



**DUPAGE
COUNTY**

BUILDING & ZONING DEPARTMENT

630-407-6700
fax: 630-407-6702

www.dupagecounty.gov/building

MEMORANDUM

TO: DuPage County Development Committee

FROM: Staff

DATE: July 1, 2025

RE: **T-5-25 PROPOSED TEXT AMENDMENTS TO THE COUNTY ZONING ORDINANCE RELATIVE TO SHORT TERM RENTALS OF A RESIDENTIAL DWELLING UNIT.**

DuPage County Development Committee: July 1, 2025: T-5-25 Proposed Text Amendments: Request to proceed with a public hearing before the DuPage County Zoning Board of Appeals to consider proposed Text Amendments T-5-25 to the DuPage County Zoning Ordinance regarding short term rentals of a residential dwelling unit, to align the Zoning Ordinance with current initiative for housing solutions.

EXHIBIT A:

Amend ARTICLE III. - RULES AND DEFINITIONS, Section 37-302: DEFINITIONS:

RESIDENTIAL STRUCTURE:

A residential structure located in a residential zoning district, as residential districts are defined in ARTICLE III. - RULES AND DEFINITIONS, Section 37-302: -DEFINITIONS hereof (Zoning Ordinance), as amended from time to time.

SHORT-TERM RESIDENTIAL RENTAL: A residential structure, as defined herein, offered for rent for a period which does not exceed thirty (30)

consecutive days. The term "short-term residential rental" shall not include hotels, motels, bed and breakfast establishments, boarding facilities, group dwelling quarters or half-way houses as defined herein.

SHORT-TERM RESIDENTIAL RENTAL PROPERTY OWNER: An individual or entity which has title to a residential dwelling unit or property which is the subject of a short-term residential dwelling unit rental.

Amend Section 37-418: - HOME OCCUPATIONS, PRINCIPAL ARTERIAL OFFICE USE,
~~AND PRINCIPAL ARTERIAL CONVERSION OF A SINGLE DWELLING INTO TWO (2)~~
DWELLING UNITS-AND SHORT TERM RENTALS AS A HOME OCCUPATION

D. HOME OCCUPATION FOR SHORT TERM RENTAL OF A DWELLING UNIT REQUIREMENTS: A home occupation for short term rental of a dwelling unit shall be treated as an accessory use, shall be incidental and secondary to the principal use of the residence as a dwelling unit and shall meet all of the following requirements herein:

1. It shall be unlawful for a short-term residential rental property owner to rent, lease or allow the occupancy of a dwelling unit for a home occupation for short term rental of a dwelling unit unless the short-term residential rental property owner obtains and maintains a valid home occupation for short term rental of a dwelling unit license from DuPage County.
2. In order for a dwelling unit to be operated as a home occupation for short term rental of a dwelling unit, the short-term residential rental property owner is required to obtain an annual license from DuPage County for the home occupation for short term rental of a dwelling.
 - a. The burden is upon each short-term residential rental property owner applicant to demonstrate the suitability and qualifications for the license of a property or dwelling unit to establish a short term residential dwelling unit.
 - b. Each license for a short term rental of a dwelling unit issued by DuPage County shall expire on June 30 of each year unless sooner revoked as provided by law, with an annual fee of (to be determined at a later date) per license payable in full at the time the application and renewal is filed with DuPage County.

- c. The rental of a short-term residential dwelling unit application shall list all requirements for each home occupation for short term rental of a dwelling unit and is subject to the regulations herein.
- d. Each short term rental of a dwelling unit shall be subject to inspection by DuPage County prior to the issuance of a license to ensure compliance with the DuPage County Building Code, Health Department Code, DuPage County Countywide Stormwater & Floodplain Ordinance, County Zoning Ordinance or any other applicable ordinance or code promulgated by DuPage County or state or federal statute.
- e. Shall be operated in its entirety within the residence and only by the short-term residential rental property owner of the dwelling therein with the following exception:
 - (1) The exception to the requirement hereinabove shall be the use of any existing outdoor recreational facilities and equipment on the property including swimming pool, playground apparatus, patio, deck, and open space used for typical domestic purposes.
 - (2) The exception herein does not apply nor allow for the any temporary apparatus to be brought on the property for outdoor recreational activity
- f. Shall not have any sleeping areas in an attached or detached accessory building or attached garage.
- g. Shall not contain a separate entrance from outside the building directly serving and only serving the area of the short term rental of a dwelling unit.
- h. Shall not display outside the building any evidence of the short term rental of a dwelling unit, (other than an identification nameplate).
 - (1) May display one (1) short term rental of a dwelling unit identification nameplate: The maximum area of such nameplate shall be no greater than two (2) square feet, and such nameplate shall be affixed flat against a wall or door or may extend up to eighteen inches (18") from a wall provided safe access is available for patrons.
- i. Shall not permit the occupancy of more than five (5) people who are unrelated by blood or marriage.

- j. Shall not utilize commercial or industrial equipment (including but not limited to mechanical or electrical equipment), other than the type commonly found in dwelling unit.
 - k. Shall not permit delivery of goods and services by other than private passenger vehicles, parcel service, or letter carrier.
 - l. Shall not permit the outdoor parking of more than Six (6) passenger vehicles simultaneously on the property for those who will occupy the short term rental of a dwelling unit. All parking shall be located on a hard surface consisting of either asphaltic concrete, reinforced Portland cement concrete or brick paver or any combination thereof.
 - m. Shall not produce noise, obnoxious odors, vibrations, glare, fumes or electrical interference detectable to normal sensory perception outside the structure.
 - n. Shall allow no more than one (1) short term rental of a dwelling unit.
 - o. Shall not permit the on-site storage and /or use of dangerous substances including fireworks
3. Inspection of premises.
- (a) Authorized representatives of DuPage County shall make an inspections of the premises of a licensed or required to be licensed short term rental of a dwelling unit herein for purpose of determining if the premises are in compliance with the regulations herein or of this chapter, or any provision of any other DuPage County code or any applicable state or federal statute
4. Revocation/suspension of license.
- (a) DuPage County may revoke or suspend any license for a short term rental of a dwelling unit issued by DuPage County if it is determined the licensed establishment has violated any of the provisions of this chapter, or any provision of any other DuPage County code or any applicable state or federal statute.

5. **Special Event: A short-term residential rental property owner is permitted to seek s Special Event permit per Section 37-408: - SPECIAL EVENTS AND TENTS herein to allow for exceptions to the regulations herein on a temporary basis.**

Add to sections 37-701.1; 37-702.1; 37-703.1; 37-704.1; 37-705; 37-706.1; 37-707.1. permitted uses:

Home occupations, principal arterial office use, principal arterial conversion of a single dwelling into two (2) dwelling units and home occupation for short term rental of a dwelling unit per section 37-418.

END