



Meeting: Village Board
Meeting Date: 8/22/2011
Agenda Item: 7c

Mission Statement

Delivering quality services in a courteous, cost-effective and efficient manner

VILLAGE BOARD MEETING STAFF REPORT

REPORT TO: President Burt McIntyre and Village Board of Trustees
REPORT FROM: Geoffrey S. Farr, PE, Director of Public Works
AGENDA ITEM: Review and take action on a site specific driveway/parking plan, for Tim Nuthals at 4920 Millwood Court, requesting the installation of a second driveway.

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

POLICY ISSUE

Should the Village Board approve a second driveway on a residential (R-5) zoned property?

Howard Municipal Code 32-340: *Parcels zoned R-1, R-2, R-3 or R-5 shall not have more than one driveway of each divisible lot permitted by the current zoning code, except where a duplex dwelling having individual garage doors that are separated by 9 feet or more shall have no more than two driveways on a parcel. Each driveway shall be located within the boundary of each divisible parcel.*

BACKGROUND INFORMATION

Howard's existing driveway and other ordinances control the location, size, and number of driveways and parking/travel areas that are allowed on private property. These requirements are meant to ensure that the public is not endangered or encumbered by the disorderly installation of driveways that access the sidewalk or street. Properties are in most cases permitted to have one driveway per divisible parcel.

Mr. Nuthals wants to install a new driveway to an existing shed separate from the house driveway. Vehicular access to the shed structure is currently difficult in wet conditions.

This property is zoned R-5, rural estate residential and is not currently divisible. The property would be divisible once sewer and water utilities are extended and it is rezoned to R-1.

The only code method to permit an extra driveway is to have a site specific driveway plan reviewed and considered for approval, which is the purpose of this report. Driveways approved by a site specific driveway plan review are either "revocable" or "non-revocable". The proposed driveway is for residential use (low volume) and not adjacent to a street intersection. Because of the unlikelihood of problems, staff recommends approval of a second driveway with "revocable status."

Two adjacent properties have second driveways that either existed prior to the Village's driveway code (2006) or were installed without permits.

Driveway construction on the private property may also require a building permit.

PRIOR ACTION/REVIEW

None.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>No</u> |
| 2. Is it Currently Budgeted? | <u>N/A</u> |
| 3. If Budgeted, Which Line? | <u>N/A</u> |

RECOMMENDED ACTION BY VILLAGE BOARD

Village staff recommends that the Village Board either approve or deny the request for a second driveway at 4920 Millwood Court.

If the Village Board were in favor of this policy action, the following motion may be made:

“Motion to (approve / deny) the installation of a (revocable/ non-revocable) second driveway at 4920 Millwood Court.”

POLICY ALTERNATIVE(S)

The Village Board could take the following actions:

- Deny the request for a second driveway because the property owner has the option of extending the shed driveway from the existing residential driveway which would not require a driveway permit.
- Approve the request for a second driveway as proposed by the property owner, deviating from current policy.
- Table the item and request additional information.

ATTACHED INFORMATION

- I. Property owner sketch of proposed driveway location
- II. Aerial photo showing proposed driveway location.

COPIES FORWARDED TO

Tim Nuthals
4920 Millwood Court
54313

274,24

LOT SIZE 1.5 ACRES

LOT VH-47-13

PRT OF SE $\frac{1}{4}$ SE $\frac{1}{4}$ SEC 3

T 24N R19E D5C AS PC1 1 IN 3 CSM 441 BCR



