

**CITY OF BELVIDERE  
PLANNING AND ZONING COMMISSION AGENDA  
Tuesday, March 12, 2024  
City Council Chambers  
401 Whitney Boulevard  
6:00 pm**

**ROLL CALL**

**Members:**

Carl Gnewuch, CH  
Paul Engelman, VCHM  
Daniel Druckrey  
Robert Cantrell  
Art Hyland  
Alissa Maher  
Bill Bieber

**Staff:**

Gina DelRose, Community Development Planner  
Kim Whitt, Administrative Assistant

**MINUTES:** Approve the minutes of the February 13, 2024 and February 26, 2024 meetings.

**PUBLIC COMMENT:**

**UNFINISHED BUSINESS: None.**

**NEW BUSINESS:**

**2024-04: Sister Cities Association of Belvidere, Inc (SU):** Application of Sister Cities Association of Belvidere, IL Inc., PO Box 1822, Belvidere, IL 61008 on behalf of the property owner, Gail Spoden, 315 South State Street, Belvidere, IL 61008 for a special use to install a mural at 315 South State Street within the CB, Central Business District (Belvidere Zoning Ordinance Sections 150.1012(A)(1) and 150.904 Special Use Review and Approval Procedures). The proposed mural will be mounted on the north side of the building depicting Belvidere's tri-city relation with the two sister cities. PIN: 05-25-353-010.

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

**OTHER BUSINESS:**

**DISCUSSION:**

**Staff report**

**ADJOURNMENT**

**CITY OF BELVIDERE  
PLANNING AND ZONING COMMISSION**

**Minutes**

**Tuesday, February 13, 2024  
City Council Chambers  
401 Whitney Boulevard  
6:00 pm**

**ROLL CALL**

**Members Present:**

Alissa Maher  
Paul Engelman, VC  
Dan Druckrey  
Art Hyland  
William Bieber  
Carl Gnewuch, CH  
Bob Cantrell

**Staff Present:**

Gina DelRose, Community Development Planner  
Kimberly Whitt, Administrative Assistant  
Mike Drella, City Attorney

**Members Absent:**

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

**MINUTES:** It was moved and seconded (Druckrey/Cantrell) to approve the minutes of the October 10, 2023 meeting and the July 24, 2023 special meeting. The motion carried with a voice vote.

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**2024-01: Elite (SU):** Application of Lit Thounsavath, 1217 Logan Avenue, Belvidere, IL 61008 on behalf of the property owner, George Sabino, 15 Sunset Boulevard #1203, Beaufort, SC 29907 for a special use to permit indoor commercial entertainment. The special use includes a bar and video gaming at 1217 Logan Avenue, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(5)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the GB, General Business District. PIN: 05-36-230-009.

**PUBLIC HEARING FOR CASE 2024-01 OPENED : 6:02 PM**

Ms. Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on January 25, 2024 and notifications were sent by certified mail to property owners within 250 feet of the subject property on January 24, 2024. Ms. DelRose summarized the staff report dated February 7, 2024 and stated the recommendation is for approval of case #2024-01 for special use to permit Indoor Commercial Entertainment in the GB, General Business District at 1217 Logan Ave., Belvidere, IL 61008 subject to 6 conditions.

Commission raised concern for the number of slot facilities in a 1,000 ft radius. Discussion was had as to how the commission could prevent future concentration of such facilities.

No further questions from commission.

Mr. Lit Thounsavath, owner of Elite Contracting and the building at 1217 Logan Ave, was sworn in at 6:15 pm. Mr. Thounsavath explained he wanted to create a new business to help support the building.

The commission asked the nature of Elite Contracting.

Mr. Thounsavath explained Elite is a roofing, siding and gutters company.

There were no further questions from commission or staff for Mr. Thounsavath.

Ms. Mary Gifford, Concordia Lanes owner was sworn in 6:18 pm. Ms. Gifford expressed her concern for a similar business being next door.

There were no further questions or testimony from the audience for Case #2024-01.

**PUBLIC HEARING FOR CASE 2024-01 CLOSED: 6:22 PM**

It was moved and seconded (Engleman/Maher) to approve the findings of fact as presented by staff. The motion carried with a unanimous voice vote.

It was moved and seconded (Maher/Engleman) to recommend approval of Case 2024-01. Subject to 6 conditions as presented by staff, the motion carried with a 7-0 roll call vote.

Gina DelRose stated the case would move forward to City Council.

**2024-02: Midland States Bank (SU):** Application of State Permits, 319 Elaines Court, Dodgeville, WI 53533 on behalf of the property owner, Midland States Bank, 11670 Gravius Road, St. Louis, MO 63126 for a special use to permit in-vehicle sales or service as an accessory use. Specifically, drive-through lanes at 600 S. State Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(6)(C)(2) In-vehicle sales or service and 150.904 Special use Review and Approval Procedures) in the CB, Central Business District. PIN: 05-36-104-023.

**PUBLIC HEARING FOR CASE 2024-02 OPENED : 6:31 PM**

Ms. Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on January 25, 2024 and notifications were sent by certified mail to property owners within 250 feet of the subject property on January 24, 2024. Ms. DelRose summarized the staff report dated February 6, 2024 and stated the recommendation is for approval of case #2024-02 for special use to permit in-vehicle sales or service as an accessory use. Specifically, drive-through lanes in the CB,

Central Business District at 600 S. State St., Belvidere, IL 61008 subject to 3 conditions.

No questions for staff.

Ms. Julia Weigard, representing Midlands Bank was sworn in at 6:35.

Ms. Weigard explained that concerns of the Belvidere Fire Department are being met.

The Commission questioned the banks intentions for Logan Ave. drive thru.

Ms Weigard said after new drive thru is completed, the bank will put the Logan Ave. building up for sale.

Mr. Jim Hursh was sworn in.

Mr. Jim Hursh wanted to let the commission know, the area the drive through is going to go, will be a good thing. Many people use this area to cut through the parking lot to avoid the stop light at State St. and Logan Ave.

No further questions or comments for the applicant.

**PUBLIC HEARING FOR CASE 2024-02 CLOSED: 6:43 PM**

It was moved and seconded (Maher/Druckrey) to approve the findings of fact as presented by staff. The motion carried with a unanimous voice vote.

It was moved and seconded (Cantrell/Maher) to recommend approval of Case 2024-01. Subject to 3 conditions as presented by staff, the motion carried with a 7-0 roll call vote.

Gina DelRose stated the case would move forward to City Council.

**2024-03: Alliance Development (SU):** Application of property owner, Alliance Development Corp., 1510 N. Country Club Parkway, PO Box 1015, Elkhorn, WI 53121 for a special use to permit a planned development in the HI, Heavy Industrial District at 1245 Irene Road, Belvidere, IL 61008. The planned development will allow for the following departures: Section 150.105(C)(9)(G)(2)(E) allowing for the maximum primary building height to be increased from 45 feet to 90 feet; Section 150.105(C)(9)(B)(2) allowing for non-building mounted solar installations for export of energy for use by a Public Utility; Section 150.105(C)(9)(G)(2)(C) allowing for the minimum pavement setback to be reduced from five feet to zero feet in order to allow for cross-access drives; Table 150.604 allowing for the required building foundation landscaping to be installed elsewhere on the subject property; Section 150.702(J) allowing for the maximum width of the combined three

driveways with flares to be increased from 45 feet to 275 feet; Section 150.707(E)(1) allowing the maximum luminaire height to be increased from 30 feet to 50 feet; Section 150.716(C)(1) allowing for the waiver of screening mechanical equipment; Section 150.1003 allowing for the maximum size of direction signs to be increased from 3 square feet to 100 square feet; Section 150.1003 allowing for the maximum size of a logo on a directional sign to be increased from 1 square-foot to 35 square feet; Section 150.1006 allowing for the maximum height of a directional sign to be increased from five feet to 8.5 feet; Sections 98.22/151.41(E)(2)/151.65(1) allowing for the waiver of installing sidewalks in the public right-of-way; Section 118.132 allowing for grasses and native plantings to exceed 8 inches in height in the undeveloped portions of the property; and 150.904 Special Use Review and Approval Procedures. The planned development is being requested in order to construct a distribution center. PIN: 08-32-400-007.

**PUBLIC HEARING FOR CASE 2024-03 OPENED : 6:44 PM**

Ms. Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on January 25, 2024 and notifications were sent by certified mail to property owners within 250 feet of the subject property on January 24, 2024. Ms. DelRose summarized the staff report dated February 6, 2024 and stated the recommendation is for approval of case #2024-03 for special use to permit a planned development on approximately 85 acres in the HI, Heavy Industrial District at 1245 Irene Road, Belvidere, IL 61008 subject to 3 conditions.

Question was raised by the commission regarding the lighting possibly effecting the houses on the south side of Route 20. Ms. Delrose stated the lighting is not anticipate to effect them.

Mr. Jim Hursh 7:02 pm representing Alliance Development Corp. was sworn in.

Commission questioned the area span of the solar panels. Mr. Hursh explained they do not know the exact span at this time. The span will be determined after the building is completed.

No further questions or discussion.

**PUBLIC HEARING FOR CASE 2024-03 CLOSED: 7:05 PM**

It was moved and seconded (Druckrey/Hyland) to approve the findings of fact as presented by staff. The motion carried with a unanimous voice vote.

It was moved and seconded (Maher/Cantrell) to recommend approval of Case 2024-03. Subject to 3 conditions as presented by staff, the motion carried with a 7-0 roll call vote.

Gina DelRose stated the case would move forward to City Council.

**OTHER BUSINESS:**

Ms. DelRose discussed the upcoming joint Planning Zoning Commission and City Council meeting for the Comprehensive Plan. The meeting is scheduled for Monday February 26, 2024. 4 pm to 6 pm is public meeting. 6:00 pm is meeting for Planning Zoning Commission and City Council.

**Staff Report:**

**ADJOURNMENT:**

Motion to adjourn meeting was moved and seconded (Druckrey/Cantrell). The motion carried with a voice vote.

The meeting adjourned at 7:18 p.m.

**Recorded by:**

**Reviewed by:**

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Kimberly Whitt  
Administrative Assistant

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Gina DelRose  
Community Development Planner

**CITY OF BELVIDERE  
SPECIAL MEETING OF  
PLANNING & ZONING COMMISSION  
Minutes**

**Monday, February 26, 2024  
City Council Chambers,  
401 Whitney Boulevard  
6:00 PM**

**ROLL CALL**

**Members Present:**

Cark Gnewuch, Chairman  
Paul Engelman, Vice Chairman  
Alissa Maher  
Dan Druckrey  
Art Hyland  
Bob Cantrell  
William Bieber

**Staff Present:**

Gina DelRose, Community Development Planner  
Kimberly Whitt, Administrative Assistant

**Ex-Officio:**

Sarah Turnipseed, City Clerk

**City Council Members Present:**

Dan Snow  
Marsha Freeman  
Matt Fleury  
Wendy Frank  
Sandra Gramkowski  
Mike McGee  
John Albertini  
Clayton Stevens  
Ric Brereton  
Natalie Mulhall

**Members Absent:**

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

**PUBLIC COMMENT:** None

**OTHER BUSINESS:**

Houseal Lavigne Associates led presentation and discussion regarding the draft Belvidere Comprehensive Plan- Nik Davis discussed the three phases of the planning process and that the process is entering the third phase.

Nik Davis reviewed the seven chapters of the draft Comprehensive Plan. Items addressed were:

- The difference between a zoning map and a comprehensive plan
- Focal points based on feedback from stakeholder meetings
- Creating a map that highlights changing land uses
- Housing affordability and diversity
- Using comprehensive plan data for grant applications
- Funding sources

Marsha Freeman questioned the amount of commercial growth shown.

John Albertini questioned the possibility of recreational development.

**City of Belvidere  
Planning and Zoning Commission  
Special Meeting Minutes  
July 24, 2023  
2 of 2**

Nik Davis discussed the next steps in regards to revising the draft plan based on recent feedback, having a public hearing in April and going before the City Council for final vote in May.

Nik Davis discussed the possibility of updating the zoning code to assist in the implementation of the comprehensive plan.

**ADJOURNMENT:**

Motion to adjourn meeting was moved and seconded (Cantrell/Engelman). The motion carried with a voice vote.

The meeting adjourned at 6:53 p.m.

**Recorded by:**

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Gina DelRose  
Community Development Planner



CITY OF BELVIDERE

*Community Development*



BUILDING DEPARTMENT

PLANNING DEPARTMENT

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

March 6, 2024

**ADVISORY REPORT**

**CASE NO:** 2024-04

**APPLICANT:** Sister Cities Association of Belvidere

**REQUEST AND LOCATION:**

The Sister Cities Association of Belvidere, IL Inc., PO Box 1822, Belvidere, IL 61008 on behalf of the property owner, Gail Spoden, 315 South State Street, Belvidere, IL 61008 is requesting a special use to install a mural at 315 South State Street within the CB, Central Business District (Belvidere Zoning Ordinance Sections 150.1012(A)(1) and 150.904 Special Use Review and Approval Procedures). The proposed mural will be mounted on the north side of the building depicting Belvidere's tri-city relation with the two sister cities. The subject property is 4,703 square feet, rectangular in shape and developed with Stylehouse Furniture. PIN: 05-25-353-010.

**EXISTING LAND USE:**

Subject property: Stylehouse Furniture

**North:** Parking Lot

**South:** Berkshire Hathaway Home Services Starck Real Estate

**East:** Boone County Museum of History and Hub Plaza

**West:** Parking Lot

**CURRENT ZONING:**

Subject property: CB, Central Business District

**All Adjacent Properties:** CB, Central Business District

**COMPREHENSIVE PLAN:**

Subject property: Central Business

**All Adjacent Properties:** Central Business

**BACKGROUND:**

The northern brick wall of the building was previously covered in plaster and had the Eldredge mural painted on it. In the early 2000s, while repairing the wall, the plaster was removed and the mural was destroyed. This is one example of why the majority of recently approved murals have been for wall mounted panels versus directly painted on. The panels not only allow for better maintenance of the murals, it also protects them from damage. Last year's storm damage and subsequent repair work could have damaged the new Unity mural on the Apollo Theater but it was able to be safely removed until the work was done.

Previous mural, wall repair

The mural will be printed on an 8'x20' metal panel and located on the upper left side of the northern wall of the building. The mural is intended to highlight the three Sister Cities of Belvidere's Tri-City relationship. The mural depicts the church tower in Schwieberdingen, Germany, the chateau in Vaux le Penil, France and the Community Building Complex of Boone County in Belvidere. All recognizable buildings from each sister city community.

**TREND OF DEVELOPMENT:**

The subject property is located downtown in an area of established central business commercial and institutional uses.

**COMPREHENSIVE PLAN:**

The subject property is designated as "Central Mixed Use" by the City of Belvidere Comprehensive Plan. The Central Mixed Use category encourages pedestrian-orientated indoor commercial, office, institutional and residential uses with streetscaping and low-key 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 special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

The subject property is located downtown, north of the railroad tracks. The northern wall of the property previously had an Eldredge mural painted on it. However, the mural was destroyed when the plaster was removed from the wall in the early 2000s. Staff is not aware of any negative impacts the previous mural created. There are numerous murals located throughout the city's downtown area; the wall mounted mural on the building will not be out of character. The mural represents Belvidere and its affiliation as a sister city.

- B. Findings: The proposed 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, Section 150.904 of the Belvidere Zoning Ordinance and any other plan, program, or ordinance adopted, or under consideration pursuant to Notice of Public Hearing by the City.**

The Comprehensive Plan shows the property and the surrounding areas as Central Mixed Use. The building's actual use as a furniture store falls under this land use category; the mural is not changing the use in any way. The mural will not permanently alter the building or surrounding area, but will replace an older mural that is fading.

- C. Findings: The special use will not in its proposed location and as 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 subject property is located in downtown Belvidere. The location is surrounded by institutional uses, residential, commercial and mixed-use buildings along with several murals nearby. The City of Belvidere's Comprehensive Plan designates this property as central business, which calls for pedestrian-orientated indoor land uses with streetscaping and low-key signage. Public art can be pedestrian-orientated and part of the streetscape. The requested special use for a mural does not lessen the property's level of compliance with the Comprehensive Plan; the site will be required to be in conformance with the requirements of the City of Belvidere's Zoning Ordinance.

- D. Findings: The establishment of the 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 mural does not alter the commercial, institutional or residential land uses permitted Downtown. The new mural will be easier to maintain and helps to tie the property with the rest of the downtown area.

- 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 subject property is served with proper facilities and utilities.

- F. Findings: The potential public benefits of the proposed special use outweighs 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.**

The new mural will be a representation of Belvidere, much like other murals located downtown. The mural is being installed in such a way as to be removable if deterioration becomes an issue or if the wall needs to be repaired. In addition to the requirements of this Special Use, compliance with the City of Belvidere's Zoning Ordinance is required.

#### **SUMMARY OF FINDINGS:**

The subject property is located downtown, north of the railroad tracks. The northern wall of the property previously had an Eldredge mural painted on it. However, the mural was destroyed when the plaster was removed from the wall in the early 2000s. Staff is not aware of any negative impacts the previous mural created. There are numerous murals located throughout the city's downtown area; the wall mounted mural on the building will not be out of character. The mural represents Belvidere and its affiliation as a sister city.

The subject property is surrounded by institutional uses, residential, commercial and mixed-use buildings along with several murals nearby. The City of Belvidere's Comprehensive Plan designates this property as central business, which calls for pedestrian-orientated indoor land uses with streetscaping and low-key signage. Public art can be pedestrian-orientated and part of the streetscape.

**2024-04; Sister Cities Association of Belvidere, 315 South State Street**

The requested special use for a mural does not lessen the property's level of compliance with the Comprehensive Plan. The mural does not alter the commercial, institutional or residential land uses permitted Downtown. The new mural will be easier to maintain and helps to tie the property with the rest of the downtown area.

The new mural will be a representation of Belvidere, much like other murals located downtown. The mural is being installed in such a way as to be removable if deterioration becomes an issue or if the wall needs to be repaired. In addition to the requirements of this Special Use, compliance with the City of Belvidere's Zoning Ordinance is required.

**RECOMMENDATION:**

Planning staff recommends the **approval** of case number **2024-04**; Sister Cities Association of Belvidere, special use subject to the following conditions:

1. The mural shall be maintained by the Sister Cities Association of Belvidere 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.

**Submitted by:**

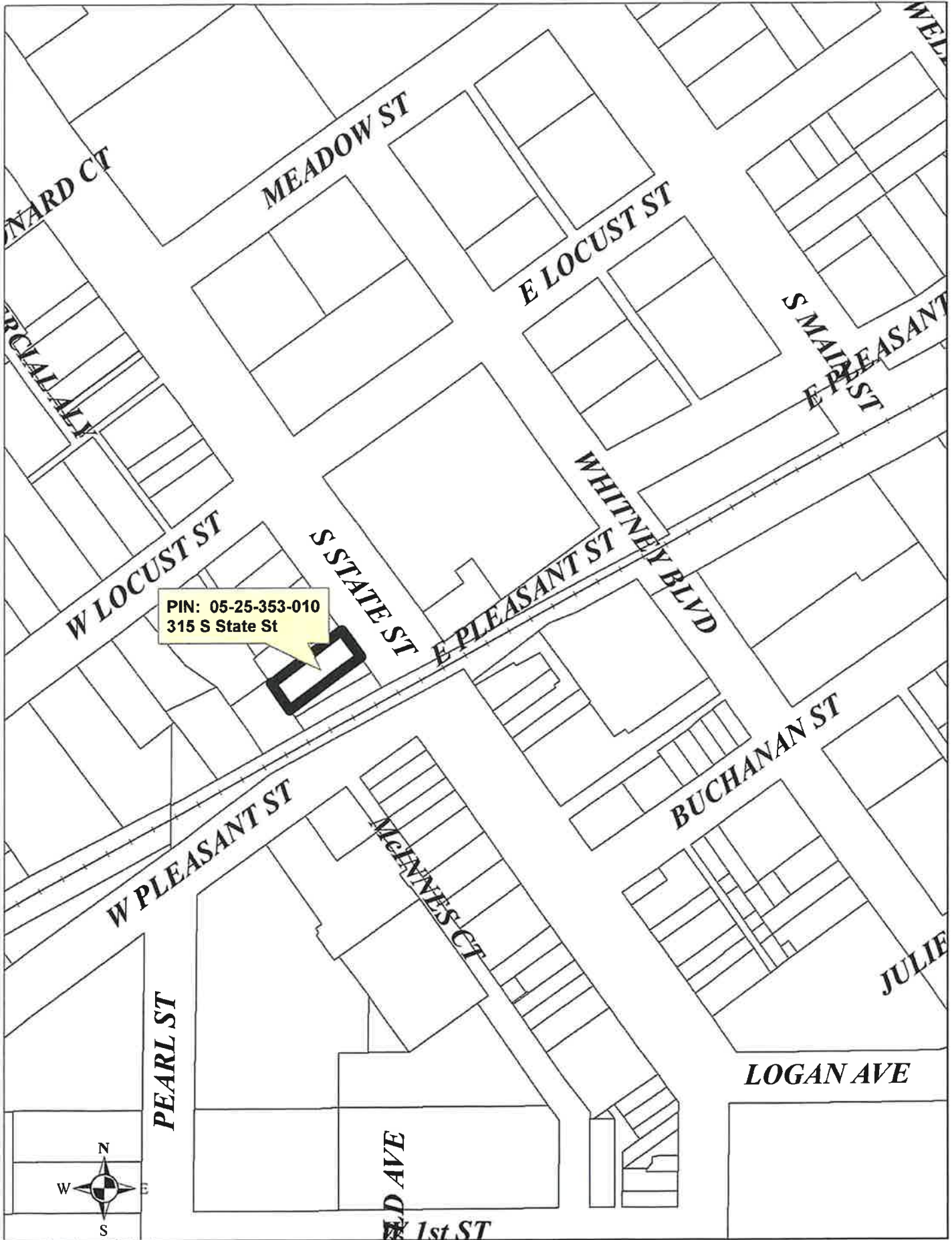
  
\_\_\_\_\_  
Gina DelRose  
Community Development Planner

**Review and Recommendation by the Planning and Zoning Commission.** The Planning and Zoning Commission shall review the application, adopt findings of fact, and make a recommendation to the City Council.

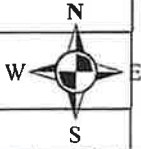
**Review and Action by the City Council.** The City Council shall consider the Planning and Zoning Commission's recommendation regarding the proposed special use. The City Council may approve or deny the special use as originally proposed, may approve the proposed special use with modifications or may remand the matter back to the Planning and Zoning Commission for further discussion or hearing. The City Council's approval of the requested special use shall be considered the approval of a unique request, and shall not be construed as precedent for any other proposed special use.

**ATTACHMENTS**

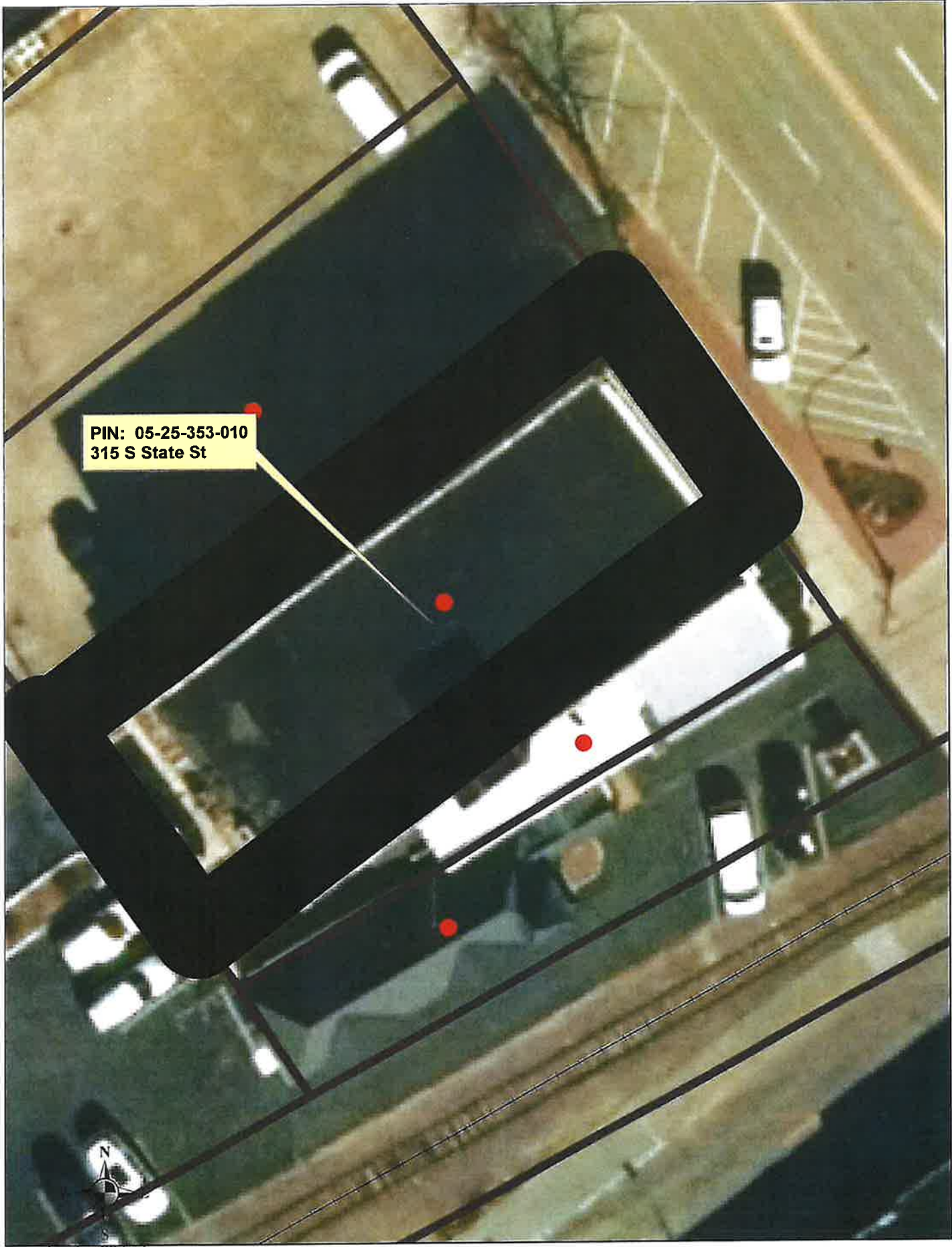
1. Location Map by Planning Staff.
2. Aerial photo by Planning Staff.
3. Narrative submitted by the Applicant.
4. Depiction and Placement of the Mural.
5. Letter submitted by Teagan Duffy, Boone County Soil and Water District dated January 25, 2024.
6. Letter submitted by Alisen O'Hearn, Boone County Health Department dated February 21, 2024.



PIN: 05-25-353-010  
315 S State St



1 inch = 158 feet



**PIN: 05-25-353-010**  
**315 S State St**



1 inch = 20 feet

Sister Cities Association of Belvidere, Illinois, Inc.

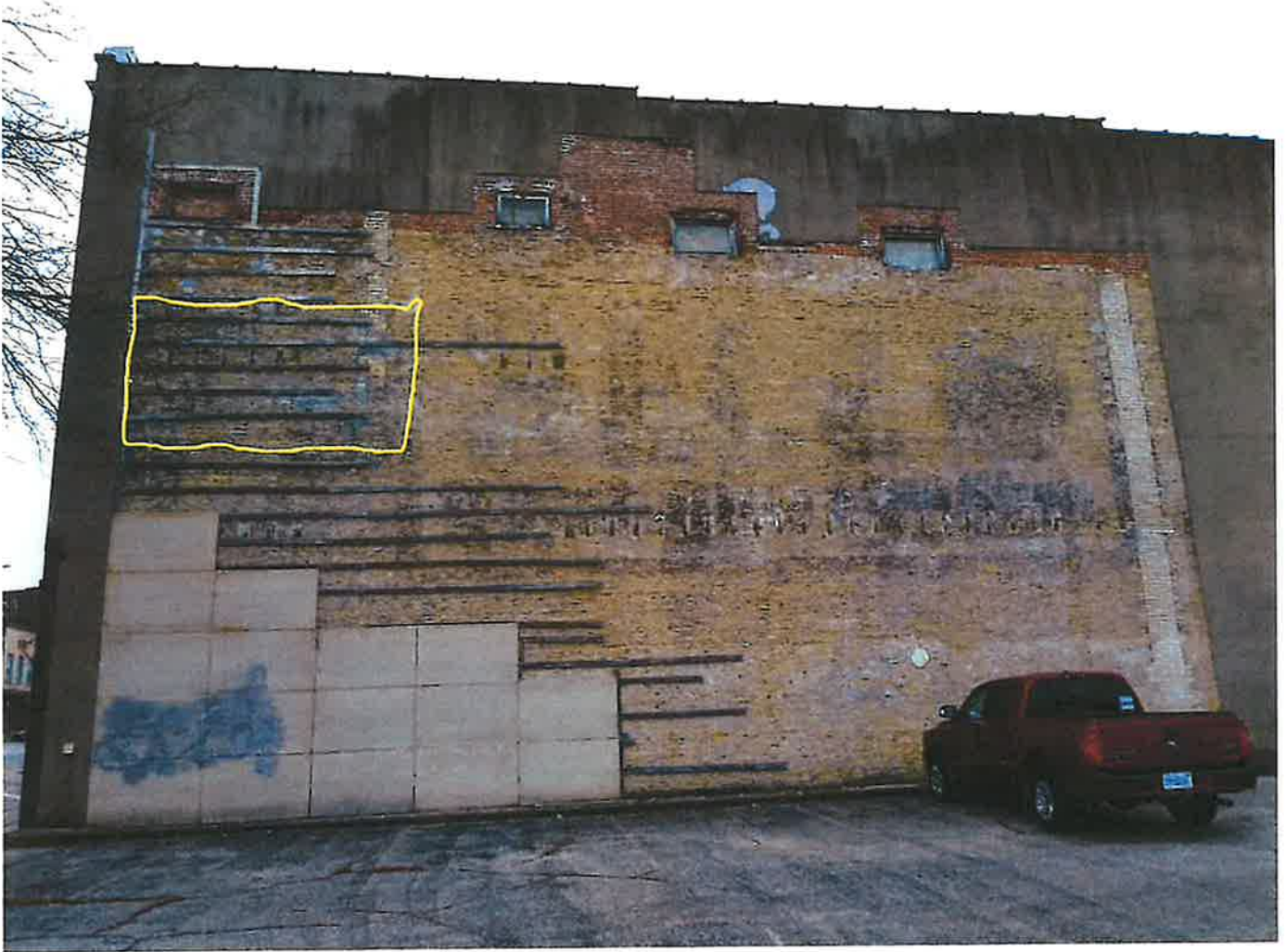


### Proposed Mural, Sister Cities Association of Belvidere

The Mural is intended to depict the three Sister Cities of our Tri-City relationship. The proposed Mural will display a prominent, easily recognizable building from each community. For anyone from Belvidere who has visited Schwieberdingen Germany or Vaux le Penil France will easily recognize the church tower in Schwieberdingen, the Chateau in Vaux le Penil as well as our own Community Building. The proposed Mural will also have the year displayed that we became Sister Cities with each community.



8' X 20' Metal Panel



Located North side of Bldg





Boone County  
**Soil & Water**  
 Conservation District

211. N. Appleton Road  
 Belvidere, IL 61008  
 815-544-3465 x3

25 January 2024

**SWCD NRI #: 1748**

Belvidere Planning Department  
 401 Whitney Blvd., Suite 300  
 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:** 315 S. State St. Belvidere, IL 61008  
**PIN(S):** 05-25-353-010

Contact	Petitioner	Owner
Brad Peters	Sister Cities Association of Belvidere, Inc. P.O. Box 1822 Belvidere, IL 61008	Gail Spoden 315 S. State St. Belvidere, IL 61008
(815) 988-9224 <a href="mailto:Bkp1943@comcast.net">Bkp1943@comcast.net</a>		

**Request:** Special use for a mural

**Notes, if any:** By considering the current zoning, current land use, Geographical Information Systems maps, and requested special use permit, the Boone County Soil and Water Conservation District has determined that the proposed use will have no significant impact on the natural resources on the property or surrounding area.

Sincerely,

Teagan Duffy  
 Boone County Soil & Water  
 Conservation District



**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](http://www.boonehealth.org)

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

February 21, 2024

City of Belvidere

Email: [GDelRose@BelvidereIL.gov](mailto:GDelRose@BelvidereIL.gov)

Community Development

Gina DelRose

401 Whitney Blvd Suite 300

Belvidere, IL 61008

**Re:** Case: 2024-04; Sister Cities of Belvidere, IL Inc, 315 S. State Street

Dear City of Belvidere,

We are in receipt of special use to install a mural at 315 South State Street within the CB, Central Business District (Belvidere Zoning Ordinance Sections 150.1012(A)(1) and 150.904 Special Use Review and Approval Procedures) The proposed mural will be mounted on the north side of the building depicting Belvidere's tri-city relation with the two sister cities. PIN: 05-25-353-010.

At this time, the Boone County Health Department has no comment.

If you have any questions or concerns, please contact us at (815) 544-2951 ext. 2 or at [info@boonehealth.org](mailto:info@boonehealth.org).

Sincerely,

Alisen O'Hearn, LEHP, REHS/RS  
Environmental Center Supervisor  
Boone County Health Department  
AT

# BELVIDERE

## Community Development Department Planning Department

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

### February 2024 Monthly Report

Number	Project	Description	Processed
3	Cases: February	Elite, 1217 Logan Avenue, SU	1/10/2024
		Midland, 600 S. State Street, SU	1/11/2024
		Alliance, 1245 Irene Road, SU	1/12/2024
1	Cases: March	Sister Cities, 315 S. State Street, SU	2/16/2024
1	Cases: April	BC Arts Council, 107-109 S. State Street, SU	2/22/2024
0	Annexation	None	
0	Temporary Uses	None	
0	Site Plans (New/Revised)	None	
0	Final Inspection	None	
0	Downtown Overlay Review	None	
1	<b>Prepared Zoning Verification Letters</b>	1414 N. State Street	2/1/2024
0	<b>Issued Address Letters</b>	None	
	Belvidere Historic Preservation Commission	The Commission did not meet in February. Sales of the fundraiser book A Walk Through Time continue to remain steady.	
	Heritage Days	Staff continues to work on securing locations and activities.	
	Hometown Christmas	None	
	Comprehensive Plan	Staff had a conference call with the consultants and reviewed the latest draft. There was an public open house and a presentation to the Planning and Zoning Ocmmission and Committee of the Whole.	
	<b>Scanned Plats: E-mail, Print and/or Burn</b>		
3	Recorder's Office		
0	Other Department		
0	General Public		
	<b>Planning Department Current Duties</b>		
	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		

### **Planning Monthly Report Cont.**

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 participated in the City's booth at the Chamber's Chili Cook-Off