

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION**

Minutes

Tuesday, December 10, 2024

City Council Chambers

401 Whitney Boulevard

6:00 pm

ROLL CALL

Members Present:

Paul Engelman, CH
Bob Cantrell, VCH
Alissa Maher
Carl Gnewuch
William Bieber
Daniel Druckrey
Art Hyland

Staff Present:

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

Members Absent:

Paul Engelman called the meeting to order at 6:00 p.m.

MINUTES: It was moved and seconded (Druckrey/Cantrell) to approve the minutes of the November 12, 2024 meeting. The motion carried with a vote 7-0 voice vote.

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

2024-20: Southtowne Subdivision (PP): The applicant is requesting preliminary plat approval of the six-lot subdivision named Southtowne Subdivision located northwest of Pearl Street and Southtowne Drive.

Gina DelRose summarized the staff report dated December 3, 2024 and stated the recommendation is for approval of Case 2024-20. Provided that the suggested conditions of approval are met, the Preliminary Plat of Southtowne Subdivision is in conformance with the City of Belvidere's Subdivision Code and Zoning Ordinances.

Paul Engelman questioned the maintenance of the shared parking lot.

Gina DelRose explained that the maintenance of the shared parking lot is a side agreement. This will be up to the property owners.

Carl Gnewuch asked if there are other locations that have shared parking and utilities among different businesses.

Gina DelRose explained that many have cross access easements and some older developments may share utilities.

There were no further questions from the commission.

Attorney Richard Guerard, Southtowne Venture LLC, explained to the commission that the owner and developer have agreed to all conditions.

There were no further questions.

It was moved and seconded (Hyland/Druckrey) to recommend approval of Case 2024-20 with the 15 conditions as presented by staff. The motion carried with a 7-0 roll call vote.

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

2024-21: Southtowne Subdivision (FP): The applicant is requesting final plat approval of the six-lot subdivision named Southtowne Subdivision located northwest of Pearl Street and Southtowne Drive.

Gina DelRose summarized the staff report dated December 3, 2024 and stated the recommendation is for approval of Case 2024-21. Provided that the suggested conditions of approval are met, the Final Plat of Southtowne Subdivision is in conformance with the City of Belvidere's Subdivision Code and Zoning Ordinances.

There were no questions for either staff or the applicant.

It was moved and seconded (Cantrell/Maher) to recommend approval of Case 2024-21 with the 22 conditions as presented by staff. The motion carried with a 7-0 roll call vote

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

2024-22: MH Subdivision (PP): The applicant is requesting preliminary plat approval of the three-lot subdivision named MH Subdivision located northwest of North State Street and Appleton Road.

Gina DelRose summarized the staff report dated December 3, 2024 and stated the recommendation is for approval of Case 2024-22. Provided that the suggested conditions of approval are met, the Preliminary Plat of MH Subdivision is in conformance with the City of Belvidere's Subdivision Code and Zoning Ordinances.

Carl Gnewuch questioned the dedication of Davis Drive.

Gina DelRose explained that Davis Drive is a public right of way and the dedication will make the width of the right-of-way consistent.

The Applicant Jeff Kimball was present.

Carl Gnewuch asked the applicant about the businesses that would be developed due to this subdivision.

Jeff Kimball confirmed that Starbucks and Chipotle will be occupying two of the lots.

There were no further questions of staff or the applicant.

It was moved and seconded (Hyland/Cantrell) to recommend approval of Case 2024-22 with the 13 conditions as presented by staff. The motion carried with a 7-0 roll call vote

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

2024-23: MH Subdivision (FP): The applicant is requesting final plat approval of the three-lot subdivision named MH Subdivision located northwest of North State Street and Appleton Road

Gina DelRose summarized the staff report dated December 3, 2024 and stated the recommendation is for approval of Case 2024-23. Provided that the suggested conditions of approval are met, the Final Plat of MH Subdivision is in conformance with the City of Belvidere's Subdivision Code and Zoning Ordinances.

Bob Cantrell asked Jeff Kimball when the demolition of Dodge Lanes and the new construction would begin.

Jeff Kimball stated they are planning to begin in May, 2025.

There were no other questions for staff or the applicant.

It was moved and seconded (Hyland/Cantrell) to recommend approval of Case 2024-23 with the 22 conditions as presented by staff. The motion carried with a 7-0 roll call vote

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

2024-24: MH Bradley, LLC, 1940 North State Street (SU): The applicant, MH Bradley, LLC (Jeff Kimbell), 6402 Cornell Avenue, Indianapolis, Indiana 46220 on behalf of the property owner, Dodge Lanes, Inc., 1940 N. State Street, Belvidere, IL 61008 is requesting a special use to permit a planned developed in the GB, General Business District at 1940 North State Street, Belvidere, IL 61008. The planned development will allow for the following departures: Sections 150.105(C)(5)(B)(2) In-vehicle Sales and Service for two drive through lanes, 150.105(C)(5)(G)(2)(C) Minimum Paved Surface Setback: decrease from five feet to zero feet along the internal lot line, Section 150.707(E)(3)(A) increase illumination levels from 0.50 foot-candles to 5.0 foot-candles along the interior lot line and 150.904 Special Use Review and Approval Procedures. The planned development is being requested in order to construct two restaurants with drive-through windows as well as a shared parking and vehicle circulation area. PIN: 05-22-476-008.

Paul Engelman opened the public hearing for case 2024-24 at 6:41pm

Gina DelRose was sworn in at 6:42 pm. Ms. DelRose stated the case was published in the Boone County Journal on November 21, 2024 and notifications were sent by certified mail to property owners within 250 feet of the subject property on November 17, 2024. Ms DelRose summarized the staff report dated December 3, 2024 and stated the recommendation is for approval of Case 2024-24 MH Bradley LLC for a planned development at 1940 N State St Belvidere, IL subject to three conditions.

Alissa Maher questioned the drainage requirements for the development.

Gina DelRose stated the maximum allowable lot coverage was 85% and the applicant is currently at 83% to 84%.

Paul Engelman asked if there were any traffic studies done for this project.

Gina DelRose stated that one was not needed for the project of this scale.

Jeff Kimball representative for MH Bradley was sworn in at 6:54 pm.

Carl Gnewuch asked about the seating in the restaurant, and approximately how many employees per shift.

Jeff Kimball stated there would be seating for approximately 30 people and 6 to 7 employees per shift.

Josh Gugnani from the audience asked the applicant if the two businesses were dependent on each other and will they be built at the same time.

Jeff Kimball stated no, they are independent of each other. Hopefully, they will be built at the same time though.

Mr. Gugnani also asked what attracted the applicant to this area.

Mr. Kimball stated each company has models and those showed that the area was favorable for development.

There were no further questions of staff or the applicant.

Paul Engelman closed the Public Hearing for Case 2024-24 at 7:00 pm.

It was moved and seconded by (Druckrey/Hyland) to approve the findings of fact as presented by staff. The motion carried with a 7-0 roll call vote.

It was moved and seconded (Cantrell/Maher) to recommend approval of Case 2024-24 with the three conditions as presented by staff. The motion carried with a 7-0 roll call vote.

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

OTHER BUSINESS:

DISCUSSION:

Staff Report:

Gina DelRose stated the commission currently has one case for the January 14, 2025 meeting. A rezoning at 230 N. Appleton Rd. to allow a business to expand.

ADJOURNMENT:

Paul Engelman stated that with no objections the meeting was adjourned.

The meeting adjourned at 7:05 p.m.

Recorded by:



Kim Whitt
Administrative Assistant

Reviewed by:



Gina DelRose
Community Development Planner