

Sherwood Plan Commission Special Meeting Minutes Sept. 3, 2019

- 1) Call to Order/Roll Call: Chairman Summers called the meeting to order at 6:30 pm. Members present included Scott Sheppard, Joyce Laux, Brad Schmidt, Kathy Salo, and Jean DeKeyser. Also in attendance was Administrator Randy Friday.
- 2) Pledge of Allegiance: All present stood and recited the Pledge of Allegiance.
- 3) Approval of the Agenda: The agenda was approved on the motion of Salo, seconded by Laux, and unanimously approved.
- 4) Approval of Minutes: June 3 (Regular Meeting): The *Minutes* were approved on the motion of DeKeyser, seconded by Schmidt, and unanimously approved.
- 5) Citizen comments on agenda items: None.
- 6) Officer's Report
 - a. Plan Commission – Chair: None.
 - b. Zoning Administrator: Administrator Friday noted resident John West had stopped by during the past month to briefly revisit his discussion regarding potential re-zoning and development of his property adjacent to the railroad tracks along CTH 'M'. He did not leave a specific plan, but indicated he would like to return to the Commission to discuss the issue further following Summer.
- 7) Old Business:
 - a. *Calendar*: Review of annual Comprehensive Plan obligations (May and Dec.): None
 - b. *Zoning Code updates*: (Ad Hoc Committee input) Chairman Summers noted three (3) specific topics for discussion to finalize the Commission's recommendation for Village Board consideration of Zoning Code items. Commissioner Salo also noted she would like to further discuss '*temporary garages*', which she believed to already be forbidden by the current Zoning Code.

Temporary Garages: Thought by Salo to be in the Sherwood Code Ch. 22-15, it was noted the verbiage presented by the Ad Hoc Committee (Salo; Schmidt; Summers) was locatable in neither the Sherwood electronic, on-line Code, nor in our hard-copy version. Her belief is the language was derived from a different community and could be inserted as presented in the *Zoning Code Items of Change* proposal disallowing "*non-permanent, cheap, 'skeleton-type' structures... including tents or carports that consist of metal or fiberglass poles, metal hoops and PVC, cotton or nylon fabric...*" As a whole, the Commission voted to include this language for consideration by the Village Board.

Driveway Width: Regarding Code Ch. 5-7 *Governing driveway location, design and construction standards*, Schmidt led the discussion regarding a proposed reduction of driveway width for new homes to be reduced from 34-feet to 26-feet within the road right-of-way (ROW). A new home would be allowed the additional, current not-to-exceed (NTE) six (6) feet apron opening at the roadway, equaling NTE 3-feet on either side at the roadway edge. The proposal does not affect regulation language allowing a larger paved driveway area beyond the ROW within lot lines to accommodate larger garages. However, noting consideration of storm water issues and the Village's inclusion in State and Fox Valley Metro Area MS-4 governing

storm water regulations, reducing non-permeable surface in the ROW area will benefit the Village's mandate to reduce storm water runoff pollutants and sediment into the community storm sewer service infrastructure, especially as Sherwood continues to grow. As a whole, the Commission voted to include this language for consideration by the Village Board.

Vehicle storage: Regarding Ch. 22-18, *Outdoor storage...etc.* the Commission discussed on-street parking, limiting it to 72 hours and requiring the vehicle to be removed from the area in order to reset the clock focused on residential areas. The chapter notes that "...for purposes of this section, the term "storage" shall mean the parking of a vehicle for continuous period of longer than seven days". Members noted concern as whether or not to address this further in commercial areas. As a whole, the Commission voted to restrict vehicle storage up to 72 hours to single- and two-family residences, only.

Exterior lighting: Brad Schmidt led the discussion regarding code language he had found for Ad Hoc Committee review from an external source, and referencing current Sherwood code language in Ch. 22-16 (Residential recreational facilities) and §22-22 (Exterior lighting).

§ 22-16 Residential recreational facilities.

Residential recreational facilities shall be limited to use by the occupants of the principal residential use and their guests and shall allow **lighting** not illuminating adjacent properties. Driveways shall be exempt from buffer zone requirements.

§ 22-21 Exterior lighting.

Any permitted accessory **lighting** fixtures shall be so designed, arranged and operated as to prevent glare and direct rays of **light** from being cast onto any adjacent public or private property or street and so as not to produce excessive sky-reflected glare. Except for streetlights, no **exterior light** in or adjacent to any residential district shall be so designed, arranged, or operated as to produce an unreasonable amount of **light**.

As a whole, the Commission voted to approve the Ad Hoc Committee recommendation as presented, for residential lighting standards, including:

1. Permitted lighting: Building security lighting (e.g. motion sensor), small bollard/ decoration lighting, and building mounted fixtures.
 2. Prohibited lighting: Lighting intended for commercial use, lighting over 1,800 lumens (100 watts).
 3. Lighting Requiring Plan Approval: Recreation lighting (e.g. tennis court, basketball court).
- 8) New Business: None.
- 9) Correspondences: None.
- 10) Adjourn: At 7:14pm, the meeting adjourned on the motion of Sheppard, seconded by Laux and unanimously approved.

Respectfully submitted,

Randy Friday
Acting-Clerk