

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION**

Minutes

Tuesday, December 13, 2022

City Council Chambers

401 Whitney Boulevard

6:00 pm

ROLL CALL

Members Present:

Paul Engelman, Chair

Carl Gnewuch

Alissa Maher

Bob Cantrell

Brad Anderson

Dan Druckrey Vice-Chair

Staff Present:

Gina DelRose, Community Development Planner

Kimberly Whitt, Administrative Assistant

Mike Drella, City Attorney

Members Absent:

Art Hyland

The meeting was called to order at 6:00 p.m.

MINUTES: It was moved and seconded (Maher/Druckrey) to approve the minutes of the November 8, 2022 meeting. The motion carried with a 6-0 voice vote.

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

2022-26: Mendez, 1550 Pearl Street (SU): Application of Ruth Mendez, 531 Pearl Street, Belvidere, IL 61008 on behalf of the property owner, LHC Properties, LLC, 992 Belvidere Road, Belvidere, IL 61008 for a special use to permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(1)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the NO, Neighborhood Office District on approximately 0.50 acres. PIN: 05-36-308-003

PUBLIC HEARING FOR CASE 2022-26 OPENED : 6:03 PM

Ms. Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on November 23, 2022 and notifications were sent by certified mail to property owners within 250 feet of the subject property on November 17, 2022. Ms. DelRose summarized the staff report dated December 6, 2022 and stated the recommendation is for approval of case #2022-26 for a special use to

permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 subject to the following conditions:

1. The hours of operation shall be limited to 11:00 pm.
2. The privacy fence shall not inhibit safe sight distance for motorists entering and leaving the property.
3. The parking lot shall be re-stripped in substantial compliance with the Belvidere Zoning Ordinance.
4. Parking lot light fixtures shall adhere to residential requirements and not exceed 25 feet in height.

Ms. Ruth Mendez was sworn in. Ms. Mendez explained her plans for retail, free craft classes for children and dance classes. Business will be multi-cultural.

There was discussion regarding headlights affecting the neighbors. Gina DelRose stated that the privacy fence would keep the lights from bothering the neighbors.

Discussion regarding parking spaces. Gina DelRose informed the commission members that only 11 parking spaces are required. The parking lot has potential for 20+ parking spaces.

Ms Mendez stated her hours of operation will most likely be 10 am to 9 pm.

Mike Drella asked what hours were permitted. Gina DelRose stated 6 am to 11 pm. Mr Drella stated that the finding of facts must state that information.

PUBLIC HEARING FOR CASE 2022-26 CLOSED: 6:20 PM

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

Motion to amend condition 1. (The hours of operation shall be limited to 11:00 pm. To read 1. The hours of operation shall be limited from 6:00 am to 11:00 pm.) was moved and seconded (Gnewuch/Maher). Motion carried 6 – 0 roll call vote.

It was moved and seconded (Maher/Gnewuch) to recommend approval of Case 2022-26 subject to the conditions as needed. The motion carried with a 6-0 roll call vote.

Gina DelRose stated the case would go to City Council on December 19, 2022 and on January 3, 2023 for a second reading and final vote.

2022-27: Boone County Government, 1204-1212 Logan Avenue (VAR):
Application of property owner, County of Boone, 1212 Logan Avenue, Belvidere, IL

61008 for a variance at 1204-1212 Logan Avenue within the GB, General Business District (Belvidere Zoning Ordinance Table 150.1007(A)(1) Freestanding Signs, Setbacks: 10 feet and Section 150.909 Variance Review). The variance will allow for the required sign setback to be reduced from ten feet to five feet along the southern property line to allow for a freestanding sign to be constructed along Logan Avenue. PIN: 05-36-228-020

PUBLIC HEARING FOR CASE 2022-27 OPENED : 6:26 PM

Ms. Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on November 23, 2022 and notifications were sent by certified mail to property owners within 250 feet of the subject property on November 17, 2022. Ms. DelRose summarized the staff report dated December 7, 2022 and stated the recommendation is for approval of case #2022-27 for a variance at 1204-1212 Logan Avenue within the General Business District for freestanding signs and setback to be reduced from 10 ft to 5 ft.

Discussion regarding the size of the sign. Gina DelRose stated the condition cannot be placed on a variance.

Isamari Mandujano, Boone County Planner, was sworn in. Ms Mandujano stated there are various departments in the building and each will be noted on the sign. The sign will also inform the public about up-coming meetings and events.

No questions for comments for the staff or applicant from the audience.

PUBLIC HEARING FOR CASE 2022-26 CLOSED: 6:35 PM

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

It was moved and seconded (Cantrell/Druckrey) to recommend approval of Case 2022-27. The motion carried with a 6-0 roll call vote.

Staff Report: Gina DelRose informed the commission there will most likely be 7 new cases for the January 3rd 2023 meeting. Dairy Queen broke ground December 9, 2022. The car wash out by Speedway should be opening soon.

ADJOURNMENT:

The meeting adjourned at 6:45 p.m.

Recorded by:



Kimberly Whitt
Administrative Assistant

Reviewed by:



Gina DelRose
Community Development Planner