



Village of Hampshire
Planning & Zoning Commission Meeting
Monday, July 24, 2023 - 7:00 PM
Hampshire Village Hall Board Room
234 S. State Street

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. A Motion to Approve the Meeting Minutes from June 26, 2023
5. A Motion to Approve the Meeting Minutes from July 10, 2023
6. New Business
 - a. A Staff Presentation on Aquifers
 - b. A Motion to Recommend approval of a Zoning Text Amendment to add regulations concerning electric vehicle charging, including but not limited to standards for setbacks, parking, appearance, and access
 - 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
7. Public Comments
8. Announcements
9. 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.



Village of Hampshire
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Agenda Supplement

TO: Chairman Mroch; Planning and Zoning Commission
FROM: Josh Wray, Assistant to the Village Manager
FOR: Planning & Zoning Commission Meeting, July 24, 2023
RE: Zoning Amendment for Electric Vehicle Charging

Background: At the last PZC meeting, staff presented an introduction into the Metropolitan Mayors Caucus' EV Readiness program that the Village is participating in. Staff also presented a draft zoning code amendment related to the definitions, use, location, parking, permitting, safety, and appearance requirements for EV charging. The matter was tabled so that the Commissioners could further consider and submit changes to staff.

Analysis: Commissioner Duchaj, having engineered multiple developments that included EV charging, submitted several proposed changes that are reflected in the attached draft. Key changes include:

1. Removing "Electric Vehicle Charging Lot" as a defined permitted or special use in several zoning districts and, instead, modifying the existing definition of "Automobile Service Station" to specifically include EV charging as it does for "Automobile/Truck Stops." EV charging is still allowed as an accessory use to any business/industrial use including parking lots, so the result is that EV charging will be permitted in the following zoning districts:
 - a. All estate and residential districts - accessory use only
 - b. B-1 through B-3 business districts - permitted as Automobile Service Stations
 - c. HC Highway Commercial district - permitted as Automobile/Truck Stop
 - d. All other business/industrial districts - accessory use only
2. Adding specific reference to the accessibility laws for accessible EV charging stalls, including a reference to the Building Code which requires at least 5% of all EV charging stalls to be accessible.

Action Needed: Consider the proposed zoning amendment and potential modifications.

EV Charging Zoning Amendment Proposal

§6-2-2 DEFINITIONS

Modification of the following definitions:

AUTOMOBILE SERVICE STATION: Any building or portion thereof, structure and premises used for dispensing or offering for sale at retail to the public of fuel for motor passenger vehicles, defined by the USDOT as passenger cars and light duty trucks: cars, crossovers, SUVs, minivans, vans, and light duty pickup trucks. Fuels may be either stored on the premises or in the form of dedicated electric vehicle charging stations (EVCS); and where lubricating oil and grease, tires, batteries and similar accessories and parts for passenger vehicles also may be offered for sale. An Automobile Service Station may also include accessory uses incidental to the primary operation, including but not limited to restaurants, convenience stores, and video gaming terminals. When such dispensing, sale or offering for sale is incidental to the conduct of a public garage, the premises are classified as a public garage. Automobile service stations do not include open sales lots. Automobile service stations do not include Automobile Body Repair Shops, Automobile Laundries, or Automobile Vehicle Sales Lots.

GARAGE, PUBLIC: A building or portion thereof other than a private or storage garage, designed or used for equipping, servicing, or repairing motor vehicles. Hiring, Selling or storing of motor vehicles may be included if conducted completely indoors and if incidental to the primary use. Public garages do not include Automobile Body Repair Shops, Automobile Laundries, or Automobile Vehicle Sales Lots.

Add the following definitions:

ELECTRIC VEHICLE CHARGING STATION (EVCS), RETAIL: A stationary unit of equipment and infrastructure, whether located indoors or outdoors, that supplies electric energy for the recharging of plug-in electric vehicles and plug-in hybrid vehicles that is open to the public, including employees, for retail use, whether or not for charge. (also see Automobile Service Station or Automobile/Truck Stop)

ELECTRIC VEHICLE CHARGING STATION (EVCS), PRIVATE: A stationary unit of equipment and infrastructure, whether located indoors or outdoors, that supplies electric energy for the recharging of plug-in electric vehicles and plug-in hybrid vehicles owned by the property owner or tenant including fleet charging.

§6-3-10 PERMITTED OBSTRUCTIONS, YARDS

Add “private electric vehicle charging stations, provided they are located no closer than five (5) feet to any lot line” as a permitted obstruction in side yards and rear yards.

Modify subsection D(3) as follows:

“Open, accessory off-street parking spaces, and spaces for electric vehicle charging stations, shall be permitted in a front yard in certain districts...”

§6-8-2 B-1 CENTRAL BUSINESS DISTRICT

Modify subsection B, Permitted Uses, as follows:

~~“Establishments for machinery and appliance repair and for retail gasoline sales, including automotive repair.”~~

In subsection B, Permitted Uses, add “Automobile service stations” and “Public garages.”

§6-8-4 B-3 SERVICE BUSINESS DISTRICT

In subsection B, Permitted Uses, remove “Public garages.”

In subsection C, Special Uses, remove “Automobile service stations.”

§6-11-2 OFF-STREET PARKING

Replace subsection A(1) as follows:

~~“In connection with any building or structure which is to be erected or substantially altered after the effective date of this Chapter, and which requires off-street parking spaces, there shall be provided such off-street parking space in accordance with the regulations set forth hereinafter. All off-street parking shall be in accordance with the regulations set forth hereinafter.”~~

Modify subsection A(2) as follows:

“Any off-street parking space provided ~~in connection with existing buildings or structures~~ on the effective date of this Chapter shall not be removed, enlarged, or altered except in conformance with the requirements of this Article

ADD “ARTICLE XXI ELECTRIC VEHICLE CHARGING” with sections as follows:

§6-21-1 GENERAL PROVISIONS

A. Purpose: With the increase in prevalence of electric vehicles, the Village finds electric vehicle charging to be a public benefit to the community and, therefore, herein establishes regulations governing the installation and use of electric vehicle charging

stations (EVCS).

- B. Village Not Liable: The Village shall not be liable or responsible for the failure to operate, the inaccurate operation, or for any injury or damage caused by an electric vehicle charging station.
- C. Abbreviations:
 - 1. EV – electric vehicle
 - 2. EVCS – electric vehicle charging station(s): Self-contained unit(s) that combines all required equipment for charging electric vehicle batteries, including the cords and couplers, with additional safety features beyond simply a cord and wall outlet. Some units provide a means of payment for charging.
- D. Primary Use: Retail EV charging shall be allowed as a primary permitted or special use as incorporated into the definitions of an Automobile Service Station and Automobile/Truck Stop and as described in the regulations of each zoning district in this Chapter.
- E. Accessory Use:
 - 1. Private EVCS shall be allowed as an accessory use to any primary use in any zoning district; provided, charging of fleet vehicles shall not be allowed in estate or residential zoning districts unless such vehicle is also used as the personal vehicle by the property owner or tenant.
 - 2. Retail EVCS shall be allowed as an accessory use to any primary use in any business or industrial zoning district.
 - 3. Where retail EVCS are capable of completely charging a passenger vehicle faster than one (1) hour of time, or where retail EVCS stalls account for fifty percent (50%) or more of the provided off-street parking, such EV charging shall not be considered accessory use.

§6-22-2 REQUIREMENTS

- A. Permit Required: Installation of EVCS shall require a building permit when required by Chapter 5 of the Village Code and shall be subject to all other applicable local, state, and federal permitting and licensing. Any manner of approval for the installation of an EVCS by the Village shall not constitute endorsement of accuracy, effectiveness, or calibration of such EVCS.
- B. Public Property:
 - 1. Except for EVCS installed by the Village, EVCS shall not obstruct the public right-of-way.
 - 2. Except for EVCS installed by the Village, EVCS shall not be powered by a public outlet or other public power source.

C. EVCS Stalls:

1. No minimum number of EVCS stalls is required.
2. Each EVCS must be accompanied by appropriate stall in accordance with the minimum parking geometrics standards in §6-11-2. EVCS equipment shall be allowed to encroach no more than 24"x24" into the front end of such stall, and only as allowed by referenced publications in accessible EVCS stalls.
3. EVCS stalls may count toward the number of parking spaces required by §6-11-2 for any use; provided, such EVCS stalls may not be solely designated for only EV charging.
4. EVCS stalls in excess to the spaces required by §6-11-2 may be designated for solely electric vehicle charging, and owners of such EVCS stalls shall be able to enforce such designation as provided by law.
5. Where EVCS is provided, EVCS and associated EVCS stalls shall follow current Federal Americans with Disabilities Act (ADA), Illinois Accessibility Code, and other applicable accessibility regulations. The proportion of accessible EVCS stalls shall be as required in Chapter 5 of this code. For purposes of meeting minimum accessible parking requirements per ADA and Illinois Accessibility Code, EVCS stalls shall be counted as "parking stalls" if not solely designated for EVCS, but all EVCS stalls, reserved or not, shall also provide accessible provisions as required by referenced publications in addition to reserved ADA parking stalls. Accessible EVCS stalls shall provide an accessible route to the entrance of the primary use and/or the public right-of-way.
6. A phone number or other contact information shall be provided on the EVCS equipment for reporting purposes when the equipment is not functioning or other equipment problems are encountered.
7. Village may require the owners of public charging stations to provide information on the charging station's geographic location, date of installation, equipment type and model, and owner contact information to the village manager or his/her designee for documentation and/or publication of such data by Village, if it is in the Village's interest.

D. Safety: EVCS shall be designed and installed to prevent slips, trips, falls, and other accidents including but not limited to effective cord management.

E. Graphics:

1. Graphics located on properties with EV charging shall be in conformance with Article XII of this Chapter.
2. Information signs shall be posted where EVCS stalls are designated solely for electric vehicle charging noting such designation and potential enforcement actions such as towing.