

**CITY OF BELVIDERE  
PLANNING AND ZONING COMMISSION**

**Minutes**

**Tuesday, August 9, 2022**

**City Council Chambers**

**401 Whitney Boulevard**

**6:00 pm**

**ROLL CALL**

**Members Present:**

Paul Engelman, Chair

Carl Gnewuch

Alissa Maher

Art Hyland

Bob Cantrell

**Staff Present:**

Gina DelRose, Community Development Planner

Kimberly Whitt, Administrative Assistant

Mike Drella, City Attorney

**Members Absent:**

Daniel Druckrey Vice-Chair

Brad Anderson

The meeting was called to order at 6:03 p.m.

**MINUTES:** It was moved and seconded (Cantrell/Hyland) to approve the minutes of the July 12, 2022 meeting. The motion carried with a 5-0 roll call vote.

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**2022-18: Belvidere Retail, LLC (PP):** Application of Belvidere Retail, LLC for preliminary plat approval for Belvidere Retail Subdivision. The plat consists of 7 lots comprised of approximately 43 acres. Parts of PINs: 07-01-276-004 and 08-06-100-003.

Ms. DelRose summarized the staff report dated August 3, 2022.

There was discussion.

It was moved and seconded (Cantrell/Maher) to recommend approval of Case 2022-18 subject to the conditions presented by staff. The motion carried with a 5-0 roll call vote.

Gina DelRose stated the case would go to City Council on August 15, 2022 and on September 6, 2022 for a second reading and final vote.

**2022-19: Belvidere Retail, LLC (FP):** Application of Belvidere Retail, LLC for final plat approval for Belvidere Retail Subdivision. The plat consists of 7 lots comprised of approximately 43 acres. Parts of PINs: 07-01-276-004 and 08-06-100-003.

Ms. DelRose summarized the staff report dated August 3, 2022.

There was discussion.

It was moved and seconded (Maher/Cantrell) to recommend approval of Case 2022-19 subject to the conditions presented by staff. The motion carried with a 5-0 roll call vote.

Gina DelRose stated the case would go to City Council on August 15, 2022 and on September 6, 2022 for a second reading and final vote.

**2022-20: Belvidere Retail, LLC (MA-PB):** Application of Belvidere Retail, LLC, 5277 Trillium Boulevard, Hoffman Estates, IL 60192 on behalf of the property owner Donald K. Busch, Sr., 7301 W. Ridge lane, Cherry Valley, IL 61016 for a map amendment (rezoning) on approximately 23 acres north of I-90 between Tripp and Genoa Roads, Belvidere, IL from RH, Rural Holding District (pending annexation) to PB, Planned Business District pursuant to the Belvidere Zoning Ordinance Section 150.903 Amendment to Official Zoning Map. Part of PINs: 07-01-276-004 and 08-06-100-003.

The public hearing opened at 6:36 pm.

Gina DelRose was sworn in. Ms. DelRose summarized the staff report dated August 2, 2022. Ms. DelRose stated the case was published in the Boone County Journal on July 21, 2022 and notifications were sent by certified mail to property owners within 250 feet of the subject property on July 19, 2022.

There was discussion.

The public hearing was closed 6:54 pm.

It was moved and seconded (Maher/Cantrell) to recommend approval of Case 2022-20. The motion carried with a 5-0 roll call vote.

Gina DelRose stated the case would go to City Council on August 15, 2022 and on September 6, 2022 for a second reading and final vote.

**2022-21: Belvidere Retail, LLC (MA-PI):** Application of Belvidere Retail, LLC, 5277 Trillium Boulevard, Hoffman Estates, IL 60192 on behalf of the property owner Donald K. Busch, Sr., 7301 W. Ridge lane, Cherry Valley, IL 61016 for a map amendment (rezoning) on approximately 18 acres north of I-90 between Tripp and

Genoa Roads, Belvidere, IL from RH, Rural Holding District (pending annexation) to PI, Planned Industrial District pursuant to the Belvidere Zoning Ordinance Section 150.903 Amendment to Official Zoning Map. Part of PINs: 07-01-276-004 and 08-06-100-003.

The public hearing opened at 6:36 pm.

Gina DelRose was sworn in. Ms. DelRose summarized the staff report dated August 2, 2022. Ms. DelRose stated the case was published in the Boone County Journal on July 21, 2022 and notifications were sent by certified mail to property owners within 250 feet of the subject property on July 19, 2022.

There was discussion.

The public hearing was closed 6:54 pm.

It was moved and seconded (Maher/Cantrell) to recommend approval of Case 2022-21. The motion carried with a 5-0 roll call vote.

Gina DelRose stated the case would go to City Council on August 15, 2022 and on September 6, 2022 for a second reading and final vote.

**2022-22: OM Belvidere Group, LLC (SU):** Application of OM Belvidere Group, LLC, 5277 Trillium Boulevard, Hoffman Estates, IL 60192 on behalf of the property owner Donald K. Busch, Sr., 7301 W. Ridge Lane, Cherry Valley, IL 61016 for a special use to permit a planned development in the PB, Planned Business District (pending rezoning approval) at the southwest corner of Genoa Road and Crystal Parkway, Belvidere, IL 61008. The planned development will allow for the following departures: Sections 150.105(C)(4)(B)(2) allowing for in-vehicle sales or service and indoor commercial entertainment (fueling station, drive-through lanes and video gaming), 150.704(F)(7) allowing for parking spaces smaller than 180 square feet (162 square feet), 150.707(3)(A) allowing for lighting levels greater than 0.50 foot-candles at the property line (6.9 foot-candles), 150.712(C)(3) allowing for a fence in the front yard greater than 4 feet tall (7 feet tall), Table 150.1007(A)(1) allowing for a sign greater than 40 feet tall and 150 square feet (125 feet tall, 1,650 square feet in size on south side of property), Table 150.1007(A)(1) allowing for a sign greater than 150 square feet (300 square feet on north side of property), Table 150.1007(B)(1) allowing for more than two signs per wall (4 signs per wall), 150.1010 allowing for off-site signage (on south side of property), 150.1012(A)(1) allowing a mural (on fueling station), and 150.904 Special Use Review and Approval Procedures). The planned development is being requested in order to construct a fueling center with drive-through restaurants, video gaming and a mural on proposed Lot 2 of the preliminary plat of Belvidere Retail Subdivision. Part of PINs: 08-06-100-003 and 07-01-276-004

The public hearing opened at 6:58 pm.

Gina DelRose was sworn in. Ms. DelRose summarized the staff report dated August 3, 2022. Ms. DelRose stated the case was published in the Boone County Journal on July 21, 2022 and notifications were sent by certified mail to property owners within 250 feet of the subject property on July 19, 2022.

There was discussion.

The public hearing was closed 7:27 pm.

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

It was moved and seconded (Maher/Cantrell) to recommend approval of Case 2022-22 with the conditions as presented by staff. The motion carried with a 5-0 roll call vote.

Gina DelRose stated the case would go to City Council on August 15, 2022 and on September 6, 2022 for a second reading and final vote.

**OTHER BUSINESS:** None

**DISCUSSION:** None

**Staff Report**

Gina DelRose stated there are no cases for September 2022. There will be no meeting in September.

**ADJOURNMENT:**

The meeting adjourned at 7:37 p.m.

**Recorded by:**

  
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Kimberly Whitt  
Administrative Assistant

**Reviewed by:**

  
\_\_\_\_\_  
Gina DelRose  
Community Development Planner