

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION AGENDA
Tuesday, June 10, 2025
City Council Chambers
401 Whitney Boulevard
6:00 pm**

ROLL CALL

Members:

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

Staff:

Gina DelRose, Community Development Planner
Kim Whitt, Administrative Assistant

MINUTES: Approve the minutes of the May 13, 2025 meeting.

PUBLIC COMMENT:

UNFINISHED BUSINESS: None.

NEW BUSINESS:

2025-06: Conin Contractor Services, Inc., 845 E. Jackson Street (SU): The applicant and property owner, Conin Contractor Services, Inc., 1800 Doc Wolf Drive, PO Box 1022, Belvidere, IL 61008 is requesting a special use to permit outdoor storage at 845 E. Jackson Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(8)(B)(2) Outdoor Storage or Wholesaling and 150.904 Special Use Review and Approval Procedures) in the GI, General Industrial District on approximately 1.5 acres. PIN: 05-25-104-007.

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

OTHER BUSINESS:

DISCUSSION:

Staff report

ADJOURNMENT

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION
Minutes
Tuesday, May 13, 2025
City Council Chambers
401 Whitney Boulevard
6:00 pm**

ROLL CALL

Members Present:

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

Staff Present:

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

Members Absent:

William Bieber

Chair Engelman called the meeting to order at 6:02 p.m.

MINUTES: It was moved and seconded (Gnewuch/Maher) to approve the minutes of the April 8, 2025 meeting. The motion carried with a vote 6-0 voice vote.

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

2025-05: Orland Kids Academy, 2170 Pearl Street (SU): The applicant, Orland Kids Academy, LLC, 1255 S. Michigan Avenue, #1709, Chicago, IL 60605 on behalf of the property owner, Almas Plus, LLC, 1255 S. Michigan Avenue #1709, Chicago, IL 60605 is requesting a special use to permit a daycare center at 2170 Pearl Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(2)(B)(2) Daycare Center (3+ children) and 150.904 Special Use Review and Approval Procedures) in the PO, Planned Office District on approximately 2.0 acres. PIN: 07-01-102-004.

PUBLIC HEARING FOR CASE 2025-05 OPENED: 6:04 PM

Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on April 24, 2025 and notifications were sent by certified mail to property owners within 250 feet of the subject property on April 15, 2025. Ms. DelRose summarized the staff report dated May 2, 2025 and stated the recommendation is for approval of case #2025-05; Orland Kids Academy, LLC. special use to permit a daycare center at 2170 Pearl Street, Belvidere, IL subject to one condition.

Carl Gnewuch questioned how often do special uses expire?

Gina DelRose stated that it is not very often. One to Two times a year, special use extensions are issued. There were extenuating circumstances regarding this case that prevented the special use from being renewed. Extension must be issued before the expiration date.

Mr. Gnewuch asked when the first special use was issued.

Ms. DelRose said the first special use was issued February 6, 2023.

Paul Engelman asked if anything has changed since the first approval?

Gina DelRose explained that other than Duncan Donuts opening, there have been no changes to the area. In regards to the interior of the building, permits have been issued and some work has been done.

Alissa Maher asked if the biking area will be flat asphalt?

Gina DelRose said that would be a question for the applicant.

Clayton Stevens of Belvidere questioned how many children would be in the daycare?

Gina DelRose explained the narrative stated 110 children, however that would be a question for the applicant and the state licensing authority

John Albertini of Belvidere asked how the daycare drop off and pick up would effect the traffic flow?

Gina DelRose explained that the traffic flow should not be any different than it currently is. Pearl St is a thoroughfare and is meant for high traffic volume.

The applicant, Mr. Adel Ghaffari, was sworn in at 6:18 pm. Mr. Ghaffari responded with the aid of a translator.

Alissa Maher asked the applicant if the biking area would be flat asphalt?

Mr. Ghaffari said yes.

Paul Engelman asked if there was currently fencing?

Mr. Ghaffari explained due to renovations and construction, the fence would be completed after everything was complete.

Carl Gnewuch asked what complications they were having that they could not complete the work before the expiration of the first special use?

Mr. Ghaffari explained that when the plumbing inspector reviewed the plans, it was noted that they needed the bathrooms to be ADA compliant. The redesign took time..

Clayton Stevens asked the applicant about the number of children that would be in the daycare.

Mr. Ghaffari explained there are 6 class rooms. The State determines the number of children allowed, but believes the state would allow between 70-80 children.

Carl Gnewuch asked if the state also regulates number of children in different age groups.

Mr. Ghaffari said yes.

John Albertini asked the applicant if the daycare will cause more congestion due to the traffic at peak times.

Mr. Ghaffari explained that there is a large parking lot and basically it would be approximately a ½ hour time frame in the morning and evening. When purchasing the property at 2170 Pearl St, traffic was taken into consideration.

Mr. Albertini asked if a traffic study could be done.

Ms. DelRose explained that traffic studies generally are done for greenfield development. This property is zoned planned office/commercial. The daycare will not have constant all day traffic. Only peak times for drop off and pick up.

No further questions for staff or applicant.

PUBLIC HEARING FOR CASE 2025-05 CLOSED: 6:32 PM

It was moved and seconded by (Hyland/Druckrey) 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 #2025-05, subject to 1 condition as presented by staff. The motion carried with a 6-0 roll call vote.

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

OTHER BUSINESS: None

DISCUSSION:

Staff Report:

Ms. DelRose stated there is currently 1 case for the June 10, 2025 meeting.

ADJOURNMENT:

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

The meeting adjourned at 6:35 p.m.

Recorded by:

Kimberly Whitt
Administrative Assistant

Reviewed by:

Gina DelRose
Community Development Planner

CITY OF BELVIDERE
Community Development



BUILDING DEPARTMENT

PLANNING DEPARTMENT

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

June 2, 2025

ADVISORY REPORT

CASE NO: 2025-065 **APPLICANT:** Conin Contractor Services, Inc., 845 E. Jackson Street

REQUEST AND LOCATION:

The applicant and property owner, Conin Contractor Services, Inc., 1800 Doc Wolf Drive, PO Box 1022, Belvidere, IL 61008 is requesting a special use to permit outdoor storage at 845 E. Jackson Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(8)(B)(2) Outdoor Storage or Wholesaling and 150.904 Special Use Review and Approval Procedures) in the GI, General Industrial District on approximately 1.5 acres. The subject property is irregular in shape and developed with an industrial building, accessory building and large paved area. PIN: 05-25-104-007.

EXISTING LAND USE:

Subject property: Contractor's office and indoor storage

Adjacent Property

North: Central Rubber Co.

South: Acument Global Technologies

East: Paltech

West: Single-family Residential and Acument Global Technologies

CURRENT ZONING:

Subject property: GI, General Industrial District

Adjacent Property

North, South and East: GI, General Industrial District

West: SR-6, Single-Family Residential-6 District and GI, General Industrial District

COMPREHENSIVE PLAN:

Subject property: Light Industrial

Adjacent Property

North, South and East: Light Industrial

West: Low Density Residential and Light Industrial

BACKGROUND:

Railroad tracks previously ran along the east side of the property. There was a round house to the north and the County's stockyards were nearby. The neighborhood slowly transitioned from agricultural to industrial. The main building on the property was constructed in the 1950s and

the previous owner of the property operated a crematorium and burial vault service on-site for decades.

The property is approximately 70,000 square feet with adequate frontage along both E. Jackson Street and Blaine Street. There is a 7,000 square-foot fully enclosed building and an 8,700 square-foot open air building. Although the zoning ordinance requires a minimum of 15% of the property to remain greenspace, it appears that only approximately 13% of the property is greenspace. Therefore, additional pavement is not permitted.

Office, Indoor Storage and Light Industrial land uses are permitted in the General Industrial District. The outdoor storage of materials and equipment is what prompted the need for a special use on the property. According to the site plan and narrative that the applicant submitted, the open-air building will be used to store materials commonly used for soil erosion control. This will help keep the materials out of the elements and screened from view by adjacent residential properties. Concrete blocks will be utilized to create yard size containers to store soil, mulch and misc. equipment on the south end of the building and equipment/vehicle parking will occur south of the building and along the east side of the property.

The Belvidere Zoning Ordinance requires that all outdoor storage areas be screened from view by buildings, walls and/or fencing. Such structures shall be a minimum of 6 feet and a maximum of 10 feet in height. Therefore, piles of material should not exceed 10 feet in height. Outdoor storage areas cannot impede with vehicle circulation areas or reduce the required amount of on-site parking.

In addition to the outdoor storage requirements of the Belvidere Zoning Ordinance and the limitations of the submitted site plan, the property must adhere to the Belvidere Fire Code. The fire code does not permit outdoor storage of materials in excess of 25 feet in height, 150 feet in width and 80 feet in length with proportional setbacks. The 1-2 pallets of low nitrogen fertilizer that will be stored on-site does not require a hazardous classification.

TREND OF DEVELOPMENT:

The subject property is located on the edge of an established industrial area with adjacent residential properties. Although no significant new construction has occurred in the neighborhood, industrial companies have consistently occupied the properties.

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 areas of outdoor storage will be screened from neighboring properties. Loose material will either be located in the open-air building or concrete containers, preventing displacement due to weather. The outdoor storage areas are not anticipated to increase traffic or noise on the subject property.

- 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,**

this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to Notice of Public Hearing by the City.

The subject property is designated as "Light Industrial" by the City of Belvidere Comprehensive Plan, adopted May 7, 2024. Light industrial land uses include low-intensity manufacturing, processing, storage, and distribution of goods and materials. Light industrial facilities can also include research and development land uses. Operations within light industrial uses typically have minimal noise and waste issues that require mitigation. Due to the limitations in the quantity of materials being stored and the use of the open-air building, the outdoor storage areas are not anticipated to create waste issues or other nuisances commonly associated with high intensity industrial operations.

- 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 outdoor storage areas are situated in a manner that does not impede the on-site vehicle circulation areas or passenger vehicle parking areas. East Jackson Street ends at the eastern boundary of the property, minimizing the amount of cross traffic in front of the property.

The 290-foot long open-air building constructed parallel with Blaine Street is a visual barrier between the adjacent residences and the outdoor storage areas. This building also assists in blocking vehicle headlights from neighboring properties.

- D. **Findings:** The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property, and does maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

Properties to the east have significantly more materials stored outside. The amount, type and manner of storage of materials on the subject property will be less intense than neighboring properties. Although there has been no new development in the established industrial and residential areas of the neighborhood, both have continued to maintain consistent occupancy rates.

- 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 already served with municipal utilities and developed with an industrial building, accessory building and large paved area.

- F. **Findings:** The potential public benefits of the proposed special use does outweigh 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 area is a mix of established industrial and residential land uses, some involving outdoor storage. Conditions of approval on the special use will limit the quantity of materials being stored and the location of the storage area. These conditions will minimize potential negative impacts to neighboring properties.

SUMMARY OF FINDINGS:

The areas of outdoor storage will be screened from neighboring properties. Loose material will either be located in the open-air building or concrete containers, preventing displacement due to weather. The outdoor storage areas are not anticipated to increase traffic or noise on the subject property.

The 290-foot long open-air building constructed parallel with Blaine Street is a visual barrier between the adjacent residences and the outdoor storage areas. This building also assists in blocking vehicle headlights from neighboring properties.

Properties to the east have significantly more materials stored outside. The amount, type and manner of storage of materials on the subject property will be less intense than neighboring properties. Although there has been no new development in the established industrial and residential areas of the neighborhood, both have continued to maintain consistent occupancy rates.

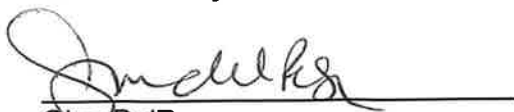
The area is a mix of established industrial and residential land uses, some involving outdoor storage. Conditions of approval on the special use will limit the quantity of materials being stored and the location of the storage area. These conditions will minimize potential negative impacts to neighboring properties.

RECOMMENDATION:

The planning staff recommends the **approval** of case number **2025-06** for a special use for outdoor storage at 845 E. Jackson Street subject to the following conditions.

1. Substantial compliance with the site plan submitted unless otherwise noted.
2. Outdoor storage piles shall not exceed 25 feet in height, 150 feet in width and 250 feet in length. Stackable products shall not be stacked in excess of 25 feet in height, 80 feet in width and 250 feet in length.
3. The concrete containers proposed on the south end of the property shall be set back from the property line 1.5 times the height of the containers.

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 with by Planning Staff.
3. Narrative submitted by Applicant.
4. Site plan submitted by Applicant.
5. NRI 1787 submitted by the Boone County Soil and Water Conservation District, Heather VanTilburg, April 24, 2025.
6. E-mail sent by the Belvidere Fire Department, Lee Revels, May 20, 2025.
7. Letter submitted by the Boone County Health Department, Alisen O'Hearn, May 21, 2025.

2025-06 SU
845 E JACKSON
Jose L Aguilar

850

2025-06 SU
845 E JACKSON
Jose L Aguilar

JACKSON ST

861

616

612

910

BLAINE ST



Special Use Permit

845 E. Jackson St. Belvidere, IL 61008

Conin Contractor Services, Inc

815-703-5182

We are requesting a special use permit for the above property so that we can use some of the area and rent some of the premises to a supply/distribution company that will be using the property for on-site material storage (erosion control blanket, silt fence, filter fabric, orange safety fence, ditch checks- general erosion control items), and truck, trailer, and equipment parking. We would be using the 3-sided open building for storage of the above erosion control items, lumber, PVC, and equipment.

There would also be concrete bins placed on the property for the storage of mulch, topsoil, and CA-6 stone.

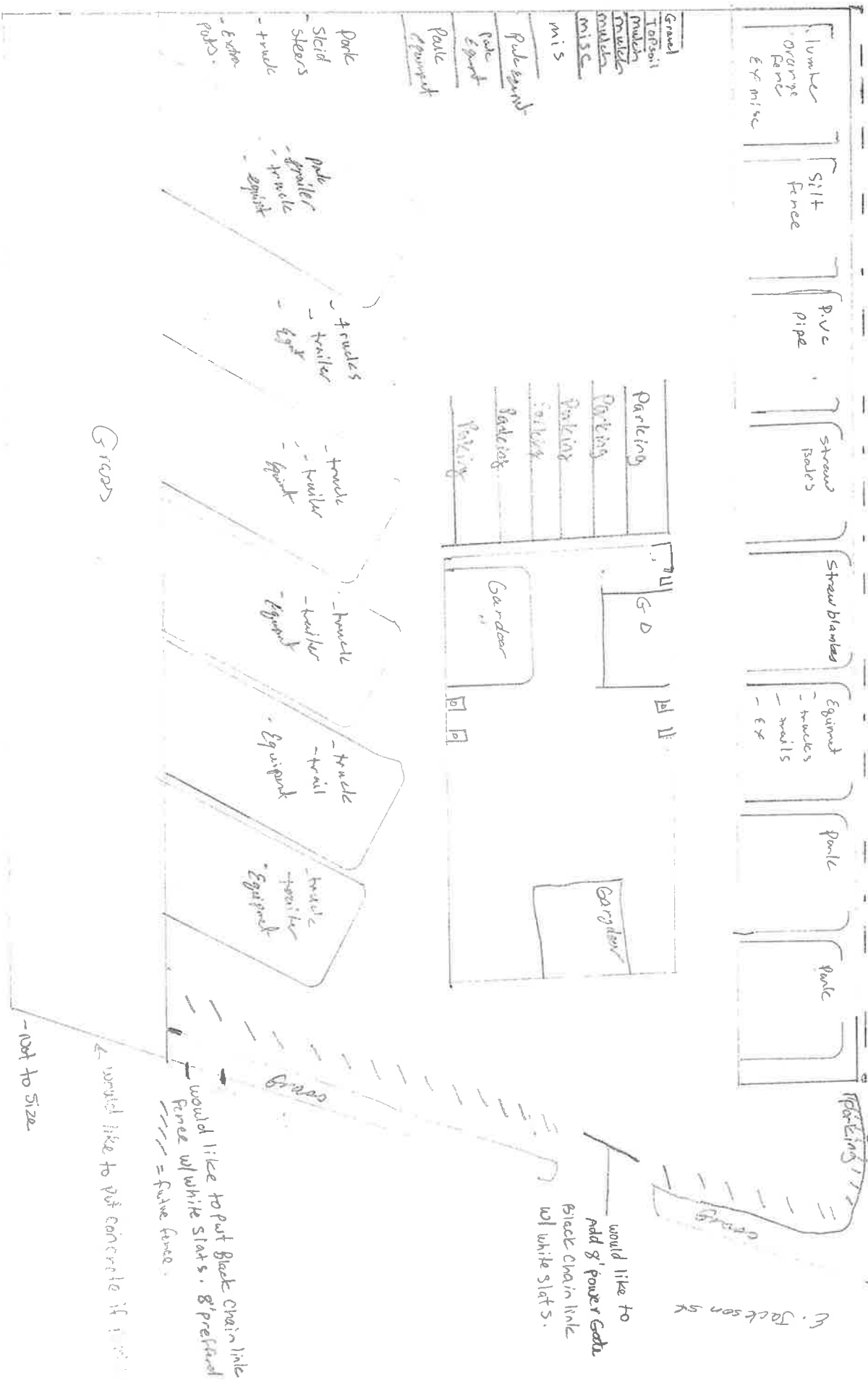
Thank you,

Jose L. Aguilar

President,

Conin Contractor Services, Inc.

Blaine St



Grass

-100ft to 5122

would like to put concrete if
would like to put black chain link
fence w/ white slats. 8' pre-fab
= future fence.

would like to
add 8' power gate.
black chain link
w/ white slats.

C. Jackson St

April 24, 2025

SWCD NRI #: 1787

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: 845 E Jackson St, Belvidere, IL 61008

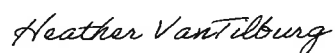
PIN(S): 05-25-104-007

Contact	Petitioner	Owner
Jose Aguilar 1327 Kennedy Dr Belvidere, IL 61008	Same as Contact	Conin Contractor Services, Inc 1800 Doc Wolf Dr Box 1022 Belvidere, IL 61008
(815) 703-5182 CONIN.INC@gmail.com		

Request: Special Use-Parking/Storage on existing paved lot

Notes, if any: By considering the current zoning, current land use, Geographical Information Systems maps, and requested special use, 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,



Heather VanTilburg, Resource Conservationist
Boone County Soil & Water Conservation District

The Boone County Soil and Water Conservation District is an equal opportunity employer. All programs and services are offered without regard to race, color, national origin, religion, sex, age, marital status, or handicap.

Gina Delrose

From: Lee Revels
Sent: Tuesday, May 20, 2025 2:15 PM
To: Gina Delrose; Mark Beck; Nic Thornton
Subject: Re: Case 2025-06 request for comments

This message originated from an **External Source**. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Thank you, Gina!

2808.3 Size of piles.

Piles shall not exceed 25 feet (7620 mm) in height, 150 feet (45 720 mm) in width and 250 feet [\(76 200 mm\) in length](#). [Stackable products shall not be stacked in excess of 25 feet \(7620 mm\) in height, 80 feet \(24 384 mm\) in width and 250 feet \(76 200 mm\) in length.](#)

[2808.4 Pile separation.](#)

Piles or stacked **product** shall be separated from buildings, property lines and adjacent piles or stacks by a distance of not less than one and one-half times the height of the pile or stack. The distance between rows shall be a minimum of 30 feet (9144 mm). Approved fire apparatus access roads shall be provided within the separation space in accordance with [Section 503](#)

They don't mention storage of fertilizer on their sketch, but would it be possible to ask if they plan to store fertilizers? I can send those codes over too if you need them.

Thanks!

Lee

Lee Revels
Belvidere Fire Department
Inspector
(815) 218-7565

On Tue, May 20, 2025 at 2:04 PM Gina Delrose <gdelrose@belvidereil.gov> wrote:

Lee-



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

*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.*

May 21, 2025

City of Belvidere

Email: GDelRose@BelvidereIL.gov

Community Development
Gina DelRose
401 Whitney Blvd Suite 300
Belvidere, IL 61008

Re: Case: 2025-06; Conin Contractor Services, Inc, 845 E. Jackson Street

Dear City of Belvidere,

We are in receipt of a special use request to permit outdoor storage at 845 E. Jackson Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(8)(B)(2) Outdoor Storage or wholesaling and 150.904 Special Use Review and Approval Procedures) in the GI, General Industrial District on approximately 1.5 acres. PIN: 05-25-104-007

The Boone County Health Department (BCHD) does not have records indicating if there are any wells and/or septic system components on this property, that may or may not be impacted by the total width of the access drive. BCHD has no further comment at this time.

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

Sincerely,

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

BELVIDERE

Community Development Department

Planning Department

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

May 2025 Monthly Report

Number	Project	Description	Processed
1	Cases: May	Orland Kids Academy, 2170 Pearl St, SU	4/7/2025
1	Cases: June	Aguilar, 845 E. Jackson St, SU	4/24/2025
0	Annexation	None	
0	Temporary Uses	None	
3	Site Plans (New/Revised)	413 Southtowne Drive	5/9/2025
		3081 Huntington Drive	5/22/2025
		1524 Crosslink Parkway	5/27/2025
0	Final Inspection	None	
0	Downtown Overlay Review	None	
3	Prepared Zoning Verification Letters	1930/1940 N. State Street	5/1/2025
		815 Garfield/205 W 4th St	5/2/2025
		309/311 Rebecca Rd	5/20/2025
1	Issued Address Letters	407 Southtowne Drive	5/9/2025
	Belvidere Historic Preservation Commission	The Commission did not have a regular meeting in May. The Commission worked attempted to hold a Victorian Picnic fundraiser on May 24th.	
	Heritage Days	Staff continues to confirm sponsors, secure contracts and approve marketing materials. Staff has begun updating social media and communicating with vendors and parade participants.	
	Hometown Christmas	None	
	Scanned Plats: E-mail, Print and/or Burn		
4	Recorder's Office		
0	Other Department		
3	General Public		
	Planning Department Current Duties		
	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		
	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		
	Notified property owners of the 2025 Downtown Façade Grant program.		
	Completed and distributed annual reports		
	Presented to three Environmental Science class at Belvidere High School.		