



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

Website: <http://www.villageofmaplepark.org>

**PUBLIC HEARING AGENDA
WEDNESDAY, MARCH 6, 2024
MAPLE PARK CIVIC CENTER
302 WILLOW STREET, MAPLE PARK
7:00 P.M.**

1. **Call to Order Public Hearing**
2. **Roll Call**
3. **Open Public Hearing**
4. **Title 11 “Zoning Regulations”, Chapter 2, “General Provisions”, Section 3, “Accessory Buildings and Uses”, Subsection F, “Prohibited Accessory Buildings”**
5. **Close Public Hearing**

**PLANNING AND ZONING COMMISSION MEETING AGENDA
WEDNESDAY, MARCH 6, 2024
MAPLE PARK CIVIC CENTER
302 WILLOW STREET, MAPLE PARK
IMMEDIATELY FOLLOWING THE PUBLIC HEARING**

1. **Call to order the regular meeting of the Planning & Zoning Commission**
2. **Roll Call**
3. **Approval of Meeting Minutes**
 - Planning & Zoning Public Hearing and Commission Meeting Minutes – January 24, 2024
4. **Title 11 “Zoning Regulations”, Chapter 2, “General Provisions”, Section 3, “Accessory Buildings and Uses”, Subsection F, “Prohibited Accessory Buildings”**
5. **Other Items**
6. **Next Meeting – To be determined**
7. **Adjournment**

Planning and Zoning Commission Members:

Chair Kimberly Sutherland
Commissioner Kyle Foster
Commissioner Rusty Kubis
Commissioner Patricia Lunardon
Commissioner Cathy Mathews
Commissioner Christian Rebone



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MEMORANDUM

TO: Planning & Zoning Commission
FROM: Village Administrator Cheryl Aldridge
DATE: February 26, 2024
SUBJECT: PUBLIC HEARING REGARDING MUNICIPAL CODE TEXT AMENDMENTS

BACKGROUND

The Village Board has discussed potential text amendment changes to portions of the Municipal Code. The area that they have requested the Planning & Zoning Commission to hear Public Comments regarding as well as to discuss is:

1. Trailer Parking
 - a. Accessory buildings and uses.
 - i. Currently: Prohibited accessory buildings. 1. Not more than one trailer, recreational vehicle, or other similar vehicle shall be parked on any one lot. (11-2-3F)
 - ii. Requested Change: The Board has discussed how many trailers or other similar vehicles they would like to see, with mixed response. They would like to see this as something between one and three.

RECOMMENDATION

That the Planning & Zoning Commission hear any Public Comments regarding the above Municipal Code change, discuss the change as requested, and provide to the Village Board a findings of fact regarding this change.

Attachments

11-2-3F Accessory buildings and uses (Trailer Parking)

Sec. 11-2-3. - Accessory buildings and uses.

A. *Permitted obstruction.* Accessory buildings, structures and uses as permitted in district regulations may be obstructions in required yards as follows:

TABLE 11-2-3A. PERMITTED OBSTRUCTION LOCATIONS

PERMITTED OBSTRUCTION LOCATIONS			
Obstruction	Front/ Side Yards Adjoining Streets	Interior Side Yards	Rear Yards
Air conditioning equipment shelters	Not permitted	Permitted	Permitted
Arbors or trellises and trellises attached to principal building	Permitted	Permitted	Permitted
Architectural entrance structures on a lot not less than 2 acres in area or at entrance roadways into subdivisions containing 100 or more lots	Permitted	Permitted	Permitted
Awnings/canopies	Not more than 3 feet into required yard	Not more than 3 feet into required yard	Not more than 3 feet into required yard
Balconies	Permitted	Permitted	Permitted
Bay windows with maximum 3 foot penetration	Permitted	Permitted	Permitted
Chimneys with maximum 24 inch penetration	Permitted	Permitted	Permitted

Decks and unenclosed porches	Permitted	Permitted	Permitted
Detached garages or carports	Not permitted	Permitted	Permitted
Eaves and gutters	Permitted	Permitted	Permitted
Fire escapes or fire towers with maximum penetration of 5 feet front/side yard and 3½ feet interior side yard or court	Permitted	Permitted	Permitted
Flagpoles	Permitted	Permitted	Permitted
Garden/household storage sheds/buildings and buildings/structures customarily incidental to agricultural pursuits provided such sheds/buildings shall have siding of the same style, materials, and color as the residence, unless the facade of the residence is primarily brick, in which case, the shed/building siding shall be the same style, materials, and color as the eaves of the residence	Not permitted	Permitted	Permitted
Generator	Not permitted	Permitted	Permitted
Growing farm/garden crops in open	Not permitted	Permitted	Permitted
Open off-street loading spaces	Not permitted	Not permitted	Permitted
Open off-street parking spaces at least 2½ feet from lot line/10 feet from building wall in court or as required ²	Not permitted	Permitted	Permitted

Playground and laundry drying equipment	Not permitted	Not permitted	Permitted
Satellite antenna:			
Diameter less than 2 feet	Permitted	Permitted	Permitted
Diameter 2 feet or greater	Not permitted	Permitted	Permitted
Sills, belt course, cornices, and ornamental features of principal buildings with maximum penetration of 18 inches	Permitted	Permitted	Permitted
Steps, open, maximum of 8 risers (principal or accessory building)	Permitted	Permitted	Permitted
Swimming pool, private (must meet all codes)	Not permitted	Not permitted	Permitted
Terraces, patios, and outdoor fireplaces	Not permitted	Permitted	Permitted
<p>Notes:</p> <p>¹ Ten-foot (10') maximum penetration of front yard.</p> <p>² In the industrial and all business districts, open off-street parking spaces may be in a required side yard adjoining a street as hereinafter regulated.</p>			

- B. *Location.* No part of an accessory building shall be located closer than five feet to the side lot line along a required side yard. When a rear yard is required, no part of an accessory building shall be located closer than five feet to the rear lot line or to those portions of the side lot lines abutting such required rear yard, except where there is an accessory building with doors opening onto an alley such building shall not be located closer than ten feet to the rear lot line.

In a residential district, no detached accessory building shall be closer than ten feet to the principal building nor shall it be located closer to the front lot line than the distance the principal building is located to the front lot line and in no instance should it be located within a required front yard setback. No structure is permitted to be located in any required easement.

- C. *Time of construction.* No accessory building shall be constructed on any lot prior to the start of construction of the principal building to which it is accessory.
- D. *Percentage of required rear yard occupied.* No accessory building or buildings shall occupy more than 40 percent of the area of a required rear yard.
- E. *Height of accessory buildings in required rear yards.* No accessory building or portion thereof located in a required rear yard shall exceed 15 feet in height.
- F. *Prohibited accessory buildings.* The requirements of subsection F.1 of this section, do not apply to trailers, recreational vehicles, or other similar vehicles, parked on a permitted sales lot:
 - 1. Not more than one trailer, recreational vehicle, or other similar vehicle shall be parked on any one lot.
 - 2. No trailer, recreational vehicle, or other similar vehicle shall be used as a dwelling.
 - 3. No trailer, recreational vehicle, or other similar vehicle shall be used as an office or for any other commercial purpose except for approved construction offices.
 - 4. No trailer, recreational vehicle, or other similar vehicle shall be used for the storing of personal or business related materials.
 - 5. The parking of a trailer, recreational vehicle, or similar vehicle is allowed. The parking area must be paved.
 - 6. The parking of a trailer, recreational vehicle, or similar vehicle, shall comply with the yard requirements for accessory buildings of the district in which it is located. No vehicle shall be parked or stored in a manner that inhibits or impedes travel on public streets and sidewalks.
- G. *Foundation requirements for certain accessory buildings.* In addition to all other municipal building code requirements, any accessory building having a floor area greater than 200 square feet or a door wider than six feet shall be placed on a permanent concrete slab foundation having specifications approved by the planning and zoning code official.
- H. *Number of accessory uses.* Only one detached accessory structure shall be permitted per lot.
- I. *Generators.* Generators are an allowed interior side and rear yard obstruction, provided they comply with the side and rear yard setback requirements.

(Ord. 2014-13, 7-1-2014; amd. Ord. 2021-15, 11-9-2021)



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PUBLIC HEARING
Wednesday, January 24, 2024
Maple Park Civic Center
302 Willow Street, Maple Park
7:00 p.m.

1. CALL TO ORDER

Planning and Zoning Commission Chair Kimberly Sutherland called the Public Hearing to order at 7:00 p.m.

2. ROLL CALL

Village Clerk Caryn Minor called the roll call and the following Commissioners were present: Commission Chair Kimberly Sutherland, Commissioner Kyle Foster, Commissioner Chris Rebone, Commissioner Russell Kubis, Commissioner Catherine Mathews and Commissioner Pat Lunardon

3. OPEN PUBLIC HEARING

Chairperson Kimberly Sutherland opened the Public Hearing at 7:02 p.m.

Julie Little stood to speak stated she lives on High Street in Maple Park and was sworn in by Chair Sutherland.

Ms. Little advised the Commission she has recently been attending meetings at the Village to speak to the Board about the conditions on the east side of town. She noted the same problems do not exist on the west side of town. She elaborated on the junk stacking up in properties and how poorly several properties are maintained. Ms. Little reported many other residents are unhappy because of the situation. She also discussed property value and challenges the conditions are causing to even sell properties.

Ms. Little discussed the Boards intentions to change or modify village ordinances that were put in place to control the current issues. She stated her concerns if the proposed modifications pass the conditions of properties around town would decrease even more. Especially if the code permits the parking of additional trailers and vehicles on each lot. In closing she requested the Commission consider these issues before making any modifications to the current village code.

4. TITLE 11, “ZONING REGULATIONS”, CHAPTER 2, “GENERAL PROVISIONS” – SHEDS, COLOR/FAÇADE OF SHEDS, LOCATION OF SHEDS

5. **TITLE 10, “BUILDING AND DEVELOPMENT REGULATIONS”, CHAPTER 1, “BUILDING AND CONSTRUCTION CODES” AND TITLE 11, “ZONING REGULATIONS”, CHAPTER 2, “GENERAL PROVISIONS” – REGULATIONS REGARDING SWIMMING POOLS**
6. **TITLE 7, “MOTOR VEHICLE AND TRAFFIC”, CHAPTER 4, “PARKING REGULATIONS”; TITLE 10, “BUILDING AND DEVELOPMENT REGULATIONS”, CHAPTER 5, “TRAILERS AND TRAILER PARKS”; TITLE 11 “ZONING REGULATIONS”, CHAPTER 9, “SPECIAL REGULATIONS”- APPROVED SURFACES / TRAILER PARKING**
7. **CLOSE PUBLIC HEARING**

Commissioner Rebone made a motion to close the public hearing, seconded by Commissioner Lunardon. Motion Carried by a voice vote.

Public Hearing was closed at 7:08 p.m.

Respectfully Submitted,

Caryn Minor, Village Clerk

PLANNING AND ZONING COMMISSION MEETING MINUTES
IMMEDIATELY FOLLOWING THE PUBLIC HEARING
JANUARY 24, 2024

1. CALL TO ORDER

Planning and Zoning Commission Chair Kimberly Sutherland called the meeting to order at 7:08 p.m.

2. ROLL CALL

Village Clerk Caryn Minor called the roll call and the following Commissioners were present: Commission Chair Kimberly Sutherland, Commissioner Kyle Foster, Commissioner Chris Rebone, Commissioner Russell Kubis, Commissioner Catherine Matthews and Commissioner Pat Lunardon

3. APPROVAL OF MEETING MINUTES

- Planning & Zoning Commission Minutes – May 17, 2023

Commissioner Rebone made a motion to approve the meeting minutes from May 17, 2023 seconded by Commissioner Foster. Motion carried by a voice vote.

4. TITLE 11, “ZONING REGULATIONS”, CHAPTER 2, “GENERAL PROVISIONS” – SHEDS, COLOR/FAÇADE OF SHEDS, LOCATION OF SHEDS

Chair Sutherland reviewed the current language in the code that pertained to sheds. She reported the Board’s recommendation to remove the language that pertained to the color and façade. Village Attorney Buick advised the Commission to focus on the current language and give their recommendation to the Board on what language should be deleted or changed. Discussion ensued. Chair Sutherland confirmed after discussion in regard to the color and façade of sheds the Commission’s recommendation to delete all the language in the code of ordinance after the word pursuit in the section of 11-2-3A should be removed to then read only as follows: Garden/household storage sheds/buildings and buildings/structures customarily incidental to agricultural pursuits.

Chair Sutherland advised the Commission the Board is recommending the allowance of a shed’s location to be modified in the code to be permitted closer to the principal building. Discussion ensued on the hazards and current reasoning of the current language and restrictions of shed’s locations to the principal building.

The Commission continued discussion and agreed to recommend the language in the code of ordinances that pertained to the distance of sheds from the primary building be changed to allow the distance from sheds to the primary building be modified to 3 feet (36 inches). Village Attorney advised the Commission to be precise when recommending language changes.

TITLE 10, “BUILDING AND DEVELOPMENT REGULATIONS”, CHAPTER 1, “BUILDING AND CONSTRUCTION CODES” AND TITLE 11, “ZONING REGULATIONS”, CHAPTER 2, “GENERAL PROVISIONS” – REGULATIONS REGARDING SWIMMING POOLS

Administrator Aldridge and Trustee Joy provided a summary of the past code changes in the general provisions and regulations regarding swimming pools. Trustee Joy requested the clarification between temporary and permanent pools be included in the village code and the provisions that only allowed a licensed electrician in the installment of swimming pools.

Village Attorney Buick requested confirmation from the Commission that the Board is requesting certain installations are exempt from inspection by changing the language pertaining to pool depth from 24” to 48” and above. Buick asked the Commission if it was the desire of the Commission to change the current language in the code of ordinances pertaining to pools that discussed water levels at 24” to 48”. This would close loop holes that currently included temporary or blue pools from the permitting process. Buick confirmed the Commission would be essentially supporting making modifications to the village code in Section 105.2 and R105.2. Chair Sutherland confirmed the Commission’s recommendation to modify the village code in Section 105.2 and R105.2 to increase the water levels in pools that required a permit before installation from 24” to 48”.

Discussion ensued on changing the language that required a licensed electrician during the installation of pools in the village code to a qualified provider. The Commission agreed to forward their recommendation after discussion to the Board.

5. TITLE 7, “MOTOR VEHICLE AND TRAFFIC”, CHAPTER 4, “PARKING REGULATIONS”; TITLE 10, “BUILDING AND DEVELOPMENT REGULATIONS”, CHAPTER 5, “TRAILERS AND TRAILER PARKS”; TITLE 11 “ZONING REGULATIONS”, CHAPTER 9, “SPECIAL REGULATIONS”- APPROVED SURFACES / TRAILER PARKING

Administrator Aldridge reviewed the Board’s recommendations for modifications to Title 7, “Motor Vehicle and Traffic”, Chapter 4, “Parking Regulations”; Title 10, “Building and Development Regulations”, Chapter 9, “Special Regulations” – Approved Surfaces / Trailer Parking. The Commission reviewed the language in the village code that pertained to item 5 and discussion ensued on requested changes from the Board.

Chair Sutherland reported that 3.B was put on the agenda in error and tonight the Commission would only be discussing recommendations for Chapter 4 Parking Regulations. The Commission recommended removing the 7-day time limit. Village Attorney Buick confirmed the Commission’s recommendation for 11.9.3 that would enable modifications and removal of language.

The Commission reviewed and discussed the Board’s recommendations for approved driveway surfaces. The Commission agreed to recommend the parking surfaces language to include stone, crushed stone or gravel and remove the language that these surfaces were unapproved in the village code.

Chair Sutherland requested motions to approve the below listed Commission recommendations. Motions are as follows.

Commissioner Rebone moved, seconded by Commissioner Foster, to forward the removal of language from 11-2-3.A pertaining to style requirements to the Board of Trustees. Motion moved by a voice vote.

Commissioner Rebone moved, seconded by Commissioner Lunardon to forward the modification of language for 11-2-3.B that pertained to the distance a shed can be from the primary building from ten to three feet to the Board of Trustees. Motion moved by a voice vote.

Commissioner Kubis moved, seconded by Commissioner Lunardon the recommendation for a modification pertaining to 10-1A-1 and 10-1F-1 to modify the exemption from work permitting requirements from 24” to 48” to the Board of Trustees. Motion moved by a voice vote.

Commissioner Kubis moved, seconded by Commissioner Lunardon the recommendation to modify the language in 11-2-4 from licensed electrician to qualified provider to the Board of Trustees. Motion moved by a voice vote.

MINUTES

Public Hearing and Planning & Zoning Commission Meeting

January 24, 2024

Page 5 of 5

Commissioner Rebone moved, seconded by Commissioner Kubis the recommendation to modify 7-4-3 approved surfaces to include language in approved surfaces for stone, crushed stone or gravel and remove language from non-approved surfaces for stone, crushed stone, gravel, or any other stone product to the Board of Trustees. Motion moved on a 5-1 vote.

Commissioner Rebone moved, seconded by Commissioner Mathews the recommendation to amend 11-2-3 pertaining to approved surfaces of parking areas to the Board of Trustees. Motion moved on a 5-1 vote.

Commissioner Rebone moved, seconded by Commissioner Foster the recommendation to amend 11-9-3.A.3.c pertaining to the parking areas allowed for recreational vehicles and trailers to include language in approved surfaces for stone, crushed stone or gravel and remove language from non-approved surfaces for stone, crushed stone, gravel, or any other stone product to the Board of Trustees. Motion moved on a 5-1 vote.

Commissioner Rebone moved, seconded by Commissioner Kubis the recommendation to amend 11-9-3.A.3.g. by deleting the language “exceeding 30 feet in length may be parked in a driveway and no recreational vehicle or trailer” and adding “street or parkway” at the end to the Board of Trustees. Motion moved on a 4-2 vote.

Commissioner Rebone moved, seconded by Commissioner Foster the recommendation to amend 11-9-3.A.3.d by deleting the language in d in its entirety to the Board of Trustees. Motion moved on a 4-2 vote.

6. OTHER ITEMS

7. NEXT MEETING

The next meeting will be scheduled for March 6, 2024.

8. ADJOURNMENT

Commissioner Rebone made a motion to adjourn the meeting, seconded by Commissioner Lunardon. Motion carried by voice vote.

Meeting adjourned at 8:51 p.m.

Respectfully submitted,

Caryn Minor, Village Clerk

Planning and Zoning Commission Members:

Chair Kimberly Sutherland

Commissioner Kyle Foster

Commissioner Rusty Kubis

Commissioner Patricia Lunardon

Commissioner Cathy Mathews

Commissioner Christian Rebone