

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION**

Minutes

Tuesday, August 13, 2019

City Council Chambers

401 Whitney Boulevard

6:00 pm

ROLL CALL

Members Present:

Daniel Arevalo CHM

Art Hyland

Carl Gnewuch

Robert Cantrell

Andrew Racz

Alissa Maher, VCHM

Staff Present:

Gina DelRose, Community Development Planner

Cathy Crawford, Administrative Assistant

Michael Drella, City Attorney

Members Absent:

Paul Engelman

Chairman Daniel Arevalo called the meeting to order at 6:01 p.m.

MINUTES: It was moved and seconded (Racz/Cantrell) to approve the minutes of June 11, 2019. The motion carried with a 6-0 roll call vote.

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

2019-12; Anderson Subdivision (Replat): The applicant is requesting replat approval of the one-lot subdivision named Anderson Subdivision. The subject property is at the southwest corner of West Hurlbut Avenue and Kishwaukee Street and a portion extends to West Lincoln Avenue.

Gina DelRose summarized the staff report dated August 6, 2019. The subject property is currently zoned I, Institutional District and is developed with a funeral home, parking area and single-family residences. In April 2017, the City Council approved an ordinance granting a planned development for the redevelopment of the funeral home on the subject property. A condition of the planned development was that the seven parcels be combined into one parcel to remove interior lot lines and any existing easements. In July 2017, the City Council approved an ordinance granting the one lot subdivision. The plat, however, was never recorded. The applicant has resubmitted the plat and is requesting approval of the Anderson Subdivision which combines the seven lots that were originally part of the F.W. Crosby Subdivision (1st and 2nd Additions). Since the property had previously been developed, public improvements such as roadways and utilities are not anticipated

to be installed. Comments received were either addressed by the applicant or have been incorporated into the recommended conditions of approval.

The planning staff recommends approval of the case 2019-12 subject to the following conditions:

1. Lot 12 shall be replaced with Lot 1 on the legend for Lot Number.
2. The second City Planner Certificate shall be removed.
3. All public improvements shall be completed in accordance with approved construction plans for the development. An engineer's estimate of cost for the public improvements to be completed as a part of this project shall be submitted along with the construction plans for the development. Public improvements may include water and sanitary service stubs, curb and gutter, storm sewer and storm water detention.
4. A Performance Bond or Letter-of-Credit is required for all public improvements on forms provided by the City and must be submitted prior to recording of the Final Plat or approval and release of the construction plans for the development by the Director of Public Works.
5. A construction inspection fee in the amount of three percent of the approved engineer's estimate of cost for the public improvements must be paid to the City Clerk prior to approval and release of the construction plans for the development by the Director of Public Works.
6. Prior to approval of the Final Plat for this subdivision, the developer shall pay all normal, customary and standard permit, inspection, tap-on, connection, recapture, basin and other fees that are required by the City at the time of Final Plat submittal.
7. A drainage overlay needs to be submitted for review and approval prior to final plat approval.
8. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.
9. The final plat shall be in compliance with all applicable codes, ordinances and agreements.

Gina DelRose stated many of the conditions, such as the requirement for a performance bond, are completed after approval by the City Council.

Robert Cantrell asked if this case included the two houses that were torn down last year.

Gina DelRose said those properties are not included within this subdivision.

Carl Gnewuch asked for clarification of a lot line on the staff report aerial map.

Gina DelRose explained the digital nature of the image is misleading and aerial photos are taken at a slight angle, which often results in lot lines not matching the actual lines.

A motion was made (Racz/Cantrell) to approve case 2019-12 subject to the nine conditions as presented in the staff report. The motion carried with a 6-0 roll call vote.

2019-13; Boone County Arts Council (SU): Boone County Arts Council, PO Box 311, Belvidere, IL 61008 on behalf of the property owner John Ahrens, PO Box 1163, Belvidere, IL 61008 is requesting a special use to install a mural at 427 South State Street within the CB, Commercial Business District (Belvidere Zoning Ordinance Sections 150.1012(A)(1) and 150.904 Special Use Review and Approval Procedures). The mural will be located on the north side of the building and depicts the Baltic Mill in celebration of the Belvidere Township Park District's 100th Anniversary.

The public hearing opened at 6:10 p.m.

Gina DelRose was sworn in. Ms. DelRose summarized the staff report dated August 6, 2019. The case was published in the Boone County Journal on July 26, 2019 and certified mailings were sent to property owners within 250 feet of the subject property on July 23, 2019.

During the 2019 Belvidere Heritage Days, the Boone County Arts Council organized the showcasing of a new mural for the downtown area. The mural depicts generations of children playing near the Baltic Mill and was commissioned in honor of the Belvidere Township Park District's 100th anniversary. The mural is 8 feet by 16 feet and consists of panels installed on painted wood framing that will be attached to the building. Murals painted on panels versus painted on buildings have proven to be easier to maintain and they can be relocated should something happen to their original location. The mural does not block any existing windows or architectural features. The property is considered in-fill development creating a building style and parking area that is not conducive to typical historic downtowns. The mural will help tie the property in with neighboring historic buildings.

The planning staff recommends the approval of case 2019-13 subject to the following conditions:

1. The mural shall be maintained by the Boone County Arts Council and property owner according to Belvidere's Zoning Ordinance requirements. If the mural shall fall into disrepair, then it shall be removed from the subject property.
2. The mural shall be in substantial conformance with the image provided by the applicant.

There were no questions for the staff.

The applicant was not present.

The public hearing was closed at 6:13 p.m.

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

It was moved and seconded (Cantrell/Racz) to recommend approval of case 2019-13 subject to the conditions as presented by the staff. The motion carried with a 6-0 roll call vote.

OTHER BUSINESS: None

DISCUSSION: None

Staff Report:

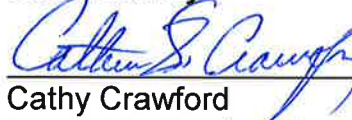
Gina DelRose presented a visitor to the commission members.

Gina DelRose stated that a new city event, Buchanan Street Strolls, would take place on August 18, September 8, September 22, and October 6, 2019 on Buchanan Street in downtown Belvidere and would feature many food items for sale, musical guests, and events for the whole family.

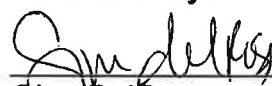
ADJOURNMENT:

The meeting adjourned at 6:16 p.m.

Recorded by:


Cathy Crawford
Administrative Assistant

Reviewed by:


Gina DelRose
Community Development Planner