



## **PLANNING & ZONING COMMISSION MEETING MINUTES**

66 Thillen Drive, Fox Lake, IL 60020

May 8<sup>th</sup>, 2019 6:30pm

**Public Hearing for the petition of Steven Jergensen, requesting a Special Use Permit to operate a short-term rental at 100 E. Grand Avenue**

### **I. Call to Order**

**Chairman Gauger called to order the public hearing for the petition of Steven Jergensen, requesting a Special Use Permit to operate a short-term rental at 100 E. Grand Avenue at 6:30pm.**

### **II. Roll Call**

#### **Present**

Commissioner David Schultz  
Commissioner Stephanie Vermillion  
Commissioner Niki Warden  
Commissioner Tim Foster  
Commissioner Debra Vander Weit  
Chairman David Gauger

#### **Staff Present**

Community Development Director Donovan Day

### **III. Hearing**

**The Petitioner, Steven Jergensen, is seeking Planning & Zoning Commission approval for a Special Use Permit to operate a short term rental at property commonly known as 100 E. Grand Avenue.**

Steven Jergensen stated he and his wife Willow Jergensen recently purchased the property at 100 E. Grand Avenue. Mr. & Mrs. Jergensen want to improve the property to increase the value and maintain a high-level, short-term rental vacation destination. Professional cleaning and landscaping crews will maintain a clean and welcoming environment. The property has two (2) garages and spaces for parking available so that cars will not need to be parked in the public

streets. Mr. Jergensen mentioned that the property could be a hard sell to home buyers due to the location on a busy road and across the street from a bar. However, for guests on vacation it is an ideal location being in walking distance to the downtown area with many available restaurants, a movie theater, stores, salons and more. While researching surrounding municipalities, Mr. Jergensen found it difficult to obtain rules, regulations or applications regarding short-term rentals. Mr. & Mrs. Jergensen were very pleased to find that the Village of Fox Lake has an ordinance and process in place related to short-term rentals.

#### **IV. Commission Comments**

#### **V. Commission Questions**

Commissioner Warden questioned the boat accommodations without a boat dock and a narrow, shallow channel.

Mr. Jergensen stated he has already taken this topic into consideration and will be enforcing it in his own house rule's stating *No Watercrafts Over 18ft. Allowed*.

Commissioner Vander Weit questioned the several violations that were found during the inspection of the property, conducted by Fox Lake Building Inspector Trent Turner.

Steven replied that out of the dozen violations found, he has addressed all but two of the items due to not having done them before. One is to install insulation between the garage and one of the bonus rooms. The second item is in regards to the stairs and not having sufficient rails. Mr. Jergensen has already found contractors, purchased materials and applied for permits to complete the work.

Commissioner Schultz referenced an email sent in by a neighbor concerned about the unit above the garage and if it was also being rented out.

Mr. Jergensen replied that it would be part of the house rental as a bonus area. The bonus area above the garage has a living area, eating table, TV, bathroom & a bar. Commissioner Schultz suggested exchanging contact information and having open communication with the neighbors.

Mr. Jergensen stated he had met the neighbor and agrees to exchange contact information with him.

#### **VI. Public Comment**

Resident Chuck Robinson referred to some of the concerns he and his wife have had regarding a short-term rental in the area. Mr. Robinson asked for guidance on what to do or who to call if a situation becomes a nuisance.

- Noise
- Boat Dock

Commissioner Warden recounted the previous short-term rental petitions and the main concerns regarding noise and what neighbors should do.

Director Day explained the process after a short term rental has been approved by the Village Board.

- The Chief of Police gets a confirmation letter of the short-term rental approval and it is entered into their system.
- Records of phone calls regarding that property are stored and the Community Development Department is notified with a police report.
- Annual reviews are required for all short-term rentals.
- If a short-term rental property has multiple police reports at any given time, that property will be required to go before the Village Board for a hearing.

**VII. Motion**

*Commissioner Schultz made a **motion** to approve the petition for Steven Jergenson for a Special Use Permit to operate a Short-Term Rental at 100 E. Grand Ave. according to Section 9-1-6-10 Subsection C Items 1-6, Seconded by Commissioner Warden.*

Discussion: None

*Roll Call Vote:*

<i>Commissioner Schultz</i>	<i>Aye</i>
<i>Commissioner Vermillion</i>	<i>Aye</i>
<i>Commissioner Warden</i>	<i>Aye</i>
<i>Commissioner Foster</i>	<i>Aye</i>
<i>Commissioner Vander Weit</i>	<i>Aye</i>
<i>Chairman Gauger</i>	<i>Aye</i>

**VIII. Adjournment**

Chairman Gauger closed the hearing at 7:12pm.

Respectfully submitted by,



---

Brigitte Weber  
Deputy Clerk