

**Village of Gurnee
Planning and Zoning Board Minutes
September 16, 2026**

1. Call to Order and Roll Call

The meeting was called to order at 7:00 p.m.

Planning and Zoning Board Members Present: Chairman James Sula, Kathy Blair, R. Todd Campbell, Dane Morgan, David Nordentoft, Edwin Paff, and Chris Stephens

Planning and Zoning Members Absent: None

Other Officials Present: David Ziegler, Community Development Director, Jacob Litz, Assistant Community Development Director, Shannon Coleman, Associate Planner, and Gretchen Neddenriep, Village Attorney

2. Pledge of Allegiance

3. Public Comment (Non-Public Hearing Agenda Items)

(Per Gurnee Municipal Code Section 2-90, Public Comment at the beginning of the agenda is for agenda items only that are not subject to a public hearing. A total of 30 minutes is allotted. Individuals are allowed to speak once during this Public Comment for no longer than 3 minutes. See rule posted at gurnee.il.us or in the Council Chambers for additional information.)

Chairman Sula opened the floor to the public. As there was no one in the audience wishing to speak, Mr. Sula then closed the floor to the public.

4. Approval of the PZB's August 19, 2026, Meeting Minutes

Chairman Sula asked if there were any questions or comments regarding the minutes. As there were none he suggested a motion to approve them as submitted.

Mr. Paff, seconded by Mr. Campbell, motioned to approve the minutes as submitted.

Approved.

Voice vote:

All "ayes," no "nays," and none abstaining.

Motion carried 7-0-0

5. Public Right-of-Way Vacation – Dorchester Avenue

Mr. Ziegler introduced this item by stating the request is for vacating the west 160 feet of the remaining Dorchester Avenue. Currently the roadway is built to about 195 of the west end of the dedicated Right-of-Way. The result is that the 2 property owners will add to their land holdings associated with their homes. The Village will retain utility easements across the vacated Right-of-Way to maintain existing and provide future utility service. All Village Departments Heads reviewed the request and no objections were filed.

Mr. Sula asked if there were any questions related to the request. Hearing none, he asked for a motion on the item.

Mr. Morgan made a motion, seconded by Mr. Campbell, to forward a favorable recommendation on the petition of Michael Fallos and William Maloney, for the vacation of the West 160 feet of Dorchester Avenue.

Roll call vote:

Ayes: Blair, Campbell, Nordentoft, Paff, Morgan, Stephens, and Sula

Nays: None

Abstain: None

Motion carried: 7-0-0

6. Public Hearing: Special Use Permit – 3.06± acres located at 1475 Dilley Road, Suite 8 – 10

Mr. Litz introduced this item by stating this request is for the establishment of a professional dog training facility within the C-2 district. The facility is designed as a low-intensity, professionally supervised use. Drop-off training will be limited to 15 dogs at a time, and a maximum staffing ratio of one trainer per four dogs will ensure direct handler oversight throughout the day. Group classes will accommodate up to 8 dogs, all under owner supervision. The business will not operate as a dog daycare, and no overnight boarding is proposed. These limitations reduce potential impacts such as noise, waste accumulation, or prolonged animal presence that are typically associated with higher-intensity pet care uses. A designated outdoor grass area at the rear of the building will be used for brief, supervised relief breaks. The petitioner states that their staff will ensure all dogs remain leashed outdoors, and waste will be promptly removed to maintain sanitary conditions and prevent impacts on neighboring properties.

The petitioner, Rebbecca Castro on behalf of Trusted Tails, LLC provided testimony. She overviewed the details of the proposed business. She clarified that all operations would take place within the building. She stated that there would be a ratio of 4 dogs per staff member. She added that the facility operates as strictly a school for dogs rather than a daycare.

Mr. Morgan asked if the operation would be immediately adjacent to the restaurant. Mr. Litz clarified that they are neighboring tenant spaces. Mr. Sula added that he was concerned about the proximity to the restaurant. Elements of the site plan were then discussed amongst the PZB.

There were no members of the public looking to provide public testimony on this item. Hearing no additional comments or questions from the PZB, Mr. Sula asked for a motion.

Mr. Campbell made a motion, seconded by Mr. Nordentoft, to forward a favorable recommendation on the petition of Trusted Tails Dog Training LLC, for a Special Use Permit to allow a dog training facility within the C-2, Community Commercial District, located at 1475 Dilley Road, Suite 8 - 10.

Roll call vote:

Ayes: Blair, Campbell, Nordentoft, Paff, and Stephens

Nays: Morgan and Sula

Abstain: None

Motion carried: 5-2-0

7. Next Meeting Date: October 7, 2026

Mr. Litz stated there were two public hearings scheduled for the October 7, 2026, meeting.

8. Public Comment

(Per Gurnee Municipal Code Section 2-90, Public Comment at the end of the agenda is for agenda items or items that are within the Village's responsibility. A total of 60 minutes is allotted. Individuals are allowed to speak once during this Public Comment for no longer than 3 minutes. See rule posted at gurnee.il.us or in the Council Chambers for additional information.)

Chairman Sula opened the floor to the public. As there was no one in the audience wishing to speak, Mr. Sula then closed the floor to the public.

9. Adjournment

Mr. Campbell motioned, seconded by Mr. Nordentoft, to adjourn the meeting.

Voice vote:

All "ayes," no "nays, and none abstaining

Motion carried: 7-0-0

The meeting was adjourned at 7:20 p.m.

Respectfully Submitted,

Jacob Litz
Assistant Community Development Director