



Agenda
Village of Glen Ellyn
Village Board Workshop
Monday, March 17, 2025
7:00 PM
Glen Ellyn Civic Center, Room 301

Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda in the meeting room or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact The Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Audience Participation**

- 1) Open:

Members of the public are welcome to speak to any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, their topic and the group, if any, they are representing prior to addressing the Village Board. Individuals wishing to address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.

- E. Presentation**

- 1) Historic Preservation Incentive Program Proposal (Historic Preservation Commission Chairman Penn French)
- 2) Short-Term Rentals Discussion (Community Development Director Henaghan)
- 3) Presentation of the Year-End Financial Report for 2024 (Finance Director Patrick Brankin)

- F. Reminders**

- 1) Village Board Meeting, Monday, April 14, 2025, 7:00 PM

- G. Adjourn**

- 1) Adjourn to closed executive session to discuss the appointment, employment, compensation, and performance of specific employees of the Village pursuant to 5 ILCS 120/2(c)(1) and to discuss the approval of closed executive session meeting

minutes and the semi-annual review of such minutes pursuant to 5 ILCS 120/2(c)(21) without returning to open session.



**Glen Ellyn Village
Board**

535 Duane Street
Glen Ellyn, IL 60137

Meeting 3/17/2025 7:00 PM

Department: Community Development

Department Head: Jennifer Henaghan

Category: Presentation

Prepared By: Jordan Frahm

**AGENDA ITEM (ID
2025-222)**

DOC ID: 2025-222

Historic Preservation Incentive Program Proposal (Historic Preservation Commission Chairman Penn French)

Statement of the Issue:

In 2024, the Glen Ellyn Historic Preservation Commission (HPC) began in-depth discussions at public meetings regarding the creation of a new Village program to allow for economic and zoning incentives for qualified homes. The mission of the proposed program is to deter the demolition of residential homes deemed to exhibit architecture that is an asset to the history of Glen Ellyn and essential to the Village's character. Not only does historic preservation support architecturally diverse streetscapes with a charming aesthetic, but renovation also allows for revitalization of our housing stock. By maintaining and modernizing various types of homes, the Village of Glen Ellyn can promote community vitality by redeveloping older homes with modern amenities.

Analysis:

Background

The Village of Glen Ellyn was first settled in the 1830s, and 150 years of residential history is represented in different generations of architectural styles. Although the Main Street Historic District may showcase some of the most prominent Queen Anne Victorian and Italianate-style homes in the Village, Glen Ellyn offers tremendous examples of Dutch Colonials, Cape Cods, Craftsman bungalows, Tudors, and mid-century modern ranches throughout the community.

One crucial resource in establishing whether a property has historical architectural value is to consult the series of Architectural Resource Surveys commissioned by the Village between 2007 and 2018. Consulting firms Ramsey (2018) and Granacki (2007, 2009-10, 2014) canvassed the Village extensively, building on previous research conducted by architecture students at the School of the Art Institute of Chicago. After analyzing hundreds of homes throughout the Village, these experts concluded that 526 total structures had a status of Significant or Partially Significant – which would represent roughly seven-percent of Glen Ellyn's 7,128 single-family detached homes.

Staff analysis of demolition permits shows that 30 surveyed homes with architectural significance were demolished between 2008 and 2024. Out of 317 homes rated Significant, 19 homes (6 percent) have been demolished. Among 209 homes rated as Partially Significant, 8 homes (4 percent) have been demolished. Of the 29 homes rated as Contributing, 3 homes (10 percent) have been razed. Simply identifying architectural achievement and quality does not save homes, as evidenced by Significant rated homes being torn down at a 50 percent higher rate than partially significant homes.

Proposed Incentive Program

A historic preservation incentive program would be designed to encourage residents and builders to renovate and restore homes that represent the finest examples of the Village's residential architecture. Without incentivization, the homes that provide such rich character to our neighborhoods are vulnerable to market factors that result in new constructions with modern amenities.

The proposed Historic Preservation Incentive Program (HiPI Program) as proposed consists of four categories: bulk zoning allowances, waived permit fees, expedited review, and cost-share grant funding up to \$10,000. The HPC has engaged builders, architects, real estate brokers, and homeowners and conducted focus groups with these professionals and residents on February 18 and 19. The HPC also reached out to municipalities like the Village of Hinsdale and the City of Elgin that have incentives and grant programs that have served as a guide in developing this program proposal. In just three years, Hinsdale has vetted over 80 residences for the program and has had 17 projects completed to date. Elgin provides cost-sharing grants through the Historic Architectural Rehabilitation Grants program for up to \$20,000. The achievements of these communities have inspired the HPC to pursue a program of our own. The elements of the proposed HiPI Program is detailed below, in addition to what homes would be considered eligible for this program.

Bulk Zoning Allowances

Glen Ellyn's Zoning Code allows the Village to ensure that there is conformity on our streets; that light and air are unrestricted between homes; and that our single-family residential districts maintain density; however, this Code has changed many times since zoning was first adopted by the Village a century ago. Many architecturally significant homes are found on 50-foot-wide lots, the previous standard. Lot width requirements for new developments in the R2 district are now 66 feet in width. Similarly, for decades Glen Ellyn had a uniform lot coverage requirement of 25 percent. In response to homebuilding trends, the Village made a 20 percent reduction in the allowed lot coverage for multi-story homes in 2002. Shifting the allowable lot coverage from 25 percent for all homes to 20 percent for multi-story homes has created existing nonconformities and an uptick in variation requests for lot coverage variations that previously would have been comfortably allowable.

Although the Zoning Code change in lot coverage ratio was softened by bonuses for detached garages and front porches, the impact on historic homes is evident as they are often already on smaller lots compared to new developments. By constricting the extent of possible home expansions, homes that have astounding architectural features but lack modern amenities may be at greater risk for demolition and new construction. Thus, in conversation with building professionals and internal staff review, a process for allowing a return to 25 percent lot coverage for a select group of exemplary homes may be considered.

Just as lot width and lot coverage requirements have shifted through the years, setback requirements have also changed. Although the standard of 10 percent lot width for side-yard setbacks has long been maintained, the Zoning Board of Appeals frequently sees homes with existing nonconforming setbacks of the principal structure. This is in part a knock-on effect of changing Village requirements from 50-foot-wide lots to 66-foot-wide lots in the most common residential district. Like the lot coverage ratio, allowances for setbacks may also be considered for architecturally significant homes to serve as an incentive for restoration and renovation.

Permit Waivers

The Village generates revenue from permits for additions and alterations; however, the Historic Preservation Commission is proposing an incentive to reduce the cost of permit fees. Additions average approximately \$5,400 in permit fees, whereas alterations average approximately \$2,363 in permit fees. By allowing economic incentives for the homes eligible for the HiPI program, the Village may further deter the demolition of exceptional historical residential architecture. Village staff has discussed the impact on Village finances and acknowledges the costs incurred by the Village with regard to permit processing. For this reason, this incentive may be most feasible if limiting the percentage of fees being waived to 50 percent of the permit fee amount and by capping the total amount of the fee waiver.

Historic Preservation Matching Grant

The HPC intends to use the \$50,000 budgeted in 2025 for the creation of a cost-share program for historic restoration. The HPC proposes a 1:1 matching grant where recipients may receive up to \$10,000 towards a project that costs a minimum of \$20,000. Historic preservation matching grant-eligible projects would require a qualified home to utilize the grant for the purposes of exterior improvements that feature a combination of restored architectural details, sympathetic architectural style, heritage materials, or illustrate other critical elements in the preservation of the home. Grant funds would not be considered for projects deemed as deferred maintenance.

In discussions at regular HPC meetings, the Commissioners have discussed the timeline of such a proposal. As described above, grant dollars could only be dispersed to a minimum of five recipients assuming all grant funds are exhausted annually. A rolling, first-come-first-serve, grant approval was initially discussed by the HPC. However, this format would raise questions about both the merit and fairness of such a grant program. One alternative would be to require anonymized project proposals judged by a set rubric where the highest-scoring projects are rewarded grant funds. The criteria would be clear, with preferences for homes that improve the streetscape (as opposed to projects not visible to the public) and return non-extant or encapsulated features of the home to prominence. The City of Elgin operates a grant program with this methodology, which also requires multiple bids from contractors. Staff input for architectural rating and how the proposed project could raise a particular home's rating is provided during project review. Project submissions in Elgin are due March 28 of this year and, for 2025, the City has increased the total budget for the program to \$150,000 with recipients eligible for up to \$20,000 in grant funding.

Expedited Review

The HPC has discussed expedited review as a feature of the HiPI Program. If some bulk zoning allowances are handled at the staff level like how administrative zoning variances are applied, this could potentially shorten the timeline of a HiPI-qualified project by months. In addition to a project bypassing Zoning Board of Appeals approval, the HPC is proposing an expedited process for in-house zoning review and building permitting.

The Village will launch new permit tracking software in Spring 2025. Not only should this new software provide increased ease of use for both Village staff and residents of Glen Ellyn, but this technology would likely allow for prioritization of HiPI-qualified projects. As this software is not yet live for the Village, and this use case has yet to be explored with this specific permit tracking program, Village staff is unclear what an expedited review timeline could be at this time. Currently, the Village's plan review timelines are to have a first review completed within 10 to 15 business days of receipt. One confounding factor in this process would be any building permit reviews outsourced to external plan review consultants.

Eligibility

These incentives as described represent a considerable value, either providing physical advantages to the home that correlate to home value, or directly providing funding or a reduction in projects which would have distinct value to the property owner. Determining eligibility for such incentives requires establishing clear criteria and careful review to protect the goal of the Historic Preservation Incentive Program: to encourage the restoration and preservation of the Village's finest historical architectural assets.

To be considered as a landmark, a property must be at least 50 years old. For the proposed HiPI Program this too will serve as a baseline criterion. As previously noted in the Background section of this memo, the Village has already conducted a series of architectural resource surveys that may serve as a foundation for determining eligibility for the HiPI program. The surveys, conducted by Granacki and Ramsey consultancies respectively, use the most common parlance in determining architectural significance that is also used by the Department of the Interior: Significant, Potentially Significant, Contributing and Non-contributing structures. Significant structures are the most exemplary of a specific architectural style and have not been altered in a way to detract from the essential characteristics of the building. Potentially Significant structures evoke much of the same architectural importance, but changes to the exterior have lessened the historical architectural importance of the building, such as a Craftsman bungalow built in the 1920s that has maintained its original footprint and architectural features (perhaps a low-slung gable roof and a large front porch) but has notable material deviations like covering original cedar siding with aluminum siding. Potentially Significant homes are so noted because restoration efforts can easily elevate the rating of a structure the highest echelon of Significant. The remaining categories are Contributing. This could be a home built later than a relevant architectural period but with a complementary style, or a home that has maintained a level of preservation but has components less expressive of a particular architectural style worthy of the highest merit. Both would add value to the creation of a historic district. However, Significant and Potentially Significant homes would command more attention from preservation architects or architectural historians. The last category is Non-Contributing. Non-contributing homes may fit no discernible architectural category and are not unique enough in a vernacular style to be noteworthy. A Non-Contributing home could also be a structure less than 50 years old that has yet to establish architectural significance. A Non-Contributing home may also have been altered to such an extent that the structure could not be restored (e.g. original windows replaced with picture windows not appropriate for the relevant time period, or a series of additions that have severely altered the geometry of the home and appearance from the street).

Per an analysis of the Village's architectural resource surveys, 526 structures in the Village received either a Significant rating (317 structures) or Potentially Significant rating (209 structures). These represent the most outstanding examples of residential architecture in the Village. It must be noted,

however, that these surveys are dated – and just because a home has a particular rating does not mean that the current condition of the home is reflected in the survey. Although these Significant and Potentially Significant homes are precisely the types of homes this proposed program seeks to benefit, the Historic Preservation Commission would likely be required to vet or qualify these homes. It must also be noted that these resource surveys did not cover the Village in its entirety and that some aspects of determining the integrity of a building in relation to its architectural significance may be considered subjective. A review process for homes not rated Significant or Potentially Significant, or not covered by the resource surveys conducted between 2007 and 2018 must be developed. This review would make the proposed program as inclusive as possible while ensuring high standards by maintaining clear criteria to receive this valuable suite of incentives. Not all Village Landmark or Glen Ellyn Historical Society honored homes received ratings of Significant or Potentially Significant, and some homes were altered enough from their original appearance to be deemed “non-contributing” in resource surveys. This is not to say that they are not historical assets to the Village. Homes where important local figures lived or notable local events took place may also be considered for inclusion in the proposed HiPI program. This is aligned with DOI standards in determining historical value.

Budget Impact:

The potential budget impact includes up to \$50,000 in programmatic costs (cost-share grant program) and opportunity cost of lost revenue from permit fees (permit fee waiver incentive). The potential for lost revenue could vary from year-to-year depending on the scope of eligible projects. Proper forecasting of such costs can be determined once parameters of a proposed permit fee waiver incentive are drafted. Additional nominal budget impacts could include an audit of existing architectural resource surveys or further consultant services for preservation architects or architectural historians to conduct additional surveys. These costs would not recur annually, nor are they a necessity for the creation and operation of such a program. Determining how to fund these programs in the future must be part of the discussion.

Contribution to Strategic Plan

There may be no straight-forward applicability to the 2020-2024 Strategic Plan. However, a historic preservation incentive program may indirectly benefit the strategic priority of development. As this priority specifically emphasizes the importance of an updated comprehensive plan, we can look to the 2023 Glen Ellyn Comprehensive Plan for guidance. Within the Residential Areas Framework (p. 13), the Village is implored to adopt a tear-down ordinance that "governs the demolition of existing homes and/or incentives for the preservation of existing properties". Furthermore, the 2023 plan encourages the HPC to continue its efforts to "ensure proper preservation and maintenance of historic structures" within the Village's historic neighborhoods (p. 15). These tenets are reemphasized under the topic of Preserve Historic Neighborhoods in the Residential Areas Strategy section (p. 70).

Action Requested:

Historic Preservation Commission Chair Penn French and HPC staff liaison Jordan Frahm will conduct a presentation detailing both the process of the HPC thus far and the initial formulations of the incentive program proposal. The HPC seeks guidance from the Village Board on how to advance this proposal as an amendment to the existing Village Zoning Code. The HPC is also seeking initial feedback from the Village Board on all items discussed within this memo.

Attachments:

1. Focus Groups Key Findings
2. Glen Ellyn HPC Demo Report
3. Plaque and Survey Locations

Economic Incentives To Encourage Historic Preservation In Glen Ellyn

Community Input

February 18 – 19, 2025

Findings & Key Take Aways

Prepared by: Penn French, HPC Chair & Moderator of the Groups

In January 2025, a letter was sent from village Associate Planner Jordan Frahm on village letterhead to approximately 70 individuals, mostly Glen Ellyn residents, inviting them to join one of a series of feedback sessions on February 18-19 about a newly proposed village program to offer a suite of economic incentives to owners of historically significant homes in Glen Ellyn. The HPC agreed the focus group participants should be a mixed group of builders, contractors, architects, designers, real estate agents as well as homeowners who live in historic homes in Glen Ellyn.

Invitation letter, moderator outline for the groups, and list of attendees are included here for reference.

18 individuals attended 1 of 3 focus group feedback sessions on February 18-19.

6 architects

5 builders

3 real estate agents

2 homeowners

1 appraiser

1 interior designer

There was an abundance of expertise and experience in the room during these feedback sessions:

- Many of the architects had long-standing leadership roles on historic preservation commissions in their own communities
- Many of the builders had served in leadership roles on planning or zoning commission in Glen Ellyn or their respective communities
- The homeowners of historic homes are currently in leadership roles on commissions for the Village and many of the architects, builders, real estate agents and designers also currently live in historic homes, so they understand and appreciate the idea of historic preservation from both a personal and a professional point of view.



How Each Group Was Introduced To The Topic

My name is Penn French. I'm Chair of the Historic Preservation Commission for Glen Ellyn and I will be moderating our community workshop time together this evening along with input from Jordan Frahm. Jordan is an Associate Planner with the Village and staff liaison to the Historic Preservation Commission.

Thank you for taking your valuable time this evening to share with us your insights and thoughts on a new program the Historic Preservation Commission is proposing to the Village Board to encourage the preservation of historic homes in Glen Ellyn with a series of economic incentives.

We've been looking forward to hearing community feedback and input from varying perspectives to guide the development of this voluntary program, so we reached out to a combination of architects, designers, builders, contractors, real estate agents as well as homeowners who live in historic homes.

How The Program Was Explained

Through architectural resource surveys commissioned by the Village between 2007 – 2018, over 500 homes (7% of all SFHs) were identified as being historically significant or potentially significant. It is a big part of what gives Glen Ellyn its charm and character, resulting in strong demand for wanting to move and live here. Yet 10-15% of those historic homes have been torn down in the last 25 years. So we want to encourage the preservation of those homes for future years as they continue to age.

Similar programs have been launched in Hinsdale and Lake Bluff, among other communities, with encouraging results. The idea is to give homeowners benefits by remodeling that they can't get with new construction.

We'd like your feedback on the overall concept of this program as well as your feedback on each of the incentives we are considering as a package to offer to eligible homeowners of historically significant homes in Glen Ellyn.

The Incentives:

Bulk Zoning Allowances: increased lot coverage and reduced setbacks without having to go through lengthy zoning variance application and approval processes

Waiver of Permit Fees

Fast Track/Streamlined Permit Processes: Expedited review and approval

Historic Preservation Fund Matching Grants: For 50% of costs up to maximum of \$10,000 per home for eligible restoration projects.



Findings From The Groups Are Organized As Follows:

1. Reaction to the concept: Overall Likes/Dislikes
2. Motivation/Ranking of the suite of incentives
3. Feedback/Suggestions On Each Incentive
4. Suggestions On Program Mechanics To Ensure Success
5. Questions/Concerns To Consider

1. Reaction to the concept: Like/Dislikes

Overall, there was much enthusiasm and excitement for an incentive program that encourages preservation of historic homes in Glen Ellyn. It was said that anything that makes the Village of Glen Ellyn easier to work with and have more flexibility for homeowners in remodeling historic homes would be welcome.

Some participants in the trades remembered in 2002 when Glen Ellyn decreased lot coverage ratio (LCR) from its long-time standard of 25% for multi-story homes down to 20% and how that has made it cumbersome for homeowners to go through process of requesting variances for things like porches or extending patios. So to have any increase in LCR, at least for eligible historic homes, was seen as very positive and welcome.

2. Motivation/Ranking of the suite of incentives

Bulk Zoning Allowances (in the form of increase of lot coverage and reduced sets back) and **waived permit fees** were the incentives that were the most tangible, meaningful and motivating.

Bulking Zoning allowances were perceived as having a double benefit: 1) making additions and extensions possible to incorporate into a remodel and 2) saving the time, effort and stress of having to go through lengthy variance approvals with no certainty of a good outcome.

This second point was seen as a valuable fast-track benefit all by itself. So the idea of additional fast tracking through faster/expedited building permit turn-around for historic rehabilitation was appreciated but was viewed with skepticism and with a somewhat jaded attitude among some participants given some perceived frustration with the Village's current permit approval processes, which was seen as slow. So, anything that can speed it up was welcomed. The assumption participants made about the incentive of expedited permitting approvals for historic homes was that the building permit process would just be somewhat faster than for non-historic homes without knowing what that really means, so putting some stated goals/parameters and definition around what "expedited" really means is important. It was also noted the hope was that faster turnaround times for historic homes wouldn't mean slower times for non-historic home. In other words, participants noted they wouldn't want non-historic home permit approvals to inadvertently be unduly "punished" or pushed back even further.



The matching grant program was seen as a positive incentive but with perhaps more strings attached with more questions related to understanding what types of project work qualifies, what is the minimum amount of spend a homeowner has to make to qualify, and how is it administered.

3. Feedback/Suggestions On Each Of The Incentives

Bulk Zoning Allowances

Without biasing the participants with a specific recommendation on lot coverage ratio, we asked what LCR would be a meaningful increase from the current 20% for multi-story single family residence.

Almost unanimously, there was agreement that increasing lot cover ratio from 20% to 25% would be meaningful - would make a difference for being able to accommodate extensions and additions to historic homes for the more modern spaces and amenities homeowners seek today without having to tear down and start from scratch. 25% LCR seemed like a magic number.

It stemmed in part from participants who recalled that LCR was decreased in 2002 from 25% to 20% to discourage new construction, but at the same time, the village provided two bonus options to encourage building of detached garages to reduce massing of front-load 2-car garages. Hence the LCR bonus for detached garages (500 sq ft?) and allowances for front porches (300 sq ft?) that remain today.

Suggestion was to keep these bonuses but increase LCR up to 25% for historic homes only.

Some references were made to a study village staff apparently had done sometime in the last 5 years where staff studied all the single-family home variance requests back to 2002 and found 97% of them would have not needed a variance request if the LCR were still 25%. That finding is a bit of moot point for the purposes of this program – which pertains only to historically significant structures – but was interesting to hear from those who'd want to see LCR be 25% again for all homeowners.

Permit Fee Waivers

This was one of the more popular incentive ideas across all groups because it was easy to understand and was a simple, straight-forward cost savings incentive, especially as some architects had experience with some clients who they said have paid as much as \$30,000 in permit fees even though Jordan Frahm from the village shared that \$5,000 + was more like the average for permit fee expense in Glen Ellyn for putting on an addition. Depending on what the village budgets allow, participants suggested the village could put a cap on the permit fee waivers, e.g. up to a certain amount.

Fast Track/Streamlined Processes For Expedited Building Permit Approval

See notes on page 3.

Matching Grant Incentive

See notes top of this page.



4. Suggestions On Program Mechanics To Ensure Success

Heavily market/promote the program so people know about it

Create a new section of the village website that explains the program and guides people through the process with easily accessible links to required forms and other helpful resources like the Secretary of the Interior Guidelines for Historic Rehabilitation

- Answer their questions about the program – an AI-enabled search function or at least create a robust FAQ section on the website
- Provide an easily searchable village database to determine if a home is on the List to be eligible for incentives, e.g. if a home has already been identified as an historically significant structure and if not, be able to submit a form/application to the village to apply for the home to be on the List.

Have one point of contact at the Village to administer the program for consistency of communication

5. Other Questions/Concerns/Suggestions To Consider About The Program

Some in the trades thought Glen Ellyn Public Works still has their own cost-sharing programs for homeowners to replace aging sewer & water lines in the home and on homeowner's property. Does this program still exist? If so, should the historic home incentive program tie into this somehow, especially with the recent EPA push on replacing lead pipe water service for older homes?

Will the program funds be distributed on a first come first serve basis regardless of the nature of the approved historic home project or should the pot of incentive money be distributed based on some priority of need/impact, e.g. to save a home from the wrecking ball? Some kind of sliding scale?

Eligibility for the program should not be based solely on age of home (e.g., structures 50 years +). Otherwise, does the village really want a Colonial built in 1961 and a subdivision ranch built in 1971 to be considered historic, and therefore eligible for economic incentives?

{It should be noted we are recommending using the same criteria that the U.S. Secretary of Interior uses for determining if a structure is historically significant, which goes well beyond just the age of the structure and is similar to criteria we use in our process of determining if a home can be designated as a Landmark.}



5. Other Questions/Concerns/Suggestions To Consider About The Program (Continued)

Structure program so not seen as being penalizing if don't live in an historic home

What guardrails in the approval process will prevent people who do poor quality remodels from getting incentive money when purchasing an historic home with the intent on flipping it? In general, what quality controls and checks will be put in place to ensure quality work gets done?

Does it make sense to set up a 501(C)3 non-profit organization for citizens to contribute to a Preservation Fund to augment the village's budget so we can encourage even more homeowners to preserve and restore their historic homes?

Does it make sense to create a TIF overlay district to freeze taxes to help fund this program?

Need to work with township to Landmark sites that are in un-incorporated areas.

Separate from this program, if a home has to get torn down due to functional obsolescence, how can village address/change the zoning code and provide incentives for homeowners to encourage their architects and builders to incorporate quality features from previous eras? e.g. a contemporary take on Federal, Tudor or Greek Revival, Italianate or styled after later Victorian or Queen Anne styles common in 19th century towns like Glen Ellyn.





Acting Village President
Donna Jean Simon

Trustees
Kelli Christiansen
Gary Fasules
Anne Gould
Kelley Kalinich
Steve Thompson

Village Manager
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Glen Ellyn, IL 60137
630-469-6756

The Village Links
485 Winchell Way
Glen Ellyn, IL 60137
630-469-8180

www.glenellyn.org
www.villagelinks.org

RE: Seeking Your Input – Community Roundtable

Dear Home Professional or Homeowner,

What:

The Village of Glen Ellyn's Historic Preservation Commission (HPC) is seeking community input to refine the components of an incentive program to encourage Glen Ellyn residents, builders, developers, architects, and realtors to preserve historically significant homes through renovation. The proposed program is voluntary and would use various economic and bulk zoning incentives to encourage residents to remodel historically significant homes versus tearing down homes for new construction.

Examples of incentives we'd like your input on:

- **Bulk Zoning Allowances** to enable increased lot coverage and reduce setbacks.
- **Waived Permit Fees.**
- **Fast Track Processes** for expedited building permits and streamlined review.
- **Historic Preservation Fund Matching Grant** for 50% of costs up to maximum of \$10,000 per home for eligible restoration projects.

Why:

Glen Ellyn has over 150 years of local architectural history, with some of the earliest examples dated to the 1870s. A wide variety of 20th century architectural styles contribute to the Village's unique character and charm. Between 2007 and 2018, the Village commissioned architectural resource surveys to help identify historic assets among residential buildings eligible for landmark status. In these surveys, 526 total structures were deemed significant or partially significant. This would represent 7-percent of Glen Ellyn's 7,182 single-family detached homes (per CMAP data).

Thirty homes that appeared on the architectural resource surveys have been razed since 2007, and the HPC is proposing an incentive program to allow for alternate zoning, matching funds, and administrative benefits to curb future demolitions. By preserving the historical housing stock, the Village hopes to promote architecturally diverse streetscapes while also maintaining and adapting various housing types for improved community vitality.

When & Where:

Tuesday, February 18

Focus Group I: 5:00p – 6:30p
Focus Group II: 7:00p – 8:30p

Wednesday, February 19

Focus Group I: 5:00p – 6:30p
Focus Group II: 7:00p – 8:30p

Glen Ellyn Civic Center – 535 Duane Street – Room 301 on 3rd Floor

Groups will be moderated by Penn French, Chair of the Historic Preservation Commission.

If you are receiving this letter, it is because you are active in residential building or real estate in Glen Ellyn, and/or you have expertise and passion for historic preservation. We highly value your input and perspective. To sign up for one of the groups, please respond via email to [Jordan Frahm, Associate Planner, at jfrahm@glenellyn.org](mailto:Jordan.Frahm@glenellyn.org), or by phone at 630-547-5371.

Discussion Group Moderator Outline (Feb 18-19, 2025)

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Thank you and Introductions (10 minutes)

My name is Penn French, I'm Chair of the Historic Preservation Commission and I will be moderating our community workshop time together this evening along with input from Jordan Frahm. Jordan is an Associate Planner with the Village and staff liaison to the Historic Preservation Commission. We also appreciate Barb Lemme joining us this evening.

Thank you for taking your valuable time this evening to share with us your insights and thoughts on a new program the Historic Preservation Commission is proposing to the Village Board to encourage the preservation of historic homes in Glen Ellyn with a series of economic incentives.

We've been looking forward to hearing community feedback and input from varying perspectives to guide the development of this voluntary program, so we reached out to a combination of architects, designers, builders, contractors, real estate agents and homeowners who live in historic homes.

With that in mind, before we get started, please introduce yourself so we all know who you are.

Q1. Your name and what's your interest in this topic?

Q2. What were you hoping to get out of this evening? What are you curious to know? What's most important to you?

Before we talk about the program specifics for your input, we had a few other general questions that will help give us additional perspective on how homeowners make decisions related to their home.

Decision Dynamics (10 minutes)

Q3. At what point in the home ownership process do you think people are thinking about the decision to remodel or tear down an historic home?

When they are making an offer to buy it? Or after they've lived there for a while and like the neighborhood but just want a bigger, newer house?

Q4. In your experience, to what extent do homeowners turn to experts – architects, designers, builders, real estate agents - for guidance on whether they should remodel or tear-down? Or do they know which way they want to go before even assembling their team of experts?

Q5. What are the factors homeowners are considering – the trade-offs – in deciding whether to remodel or tear-down?

Q6. Are there any other questions we should be asking you to better understand the decision dynamics around this topic of remodel or tear-down?

Program Overview (5 minutes)

Through architectural surveys commissioned by the Village between 2007 – 2018, over 500 homes (7% of all SFHs) were identified as being historically significant or potentially significant. It's a big part of what gives Glen Ellyn its charm and character, resulting in strong demand for wanting to move and live here. Yet at least 10-15% of those historic homes have been torn down in the last 25 years. So we want to encourage the preservation of those homes for future years as they continue to age.

Similar programs have been launched in Hinsdale, Lake Forest, Lake Bluff among other communities with encouraging results. The idea is to give homeowners benefits by remodeling that they can't get with new construction.

Bulk Zoning Allowances: increased lot coverage and reduced setbacks without have to go through lengthy zoning variance application and approval processes

Waiver of Permit Fees

Fast Track Processes: for expedited building remodel permits and streamlined review

Historic Preservation Fund Matching Grants: for 50% of costs up to maximum of \$10,000 per home for eligible restoration projects.

Q7. Which of these incentives do you think would be the most motivating or interesting to a homeowner who is on the fence about remodeling or tearing down a historic home?

Q8. Taken as package or suite of incentives, do you feel they are motivating enough to matter? To be meaningful to tip a homeowner towards seriously considering remodeling versus tearing down?

Q9. Are there other incentives you feel we should consider that address pain points homeowners have when undertaking a remodel?

Q10. A related question: We know functional obsolescence and/or years of neglect just make remodeling not feasible sometimes. So my question is what can the Village do to encourage architectural design of new construction that incorporates historic elements or features or is an homage to some of the classic historic architectural designs – like a modern take on Queen Anne style or American Foursquare or Victorian?

Next Steps In Our Process Of Program Development

Board has encouraged us to develop this program and bring it to them for discussion/approval

Anticipated Questions:

Q: How do become eligible? How do you qualify/sign up for the program?

If your house has been identified as being historically significant or potentially historically significant from the Resource Surveys the Village contracted to have conducted by a specialized Historic Preservation Consultancy 2004 – 2018

OR if your house meets criteria to have your home Landmarked (50 years old)

Q: Are commercial buildings eligible too?

Q: What is the application process?

Q: How does this get paid for?

Q: What have results been in Hinsdale? Other communities?

85 homeowners expressed interest in 1st year of program to get on the eligibility list resulting in 12 preservation projects

Q: What does success look like? How measure?

Economic Incentives To Encourage Historic Preservation In Glen Ellyn

Community Input: Focus Group Participants

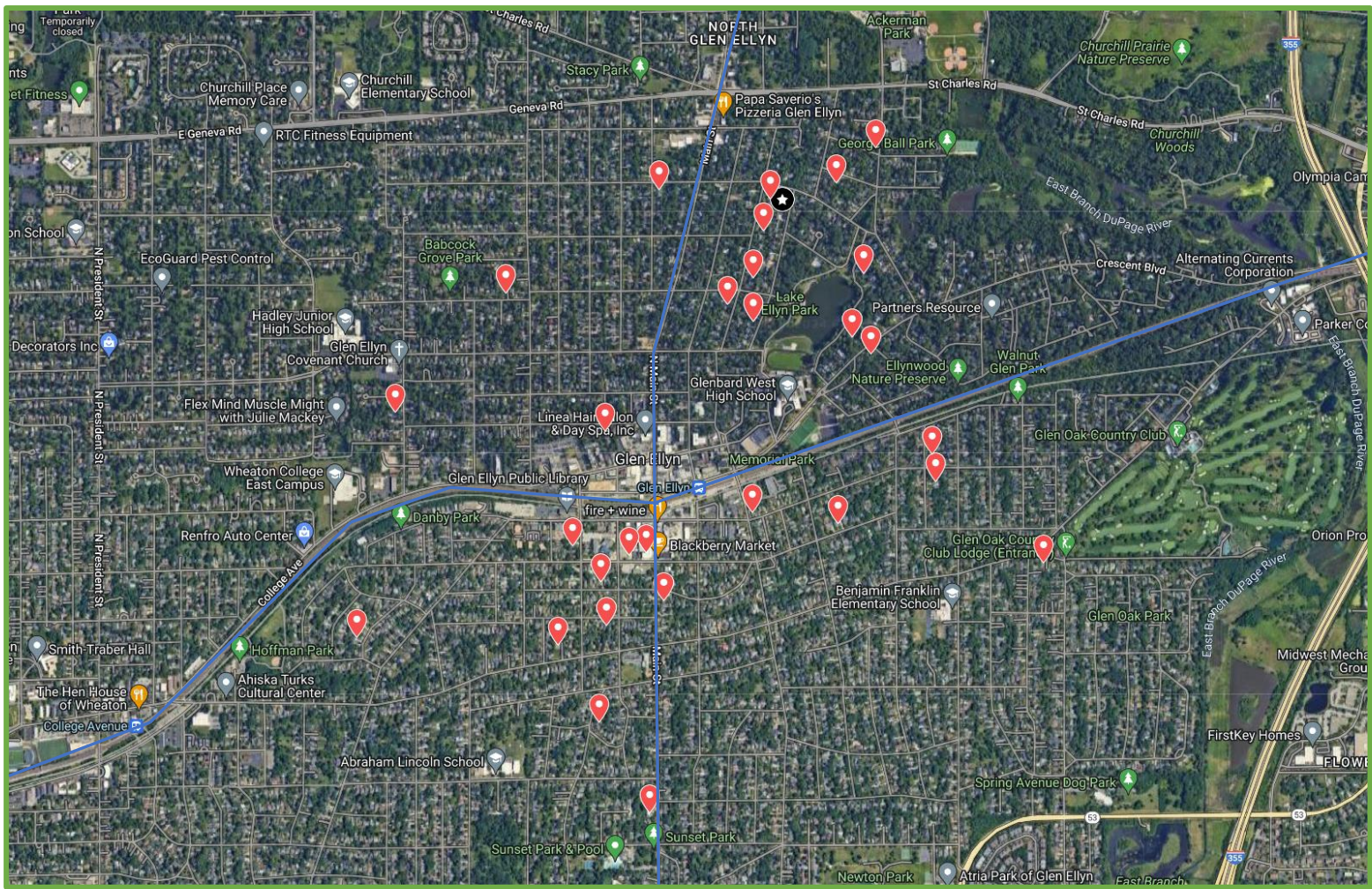
February 18 – 19, 2025

Feb. 18 5:00-6:30	Feb. 18 7:00-8:30	Feb. 19 5:00-6:30
Pam Albrecht, historic home owner	Dan Marshall, architect	Cindy Purdom, real estate agent
Dave Schlembach, retired architect	Heather Mees, architect	Chris Shenuk, C&C Construction, Glen Ellyn
Dave Ligman, builder/remodeler	Ray Whalen, Builder, Glen Ellyn	Michael Lambert, ARRIS Architectural & Preservation Consultant, Plainfield
Sarah Coe, Designer, Glen Ellyn	Ian Dawson, historic home owner	Frank Heitzman, Heitzman Architects, Oak Park
Carrie Morris, real estate agent	Mark Morgan, appraiser	Steve Flint, Flint Architects, Lombard
		Pete Ladesic, Builder, Ladesic & Scott, Glen Ellyn
		Jamie Simoneit, Z + O Architects, Glen Ellyn
		Deb Ritter, real estate agent
HPC Commissioner: Barb Lemme		HPC Commissioner: Robert Margetts

Glen Ellyn HPC Demo Report

Architectural Resource Surveyed Homes Demolished 2008-2024

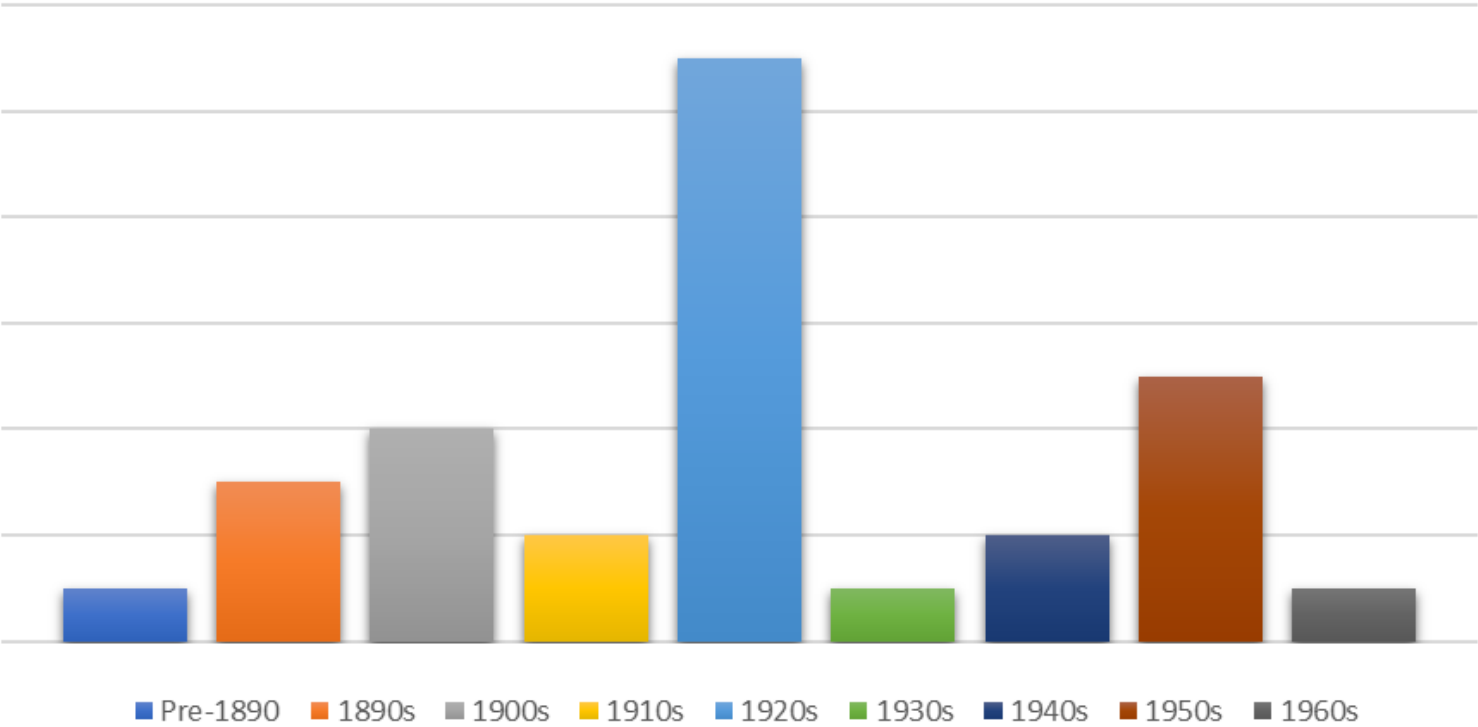
Prepared for the June 20, 2024 Historic Preservation Commission Meeting
by Associate Planner Jordan Frahm



Between 2007 and 2018, historians from the firms Granacki and Ramsey Consulting conducted intensive surveys across the Village of Glen Ellyn and created a series of reports identifying architecturally significant structures in four categories: Significant, Potentially Significant, Contributing and Non-contributing. In total, 563 homes were surveyed across these categories. Between 2008 and the first quarter of 2024, 30 of these surveyed homes had been demolished, 63.3-percent of which had been assigned the highest significance rating.

To better analyze where demolitions have taken place, I have divided the effected area into four quadrants using Main Street and the Union Pacific West railway to create my grid. These 30 demolitions are evenly spread throughout the Village, although groupings are most evident near Lake Ellyn in the northeast quadrant (11 demolitions), and immediately southwest of downtown Glen Ellyn (9 demolitions). 17 significant homes were torn down east of Main Street, 13 to the west. The same number of homes were razed on both the north and south side of the UPW tracks (15).

Demolished Homes by Build Year

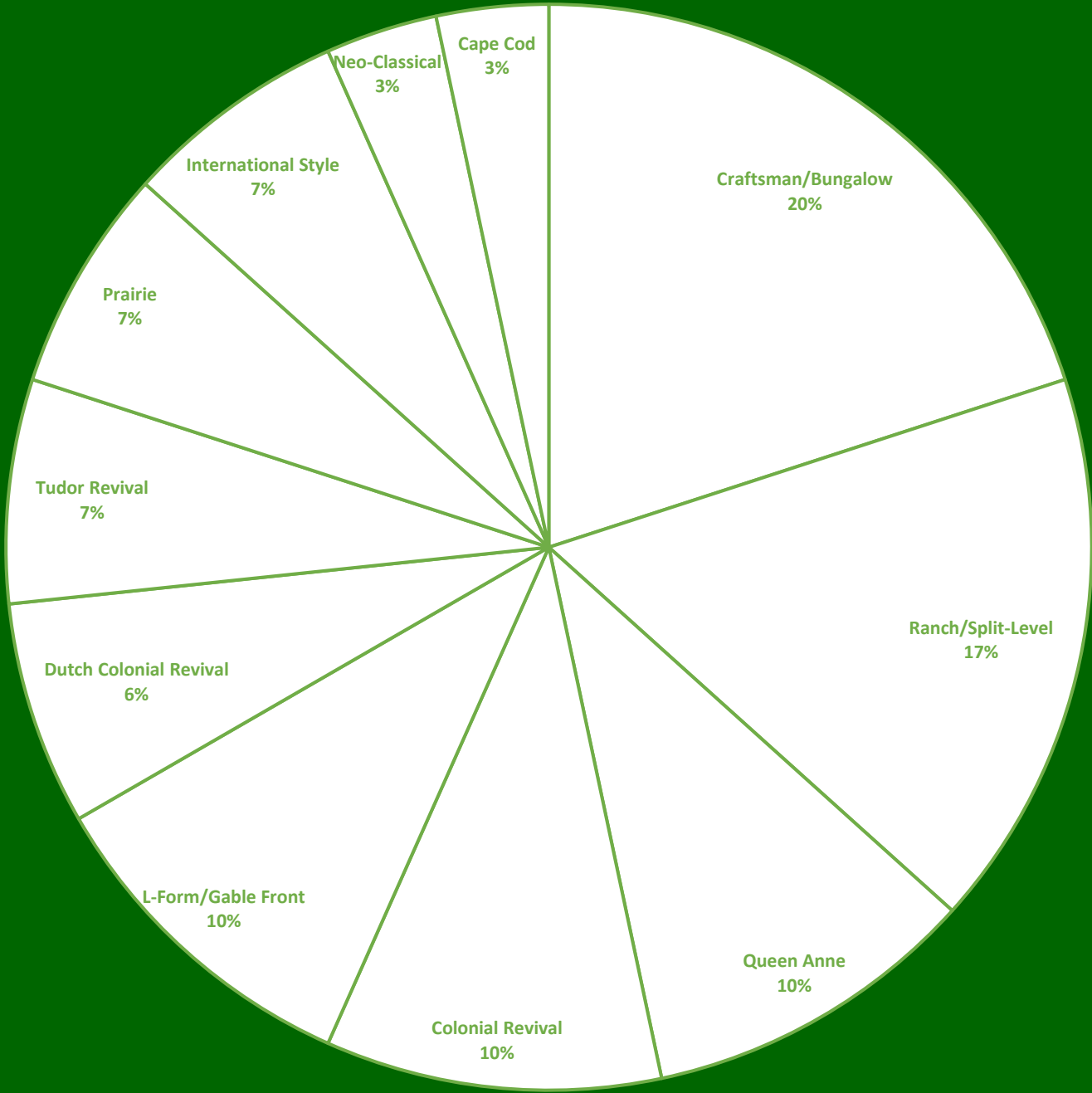


Pre-1890	1890s	1900s	1910s	1920s	1930s	1940s	1950s	1960s
1	3	4	2	11	1	2	5	1

By far, the most represented decade among demolished homes is the 1920s, where 11 homes built during the decade have been demolished in the last 15 years, more than double the next closest decade. The 1950s saw five architecturally notable homes demolished. Seven homes were demolished that were originally constructed between 1900 and 1920.

The styles of home that have been most endangered are indicative of the decades most represented here.

DEMOLISHED HOMES BY ARCHITECTURAL STYLE

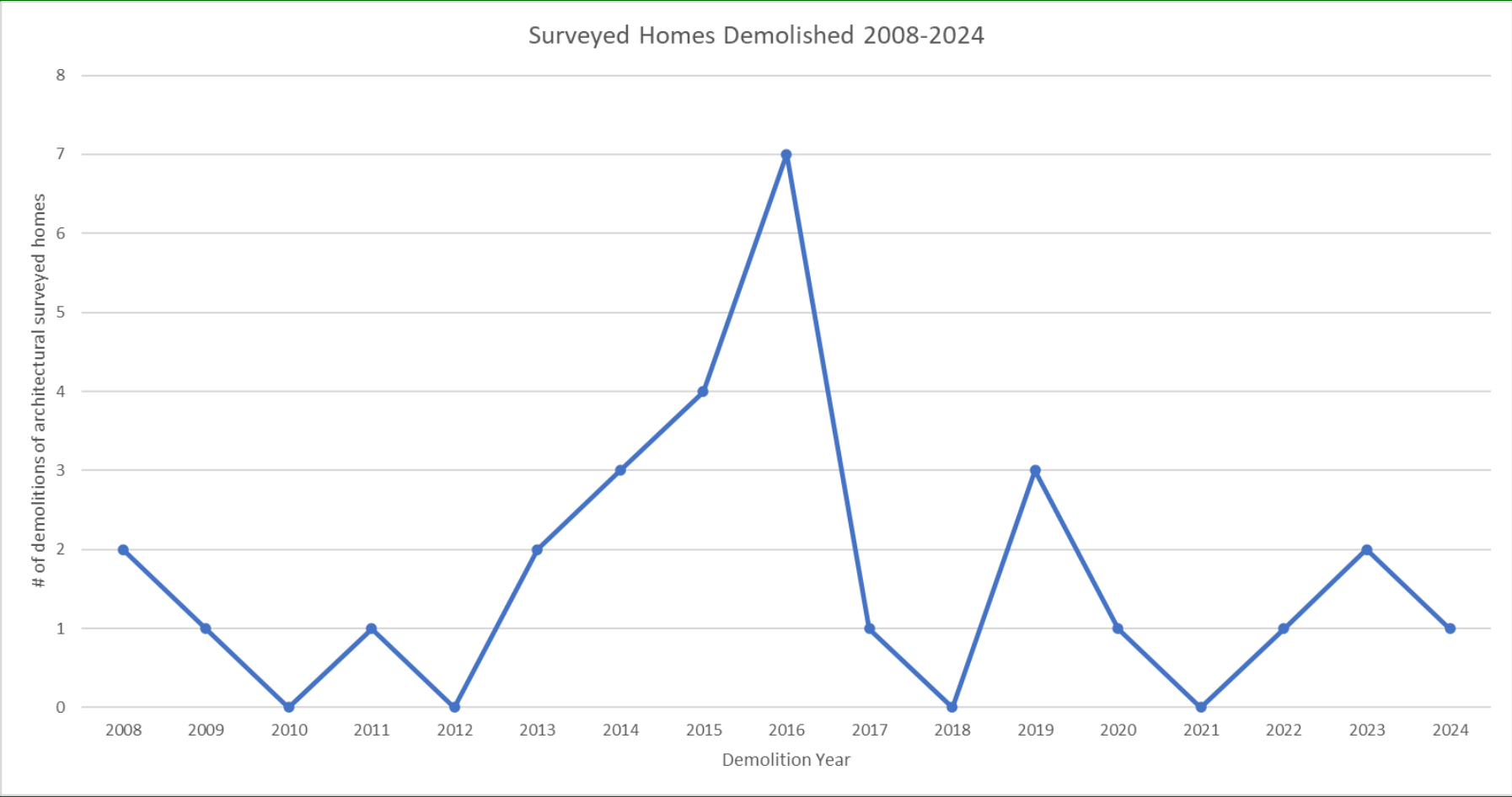


Style	Number
Craftsman/Bungalow	6
Ranch/Split-Level	5
Queen Anne	3
Colonial Revival	3
L-Form/Gable Front	3
Dutch Colonial Revival	2
Tudor Revival	2
Prairie	2
International Style	2
Neo-Classical	1
Cape Cod	1

Six craftsman and craftsman bungalow style homes were demolished between 2008 and 2024, with five ranch and split-level homes representing the second most lost homes. Craftsman style homes were popular constructions between 1900 and 1930, whereas split-level and ranch style homes were contemporary styles in the 1950s. Homes built in these timeframes were torn down most frequently in Glen Ellyn since 2008.

Since 2008, tear-downs of architecturally significant homes in Glen Ellyn have a clear modal trend in 2016. 23.3% of the homes studied here were demolished in one singular year over that 16+ year period. It should be noted that the rate of which these homes are razed do not appear directly tied to the affordability of mortgage rates. Although mortgage rates on average fell below 4-percent between 2015 and 2017 when a total of 12 surveyed homes were demolished; the same could be said for 2012-2013 and 2019-2021 when mortgage rates were as low or lower.

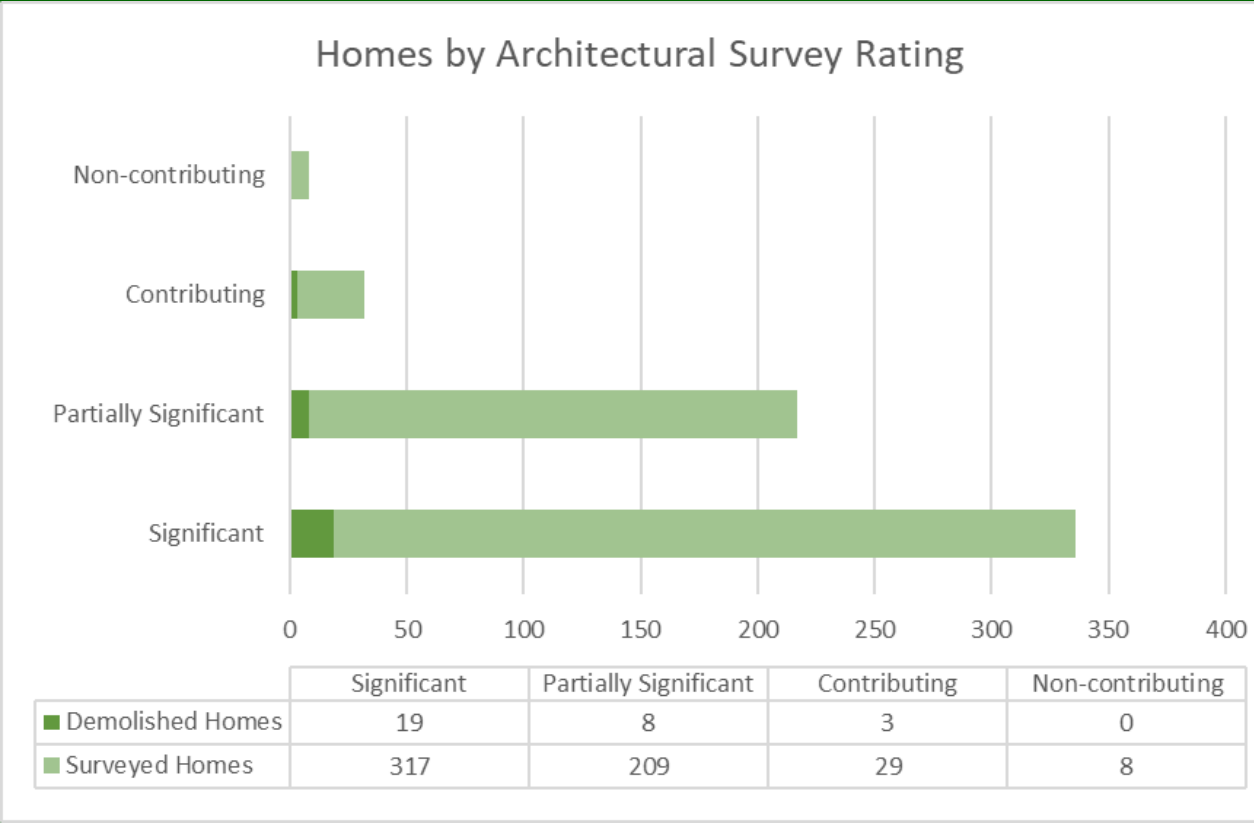
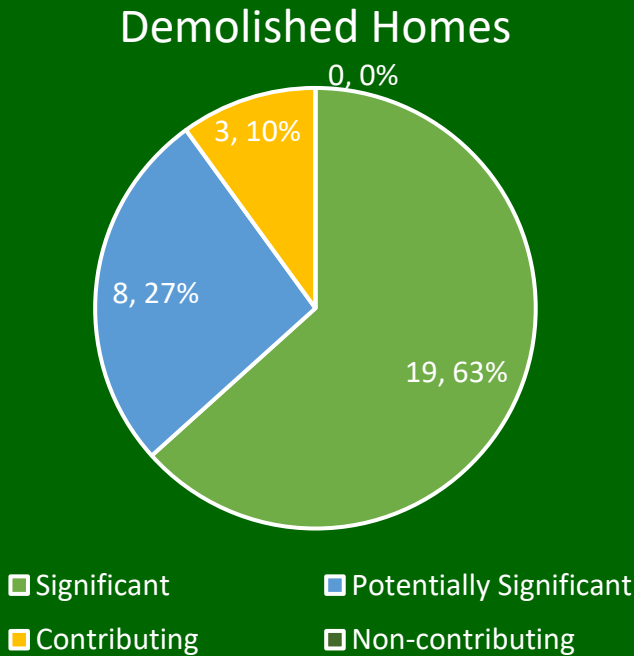
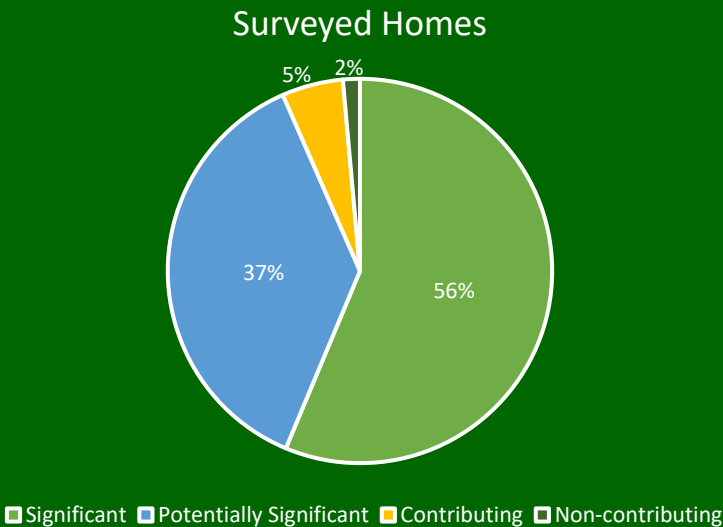
More homes were demolished in 2016 alone than in 2012, 2013, 2019, 2020 and 2021 combined. This could be luck or small sample size as I believe that the overall correlation between cheaper rates and tear-downs could be much stronger.



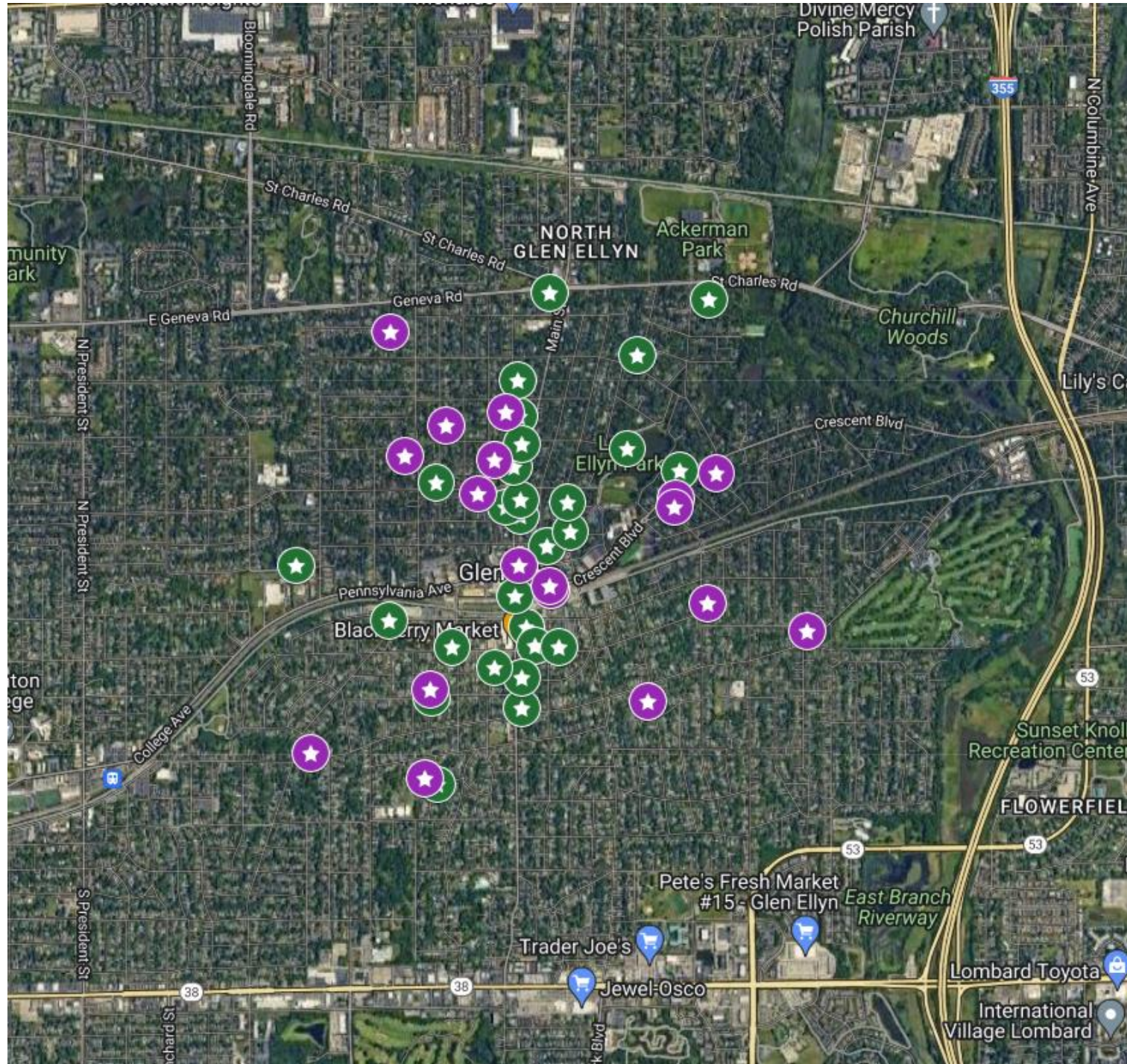
2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
2	1	0	1	0	2	3	4	7	1	0	3	1	0	1	2	1

The architectural surveys conducted by Ramsey and Granacki Consulting rated buildings across four categories: significant, potentially significant, contributing, and non-contributing. Of the 563 structures within this analysis (all Significant/Potentially Significant homes, and all Landmark and GEHS Plaque homes), 56-percent were assigned the highest rating of significant.

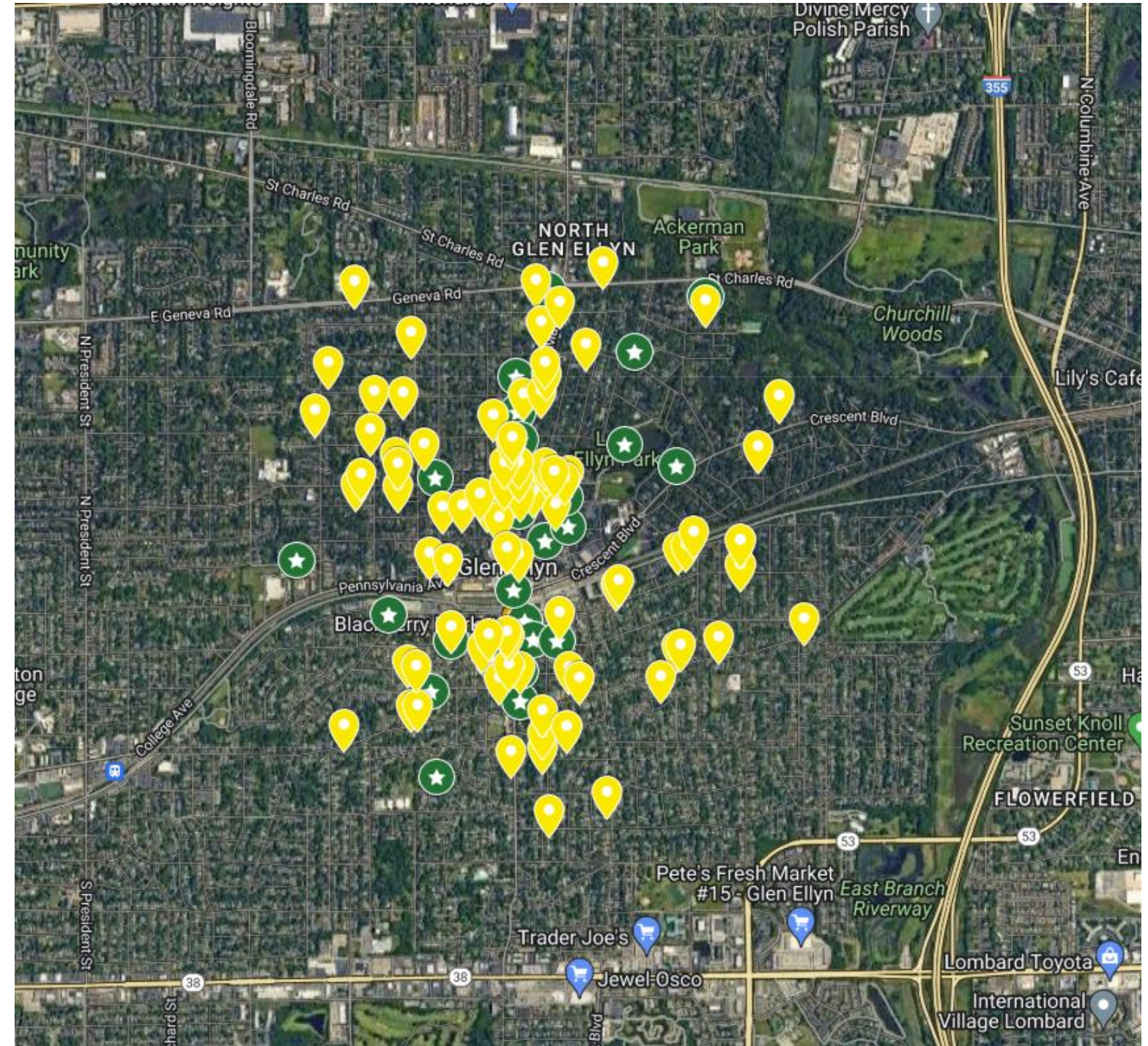
Unfortunately, of the 30 homes surveyed that have since been demolished, a higher rate of 63-percent of significant homes were torn down. 8, or 27-percent of demolished homes, were potentially significant and the remaining 10-percent of homes had contributing significant architectural features.



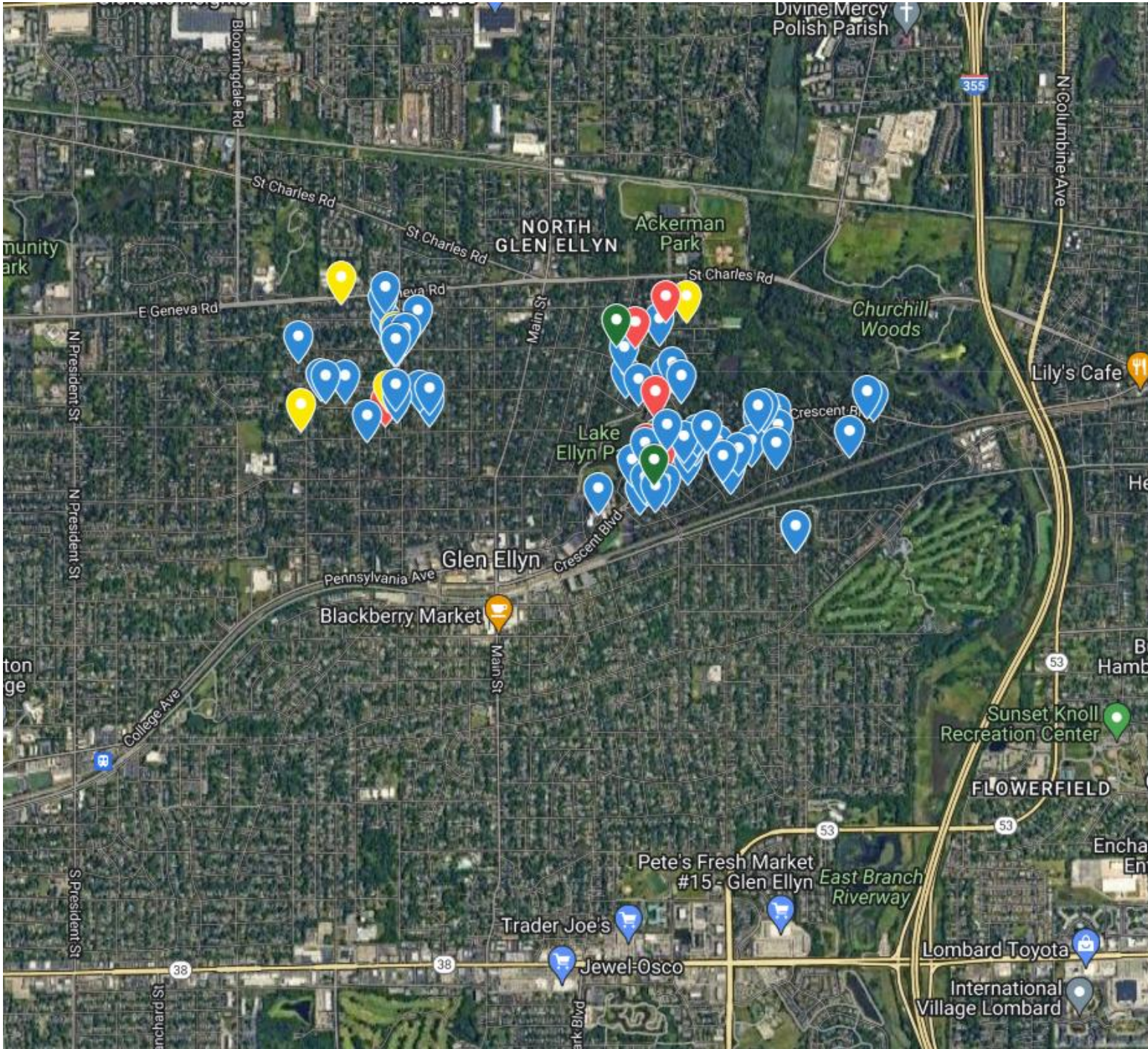
VOGE Landmarks



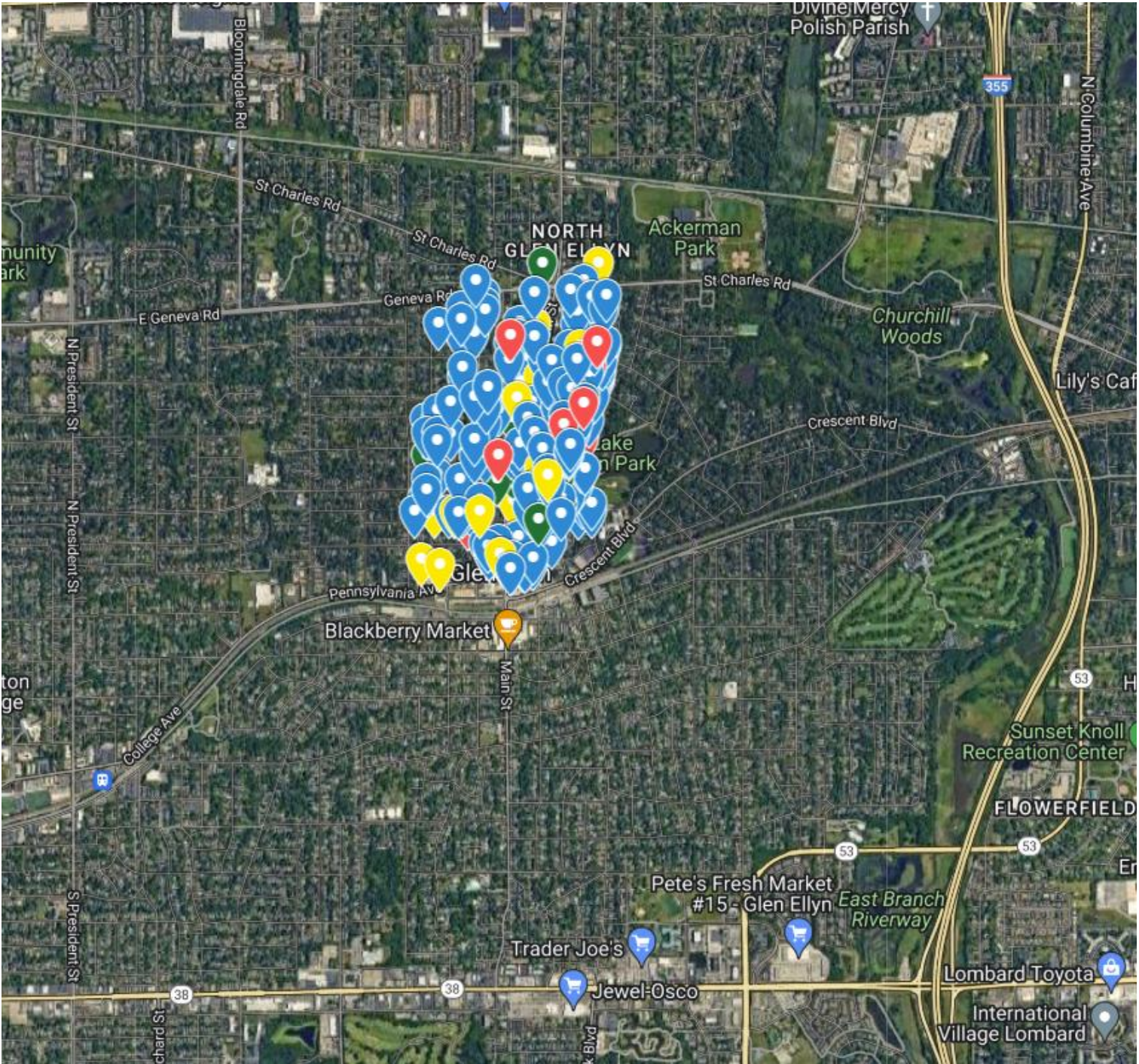
GEHS Plaqued Homes



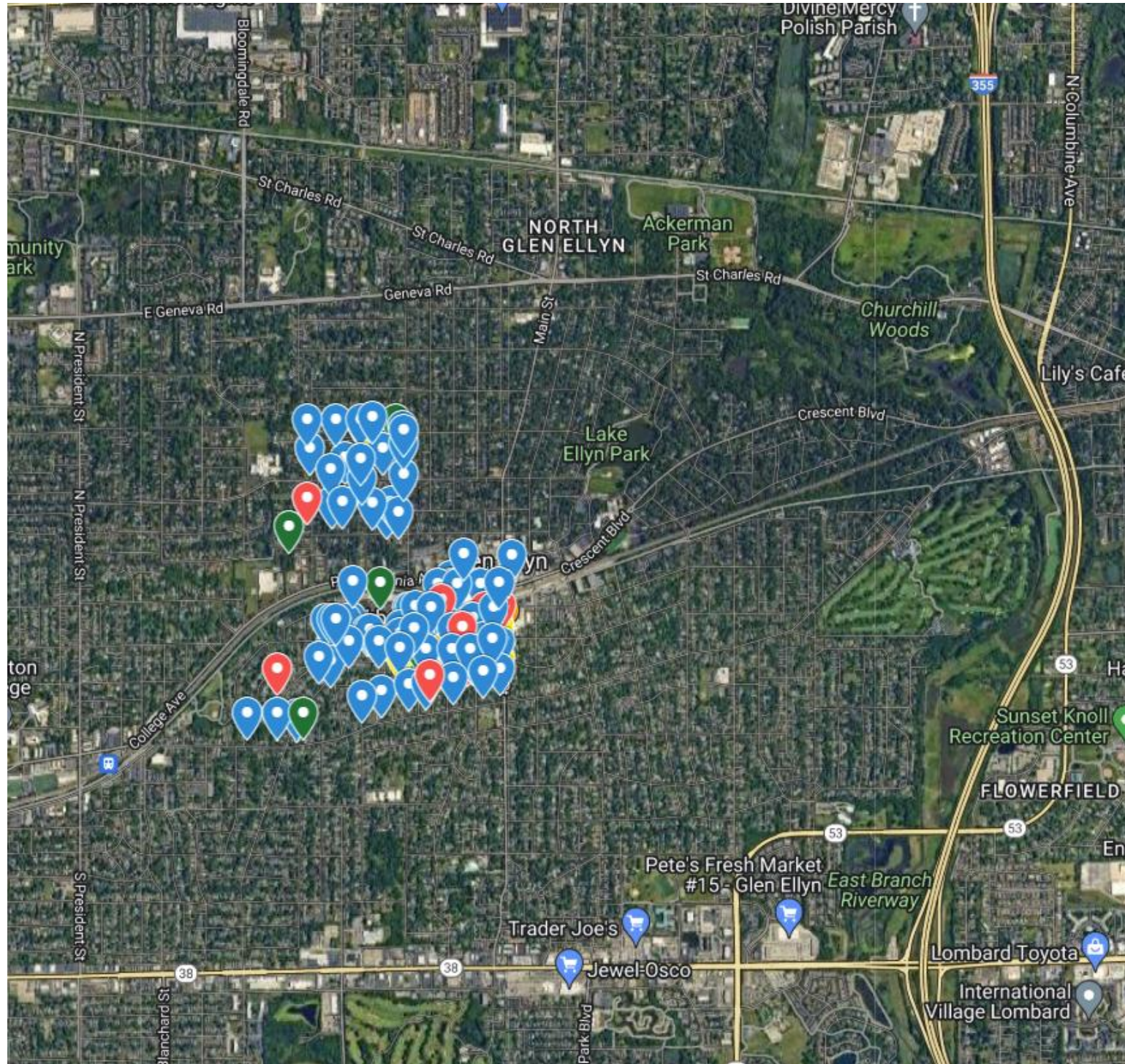
2007 Granacki ARS



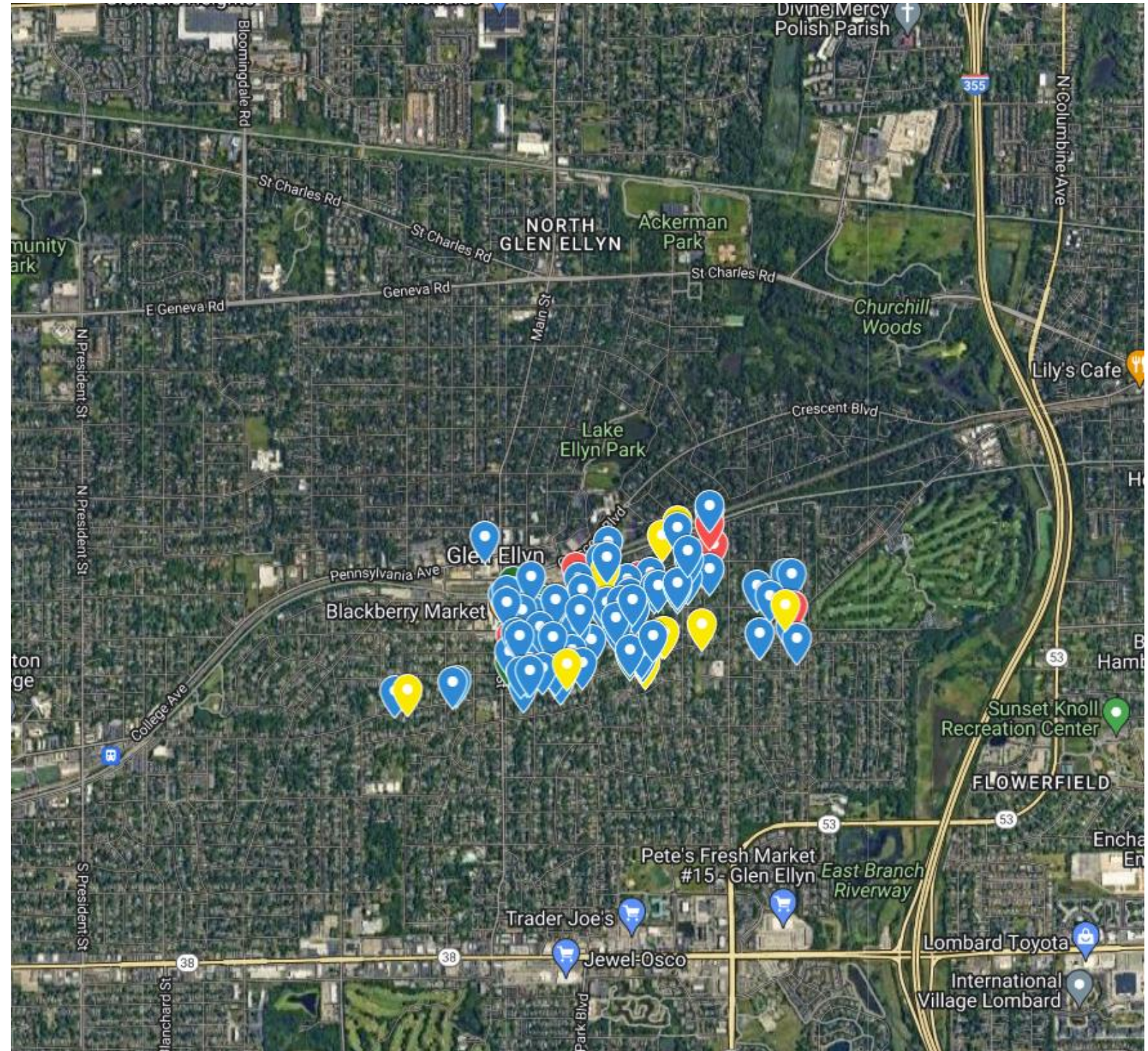
2009 Granacki ARS



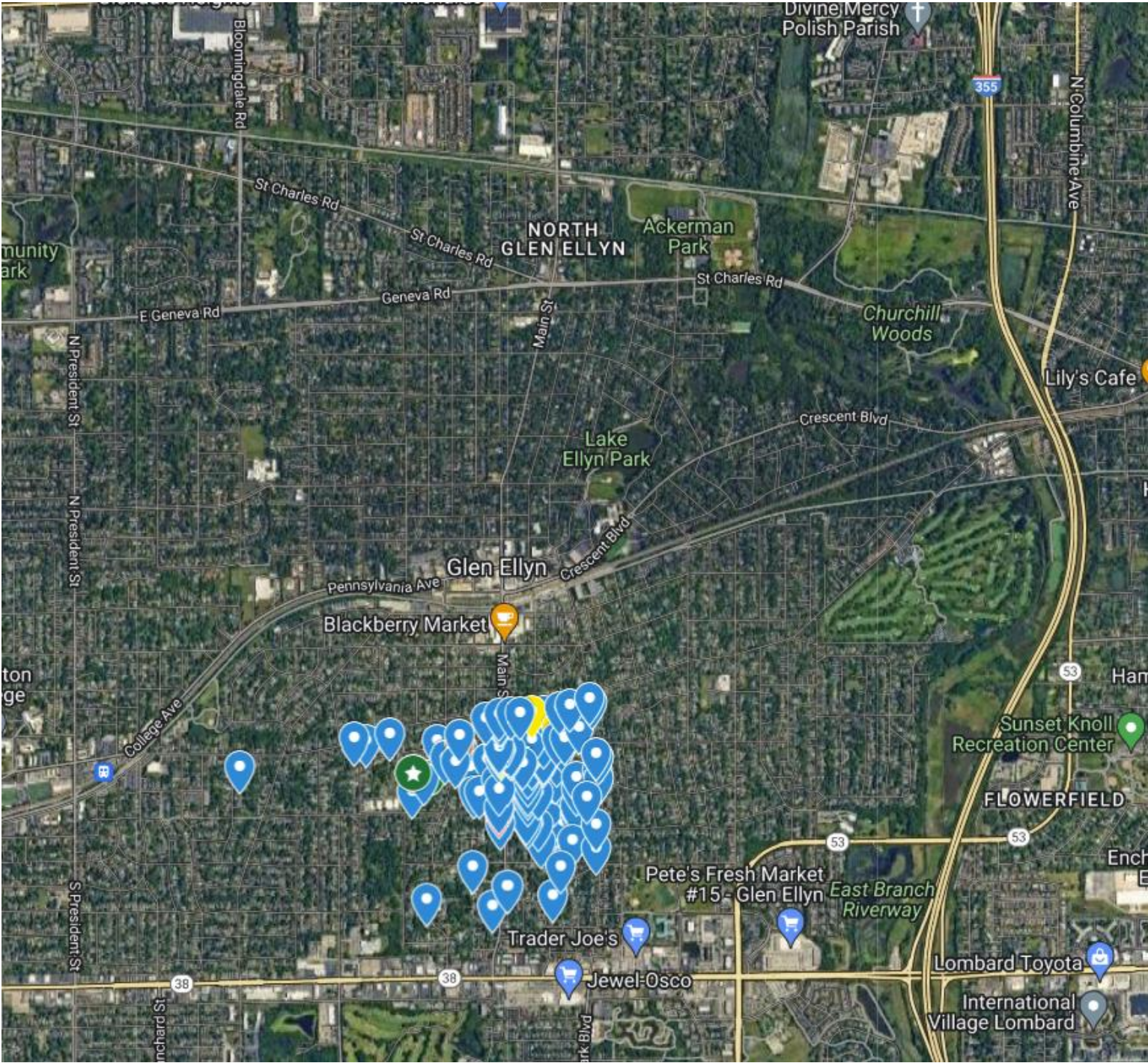
2010 Granacki ARS



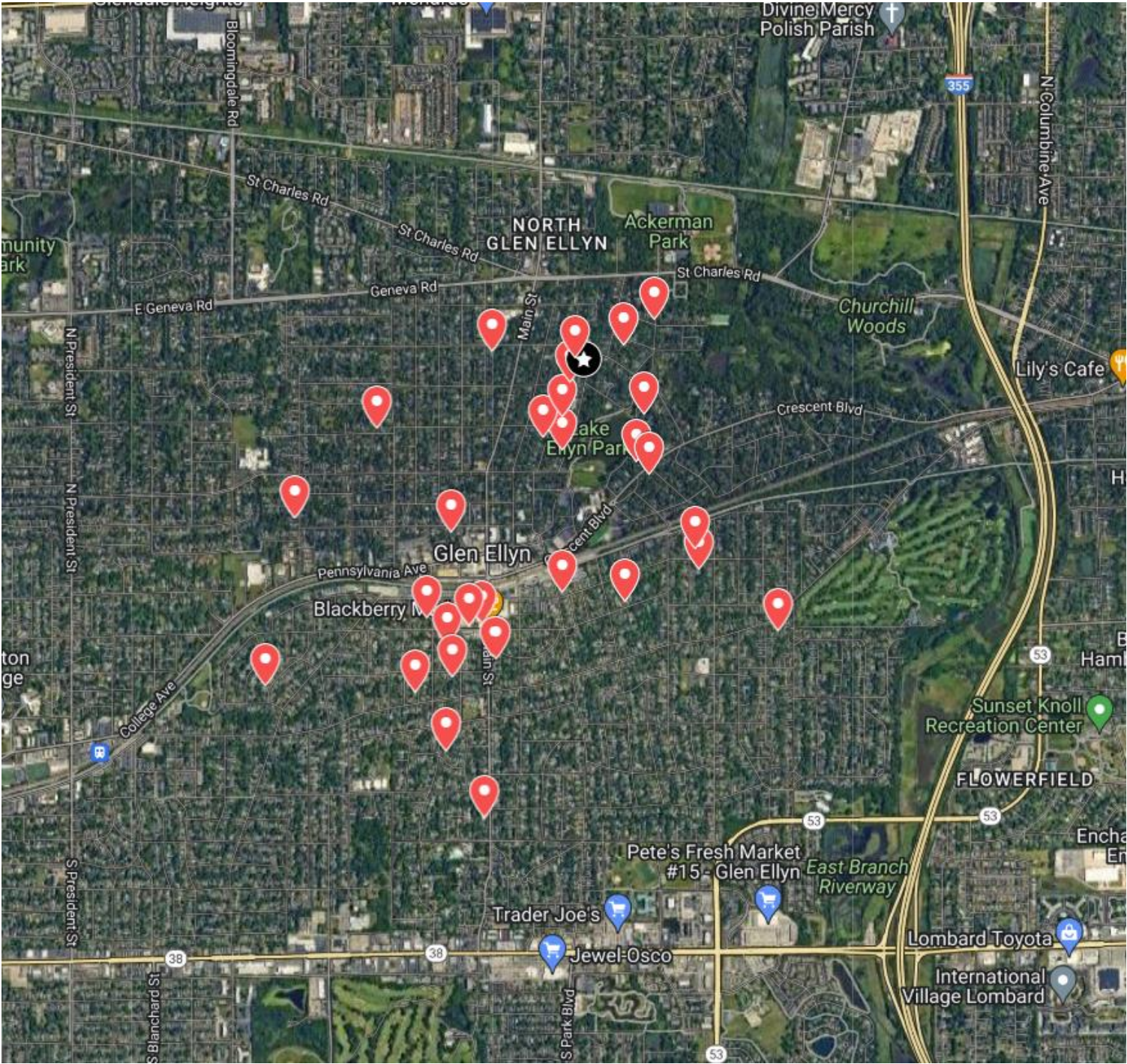
2014 Granacki ARS



2018 Ramsey ARS



Surveyed Homes Demolished 2007-2024





**Glen Ellyn Village
Board**

535 Duane Street
Glen Ellyn, IL 60137

Meeting 3/17/2025 7:00 PM

Department: Community Development

Department Head: Jennifer Henaghan

Category: Presentation

Prepared By: Jennifer Henaghan

**AGENDA ITEM (ID
2025-227)**

DOC ID: 2025-227

Short-Term Rentals Discussion (Community Development Director Henaghan)

Statement of the Issue:

There are dozens of single-family homes, condominiums, and apartments within the Village that are listed as vacation rentals on sites such as Airbnb and VRBO. However, the Village does not currently have any regulations that specifically address the use of a residential property for short-term rental purposes. Staff is seeking direction from the Village Board with regard to regulating short-term rentals.

Analysis:

Introduction

A quick search for available short-term rentals in Glen Ellyn brought up around 30 listings on Airbnb and fifteen (15) listings on VRBO, although many of these are likely duplicates. Some of the listings are for a room within a home, but the majority of them are for the rental of an entire house or apartment. The Village has received noise and traffic complaints concerning at least two short-term rental (STR) properties.

Discussion

Benefits of STRs include the possibility for homeowners to supplement their incomes. However, STRs can potentially be nuisances to occupants of adjacent homes and apartments, and even neighborhoods. In addition, depending on the number of STRs, they can have an impact on local rental housing markets and affordability.

Regulating STRs

Per the American Planning Association, an increasingly common regulatory approach is to differentiate between owner-occupied home sharing, in which part of a dwelling unit is offered for short-term rental while the owner or tenant also occupies the unit, and short-term rentals, in which an entire unit is offered for rent. Typically, the former, as more of an accessory residential use, is allowed in residential units with a permit or registration, while the latter, as a more commercial use, may be subject to location constraints, license caps, additional operational requirements, or more stringent application or inspection requirements.

STR Regulation Within the Region

Staff have compiled research on a selection of nearby communities and how they regulate STRs.

Their approaches include outright bans, special use approval, and licenses/registration. The following is a summary of the regulatory approaches of neighboring communities:

Municipality Short -Term Rentals Allowed?

Bloomingtondale	No
Downers Grove	Regulated as B&Bs
Elmhurst	Not regulated
Frankfort	Yes, with license, in historic district only
Hinsdale	No
Naperville	No
Norridge	No
Riverside	Yes, in commercial districts only, with special use approval
Roselle	Yes, with registration
Schaumburg	Yes, with license

Four (4) of the ten (10) reviewed communities prohibit STRs. Typically, these bans apply to rental periods of thirty (30) days or less, except for Hinsdale which prohibits rentals less than 90 days. Bloomingtondale combines a Village-wide rental registration program with a prohibition on rentals of less than thirty (30) days. Naperville's prohibition adopted in August of 2020 included a sunset period for STRs, while Norridge issued a moratorium on STRs that remains in effect today.

Roselle, Riverside, Frankfort, and Schaumburg explicitly regulate STRs and require licensing or registration. Riverside and Frankfort limit vacation rentals to areas similar to Glen Ellyn's Central Business District. Several requirements are notable across these four programs. These include ownership requirements such as requiring homes to be the primary residence of their owners or be owner-occupied, limiting STR ownership to one per individual, and requiring individual ownership vs. ownership by corporations. Examples of practical restrictions include requiring STRs to be used for lodging and not for hosting events or parties, limiting the number of guests per bedroom, capping the total number of guests allowed on a property, and parking requirements that are greater than would typically be required for a residence.

Elmhurst and Downers Grove have code requirements for bed and breakfasts establishments. However, these requirements do not necessarily apply to STRs. In Elmhurst, bed and breakfasts are only allowed in the R5 Specialty Residential District, and there is only one active license. STRs remain an issue in the other residential zoning districts in Elmhurst. Downers Grove allows bed and breakfasts only in its central business district.

Budget Impact:

The budget impact is dependent on Board direction. If the Board chooses to implement a license or registration program, there will be additional budgetary costs to administer the program.

Contribution to Strategic Plan

Strategic Priority: Development; Initiative: Successful growth, development, annexation & business retention

Action Requested:

The Community Development Department requests the Village Board review and provide guidance on the operation of short-term rentals within the Village. The Village Board's feedback will be used to create a draft ordinance for the Board's review and possible adoption at a later date. The Department asks the Board to consider the following questions in its review of this matter:

1. Does the Village Board wish to explicitly permit or ban short-term rentals within the Village?
2. If the Village Board wishes to permit short-term rentals, does it wish to create regulations for their operation?

Attachments:

1. Roselle STR Application



Short Term Rental Registration Application

Registration #

Property Information

Property Address

Zoning Designation

Type of Building ☐ Single Family Home ☐ Townhome ☐ Multi-Unit Building ☐ Mixed-Use Building

Short-Term Rental Information

Type of Short-Term Rental

☐ Entire Unit

of Bedrooms _____

☐ Partial Unit

of Bedrooms to be Rented _____

Sq ft of Short-Term Rental

Sq ft of Bedroom(s) to be Rented

General Description of
Short-Term Rental

of nights rental will be listed

Minimum: 3 days, Maximum: 30 consecutive days

Property Owner Information

Name

Mailing Address

Phone Number

Email Address

Will the owner reside in the Short-Term rental while it is being rented?

Is the Short-Term Rental the owner's permanent residence?

Yes

☐ Must submit Permanent Residence Affidavit (see next page)

No

☐ Short-Term Rentals must be owner-occupied See Ord. 2020-4118

Secondary Emergency Contact Information

Name

Mailing Address

Phone Number

Email Address

Acknowledgements

I certify that the above information is true and correct to the best of my knowledge. I certify that I have read Ordinance 2020-4118 and understand the conditions under which a Short-Term Rental is permitted. I understand that the Village of Roselle is authorized to reject or revoke registration in the event that the Village determines the property to be used as a Short-Term Rental does not meet the applicable standards of Ordinance 2020-4118. I understand that the approval of this registration constitutes approval to list the Short-Term Rental on a hosting platform for a period of one year from the date of acceptance by the City and that the use of the Short-Term Rental subsequent to that period will require registration with the Village of Roselle.

Property Owner Signature	Date

Primary Residence Affidavit

I, _____, being first duly sworn on oath depose and say that the following statements are true and correct to my personal knowledge:

1. I reside at _____, Roselle, Illinois.
2. The property located at the above address is currently my legal, permanent residence for government purposes, including property taxes and voter registration.
3. I do not have more than one residence within the Village of Roselle and the above address is my primary residence.

Property Owner Signature	Date

Subscribed and Sworn before me, this ____ day of _____, 20____.

Notary Public

For office use only:

Village Review

The Village of Roselle hereby **ACCEPTS** _____ / **REJECTS** _____ registration of _____ as a Short-Term Rental for a period of one year from today's date of _____.

Zoning Administrator

ORDINANCE NO. 2020-4118

**A TEXT AMENDMENT AMENDING APPENDIX A-ZONING OF THE ROSELLE
ZONING ORDINANCE TO ESTABLISH "SHORT-TERM RENTALS" AS A
PERMITTED RESIDENTIAL USE SUBJECT TO CONDITIONS**

RECITALS

WHEREAS, "short-term rentals" are a relatively new and developing residential market evolving and marketed primarily through e-commerce; and

WHEREAS, short-term rentals offer advantages to the Village in providing very temporary housing to law-abiding persons in an efficient and economical way and allowing property owners to use their real property in a manner which is an overall economic benefit to the Village; and

WHEREAS, the Corporate Authorities of the Village of Roselle, in the interest of the public health, safety and welfare have determined that it is appropriate to regulate short-term rentals by the use of its zoning authority due to their impact, both economically and from a public welfare standpoint; and

WHEREAS, recently a number of very serious incidents have occurred in various municipalities, including Roselle, involving the risks of short-term rentals resulting in criminal activities, including homicides; and

WHEREAS, renters of short-term rentals frequently have few or no ties to the community and, therefore, are less likely to be concerned about the potential adverse impacts of short-term rentals in the Village's zoning districts and on law enforcement in communities; and

WHEREAS, the Corporate Authorities of the Village have concluded that these serious incidents that have occurred are in part a result of some of the basic characteristics of short-term rentals; and

WHEREAS, property owners of short-term rentals are the keystones of responsible short term rental property management and diminishing the probability that the property they own and allow for short-term rentals will be used for criminal or other activities that are detrimental to the Village; and

WHEREAS, short-term rental platforms as defined herein can also be an element of a responsible short-term rental zoning program.

NOW, THEREFORE, BE IT ORDAINED by the Corporate Authorities of the Village of Roselle, DuPage and Cook Counties that; Appendix A -"Zoning of the Roselle", Zoning Ordinance: Section 3.00 "Rules and Definitions", Section 4 "General Provisions", Sections 7.03, 7.04, 7.05, 7.06, 7.07, and 7.08 "Residential Districts", Section 8.04 "Town Central District, and Section 13 "Administration" are hereby amended as follows:

SECTION 1: That Section 3.02 of Section 3-Rules and Definitions of Appendix A-Zoning of the Roselle Zoning Ordinance is hereby amended by the insertion alphabetically into Section 3.02 of the following terms which shall mean:

Guest: A person who rents or occupies a short-term rental. The singular shall include the plural.

Host: An Owner or Owners engaged in providing short-term home rentals.

Hosting Platform: A marketplace entity, in whatever form or format which facilitates short-term rentals through advertising, matchmaking or other means, using any medium or facilitation, or from which the operator of the housing platform derives revenue, including booking fees or advertising revenues for providing or maintaining the marketplace information.

Owner: A person holding title or co-title of an abode, dwelling unit or residence. When such person occupies a dwelling unit, typically a house or an apartment that serves as their primary residence they may lease the residence as a Short-Term Home Sharing Rental but only in accordance with the terms of this ordinance. For purposes of short-term rentals, an Owner shall not have more than one residence within the Village of Roselle. For purposes of this definition "Owner" shall include both the singular and the plural to encompass multiple ownership.

Short-Term Rentals: Short-term rentals shall mean an Owner-occupied single-family residential abode, including townhomes, manner homes, condominiums and row house dwellings, strictly subject to the following terms and conditions, and those additional requirements set forth in Section 4, "General Provisions", of the Roselle Zoning Ordinance.

- (1) The short-term rental shall be the Owner-occupied abode of the property or property Owners where those Owners have title to the property and where the Owners

are registered to vote at the address of the abode or where the property owners pay all property taxes on the abode.

(2) All short-term rentals shall comply with the applicable life safety codes of the Village. It will be the obligation of the Owner of the short-term rental to determine whether the property complies with the Village's Life Safety Codes prior to advertising the short-term rental's availability on a housing platform.

(3) The Owner of a short-term rental shall use a Hosting Platform to market and make lease arrangements with the Guest of a short-term rental.

(4) The minimum rental period for short-term rentals shall be no less than three (3) days and no more than thirty (30) days. Consecutive short-term rental leases to the same renters within a six (6) month period are prohibited. Prima facie evidence that a rental satisfies the three-day minimum requirement shall be the per-day rental amount listed on the Hosting Platform site, multiplied by three (3). Rentals shall not be discounted to avoid the three-day minimum requirement.

(5) No residential abode in the Village of Roselle, except licensed hotels and motels, shall be let for any period of time less than three (3) days.

(6) Prior to occupancy by Guests or visitors of a short-term rental, the Owner shall be registered with the Village on a form prepared by and available from the Village Zoning Administrator. The registration shall remain effective for a period of 12 months and subject to 12 month renewals thereafter. Registrations shall not run with the land and are not transferrable.

SECTION 2: That Section 4 "General Provisions" of Appendix A-Zoning of the Roselle Zoning Ordinance is hereby amended by the addition of a new Section 4.20 to be titled "Short-Term Rental Conditions" which shall read as follows:

Section 4.20 – Short-Term Rental Conditions and Requirements.

a. The definition of short-term rentals contained in Section 3.02 of this ordinance shall be substantive provisions and requirements of all short-term rentals in the Village of Roselle.

b. The following additional terms shall be mandatory terms and conditions of short-term rental:

1. Short-term rentals shall be a permitted use in all zoning districts where residential uses are a permitted or special use.

2. Guests or visitors of residential abodes shall not qualify to act as short-term renters or Hosts on short-term rentals.

3. Short-term rentals shall allow a maximum occupancy of two (2) persons per bedroom as permitted by the occupancy permit for the short-term rental abode, but in no event more than ten (10) persons at any one time. This occupancy limitation shall include invitees of the short-term rental tenants, and social guests. Short-term rental occupants shall occupy bedrooms in the short-term rental overnight for the entire term of the short-term rental lease.

4. Short-term rentals shall not be used solely to hold parties.

5. An Owner shall not have, at any one time, more than one abode in the Village available for short-term rental.

6. Prior to occupancy by any Guests or visitors, the Owner(s) of short-term rental properties shall register with the Village on a form prepared by and available from the Village Zoning Administrator. The form shall only require the Owner's identity, permanent address, telephone number, a secondary emergency contact person's name, address and telephone number and the identity of the Hosting Platform utilized by the Owner.

7. All short-term rentals shall be subject to a written lease agreement or contract identifying the Owner, the Hosting Platform involved in the rental relationship between the Owner and the renters, and the names, addresses and telephone numbers of the Owner, the Hosting Platform, and the Guests name, address and telephone number. The Owner or the

Hosting Platform shall be responsible for determining the Guest or visitor's identification information and the accuracy of that information. The lease shall require that the renter include a copy of their driver's license as part of the lease, exclusive of the driver's license number which may be redacted. The Owner or the Hosting Platform shall only be required to provide a copy of the lease to the Village if the police, based upon a disturbance complaint or other complaint or incidence of criminal activity occurring at the short-term rental, during its occupancy.

8. That the lease between the Guest and the Owner of the property shall require that the short-term guest park short-term renter guest vehicles on the short-term rental property, except where on-street parking is lawfully available. Short-term renters shall not park vehicles on Village streets at any time between the hours of 2:00 am and 5:00 am on any day.

SECTION 3: That Section 13, Administration of Appendix A-Zoning of the Roselle Zoning Ordinance is hereby amended by repealing and rescinding the first sentence of Section 13.15 – Violation, Penalty, Enforcement, and replacing it with the following:

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or, who resist the enforcement of any provisions of this Ordinance, shall, upon conviction, be fined not less than \$35.00 nor more than \$500.00 for each offense, except violation of terms and conditions of the short-term rental ordinances which shall, upon conviction, require the imposition of fines not less than \$70.00 nor more than \$1000.00. In addition, should the Roselle Police Department or Fire Department have to provide extraordinary services in consequence of a disturbance or criminal activity at a short-term rental, or provide extraordinary services, such additional costs shall be paid by the Owner of the short-term rental. Extraordinary services shall mean the use of police or fire resources beyond those requiring more than two squad cars including squad cars of other agencies called in for mutual relief.

SECTION 4: Zoning. That 7.03-R1 Single-Family Residential District, 7.04-R2 Single-Family Residential District, 7.05-R2 Single-Family Residential District Development Area (A), 7.06-R2 Single-Family Residential District Development Area (B), Section 7.07-R3 General Residents' District, Section 7.08-R4 Multiple Residences District, are hereby amended by the addition of :Short term rentals under each subsection (a) "Permitted Uses".

SECTION 5: That Section 8.04-B-3 Town Central District is hereby amended under permitted uses by the addition of a new subsection B34, to state "Short-Term Rentals" and renumbering each section thereafter so as to be sequential.

SECTION 6: If a court of competent jurisdiction sets aside any portion of this Ordinance as unconstitutional or unlawful, it shall not affect the validity of the remainder of the Ordinance.

SECTION 7: Any ordinance which is inconsistent with this Ordinance is repealed to the extent of such inconsistency.

SECTION 8: This Ordinance shall become effective upon passage, execution by the Mayor and publication as required by law.

Roll Call Vote:

AYES: Pileski, Berkshire, Sarno, Devitt, Trejo, Domke

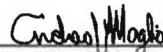
NAYS: None

ABSTAIN: None

ABSENT: None

Passed: October 12, 2020.

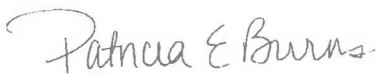
Published: October 13, 2020.



Andrew J Maglio (Oct 13, 2020 15:31 CDT)

Andrew J. Maglio, Mayor, Village of Roselle

ATTEST:



Village Clerk



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 3/17/2025 7:00 PM
Department: Finance
Department Head: Patrick Brankin
Category: Report
Prepared By: Patrick Brankin

**AGENDA ITEM (ID
2025-223)**

DOC ID: 2025-223

Presentation of the Year-End Financial Report for 2024 (Finance Director Patrick Brankin)

Statement of the Issue:

Year-End Financial Report

Analysis:

Attached is the Year-End Financial Report for 2024.

Budget Impact:

Contribution to Strategic Plan

Action Requested:

Attachments:

1. 2024 Year End Financial Report

2024 Year-End Financial Report

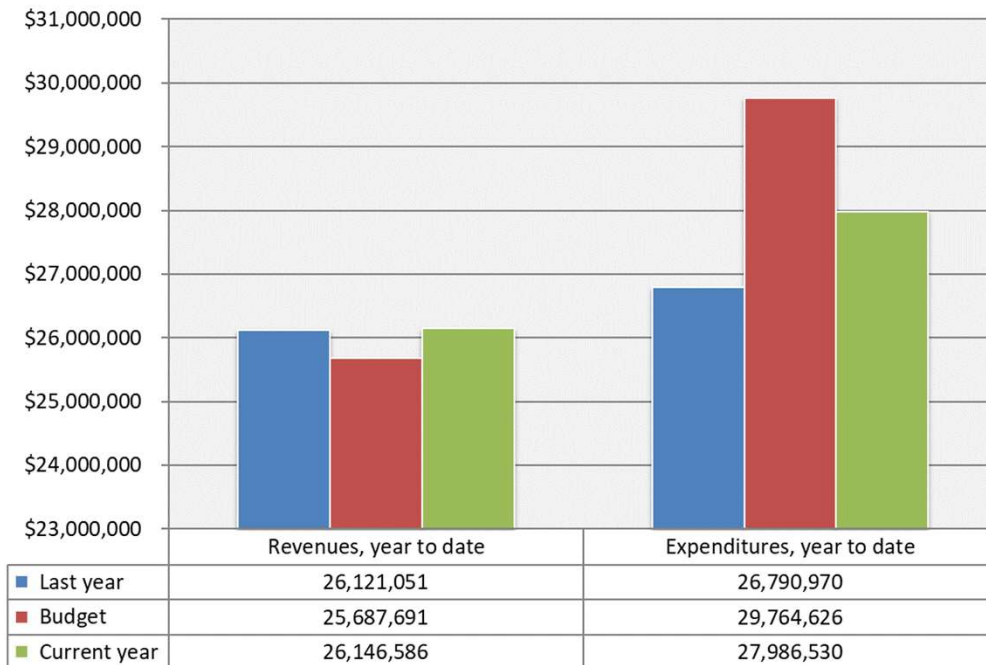


ABOUT THIS REPORT

- January 1, 2024 to December 31, 2024
- Preliminary and Unaudited
- Budget basis (cash basis)

General Fund

Year to Date Revenues and Expenditures



- Revenues are greater than prior year by \$25,000, or 0.1%
- Revenues exceed FY24 budget by \$450,000, or 2%. This is primarily due to strength in the licenses & permits category
- Expenditures are greater than prior year by \$1.2M, or 4%
- Expenditures are below FY24 budget by \$1.75M or 6%.

General Fund Core Revenues as % of Budget

Sales Tax



Target
100%

HR Sales Tax



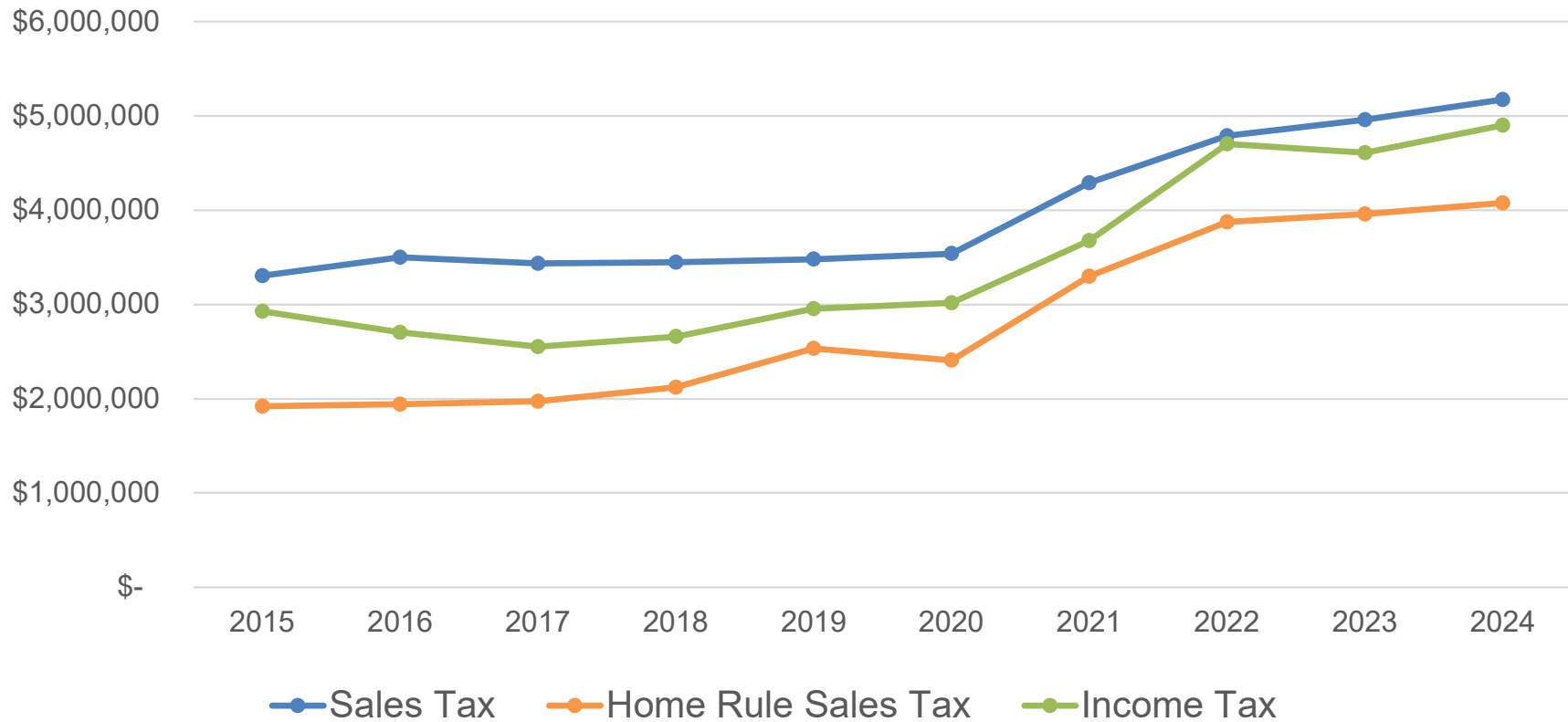
Target
100%

Income Tax



Target
100%

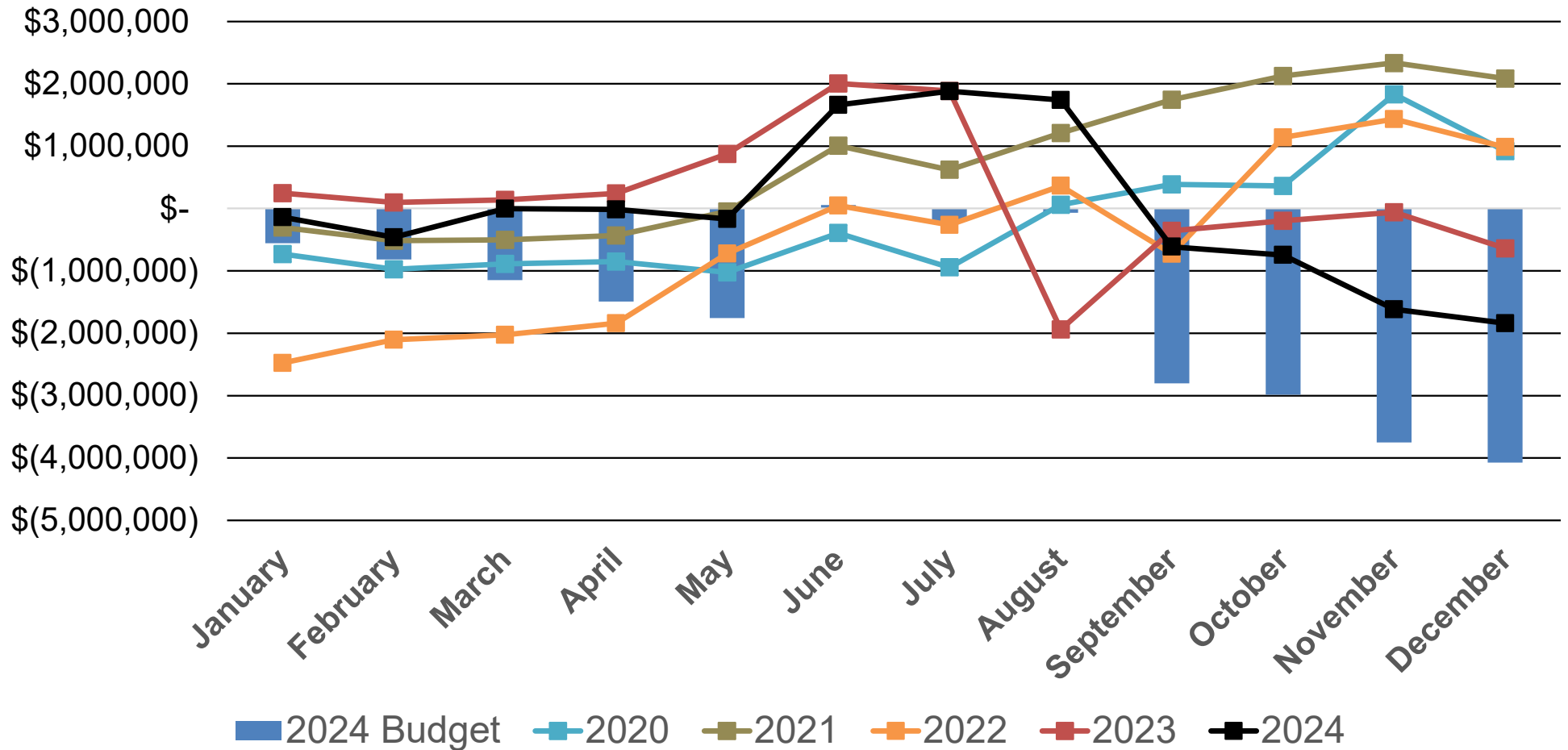
YTD Core Revenues



General Fund Expenditure Trends – From Budget

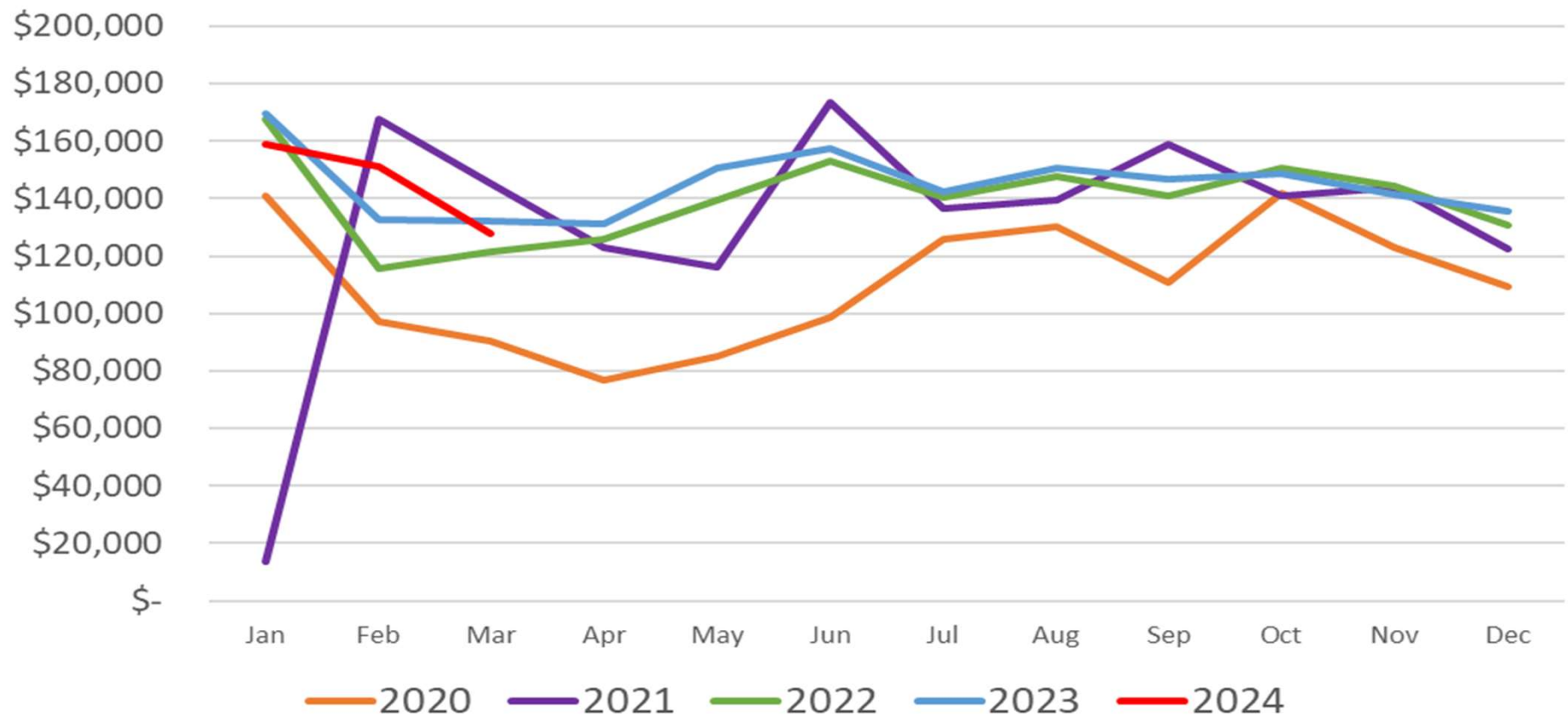
- YTD expenditures are 4% above FY24
- YTD expenditures are 6% below YTD FY24 budget -
 - Police, IT – Timing of capital outlay
 - Community Development, Facilities - vacancies
 - PW Streets & Forestry – limited snow & ice control, timing of capital expenditures, and tree trimming

General Fund Cumulative Change in Fund Balance



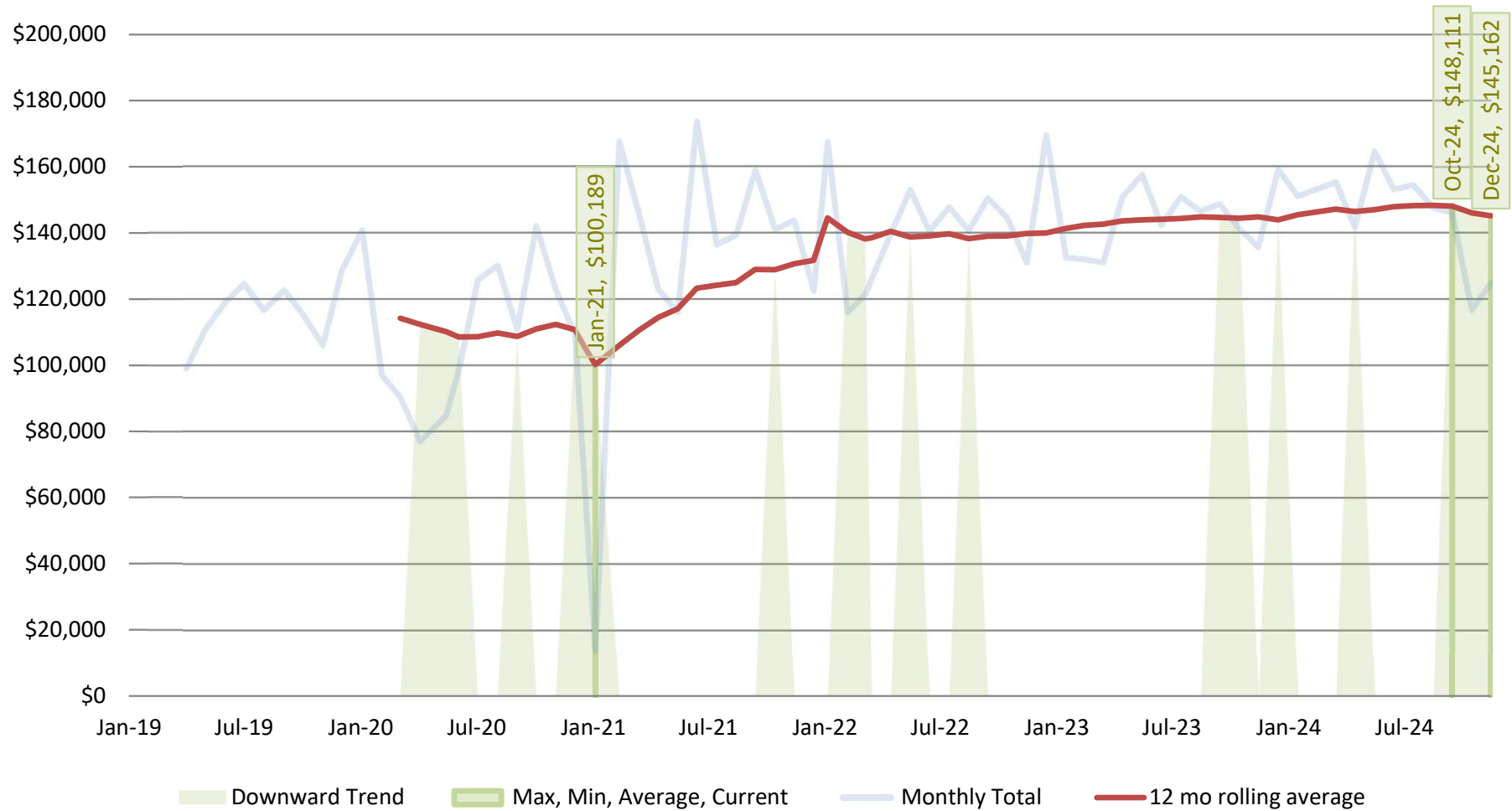
Capital Projects Fund

Food & Beverage Tax

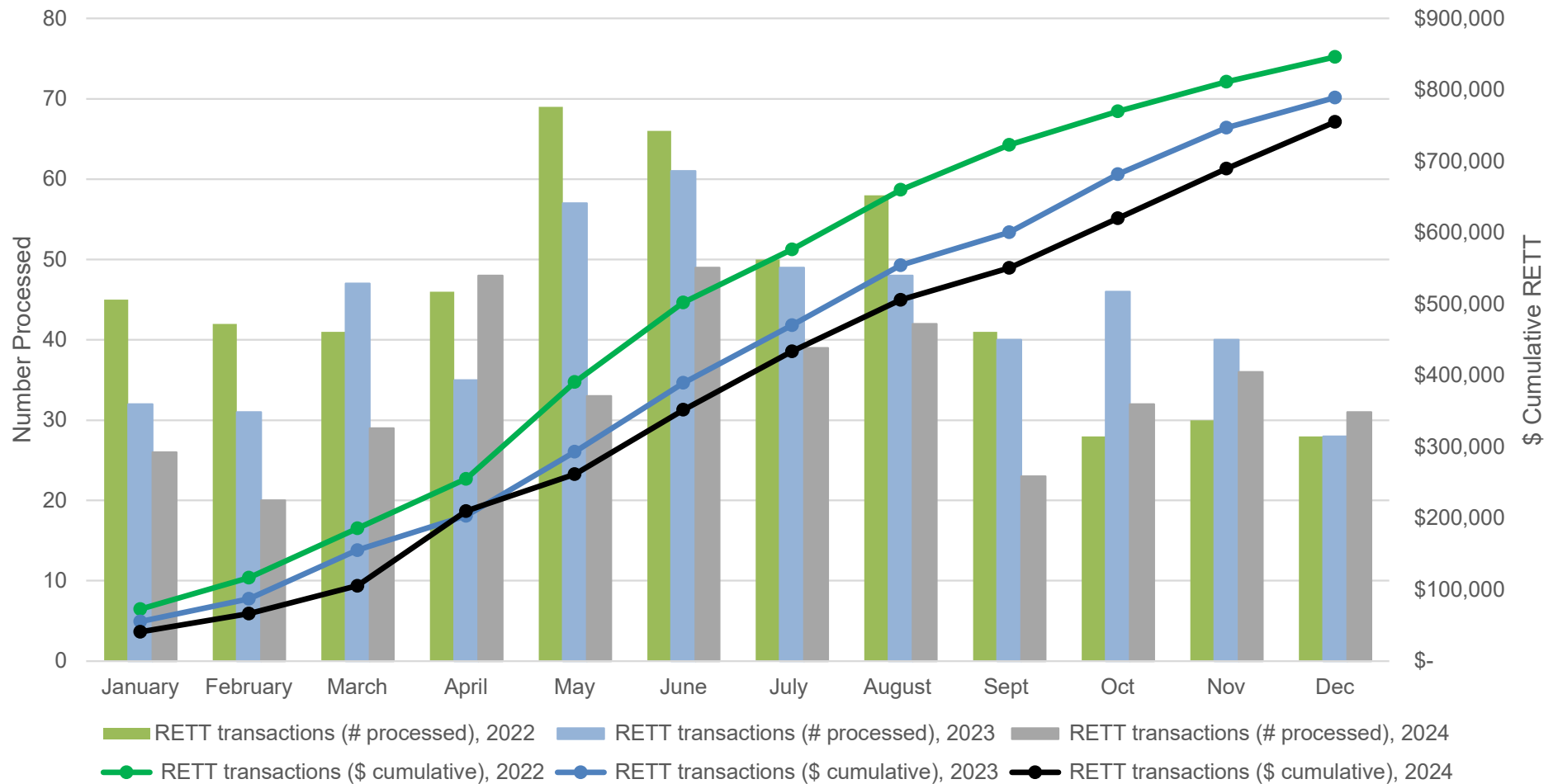


Capital Projects Fund

F&B Tax - Monthly totals and 12 month rolling average, since inception



Capital Projects Fund - Real Estate Transfer Tax



Other Funds

Water and Sewer Fund -

- YTD Revenue is 99% of budget, YTD Expenses are 87% of budget.

Parking Fund –

- YTD Revenue 103% of budget, expenses below budget.

Residential Solid Waste Fund –

- Revenues finished the year at 100% of budget, expenses at 101%.

Village Links -

- See the Links Financial Statements

Cash Reserves

General	\$	11,249,344	\$	7,560,285	\$	3,689,058
Water & Sewer	\$	13,921,887	\$	2,631,290	\$	11,290,597
Parking	\$	2,203,360	\$	115,196	\$	2,088,164
Solid Waste	\$	607,361	\$	492,163	\$	115,199
Village Links	\$	2,299,684	\$	1,715,462	\$	584,222

Police Pension Fund

- Illinois Police Officers' Pension Investment Fund (IPOPIF)
- State mandated pension consolidation; transition completed in April 2022

IPOPIF	YTD	1 Year	Inception to Date
Fund investment performance, net of fees	9.59%	9.59%	4.76%

Village long term target: 6.5%

IPOPIF long term target: 6.8%