

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION AGENDA
Tuesday, May 12, 2020
City Council Chambers
401 Whitney Boulevard
6:00 pm**

ROLL CALL

Members:

Alissa Maher, VCHM
Andrew Racz
Paul Engelman
Robert Cantrell
Art Hyland
Carl Gnewuch
Natalie Mulhull

Staff:

Gina DelRose, Community Development Planner
Cathy Crawford, Administrative Assistant

MINUTES: Approve the minutes of the January 14, 2020 meeting.

PUBLIC COMMENT:

UNFINISHED BUSINESS: None

NEW BUSINESS:

2020-03: Kelley, 435 Southtown Drive: Application of Dean Kelley (Abbott Land and Investment Corporation), 2250 Southwind Boulevard, Bartlett, IL 60103 on behalf of the property owner, Dal Pra Trust 1994 and Southtown Ventures, LLC, 1901 Union Avenue, Belvidere, IL 61008 for a special use for a daycare center (3+ children) at 435 Southtown Drive, Belvidere, IL 61008 within the GB, General Business District (Belvidere Zoning Ordinance Sections 150.105(C)(5)(B)(2) Daycare Center (3+ Children) and 150.904 Special Use Review and Approval Procedures). PIN: 05-35-482-017.

Staff (Approval); PZC (); CC-1 (); CC-2 ()

OTHER BUSINESS:

DISCUSSION:

Staff report

ADJOURNMENT

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION
Minutes**

**Tuesday, January 14, 2020
City Council Chambers
401 Whitney Boulevard
6:00 pm**

ROLL CALL

Members Present:

Daniel Arevalo CHM
Alissa Maher, VCHM
Art Hyland
Robert Cantrell
Andrew Racz
Paul Engelman

Staff Present:

Gina DelRose, Community Development Planner
Cathy Crawford, Administrative Assistant
Michael Drella, City Attorney

Members Absent:

Carl Gnewuch

Chairman Daniel Arevalo called the meeting to order at 6:02 p.m.

MINUTES: It was moved and seconded (Racz/Hyland) to approve the minutes of December 10, 2019. The motion carried with a 6-0 roll call vote.

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

2020-02: Gunsteen, 1125 North State Street: Application of Gunsteen Car Wash c/o Daniel Gunsteen, 651 S. Sutton Road, Suite 305, Streamwood, IL 60107 on behalf of the property owner, Robert L. Dixon Trust-2001, 1348 Fairgrounds Road, Belvidere, IL 61008 for a special use to permit in-vehicle sales and service. Specifically, a car wash with accessory retail sales at 1125 N. State Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(5)(B)(2) In-vehicle sales or service and 150.904 Special Use Review and Approval Procedures) in the GB, General Business District (PIN: 05-26-127-011).

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

Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on December 27, 2019 and certified mailings were sent to surrounding property owners on December 26, 2019. Ms. DelRose summarized the staff report dated January 9, 2020. Ms. DelRose stated the subject property was previously developed with a two-story house which was moved to Ruby Street in

1968 to allow for the building of a gas station. Following the gas station, a restaurant located there in 1980 and was later a bar. All buildings were removed and the property became additional parking for Belvidere Motors which was located to the north from 1989; this car dealership replaced a grocery store that had been located there since 1965.

The applicant is proposing to construct an automatic car wash with its primary entrance off of North State Street and a secondary entrance off of Fairgrounds Road. In addition to the car wash, there will be outdoor vacuum stations and a retail area within the building. The applicant is proposing hours of operation from 7:00 am to 9:00 p.m. Limited hours of operation will be enforced through the conditions of approval in an effort to help minimize the potential negative impacts from noise. It is anticipated that approximately 200 cars will utilize the car wash per day. Additional traffic could be generated for the retail sales portion of the building.

Ms. DelRose stated that Belvidere has a mix of self-serve, automatic and full-service car washes spread throughout the city limits. Ms. DelRose stated the staff recommends approval of the special use subject to the following conditions:

1. A full site plan shall be submitted to and approved by the staff (building, public works, police, fire, planning, etc.) prior to the issuance of building permits.
2. The access from North State Street shall be reduced to a width of 35 feet with 5-foot flares on each side.
3. The hours of operation shall be limited to 6:00 a.m. to 10:00 p.m.

There were no questions for the staff from commission members.

Chair Arevalo invited questions from the public.

Daniel Simpson, the owner and operator of Personal Pride Car Wash on Logan Avenue questioned the expected traffic the car wash can expect per day. Mr. Simpson stated he felt the number of cars serviced at the subject location would greatly exceed the number anticipated in the staff report. Mr. Simpson asked if a traffic study had been done.

Gina DelRose stated she consulted with the Director of Public Works. According to the Illinois Department of Transportation, in 2018 the traffic count on North State Street was 9,700 cars per day and on Fairgrounds Road the count was 4,900 cars per day. Ms. DelRose stated that the Public Works director provided her with data indicating that North State Street is designed to handle 1,700 cars per hour per lane. Ms. DelRose said the expected car wash traffic is far less than that capacity.

Daniel Simpson questioned the amount of noise that might be generated by the dryers and vacuums at the proposed facility.

Gina DelRose said the hours of operation have been limited from the allowed 24 hours per day to reduce the impact of increased noise from the facility.

Janie Schneider questioned the potential for noise and excessive traffic. Ms. Schneider also questioned where the entrances would be placed.

Gina DelRose clarified that there will be entrances on both State Street and off Fairgrounds Road. Ms. DelRose said the applicant will present a large site plan to clarify the placement of the entrances.

Chair Arevalo invited the applicant to present statements or evidence.

Jeff Linkenheld of Arc Design Resources, Inc. introduced himself and stated he is the design professional involved in the proposed project. Mr. Linkenheld was sworn in and presented a site plan for viewing by the commission. Mr. Linkenheld clarified that the accessory retail sales mentioned in the staff report would be a future project and would not be part of the initial project. Mr. Linkenheld said the proposed facility is fully automated and his client has facilities of the same kind operating on East State Street in Rockford and in Loves Park. Mr. Linkenheld pointed out the proposed entrances on the site plan. Mr. Linkenheld stated the site will be improved with additional landscaping.

The applicant Daniel Gunsteen was sworn in. Mr. Gunsteen described the traffic patterns at his East State Street facility and stated the expected car wash traffic will be far less than the approximately 500 transactions done by the McDonalds Restaurant on North State Street. Mr. Gunsteen described the appearance of the proposed car wash and stated that all car wash functions would be completed within the proposed brick building. Mr. Gunsteen said the vacuum stations will be covered with a canopy and that refuse will be placed at the rear of the property.

Alissa Maher asked Mr. Gunsteen to describe the traffic at his East State Street facility.

Daniel Gunsteen said the traffic in Rockford depends on the day and the time of the year; salty winter weather produces more car wash traffic. He stated traffic is more heavy during grand opening events when car washes are offered for free, during salty winter weather, and during the summer when the car wash closing time is extended to 9:00 p.m.

Paul Engelman asked Mr. Gunsteen if the proposed car wash is a franchise.

Daniel Gunsteen said no; he is the owner and operator of the facilities and the one being proposed. Mr. Gunsteen said the proposed facility expects to hire twelve to fifteen full and part-time employees.

Daniel Arevalo asked if the number of employees is the same at Mr. Gunsteen's other locations.

Daniel Gunsteen said yes; he added that there will always be a supervisor on-site during operating hours.

Seeing no further questions for the applicant, the public hearing was closed at 6:25 p.m.

It was moved and seconded (Racz/Maher) to accept the findings of fact as presented in the staff report. The motion carried with a 6-0 roll call vote.

It was moved and seconded to recommend approval of case 2020-02 subject to the conditions as presented by staff. The motion carried with a 6-0 roll call vote.

Gina DelRose said the case would go before the City Council for a first reading on January 21, 2020 and a second reading and final vote on February 3, 2020.

2020-01: City of Belvidere (TA): Application of the City of Belvidere, 401 Whitney Boulevard, Belvidere, IL 61008 for a text amendment to the City of Belvidere Zoning Ordinance (Chapter 150 as amended) pertaining to Section 150.013 Definitions, Sections 150.105(C)(4)- 150.105 (C)(9) Planned Business, General Business, Central Business, Planned Industrial, General Industrial and Heavy Industrial Districts land uses, Section 150.204(D) Commercial Land Uses and Appendix C: Land Use Summary Chart and Section 150.902 Amendment of Zoning Regulations (Text Amendments). Specifically, the amendments are in regards to Adult-use Cannabis dispensaries and cultivation centers.

Gina DelRose stated the case was published in the Boone County Journal on December 27, 2019.

Gina DelRose stated the proposed text amendment is the result of the change in state law allowing the use of cannabis for recreational purposes; the City Council directed Ms. DelRose to propose a text amendment to allow cannabis dispensaries in the Planned Business, General Business and Central Business Districts. The City Council also wanted the regulations for potential cannabis dispensaries to be the same as that for liquor licenses.

Gina DelRose stated the Illinois Municipal League (IML) created a draft ordinance that is being used by many municipalities for their own codes. Seven definitions of cannabis-related uses and terms are also added to the proposed amendment.

These definitions match that in the new Cannabis Regulations and Tax Act, with the caveat that if those state definitions change in the future, so will the definitions in Belvidere's Zoning Ordinance. Ms. DelRose presented the proposed definition amendments.

Gina DelRose stated the cannabis-related uses in the business districts would include dispensaries, infusers, and transporting (with the exception of the Central Business District which would be limited in its parking capabilities for larger vehicles).

In reference to the Industrial Districts, Ms. DelRose stated the proposed text amendment allows for cannabis-related businesses to locate by right in the Planned Industrial, General Industrial and Heavy Industrial Districts, with the exception of dispensaries which would only be allowed by special use in the Planned Industrial District which allows for some retail uses. Cannabis growers are allowed in the Industrial Districts because, while the plant is a crop, it is grown indoors and has a heavy need for water use. A large industrial building for cultivation would not be compatible with the Agricultural District.

City Attorney Mike Drella questioned whether there may be outdoor growers of cannabis locally.

Gina DelRose said such outdoor growing would create security issues, increased pest control needs, and the need to grow cannabis year-round which our climate does not support.

Minimum requirements being proposed were presented by Gina DelRose as well as proposed setbacks. Dispensaries must be 75% of the floor area of a retail business so dispensaries will not be allowed to locate in existing businesses. Cannabis lounges would be prohibited. Ms. DelRose presented other cannabis-related issues including taxing and licensing. Due to the limited number of licenses allowed by the state, the likelihood of smaller communities like Belvidere being allowed a license is low. Ms. DelRose explained that if specific language related to the zoning of cannabis is not added to the Zoning Ordinance, by state law dispensaries would be outright permitted. The proposed language allows Belvidere to regulate its uses.

City Attorney Mike Drella gave a background on the Cannabis Regulations and Tax Act. The Act has been amended already and Home Rule authority was pre-empted by the Act. By default, it is allowed. The City Council is attempting to place reasonable zoning restrictions in conformance with the statute. Mr. Drella repeated that it is unlikely a business in Belvidere will get a license for dispensing cannabis in 2020. Mr. Drella explained that the state police have input in the locating of cannabis dispensaries and eventually a cap of 500 licenses will be placed statewide. Mr. Drella listed the prohibitions on cannabis and stated that dispensaries are highly

regulated. Each function in the cannabis industry must be separated from every other and the process is taxed at every level of production and sales.

Andy Racz asked for clarification of the codes used in the Table of Permitted Uses referenced in the proposed text amendment.

Alissa Maher asked for clarification of the prohibition against on-site use, stating that Chicago discussed allowing on-site use.

Mike Drella said a municipality would have to specifically allow a cannabis lounge for on-site consumption. Mr. Drella said that on-site use is problematic because there is no liability insurance similar to bars having "dram-shop" insurance that covers cannabis use.

Discussion was held regarding the language of the Cannabis Regulations and Tax Act.

Paul Engelman asked what the language of the proposed text amendment is based on.

Gina DelRose said she helped craft the text amendment for another municipality which was based on the IML template; the proposed language draws from that source and the direction she received from the City Council.

Mike Drella reiterated that many municipalities are basing their ordinances on the IML draft ordinance. Illinois state law states that a special use should only be denied for very strict reasons. If control of the allowable cannabis-related uses is built into the Zoning Ordinance, it gives the City greater control of it through proper zoning.

Daniel Arevalo asked how expired cannabis is going to be disposed of.

Mike Drella stated there are laws in place that regulate its safe disposal.

It was moved and seconded (Cantrell/Hyland) to recommend approval of case 2020-01 as presented by the staff. The motion carried with a 6-0 roll call vote.

OTHER BUSINESS: None

DISCUSSION: None

Staff Report:

Gina DelRose stated there will be no meeting in February, 2020. The Ida Public Library will be welcoming a new director soon. The Buchanan Street Strolls will be extended to include more event dates in 2020. The 2020 Census is starting soon.

ADJOURNMENT:

The meeting adjourned at 7:07 p.m.

Recorded by:

Cathy Crawford
Administrative Assistant

Reviewed by:

Gina DelRose
Community Development Planner

CITY OF BELVIDERE
Community Development



BUILDING DEPARTMENT

PLANNING DEPARTMENT

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 * PH (815)547-7177 FAX (815)547-0789

May 6, 2020

ADVISORY REPORT

CASE NO: 2020-03

APPLICANT: Kelley, 435 Southtowne Drive

REQUEST AND LOCATION:

The applicant, Dean Kelley (Abbott Land and Investment Corporation), 2250 Southwind Boulevard, Bartlett, IL 60103 on behalf of the property owner, Dal Pra Trust 1994 and Southtown Ventures, LLC, 1901 Union Avenue, Belvidere, IL 61008 is requesting a special use for a daycare center (3+ children) at 435 Southtowne Drive, Belvidere, IL 61008 within the GB, General Business District (Belvidere Zoning Ordinance Sections 150.105(C)(5)(B)(2) Daycare Center (3+ Children) and 150.904 Special Use Review and Approval Procedures). PIN: 05-35-482-017. The property is irregular in shape and developed with several commercial buildings and a large parking area.

EXISTING LAND USE:

Subject property: Countryside Market and strip mall, the Secretary of State, Mobil gas station, Backstop Bar and Grill, vacant multi-tenant building and a vacant daycare center

Adjacent property:

North and East: Residential

South: Taco Bell, Burger King and Grant Highway

West: Sheffield Meadow (senior housing) and Southtowne Village Condominiums

CURRENT ZONING:

Subject property: GB, General Business District

Adjacent property:

North and East: SR-6, Single-family Residential-6 District

South: GB, General Business District

West: I, Institutional District and MR-8S, Multi-family Residential-8 Small District

COMPREHENSIVE PLAN:

Subject property: General Business

Adjacent property:

North: Single-family

South: General Business

West: General Business and Mixed Residential

East: Single-family and Mixed Residential

BACKGROUND:

The daycare center was previously approved on May 1, 2017 per Ordinance 348H. The building was constructed in compliance with the special use conditions of approval and an occupancy permit was issued. Due to circumstances beyond the applicant's control, Little Minds Learning Center never opened. Since the special use was not operational within two years and an extension was not requested, it became null and void on May 1, 2019. Recently, a new daycare provider approached the applicant wanting to utilize the building. The special use, therefore, had to be requested again. There are no proposed changes to the site plan or building layout.

The daycare center consists of a 6,000 square-foot building and a 4,500 square-foot fenced-in outdoor play area. Each classroom has its own exterior door in case there is an emergency. Although there are some parking spaces in front of the building, the majority of parking will be shared with Countryside Market, which has an abundance.

The property is not part of a recorded subdivision. However, if the daycare center is ever split from the property, then it would have to go through the formal subdivision process and meet all subdivision and zoning ordinance requirements. The General Business District requires a minimum of 20,000 square feet, 40 feet of road frontage and 15% greenspace. The subject property is 11.2 acres with the daycare center utilizing approximately 0.6 acres.

TREND OF DEVELOPMENT:

The subject property is located on a high visibility commercial corner along Grant Highway and Pearl Street, between several other established businesses and residential neighborhoods.

COMPREHENSIVE PLAN:

The subject property is designated as "General Business" by the City of Belvidere Comprehensive Plan, adopted July 15, 1999. The General Business map category encourages indoor commercial, office, institutional, and controlled outdoor display land uses, with moderate landscaping and signage.

FINDINGS OF FACT:

Per Section 150.904 (G) of the City of Belvidere Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

- A. **Findings: The establishment, maintenance or operation of the requested special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

Daycare centers are often located near commercial areas and along major thoroughfares. These locations allow for easy access for those dropping off and picking up children while commuting for work or running errands. Daycare centers typically do not participate in high risk activities or generate consistent traffic for long periods of time.

- B. **Findings: The requested special use, both its general use independent of its location and in its specific location, will be in harmony with the purposes, goals, objectives, policies, and standards of the City of Belvidere Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to Notice of Public Hearing by the City.**

The general business category calls for indoor commercial, office, institutional, and controlled outdoor display land uses, with moderate landscaping and signage. The

daycare center is an appropriate use in commercial areas and has been designed with adequate landscaping.

- C. **Findings:** The requested special use could in its proposed location and is depicted on the required site plan, result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to Notice of Public Hearing by the City or governmental agency having jurisdiction to guide development.

The property's proximity to Grant Highway, within a shopping center and close to residential areas makes it a suitable location for drop-off and pick-up businesses such as a daycare center. The development has an adequate outdoor play area for the children and is designed to aesthetically blend in with nearby residences. Adequate parking and vehicle access currently exist on the property.

- D. **Findings:** The establishment of the requested special use will not impede the normal and orderly development and improvement of surrounding property, and maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

The building and outdoor play area were constructed in early 2018. Although the development has not been used, its presence and anticipation of the use has not impeded development of surrounding properties. The pathway connecting Sheffield Meadow to Countryside Market was rerouted in order not to disrupt residents' access to the grocery store.

A daycare center at this location is readily accessible to those living and working in Belvidere or commuting to neighboring municipalities. Daycare centers are a special use in almost every zoning district in the City of Belvidere because they are intended to spread out all over the city with little negative impact to future development patterns and the surrounding neighborhood.

- E. **Findings:** The proposed special use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvement facilities, utilities or services provided by public agencies servicing the subject property.

The building is already constructed and connected to municipal services and has adequate infrastructure.

- F. **Findings:** The potential public benefits of the proposed special use will outweigh any and all potential adverse impacts of the proposed special use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Daycare centers not only provide a service to those living and working within the City, but also to those commuting to other municipalities. The location of the daycare center provides easy access to those traveling along Grant Highway, whether they are leaving or coming to Belvidere.

SUMMARY OF FINDINGS:

Daycare centers are often located near commercial areas and along major thoroughfares. These locations allow for easy access for those dropping off and picking up children while commuting for work or running errands. Daycare centers typically do not participate in high risk activities or generate consistent traffic for long periods of time. The daycare center is an appropriate use in commercial areas and has been designed with adequate landscaping.

The building and outdoor play area were constructed in early 2018. Although the development has not been used, its presence and anticipation of the use has not impeded development of surrounding properties. The development has an adequate outdoor play area for the children and is designed to aesthetically blend in with nearby residences. Adequate parking and vehicle access currently exist on the property. The pathway connecting Sheffield Meadow to Countryside Market was rerouted in order not to disrupt residents' access to the grocery store.

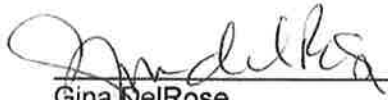
Daycare centers not only provide a service to those living and working within the City but also to those commuting to other municipalities. The location of the daycare center provides easy access to those traveling along Grant Highway, whether they are leaving or coming to Belvidere.

RECOMMENDATION:

Planning staff recommends the **approval** of case number **2020-03; Kelley** subject to the following conditions:

1. The development shall be developed in substantial conformance with the site plan submitted with the application (March 13, 2017) unless otherwise noted.

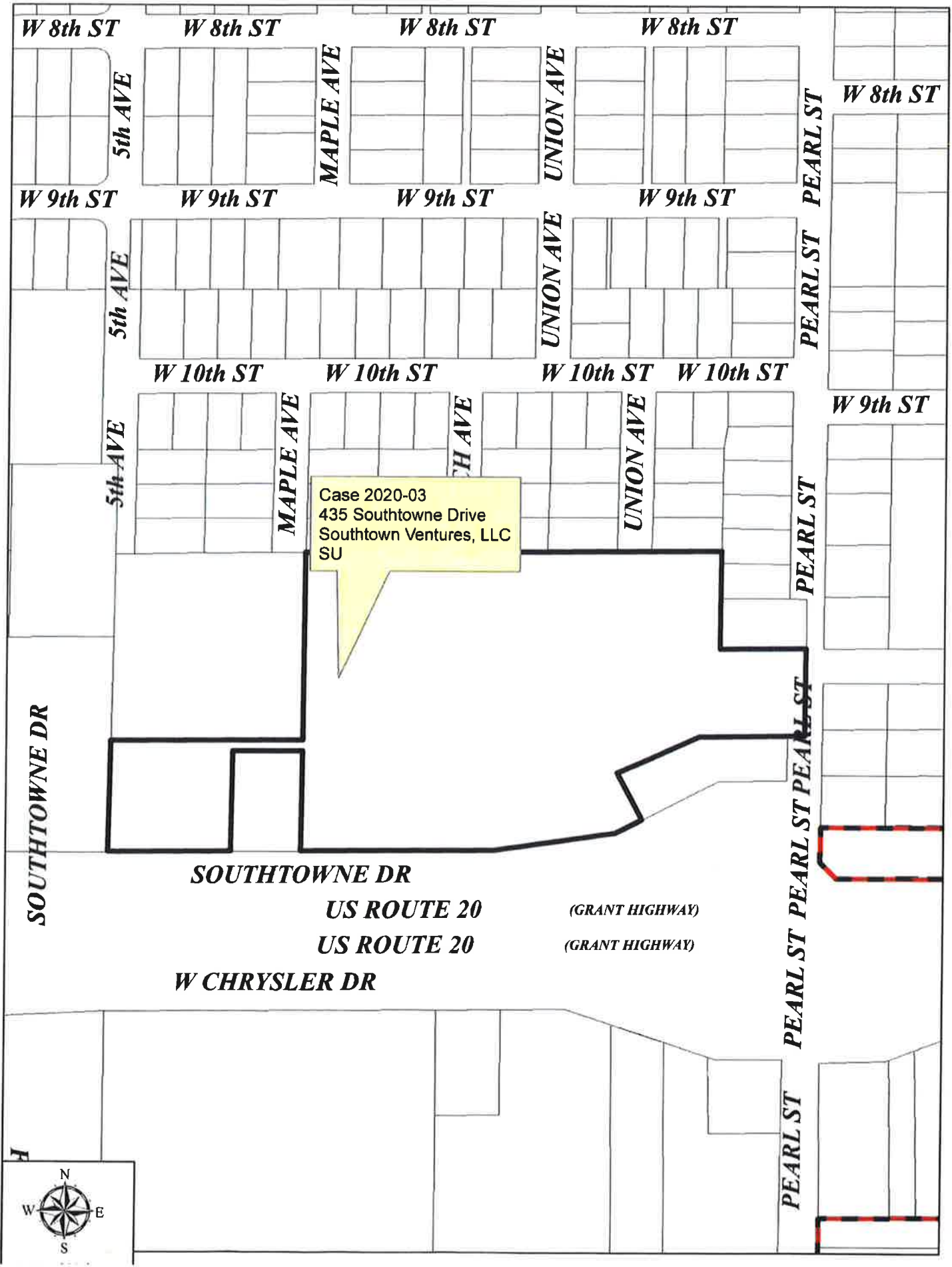
Submitted by:



Gina DelRose,
Community Development Planner

ATTACHMENTS

1. Location Map by Planning Staff.
2. Aerial Photo by Planning Staff.
3. Narrative submitted by the Applicant.
4. Site Plan submitted by Applicant.
5. Letter from the Boone County Soil and Water Conservation District, Jennifer Becker, dated March 9, 2020.
6. Letter from the Boone County Health Department, Amanda Mehl, dated April 27, 2020.



Case 2020-03
435 Southtowne Drive
Southtown Ventures, LLC
SU

W 8th ST

W 8th ST

W 8th ST

W 8th ST

W 8th ST

5th AVE

MAPLE AVE

UNION AVE

PEARL ST

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SOUTHTOWNE DR

SOUTHTOWNE DR

US ROUTE 20

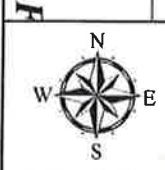
(GRANT HIGHWAY)

US ROUTE 20

(GRANT HIGHWAY)

W CHRYSLER DR

PEARL ST





Case 2020-03
435 Southtowne Drive
Southtown Ventures, LLC
SU





ABBOTT LAND AND INVESTMENT CORP.
Commercial and Industrial Real Estate

February 25, 2020

SENT VIA EMAIL and U.S. MAIL

Gina DelRose
Community Development Planner
City of Belvidere
401 Whitney Blvd., Suite 300
Belvidere, IL 61008

RE: 425 Southtowne Drive, Belvidere, Illinois
Wonder Joy Academy

Dear Gina,

I am pleased to submit an Application for Special Use for the Wonder Joy Academy to be located in the Southtowne Shopping Center in Belvidere, Illinois. Enclosed are the following documents as required by your department:

1. Completed Application with appropriate signatures
2. Application fee in the amount of \$700 payable to the City of Belvidere
3. Copy of Application submitted to the Boone County SWCD
4. Site plan, landscaping plan, green space calculation for the Center itself, and overall map of the shopping center that depicts the proposed daycare center (each 11" x 17")
5. Owners of Record – It is our understanding that your office will generate the owners of record within 250' of the subject property and mail those notices to the owners of record at our expense.

As you may recall, we applied for and received a special use permit to construct an approximately 6,000 square foot daycare center and playground area, along with 8 exclusive parking spaces. This was approved in spring, 2017 for Little Minds to operate a daycare center. Little Minds was unable to open the daycare center as they ran into financial difficulties. Since that time, we have marketed the site and it has taken us over a year to find a new operator, Wonder Joy Academy.

The daycare center is fully constructed and nothing will change with respect to the site plan, parking, or any physical features with respect to the building and playground.

We are seeking to renew the special use permit so that our operator can move in and begin to operate its business.

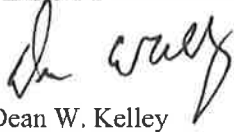
If you have any questions or need any additional information, please contact me directly at 630-497-9440.

Thank you for your consideration.

2250 SOUTHWIND BOULEVARD • BARTLETT, IL 60103
630-497-9440 • FAX 630-497-3477

Sincerely,

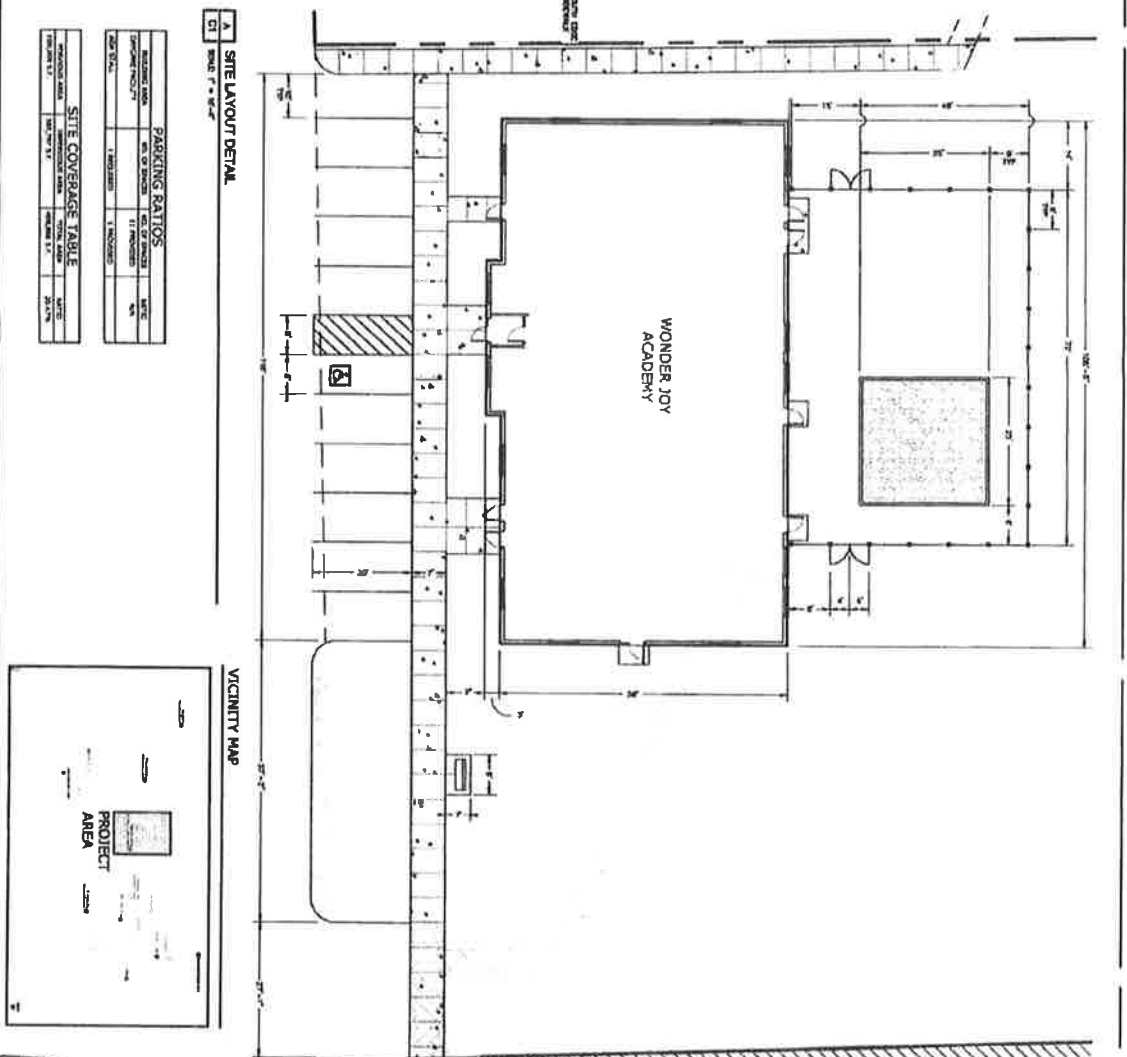
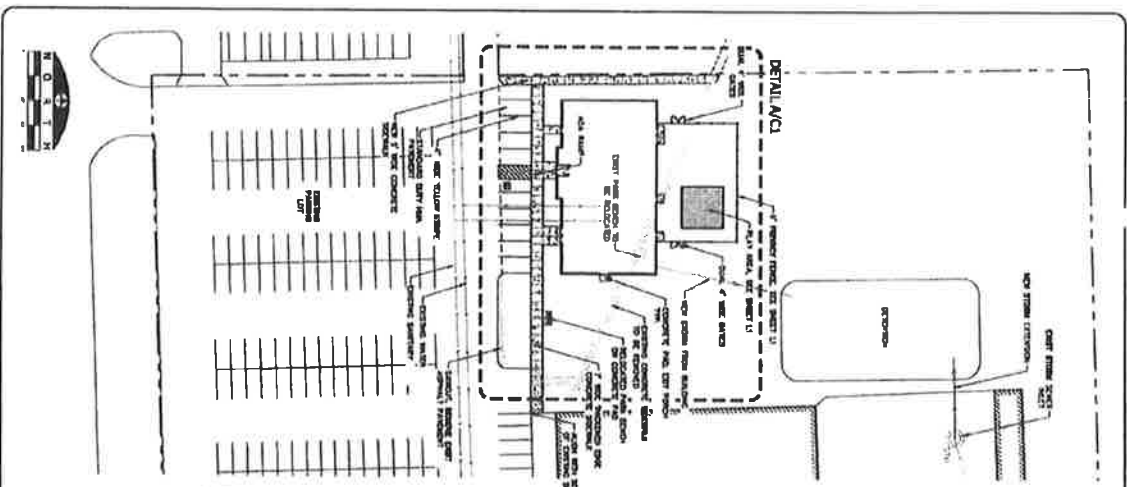
ABBOTT LAND AND INVESTMENT CORPORATION

A handwritten signature in black ink, appearing to read "D. Kelley", written over the printed name.

Dean W. Kelley
President

Enclosures

cc: Mark Atkins
Bob Wagner
Anthony Dal Pra, II



A SITE LAYOUT DETAIL
Scale: 1/8" = 1'-0"

PARKING RATIOS

BUILDING AREA	NO. OF SPACES	NO. OF SPACES	NO.
RETAIL	1	1	1
OFFICE	1	1	1

SITE COVERAGE TABLE

USE	MAX. COVERAGE (%)	MIN. COVERAGE (%)
RETAIL	20	10
OFFICE	20	10

VICINITY MAP



DESIGN
SOLUTIONS INC.
2000 W. 10th Street
Suite 100
Edmonton, Alberta T6A 1K6
Canada
Tel: 780.443.8888
Fax: 780.443.8889
www.designsolutionsinc.com

WONDER JOY
DAY CARE
301 WILSON AVENUE
301 SOUTHVIEW DR.
SOUTHVIEW
SHOPPING CENTRE

sdg
SOLUTIONS
200 WILSON AVENUE
301 SOUTHVIEW DR.
SOUTHVIEW
SHOPPING CENTRE

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	2024-01-15
2	REVISED PER COMMENTS	2024-01-20
3	REVISED PER COMMENTS	2024-02-05
4	REVISED PER COMMENTS	2024-02-15
5	REVISED PER COMMENTS	2024-02-25
6	REVISED PER COMMENTS	2024-03-05
7	REVISED PER COMMENTS	2024-03-15
8	REVISED PER COMMENTS	2024-03-25
9	REVISED PER COMMENTS	2024-04-05
10	REVISED PER COMMENTS	2024-04-15
11	REVISED PER COMMENTS	2024-04-25
12	REVISED PER COMMENTS	2024-05-05
13	REVISED PER COMMENTS	2024-05-15
14	REVISED PER COMMENTS	2024-05-25
15	REVISED PER COMMENTS	2024-06-05
16	REVISED PER COMMENTS	2024-06-15
17	REVISED PER COMMENTS	2024-06-25
18	REVISED PER COMMENTS	2024-07-05
19	REVISED PER COMMENTS	2024-07-15
20	REVISED PER COMMENTS	2024-07-25
21	REVISED PER COMMENTS	2024-08-05
22	REVISED PER COMMENTS	2024-08-15
23	REVISED PER COMMENTS	2024-08-25
24	REVISED PER COMMENTS	2024-09-05
25	REVISED PER COMMENTS	2024-09-15
26	REVISED PER COMMENTS	2024-09-25
27	REVISED PER COMMENTS	2024-10-05
28	REVISED PER COMMENTS	2024-10-15
29	REVISED PER COMMENTS	2024-10-25
30	REVISED PER COMMENTS	2024-11-05
31	REVISED PER COMMENTS	2024-11-15
32	REVISED PER COMMENTS	2024-11-25
33	REVISED PER COMMENTS	2024-12-05
34	REVISED PER COMMENTS	2024-12-15
35	REVISED PER COMMENTS	2024-12-25

SITE/AVIATION PLAN

PROJECT NO
C1



211 N. Appleton Road
Belvidere, IL 61008
815-544-2677 x3

9 March 2020

SWCD NRI #: 1635

City of Belvidere Planning Department
401 Whitney Blvd.
Belvidere, IL 61008

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted. We will supply a written reply to your office as indicated below:

Our review does not apply in this instance.
 Other (see attached)

Location of Site: 425 Southtowne Drive, Belvidere, IL 61008
PIN(S): 05-35-482-017

Contact	Petitioner	Owner
Dean Kelley Abbott Land and Investment Corporation (630)- 497-9440 Ext. 4 dean@abbottland.com	Dean Kelley Abbott Land and Investment Corporation (630)- 497-9440 Ext. 4 dean@abbottland.com	Anthony Dal Pra II Dal Pra Trust 1994 and Southtown

Request: Special Use for day care.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Becker".

Jennifer Becker
Boone County Soil & Water
Conservation District

Re: Dean Kelley



Public Health
Prevent. Promote. Protect.

Boone County Health Department

1204 Logan Avenue, Belvidere, Illinois 61008
Main Office 815.544.2951 Clinic 815.544.9730 Fax 815.544.2050
www.boonehealth.org

The mission of the Boone County Health Department is to serve our community by preventing the spread of disease, promoting optimal wellness & protecting the public's health.

April 27, 2020

FAX: 815-547-0789

Gina DelRose
Community Development Planer
401 Whitney Blvd Suite 300
Belvidere, IL 61008

Re: Case 2020-03; Kelley, 435 Southtowne Dr.

Dear Gina,

We are in receipt of the special use for a daycare center at 435 Southtowne Dr. The Boone County Health Department has no objections on this request. At the time of the previous special use request in 2017, our office stated that the owner would need to submit a to scale drawing/layout of the facility for approval and apply for a food permit. They have already fulfilled both of these requirements.

Please let us know if you have any questions or concerns at (815) 544-2951 ext.2 or info@boonehealth.org

Thank you,

Amanda Mehl
Administrator

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CITY 2020

Date	Planner	Case	Request	Petitioner/ Address	PZC	CC1	CC2
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April

2/28/2020	GD	2020-03	SU	Southtown Ventures, LLC	5/12/2020	5/18/2020	6/1/2020

May

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June

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Variation	
Map Amendment	
Subdivision	
Special Use	2
Annexation	
Text Amendment	1
Temporary Use	
Appeals	
Total	3

BELVIDERE

Community Development Department Planning Department

401 Whitney Boulevard, Suite 300, Belvidere, Illinois, 61008 (815) 547-7177 FAX (815) 547-0789

February 2020 Monthly Report

Number	Project	Description	Processed
Belvidere Projects			
0	Cases: February	none	
0	Cases: March	none	
1	Cases: April	Southtown Ventures, LLC, SU, 435 Southtowne Drive	2/28/2020
2	Annexation	Plote, 4654 Townhall Road Plote, Irene Rd and US Route 20	
0	Temporary Uses	None	
0	Site Plans (New/Revised)	none	
0	Final Inspection	None	
2	Downtown Overlay Review	Gomez Taco, 217 S. State Street B-Town Cooperative, 209 N. Sate Street	2/10/2020 2/10/2020
2	Prepared Zoning Verification Letters	214-216 W. Lincoln Avenue 521 E. Madison Street	2/3/2020 2/27/2020
0	Issued Address Letters	None	
	Belvidere Historic Preservation Commission	The Commission held a successful fundraiser for the Historic Property Maintenance Grant.	
	Heritage Days	Staff continues to communicate with vendors and partnering agencies regarding the 2020 Heritage Days.	
	Hometown Christmas Buchanan Street Strolls	None Staff has been communicating with vendors and musical acts for the 2020 Strolls season.	
Poplar Grove Projects			
0	Cases: February	None	
2	Cases: March	Countryside Liquor, SU, 13525 IL Route 76 Village of Poplar Grove, VAR, Olson Woods	2/26/2020 2/27/2020
0	Issued Address Letters	None	
0	Prepared Zoning Verification Letters	None	
Scanned Plats: E-mail, Print and/or Burn			
3	Recorder's Office		
0	Other Department	None	
0	General Public	None	

Planning Monthly Report Cont.

Census

Staff continued working with Region1 Planning Council regarding the census grant and has been communicating with partnering agencies regarding outreach efforts and assistance.

Planning Department Current Duties

Close out completed planning case files

Respond to all FOIA requests

Work with 911, Fire Department and Post Office to verify all addresses in the City

Assist Growth Dimensions with requested data

Meetings and phone calls with developers regarding potential development

Phone calls/walk-ins for questions regarding zoning, floodplain, development, etc.

Prepare minutes, agendas and packets for various committees, commissions and boards

Prepare deposits and purchase orders for bill payments

*** Began working with Region 1 Planning Council on the Comprehensive Plan

BELVIDERE

Community Development Department Planning Department

401 Whitney Boulevard, Suite 300, Belvidere, Illinois, 61008 (815) 547-7177 FAX (815) 547-0789

March 2020 Monthly Report

Number	Project	Description	Processed
Belvidere Projects			
0	Cases: March	none	
0	Cases: April	none	
1	Cases: May	Southtown Ventures, LLC, SU, 435 Southtowne Drive	2/28/2020
2	Annexation	Plote, 4654 Townhall Road Plote, Irene Rd and US Route 20	
0	Temporary Uses	None	
2	Site Plans (New/Revised)	5095 Irene Road, Belrock, Inc. 365 W. Locust Street, Doty Park	3/18/2020 3/23/2020
0	Final Inspection	None	
1	Downtown Overlay Review	State Street Commons, 521 S. State Street	3/30/2020
4	Prepared Zoning Verification Letters	6765 Imron Drive PIN: 05-33-200-10 PIN: 05-33-226-013 816 Logan Avenue	3/25/2020 3/25/2020 3/25/2020 3/25/2020
2	Issued Address Letters	5095 Irene Road 117 N. State Street	3/18/2020 3/31/2020
	Belvidere Historic Preservation Commission	The Commission cancelled their March meeting and decided to postpone the May Awards Program due to COVID-19. Required reporting and communciation regarding the survey grant has continued.	
	Heritage Days	Staff continues to communicate regarding Heritage Days and alternatives due to COVID-19	
	Hometown Christmas Buchanan Street Strolls	None Staff continued to communicate with vendors, musical acts and sponsors for the 2020 Strolls season. Due to COVID-19, the Strolls season may be altered.	
Poplar Grove Projects			
2	Cases: March	Countryside Liquor, SU, 13525 IL Route 76 Village of Poplar Grove, VAR, Olson Woods	2/26/2020 2/27/2020

Planning Monthly Report Cont.

	Cases: April	Howe, SU, 290 E Park Street	3/19/2019
0	Issued Address Letters	None	
0	Prepared Zoning Verification Letters	None	

Scanned Plats: E-mail, Print and/or Burn

3	Recorder's Office
10	Other Department
8	General Public

Staff continues to provide Census informaton to those requesting data and community outreach materials. Staff presented to the Boone County Farmland Protection Project regarding the impacts of the Census.

Census

Planning Department Current Duties

- Close out completed planning case files
- Respond to all FOIA requests
- Work with 911, Fire Department and Post Office to verify all addresses in the City
- Assist Growth Dimensions with requested data
- Meetings and phone calls with developers regarding potential development
- Phone calls/walk-ins for questions regarding zoning, floodplain, development, etc.
- Prepare minutes, agendas and packets for various committees, commissions and boards
- Prepare deposits and purchase orders for bill payments
- ***Staff met with the Boone County Health Department regarding assisting them with their June Wellness Fair.

BELVIDERE

Community Development Department Planning Department

401 Whitney Boulevard, Suite 300, Belvidere, Illinois, 61008 (815) 547-7177 FAX (815) 547-0789

April 2020 Monthly Report

Number	Project	Description	Processed
Belvidere Projects			
0	Cases: April	None	
1	Cases: May	Southtown Ventures, LLC, SU, 435 Southtowne Drive	2/28/2020
2	Annexation	Plote, 4654 Townhall Road Plote, Irene Rd and US Route 20	
0	Temporary Uses	None	
2	Site Plans (New/Revised)	1922 Gateway Center Dr., Starbucks 365 W. Locust Street, Doty Park	4/1/2020 4/1/2020
0	Final Inspection	None	
0	Downtown Overlay Review	None	
0	Prepared Zoning Verification Letters	None	
0	Issued Address Letters	None	
	Belvidere Historic Preservation Commission	The Commission met in April and awarded two Property Maintenance Grants totaling \$4,000 to help property owners with exterior repairs. Required reporting and communciation regarding the survey grant has continued.	
	Heritage Days	Staff continues to communicate regarding Heritage Days and alternatives due to COVID-19	
	Hometown Christmas Buchanan Street Strolls	None Staff continues to communicate with vendors, musical acts and sponsors for the 2020 Strolls season. Due to COVID-19, the Strolls season is being altered.	
Poplar Grove Projects			
1	Cases: April	Howe, SU, 290 E Park Street	3/19/2019
0	Cases: May	None	
0	Issued Address Letters	None	
1	Prepared Zoning Verification Letters	102/104 W. Edson Street	4/2/2020

Planning Monthly Report Cont.

Scanned Plats: E-mail, Print and/or Burn

- 0 Recorder's Office
- 0 Other Department
- 0 General Public

Staff continues to provide Census informaton to those requesting data and community outreach materials. Staff placed an ad in the Boone County Shopper, reached out to the local food banks and senior housing centers, ordered a banner to be displayed and created material to be handed out at General Mills Park. Staff continues to submit required documents and monthly reports in relation to the IDHS grant.

Census

Planning Department Current Duties

Close out completed planning case files

Respond to all FOIA requests

Work with 911, Fire Department and Post Office to verify all addresses in the City

Assist Growth Dimensions with requested data

Meetings and phone calls with developers regarding potential development

Phone calls/walk-ins for questions regarding zoning, floodplain, development, etc.

Prepare minutes, agendas and packets for various committees, commissions and boards

Prepare deposits and purchase orders for bill payments

* Staff assisted the Boone County Conservation District with a grant application

** Staff reviewed a partial draft of the comprehensive plan