

AGENDA

PLANNING AND ZONING COMMISSION MEETING

January 7, 2026 - 7:00 PM
Village Hall - Board Room
300 Plaza Circle, Mundelein, IL 60060

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ATTENDANCE
- IV. MINUTES APPROVAL
 - A. Approve the Planning and Zoning Commission Regular meeting minutes from December 17, 2025
- V. PUBLIC COMMENTARY
- VI. OLD PZC BUSINESS
- VII. NEW PZC BUSINESS
 - A. Public Hearing - PZ2025-0040 - 445 Brice Avenue - Fence Variation
- VIII. QUESTIONS AND COMMENTS
- IX. ADJOURNMENT
 - A. Adjourn the Planning and Zoning Commission Meeting

Public comment may be made for all agenda items at the meeting. If you wish to provide testimony or comments prior to the meeting, you may provide them up to 24 hours prior to the scheduled meeting time in one of two ways: (1) by sending an email to planning@mundelein.org; or (2) by dropping it off directly at Village Hall to the attention of Community Development, 300 Plaza Circle, Mundelein, Illinois. Agenda materials are available at www.mundelein.org/Agendas-Minutes

The Village of Mundelein, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in

this meeting, or who have questions about the accessibility of the meeting or facilities, to contact the ADA Coordinator at 847-949-3200 to allow the Village to arrange accommodations for those persons.

CALL TO ORDER

The Regular Meeting of the Planning and Zoning Commission of the Village of Mundelein was held on December 17, 2025 at 300 Plaza Circle, Mundelein. Commission Chairman T. Roswick called the meeting to order at 7:01 PM.

PLEDGE OF ALLEGIANCE

Chairman T. Roswick led the Pledge of Allegiance.

ATTENDANCE

Chair Roswick took the roll call. It indicated as follows:

Board Attendance

PRESENT: K. Anderson, K. Garesche, J. Holden, T. Roswick, K. Teehan, T. Wilson

ABSENT: S. Petti

Village Attendance

PRESENT: A. Orenchuk, Director of Community Development; C. Malec, Senior Planner; I. Guadarrama, Senior Planner; J. Marvin, Associate Planner; and E. Swanson, Recording Secretary

MINUTES APPROVAL

Approve the Planning and Zoning Commission Regular meeting minutes from November 19, 2025

K. Teehna moved, seconded by J. Holden, a **Motion** to Approve the Planning and Zoning Commission Meeting Minutes from November 19, 2025.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner K. Teehan
SECONDER:	Commissioner J. Holden
AYES:	T. Roswick, K. Anderson, K. Garesche, J. Holden, K. Teehan, T. Wilson
NAYS:	None
ABSTAIN:	None

PUBLIC COMMENTARY

T. Roswick opened the floor to public commentary.

There was no general public commentary.

T. Roswick closed the floor to general public commentary.

NEW PZC BUSINESS

Public Hearing - PZ2025-0039 - Mundelein High School District 120 - Variation for Interior Parking Lot Landscape

Mundelein High School is requesting a Variation for relief from certain landscaping requirements for proposed interior parking lot improvements.

Open Public Hearing

J. Holden moved, seconded by K. Garesche, a **Motion** to Open Public Hearing PZ2025-0039.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner J. Holden
SECONDER:	Commissioner K. Garesche
AYES:	T. Roswick, K. Anderson, K. Garesche, J. Holden, K. Teehan, T. Wilson
NAYS:	None
ABSTAIN:	None

Staff Presentation

Isabel gave the attached presentation. The petitioner is requesting relief from the required islands and the number of required plantings in their proposed parking lot renovation.

Petitioner Presentation

Kevin Quinn, Director of Facilities for Mundelein High School District 120 was sworn in. Mr. Quinn discussed the history and needs of the project. He reviewed the plans for developing a beautiful high school campus for the community.

Kyle Buck of Wight and Company spoke on the proposed changes to the parking lots and the requested variation requests. The high school is planning to have islands at the ends of each parking lane, but would like minimal islands throughout the parking lot to increase the number of parking spaces.

The commission reviewed the proposed landscaping plan and inquired about whether the trees being removed were all necessary. Mr. Buck stated that Wight promotes sustainability, so any tree selected for removal was necessary for the plan. There was no tree survey provided by D120 at the time of the meeting.

Public Commentary

T. Roswick opened the floor to public commentary.

Gloria Baratta of 636 Woodhaven Drive inquired as to if there were any encroachments planned onto the properties along Woodhaven Drive. T. Roswick stated that all proposed changes are interior and there will not be any encroachments to residential properties.

T. Roswick closed the floor to public commentary.

Commission Discussion

J. Holden stated that she felt the tree survey was needed in order to make an educated decision on the variation request regarding the gap in trees and the trees that were selected for removal. Mr. Quinn stated that the High School is planning to do a survey as soon as they are able. K. Anderson agreed that the survey would be helpful. He is under the assumption that the trees needing to be removed are within the area of expansion, but knowing the specific species to be removed would be helpful to make a decision.

K. Garesche stated that she would like to see similar quality plantings to be planned based on what trees are planned to be removed. The commission further reviewed the calculation of the gap in trees needed to meet the Village Code.

T. Roswick requested the petitioner to elaborate on the hardship to meet the requirements to qualify for a variation from the zoning code. K. Quinn stated that the parking lot was initially created in the 1950s when parking was a high need. Now to accommodate student parking, staff parking, and public parking for public events, the High School is struggling to meet the current need. The commission agreed that a continuation would be needed to allow time for the petitioner to get the tree survey completed for the commission to review.

Continue Public Hearing

K. Garesche moved, seconded by J. Holden, a **Motion** to continue Public Hearing PZ2025-0039 to Wednesday, January 21, 2026 at 7:00 PM at the Mundelein Village Hall located at 300 Plaza Circle, Mundelein, Illinois.

RESULT: **Passed [Yes 6, No 0, Abstained 0]**

MOVER:	Commissioner K. Garesche
SECONDER:	Commissioner J. Holden
AYES:	T. Roswick, K. Anderson, K. Garesche, J. Holden, K. Teehan, T. Wilson
NAYS:	None
ABSTAIN:	None

Memo to the Village Board from the Planning and Zoning Commission Regarding Proposed Preservation Initiatives

Village staff prepared a memo on behalf of the Commission regarding creating environmental and historic preservation.

Commission Discussion

The commission reviewed the initiative and did not have any recommended changes. The intent of the memo is to gauge the Board's interest in preservation now that there is more demand for development. The Commission would like to have the memo attached to their Budget request for next fiscal year and will add it to their year summary presentation.

OLD PZC BUSINESS

Continuation of Public Hearing - PZ2025-0038 - Comprehensive Plan Amendment

Staff Presentation

A. Orenchuk gave the attached presentation on the proposed changes to the Village Comprehensive Plan. The Comprehensive Plan is not a regulating document, but a vision to help guide decision-making within the Village. T. Roswick stated that the Comprehensive Plan is also used as a defense to any challenges to decision-making.

The main item being changed is the large portion of land where the proposed Ivanhoe Village development will be. It is currently zoned as "Maintain Flexibility". This can leave the door open for some less desirable uses. However, if this portion is changed to a Traditional Neighborhood Design, and proposed development there would create guard rails to keep the area consistent.

Public Commentary

T. Roswick opened the floor to public commentary.

Shawn Killacky, Member of the Board of Education for Fremont School District 79 was sworn in. He stated that he previously did not understand the comprehensive plan. He asked how heavily the village uses this document when reviewing developments like the proposed Ivanhoe Village, as he felt there were discrepancies between this document and what was brought forth by the lawyers for the petitioner of the Ivanhoe Village development (not on this agenda).

T. Wilson stated that personally when he was previously a Trustee, he made decisions more closely based on the Comprehensive Plan than what a petitioner would request.

T. Roswick closed the floor to public commentary.

Commission Discussion

The commission will hold on discussion until the item is brought forth again at the January 21, 2026 meeting to allow for the public to review the information and make commentary.

Continue Public Hearing

K. Garesche moved, seconded by J. Holden, a **Motion** to continue Public Hearing PZ2025-0038 to Wednesday, January 21, 2026 at 7:00 PM at the Mundelein Village Hall located at 300 Plaza Circle, Mundelein, Illinois.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner K. Garesche
SECONDER:	Commissioner J. Holden
AYES:	T. Roswick, K. Anderson, K. Garesche, J. Holden, K. Teehan, T. Wilson
NAYS:	None
ABSTAIN:	None

Continuation of Public Hearing - PZ2025-0037 - Zoning Ordinance Text Amendments, Title 20 of the Municipal Code

Staff Presentation

J. Marvin, C. Malec, and I. Guadarrama gave the attached presentation on proposed text amendments to the Village Zoning Ordinance. Topics of discussion were as follows:

- Outdoor Storage
- Parking Lot Landscape Requirements

- Recreational Vehicles in Residential Zoning District
- Home Daycares

Public Commentary

T. Roswick opened the floor to public commentary.

There was no public commentary.

T. Roswick closed the floor to public commentary.

Commission Discussion

Outdoor Storage

The Commission discussed the current restrictions and gave staff feedback on what they would see going forward.

Parking Lot Landscape Requirements

The Commission discussed the current requirements in the zoning code. Commissioners requested clarification on changes that would trigger the need for conforming to new requirements and gave staff guidance on moving forward with text amendments.

Recreational Vehicles in Residential Zoning District

The Commission discussed current restrictions on recreational vehicle and trailer parking in residential areas. Proposed changes were discussed and clarification was given on current code enforcement issues. The Commission noted that they would prefer to see stricter regulations regarding Recreational Vehicle storage in residential areas.

Home Daycares

The commission gave feedback on the notes brought forth on the amendment recommendations from staff, Police, Fire, and Building. J. Holden and K. Garesche will be working with staff on researching the topic further to give a balanced text amendment.

Continue Public Hearing

K. Anderson moved, seconded by K. Teehan, a **Motion** to continue Public Hearing PZ2025-0037 to Wednesday, January 21, 2026 at 7:00 PM at the Mundelein Village Hall located at 300 Plaza Circle, Mundelein, Illinois.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Commissioner K. Anderson

SECONDER: Commissioner K. Teehan
AYES: T. Roswick, K. Anderson, K. Garesche, J. Holden, K. Teehan, T. Wilson
NAYS: None
ABSTAIN: None

QUESTIONS AND COMMENTS

There were no further questions or comments.

ADJOURNMENT

Adjourn the Planning and Zoning Commission Meeting

K. Teehan moved, seconded by J. Holden, a **Motion** to adjourn the Planning and Zoning Commission meeting of December 17, 2025.

RESULT: **Passed [Yes 6, No 0, Abstained 0]**
MOVER: Commissioner K. Teehan
SECONDER: Commissioner J. Holden
AYES: T. Roswick, K. Anderson, K. Garesche, J. Holden, K. Teehan, T. Wilson
NAYS: None
ABSTAIN: None

The meeting was adjourned at 10:58 PM.

Erin Swanson, Recording Secretary

Sign-In Sheet

NAME/COMPANY

ADDRESS

PHONE/EMAIL

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Sign-In Sheet

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PZ2025-0039

1350 & 1500 W. HAWLEY STREET – MUNDELEIN HIGH SCHOOL D120
INTERIOR PARKING LOT LANDSCAPE VARIATION

Application

Kyle Buck – Wight & Company

Kevin Quinn – Director of Facilities at Mundelein High School D120

1350 and 1500 W. Hawley Street

Interior Parking Lot Landscape Variation

Variation to Section 20.60.110

Currently the Section 20.60.110 – Interior parking lot landscape reads:

For parking lots consisting of ten or more spaces, interior parking lot landscape shall be required.

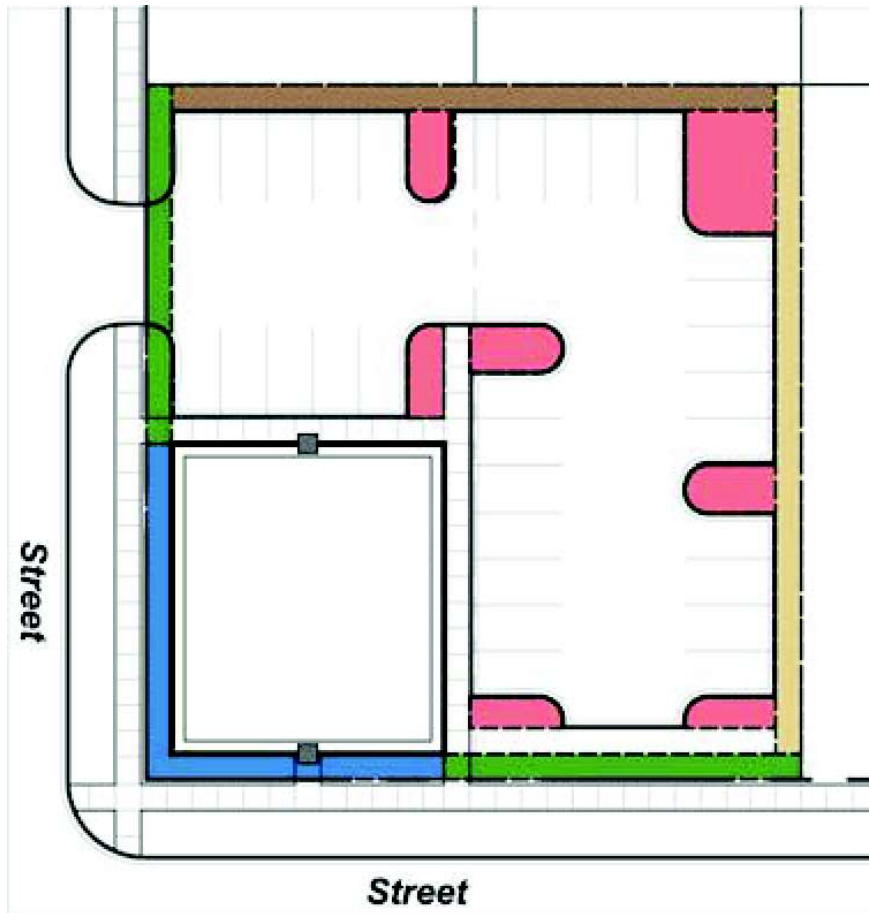
A. Amount. **One parking lot island shall be provided between every ten parking spaces.** As part of the landscape plan approval, parking lot island locations may be varied based on specific site requirements or design scheme, but the total number of islands shall be no less than the amount required one island for every ten spaces. However, all rows of parking spaces shall be **terminated by a parking lot island** or landscaped area.

B. Size and Planting of Parking Lot Islands. Parking lot islands shall be the same dimension as the parking stall. Double rows of parking shall provide parking lot islands that are the same dimension as the double row. A minimum of **one shade tree shall be provided for every parking lot island** or landscaped area. If the island extends the width of a **double row, then two shade trees** shall be provided.

C. Design of Planting Areas. Parking lot islands or landscaped areas shall be at least one hundred forty-four square (144) feet in area and at least six inches above the surface of the parking lot and protected with concrete curbing, except where designed specifically for the absorption of stormwater. Such islands and landscaped areas shall be properly drained and irrigated as appropriate to the site conditions to ensure survivability.

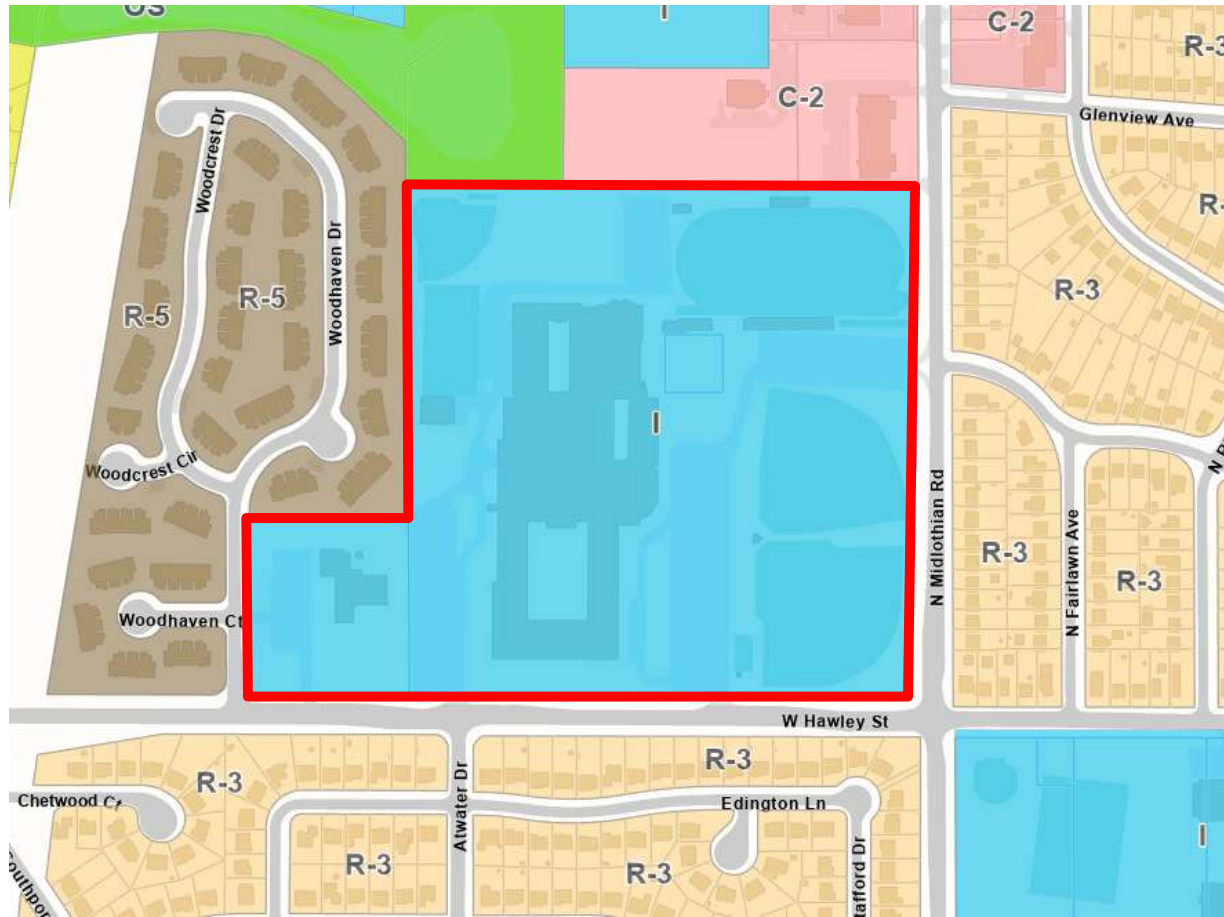
D. Type of Landscape Material. Shade trees shall be the primary plant materials used in parking lot islands and landscaped areas. Ornamental trees, shrubs, hedges and other plant materials may be used to supplement the shade tree plantings but shall not create visibility concerns for automobiles and pedestrians.

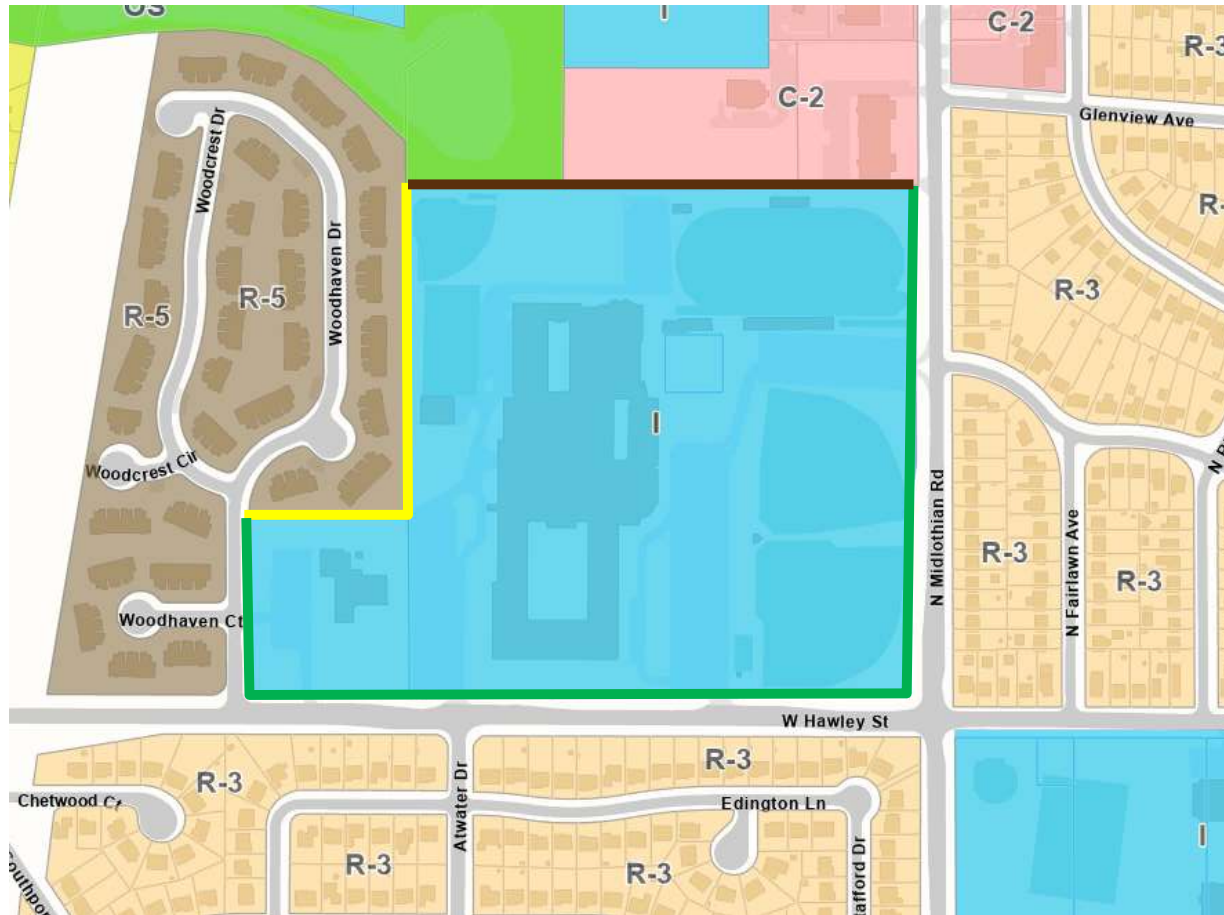
E. Groundcover. A minimum of seventy-five percent of every parking lot island shall be planted in turf or other live groundcover, perennials or ornamental grasses.



Legend

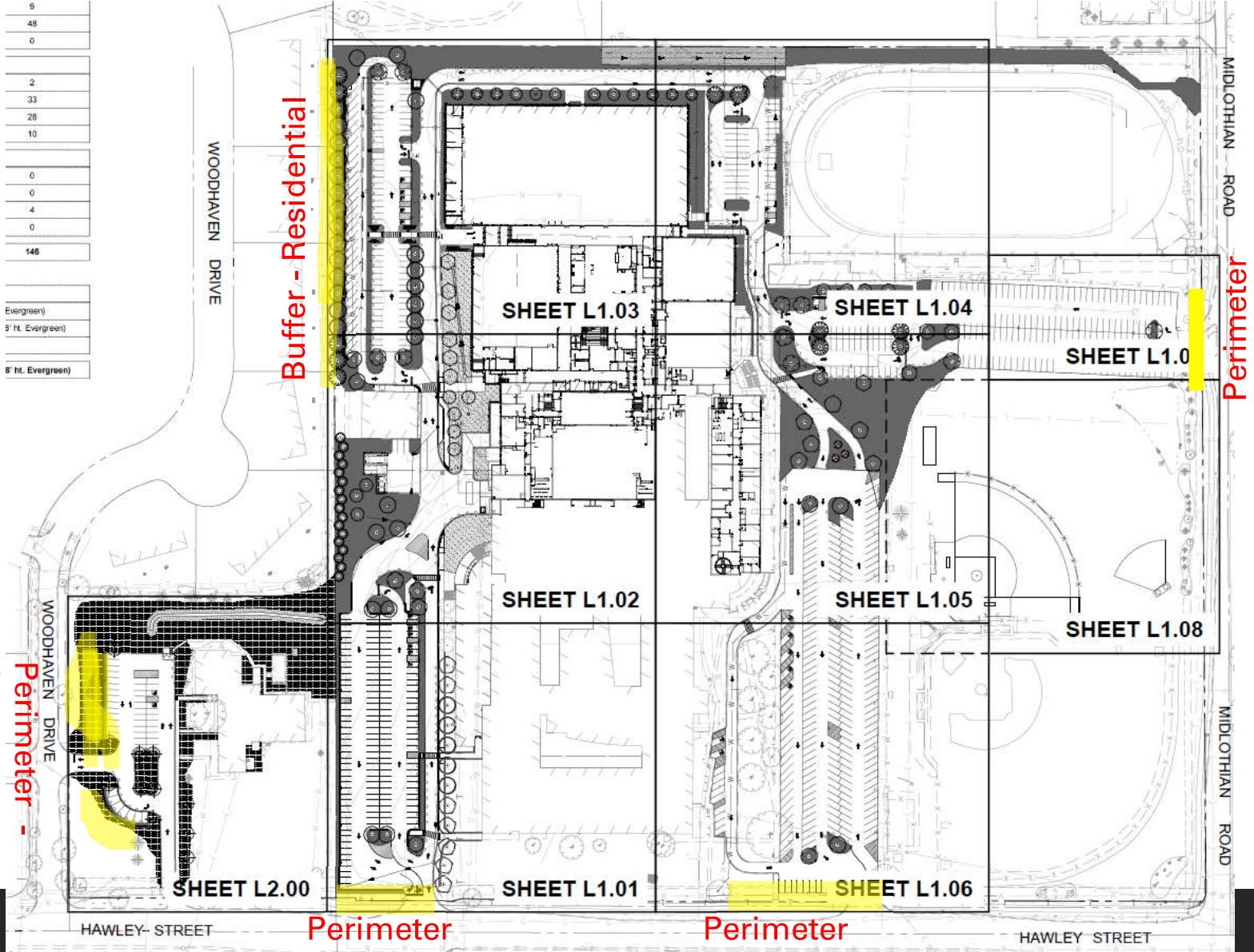
- Building Foundation Landscaping
Façade Abutting Right-of-Way
- Perimeter Landscape Yard
- Interior Side Buffer Yard
- Rear Buffer Yard
- Interior Parking Lot Landscaping





9
48
0
2
33
28
10
0
0
4
0
148
Evergreen)
9' H. Evergreen)
5' H. Evergreen)

Comply
Perimeter -



Perimeter & Buffer Landscape Requirements

Perimeter:

- 1 shrub for every 3 feet of landscape area length
- landscape area shall be at least 5 feet in width

Buffer:

- Required between a non-residential district abutting a residential district
- 5 feet in width
- 1 shade tree for every 25 linear feet
- opaque masonry wall (fence)
- 1 shrub for every 3 linear feet of yard length

Trees

Removing 43 trees → 146 trees required to plant

Planted trees = 152 trees

6 trees that are not required but can be put towards the 63 shade trees.

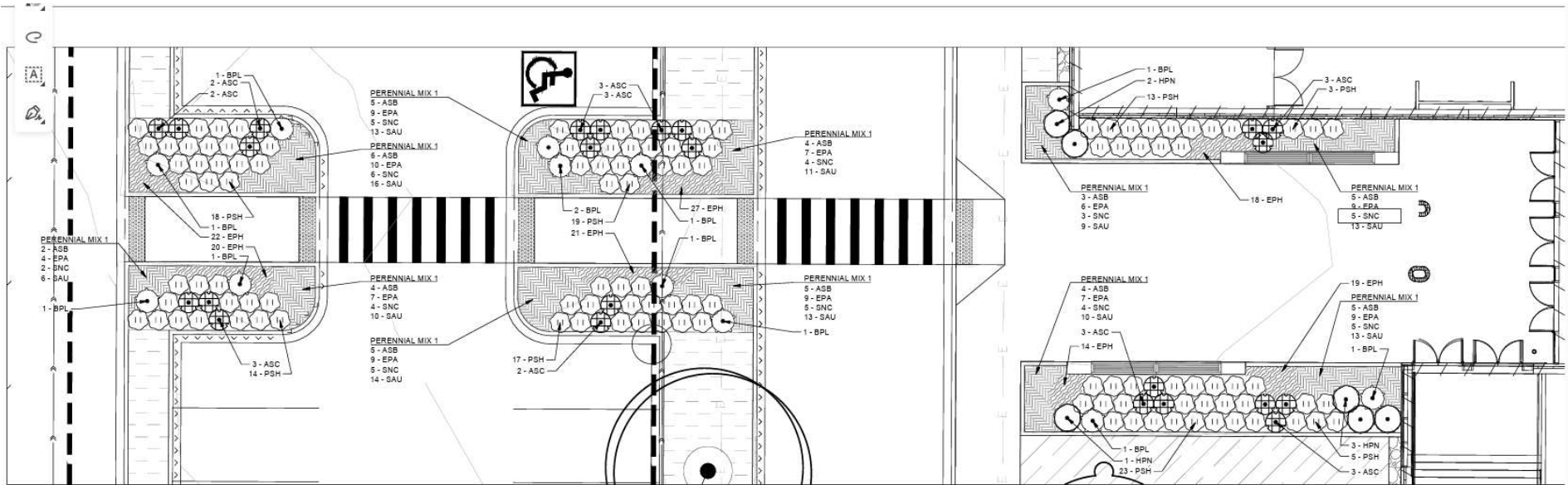
Missing 57 trees plus buffer trees and perimeter shrubs

TREE REMOVAL & REPLACEMENT

Ordinance Section 16.23.060		
	Quantity Removed	Replacement Required
Phase 1		
3-6" DBH	6	12
7-12" DBH	3	9
13-29" DBH	12	48
30"+ DBH	0	0
Phase 2		
3-6" DBH	1	2
7-12" DBH	11	33
13-29" DBH	7	28
30"+ DBH	2	10
Transition Center		
3-6" DBH	0	0
7-12" DBH	0	0
13-29" DBH	1	4
30"+ DBH	0	0
Total	43	146

Replacements Provided	
Phase 1	5 Trees (3 x 3" Cal. Shade / 3 x 8' ht. Evergreen)
Phase 2	133 Trees (116 x 3" Cal.Shade / 17 x 8' ht. Evergreen)
Transition Center	13 Trees (13 x 3" Cal. Shade)
Total	152 Trees (130 x 3" Cal.Shade / 20 x 8' ht. Evergreen)

154 plants



ENTRANCE LANDSCAPE ENLARGEMENT

SCALE: 1"=10'

Note: Ornamental trees, shrubs, hedges, and other plant materials may be used to supplement the shade tree plantings for interior parking lot islands.



Comprehensive Plan Amendments

December 17, 2025

Presentation Topics

- Introduction & Purpose
- Structure of the Comprehensive Plan
- Presentation of Amendments
- Discussions



Purpose

- The proposed Comprehensive Plan Amendment is an initiative by the Village.
- The proposed Amendment sets a vision and expectations as a guide for development.
- The proposed Amendment does not approve uses or regulate any specific project or property.

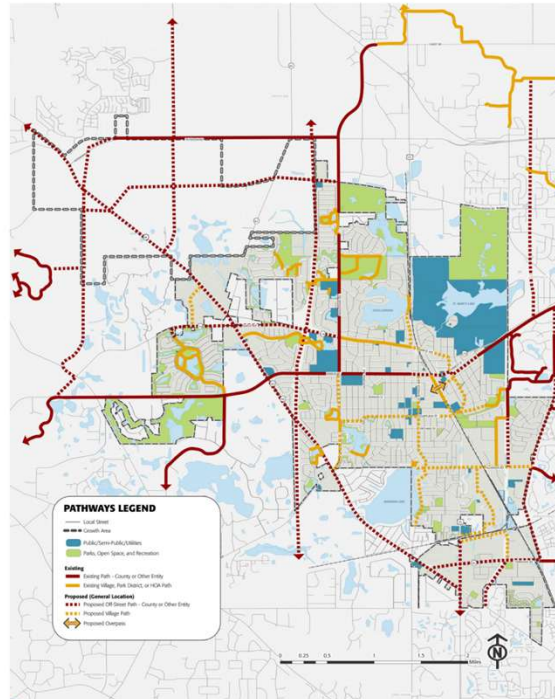
Introduction to Comp Plan vs. Zoning Code

20.28.040 – Measurement of yards, single-family, two-family, and single-family attached.

A. Typical Yard Configurations.

1. A front yard is measured as the required minimum distance a structure, or other improvement on a lot, must be located from a front lot line, as required by Table 20.28-2. The front yard extends the full width of the lot between side lot lines for the required minimum depth, measured perpendicular to the front lot line. (See Figure 20.28-1. Typical Yard Configurations)
2. A rear yard is measured as the required minimum distance a structure, or other improvement on a lot, must be located from a rear lot line, as required by Table 20.28-2. The rear yard extends between the side lot lines for the required minimum depth, measured perpendicular to the rear lot line. (See Figure 20.28-1)
3. An interior side yard is measured as the required minimum distance a structure, or other improvement on a lot, must be located from an interior side lot line, as required by Table 20.28-2. The interior side yard extends along an interior side lot line between the front and rear yard, for the required minimum depth, measured perpendicular to the interior side lot line. (See Figure 20.28-1)
4. A corner side yard is measured as the required minimum distance a structure, or other improvement on a lot, must be located from a corner side lot line, as required by Table 20.28-2. The corner side yard extends along the corner side lot line between the front yard and the rear lot line, for the required minimum depth, measured perpendicular to the corner side lot line. (See Figure 20.28-1)

FIGURE 20.28-1: TYPICAL YARD CONFIGURATIONS



▲ Figure 5: Existing Path Network Map

10 1. COMMUNITY OVERVIEW

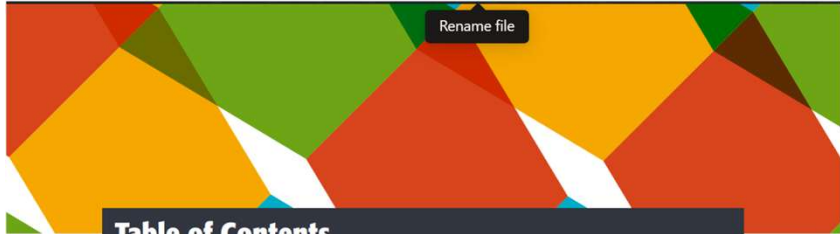


▲ Figure 21: Downtown Vision Plan (Credit Farr & Associates)

Following the adoption of the plan, the Village created the North Lake Enhancement Program, a pilot program for exterior and interior enhancements of properties in the Lake Street corridor. A set of ten adjacent parcels on the east side of Lake Street, between Park and Hawley Streets, was selected for the program.

Five of the sites have participated in the program, which allowed the Village to gain a public parking easement. This easement will make it possible to create a shared parking lot to improve parking flow, enhance aesthetics, and create a more welcoming environment for visitors. Expansion of this successful pilot program should be considered for other areas within the downtown.

78 10. SUBAREA PLANS



Rename file

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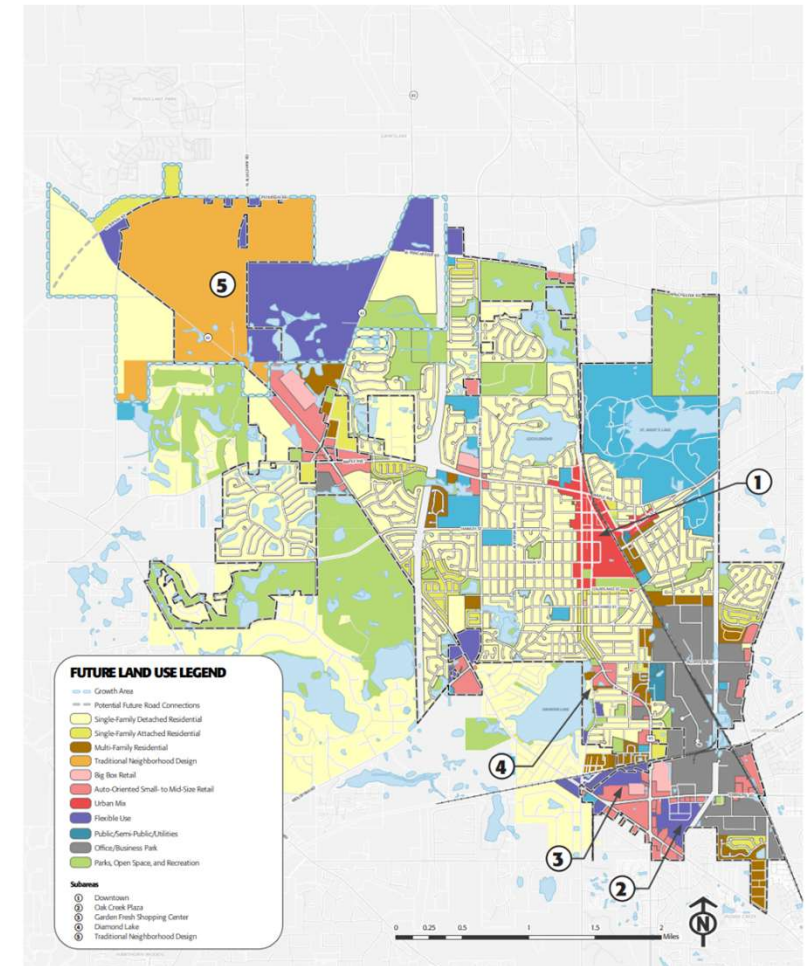
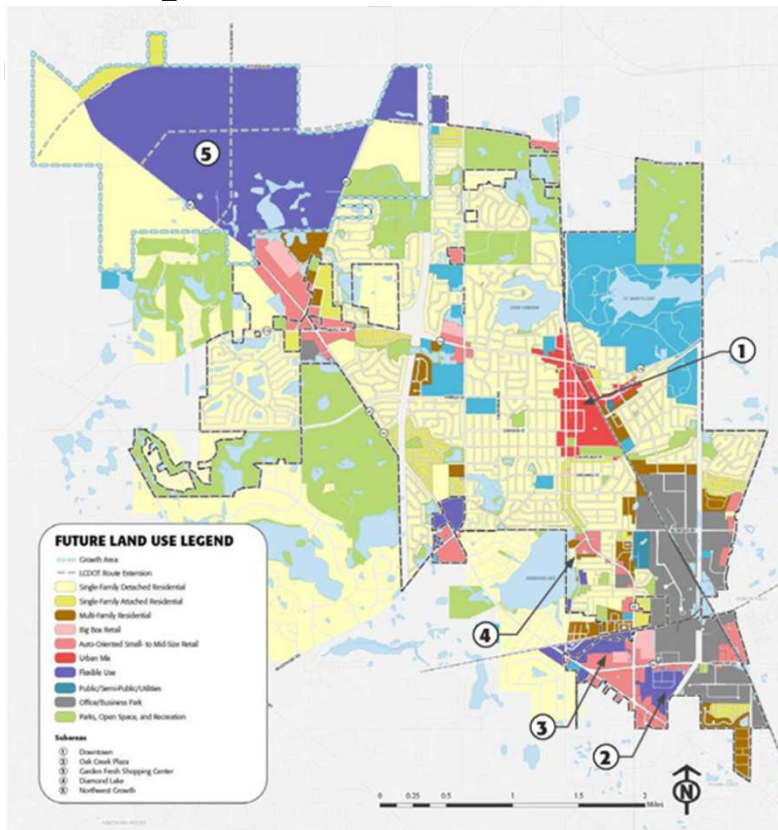
Structure of the Comprehensive Plan



Proposed Amendments

- Public hearing notification was published for November 19th PZC. The Village continued the public hearing to December 17, 2025.
- The amendments anticipated a vision for Traditional Neighborhood Design and Development (TND), Transportation, Transit, and Mobility, plus an update for other areas that were annexed or zoned since 2021 such as map tweaks for past approvals.
- The primary focus of the amendment was to provide a clearer vision for expectations of the "Growth Area" and TND.

Proposed Amendments



▲ Figure 10: Future Land Use Plan

Growth Area

Description

The Village worked closely with the landowners to guide plans for a traditional neighborhood development that can be incorporated as a successful extension of Mundelein. Generally, these areas are located in the northwest section of the Village, previously identified as some of the flexible portions of the growth area for the Village. However, these goals, vision, and implementation strategies can be applied to other areas in the Village that would like to develop as Traditional Neighborhood Design (TND). New Urbanism is the ideology and a charter of principles where one might build a type of TND. It is an international movement to reform urban design, advocating for walkable, mixed-use neighborhoods that reduce car dependency, foster community with human-scaled places, and a focus on the external components of a development.

Traditional Neighborhood Design is an approach to development that is pedestrian friendly, typically uses a smaller block pattern, often found in older suburbs and communities, and includes a mix of uses and housing types, providing for a walkable community with accessible retail and services. This differs from some master planned communities that have different housing types which might be found in isolated segments of the development. Connectivity is also a key component of these developments.

This type of development also prioritizes working with natural features and resources, using increased housing density to allow for a larger percentage of high-quality open space to be preserved or created. Additionally, Traditional Neighborhood Development, where applicable, should work to preserve historic structures or resources that create an authentic sense of place.



▲ The northwest area of Mundelein has the most potential for Traditional Neighborhood Design, however, this approach to development can be applied elsewhere in the Village.



▲ The northwest area of Mundelein has the most potential for Traditional Neighborhood Design, however, this approach to development can be applied elsewhere in the Village.

TND Subarea Goals

Mundelein's goals for this area should be to use any potential expansion area to grow the Village in a positive way that provides for the needs of existing and future residents by:

- ▲ Adhering to principles of New Urbanism and Traditional Neighborhood Design.
- ▲ Providing high quality, attractive architecture that is predominately traditional and adheres to authentic architectural styles.
 - Architectural styles can vary from home to home, but elements from multiple styles should not be combined in one design.
 - Architecture should follow the Village's Residential Design Guidelines, which provide additional detail and guidance.
- ▲ Respecting the agrarian history of the area and preservation of key structures and landforms where feasible.
- ▲ Developing new and varied residential opportunities that provide a range of housing choices from larger rural lots to smaller, more urban lots, and creation of "missing middle" housing.
- ▲ Increasing population to support existing community businesses and attract new businesses into Mundelein.
- ▲ Creating new development that contributes positively to the Village's economic health through appropriately scaled and located town center commercial development and the inclusion of other light industrial, medical office, and commercial uses at the perimeter of the development along larger roads.
- ▲ Preserving high-quality features, such as wetlands, stands of mature trees, and other unique natural features.
- ▲ Developing new open spaces and trail connections that integrate existing natural resources into the community and enhance the quality of life in the Village.
- ▲ Providing human-scaled amenities and people-oriented streets.



▲ Examples of Missing Middle Housing from the ivanhoevillage.com (Credit DPZ CoDesign)



▲ Town Center commercial concept from the Ivanhoe Village Presentation 4/14/2025 (Credit DPZ CoDesign)

Subarea Vision

- ▲ This subarea should be a master planned expansion of coordinated development.
- ▲ Form-based regulation should be considered to incorporate physical form and the public realm rather than separate lots and uses.
- ▲ This growth should start by protecting the natural resources that exist in these areas and building a system of open spaces and greenways that buffer and connect these amenities as a benefit to the community.
- ▲ This growth area should take advantage of access to major roadways, such as Peterson Road, and include market supported, tax generating development in these locations. Intense non-residential uses should be buffered from existing or future residential uses with landscaped berms and/or other screening.
- ▲ Remaining land should be used to grow the Village's population to help support local business. This growth should occur in a controlled, master-planned manner that coordinates the cost of new infrastructure and long-term maintenance of the infrastructure with the financial benefits of allowing new development.
- ▲ Best planning practices for Traditional Neighborhood Design should include multiple access points to major roads, to help in distributing traffic, and a strong pattern of intersections
 - Per the Village's Residential Guidelines, a minimum of one (1) intersection per two (2) acres, and a maximum 800' between intersections is encouraged.
- ▲ Inner local roads to the development should have slower speeds, narrower lane widths, and provide for equitable mobility, including significant pedestrian and bicycle amenities.
- ▲ The planning of roads should adhere to Vision Zero principles for design and safety of roads, that seek to eliminate all traffic fatalities and severe injuries.
- ▲ The overall development should provide value to the Village through an attractive and well-designed site with public amenities, consistent sidewalk and bicycle facilities, and new landscape.
- ▲ The development should use biophilic design, green infrastructure solutions and Best Management Practices (BMPs) wherever possible.
- ▲ Best practices and strategies should be used from other successful Traditional Neighborhood Design Developments,



▲ *The Village's Residential Design Guidelines encourage an increased density of intersections to create a better road network.*



Two-way Street	
Right-of-Way Width	50 feet
Pavement Width	26 feet
Design Speed	20 MPH
Pedestrian Crossing Time	7.4 seconds
Traffic Lanes	2 lanes
Parking Lanes	one side 8 feet marked
Curb Radius	10 feet
Walkway Type	5 foot sidewalk
Landscape Type	7 foot continuous planter

▲ *The Village's Residential Design Guidelines also establish guidance for people-oriented streets.*

including:

- New Town at St. Charles, MO
- Norton Commons, Prospect, KY
- Kentlands, Gaithersburg, MD
- Carlton Landing, Eufaula, OK

Implementation

- ▲ Because of the unique development patterns with multiple different applications, it is recommended that TND developments are prepared as a Planned Unit Developments (PUD) with a form-based code that addresses the public realm as well as private lots and structures.
- ▲ Developers should create pattern books for housing types that establishes clear guidelines for good design while maintaining flexibility for different product types.
- ▲ Developers and Village should work with the Lake County Department of Transportation (LCDOT) and Illinois Department of Transportation (IDOT) to design the roadway network that promote Traditional Neighborhood Design principals, including lane widths, number of access points, and pedestrian amenities.
- ▲ The Village should work to annex any land identified as part of a development that is not within the current Village boundary.
- ▲ The Village should identify and pursue funding sources for public improvement.
- ▲ Developers should design and implement roadway improvements to establish the framework for developable land.
- ▲ Developers should implement appropriate open space and recreation opportunities within the development to help attract tenants and residents to the development.
- ▲ The Village should continue to review projects that could expand utilities within this subarea.



▲ *Carlton Landing includes a variety of architectural styles amongst the homes.*



▲ *Carlton Landing includes central open spaces that help create community gathering areas.*



Special Types Cottage Courts





Thank you

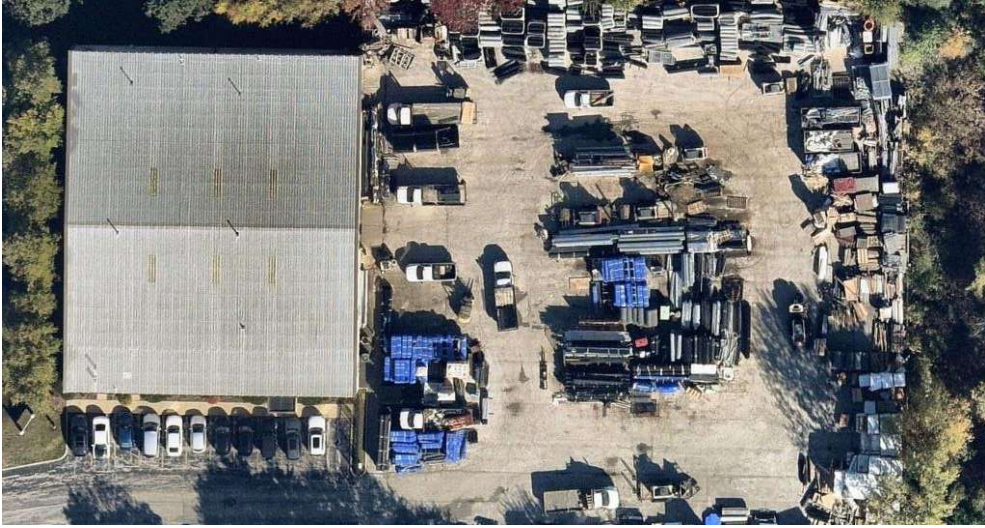


Outdoor Storage



Outdoor Storage Today

- Currently allowed by right or special use permit
- Most of the outdoor storage today do not comply:
 - In required yards/encroachments
 - Gravel and dirt lots
 - Do not follow stormwater requirements
 - Taking over minimum parking requirements
 - No primary building



Proposal

- Remove Storage ***YARDS*** from the use table
 - No longer allowed by right
 - Allowed “outdoor storage” as an accessory use through a special use permit
 - Will require to redefine outdoor storage

How will this help?

-Set standards from the start which will be easier to regulate

-Help keep the Village clean

-Those existing prior to the code will be grandfathered in, if received previous approval

-any expansion or alteration to the existing outdoor storage is subject to the new regulations

Screening

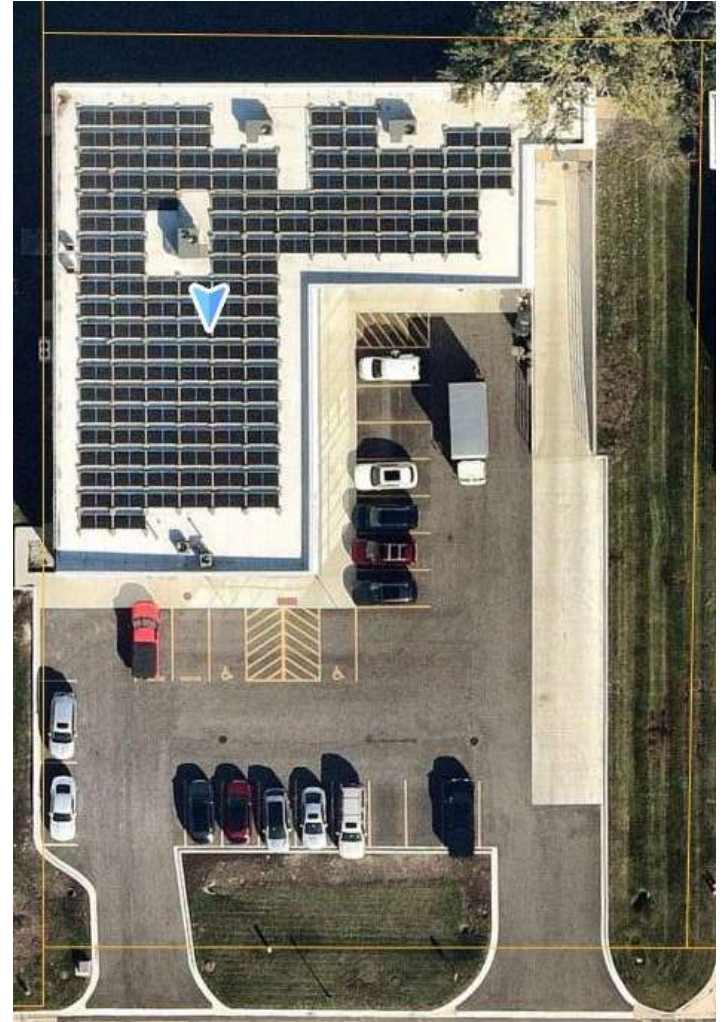
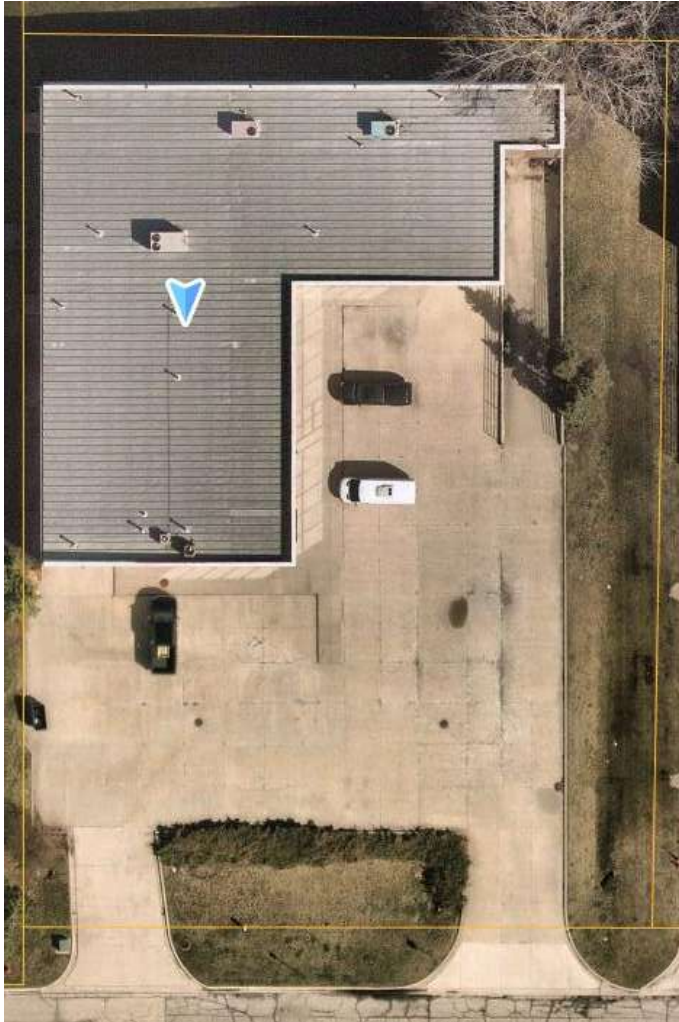
- Must be fully screened from the right of way or adjacent properties
- Height restriction – up to the screening height, with some exception to taller vehicles (based on distance from ROW)

Parking Lot Landscape



Landscape Requirements

- a. A new principal building is constructed or a building addition is constructed that increases the floor area by thirty percent or more.
- b. Over fifty percent of the total area of an existing parking lot is reconstructed. For purposes of this section, reconstruction shall include all paving of previously unpaved surfaces, **replacement of pavement with new binder and/or surface courses**, construction of curbing, and similar activities. Reconstruction shall not include maintenance activities such as repair of existing curbing, repairs, sealing, re-striping, or placement of surface course pavement over previously paved areas.
- c. When an existing parking lot under ten thousand square feet in area is expanded by fifty percent or more in total surface area.
- d. When an existing parking lot over ten thousand square feet in area is expanded by twenty-five percent or more in total surface area.



Add Square Footage?



1390 WILHELM RD





350 TOWNLINE RD

Other Municipalities

- Some have similar requirements as Mundelein – grandfathered until activity happens
- Others divide it into sizes – small, medium, large
 - Each size triggers specific landscape requirements (perimeter landscape, end caps, islands, etc.)
- Others are triggered by a specific number of spaces added

Recreational Vehicles in Residential Zoning Districts

*Peer Comparison and Research for Discussion
Mundelein Planning and Zoning Commission*



Current Codes

- **Section 20.56.120** Recreational Vehicles in Residential Districts:
 - 12' height max
 - 32' length max
 - Paved areas only
 - Rear yards only (behind principal building)
 - Up to one allowed
 - In driveways: 14 days for guests within a calendar year and 72 hours for loading/unloading
- **Section 20.72.030** Definitions:
 - "Recreational vehicle" means a vehicular or watercraft unit, which is designed for travel, recreational and vacation use, and which is self-propelled, mounted on or pulled by another vehicle. Examples include, but are not limited to, a travel trailer, boats, camping trailer, truck camper, motor home, fifth-wheel trailer, or van.

Problems with the Current Code

- "Recreational vehicle" means a vehicular or watercraft unit, which is designed for travel, recreational and vacation use, and which is self-propelled, mounted on or pulled by another vehicle. Examples include, but are not limited to, a travel trailer, boats, camping trailer, truck camper, motor home, fifth-wheel trailer, or van.
- Parking is permitted in the rear yard, but not within 3 feet of side lot line or within 5 feet of a rear lot line

1. "RV" only applies to vehicles designed for travel, rec, and vacation
2. No reference to utility trailers
3. Defining hard surface: does it need to be a full pad or are pavers under tires acceptable?
4. Location: behind house or only in rear yard setback (i.e. rear 30 feet)

Towable RVs

Designed to be towed by family car, van or pickup truck. Can be unhitched and left at the campsite while you explore in your auto.

TRAVEL TRAILERS

- **Conventional Travel Trailer**
 - Wide range of floor plans and sizes
 - Affordable homelike amenities
 - Sleep up to 10
 - Typically \$8,000 to \$65,000 new
- **Fifth-Wheel Travel Trailers**
 - Spacious two-level floor plans
 - Towed with a pickup truck
 - Sleep up to six
 - Typically \$13,000 to \$100,000 new
- **Travel Trailers with Expandable Ends**
 - Ends pull out for roomy sleeping
 - Lightweight towing
 - Sleep up to eight
 - Typically \$4,000 to \$13,000 new



FOLDING CAMPING TRAILERS

- Fold for lightweight towing
- Fresh-air experience with RV comfort
- Sleep up to eight
- Typically \$4,000 to \$13,000 new



TRUCK CAMPERS

- Mount on pickup bed or chassis
- Go wherever your truck can go
- Sleep up to six
- Typically \$4,000 to \$26,000 new



Motorized RVs

Living quarters are accessible from the driver's area in one convenient unit.

MOTORHOMES

- **Type A Motorhomes**
 - Generally roomiest of all RVs
 - Luxurious amenities
 - Sleep up to six
 - Typically \$58,000 to \$400,000 new
- **Type B Motorhomes**
 - Commonly called van campers
 - Drive like the family van
 - Sleep up to four
 - Typically \$41,000 to \$74,000 new
- **Type C Motorhomes**
 - Similar amenities to Type As
 - Optional sleeping space over the cab
 - Sleep up to eight
 - Typically \$48,000 to \$140,000 new



SPORT UTILITY RVs

Available motorized and towable (as travel trailers or fifth-wheels).

- Built-in "garage" for hauling cycles, ATVs, and other sports equipment
- Sleep up to eight
- Typically \$21,000 to \$58,000 new



Source: rvsystems.net

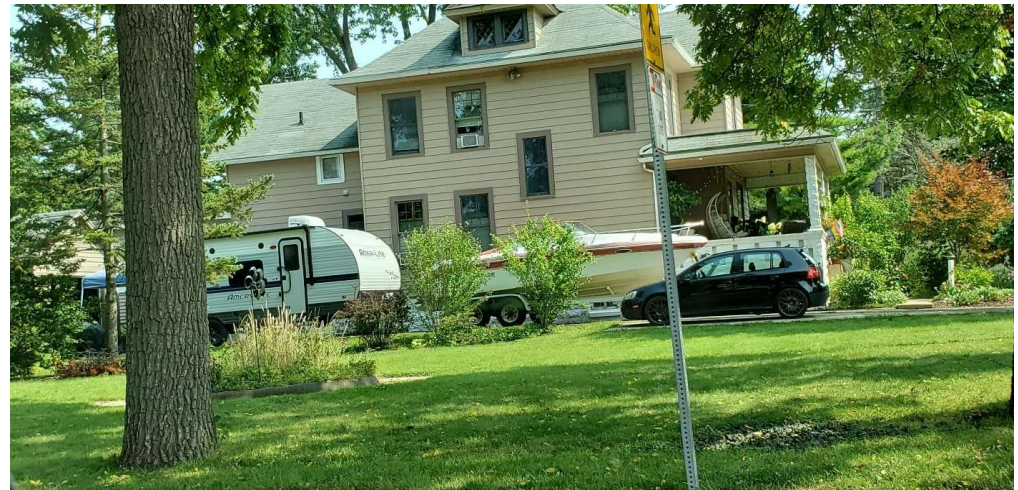


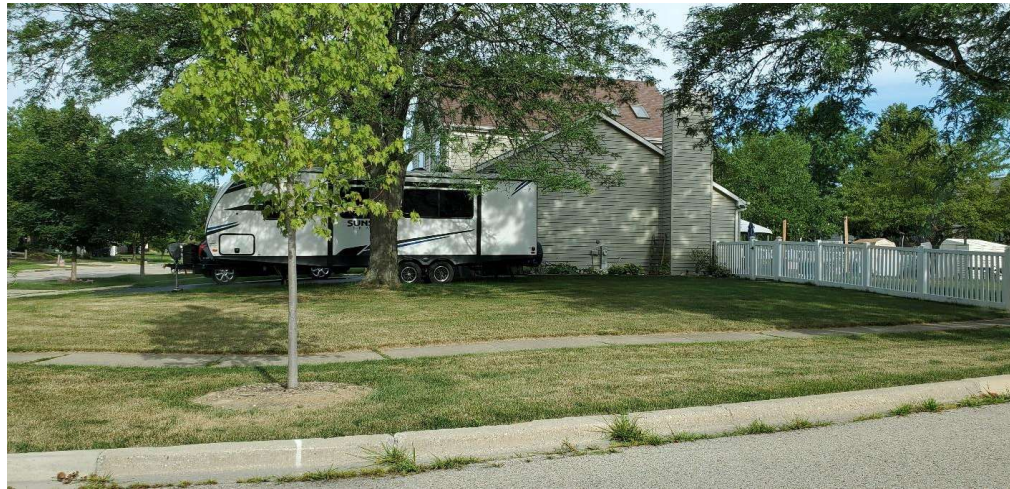
Examples of RVs (32' or less / 12' tall or less)



Photo Examples











Example Lots



Common Themes within Peer Communities

- Algonquin
- Crystal Lake
- Grayslake
- Gurnee
- Hawthorn Woods
- Lake Forest
- Lake Zurich
- Libertyville
- Long Grove
- McHenry
- Round Lake
- Wauconda

- **RVs:**
 - Maximum of 1 RV
 - Paved surface required
 - 41% prohibit in front/corner yards
 - If max length given: 20-30 feet
 - If max weight given: 10-12,000 lbs
 - Guest parking: 14 days
 - Temporary parking: varies from 24hr to 10 days per month
 - Boat parking April/May through October in driveways

Note: For Mundelein: a 1+ acre standard would only apply to 9 single-family or two-family lots

Commercial Trailers Definition

Staff Recommendation

1. Treat trailers and RV's the same yet classify trailers by weight limit not by length and height.
 - Permit TA, TB, or UT class plat utility/haul trailers (up to 5,000 lbs)
2. Update the definition for trailer:
 - “Any non-motorized vehicle designed for carrying passengers or property and to be drawn by a motor vehicle, including but not limited to utility trailers, cargo trailers, flatbed trailers, landscaping trailers, equipment trailers, snowmobile trailer, and watercraft trailers, whether enclosed or unenclosed, for commercial or personal use. Trailers are not considered recreational vehicles (RVs).”

Other Options

1. Keep commercial trailers separate from recreational trailers.
2. Update definitions to describe a commercial and recreational/personal trailer.

Trailers in Residential Districts

For commercial and personal use

Utility Trailer (UT): 2,000 LBS or less



TA Trailer: 3,000 LBS or less



TB Trailer: 3,001 LBS to 5,000 LBS



RV Definition

Staff Recommendation

1. Broaden RV definition to travel, recreation, **or** vacation uses and remove trailers from this definition.
2. Include in the RV definition: bus/truck conversions, stealth campers, off-road vehicles, snowmobiles, and similar vehicles.
3. Clarify that passenger vehicles that do not have a trailer or RV license plate are subject to regular parking requirements.

Other Options

1. Keep as is.

RV and Trailer Requirements

Staff Recommendation

1. Section 20.56.120(A)(7)(a): Replace references to the Village Clerk with the Police Department for the registration of temporary RV parking on a single-family residential lot for houseguests.
2. Limit a property to have one (1) commercial vehicle and one (1) RV **OR** trailer.

Other Options

1. Keep as is.
2. a) Keep as is. No Commercial trailers but allow the rest.
b) Allow one of any. Stricter, but issues with street and on-site parking would decrease.

RV and Trailer Parking Locations

Staff Recommendation

1. Keep the requirements the same that RVs are only permitted behind the back line of the residential building. (**Restrictive**)

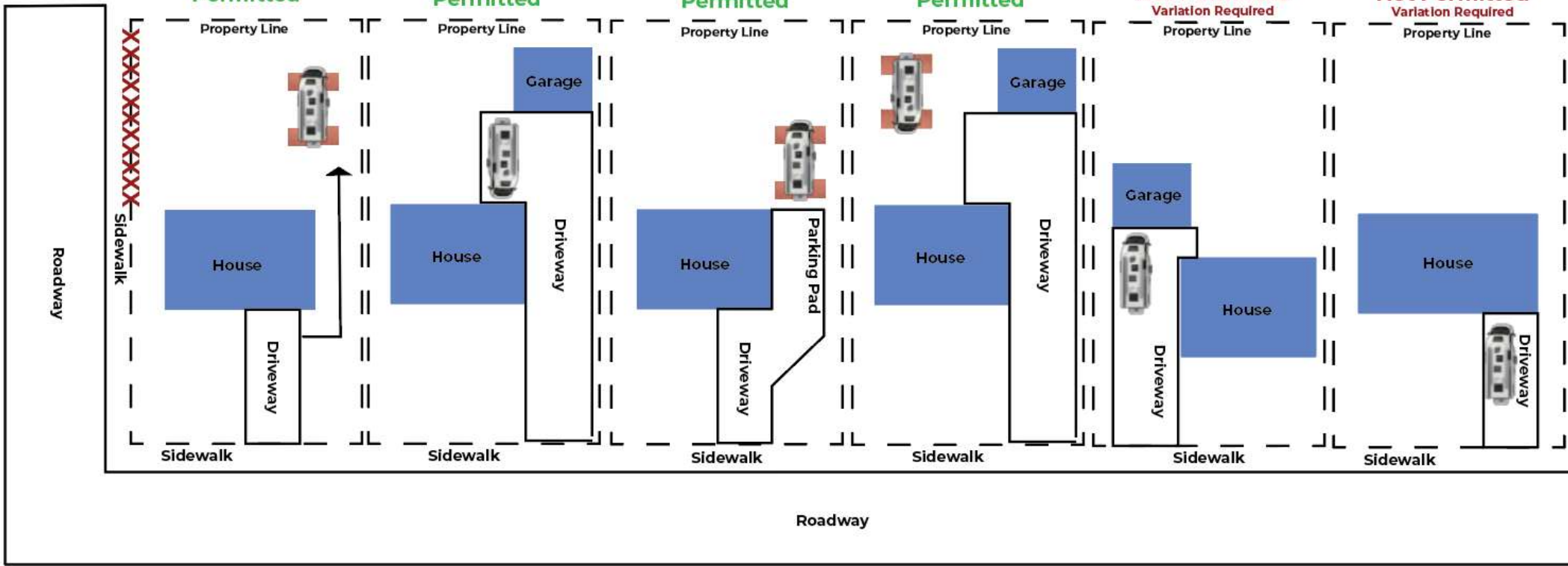
To make it **less** restrictive:

Also clarify that a paved surface means: a maintained, hard, dust-free surface such as asphalt, brick, pavers, or concrete.

The paved surfaces do not need to be connected to one another, and each wheel may rest on its own individual surface.

Other Options

1. Allow parking behind a line drawn from the closest point of the home parallel to the street(s) (**Lenient**)
2. Allow parking outside of the required front yard setback or corner side yard setback (**More lenient**)
3. Not allowing RVs and trailers in residential zoning districts (**Most restrictive**)





Other options that are favorable by Staff

1. Boat or RV parking should only be allowed between April/May through November.
 - A. Yearly registration with the Village for seasonal parking in the driveway.
 - a) This additional registration is intended to ensure that RVs do not become permanent storage and that they are properly maintained and kept in working condition while stored on the property.
 - b) This option will require a policy change.**
 - B. The boat or RV must be registered to the property if not registered it will need to be removed from the property.

Questions

1. For homeowners with corner lots, driving over the curb and corner side yard to access the rear yard for RV or trailer storage is **not allowed**. Access must be from the driveway. If rear yard access from the driveway is not possible, the homeowner may apply for a variation.
However, would the PZC want to begin approving variations that allow RVs and trailers to be stored in the front yard or side yards?
2. Should we increase the loading and unloading time or keep it the same at 72 hours?

Home Day Cares



History

This use was brought forward as a result of a code enforcement violation involving a home day care caring for more than six (6) children from outside households. A text amendment was submitted to the Planning and Zoning Commission requesting permission to allow up to 16 children from outside households within one home day care. The Planning and Zoning and Village Board denied the request and directed staff to review the Zoning Ordinance, work with the applicant and other home day care providers and return with a revised proposal in the future.

Staff Recommendation

Proposed Option:

Eliminate “Day Care Home, Adult or Child” as a permitted use in the R-5 Zoning District and classify it as a prohibited use in multi-family buildings. Additionally, limit child care to a maximum of eight (8) children in total.

Crematoriums



History

Cemeteries are only permitted within the Open Space (OS) zoning district, and the definition of “cemetery” includes crematoriums.

Staff Recommendation

Proposed Option:

Crematoriums should be separated from the definition of 'cemetery.' Consider designating crematoriums as a special use or prohibiting them entirely within the M-1 and M-MU zoning districts. Use standards and a clear definition for crematoriums should also be added.

We will need guidance from the PZC on whether crematoriums should be permitted by right, allowed as a special use, or prohibited within the manufacturing zoning districts.

Neighboring Towns	
Mundelein	A crematorium is an accessory use to a cemetery which is permitted in the Open Space (OS) Zoning District.
Wauconda	Funeral homes with mortuaries that include a crematory are permitted as a conditional use in the Limited Industrial (LI) Zone. <ul style="list-style-type: none"> • “This industrial zone is established to provide areas for light industrial, office and administrative uses, having few, if any, adverse effects on neighboring properties.”
Lake Zurich	Crematoriums require a special use permit in the Industrial and Open Space Districts. <p>Industrial: Funeral services and crematoriums (limited to “direct cremation”). The building cannot be shared with other uses and must be dedicated entirely to funeral and crematorium operations. Direct cremation does not include provision for any visitation and/or funeral services.</p> <p>Open Space: Crematoriums is an accessory structure to the cemeteries use.</p>
Waukegan	Requires a conditional use permit in the Community Shopping District (B2), General Commercial District (B3), Downtown District (B4), and Health/Civic District (H/C).
Libertyville	Crematoriums are not permitted .
Long Grove	Crematoriums are not permitted .
Vernon Hills	Crematoriums are not permitted .

Townhome Setbacks

Front and Rear Loaded



History

The townhouse setback requirements in the R-5 zoning district are excessive and impractical when applied to proposed townhouse developments. Additional research is needed to determine appropriate setback requirements.

Staff Recommendation

Additional research is needed to determine appropriate setback requirements.

Front Load: FL

Rear Load: RL

	Current Requirement
Minimum Front Yard	FL: 20' RL: 15'
Minimum Interior Side Yard	FL: 0' at the party wall, otherwise 7.5' RL: 0' at the party wall, otherwise 7.5'
Minimum Corner Side Yard	FL: 20' RL: 20'
Minimum Rear Yard	FL: 40' between TH buildings, 30' to the property line of adjacent developments. RL: 50' between TH buildings rear-load facing rear-load; otherwise 35'

Lighting



History

The Village has received complaints regarding residential property where permanent, high-intensity lights were installed under the second-story eaves. These lights flash, strobe, and change colors, creating a nuisance for neighboring properties.

Staff Recommendation

Staff, Code Enforcement, and the PZC will need to workshop this section further.

Lake Access Parcels

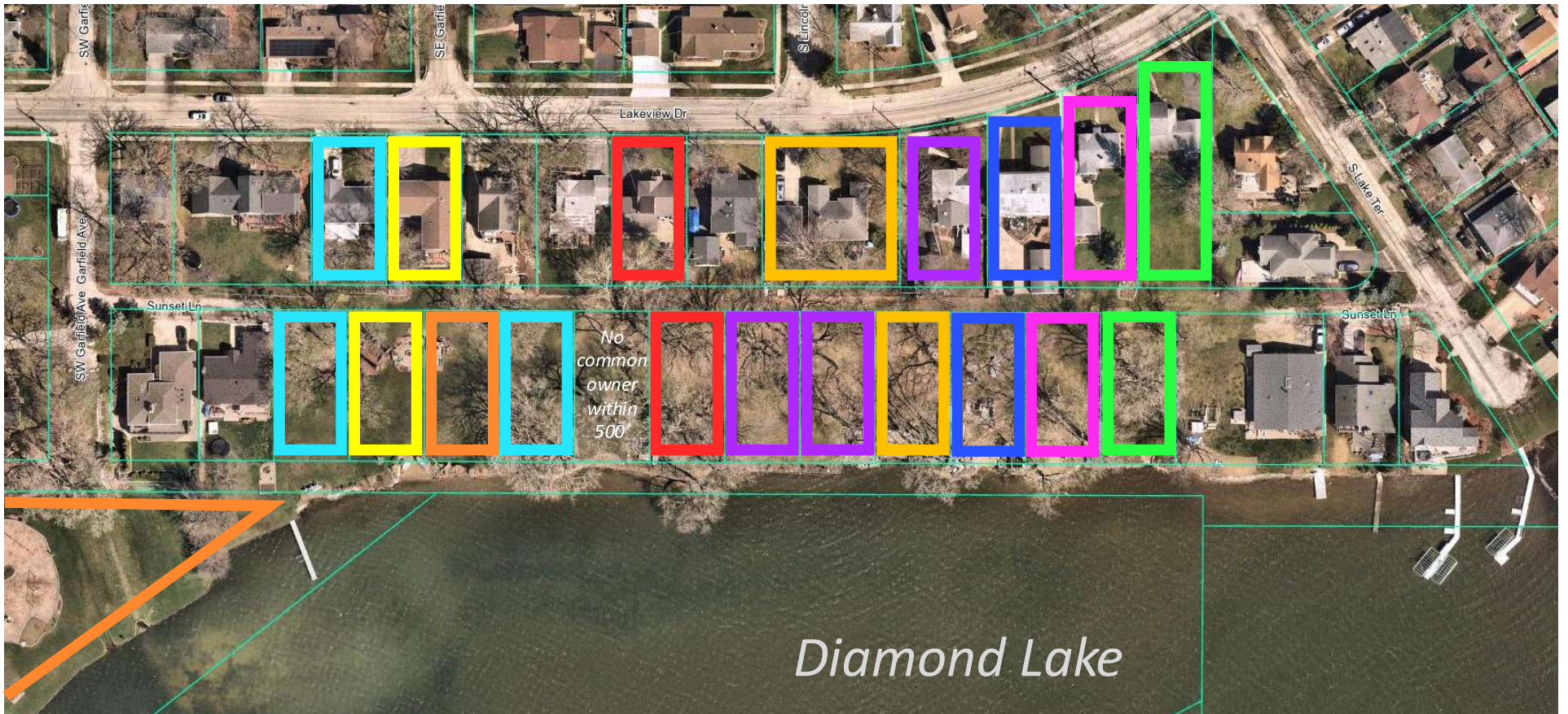


History

- Village receives requests to install **accessory structures on vacant lots along the north shore of Diamond Lake**. The parcels are unbuildable due to Sunset Lane being unimproved – leaving them without access to ROW.
- However, most are **owned by nearby owners as “lake access” parcels**, who wish to improve them with **piers, fire pits, etc.**
- Village code prohibits **accessory structures on a lot without a principal structure** (i.e. a house) unless those parcels are contiguous with another under common ownership that does have a principal structure. These are not “contiguous” due to the Sunset ROW.
- Legal counsel has advised that we cannot issue permits for accessory structures, as our code technically prohibits it. Many owners have installed structures without permits over the years as a result.



Common Ownership Along Sunset Lane



Not as common, but this is theoretically possible along Loch Lomond, too (fabricated example):



Staff Recommendation

B. Accessory Structures on Lake Access Parcels.

1. **Purpose and Applicability.** This section applies to certain vacant parcels with frontage on Diamond Lake or Loch Lomond that function solely to provide lake access to a nearby residential property.
2. **Definition of Lake Access Parcel.** A “Lake Access Parcel” is an individual lot that **does not contain a principal structure** and has **frontage along Diamond Lake or Loch Lomond**, provided that both of the following criteria are met:
 1. The parcel is under common ownership with a separate lot containing a principal structure; and
 2. The **lot containing the principal structure is located within five hundred (500) feet** of the Lake Access Parcel.
3. **Permitted Accessory structures.** Accessory structures may be constructed on a Lake Access Parcel despite the absence of a principal structure on that parcel. Only the following accessory structures are permitted, and **no more than one (1) of each type** may be established. No other accessory structures or uses are permitted:
 1. Pier
 2. Shed
 3. Patio
 4. Deck
 5. Walkway
 6. Pergola
 7. Gazebo
 8. Fire pit
 9. Recreational equipment
4. **Lot Coverage Limitation.** The combined lot coverage of all accessory structures on a Lake Access Parcel shall not exceed **twenty-five percent (25%)** of the total lot area.
5. **Prohibited Improvements and Uses.** The following improvements and activities are expressly prohibited on a Lake Access Parcel:
 1. Driveways or parking pads
 2. **Parking or storage of motor vehicles**, recreational vehicles, boats on trailers, or commercial vehicles. **Boats may be stored on a pier.**



Ground Floor Transparency



History

Commercial buildings are required to have 50% transparency on facades facing ROW (between 2' and 8' from grade). Sometimes, those areas of the floor plan have kitchens, restrooms, drive-throughs, or storage, and cannot easily accommodate transparent windows – especially on a corner lot.

In practice, staff has let allowed some of these cases to install faux windows or spandrel glass. However, the code is very explicit on what constitutes as transparent.



b. Non-residential units under twenty-five thousand square feet on the ground floor along a public street require fifty percent transparency comprised of clear windows or doors for the façade area between two feet and eight feet above the average grade for all walls that front on a public street or access area, which allows views of indoor space or product display areas. Parking structures or walls of structures that are used for ground floor parking are exempt from the transparency requirements; however, decorative elements and architectural elements are required to break up the façade. Windows shall be constructed of clear or lightly tinted glass. Tinting above twenty percent or reflective glass is prohibited. In-line retail is considered multiple uses with each unit counting individually towards the size requirement.

Staff Recommendation

- Staff recommends adding **ground floor transparency** to the list of requests that qualify for an **Administrative Variation**, which does not require a public hearing.
 - Applicants must mail notice to all adjacent property owners. If a noticed property owner objects within 30 days of the received notice, then the request must proceed to a traditional variation process.
 - If there are no objections, the Zoning Administrator renders a decision after 30 days. The Zoning Administrator reserves the right to escalate any administrative variation request to a traditional variation process.
- We do not necessarily want to *encourage* faux windows, so the Administrative Variation still presents a small barrier (time and certified mailings) and provides an opportunity for adjacent property owners to object. It lessens the barrier when the request is reasonable in nature – which it often is.

Nonconforming Fences and Driveways



History

The **Nonconformity** chapter of the Zoning Ordinance states that if a *nonconforming* structure is replaced, the new structure must meet all current-day zoning regulations.

Typically, this makes sense. However, time and time again, this does not feel appropriate when we apply it to **fences** and **driveways**.

Fences and driveways strongly impact the use, layout, and landscaping of a property over time. Furthermore, the impact already exists (often for decades). Common in Ambria, Hampton Reserve, and other subdivisions on the north end of Mundelein.



Staff Recommendation

Staff recommends making two exceptions from this requirement – specifically for fences and driveways. In other words, **grandfather in all existing nonconforming fences and driveways**, provided that they meet the following:

- A) Originally constructed with a permit or were constructed prior to 2012;
- B) Are replaced as-is or in a way that reduces the degree of the nonconformity.



Deck Railings and Privacy Screens



History

The Zoning Ordinance interprets deck railings and privacy screens as fences, which are limited to 6' high from grade. This becomes an issue when either:

- The deck is elevated, so a reasonable railing is technically higher than 6' above grade.
- Privacy screens exceed 6' (typically 7-10' from the floor of the deck).

Staff Recommendation

For privacy screens on decks, Staff proposes an exemption from the maximum fence height with some restrictions:

- Must be setback a certain distance from any property lines (so it doesn't block sunlight);
- Maximum height above the deck floor = 10 feet ?
- Must be a certain % open above a certain height?
- Restrict the number of sides a privacy screen can be installed on (so they can't create a "room")

For deck railings, staff proposes a maximum height of 4 feet.



To: Commission Members

From: Jessica Marvin, Associate Planner

For: Planning and Zoning Commission Meeting of January 7, 2026

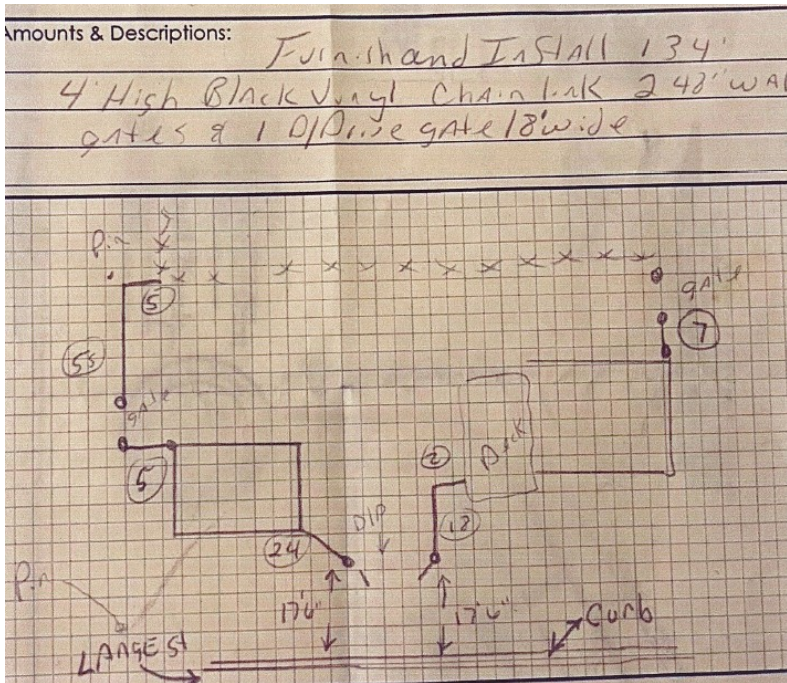
Subject: Public Hearing - PZ2025-0040 - 445 Brice Avenue - Fence Variation

Attachments:

1. Property Location Map
2. Certificate of Publication
3. Petitioner's Packet

Background:

The property owner of 445 Brice Avenue, Daniel Coleman, received a code enforcement violation in October 2025 for installing a 4-foot black coated chain link fence within the required corner side yard setback without a permit. Aerial imagery indicates the fence was installed by the Petitioner between September 2023 and April 2024. The fence is located approximately 2.6 feet from the corner side yard property line, encroaching 7.4 feet into the required 10-foot corner side yard setback. Additionally, coated chain link fencing is not permitted within the required corner side yard setback.



Variation Requested

Section 20.52.050(G)(2)(d)(v) establishes the permitted fence materials and limits coated chain link fencing to rear and interior side yards only. The Petitioner is requesting a variation from this section to allow the existing coated chain link fence to remain within the required 10-foot corner side yard setback.



Staff Comments

No additional staff comments were received at the time of this report.

Public Comments

No public comments were received at the time of this report.

Comprehensive Plan

The Comprehensive Plan encourages preserving the character of existing single-family residential neighborhoods of the Village. The proposed addition is in character with the surrounding residential neighborhood and is proportionate to the size of the lot.

Analysis

The Commission should utilize the standards for granting a variation in making its determination. Staff supports approval of the requested variation for the following reasons:

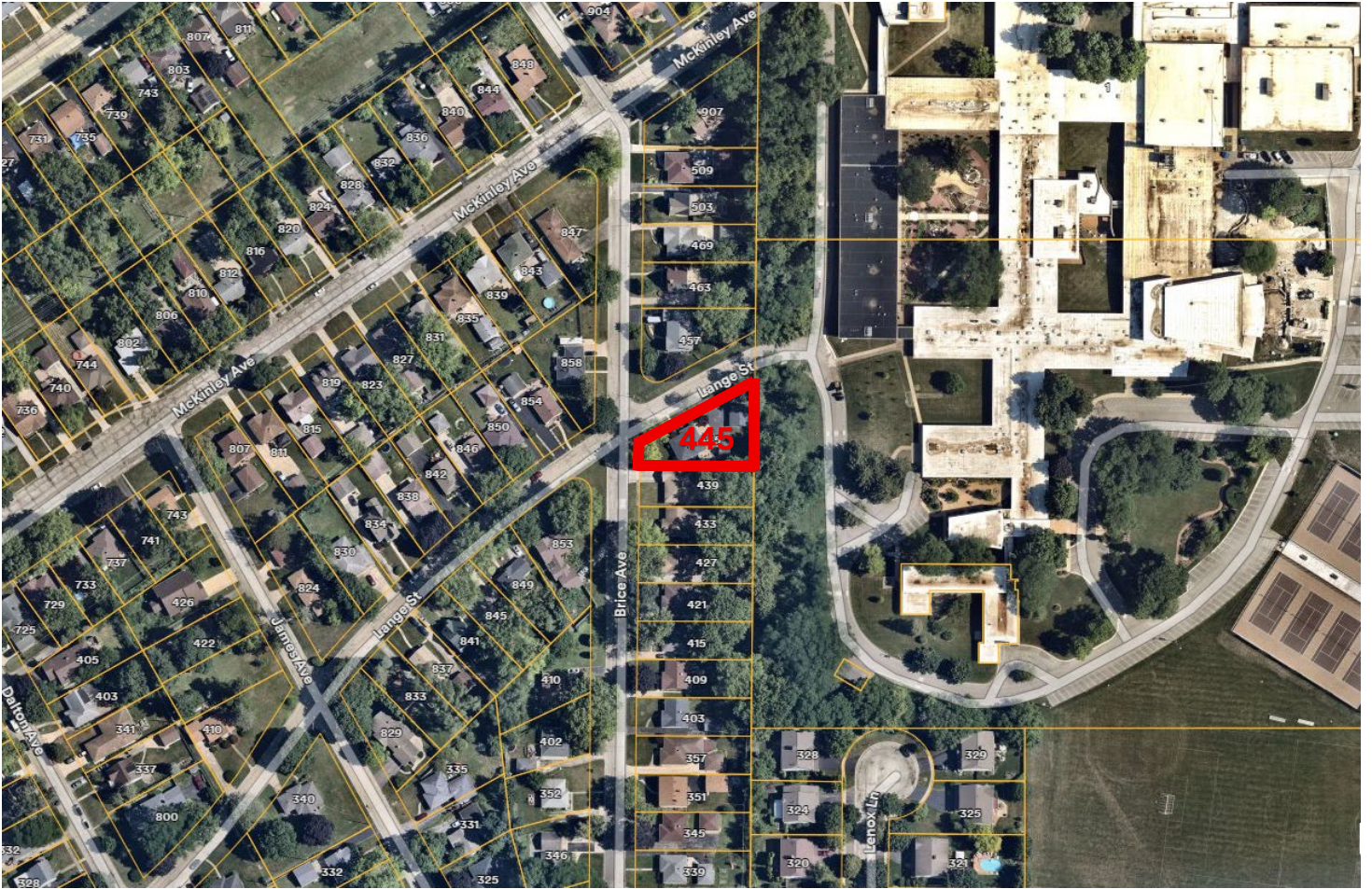
- **Neighborhood Density and Character:** The subject property is zoned R-3 Single-Family Residential, intended to accommodate moderate-density single-family neighborhoods in older areas of the Village. Multiple homes in the Fair-Haven subdivision are situated on triangular or rounded corner lots, differing from the typical rectangular configuration, and were primarily constructed between the mid-1950s and early 1960s.
- **Impact on Neighboring Properties:** The subject property is bordered by single-family homes on three sides and Carmel Catholic School on the east. Along the corner side yard property line, the Petitioner could have installed a permitted fence up to four feet in height with an open style, using materials such as treated wood, simulated wood, decorative brick or stone, wrought iron or simulated wrought iron, or vinyl; coated chain-link fencing is not allowed. The existing fence has been in place for over a year, during which time the Code Enforcement Officer has received no complaints.
- **Zoning Ordinance Intent:** Staff is of the opinion that the requested variation respects the spirit and intent of the Zoning Ordinance. The purpose of the minimum corner side yard setback requirement is to discourage construction near the corner property line, thereby protecting neighboring properties from potential adverse impacts associated with structures, while also prioritizing traffic and pedestrian safety and visibility. In this case, the existing chain link fence encroaches 7.4 feet into the required 10-foot corner side yard setback. However, the property benefits from a deep right-of-way measuring approximately 15 feet from the Petitioner's corner side property line to Lange Street, and the fence is located 17.6 feet from the Lange Street curb. The Zoning Ordinance is not intended to discourage private property investment but to preserve the character of the surrounding neighborhood.

Recommendation:

Staff recommends the Planning and Zoning Commission consider the following motion:

1. **Motion** to recommend **approval/denial** of a variation to Section 20.52.050(G)(2)(d)(v) regarding a coated chain link fence located within the required corner side yard setback at 445 Brice Avenue, Mundelein, IL.

Location Map: 445 Brice Avenue



Legend

 : Proposed Property



NOTICE OF HEARING
BEFORE THE VILLAGE OF MUNDELEIN
PLANNING & ZONING COMMISSION
NOTICE IS HEREBY GIVEN that on January 7, 2026,
at the hour of 7:00 p.m., there will be a public hearing
before the Village of Mundelein Planning and Zoning
Commission at the Mundelein Village Hall, 300 Plaza
Circle, Mundelein, Illinois, concerning a petition by
Daniel Coleman requesting a variation from Section
20.52.050(G)(2)(d)(v) regarding a chain link fence
located within the required corner side yard setback in
the R-3 Single-Family Residential Zoning District at
445 Brice Avenue, in accordance with the applications
on file with the Village of Mundelein.

If you cannot attend the meeting in-person and you
wish to submit a question or comment to be provided
to the Planning and Zoning Commission, please email
your full name and your question or comment to planning@mundelein.org. Please put "Public Commentary"
in the subject line. Comments received during the
meeting, but after the public commentary portion has
ended, will be provided to the Commission Members
after the meeting.

CASE NO.: PZ2025-0040

The name and address of the Petitioner and Property
Owner:

Daniel Coleman
445 Brice Avenue
Mundelein, IL 60060

This Notice is an invitation to all interested persons to
submit oral or written testimony or other evidence
concerning the above case to the Village of Mundelein
Planning and Zoning Commission to planning@mundelein.org. Comments received by 5:00p.m.
CT on December 30, 2025, will be included in the meet-
ing agenda packet. Comments received after this date
will be provided to the Commissioners on the day of
the public hearing. Persons with questions are encour-
aged to call the Village of Mundelein at (847) 949 3282.

The Planning and Zoning Commission's actions are not
final for this case. The Planning and Zoning Commis-
sion will forward its findings and recommendations to
the Village Board of Trustees for final consideration
and action.

Dated at Mundelein, Illinois, this 23rd day of Decem-
ber 2025.

Terry Roswick /s/
Chairman

Planning and Zoning Commission

Published in Daily Herald Dec. 22, 2025 (316802)

CERTIFICATE OF PUBLICATION

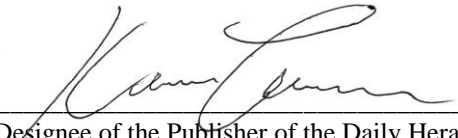
Paddock Publications, Inc.

Lake County Daily Herald

Corporation organized and existing under and by virtue of the laws of
the State of Illinois, DOES HEREBY CERTIFY that it is the publisher
of the **Lake County DAILY HERALD**. That said **Lake County
DAILY HERALD** is a secular newspaper, published in Libertyville, Lake
County, State of Illinois, and has been in general circulation daily throughout
Lake County, continuously for more than 50 weeks prior to the first Publication
of the attached notice, and a newspaper as defined by 715 ILCS 5/5.

I further certify that the **Lake County DAILY HERALD** is a newspaper
as defined in "an Act to revise the law in relation to notices" as amended
in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5.
That a notice of which the annexed printed slip is a true copy,
was published 12/22/2025
in said **Lake County DAILY HERALD**. This notice was also placed on a
statewide public notice website as required by 5 ILCS 5/2.1.

BY



Designee of the Publisher of the Daily Herald

Control # 316802 *LAKE*





TYPICAL PLANNING AND ZONING COMMISSION PROCESS

Meeting Schedule

The Planning and Zoning Commission consists of seven members who act as a recommending body to the Village Board. The Planning and Zoning Commission meet the first and third Wednesday of each month at the Village Hall, located at 300 Plaza Circle, Mundelein, Illinois. Meetings begin at 7:00 p.m.

Preliminary Conference

Prior to filling out this form you must first meet with a representative of Community Development to discuss the proposal and determine the necessary process for approval. A concept plan consisting of measurable sketches with a scale/ruler, existing and proposed site data, and site photo(s) should be available for review by a planner. To schedule a preliminary conference contact Community Development at (847) 949-3282.

Petition Submittal

Submit one (1) legible copy, no larger than 11" x 17" of the full petition application to Community Development. The petition must be complete with all attachments. Applications and fees can be mailed to Community Development, 300 Plaza Circle, Mundelein, Illinois 60060. Community Development staff will review the application and may request additional materials prior to acceptance.

Internal Department Review

After Community Development accepts the Draft Petition the Fire, Police, Public Works and Engineering, Building Department, and Community Development Divisions will review the proposal and provide comments. Petitioners may be asked to provide additional and/or electronic copies of the petition at this time. Upon review, staff will provide feedback to the petitioner, if applicable. If it is determined that the documents are in compliance with Village codes, a Planning and Zoning Commission hearing will be scheduled. If changes are required, the petitioner shall resubmit revised plans for another departmental review, which will delay the date for a public hearing.

Final Petition

After all issues have been adequately addressed, staff will direct the petitioner through the public hearing process. The Planning and Zoning Commission shall evaluate the application, based upon the evidence presented at the public hearing, recommend approval, approval with conditions, or denial of the application, and forward its recommendation to the Village Board within sixty (60) days. The Village Board shall consider the variation within sixty (60) days of receipt of the Planning and Zoning Commission recommendation.

The initial submittal must contain:

- Completed Application – Pages 3-7
 (Write N/A where items do not apply)
- Current or accurate Plat of Survey or Preliminary Plat of Subdivision
 - a. One (1) no larger than 11" x 17"
- Preliminary Drawings
 - a. Site Plan – indicating all site improvements, such as sign locations, screened trash container areas, loading docks, fire lanes, area lighting, parking, handicap parking, all dimensions and project data (building area, land area, floor area ratio, coverage, parking calculations, etc.)
 - b. Preliminary Building Elevations, including height (if applicable)
 - c. Preliminary Floor Plan (if applicable)
 - d. Tree Preservation Plan (if applicable)
 - e. Preliminary Engineering (if applicable)
- Photos of the property
- Other Supporting Documentation (if applicable)
 - Traffic Impact Study
 - Market Study
 - _____
 - _____
- Application Fee: \$200

VARIATION FEES	
Variation Type	Fee
Variation - Single Family Residential	\$150
<i>Each Additional Variation</i>	\$50 each
<i>Without a Permit</i>	\$200
Variation - Residential Developer	\$300
<i>Each Additional Variation</i>	\$50 each
<i>Without a Permit</i>	\$300
Variation - Non-Residential	\$300
<i>Each Additional Variation</i>	\$50 each
<i>Without a Permit</i>	\$600

(Additional fees may apply if additional actions are required)

Additional submittal requirements:

- Affidavit of Notification and Certified Mail receipts, return receipts, and undeliverable envelopes
 (See Exhibit A and B. Must be submitted to Community Development prior to public hearing)

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

PROPERTY INFORMATION

Address 445 Bnc. Ave.

Property Index Numbers (PIN) _____

Size of Property _____ (sq. ft./acres)

Size of Building Space _____ (sq. ft.)

Size of Space Utilized _____

ZONING

Current Zoning _____

Proposed Zoning _____

Current Use _____

Proposed Use _____

PETITIONER INFORMATION

Business/Org. Name _____

Name Daniel Coleman

Title Owner

Address 445 Bnc. Ave.

City, State, Zip Mundelein, IL 60060

Phone 847-242-7422

Email colemandan1995@gmail.com

Petitioner Status: Owner Lessee Contract Purchaser

PROPERTY OWNER INFORMATION

Business/Org. Name _____

Name Daniel Coleman

Title Owner

Address 445 Bnc. Avenue

City, State, Zip Mundelein, IL 60060

Phone 847-242-7422

Email colemandan1995@gmail.com

SECTION OF ZONING ORDINANCE: Fences

DESCRIPTION OF PROPOSED ZONING VARIATION (Attach additional pages, if necessary)

SECTION OF ZONING ORDINANCE: 445 Brice Avenue. DESCRIPTION OF PROPOSED ZONING

VARIATION (*Attach additional pages, if necessary*)

The Coleman Residence is petitioning to place a 134 foot black PVC coated chain link fence, 4ft high with an 18 foot wide driveway gate. The gate was put up by the local contractor, Action Fence, who notified us that we were in Libertyville Township, and did not need to proceed with getting a permit. The fence is located in the backyard of the property. The property itself holds a unique layout and the fence aligns properly and safely with the lot, covering the backyard region. The fence keeps in our 90lb dog, prevents Carmel students and families from walking in our driveway and through our yard during school and football games, and covers the lay of our back deck. The chainlike fence provides a strong safety measure to the safety of the traffic flowing in and out our street coming to and from Carmel High School. The chain-link allows us to see through the fence, allowing us to see traffic coming through especially during busy mornings and afternoons. A wood fence would block all visibility to safely leave our driveway. To remove this fence would cause great financial hardship in replacing this with wood.

STANDARDS FOR GRANTING A VARIATION

In evaluating the proposed variation, the Zoning Administrator, Planning and Zoning Commission and Village Board will make findings based on the standards imposed by Section 20.16.020 of the Zoning Ordinance. **Please provide a detailed response to each of the following criteria (attach additional pages, if necessary):**

- a. The strict application of the terms of this Ordinance will result in undue hardship.
 - a. The following ordinance would cause a significant and unique hardship to the Coleman residence due to the unique layout of the lot, the driveway, the garage, and the deck. We are not in the financial position to remove the fence and put up a wood one. The fence keeps in our 90lb dog, prevents Carmel Property students and families from walking in our driveway during school and football games, and covers the lay of our back deck. The chainlike fence provides a strong safety measure to the safety of the traffic flowing in and out our street coming to and from Carmel High School. The chain-link allows us to see through the fence, allowing us to see traffic coming through especially during busy mornings and afternoons. A wood fence would block all visibility to safely leave our driveway.

- b. The plight of the owner is due to unique circumstances.
 - a. This circumstance is related to the property itself as the lay of the lot and where the fence is located is stated as the backyard in which the deck, shed, and garage are within the back yard perimeters. The address of the residence is Brice Avenue, stating the front door is facing Brice Avenue, but the back side lot is Lange Street.

- c. The variation, if granted, will not alter the essential character of the locality
 - a. The variation if granted will not alter the essential character of the locality. This will not cause a negative change to the neighborhood as the majority of the fences in the neighborhood are chain-link, including the adjacent one to us that Carmel High School put up in their property facing our backyard. The fence matches the house, is coated with PVC black chain link that will not rust, looks appropriate and fits the layout of the lot in an appropriate manner.

The Zoning Administrator, Planning and Zoning Commission, and Village Board, in making its findings, may further inquire into the following evidentiary issues, as well as any others deemed appropriate. **Please provide a detailed response to each of the following criteria (attach additional pages, if necessary):**

- a. The particular physical surroundings, shape, or topographical conditions of the specific property impose a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of regulations were to be carried out.

a. The fence provides safety and security to the residences home. The unique property conditions stem from the locality of the lot not being in any close comparison to others in the neighborhood. The lot is unique, the size of the driveway is unique, and the location of the garage is unique. The residences deck, garage, and driveway were not created by the Colemans, but by the previous owner. The fence appropriately encloses the deck, garage, and a portion of the driveway.

b. The alleged difficulty or hardship has not been created by any person presently having a proprietary interest in the property in question.

a. The difficulty and hardship of the lot was not created by the current owner or anyone having proprietary interest in the property.

c. The granting of the variation will not be detrimental to the public welfare in the neighborhood in which the property is located.

a. Granting the variation will not be detrimental to the public welfare in the neighborhood in which 445 Brice Avenue is in.

d. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, endanger the public safety, or impair property values within the neighborhood.

a. The proposed variation will not impair adequate supply of light and air adjacent to the property, will not substantially increase congestion in the public streets, will not increase the danger of fire, will not endanger the public safety, nor impair property values within the neighborhood.

e. The proposed variation is consistent with the spirit and intent of this Ordinance and Village land use policies.

a. The variation aligns with the larger vision of the community. The PVC black chain-link fence will not rust, remains clean, and gives an inviting view to our backyard. The zoning map of the property indicates this fence is located in our backyard.

f. The value of the property in question will be substantially reduced if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located.

a. The value of the property will increase if the variation is approved.

AFFIDAVIT OF OWNERSHIP AND AUTHORIZATION

COUNTY OF LAKE)
)
STATE OF ILLINOIS)

I, Daniel Coleman, under oath, state that I am

X the sole owner)
_____ an) owner of the property
_____ an authorized officer of the)

commonly described as (Address) 445 Bna Avenue and that such property is owned by

(Printed Name) Daniel Coleman as of this date. As owner of the property, I do

hereby authorize _____ (Printed Name or Not Applicable) to represent me in the following

Planning and Zoning Commission/Village Board matter, _____

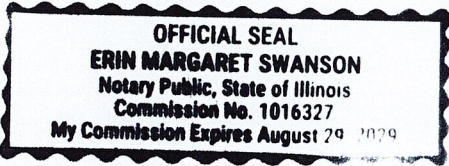
_____ (Action).

[Signature]

Signature

Subscribed and sworn to before me

this 31 day of october, 2025.




Erin Swanson

Notary Public Signature

REQUIRED SIGNATURES

The undersigned states under oath that he/she/they are the **Legal Owner(s)** of record of the realty described in this Planning and Zoning Commission Application, and the statements that he/she/they made in the foregoing application are true in substance and in fact.

Signature (Owner): 
Printed Name: Daniel Coleman

Date: 10-31-25
Title: _____

Signature (Owner): _____
Printed Name: _____

Date: _____
Title: _____

The undersigned states under oath that he/she/they are the **Contract Purchaser** of record of the realty described in this Planning and Zoning Commission Application, and the statements that he/she/they made in the foregoing application are true in substance and in fact.

Signature Contract Purchaser: _____
Printed Name: _____

Date: _____
Title: _____

The undersigned states under oath that he/she/they are the **Lessee** of record of the realty described in this Planning and Zoning Commission Application, and the statements that he/she/they made in the foregoing application are true in substance and in fact.

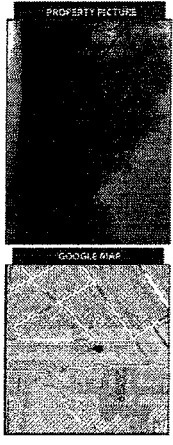
Signature Lessee: _____
Printed Name: _____

Date: _____
Title: _____

GAILA CAMPBELL
ATTORNEY AT LAW

175 Oak Hill Dr., Suite 101, Lombard, IL 60148
630-471-0800 | 630-471-0833
18 South Lake Street, Oakbrook, IL 60150
630-596-6588 | 630-471-0833

PROPERTY ADDRESS: **445 BRICE AVENUE, MUNDLEIN, ILLINOIS 60060**
SHERIFF NUMBER: **2005 1639**



CLIENT ORDER NUMBER: **Z00WV740BZ0VH** DATE: **05/13/20**
BUYER: **DANIEL A. COLEMAN**
SELLER: **JOHN M. MURPHY**

CERTIFIED TO:
DANIEL A. COLEMAN, CHICAGO TITLE COMPANY, LLC, CHICAGO
CHICAGO BANK & TRUST COMPANY, MORTGAGE
CORPORATION, ITS SUCCESSORS AND/OR ASSIGNS

LEGAL DESCRIPTION:
LOT 124 IN FAIR HAVEN, A SUBDIVISION OF LOTS "D" AND "E" OF MUNDLEIN STATION SUBDIVISION OF PARTS OF THE THIRD PRINCIPAL MERIDIAN, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 9, 1926 AS DOCUMENT 280478, OF BOOK "P" OF PLATS, PAGES 68 AND 69, IN LAKE COUNTY, ILLINOIS.

POINTS OF INTEREST:
NONE VISIBLE

FLOOD INFORMATION:
NONE VISIBLE

THANKS TO
THE CATY PROGRAM
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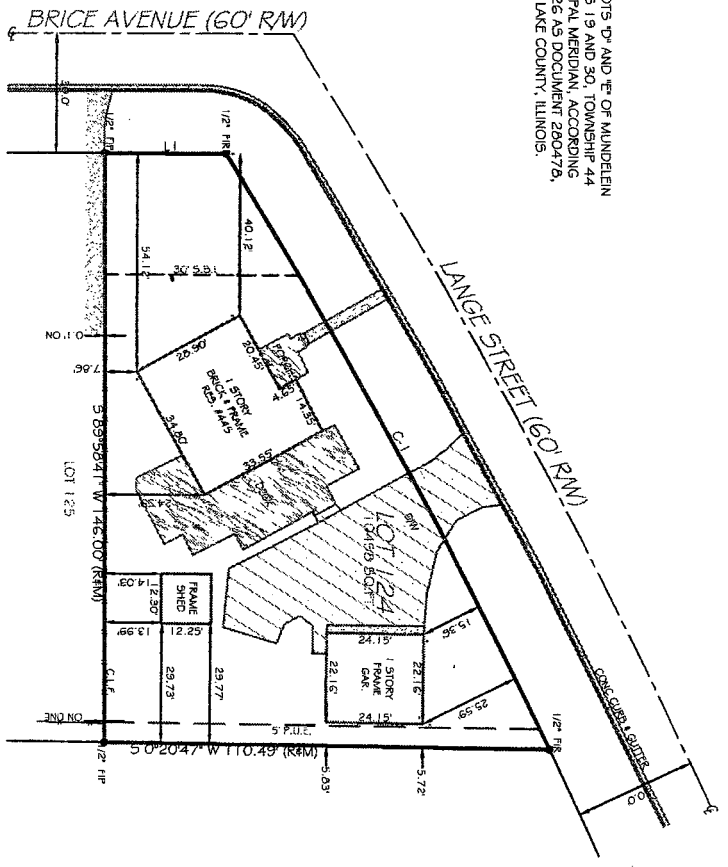
FIELD WORK DATE: 5/12/2020 REVISION DATES: (REV) 5/19/2020

2005 1639
BOUNDARY SURVEY
LAKE COUNTY

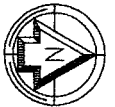
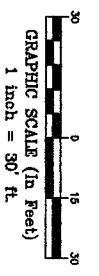
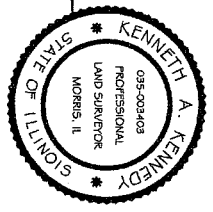
LOT 124 IN FAIR HAVEN, A SUBDIVISION OF LOTS "D" AND "E" OF MUNDLEIN STATION SUBDIVISION OF PARTS OF SECTIONS 19 AND 30, TOWNSHIP 44 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 9, 1926 AS DOCUMENT 280478, OF BOOK "P" OF PLATS, PAGES 68 AND 69, IN LAKE COUNTY, ILLINOIS.

TABLE:

LI	30.00' (N)
N	0°13'51" E 29.79' (N)
C-1	
R	1577.28' (R)
L	166.74' (R) 167.46' (M)
A	6°05'00" (M)
N	61°08'37" E 167.39' (M)



STATE OF ILLINOIS } 55
COUNTY OF GRUNDY }
THIS IS TO CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY, GIVEN UNDER MY HAND AND SEAL AT 316 E. JACKSON STREET IN MORRIS, ILLINOIS.



Use of this Survey other than intended, without written verification, will be at the User's Sole Risk and without Liability to the Surveyor. Nothing herein shall be construed to give ANY rights or benefits to anyone other than those certified.

EFACTA
LAND SURVEYORS, LLC
187 1840006059
316 East Jackson Street, Morris, IL 60450
Phone: 773.305.4011

SURVEYOR'S LEGEND

1/4" = 100'	1/8" = 50'	1/16" = 25'	1/32" = 12.5'
1/64" = 6.25'	1/128" = 3.125'	1/256" = 1.5625'	1/512" = 0.78125'
1/1024" = 0.390625'	1/2048" = 0.1953125'	1/4096" = 0.09765625'	1/8192" = 0.048828125'
1/16384" = 0.0244140625'	1/32768" = 0.01220703125'	1/65536" = 0.006103515625'	1/131072" = 0.0030517578125'
1/262144" = 0.00152587890625'	1/524288" = 0.000762939453125'	1/1048576" = 0.0003814697265625'	1/2097152" = 0.00019073486328125'
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Action Fence Proposal

Amounts & Descriptions:

Furnish and Install 134'
4' High Black Vinyl Chain Link 2 48" wide
gates & 1 Drive gate 18' wide

