. The maximum grant would be \$100,000.00 unless otherwise approved by the Village Board. Director Garrigan indicated all future façades would have to come to the board for final approval. Also, Director Garrigan stressed this is not a maintenance program.

Trustee Dominiak mentioned we have the capability to have this program this year but wanted to know how to move forward for the future. Trustee Jozwiak also agreed future funding is a concern as well.

# APPROVED MINUTES

Upon further discussion, all Trustees agreed to have staff prepare an ordinance and place this item on a future agenda for consideration.

## 7. Planning Department Update

Director Garrigan indicated staff has had an opportunity to survey a number of communities throughout the Chicago metro area to see how they regulate non-retail/restaurants on the first floor. Staff made an attempt to survey communities that are perceived to have vibrant and healthy Downtowns.

Trustee Macek indicated his concerns with the towns surveyed and felt staff should have surveyed towns with similar incomes such as Lindenhurst or Lake Villa. Director Garrigan indicated he picked towns with vibrant downtowns. He added that all towns evolve and Libertyville wasn't the Libertyville we know now twenty years ago. Trustee Dominiak thanked Director Garrigan and said we are changing the demographics in this town and we need to look at what we want our town to become within our budget. Trustee Pierce said he spoke against restrictions previously but added we must have an environment where people will come visit. He feels this is something we need to continuously discuss moving forward.

Upon further discussion, all Trustees agreed to place this item on a future Committee of the Whole Agenda for consideration.

## VII. OTHER BUSINESS

Administrator Keim updated the board on the tree program to purchase and replant trees that were removed within the parkways.

Administrator Keim also indicated 17 single family homes are slated to be built in the Clublands. He informed the board that the builder meets Village requirements and he would like to move forward with permits. He added that Clublands HOA does not agree and may reach out to trustees. Administrator Keim indicated they informed the HOA as a courtesy and does not need their approval to move forward.

Director Roby informed the board that John Trinca, a former World War II Veteran and Antioch resident, has passed away and that he will pass along the funeral arrangements.

Trustee Pierce wanted to let the board know one of the local boy scouts has taken it upon himself to clean up the memorial.

## VIII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining.

The Mayor and Board of Trustees did not go into executive session.

## IX. ADJOURNMENT

There being no further discussion, Trustee Dominiak moved, seconded by Trustee Jozwiak, to adjourn the Village Board Committee of the Whole at 10:10 PM.

Respectfully submitted,

---

Cheryl Mateja  
Village Secretary