

PLANNING & ZONING COMMISSION MEETING MINUTES

October 22, 2025, 6:30pm

66 Thillen Drive, Fox Lake, IL

The meeting was held via in-person and via Zoom conference

I.	Call To Order	Open: 6:36 PM	Close: 7:57 PM
II.	Pledge Of Allegiance <i>was recited.</i>		
III.	Roll Call	Present	Absent
	Commissioner:	Stephen Legge <u>x</u>	_____
	Erice Swanson	<u>x</u>	_____
	Barbara Nakinishi	_____	<u>x</u>
	Jeff Bell	<u>x</u>	_____
	Michelle Stewart	<u>x</u>	_____
	Nancy Rodriguez	_____	<u>x</u>
	Chairman:	Joe Bongiovanni <u>x</u>	_____

A quorum was established.

Also in attendance: Sunni Butler, Jodi Luka, Jake Boxrud

IV. Approval of January 8th, 2025, Regular Meeting Minutes

Discussion: Commissioner Legge requested that the minutes reflect unanimous support from the Commission and the Lakota Group for identifying higher density in the downtown plan.

Motion to Approve: Commissioner Stewart made a motion to approve the minutes of September 10, 2025, as amended, and seconded by Commissioner Swanson.

		Yea	Nay	Abstain
Commissioner:	Stephen Legge	<u>x</u>		
	Erica Swanson	<u>x</u>		
	Barbara Nakinishi		<u>x</u>	
	Jeff Bell			<u>x</u>
	Michelle Stewart	<u>x</u>		
	Nancy Rodriguez			
Chairman:	Joe Bongiovanni	<u>x</u>		

Motion Passed.

V. Old Business

1. Final Presentation – Fox Lake Comprehensive Plan, Community Reflections

Lakota Group Presenter **Hannah Bader** was sworn in.

Hannah from the Lakota Group presented updates and implementation strategies.

Audience Comments: None

Discussion: Commissioner Legge initiated a discussion involving infrastructure priorities, commercial inclusion, and downtown density. Staff and commissioners debated priority levels and language adjustments.

Motion to Approve: Commissioner Stewart made a motion to approve the Fox Lake Comprehensive Plan as presented by the Lakota Group and seconded by Commissioner Legge.

	Yea	Nay
Commissioner:		
Stephen Legge	<u>X</u>	_____
Eric Swanson	<u>X</u>	_____
Barbara Nakinishi	<u>AB</u>	_____
Jeff Bell	<u>X</u>	_____
Michelle Stewart	<u>X</u>	_____
Nancy Rodriguez	<u>AB</u>	_____
Chairman:		
Joe Bongiovanni	<u>X</u>	_____

Motion Passed.

2. Final Presentation – Fox Lake Downtown Master Plan

Hannah from the Lakota Group presented implementation strategies, marketing and development principles for the Downtown Master Plan.

Audience Comments: None

Discussion: Commissioner Legge initiated a discussion focusing on housing density and flexibility for future development. Staff and commissioners debated the importance and value of flexibility within the plan.

Motion to Approve: Commissioner Bell made a motion to approve the Fox Lake Downtown Master Plan as presented by the Lakota Group and seconded by Commissioner Swanson.

		Yea	Nay
Commissioner:	Stephen Legge	_____	<u>x</u>
	Erica Swanson	<u>x</u>	_____
	Barbara Nakinishi	<u>AB</u>	_____
	Jeff Bell	<u>x</u>	_____
	Michelle Stewart	<u>x</u>	_____
	Nancy Rodriguez	<u>AB</u>	_____
Chairman:	Joe Bongiovanni	<u>x</u>	_____

Motion Passed.

VI. New Business

1. Resubdivision (consolidation) of Two Parcels – 39 Covington Road – Samara Gonzales

Open: 7:09 PM Close: 7:14 PM

Petitioner not present

Audience Comment: None

Discussion: Commissioner Legge inquired whether the proposed parcel boundaries would interfere with any surrounding properties or roadways. Staff member Jake Boxrud confirmed that the proposed adjustment would not result in any interference with adjacent properties or public right-of-way. He also clarified that the attachment included with the agenda item reflects the proposed new boundaries for approval, not the existing boundaries.

Motion to Approve: Commissioner Bell made a motion to recommend approval to the Village Board for the proposed resubdivision consolidating two parcels into one residential property at the property commonly known as 39 Covington Road, Fox Lake, IL 60020, and seconded by Commissioner Legge.

		Yea	Nay
Commissioner:	Stephen Legge	<u>x</u>	_____
	Erica Swanson	<u>x</u>	_____
	Barbara Nakinishi	<u>AB</u>	_____
	Jeff Bell	<u>x</u>	_____
	Michelle Stewart	<u>x</u>	_____
	Nancy Rodriguez	<u>AB</u>	_____
Chairman:	Joe Bongiovanni	x	_____

Motion Passed.

**2. Special Use Permit to Operate a Short-Term Rental- 12 N Pistakee Lake Road
– Jim Finnegan**

Discussion: Staff requested that this item be continued to the November 12, 2025, Planning and Zoning Committee meeting.

Audience Comment: A question was raised regarding the reason for the continuance. Staff responded that the petitioner, Jim Finnegan, was unable to attend the meeting due to prior commitments.

Motion to Approve: Commissioner Legge made a motion to continue the item regarding the Special Use Permit to operate a short-term rental at the property commonly known as 12 N Pistakee Lake Road, Fox Lake, IL 60020, to the Planning and Zoning Committee meeting scheduled for November 12, 2025. The motion was seconded by Commissioner Bell.

All were in favor.

3. Sign Variation- 60 Eagle Point Road- Rick Aviles

Open: 7:16 PM **Close:** 7:42 PM

Petitioner, Rick Aviles was sworn in.

Audience Comment: None

Discussion: Staff member Jake Boxrud began by explaining that due to the configuration of the property's plat, the typical monument signage requirement is not feasible. As a result, alternative signage options are being explored in accordance with the Village's sign ordinance.

A discussion followed regarding the possibility of installing a lighted digital sign offset from the business, positioned near the four-way stop intersection visible to Route 12 traffic, however, still on the petitioner's property. This was proposed as a marketing tool and a means of community engagement to help increase visibility and traffic to the business. The petitioner also noted that additional lighting from the sign could help deter vandalism and theft on the side of the building not used for parking or regular business traffic.

Commissioner Legge raised concerns about the property's proximity to residential areas.

Commissioners Swanson and Bell asked for clarification on the dimensions of the proposed signage, confirming that the request was for a building-mounted sign rather than a freestanding lighted sign. Staff confirmed that lighted building signage is permitted and has been approved.

Chairman Bongiovanni questioned the intent of the proposed signage, noting that it resembled a billboard more than a traditional business location sign. He commented that, given the nature of the business, where services are provided externally rather than within the storefront, a digital sign used for advertising discounts or community

involvement may not be necessary to drive traffic.

Motion to Approve: Commissioner Swanson made a motion to recommend approval to the Village Board for a variation to Section 10-1-6-D of the Village of Fox Lake Zoning Code, which prohibits the placement of an Electronic Message Center (EMC) sign on a building façade. The standards for Special Use have been considered in accordance with the Village's zoning regulations. The motion was seconded by Commissioner Stewart.

	Yea	Nay
Commissioner:		
Stephen Legge	<u> </u>	<u>X</u>
Eric Swanson	<u>X</u>	<u> </u>
Barbara Nakinishi	<u>AB</u>	<u> </u>
Jeff Bell	<u> </u>	<u>X</u>
Michelle Stewart	<u>X</u>	<u> </u>
Nancy Rodriguez	<u>AB</u>	<u> </u>
Chairman:	<u> </u>	<u>X</u>
Joe Bongiovanni	<u> </u>	<u> </u>

Motion Not Passed.

4. Discussion:

Community and Economic Development Director Jodi Luka thanked the Commission for their continued dedication and support of the Fox Lake Comprehensive Plan and Downtown Master Plan initiatives.

She provided development updates on several projects:

- ***The Quarry:*** Construction of the clubhouse and Building #1 is expected to begin this week.
- ***329 Thomas and Honda:*** Both projects are currently underway.
- ***Dino's Property:*** Recently purchased, with plans to convert the space into a billiards hall featuring a golf simulator, bar, and additional amenities.
- ***Smokehouse:*** No updates were available regarding the upstairs portion of the property.

Chairman Bongiovanni inquired about training opportunities for the Commission. Jodi Luka responded that coordination for the required training is in progress. She will share details once available. The training will be approximately 2.5 hours and will likely be scheduled as a special meeting, as no other business can be conducted during that session.

Chairman Bongiovanni also suggested planning a holiday gathering for the Commission, to be finalized at the next meeting for either December or January.

Chairman Bongiovanni requested that a card be signed for Clerk Patty Russell, who is currently out due to medical concerns.

5. Public Comment:

In accordance with the Illinois Open Meeting Act, the public may address the Commission regarding any matter on the agenda or not on the agenda.

None.

6. Adjournment

Motion to adjourn was made by Commissioner Legge and seconded by Commissioner Bell.

Affirmative Vote

All in favor - Adjourned at 7:57 PM

Respectfully submitted,

Sunni Butler