

**CITY OF BELVIDERE  
PLANNING AND ZONING COMMISSION**

**Minutes**

**Tuesday, March 8 2022**

**City Council Chambers**

**401 Whitney Boulevard**

**6:00 pm**

**ROLL CALL**

**Members Present:**

Paul Engelman, Chair  
Daniel Druckrey, Vice-Chair  
Carl Gnewuch  
Art Hyland  
Robert Cantrell  
Vacancy

**Staff Present:**

Gina DelRose, Community Development Planner  
Catherine Crawford, Administrative Assistant  
Mike Drella, City Attorney

**Members Absent:**

Alissa Maher

The meeting was called to order at 6:02 p.m.

**MINUTES:** It was moved and seconded (Cantrell/Druckrey) to approve the minutes of the December 14, 2021 meeting. The motion carried with a 5-0 roll call vote.

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**2022-01: Crombie; 996 Belvidere Road (SU):** Application of Ryan Crombie on behalf of the property owner, LHC Properties, LLC, 992 Belvidere Road, Belvidere, IL 61008 for a special use to permit indoor commercial entertainment to operate an arcade including but not limited to video games, arcade games, video gaming and serving of alcohol at 996 Belvidere Road, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(4)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the PB, Planned Business District on 1.3 acres.

The public hearing opened at 6:04 p.m.

Gina DelRose was sworn in. Ms. DelRose stated the case had been published in the Boone County Journal on February 17, 2022 and certified mailings were sent to property owners within 250 feet of the subject property on February 9, 2022. Ms. DelRose summarized the staff report dated February 25, 2022.

The property is part of the Logan Square Subdivision platted in 2003. The two-story building was constructed in 2004. An insurance agency, frozen yogurt store and bar with video gaming are also in the building; the special use request is for the tenant space formerly occupied by Anytime Fitness.

The existing parking lot has 74 spaces for all tenants' use. Peak hours for indoor commercial land uses are often later in the day when businesses such as insurance offices are closed. Differing peak business hours lessen the need for additional parking. The proposed business would operate similarly to an arcade and offer various games to play in addition to pool tables, and golf simulators. Alcohol would be served on the premises which would allow for video gaming in the future if available. Indoor commercial entertainment also allows for other land uses such as roller rinks, bowling alleys theaters and live music.

The Zoning ordinance was updated in 2006 requiring a special use for Indoor Commercial Entertainment. Bars and taverns in existence to that date have been "grandfathered" for the bar use. In 2013, Illinois State Law allowed municipalities to determine that video gaming would be permitted within their jurisdiction. The State limits the number of machines to six per establishment and every establishment must have a liquor license that allows for the pouring of alcohol (except for those that qualify as a truck stop). In 2013, Belvidere voted to allow video gaming and in 2020 the City Council voted to increase the limit on the number of gaming establishments from 30 to 40. The applicant is aware that granting the special use does not guarantee them a license.

The addition of the business is not anticipated to negatively impact nearby development. The staff is not aware of any negative impacts that have resulted from similar developments. The establishment will add to the mix of land uses within the area. There is adequate parking and vehicle access to the property. The nearby residential property is developed with multi-family housing. Multi-family land uses are often located adjacent to commercial and industrial developments and act as a buffer to single-family residential neighborhoods. The nearest residences, churches and schools are at a distance that provides adequate buffer to a business that has later hours and entertainment factors. Although the indoor commercial entertainment was a classification created by the adoption of the City's 2006 Zoning Ordinance, in 2013 the City ruled that the video gaming machines could also locate within the Planned Business District with a special use.

The planning staff recommends approval of case 2022-01 subject to the following conditions:

1. The special use is only for the tenant spaces commonly known as 994, 996 and 998 Belvidere Road.
2. Open alcohol is prohibited outside the premises unless otherwise permitted.

Gina DelRose stated that all the addresses listed in condition number one have been combined to one tenant space known as 996 Belvidere Road.

The Chair invited questions for the staff.

Robert Cantrell asked if the applicant has received all permissions including a liquor license.

Gina DelRose said the liquor license has not been obtained yet.

Carl Gnewuch asked Ms. DelRose to clarify Finding F regarding the existence of nearby churches and schools and business hours.

Gina DelRose stated that Belvidere Road is wider than a typical city street by approximately 15 or more feet. The wide road and heavy traffic serve to create a buffer. Multi-family residences act as a buffer as well. Regarding the later hours, Ms. DelRose said this land use typically operates later at night.

Carl Gnewuch asked if the business would be operating during the day.

Gina DelRose said the Planned Business District allows businesses to operate 24 hours a day and bars and restaurants usually are open later, but can operate during the day. Unless the Commission conditions the applicant to only operate during certain hours, they can operate until the hours allowable for liquor sales.

Seeing no further questions for the staff, the Chair invited the applicant forward.

Ryan Crombie was sworn in. Mr. Crombie briefly explained his business model would include golf simulators and arcade games. Mr. Crombie had no questions for the staff.

Paul Engelman asked the applicant what would be the intended hours of operation.

Ryan Crombie stated the hours will mostly be from the afternoon until approximately 10:00 p.m. Mr. Crombie said the installation of arcade games would be to give visiting children something to do.

Paul Engelman asked if it was correct there would be no food service.

Ryan Crombie said there would be no food services except for simple snack items such as pizza and nachos.

Carl Gnewuch asked if children would need to be accompanied by an adult.

Ryan Crombie stated the model is for more adult activities such as the golf simulators and the arcade games would be to amuse any children visiting with their parents.

There were no other questions from the Commission.

The Chair invited questions from the audience.

Braun Campbell, Senior Pastor of Immanuel Lutheran Church and School, and resident of Logan Square subdivision, asked Mr. Crombie to clarify the planned activities, alcohol service planned, and the hours expected.

Ryan Crombie said the business will be steered toward golf simulators as well as pool tables as well and will most likely host league nights. Mr. Crombie said he wanted to provide something for visiting children to do as well.

Paul Engelman asked if Mr. Crombie was hoping for children at local schools to be customers.

Ryan Crombie said he hopes high school golf team members may be customers eventually.

Paul Engelman said he is concerned children may be unsafe if they were crossing Belvidere Road to use the establishment.

Gina DelRose clarified that the intent is to steer towards an older crowd while providing some activities for children who are there with their parents.

Ryan Crombie verified this was correct.

Carl Gnewuch asked if it's is true that it isn't Mr. Crombie's desire to be an after-school magnet.

Ryan Crombie said this was correct.

Paul Engelman asked how many golf simulators there will be.

Ryan Crombie said they would begin with three golf simulators.

The public hearing closed at 6:17 p.m.

It was moved and seconded (Cantrell/Gnewuch) to accept the findings of fact as presented in the staff report. The motion carried with a 5-0 roll call vote.

It was moved and seconded to recommend approval of Case 2022-01 subject to the conditions as presented in the staff report. The motion carried with a 5-0 roll call vote.

Gina DelRose said the case would go before the City Council on March 21, 2022 and for a second reading and final vote on April 4, 2022.

**2022-02: Oakbrook Woods Plat 5 (RP):** Application for replat approval of the one-lot subdivision named Oakbrook Woods Plat 5. The subject property is southeast of West Chrysler Drive and South Appleton Road.

Gina DelRose stated that the subject property came before the Commission to allow a self-storage facility, and later to allow for outdoor storage at the location. This application will be in order for the parcels to be combined into one parcel. The property is zoned Planned Industrial. It has several special uses at this time. One of the conditions of approval for the previous special use was that this replat be completed.

Planning staff recommends the approval of Case 2022-02 subject to the following conditions:

1. Total square-footage and acreage of Lot 139 shall be depicted.
2. Concrete monuments shall be shown as per 765 ILCS 205/1.
3. A drainage overlay needs to be submitted for review and approval prior to final plat approval.
4. The Belvidere Planning Commission Certificate shall be replaced with the City's Planner Certificate.
5. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.
6. The plat shall be recorded with the County Recorder of Deeds within 90 days of City Council approval, unless a plat-recording extension is granted.
7. The final plat shall be in compliance with all applicable codes, ordinances and agreements unless specifically waived by the City Council.

Paul Engelman asked Ms. DelRose to clarify the previous condition regarding the adjacent residential neighborhood.

Gina DelRose said one of the conditions for the previously approved special use for self-storage facilities required a dense row of landscaping and a solid fence be installed on the east side of the property for security purposes.

Paul Engelman asked what type of fence was required.

Gina DelRose said the plan includes a privacy fence which will be a chainlink fence with plastic slats and a dense row of arborvitae, giving a triple layer of screening.

There was no further discussion held.

It was moved and seconded (Hyland/Cantrell). The motion carried with a 5-0 roll call vote.

**2022-03: MNC Group, LLC, 6853 Indy Drive (SU):** Application of MNC Group LLC, 5022 Newburg Road, Belvidere, IL 61008 on behalf of the property owner, Mike Culic, 6755 Samantha Ln, Rockford, IL for special uses to permit indoor sales or service, off-site parking lot and vehicle repair and maintenance at 6853 Indy Drive, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(7)(B)(2) Indoor Sales or Service, 150.105 (C)(7)(B)(2) Off-site Parking Lot, 150.105(C)(7)(B)(2) Vehicle Repair and Maintenance and 150.904 Special Use Review and Approval Procedures) in the PI, Planned Industrial District on 8.4 acres.

The public hearing opened at 6:29 p.m.

Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on February 17, 2022 and certified mailings were sent to property owners within 250 feet of the subject property on February 9, 2022. Ms. DelRose summarized the staff report dated March 1, 2022.

The property is part of the Belford Industrial Park which was final platted in 1974. In 2006, a previous property owner annexed the property into the City of Belvidere so that it may connect to needed municipal services. The current business occupying the building is still transitioning from its location at 5022 Newburg Road. The business is relocating to the subject property in order to expand its services and allow for more parking. The property's proximity to Irene Road and the I-90 interchange make it appealing to truck-orientated businesses such as the applicant's business.

The Planned Industrial District allows for low-intensity industrial uses such as indoor storage and warehousing and limited commercial land uses such as office and professional services by right and additional industrial and commercial land uses by special use. Although the proposed pavement expansions appear to meet zoning and subdivision codes, in order to expand the trucking business to be more full-service, the applicant is requesting the following special uses:

1. Indoor sales of Service to permit retail sales of truck parts and accessories.
2. Off-site parking lot to permit semi-trucks and trailers to be parked on-site.
3. Vehicle Repair and Maintenance to permit mechanical work to be conducted on the trucks.

Truck repair and maintenance is not uncommon in industrial parks since that is where the majority of semi-truck and trailer traffic is focused. Having limited retail sales as accessory to the industrial business on hand is appropriate as well. The most noticeable impact will be the semi-truck and trailer parking. The parking is being located to the east of the building, further from neighboring properties. Additional landscaping will provide some screening of the area.

The property is within an older subdivision, the majority of which is still unincorporated Boone County. The subdivision is accessible by Irene Road and located between two major thoroughfares- Newburg road and U.S. Route 20- and is located north of the railroad. All three roads are used by semi-trucks and trailers. Due to the location of the property within the subdivision, trucks entering and exiting the business will not hinder traffic in the same way as the trucks associated with businesses having access directly onto Newburg Road, Irene Road and U.S. Route 20.

Several businesses within the area depend on semi-trucks and trailers and the railroad to transport their products. Having a business that caters to semi-trucks and trailers would be beneficial to the neighboring businesses as well as to the truck drivers who pass through Belvidere.

The planning staff recommends the approval of Case 2022-03 for the three special uses subject to the following conditions:

1. Substantial compliance with the site plan dated 2/8/2022.
2. A full final site plan shall be submitted to staff (building, public works, fire, planning, etc.) for review and subject to final approval prior to the issuance of building permits.

The Chair invited questions for the staff. The Chair began by asking Ms. DelRose if a water runoff plan has been provided.

Gina DelRose stated a stormwater management plan would be part of the full site plan required by Condition 2.

Paul Engelman asked if there is a possibility there will need to be a stormwater retention pond.

Gina DelRose referred to the site plan in the staff report where the term W.P. is used. This refers to Water Pond; the need for retention will be determined by factors such as the amount of pavement, and the absorption rate of the surrounding area. These factors will be reviewed with the full site plan.

Paul Engelman asked if hazardous materials will be present at the proposed business.

Gina DelRose said no; the pavement requirement will deter absorption of hazardous material into the groundwater and any indoor hazards will be managed by the existing Building Codes.

Robert Cantrell asked if the property is provided with City water and sewer.

Gina DelRose said yes.

Art Hyland asked how many bays will be provided.

Gina DelRose said the applicant will answer the question.

Carl Gnewuch asked if there will be a truck washing area.

Gina DelRose said it would be permitted, but the applicant can address the question.

The applicant was invited to speak.

Mike Culic was sworn in. Mr. Culic said there are currently two repair bays and the new location will have three bays. Mr. Culic said he would like to add a truck washing bay due to the proximity of Americold Storage, which has great need of truck washing due to their handling of foods.

Paul Engelman asked if the applicant plans to run both locations at the same time.

Mike Culic said they are transitioning to mainly work at the new location due to better traffic flow at the new location.

Carl Gnewuch asked if there is a certain type of truck they will be repairing.

Mike Culic said they will work on every type of truck but will mainly be doing light duty repairs rather than major truck repairs.

Paul Engelman asked the number of employees.



Mike Culic said there are three employees besides himself but he is trying to hire more.

Carl Gnewuch asked if they plan to provide truck-washing, what the water runoff plan will be.

Mike Culic said he is aware that companies that provide truck-washing equipment have environmentally-friendly designs in place. Mr. Culic said if they decide to provide a truckwash, it would be located on the north side of the property.

Gina DelRose stated that any truckwash would need to comply with all State and Federal codes.

Carl Gnewuch asked if approving such a facility would include a separate process.

Gina DelRose said that is correct, it would be a separate Building Department permitting process.

Mike Drella stated that the City of Belvidere Water Treatment Plant would review a plan to see what hazards if any may be present with such a truckwash and the applicant would need to provide a treatment plan if any hazards were anticipated.

Carl Gnewuch asked how many other truck repair facilities are in Belvidere.

Mike Culic said he believes there is only one other.

There were no further questions for the applicant.

The public hearing was closed at 6:45 p.m.

It was moved and seconded (Druckrey/Hyland) to accept the findings of fact as presented in the staff report. The motion carried with a 5-0 roll call vote.

It was moved and seconded (Cantrell/Druckrey) to recommend approval of case 2022-03 subject to the conditions presented in the staff report. The motion carried with a 5-0 roll call vote.

Gina DelRose stated the case will go to the City Council on March 21 and for a final vote on April 2, 2022.

**OTHER BUSINESS:** None

**DISCUSSION:** None

**Staff Report**

Gina DelRose stated six cases will come before the Commission in April, 2022. These will include special uses for a Dairy Queen on North State Street and a new Murphy Oil gas station on Gateway Center Drive. There will also be an annexation, rezoning and subdivision for a large industrial subdivision off Irene Road. May, 2022 will also have several cases.

**ADJOURNMENT:**

The meeting adjourned at 6:50 p.m.

**Recorded by:**

  
\_\_\_\_\_  
Cathy Crawford  
Administrative Assistant

**Reviewed by:**

  
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Gina DelRose  
Community Development Planner