

**CALL TO ORDER**

The Regular Meeting of the Planning and Zoning Commission of the Village of Mundelein was held on February 18, 2026 at 300 Plaza Circle, Mundelein. Commission Chairman T. Roswick called the meeting to order at 7:00 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, S. Petti, T. Roswick, K. Teehan, T. Wilson  
ABSENT: None

**Village Attendance**

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

**MINUTES APPROVAL**

**Approve the Planning and Zoning Commission Regular meeting minutes from February 4, 2026**

T. Roswick asked the commission if there were any requested changes to the meeting minutes from February 4, 2026. There were no requested changes.

J. Holden moved, seconded by K. Garesche, a **Motion** to approve the Planning and Zoning Commission Meeting Minutes from February 4, 2026. Motion Passed 7-0.

<b>RESULT:</b>	<b>Passed [Yes 7, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner J. Holden
<b>SECONDER:</b>	Commissioner K. Garesche
<b>AYES:</b>	T. Roswick, K. Anderson, K. Garesche, J. Holden, S. Petti, K. Teehan, T. Wilson
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

## **PUBLIC COMMENTARY**

T. Roswick opened the floor to public commentary.

There was no general public commentary.

T. Roswick closed the floor to public commentary.

## **OLD PZC BUSINESS**

### **Continuation of Public Hearing - PZ2025-0037 - Zoning Ordinance Text Amendments, Title 20 of the Municipal Code from December 17, 2025.**

#### **Staff Presentation**

##### Lakefront Access Parcels

C. Malec reviewed the prior discussion on the Lakefront Access Parcels and reviewed where the Commission left off on the updates to the Zoning Code. There was previously a discussion about pergolas, gazebos, and sheds.

##### Home Daycares

A. Orenchuk gave a brief overview of the prior discussions regarding the home daycare zoning text amendment. The current state language allows for a total of 8 children being cared for, including the providers' own children residing in the home. There is language that can allow more children if there are part-time helpers. This was not relayed accurately during previous conversations.

##### Gas Stations in C-1

C-1 Neighborhood commercial is intended to back up to or be embedded into a neighborhood. There is currently only one property zoned C-1 (Jake Moran's Property), but it may be a district that is used in the future by other properties. Staff feels that a gas station would not be appropriate in this district, so staff is proposing to remove that use from the C-1 Zoning District.

##### Pet Daycares

Pet Daycare services and kennels are two different uses in the current zoning code. Staff is recommending removing the kennel use as most, if not all, pet daycare facilities offer overnight boarding. Staff also proposes the change the pet daycare use to be a special use in order to ensure the safety and wellbeing of animals using the facility and any concerns that may affect neighboring properties or Village resources and

infrastructure.

#### Maximum Size of Pergolas and Gazebos

C. Malec gave a refresher on the prior discussion on the maximum size limit of pergolas and gazebos. The current maximum size is 144 square feet (12ft x 12ft). Staff receives regular requests for larger structures based on ones available for purchase at big box retailers.

#### Grandfathering Existing Fences and Driveways

C. Malec gave an overview of previous discussions on grandfathering in previously installed fences and driveways that may not meet current code requirements. Staff is proposing new 3-car driveways tapering off 35 feet from the garage doors instead of the current 20 feet. As proposed, most houses would not have a tapered driveway.

#### Murals

C. Malec stated that the definition chosen for murals includes "hand painted or tiled." However, there have been instances of other mediums being used for murals. Removing the reference to hand painting or tiling will catch all proposed requests.

#### Administrative Procedures

C. Malec gave an overview of the recommended changes proposed by legal counsel. The exact wording is still under legal review. Some of the proposed changes include:

- Adding the right-of-way jurisdiction of public hearings stating that property adjacent to a Village or State-owned right-of-way would not require the Village or State be contacted for the public hearing.
- A notification buffer for multi-families for public hearings, only the property owners that reside in the specific portion of property being affected and the homeowners' association would need to be contacted. As currently written, all residents within all buildings are notified.
- Allowing the Village to collect deposit fees related to the costs of Public Hearing signs.
- Clarifying that the Subject Property is considered to be all contiguous parcels.
- Removing the approval standards for text amendments. As text amendments are a matter of legislative discretion, approval standards are not required and may make the approvals unclear.

#### **Public Commentary**

Public Commentary remained open from the prior hearing on January 21, 2026.

#### Lakefront Access Parcels

Mark Logunetz of 3 Lakeview Drive was sworn in. Mr. Logunetz requested that the

commission consider allowing accessory storage structures on these parcels for storing of safety and property maintenance equipment.

#### Home Daycares

Milen Aguilar was sworn in. Ms. Aguilar requested that the Village meet the same code requirements of DCFS. She stated that the state does only allow the provider to care for up to 8 children, including their own, but more children could be cared for with an assistant.

Liliana Garcia was sworn in. Ms. Garcia stated that any prior concerns regarding increased residential traffic would not be an issue as drop-offs are usually staggered throughout the day and most do not happen at the same time.

#### Gas Stations in C-1

There was no public commentary.

#### Pet Daycares

There was no public commentary.

#### Maximum Size of Pergolas and Gazebos

There was no public commentary.

#### Grandfathering Existing Fences and Driveways

There was no public commentary.

#### Murals

There was no public commentary.

#### Administrative Procedures

There was no public commentary.

T. Roswick closed the floor to public commentary.

### **Commission Discussion**

#### Lakefront Access Parcels

The Commission discussed different height limits to the lakefront parcels. They also discussed the preference of ownership of these parcels being attached to a property nearby with a primary residence.

#### Home Daycares

J. Holden felt strongly that the Village should make the code to match that of the DCFS state regulations.

K. Garesche stated that she had met with the Village Administrator regarding the proposed implementation of increased capacity of the home daycares. However, she felt that caring for that many children by one provider can be a large task. There is no guarantee that all eight allowed children would not be there at the same time. There are care concerns regarding child safety and the increased capacity being proposed. The Village does not enforce these capacity limits. Ms. Garesche felt that the risk of child safety was not worth increasing to the maximum capacity requested, particularly since the Village does not regulate home-based daycares. She would be willing to increase the text amendment capacity from 6 to 8, but would not be comfortable adding language to increase the capacity further with the hiring of additional assistants.

S. Petti stated that he was not concerned with any one daycare in particular, but he did share concern about allowing the expanded capacity to possibly home daycares that may not be as qualified.

The Commission did a straw-pull vote on those who were in support of increasing the number of children allowed to be cared for in home daycare.

- 3 Commissioners were in support of increasing to 8 children with an additional 4 with the help of an assistant. This would match the language of DCFS.
- 4 Commissioners were in support of increasing to 8 children only.

It was recommended that Staff would highlight the split and present the Board with both options.

#### Gas Stations in C-1

The Commission was in support of removing gas stations from the C-1 zoning district.

#### Pet Daycares

The Commission was in support of staff's proposed changes.

#### Maximum Size of Pergolas and Gazebos

The Commission discussed differences in giving a full maximum square foot, or if it should be a percentage of house size or lot size.

#### Grandfathering Existing Fences and Driveways

S. Petti stated that he approved of the proposed changes and prefers the look of the straight driveway, as opposed to the tapered.

#### Murals

The Commission was in support of staff's proposed changes.

### Administrative Procedures

The Commission discussed the logistics of the notification when not all buildings are within the notification buffer. The Commission also discussed the costs of public hearing signs and the posting requirements for them.

### Additional Changes

Staff highlighted several other tweaks that did not make the report, such as modifications to the OR District to clarify warehousing and Distribution, and definitions.

### **Draft Zoning Ordinance**

T. Roswick moved, seconded by J. Holden, a **Motion** to to recommend approval of the Zoning Ordinance Text Amendment to Title 20 of the Municipal Code including the commission's recommended changes. Motion passed 7-0.

<b>RESULT:</b>	<b>Passed [Yes 7, No 0, Abstained 0]</b>
<b>MOVER:</b>	Chairman T. Roswick
<b>SECONDER:</b>	Commissioner J. Holden
<b>AYES:</b>	T. Roswick, K. Anderson, K. Garesche, J. Holden, S. Petti, K. Teehan, T. Wilson
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

### **Close Public Hearing**

J. Holden moved, seconded by K. Garesche, a **Motion** to to close Public Hearing PZ2025-0037. Motion passed 7-0.

<b>RESULT:</b>	<b>Passed [Yes 7, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner J. Holden
<b>SECONDER:</b>	Commissioner K. Garesche
<b>AYES:</b>	T. Roswick, K. Anderson, K. Garesche, J. Holden, S. Petti, K. Teehan, T. Wilson
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

### **NEW PZC BUSINESS**

There was no new PZC business.

## QUESTIONS AND COMMENTS

There were no further questions or comments.

## ADJOURNMENT

### Adjourn the Planning and Zoning Commission Meeting

J. Holden moved, seconded by K. Garesche, a **Motion** to adjourn the Planning and Zoning Commission Meeting of February 18, 2026. Motion passed 7-0.

<b>RESULT:</b>	<b>Passed [Yes 7, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner J. Holden
<b>SECONDER:</b>	Commissioner K. Garesche
<b>AYES:</b>	T. Roswick, K. Anderson, K. Garesche, J. Holden, S. Petti, K. Teehan, T. Wilson
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

The meeting was adjourned at 9:25 PM.



Erin Swanson, Recording Secretary



300 Plaza Circle, Mundelein, IL 60060

**Sign-In Sheet**

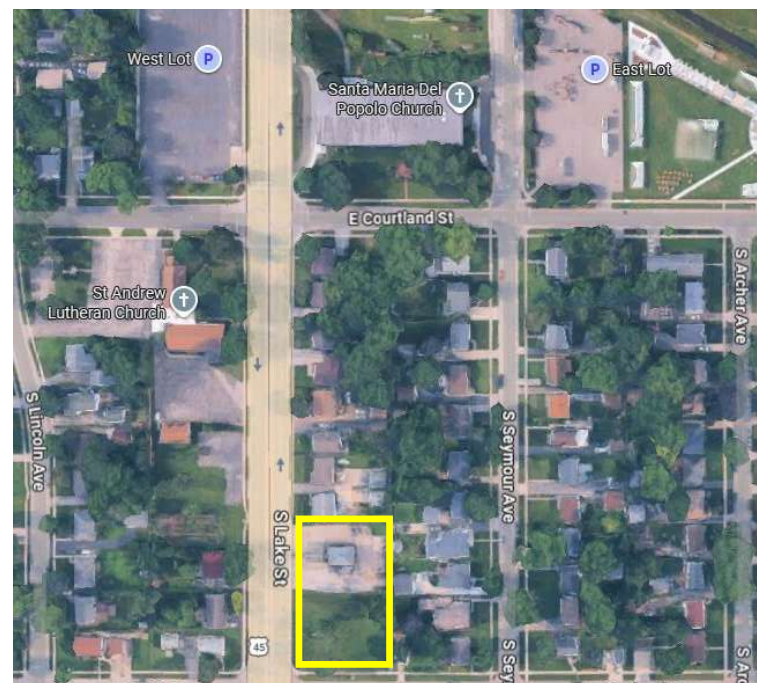
NAME/COMPANY	ADDRESS	PHONE/EMAIL
Name: <i>Mark Logunetz</i>	<i>3 Lakeview Dr.</i>	Phone: <i>224-358-7679</i>
Company:		Email: <i>malogunetz@gmail.com</i>
Name: <i>Milen Aguilar</i>		Phone: <i>(224) 778-0074</i>
Company:		Email:
Name:		Phone:
Company:		Email:
Name:		Phone:
Company:		Email:
Name:		Phone:
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# Gas Stations in C-1



**Purpose of C-1 Neighborhood Commercial Zoning District.** The C-1 Neighborhood Commercial District is intended to provide primarily for retail uses, personal service uses, and professional offices. The district is intended for application where there exists a grouping of commercial uses that are more **pedestrian-oriented and where residential areas are in close proximity.** The district regulations are designed to encourage compatibility with adjacent or nearby land uses.

There is one property zoned C-1 in Mundelein (pictured on right). Upon review of permitted uses, **gas stations do not seem to be in alignment with the Village vision for this area.**





# Pet Day Care Services and Kennels



- “Pet Day Care” and “Kennels” are currently separately defined uses:
  - Pet Day Care = Permitted
  - Kennel = Special use
- However, both definitions allow overnight boarding and it is not clear how they are otherwise distinguished. **Most (if not all) pet day care locations in Mundelein offer overnight boarding, so what is a kennel?**
- Special Use requirement was difficult to apply (or not apply) consistently and fairly.
- Furthermore, Staff’s opinion is that the daytime dog daycare has heavier impacts than overnight boarding, when dogs are typically asleep in crates overnight. **The Permitted vs. Special Use requirements may be more appropriate if reversed.**

Staff Recommendation:

- Remove “Kennel” use completely and consider all pet daycare or boarding facilities to be “Pet Day Care”.
- Revise “Pet Day Care” to be a **special use** in areas it is allowed.
- Revise standards to add the highlighted (also applies to pet grooming):
  1. Floors of runs shall be made of impervious material to permit proper cleaning and disinfecting.
  2. All animal quarters and runs are to be kept in a clean, dry, and sanitary condition.
  3. Fencing surrounding exercise areas and/or runs shall be of a sufficient height to prevent escape and shall be buried to the extent possible as part of installation to prevent escape by digging beneath the fence posts.
  4. Noise shall be mitigated so as not to create a public nuisance for adjoining properties and shall comply with all local noise regulations. This shall exclude noise from exercise or training while outdoors during the daytime.
  5. A waste management plan must be submitted for review by the Village. Public Works must review and provide guidance for pre-treatment, disposal, or other impacts to Village systems.
  6. Water usage must be submitted for review by the Village. Public Works must review and provide guidance for water service and meter requirements for the use.
  7. Air quality, ventilation, and odor control must be demonstrated.
  8. Pet relief areas and waste stations must be provided and kept in clean and well-maintained condition.

# Lake Access Parcels

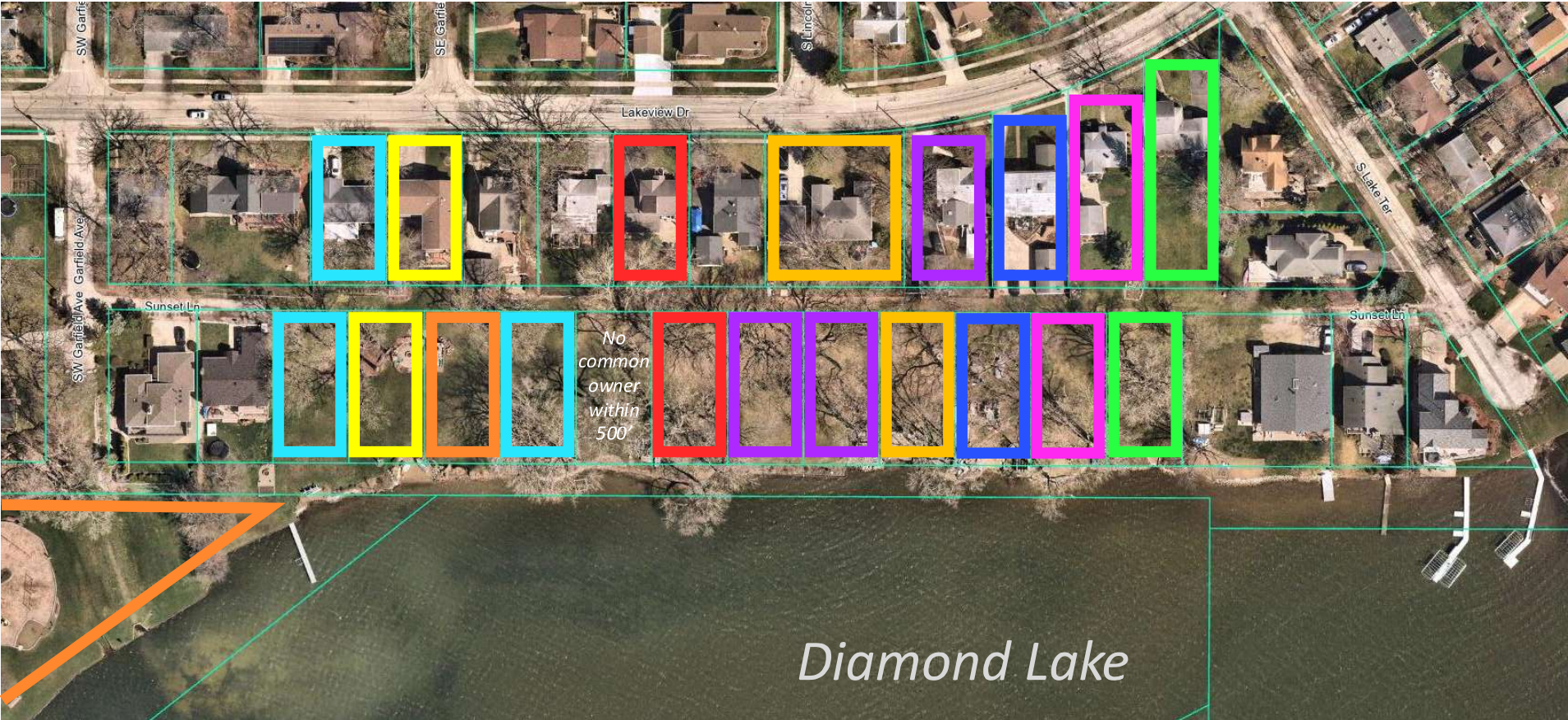


# History

- 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



# Proposed Language as Revised

## 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.**
  3. **Accessory structures may not be used for sleeping or habitation.**
6. **Severance of Common Ownership.**
  1. **Continuing Obligation.** The permissions granted under this Section are contingent upon the Lake Access Parcel remaining under common ownership with a lot containing a principal structure located within five hundred (500) feet of the Lake Access Parcel's property lines. Should common ownership of the two parcels be severed for any reason, all accessory structures on the Lake Access Parcel shall be removed and the lot restored to a clean and graded condition within twelve (12) months of the date on which common ownership is severed.
  2. **Acknowledgement of Removal Obligation.** Prior to the issuance of any building permit for an accessory structure on a Lake Access Parcel, the property owner shall execute a written acknowledgement, on a form provided by the Village, confirming that all accessory structures on the Lake Access Parcel are subject to removal upon severance of common ownership, and that the owner is responsible for disclosing this obligation to any prospective purchaser of either parcel.

# Permitted Structures Staff Suggests Reinstating

- **Sheds**

- Storage need is real – lifejackets, firewood, lawn maintenance equipment
- Banning sheds pushes clutter into the open, worse for aesthetics and could discourage maintenance

- **Pergolas/Gazebos**

- Low-impact shade/seating – big for making spaces usable in summer
- No enclosed or habitable space, intensity is not significantly greater than a deck

- **View Obstruction Concern**

- Zoning does not protect views as a property right; it should not drive exclusion of reasonable structures
- Under normal circumstances, if a nearby owner is concerned about the view across another parcel, they should purchase/control that parcel
- View protection across private property is a separate, larger policy discussion

## **No Sleeping/Habitation (New)**

- All accessory structures prohibited from use as sleeping quarters or de facto cabins

# Severance of Common Ownership – Case for Two Approaches

## Options:

### 1. Require Removal (within 12 months)

- Ability to sever ownership at any time defeats the purpose of the common ownership requirement within 500'
- Unconnected owner creates semi-public feel inconsistent with single-family character of neighborhoods; feels like recreational amenity for a distant stranger in someone's backyard

### 2. Grandfather Existing Structures

- Legally-built structures represent a real financial investment. Removal upon ownership change (esp. involuntary: estate, divorce, hardship) is costly and could be seen as punitive
- Prohibiting replacement/expansion is a softer approach that still prevents further intensification

**Staff Recommendation:** Require removal within 12 months + signed written acknowledgment at permitting — but open to Commission direction.

# Home Day Cares



# Update

Staff reread the documents for the Department of Child and Family Services with regards to day care homes. Upon re-review, the maximum number of children a home day care operator can have **including their own children** per the State is **8 children under the age of 12**.

- Additional helpers might increase this number depending on certain calculations and ages; however, staff recommends 8 children as it aligns with the State.
- The Village CANNOT supersede the regulations of DCFS and the State of Illinois. It can only be more restrictive.
- As a reminder, the Village Code previously stated a maximum of six (6) children.

# Gazebo and Pergola Maximum Size



## Reminder:

We discussed a desire to increase the maximum size allowed for pergolas and gazebos, which is a frequent request.

We also discussed the possibility of allowing larger structures when they are attached to the structure of the house, as they are within the building envelope.

## Staff Recommendation:

- New maximum size for pergolas and gazebos: ~~144 SF~~ → **200 SF**
- New maximum size for attached pergolas: ~~144 SF~~ → **250 SF**
  - *“Gazebos” attached to the house are simply considered an “unenclosed porch” and already do not have a maximum size.*

Examples Commonly Sold at Costco:

12x16 = **192 SF (Under 200 SF)**

Would be permitted, attached or detached



12x20 = **240 SF (Over 200 SF)**

Would not be permitted if detached

*A pergola this size would be permitted if attached to the house – this represents about the maximum attached pergola size (250 SF)*



# 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.



Per the discussion with the PZC, this section was amended to allow **fences and driveways** to be reconstructed as-is if they were nonconforming. They must meet the following conditions:

- A) Originally constructed with a permit or were constructed prior to 2008;
- B) Are replaced as-is or in a way that reduces the degree of the nonconformity.

The PZC also asked that we revisit the maximum driveway width for 3+ car garages and the requirement to taper back to 20' wide at the property line. Staff proposes that driveways that accommodate a 3+ car garage (and are wider than 20') may extend ~~20'~~ **35'** back from the garage doors.



# Mural Definition



The current definition describes murals as “hand-painted or hand-tiled”, but there are many applications of murals – especially applied printed vinyl.

The definition was amended to remove “hand-painted or hand-tiled” and more broadly define murals as:

***“a work of ~~hand-painted or hand-tiled~~ art applied directly on an exterior wall of a building or other structure and visible from a public right-of-way or other public area”.***



# Administrative Procedures



This section is still under legal review and subject to change. A few of the noteworthy changes being discussed:

- Clarifying that right-of-way jurisdiction agencies (Village, IDOT, Canadian National) do not need to receive a certified mail notice for the roadway adjacent to the subject property.
- If the 250-foot notification buffer includes a single-parcel property with many owners, such as a townhouse community where the units are condos, then the applicant only mails the actual buildings that are within the 250' buffer (and the association for common areas).
- Allow the Village at its discretion to require a deposit or reimbursement for the cost of a sign - signs often disappear after the hearing.
- Clarify that the “subject property” is considered to be all contiguous parcels relating to the project and are within the legal description.
- Remove Approval Standards for Text Amendments, as text amendments are a matter of legislative discretion and do not require standards.