City of Oregon Plan Commission Agenda Tuesday September 19th, 2023, 5:30 P.M. City Hall 115 N. 3rd Street

Option to Join Zoom Meeting

Meeting ID: 821 8952 3585 | Passcode: 096124 | One tap mobile +13126266799

Consideration and possible action

1. Open Public Hearing

a. Short-Term Rental request submitted by Kimber's Edge Properties for the property located at 207 S 1st Street parcel #16-03-183-005

II. Close Public Meeting

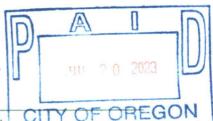
III. Open Regular Meeting

- a. Presentation Safe Routes to Schools Grant Project
- **b.** Public Comment
- 1. Approve August 15th, 2023, Minutes
- 2. Approve Short-Term Rental request submitted by Kimber's Edge Properties for the property located at 207 S 1st Street parcel #16-03-183-005
- 3. Set Public Hearing Date of October 17th, 2023 for Short-Term Rental request submitted by Sally Moring for the property located at 309 S 1st Street parcel #16-03-186-004
- 4. Discuss Amending 24.16.010 to allow construction trailers to park on City Streets.
 - a. Temporarily during construction
 - b. A few days if they have a building permit
 - c. Do we require a phone call
 - d. Issue a temp parking permit
 - e. Or no change
- 5. Other business

Committee Members

Mark Herman - Chairman Rachel Brunner, Roger Cain, Randy Cropp, Jeff Hallock, Rick Ryland, Karly Spell





Received by:

SHORT-TERM RENTAL APPLICATION (ONE PER PROPERTY)

APPLICANT INFORMATION Applicant Legal / DBA Names: Kimber's Edge Properties	EW APPLICATION: Owner	Occupied Fee \$1	00.00 P Not Ow	ner-Occupied Fee	\$250.00
Applicant Legal / DBA Names: Kumber's Edge Properties Legal Name used for IDOR Hotel Operators Tax License: Kimber's Edge Properties IDOR Hotel Operators Tax License Number: Address: 207 S. 1st Street City: Oreoon State: Ju Zip Code: 6106 \ Business Phone: Email: PROPERTY OWNER INFORMATION (IF DIFFERENT FROM APPLICANT) Owner of Record (as shown on most recent deed): Address: City: State: Zip Code: Business Phone: Email: PROPERTY INFORMATION Property Address: 207 S. 2st Street City: Oregon State: Jip Code: 6106 Responsible Party Name: Responsible Party Phone: Is this property Name: Responsible Party Phone: Is this property zoned other than R-1? IN NO SES Is this property and historic district? IN NO YES Does the property have River frontage? ONO YES Carbon Monoxide and Smoke Detectors installed? ONO YES Proof of Liability Insurance in the amount of \$500,000.00? ONO YES	NUAL LICENSE RENEWAL: Owner	Occupied Renewal Fee \$2	5.00 🗆 Not Ow	ner-Occupied Renewal Fee	\$50.00
Applicant Legal / DBA Names: K					
Legal Name used for IDOR Hotel Operators Tax License: Kimber's Edge Properties Composition of the Compositio		the control of the co			A HEALTH WAY
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By his or her signature below, the applicant agrees to follow all current City of Oregon requirements for a Short-Term Rental, which include:

The installation of smoke and carbon monoxide detectors in each guest room used for sleeping purposes, in each hallway or corridor on each floor, in each living room or lounge area, and in each dining room.

(initial)

There shall be at least one bathroom for each four adult guests. (initial)

Certificate of insurance evidencing liability insurance coverage in an amount of not less than \$500,000.00 per occurrence for liability.

All State of Illinois tax laws must be followed. I understand that I will pay the 3% Ogle County tax as well as the state hotel tax.

Y (initial)

Proof of Liability Insurance, IDOR Hotel Operator Tax License Number and IDOR Hotel Operator Legal Name shall be provided after City Council approval.



Signature

Beacon™ Ogle County, IL



Overview

Legend

Municipalities

Townships

Roads

Tax Parcels

Tax Parcels with

Details

Parcel ID

Township Oregon-Nashua

Property Address 207 S 1ST ST

16-03-183-005

OREGON

District **Brief Tax Description**

RNG/BLK: TWP:0 SECT/LOT: LOT 4 BLK 42 & TR LYG E & ADJ CITY OF OREGON (Note: Not to be used on legal documents)

Class

Acreage 0.26

0040

Owner Address Available with Subscription

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Developed by Schneider

Google Maps

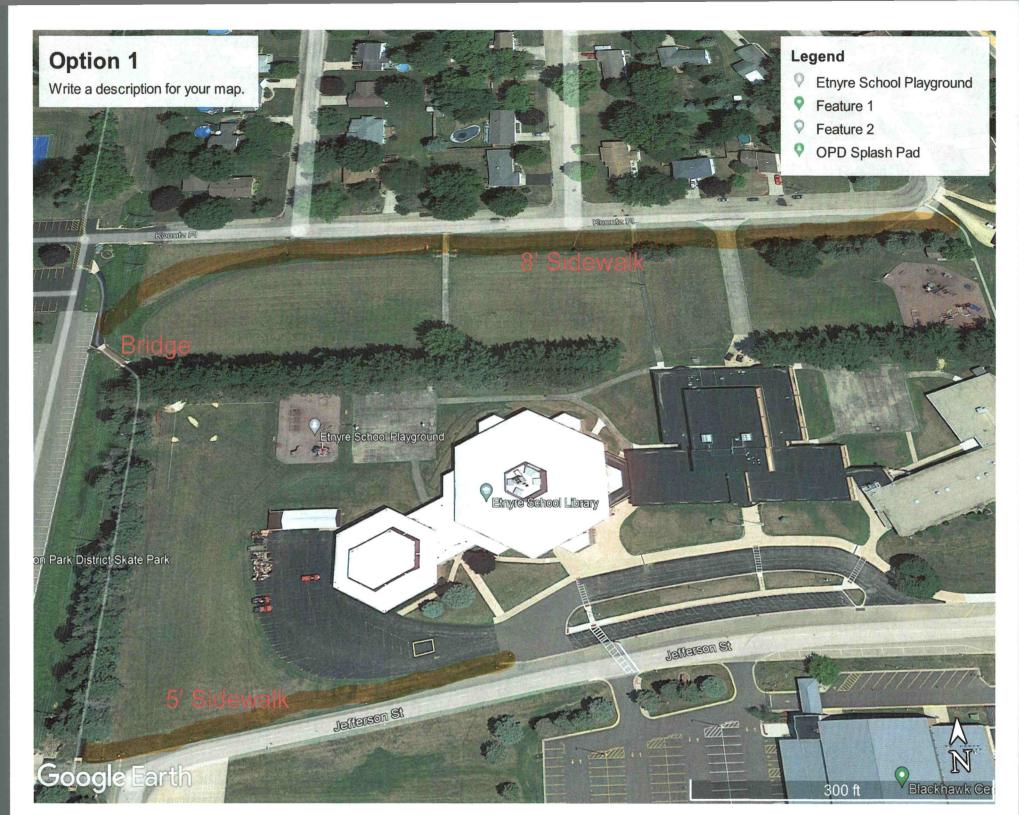


Image capture: Jul 2023 © 2023 Google











Option 1 5' Sidewalk on Jefferson 8' Sidewalk on Koontz	LF	400 1125	, , , , , , , , , , , , , , , , , , , ,
Bridge			\$35,000
Total			\$200,000
Option 2	LF		\$15/sf
5' Sidewalk on Jefferson		400	\$30,000
5' Sidewalk on Koontz		1125	\$84,375.00
10' Bike Path on school property	100	Tons	\$10,000
Aggregate	175	Tons	\$3,000
Total			\$127,375
Option 3	LF		\$15/sf
5' Sidewalk on Jefferson		400	\$30,000
8' Sidewalk on school property		400	\$48,000
8' Sidewalk on Koontz		1125	\$135,000
Total			\$213,000

City of Oregon Planning Commission Meeting

The Planning Commission met Tuesday August 15th, 2023, at 5:30 pm.

Members Present: Rachel Brunner, Roger Cain, Randy Cropp, Jeff Hallock, Mark Herman. Rick Ryland, Karly Spell, and Kurt Wilson.

Also, Present: Deputy Clerk Lynn Baylor-Zies, City Manager Darin DeHaan, and Mayor Ken Williams.

Chairman Mark Herman called the meeting to order.

Public Hearing for the Variation of sign ordinance request submitted by Ogle County Brewery for the property located at 110 N 4th Street Parcel #16-03-159-009 was opened at 5:30.

Jeff Hallock moved to close the public hearing at 5:58 Seconded by Randy Cropp.

Motion carried. No Nays.

Jeff Hallock moved to approve the July 18th, 2023, minutes, Seconded by Karly Spell.

Motion carried. No Nays.

Roger Cain moved to approve the Variance of sign ordinance request submitted by Ogle County Brewery for the property located at 110 N 4th Street Parcel #16-03-159-009, Seconded by Randy Cropp.

Ayes: Brunner, Cain, Herman, Spell, Wilson, and Cropp. Nays: Ryland and Hallock.

Rachel Brunner moved to set a Public Hearing date of September 19th, 2023 for a Short-Term Rental application submitted by Kimber's Edge Properties for the property located at 207 S 1st Street parcel #16-03-183-005, Seconded by Randy Cropp.

Motion carried. No Nays.

Rachel Brunner moved to set a Public Hearing date of September 19th, 2023 for a variation sign ordinance request submitted by Matt Pendergrass for the property located at 101 S 1st Street parcel #16-03-183-001, Seconded by Randy Cropp.

Motion carried. No Nays.

Other business: City Manager Darin DeHaan stated he is still working with Ted Hvarre.

Karly Spell moved to adjourn the meeting at 6:28 pm. Seconded by Jeff Hallock.

Motion carried. No Nays.

Lynn Baylor-Zies, Deputy Clerk



Received by:

SHORT-TERM RENTAL APPLICATION - (ONE PER PROPERTY)

APPLI Opplicant Legal / DBA Names: Figal Name used for IDOR Hotel Operators Tax Licens OR Hotel Operators Tax License Number if applicated thress: 3095. [5]	CANT INFORMATION A 1012 I DG			
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ty: SCOOL State: SC	Zip Code: 6 (Ob 1			
Isiness Phone Cell Phone:	Email: SAME AS A			
	ERTY INFORMATION			
operty Address: 309 S 15t St)				
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esponsible Party Name:	Responsible Party Phone:			
this property the owner's primary residence?	□ NO 🥳 YES			
this property zoned other than R-1?	□ NO 😾 YES			
this property in a historic district?	x NO □ YES			
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oplicant agrees to pay all State and County taxes?	□ NO YZ YES			
oof of Liability Insurance in the amount of \$500,00	0.00? NO X YES			
ort-term rentals are allowed under R-1 zoning as a specia	l use. You must apply for a special use permit from the			
anning Commission.				
ORT-TERM RENTAL: as defined in Oregon City Code 6.14	.10.			
l information contained in this application is subje	ct to disclosure as a matter of public record. Any false statement			
ade or given in this application shall result in the c	enial of the application or future revocation of this license.			
gnature of Owner/Applicafr	Date: 9(15/23			
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	055105 145 0497			
	R OFFICE USE ONLY			
what type of residence? / wher Occupied?	tt type of residence? / () Single Family () Multi-Family ner Occupied? () Yes () No			
anning Review Date:	Approval: / /			
ty Council Review Date:	Approval: / /			



SHORT-TERM RENTAL APPLICATION - (ONE PER PROPERTY)

By his or her signature below, the applicant agrees to follow all current City of Oregon requirements for a Short-Term Rental, which include the installation of smoke and carbon monoxide detectors in each guest room used for sleeping purposes, in each hallway or corridor on each floor, in each living room or lounge area, and in each dining room.

There shall be at least one bathroom for each four adult guests.

Certificate of insurance evidencing liability insurance coverage in an amount of not less than \$500,000.00 per occurrence for liability.

All State of Illinois tax laws must be followed.

I understand that rentals less than 28 days have a tax of 9% of that 6% goes to the state and 3% goes to the City tourism fund and is collected by Ogle County.

Proof of Liability Insurance, IDOR Hotel Operator Tax License Number and IDOR Hotel Operator Legal Name will be provided after City Council approval.



Sign



Parcel ID Township 16-03-186-004

Oregon-Nashua

Property Address 309 S 1ST ST

OREGON

District

01840T

Brief Tax Description

RNG/BLK: TWP:0 SECT/LOT: SE4 NW4 LYG E 1ST ST S VAC MADISON ST W ROCK RIVER EX PT DESC BK 302-1032

CITY OF OREGON

(Note: Not to be used on legal documents)

Acreage 1.58

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Date created: 9/15/2023 Last Data Uploaded: 9/15/2023 3:30:52 AM



Short Term Rentals Annual Renewal June 1st.

					Public	Council	Owner	
Date	Name	Address	Application	Cost	Hearing	Approved	Occupied	
8/13/2021		403 S 9th Street	Air B & B	\$100.00	9/21/21	9/28/21	No	
12/1/2021		700 S 6th Street	Air B & B	\$100.00	12/21/21	1/11/22	No	
1/24/2022		303 S 2nd Street	Air B & B	\$100.00	2/15/22	2/24/22	No	No longer operating as Short Term
1/28/2022		606 Timberlane	Air B & B	\$100.00	3/15/22	3/22/22	Yes	
3/11/2022		400 W Washington Apt 2	Air B & B	\$250.00	4/19/22	4/26/22	No	
3/11/2022		209 S 5th Street	Air B & B	\$250.00	4/19/22	4/26/22	No	
2/13/2023		511 N 5th Street	Air B & B	\$250.00	3/21/23	3/28/23	No	
3/28/2023		101 W. Washington Street Unit B	Air B & B	\$250.00	5/16/23	5/23/23	No	
5/8/2023		707 Monroe Street	Air B & B	\$250.00	6/20/23	6/27/23	No	
				\$1,650.00				

24.16.010 Parking Generally

- A. Fines: The following fines are hereby set for parking violations:
 - 1. Two-hour zone: per city fine schedule.
 - 2. Double parked: per city fine schedule.
 - 3. Blocking alley: per city fine schedule.
 - 4. Blocking driveway: per city fine schedule.
 - 5. 3:00 a.m.-5:30 a.m.: per city fine schedule.
 - 6. Fire hydrant: per city fine schedule.
 - 7. No-parking zone: per city fine schedule.
 - 8. Improper parking: per city fine schedule.
 - 9. Yellow line: per city fine schedule.
 - 10. On sidewalk or terrace: per city fine schedule.
 - 11. Handicap parking: per city fine schedule.
 - 12. All other violations: per city fine schedule.
 - 13. Parking after a snow storm: per city fine schedule.
 - 14. Improper Parking [Municipal or School parking lots].

It shall be unlawful for any person to park a vehicle in any Municipal or School Parking lot other than in the authorized parking area and within a designated parking stall. No vehicle shall be parked in a traffic lane or parked in any area not marked or designated for vehicle parking. No vehicle shall park in an area designated as employee or student parking only unless such vehicle displays a current and valid parking permit for such designated space: per city fine schedule.

- 15. Unauthorized use of parking places reserved for electric vehicles: per city fine schedule.
- B. Separate and Continuous Offenses: All multiple acts shall constitute separate offenses, each subject to penalties as set forth in this Article, and each day that an offense of a continuing nature continues, shall constitute a separate offense.
- C. Notice Of Violation: Each police officer shall attach to a vehicle in violation of this chapter a notice to the owner or operator thereof that such vehicle has been parked in violation of this chapter and instructing such owner or operator to report to the city hall in regard to such violation.
- D. Signs To Be Posted: The director of public works or his/her designee shall cause to be posted on each side within each city block within the commercial district one sign for every 250 feet, the letters of which shall be at least two inches in height, setting forth the hours and time limits within which parking is permitted by this chapter. Said director of public works or his/her designee shall likewise, by appropriate signs or markings, indicate the prohibited parking areas.
- E. Prohibited Parking; Generally: No person shall park any vehicle on any street in violation of parking restrictions designated on the street map of the director of public works or his/her designee, which is on file in the office of the clerk.
- F. Prohibited Parking; Certain Restrictions Of Locations: Notwithstanding any other section of this chapter, no person shall stop, stand, or park a vehicle or any obstacles except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device.
- G. Diagonal Parking: Authority is hereby conferred upon the public works director or his/her designeeimprovements to determine the angle at which vehicles may be parked and said angle shall be indicated by white lines painted upon the streets or highways where diagonal parking is permitted by this chapter. Notwithstanding anything to the contrary in this chapter permitting diagonal parking, no vehicle exceeding 19 feet in length, measured from the front bumper to the rear bumper of said vehicle, shall be parked diagonally to the curb.
- H. City Municipal Parking Lots:
 - 1. It shall be unlawful for any person to park any vehicle in any city parking lot in violation of any ordinance or contrary to the rules established by the council for the use of such lot or in any place or manner other than that designated by appropriate signs, the letters of which shall be at least two inches in height and posted at the entrance to each lot.
 - 2. It shall be unlawful to park any vehicle in a city municipal parking lot for an uninterrupted period longer than 12 hours.
 - 3. No commercial or freight-carrying vehicle or trailer shall be parked in a city parking lot, except with the consent of a police officer.
 - 4. All rows in city municipal parking lots are numerically marked with signs. Odd/Even Parking will be in effect April 1st November 1st on Fridays from 3:00 a.m. 7:00 a.m. Odd/Even parking will also be in effect after 1" (inch) of snowfall from 7:00 p.m.- 7:00 a.m. to accommodate snow removal. Any vehicle parked in violation of this provision shall be subject to the towing and penalty provisions of this chapter.

I. Time Limit Parking Zones:

- 1. Authority is hereby conferred upon the director of public works or his/her designee to designate within the limited parking district, not to exceed 20 parking spaces, each of which shall be sufficient to accommodate one vehicle not exceeding 19 feet in length. When said director of public works or his/her designee has designated parking spaces as aforesaid, he/she shall make said designation in writing under his/her name, and file the same with the clerk.
- 2. No vehicle shall be parked or stopped in any of said parking spaces so designated by said director of public works or his/her designee in excess of the posted time limit.
- 3. The director of public works or his/her designee shall also cause durable signs, the letters of which shall be at least two inches in height, to be posted at each of the parking spaces designated by him/her, which signs shall indicate that parking is limited to the posted time limit and shall state the hours between which said parking limit shall apply.
- J. Taxicab Stands: Notwithstanding anything in this chapter to the contrary, authority is hereby conferred upon the public works director or his/her designeeimprovements to designate, within the limited parking district, not to exceed three parking spaces to be used exclusively for parking purposes by the owners or operators of taxicabs licensed by the city to operate as such within the city.
- K. Parking On Street After Snowstorm:

- 1. After a snowfall of one inch or more has accumulated on the public streets the following rules will apply:
 - a. Vehicles must be parked on the side of the street where the even-numbered building or house would be located between the hours of 7:00 a.m. on that day and 7:00 a.m. of the following day on even calendar days.
 - b. Vehicles must be parked on that side of the street where odd-numbered building or house would be located between the hours of 7:00 a.m. that day and 7:00 a.m. of the following day on odd calendar days.
 - c. Any person who violates this paragraph shall be fined per the fine schedule.
- 2. The police departments, and all members thereof assigned to traffic duty, are hereby authorized to remove and tow away by a towing service, any vehicle that is parked except in conformity with the above schedule. Vehicles so towed for illegal parking shall be restored to the owner or operator of such vehicle after the original ticket is paid in full, plus all towing, storage and related costs if such payment is made within 48 hours after the vehicle was removed. For any payment made subsequent to the first 48-hour period, there shall be paid an additional sum established by the city for each additional 48-hour period. Vehicles not restored to their owners within 15 days shall be considered abandoned vehicles.

L. Restricted Parking, Tenth Street:

- 1. The following areas are designated as resident-only parking zones:
 - a. Tenth Street, both sides, between Washington Street and Adams Street.
 - b. Jefferson Street, both sides, west of Eighth Street between Eighth and Tenth Streets.
 - c. Madison Street, both sides, between Eighth Street and Tenth Street.
 - d. Ninth Street, both sides, between Washington Street and Adams Street.
- 2. It is unlawful to park any vehicle in the zones listed above which is not registered in the name of a person that resides within 300 feet of the location in which the vehicle is parked or is not registered in the name of a person who is visiting a resident who lives within 300 feet of the location in which the vehicle is parked. The residence of the registrant of the vehicle shall be the address listed in the most recent state registration of the vehicle.
- 3. The fine for the first parking violation under this paragraph in any 12-month period shall be per the fine schedule; the fine for up to three additional violations for a total of four in any 12-month period will be per the fine schedule each; and the fine for any violations exceeding four in number in any 12-month period will be per the fine schedule each.

M. Parking In Residential Areas Restricted:

- 1. Truck tractors, semitrailers, or any combination thereof will only be allowed to park on the street or alley in a residential district for pickup or delivery purposes only.
- 2. Restricted units other than truck tractors, semitrailers, or any combination thereof will be allowed to park on the city street in a residential district from 6:00 a.m. to 8:00 p.m.
- 3. The units to which the restrictions apply are truck tractors, recreational vehicles, vehicles with a gross weight rating in excess of 16,000 pounds, camping trailers, semitrailers, recreational trailers, construction trailers, any other trailer, or any equipment that is towed.
- 4. The penalty for violation of any provision of this paragraph shall be per the fine schedule.

N. Penalties:

- 1. The fines for violations in this chapter shall be paid to the city within seven (7) business days of the posting of such notice, and two times the original fine if paid more than fourteen (14) business days after the posting of such notice but prior to the filing of a complaint.
- 2. If the penalty specified in this chapter is not paid within seven days of the posting of such notice, the chief of police shall send notice to the registered owner of the vehicle by regular U.S. Postal Service, postage paid. Such notice shall be in the form approved by the council. Failure to send such notice or failure of the registered owner to receive same shall not excuse the payment of such penalty nor shall the chief of police be prohibited from initiating prosecution for any violation of this chapter. If the penalty is paid within seven days after the mailing of such notice, the chief of police is authorized to refrain from instituting prosecution of the alleged offense involved.
- 3. It shall be unlawful for either the owner or operator of the vehicle to fail to pay the penalties prescribed in this chapter or to violate any provision of this chapter.

(Code 1970, §§ 9-5-1, 9-5-3, 9-5-8-9-5-11, 9-5-13, Code 1987, §§ 10-41-10-50, 10-54-10-56; Ord. No. 875, § 9-5-18, 1-24-1983; Ord. No. 1080, 7-24-1995; Ord. No. 1151, 9-25-2000; Ord. of 9-8-2003; Ord. No. 2008-6, 9-8-2008; Ord. No. 09-111, 9-14-2009; Ord. No. 2012-107, 7-24-2012; Ord. No. 2012-108, 8-14-2012)

State Law reference—Penalties for ordinance violations, 65 ILCS 5/1-2-1 et seq.

HISTORY Amended by Ord. <u>2020-101</u> on 3/10/2020 Amended by Ord. <u>2021-106</u> on 2/23/2021 Amended by Ord. <u>2021-122</u> on 10/26/2021 Amended by Ord. <u>2022-107</u> on 4/26/2022

Amended by Ord. 2023-009 on 4/25/2023