



Village of Hampshire  
Planning & Zoning Commission Meeting  
Monday, June 26, 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 May 8, 2023
5. New Business
  - a. A Motion to Table the Public Hearing for a Petition for Zoning Text Amendment regarding the keeping of chickens
  - b. A Public Hearing for a Petition for Zoning Text Amendment regarding "Kennels and animal hospitals" as a permitted use in the M-1 Restricted Industrial zoning district
  - c. A Motion to Recommend approval of a Zoning Text Amendment to remove "Kennels and animal hospitals" as a special use in the M-2 General Industrial zoning district and to add the same as a permitted use in the M-1 Restricted Industrial zoning district subject to certain conditions
  - d. A Public Hearing for a Petition for Zoning Text Amendment to regarding "Food pantries" as a permitted use in various zoning districts
  - e. A Motion to Recommend approval of a Zoning Text Amendment to add "Food pantries" as a permitted use in the B-1 Central Business, B-4 Office Business, O-M Office and Restricted Manufacturing, and M-1 Restricted Industrial zoning districts
  - f. Discussion of Outdoor Lighting Regulations
  - g. 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.

VILLAGE OF HAMPSHIRE  
PLANNING & ZONING COMMISSION

MINUTES  
MAY 8, 2023

A meeting of the Hampshire Planning & Zoning Commission was called to order at 7:00pm by Chairman B. Mroch. Members present: Chair B. Mroch, and commissioners W. Rossetti, G. Duchaj, and L. Rapach. Also present was village manager Jay Hedges, assistant to the village manager Josh Wray, village attorney Mark Schuster, and village engineer Tim Paulson from EEI Engineering.

A motion to approve minutes from March 13, 2023, with no corrections, was made by L. Rapach, seconded by W. Rossetti, with a vote of 4 aye, 0 nay. Motion carried.

A motion to approve minutes from March 27, 2023, with a correction to Mr. Rossetti's name, was made by W. Rossetti, seconded by L. Rapach, with a vote of 4 aye, 0 nay. Motion carried.

Chairman Mroch moved to the presentation by the Light property team as noted on the agenda. A transcript of the proceedings prepared by a court reporter is on file with the Village Clerk and is available for public viewing upon request.

A motion for adjournment at 8:43pm was made by W. Rossetti, seconded by L. Rapach, with a vote of 4 aye, 0 nay. Motion carried.

Respectfully submitted:

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Bryan Mroch  
Chairman



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

## Agenda Supplement

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**TO:** Planning and Zoning Commission  
**FROM:** Josh Wray, Assistant to the Village Manager  
**FOR:** PZC Meeting, June 26, 2023  
**RE:** Keeping of Chickens - Tabling Hearing

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**Background:** The Village Board previously discussed potential modifications to the chicken regulations, and there was a consensus to increase the number of available licenses from 10 to 15. Since the chicken regulations are a part of the zoning code, staff published a public hearing notice to amend the code to increase the number. However, shortly after publication, staff realized the chicken regulations specifically allow the Village Board to change the number of licenses “from time to time” rather than setting a specific number in the text of the code. Therefore, a text amendment and the associated public hearing is not appropriate for this matter.

**Action Needed:** A motion to table the public hearing indefinitely.

Anyone from the public wishing to speak regarding the chicken regulations is still welcome to do so under public comments.

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 PETITION TO AMEND  
THE TEXT OF THE ZONING ORDINANCE FOR THE  
VILLAGE OF HAMPSHIRE, COUNTY OF KANE, STATE  
OF ILLINOIS.

NOTICE IS HEREBY GIVEN that the Planning and Zoning Commission ("PZC") of the Village of Hampshire, Illinois, will hold a public hearing on June 26th, 2023 at the Village of Hampshire- Hampshire Municipal Building at 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 Hampshire Municipal Code of 1985 regarding the requested land use adjustment and relief as described below:

The applicant seeks to amend the text of the Zoning Ordinance for the Village of Hampshire, County of Kane, State of Illinois regarding the keeping of chickens.

The applicant for the proposed amendment is the Village of Hampshire. Copies of the petition for the land use adjustment are on file with the Village Clerk at the Hampshire Municipal Building, 234 S. State St. Hampshire, Illinois 60140 and are available for inspection during regular business hours, Monday through Friday. A copy of the proposed ordinance will be on file for inspection by any interested parties.

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 Municipal Building 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 [lvasquez@hampshireil.org](mailto:lvasquez@hampshireil.org). This Notice is given pursuant to law and published by the authority of the PZC of the Village of Hampshire.

Linda Vasquez, Village Clerk  
Published in Daily Herald June 10, 2023 (4601273)

## 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 06/10/2023 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 *Doula Baltz*  
Designee of the Publisher of the Daily Herald

Control # 4601273





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

## Agenda Supplement

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**TO:** Planning and Zoning Commission  
**FROM:** Josh Wray, Assistant to the Village Manager  
**FOR:** PZC Meeting, June 26, 2023  
**RE:** Kennels, Animal Hospitals, and Food Pantries

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**Background:** Hampshire Pet Resort and Spa is considering a new location and hopes to remain close to downtown Hampshire in the industrial area along Mill Ave, Keyes, Ave, and Industrial Dr. The code currently requires special use approval in a limited number of zoning districts, and staff would like to encourage redevelopment in this area as most of it is included in the TIF district, so staff has prepared a zoning amendment to expand the allowable zoning to include M-1 and to remove the special use process in industrial areas for this use.

Food pantries are not currently listed in any zoning district, so staff would also like to take this opportunity to add it in a wide range of zoning districts, including B-1, B-2, B-3, B-4, O-M, M-1, M-2, and M-3, to encourage this public service.

**Analysis:** The zoning code currently includes the following definitions:

Kennel - "Any premises on which more than 3 dogs, cats, or other household, domestic animals (over 4 months in age) are kept; or on which more than 2 such animals are maintained, boarded, bred, cared for, in return for remuneration, or for the purpose of sale; or on which a training facility for such animals is operated."

Animal Hospital - "A building or portion thereof designed or used for the care, observation, or treatment of domestic animals."

Kennels and animal hospitals are currently allowed as a special use in both the M-2 General Industrial district and the B-3 Service Business district. Staff believes keeping these uses as requiring special use approval in the B-3 district is prudent given the potential noise concerns, but that potential is less concerning in an industrial area. As a permitted use in M-1, these facilities would still be required to maintain all business operations inside with storage being permitted outside if screened. However, staff recommends allowing outdoor space for

care, training, and play activities during the day subject to the same screening required for outdoor storage. This change would bring the Hampshire code to closely match Gilberts, Pingree Grove, Marengo, and Woodstock.

**Action Needed:** Discuss and consider recommending zoning text amendments as follows:

- Add as a permitted use in the M-1 Restricted Industrial zoning district:  
“Kennels and animal hospitals subject to the following:
  1. May include outdoor space for such uses as care, training, and play but not including outdoor kennels.
  2. Such outdoor uses may be utilized between 6 AM and 8 PM each day.
  3. Such outdoor spaces must be effectively screened by a solid wall or fence (including solid entrance and exit gates) not less than six feet (6') nor more than eight feet (8') in height.”
- Add as a permitted use in the B-1 Central Business, B-4 Office Business, O-M Office and Restricted Manufacturing, and M-1 Restricted Industrial zoning districts:  
“Food pantries, public and not for profit.”

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The applicant seeks to amend the text of the Zoning Ordinance for the Village of Hampshire, County of Kane, State of Illinois regarding animal kennels.

The applicant for the proposed amendment is the Village of Hampshire. Copies of the petition for the land use adjustment are on file with the Village Clerk at the Hampshire Municipal Building, 234 S. State St. Hampshire, Illinois 60140 and are available for inspection during regular business hours, Monday through Friday. A copy of the proposed ordinance will be on file for inspection by any interested parties.

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Linda Vasquez, Village Clerk  
Published in Daily Herald June 10, 2023 (4601271)

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

Control # 4601271





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## § 155-14.110 OUTDOOR LIGHTING.

*Will County Zoning Code  
Suggest including as 6-3-1b in Hampshire Code  
and striking 6-11-2-L for the  
off street loading & parking Chapter*

(A) *Applicability and exemptions.* The provisions of this section apply to all outdoor lighting except the following, which are expressly exempt:

- (1) Public street lights;
- (2) Single-family detached houses and agricultural uses identified as exempt under § 155-1.50(A);
- (3) Lighting in swimming pools and other water features governed by the building ordinance;
- (4) Exit signs and other exit illumination required by the building ordinance;
- (5) Lighting for stairs and ramps required by the building ordinance;
- (6) Temporary holiday lighting, used fewer than 30 days in one calendar year;
- (7) Low-voltage landscape lighting; and
- (8) Active outdoor recreational facilities within a public park and schools, subject to the following requirements:

(a) The mounted height of outdoor lighting associated with such uses may not exceed 60 feet.

~~(b) Lights may not be illuminated after 11:00 p.m.~~

*(Safety issue, let the landowner take the liability)*

~~(c)~~ All light sources must be shielded to prevent light and glare spillover to adjacent property and abutting rights-of-way. \*

(B) *Standards.* Non-exempt outdoor lighting must comply with the following standards:

(1) Outdoor lighting may not exceed 0.50 footcandles at any point on the abutting property if the subject property abuts a residential zoning district or a lot containing a residential use.

(2) Outdoor lighting may not exceed 1.00 footcandles at the right-of-way line or at any point on the abutting property if the subject property abuts a non-residential zoning district or lot containing a nonresidential use.

(3) All light sources must be shielded to prevent light and glare spillover to adjacent property and abutting rights-of-way.

(4) Flickering lights, flashing lights, search lights and laser source lights are prohibited.

(5) If a complaint is received by the county *Village* regarding any nonconforming outdoor lighting, said nonconforming outdoor lighting shall be brought into compliance with this ordinance no later than

~~January 1, 2022.~~

*6 months after notification of complaint.*

(C) *Measurements.*

(1) *Metering equipment.* Lighting levels must be measured in footcandles with a direct-reading, light meter. The meter must be read within an accuracy of plus or minus 5%.

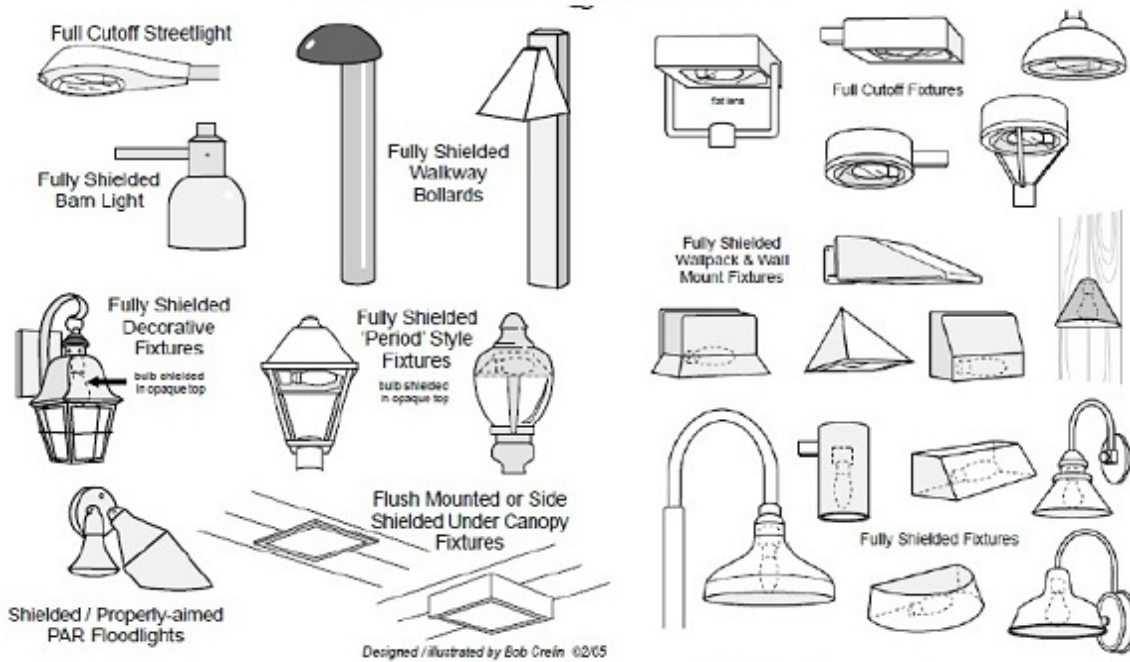
(2) *Method of measurement.* The meter sensor must be mounted or maintained not more than six inches above ground level in a horizontal position at the property line. Readings may be taken only after the cell has been exposed long enough to provide a constant reading. Measurements must be made after dark with the light sources in question on, then with the same sources off. The difference between the two readings must be compared to the maximum permitted illumination. This procedure eliminates the effects of moonlight and other ambient light.

*Zoning*

(D) *Photometric plan.* To ensure compliance with this section, as part of the submission of ~~building~~ ~~permit~~ applications to install outdoor lighting fixtures, except for those associated with detached houses, townhouses and two-unit residential buildings, the applicant must submit a lighting plan including a photometric study and data on the types of lighting fixtures to be used which is stamped and certified by a licensed professional. The photometric plan must include all of the following unless the Zoning Administrator determines that a competent and thorough review is possible without such information:

- (1) Scale drawing of the site with all outdoor lighting fixture locations identified;
- (2) Fixture specifications indicating the type of fixture, height, shielding, lighting type and wattage;
- (3) Lamp type and size; and
- (4) A point-by-point illumination array along the property lines of the subject site. The point-by-point array must identify illumination levels at (minimum) ten-foot intervals along the property line.

*\* Examples of shielded and cutoff style light fixtures*



(Ord. effective 10-1- 2012; Am. Ord. 15-168, passed 6- 18-2015; Ord. 18- 1, passed 1-18- 2018; Am. Ord. 18-194, passed 7-19-2018)