



Village of Hampshire
Planning & Zoning Commission Meeting
Monday, November 13, 2023 - 7:00 PM
Hampshire Village Hall
234 S. State Street, Hampshire, IL 60140

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. A Motion to Approve the Meeting Minutes from October 23, 2023
5. New Business
 - a. A Public Hearing Regarding a Petition for Text Amendment Regarding Regulations for Outdoor Lighting in the Village
 - b. A Motion to Recommend Approval of a Text Amendment Regarding Regulations for Outdoor Lighting in the Village
 - c. A Motion to authorize the Chair to report the actions of the Commission, with appropriate findings of fact and recommendation(s), to the Village Board of Trustees
6. Public Comments
7. Announcements
8. Adjournment

Public Comments: The Commission will allow each person who is properly registered to speak a maximum time of five (5) minutes, provided the Chair may reduce the maximum time to three (3) minutes before public comments begin if more than five (5) persons have registered to speak. Public comment is meant to allow for expression of opinion on, or for inquiry regarding, public affairs but is not meant for debate with the Commission or its members. Good order and proper decorum shall always be maintained.

Recording: Please note that all meetings held by videoconference may be recorded, and all recordings will be made public. While State Law does not required consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.

Meeting Minutes

Village of Hampshire
234 S. State Street
Hampshire, IL 60140

Call to order

A meeting of Zoning and Planning commission was held at Village Hall on 10/23/2023 at 7:01pm.

Attendees

Attendees included were Chairman B. Mroch via Microsoft Teams, commissioners L. Rapach, B. Rossetti, G. Duchaj, R. Frillman, and A. Neal. A motion to appoint A. Neal to serve as Chair until B. Mroch could attend in person was made by L. Rapach, seconded by S. McBride, with a vote of 5 aye, 1 abstain, and 0 nay. Motion carried.

Approval of minutes

A motion to approve meeting minutes from the October 9, 2023 meeting was made by B. Rossetti, seconded by L. Rapach, with a vote of 6 aye, 0 nay.

Old Business

A review of the EV Charging Zoning Amendment Passed by the Village was board was discussed among the board to recognize the input of G. Duchaj.

New business

6(a) - A motion to combine the required Public Hearings for agenda items 6(b)-6(e) and (7) Public Comments, all for the Tinajero property consisting of approximately fifteen (15) acres located at the southeast corner of US Hwy 20 and Big Timber Road in Hampshire Township, Kane County was made by S. McBride, seconded by G. Duchaj, with a vote of 6 aye, 0 nay. Motion Carried.

The Public Hearings opened at 7:11pm.

The Public Hearings closed at 8:27pm. The public comments can be seen in the court reporter's record.

6(b) - A Motion to recommend approval of a Final Plat of Subdivision for the Tinajero property upon annexation to the Village, conditional upon receiving final engineering approval was made by B. Rossetti, seconded by L. Rapach, with a vote of 6 aye, 0 nay. Motion carried.

6(c) - A Motion to recommend approval of a Petition for Zoning Amendment for the Tinajero property to, upon annexation, classify Lots 1 and 2 in the B-3 Service Business Zoning District and Lot 3 in the M-1 Restricted Industrial Zoning District as shown on the proposed final plat of subdivision was made by A. Neal, seconded by S. McBride, with a vote of 6 Aye, 0 Nay. Motion carried.

6(d) - A Motion to recommend approval of a Petition for Special use for the Tinajero property to allow, upon annexation, "contractor yard" as permitted use on Lot 3 as shown on the proposed final plat of subdivision, conditional upon including a solid wall or fence at least six feet but not more than eight feet in height, or densely plated landscaping at least six feet in height, along the southern border of the lot and adjoining eastern lot line along the residence lot line was made by A. Neal, seconded by L. Rapach, with a vote of 5 aye, 1 nay. Motion carried.

6(e) - A Motion to recommend approval of a Petition for Variance for the Tinajero property to allow, upon annexation, gravel surfacing on Lot 3 as shown on the proposed final plat of subdivision, conditional upon including a solid wall or fence at least six feet but not more than eight feet in height, or densely planted landscaping at least six feet in height along the southern border of the lot and adjoining eastern lot line along the residence lot line was made by B. Rossetti, seconded by A. Neal, with a vote of 5 aye, 1 nay. Motion carried.

Announcements

Aaron Neal announced his resignation from the Zoning and Planning commission effective at the end of the year.

Adjournment

A motion to adjourn the meeting was made by A. Neal, seconded by S. McBride, with a vote of 6 aye, 0 nay. Motion carried. The meeting ended at 8:27pm.


Secretary


Date of approval



Village of Hampshire
234 S. State Street, Hampshire IL 60140
Phone: 847-683-2181 www.hampshireil.org

Agenda Supplement

TO: Chairman Mroch; Planning and Zoning Commission
FROM: Josh Wray, Assistant to the Village Manager
FOR: Planning & Zoning Commission Meeting, November 13, 2023
RE: Outdoor Lighting

Background: The PZC previously reviewed potential changes to the Village's outdoor lighting regulations based on an example ordinance Commissioner Duchaj suggested from Will County. Staff has reviewed potential changes and has provided draft regulations for the PZC's consideration.

Analysis: The Village has very little in its current outdoor lighting regulations. The two existing concepts are that light must be arranged so as to not direct or reflect light directly onto an adjacent residential zoning district and that outdoor lighting must be extinguished no later than 30 minutes after the close of business. The former is retained in the attached draft regulations, but the latter has been removed at the recommendation of the Commission during its initial review in an effort to limit the liability the Village may have in requiring lighting to be shut off at night (e.g., limited visibility in parking lots contributing to an accident). There are not currently any specific standards for illumination.

The attached draft regulations are taken largely from the Village of Montgomery's and Will County's local codes (the Village of Montgomery's regulations were recommended by EEI since they were developed in recent years through a CMAP planning grant). The regulations require no more than 1 foot-candle illumination at the property line for non-residential uses and no more than 0.5 foot-candle illumination for residential uses. Further, a non-residential use adjacent to a residential use is held to the more restrictive residential illumination standard. Lighted signage will also be subject to these same standards. Additional requirements govern certain prohibited lighting, the height of outdoor light fixtures, and measurement of illumination.

Action Needed: Consider recommending a zoning text amendment to add the attached outdoor lighting regulations to the Village Code.

LEGAL NOTICE
VILLAGE OF HAMPSHIRE, ILLINOIS
PLANNING AND ZONING COMMISSION
VILLAGE OF HAMPSHIRE, ILLINOIS NOTICE OF
PUBLIC HEARING BEFORE THE PLANNING AND
ZONING COMMISSION OF THE VILLAGE OF
HAMPSHIRE TO CONSIDER A TEXT AMENDMENT TO
THE ZONING ORDINANCE FOR THE VILLAGE OF
HAMPSHIRE, COUNTIES OF KANE AND MCHENRY,
STATE OF ILLINOIS

NOTICE IS HEREBY GIVEN that the Planning and Zoning Commission ("PZC") of the Village of Hampshire, Illinois (the "Village"), will hold a public hearing on November 13th 2023 at Hampshire Village Hall, 234 S. State Street, Hampshire, IL 60140 commencing at 7:00 p.m. to consider, make recommendations and conduct a public hearing as required by the applicable statutes of the State of Illinois and the Municipal Code of Hampshire of 1985 (the "Village Code"), regarding amending certain text in the Chapter 6 of the Village Code, which is known as the Zoning Ordinance for the Village of Hampshire, Counties of Kane and McHenry, State of Illinois (the "Zoning Ordinance"), regarding regulations for outdoor lighting within the Village. This amendment would apply to all property under the jurisdiction of the Zoning Ordinance.

The applicant requesting the amendment is the Village. Copies of the proposed ordinance are on file with the Village Clerk at Hampshire Village Hall, 234 S. State Street, Hampshire, IL 60140 and are available for inspection during regular business hours, Monday through Friday, 8:00 a.m. to 4:30 p.m.

All persons present at the public hearing will be afforded an opportunity to be heard. Any person may submit written comments to the attention of the PZC Chairperson, (c/o Hampshire Village Hall) at the address above and will be considered if received at least five (5) days prior to the hearing. The PZC reserves the right to continue the public hearing in accordance with the requirements of the Illinois Open Meetings Act.

Individuals with disabilities who plan to attend the hearing and require certain accommodations to allow them to observe or participate in the hearing or who have questions regarding the accessibility of the meeting or facilities are requested to contact the Village Clerk at 847-683-2181 or kstuehler@hampshireil.org. This Notice is given pursuant to law and published by the authority of the PZC of the Village.

Dated: October 26, 2023

/s/ Karen Stuehler
Karen Stuehler, Village Clerk

Published in Daily Herald October 28, 2023 (4607386)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Fox Valley Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **Fox Valley DAILY HERALD**. That said **Fox Valley DAILY HERALD** is a secular newspaper, published in Elgin, Kane County, State of Illinois, and has been in general circulation daily throughout Kane County, continuously for more than 50 weeks prior to the first Publication of the attached notice, and a newspaper as defined by 715 ILCS 5/5.

I further certify that the **Fox Valley DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 10/28/2023 in said **Fox Valley DAILY HERALD**. This notice was also placed on a statewide public notice website as required by 5 ILCS 5/2.1.

BY *Daulla Baltz*
Designee of the Publisher of the Daily Herald

Control # 4607386



PETITION
FOR ZONING TEXT AMENDMENT

TO: President and Board of Trustees
Village of Hampshire, Kane County, Illinois

1. Please consider this request for amendment of the existing Village Zoning Regulations, as amended, as follows:

§6-8-9 REC RECREATIONAL DISTRICT

Modify the current text as follows:

~~B(1)(C). Outdoor Lighting:~~

- ~~(1) All outdoor lighting shall be arranged so as not to direct or reflect light directly into adjacent residential districts and streets and shall be extinguished no later than thirty (30) minutes after the close of the business or the use being served.~~
- ~~(2) All outdoor lighting must be no more than thirty feet (30') tall at the highest point from ground level.~~
- ~~(3) Exemptions from or modifications to these provisions for a use occupying all or any part of the property in question may be approved upon request to and approval by the Village.~~

§6-11-1 OFF-STREET LOADING

Modify the current text as follows:

L. Lighting: Lighting for off-street loading areas shall be in conformance with §6-3-16 of this Code.

- ~~1. Illumination of an off-street parking area shall be arranged so as not to reflect direct rays of light into adjacent residential districts and streets.~~
- ~~2. All lighting shall be extinguished no later than thirty (30) minutes after the close of the business or the use being served, except as may otherwise be authorized by the Planning and Zoning Commission. (1985 Code; amd. Ord. 21-15, 4-15-2021)~~

§6-11-2 OFF-STREET PARKING

Modify the current text as follows:

L. Lighting: Lighting for off-street parking areas shall be in conformance with §6-3-16 of this Code.

- ~~1. Illumination of an off-street parking area shall be arranged so as not to reflect direct rays of light into adjacent residential districts and streets.~~
- ~~2. All lighting shall be extinguished no later than thirty (30) minutes after the close~~

~~of the business or the use being served, except as may otherwise be authorized by the Zoning Board of Appeals.~~

§6-12-7 CONSTRUCTION AND MAINTENANCE, GENERALLY

Modify the current text as follows:

- D. ~~All signs shall meet the following requirements for illumination:~~ Illumination of signs shall be in conformance with §6-3-16 of this Code.
- ~~1. Gooseneck reflectors and lights shall be permitted in freestanding signs, wall signs, and projecting signs; provided, however, that any such light(s) shall be concentrated on the sign only, and shall be prevented from striking or causing any glare on any street, sidewalk, or any adjoining or nearby property.~~
 - ~~2. In no case shall the lighting intensity of any sign exceed the limit of seventy five (75) foot candles measured with a standard light meter perpendicular to the face of the sign at a distance equal to the narrowest dimension of the sign, whether it be height or width.~~
 - ~~3. In no case shall any exposed reflective type bulb, incandescent lamp, or any other type of bare bulb illumination exceed twenty five (25) watts.~~
 - ~~4. Illuminated signs shall not be permitted to cast any direct light into, or shine upon, or reflect on any residential district.~~
 - ~~5. Illumination of signs in direct line of traffic control signals shall not be red, green or amber. (1985 Code; amd. Ord. 22-29, 10-20-2022)~~

Article 6-3 GENERAL REGULATIONS

Add the following as a new section:

“6-3-16: OUTDOOR LIGHTING:

- A. Purpose. Outdoor lighting standards prevent light trespass, promote energy efficiency, minimize light pollution, and enhance public safety.
- B. Applicability.
 1. The requirements of this section apply to all new or replacement outdoor lighting unless otherwise allowed or required in the Village Code; provided, replacement of bulbs/ballasts nor repairs to lighting fixtures not requiring a building permit shall not alone be considered replacement lighting.
 2. The following are expressly exempt from the requirements of this section but shall be subject to reasonable restrictions imposed by the Zoning Administrator as necessary to protect the health, safety, and welfare of the public:
 - a. Holiday lighting and lighted decorations from October 1 through January 31;
 - b. Low-voltage landscape lighting;
 - c. Public streetlights; and
 - d. Temporary lighting, defined as fewer than thirty (30) days.

C. General Requirements.

1. Photometric Plan. A photometric plan detailing conformance with the requirements and standards of this section must be approved by the village engineer prior to installation of outdoor light fixtures for non-residential uses and for multifamily uses. The photometric plan must include all information required by the village engineer but shall include at least the following information:
 - a. Scale drawing of the site with all outdoor lighting fixture locations identified;
 - b. Fixture specifications indicating the type of fixture, height, shielding, lighting type, and wattage;
 - c. Lamp type and size; and
 - d. A point-by-point illumination array along the property lines of the subject site that identifies illumination levels at (minimum) ten-foot intervals along the property lines.
2. Prohibited Lighting. Any outdoor lighting that may be confused with a traffic control device is prohibited except if it is authorized by federal, state, county, or local government. Flashing lights, strobe lights, laser lights, and festoon lighting are prohibited.
3. Design That Prevents Glare. All lighting must be designed to prevent glare and interference with residential lots and motor vehicle, bicycle, and pedestrian traffic.
4. Fixtures. All new and replacement outdoor lighting must employ full cut-off or fully shielded fixtures.
5. Façade and Signage Illumination. Building façade and signage illumination must be limited to fully shielded fixtures directed towards the façade or sign. All light from such fixtures must be concentrated on the exterior surface of the building or sign being illuminated.
6. Light-Emitting Signs: Signs that emit light shall be subject to the requirements and standards in this section, except that the maximum height of such signs shall not be governed by the Height Standards subsection herein.
7. Automatic Lighting Controls. All outdoor lighting for non-residential uses must be controlled by a sensor or timer to automatically reduce outdoor lighting when sufficient daylight is available.
8. Mixed Use Lots. A lot in a business or industrial zoning district containing a residential use shall be considered non-residential for the purposes of this section.
9. Multiple-family Dwellings. Multiple-family dwellings shall be considered non-residential uses for the purposes of this section.

D. Illumination Standards.

1. Non-Residential Uses. Outdoor lighting must not exceed one foot-candle (1 fc) at any point on a lot line for a lot containing a non-residential use; provided, outdoor lighting must not exceed one-half foot-candle (0.5 fc) at any point on a lot line for a lot adjacent to a residential use.
2. Residential Uses. Outdoor lighting must not exceed one-half foot-candle

(0.5 fc) at any point on a lot line for a lot containing a residential use.

3. Recreational Facilities. The average outdoor lighting level for recreational uses must not exceed fifty foot-candles (50 fc), with the exception of golf-related facilities, which are limited to a maximum average lighting level of five foot-candles (5 fc) for courses and twenty foot-candles (20 fc) for driving ranges.

E. Measurement.

1. Metering equipment. Lighting levels must be measured in foot-candles with a direct-reading light meter. The meter must be read within an accuracy of plus or minus five percent (5%).
2. Method of measurement.
 - a. The meter must be mounted or maintained in a horizontal position not more than six inches (6") above ground level at the property line.
 - b. Readings may be taken only after the meter has been exposed long enough to provide a constant reading.
 - c. To eliminate the effects of moonlight and other ambient light, measurements must be made at least thirty (30) minutes after sunset and at least (30) minutes prior to sunrise with the light sources in question on, then with the same sources off. The difference between the two readings shall be the measurement that is compared to the applicable illumination standard.

F. Height Standards.

1. Non-Residential Uses.
 - a. In industrial zoning districts, light poles and building-mounted fixtures must not exceed thirty feet (30') in height.
 - b. Light poles for educational facilities or outdoor recreational facilities must not exceed sixty feet (60') in height.
 - c. In all other zoning districts, light poles and building-mounted fixtures must not exceed twenty feet (20') in height.
2. Residential Uses. Light poles must not exceed twenty feet (20') in height, and building-mounted fixtures, including under-soffit lighting, must not exceed ten feet (10') in height.

2. Please schedule a public hearing for consideration of this proposal before the Village Planning & Zoning Commission, as soon as practicable.

Dated: October 16, 2023.

Respectfully submitted,

Josh Wray
Asst. to the Village Manager