

State of Illinois) SS  
Belvidere, Illinois)

BELVIDERE CITY COUNCIL  
REGULAR MEETING  
AGENDA

November 3, 2025

Convened in the Council Chambers, 401 Whitney Blvd, Belvidere, IL at 6:00 p.m.

(1) Roll Call:

(2) Pledge of Allegiance:  
Invocation:

(3) Public Comment: (Please register with the City Clerk):

(4) Approval of Minutes:

(A) Approval of Minutes of the regular meeting of the Belvidere City Council of October 20, 2025; as presented.

(5) Public Hearing:

(6) Special Messages and Proclamations:

(A) Announcement of Estimated Tax Levy for Tax Year 2025.

(7) Approval of Expenditures: None.

(8) Committee Reports and Minutes of City Officers:

(A) Approval of Minutes of the regular Committee of the Whole – Public Safety and Finance and Personnel of October 27, 2025; as presented.

(9) Unfinished Business:

(A) Ord. #743H: 2nd Reading – An Ordinance Granting a Special Use to Allow In-Vehicle Sales or Service (Automatic Car Wash) and Indoor Commercial Entertainment (Bar with Video Gaming) within the GB, General Business District (1125 North State Street).

(10) New Business: None.

Motions forwarded from Committee of the Whole – Public Safety, Finance & Personnel of October 27, 2025.

Motions of Public Safety – Vice Chairman Jerry Hoiness.

- (A) Motion to accept \$21,600.00 from the Illinois Law Enforcement Alarm System and authorize the Mayor to sign the grant agreement between the Illinois Law Enforcement Alarm System and the Belvidere Police Department.
- (B) Motion to accept \$58,114.00 from the State of Illinois and authorize the Mayor to sign the grant agreement HS-26-0074 between the Illinois Department of Transportation and City of Belvidere for FY26.

Motions of Finance and Personnel – Chairwoman Frank

- (C) Motion to approve the Service Proposal from Sikich for FY26 & FY27 Auditing Services. The cost of this work shall be paid for from line item 01-5-130-6100 Accounting and Auditing Services in the amount of \$43,835.00 for FY26 and \$45,605.00 for FY27.

Motions of Planning and Zoning – Chairman Mike McGee

- (D) Motion to consent to and approve the appointment of Paul Engelman to serve as Chairperson of the Belvidere Planning and Zoning Commission for a one-year term ending May 2026.

(11) Other: None.

(12) Adjournment:

State of Illinois) SS  
Belvidere, Illinois)

BELVIDERE CITY COUNCIL  
REGULAR MEETING  
MINUTES

Date: October 20, 2025

Convened in the Belvidere Council Chambers, 401 Whitney Blvd, Belvidere, Illinois  
at 6:00 p.m.

Call to order by Mayor Morris.

(1) Roll Call: Present: J. Albertini, R. Brereton, M. Fleury, W. Frank, S. Gramkowski,  
J. Hoiness, M. McGee and C. Stevens.

Absent: C. Montalbano and R. Peterson.

Other staff members in attendance:

Public Works Director Brent Anderson, Budget and Finance Officer Sarah Turnipseed,  
Director of Buildings Kip Countryman, Community Development Planner Gina DelRose,  
Deputy Chief of Police David Bird, Fire Chief Shawn Schadle, City Attorney Mike  
Drella, City Treasurer Mary Volkey and City Clerk Erica Bluege.

(2) Pledge of Allegiance:

Invocation: Mayor Morris.

(3) Public Comment:

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of  
October 6, 2025, as presented.

Motion by Ald. Stevens, 2<sup>nd</sup> by Ald. Hoiness to approve the minutes of the regular  
meeting of the Belvidere City Council of October 6, 2025. Voice vote carried. Motion  
carried.

(5) Public Hearing:

(A) Vacation of a portion of an alley generally lying between 6<sup>th</sup> Street and 7<sup>th</sup>  
Street and east of Union Ave. in the City of Belvidere, Illinois.

- (B) Mayor Morris opened the Public Hearing at 6:04p.m. and stated the publication for the Public Hearing relating to the vacating of a portion of an alley generally lying between 6<sup>th</sup> Street and 7<sup>th</sup> Street and east of Union Ave. in the City of Belvidere, Illinois appeared in the Belvidere Republican on October 2, 2025, and asked if there was anyone here to address the public hearing, there being none the public hearing closed at 6:05p.m.

(6) Special Messages and Proclamations:

- (A) Ida Public Library Report given by Library Director Mindy Long.

- (7) Approval of Expenditures: General & Special Fund Expenditures: \$2,568,073.55  
Water & Sewer Fund Expenditures: \$ 655,850.86

Motion by Ald. Hoiness, 2<sup>nd</sup> by Ald. Gramkowski to approve the General & Special Fund Expenditures in the amount of \$2,568,073.55. Roll call vote: 8/0 in favor. Ayes: Albertini, Brereton, Fleury, Frank, Gramkowski, Hoiness, McGee and Stevens. Nays: None. Motion carried.

Motion by Ald. McGee, 2<sup>nd</sup> by Ald. Stevens to approve the Water & Sewer Fund Expenditures in the amount of \$655,850.86. Roll call vote: 8/0 in favor. Ayes: Brereton, Fleury, Frank, Gramkowski, Hoiness, McGee, Stevens and Albertini. Nays: None. Motion carried.

(8) Committee Reports and Minutes of City Officers:

- (A) Monthly Report of Belvidere Police Department Overtime Pay for September 2025.
- (B) Monthly Report of Belvidere Fire Department Overtime Pay for September 2025.
- (C) Monthly Report of Community Development Department/Planning Department for September 2025.
- (D) Monthly Report of Building Department Revenues, Residential Building Permits, Commercial Permits and Case Reports for September 2025.
- (E) Monthly Financial Report for September 2025.
- (F) Monthly General Fund Report for September 2025.
- (G) Monthly Water/Sewer Report for September 2025.
- (H) No Donations to Report for September 2025.
- (I) Minutes of Planning and Zoning Commission for October 14, 2025.

Let the record show these reports were placed on file.

(J) Minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of October 13, 2025.

Motion by Ald. Fleury, 2<sup>nd</sup> by Ald. Hoiness to approve the minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of October 13, 2025. Voice vote carried. Motion carried.

(9) Unfinished Business:

- (A) Ord. #742H: 2 Reading – An Ordinance Vacating an Alley Generally Lying South of 6<sup>th</sup> St. and North of 7<sup>th</sup> St. and East of Union Ave. in the City of Belvidere, Illinois.

Motion by Ald. Hoiness, 2<sup>nd</sup> by Ald. Albertini to pass Ord. #742H. Discussion took place regarding vacating the alley with it being noted that no one uses the alley to access a garage and that the alley will be divided equally. Roll call vote: 8/0 in favor: Ayes: Fleury, Frank, Gramkowski, Hoiness, McGee, Stevens, Albertini and Brereton. Nay: None. Motion carried.

(10) New Business:

- (A) Ord. #743H: 1<sup>st</sup> Reading – An Ordinance Granting a Special Use to Allow In-Vehicle Sales or Service (Automatic Car Wash) and Indoor Commercial Entertainment (Bar with Video Gaming) within the GB, General Business District (1125 North State Street).

Let the record show Ordinance #743H was placed on file for first reading.

- (B) Res. #2025-18: A Resolution Authorizing an Intergovernmental Agreement for Participation in the Illinois Public Works Mutual Aid Network (IPWMAN).

Motion by Ald. Hoiness, 2<sup>nd</sup> by Ald. Gramkowski to adopt Res. #2025-17. Roll call vote: 8/0 in favor. Ayes: Frank, Gramkowski, Hoiness, McGee, Stevens, Albertini, Brereton and Fleury. Nays: None. Motion carried.

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of October 13, 2025.

- (A) Motion to consent to and approve the appointment of Carl Gnewuch to serve as Chairperson of the Belvidere Planning and Zoning Commission for a one-year term ending May 2026. Discussion took place regarding a scrivener's error on the memo presented at the October 13, 2025, Committee of the Whole Meeting. The memo should have Paul Engelman as the individual

appointed as Chairperson. Motion by Ald. Stevens, 2<sup>nd</sup> by Ald. McGee to remove the motion from the agenda due to a scrivener's error on the memo presented at the October 13, 2025, Committee of the Whole Meeting. Discussion took place regarding it going back to Committee of the Whole on October 20, 2025. Roll call vote on motion to remove the motion from the agenda: 8/0 in favor. Ayes: Gramkowski, Hoiness, McGee, Stevens, Albertini, Brereton, Fleury and Frank. Nays: None. Motion carried.

- (B) Motion to share the West 6<sup>th</sup> Street Traffic Report dated 10/2/2025 with Belvidere School District #100 to see if there is anything they choose to do on-site as they do at other schools. Roll call vote: 8/0 in favor. Ayes: Hoiness, McGee, Stevens, Albertini, Brereton, Fleury, Frank and Gramkowski. Nays: None. Motion carried.
- (C) Motion to approve the proposal from CES, Inc. to complete the construction engineering for the Allen Street Regional Retention and Infiltration Basin Project, in the amount of \$56,550.00. This work will be paid for from Grant Funds and Capital Funds. Roll call vote: 8/0 in favor: Ayes: McGee, Stevens, Albertini, Brereton, Fleury, Frank, Gramkowski and Hoiness. Nays: None. Motion carried.
- (D) Motion to accept and approve the audit as presented by Sikich for the fiscal year ending April 30, 2025. Roll call vote: 8/0 in favor. Ayes: Stevens, Albertini, Brereton, Fleury, Frank, Gramkowski, Hoiness and McGee. Nays: None. Motion carried.
- (E) Motion to approve the 2026 IML Risk Management Association Annual Renewal in the amount of \$797,217.50. Discussion took place regarding next year's renewal and looking at other options/vendors. Roll call vote: 8/0 in favor. Ayes: Albertini, Brereton, Fleury, Frank, Gramkowski, Hoiness, McGee and Stevens. Nays: None. Motion carried.
- (F) Motion to consent to and approve the appointment of Mr. Carlos G. Villarreal to the City of Belvidere Fire and Police Commission for a 3-year term, ending April 30, 2028. Roll call vote: 8/0 in favor. Ayes: Brereton, Fleury, Frank, Gramkowski, Hoiness, McGee and Stevens. Nays: None. Motion carried.

(11) Adjournment:

Motion by Ald. Frank, 2<sup>nd</sup> by Ald. Hoiness to adjourn meeting at 6:30p.m. Voice vote carried. Motion carried.

Belvidere City Council  
October 20, 2025

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk



## MEMORANDUM

To: City Council  
cc: Mayor Clinton Morris

From: Sarah Turnipseed, Budget & Finance Officer

Date: October 21, 2025

Re: Announcement of Estimated Tax Levy for Tax Year 2025

As you know, a tax levy must be passed by the last Tuesday in December. The attached Announcement of Estimated Tax Levy is the first step in that process.

The two figures contained in the first paragraph are: (1) the City's estimate which represents no increase from the current levy; and (2) that of the Ida Public Library which represents 3% increase from their current levy. Again, this is just the first step in the process; Council will have an opportunity to discuss and determine amounts at the November 24, 2025, Committee meeting before approving the final levy.

I recommend a motion to approve the estimated tax levy of \$6,607,973 as presented by the Finance Director.

## Announcement of Estimated Tax Levy for Tax Year 2025

The estimated amount of the tax levy needed to finance the various City needs and activities is \$5,729,687 with an additional \$878,286 for the operations of the Ida Public Library.

To confirm and record this announcement, the following motion is recommended:

"Motion to approve the estimated tax levy of \$6,607,973 as announced by the Finance Director."

**Please note:**

**This will all come back in ordinance form.**

Per the Truth in Taxation Act: At least 20 days prior to the passage of the tax levy ordinance, the municipality's corporate authorities must estimate the amount of the tax levy. This estimate should be announced at a meeting of the corporate authorities and should be approved by a majority of the corporate authorities.

|                                                   |                   |
|---------------------------------------------------|-------------------|
| Announcement of estimated levy                    | November 3, 2025  |
| Planned 1st reading of the tax levy ordinance     | December 1, 2025  |
| Public hearing of the levy ordinance              | December 15, 2025 |
| 2nd reading and passage of the tax levy ordinance | December 15, 2025 |

Minutes  
Committee of the Whole  
Public Safety and Finance and Personnel  
October 27, 2025  
6:00 p.m.

Date: October 27, 2025

Convened in the Belvidere Council Chambers, 401 Whitney Blvd., Belvidere, Illinois at 6:00p.m.

Call to Order – Alderperson Rory Peterson:

Roll Call:

Present: J. Albertini, R. Brereton, M. Fleury, W. Frank, S. Gramkowski,  
J. Hoiness, M. McGee, R. Peterson and  
C. Stevens.

Absent: C. Montalbano.

Other staff members in attendance:

Public Works Director Brent Anderson, Budget and Finance Officer Sarah Turnipseed, Police Chief Shane Woody, Fire Chief Shawn Schadle, City Attorney Mike Drella, City Treasurer Mary Volkey and City Clerk Erica Bluege.

Public Comment: None.

Public Forum:

(A) Recognition for Years of Service (Fire Department).

Fire Chief Schadle recognized the following Fire Department employees for their years of service: David Burdick – 24 years, Matt Loudenebeck – 24 years, Jason Swanson – 23 years, Daniel Drall – 22 years, Chris Letourneau – 20 years, Jeff Vaughan – 20 years, Camden Johnson – 1 year and Lee Revels – 1 year.

Reports of Officers, Boards, and Special Committees:

1. Public Safety, Unfinished Business: None.

2. Public Safety, New Business:

(A) Police Department – Update.

Police Chief Shane Woody presented an update.

(B) ILEAS Less Lethal Grant Agreement.

Motion by Ald. Fleury, 2<sup>nd</sup> by Ald. Albertini to accept \$21,600.00 from the Illinois Law Enforcement Alarm System and authorize the Mayor to sign the grant agreement between the Illinois Law Enforcement Alarm System and the Belvidere Police Department. Discussion took place regarding how the grant, along with what is included in the budget will enable the police department to equip all patrol officers and officers working special assignments with tasers. Voice vote carried. Motion carried.

(C) Grant Agreement Between IDOT and City of Belvidere.

Motion by Ald. Fleury, 2<sup>nd</sup> by Ald. Albertini to accept \$58,114.00 from the State of Illinois and authorize the Mayor to sign the grant agreement HS-26-0074 between the Illinois Department of Transportation and City of Belvidere for FY26. Voice vote carried. Motion carried.

(D) Fire Department – Update.

Fire Chief Shawn Schadle presented an update.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:

(A) Finance Department – Update.

Budget and Finance Director Sarah Turnipseed presented an update.

(B) Ida Public Library Levy Request.

Information only. No action taken.

(C) Audit Services for the City of Belvidere.

Motion by Ald. Frank, 2<sup>nd</sup> by Ald. Gramkowski to approve the Service Proposal from Sikich for FY26 & FY27 Auditing Services. The cost of this work shall be paid for from line item 01-5-130-6100 Accounting and Auditing Services in the amount of \$43,835.00 for FY26 and \$45,605.00 for FY27. Voice vote carried. Motion carried.

5. Other, Unfinished Business:

(A) Appointment of Chair of the Belvidere Planning and Zoning Commission.

Motion by Ald. Hoiness, 2<sup>nd</sup> by Ald. Albertini to consent to and approve the appointment of Paul Engelman to serve as Chairperson of the Belvidere Planning and Zoning Commission for a one-year term ending May 2026. Voice vote carried. Motion carried.

6. Other, New Business:

7. Adjournment:

Motion by Ald. Hoiness, 2<sup>nd</sup> by Ald. Frank to adjourn the meeting at 6:32p.m. Voice vote carried. Motion carried.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_ City Clerk

**ORDINANCE NO. 743H**

**AN ORDINANCE GRANTING A SPECIAL USE  
TO ALLOW IN-VEHICLE SALES OR SERVICE  
(AUTOMATIC CAR WASH) AND  
INDOOR COMMERCIAL ENTERTAINMENT  
(BAR WITH VIDEO GAMING)  
WITHIN THE GB, GENERAL BUSINESS DISTRICT  
(1125 North State Street)**

**WHEREAS**, The City of Belvidere has adopted Chapter 150, Zoning Ordinance in accordance with the provisions of Illinois Compiled Statutes to regulate the use of land and to specify the minimum requirements for improvements on land in the City of Belvidere; and

**WHEREAS**, Special Uses are certain municipal or private uses that due to their physical or operational characteristics may pose a threat to the value, use and enjoyment of adjoining property; are reviewed on a case by case basis; and are permitted only by permission of the Belvidere City Council; and,

**WHEREAS**, The applicant, Gunsteen Car Wash c/o Daniel Gunsteen, 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 on behalf of the property owner, DM Enterprises of 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 has petitioned the City for a Special Use to permit in-vehicle sales or service and indoor commercial entertainment to operate an automatic car wash and bar with video gaming at 1125 North State Street; and

**WHEREAS**, after due notice by publication pursuant to the Illinois State Statutes, the City of Belvidere Planning and Zoning Commission held a public hearing on October 14, 2025 concerning the proposed Special Use; and,

**WHEREAS**, the City of Belvidere Planning and Zoning Commission having examined the application and having considered the evidence, both oral and documentary and being fully advised about the premises did make findings of fact and a recommendation; and,

**WHEREAS**, the corporate authorities of the City considered the findings of fact and concur with the recommendation of the Planning and Zoning Commission,

**NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELVIDERE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1.** The foregoing recitals are incorporated herein by this reference.

**Section 2.** That a Special Use in the GB, General Business District for in-vehicle sales or service (automatic car wash) and indoor commercial entertainment (bar with video gaming) on the property depicted in Attachment A and legally described as:

Lot Two (2) as designated upon the Plat of Dixon Commercial Subdivision, being a Subdivision of part of Section 26 Township 44 North, Range 3 East of the Third Principal Meridian, according to the Plat thereof recorded June 15, 2017 as Document No. 2017RO3026 in the Recorder's Office of Boone County, Illinois; situated in the County of Boone and the State of Illinois. (PIN: 05-26-127-011)

is hereby approved, subject to the following conditions:

1. Substantial compliance with the site plan dated 7/9/2025 (Attachment B).
2. Substantial compliance with the elevations dated 9/8/2025 (Attachment C).
3. A full site plan shall be submitted to and approved by the staff (building, public works, fire, planning, etc.) prior to the issuance of building permits. This special use request is for the land uses of in-vehicle sales and service and indoor commercial entertainment only, no other deviations of the zoning ordinance are granted.

**Section 3.** That the premises shall be used in accordance with and subject to the applicable provisions of the Zoning Ordinance of the City of Belvidere and shall not be used except as may otherwise be expressly authorized by the applicable law and the special use.

**Section 4.** That acceptance of any of the benefits of this Special Use shall be deemed acceptance of all the terms and conditions set forth herein.

**Section 5.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**Section 6.** If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**Section 7.** This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

**PASSED** by the City Council of the City of Belvidere this \_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED** by the Mayor of the City of Belvidere this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Clinton Morris, Mayor

**ATTEST:**

\_\_\_\_\_  
Erica Bluege, City Clerk

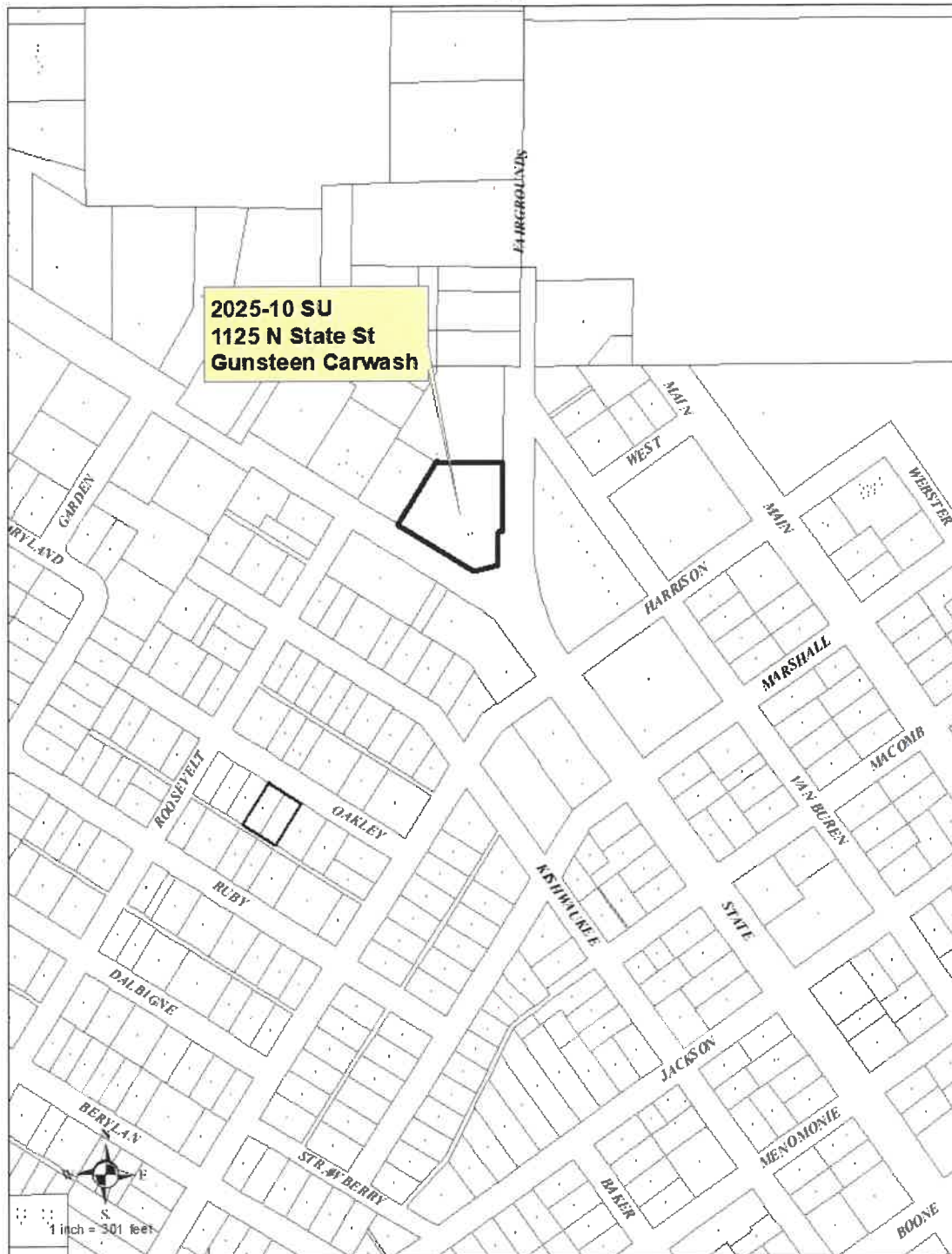
Ayes: \_\_\_\_ Nays: \_\_\_\_ Absent: \_\_\_\_

City Council Members Voting Aye: \_\_\_\_

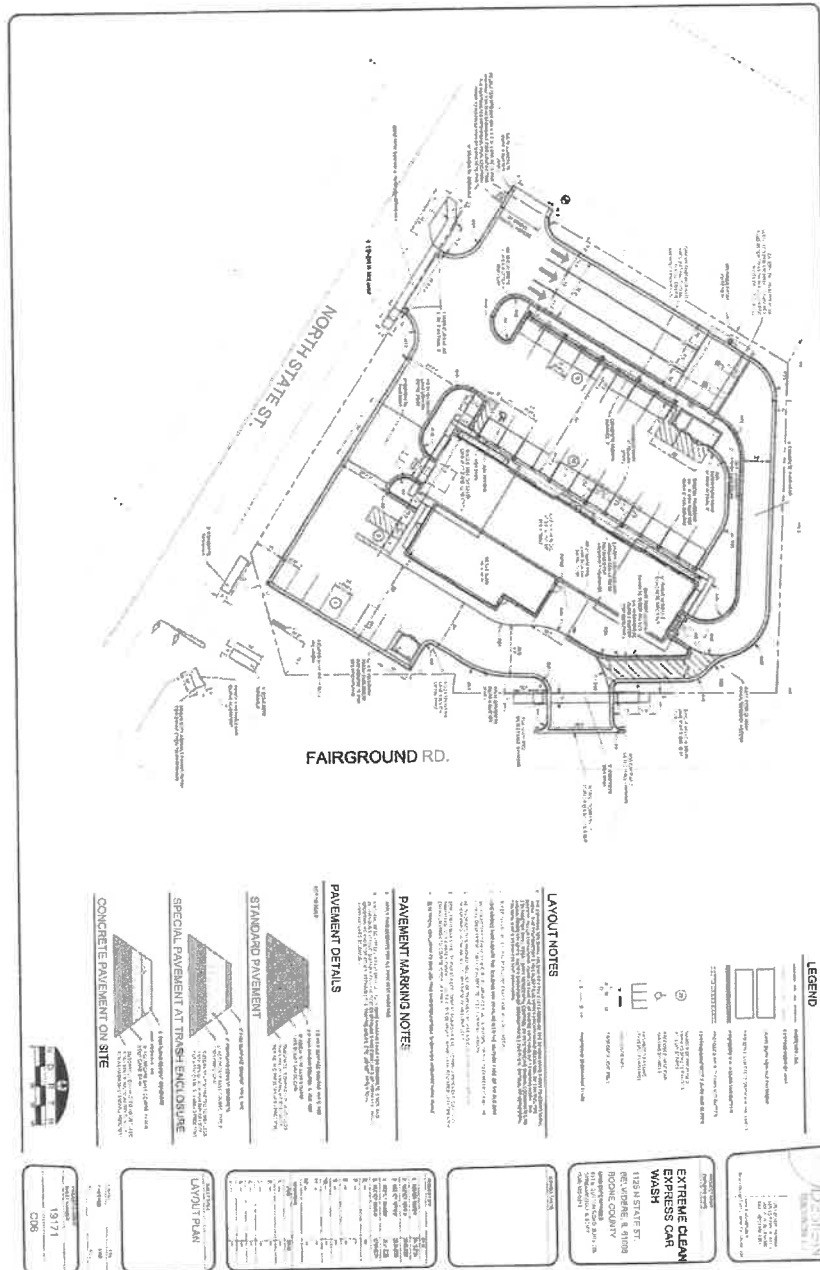
City Council Members Voting Nay: \_\_\_\_

Date Published:

## ATTACHMENT A



## ATTACHMENT B





## **MEMO**

**DATE:** October 15, 2025  
**TO:** Mayor and Members of the City Council  
**FROM:** City of Belvidere Planning and Zoning Commission  
**SUBJECT:** Recommendation for Case: 2025-10, Gunsteen, 1125 North State Street

### **REQUEST AND LOCATION:**

The applicant, Gunsteen Car Wash c/o Daniel Gunsteen, 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 on behalf of the property owner, DM Enterprises of Belvidere, LLC, 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 for a special use to permit in-vehicle sales or service and a special use to permit indoor commercial entertainment. Specifically, a car wash with accessory retail sales with the potential for a restaurant, bar and video gaming at 1125 N. State Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(5)(B)(2) In-vehicle sales or service; 150.105(C)(5)(B)(2) Indoor Commercial Entertainment and 150.904 Special use Review and Approval Procedures) in the GB, General Business District on approximately 1.2 acres. PIN: 05-26-127-011. PIN: 05-26-127-011. The property is irregular in shape and developed with a paved area.

### **RECOMMENDATION:**

The planning and zoning commission recommended the **approval** of case number **2025-10** for a special use to permit in-vehicle sales or service (an automatic car wash) and indoor commercial entertainment (bar with video gaming) at 1125 North State Street subject to the conditions as presented by staff:

1. Substantial compliance with the site plan dated 7/9/2025.
2. Substantial compliance with the elevations dated 9/8/2025.
3. A full site plan shall be submitted to and approved by the staff (building, public works, fire, planning, etc.) prior to the issuance of building permits. This special use request is for the land uses of in-vehicle sales and service and indoor commercial entertainment only, no other deviations of the zoning ordinance are granted.

**Motion to approve case 2025-10; Gunsteen, 1125 North State Street subject to the conditions as presented carried with a (5-0) roll call vote.**

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Paul Engelman, Chairman  
Belvidere Planning and Zoning Commission

## **MEMO**

**DATE:** October 15, 2025

**TO:** Mayor and Members of the City Council

**FROM:** City of Belvidere Planning and Zoning Commission

**SUBJECT:** Findings of Fact for Case: 2025-10; Gunsteen, 1125 North State Street

### **REQUEST AND LOCATION:**

The applicant, Gunsteen Car Wash c/o Daniel Gunsteen, 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 on behalf of the property owner, DM Enterprises of Belvidere, LLC, 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 for a special use to permit in-vehicle sales or service and a special use to permit indoor commercial entertainment. Specifically, a car wash with accessory retail sales with the potential for a restaurant, bar and video gaming at 1125 N. State Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(5)(B)(2) In-vehicle sales or service; 150.105(C)(5)(B)(2) Indoor Commercial Entertainment and 150.904 Special use Review and Approval Procedures) in the GB, General Business District on approximately 1.2 acres. PIN: 05-26-127-011. PIN: 05-26-127-011. The property is irregular in shape and developed with a paved area.

### **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.**

Car washes and other vehicle-orientated businesses are commonly found along North State Street. The site plan reduces potential negative impacts by requiring vehicles to drive through a parking area prior to exiting the parking lot, allowing for any water to collect in the parking area instead of onto North State Street.

North State Street is comprised of several indoor commercial entertainment land uses and even more restaurants. The property is located at an intersection involving roads that become state routes, lending to its appeal as a site for commercial development for those already traveling past (car wash) and for those traveling to a specific destination (indoor commercial entertainment).

- 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 subject property is designated as "Commercial" by the City of Belvidere Comprehensive Plan, adopted May 7, 2024. Commercial land uses include service businesses, restaurants, entertainment, office buildings, healthcare facilities, and other similar uses. Smaller scale commercial uses provide the community with a variety of everyday goods

and services at convenient locations, typically along the City's major roads such as Logan Avenue and State Street. The proposed car wash and indoor commercial entertainment land uses meet the intent of the Comprehensive Plan.

- 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.

According to the Illinois Department of Transportation's 2018 traffic counts there are 9,700 vehicles that travel along the adjacent portion of North State Street daily and 4,900 vehicles that travel along the adjacent portion of Fairgrounds Road (Illinois Route 76) daily.

The proposed car wash is expected to service approximately 300 vehicles a day. Not all the vehicles served will be traveling on North State Street and Fairgrounds Road for the sole purpose of patronizing the subject property. Vehicle-orientated businesses often draw from the existing traffic. Some of those patrons will also frequent the indoor commercial entertainment business in addition to those traveling to the site just for the bar and video gaming.

Although the property has been vacant for some time, it has been gas station, a restaurant and a bar previously. Like many properties along North State Street, it has been redeveloped several times.

- D. Findings:** The establishment of the special use may 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 if property conditions of approval are not in place.

When Little Caesars was developed, the parking lot was designed to serve as a cross access point to the subject property, encouraging shared patronship. However, the special use is designed in such a way that there will be no cross access with the property to the north, potentially limiting its ability to redevelop in the future. If the property redevelops in the future, it will have reduced visibility to North State Street and it will have to be orientated towards Fairgrounds Road which provides access to several non-residential properties as well as a connection to US Route 20.

In recent years there have been numerous improvements made to businesses along North State Street between Fairgrounds Road and US Route 20/North Appleton Road. The Dodge Lanes bowling alley is currently being redeveloped into a restaurant, Hamblock Ford, Kunes Auto Group and the Mobil gas station have reinvested in their properties, Hibachi Days opened in the former Happy Wok building, Rock Valley College converted the former ShopKo building into their Advanced Technology Center, Jimmy John's relocated to a vacant building, Little Caesars, Taco Bell, and Dairy Queen constructed a new building while KFC, McDonald's and the multi-tenant building to the east have undergone façade upgrades. Affordable Water recently purchased and relocated to the building to the north.

## Findings of Fact

**2025-10; Gunsteen, 1125 North State Street**

In order to not detract from the reinvestment occurring along North State Street, conditions of approval regarding lot layout and building design will be required.

- 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 part of a platted subdivision in which adjacent lots are developed and served with municipal utilities. Extension of the existing utilities to serve the proposed development is required.

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

Other than limited noise, staff is not aware of any negative impacts the other car washes have generated and staff is not aware of any negative impacts indoor commercial entertainment land uses have generated.

The negative impacts most likely to be created would be due to the layout of the development and façade design. Development of the property has the potential to negatively impact the redevelopment of the property to the north as well as the aesthetics of North State Street.

**The motion to adopt the Findings of Fact as presented by staff for case 2025-10 for in-vehicle sales or service (automatic car wash) and indoor commercial entertainment (bar with video gaming) at 1125 North State Street carried with a (5-0) roll call vote.**

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Paul Engelman, Chairman  
Belvidere Planning and Zoning Commission



STATE OF ILLINOIS  
PERIODIC PERFORMANCE REPORT

Report Transmittal

|                                                                                                               |                                                                                                                                                                                             |                                                               |                                      |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------|
| 1. Grantee Name (per UGA):<br><br>City of Belvidere                                                           |                                                                                                                                                                                             | 2. Grant Number:<br>23GIGO02                                  | 3. Grantee DUNS:<br>031050040        |
| 6. Program Name (per UGA):<br>Green Infrastructure Grant Opportunities (GIGO) Program                         |                                                                                                                                                                                             | 4. CSFA Number:<br>532-60-2388                                | 5. Grantee FEIN:<br>36-6005792       |
| 8. State Agency (Grantor): Illinois Environmental Protection Agency                                           |                                                                                                                                                                                             | 7. CFDA Number(s):<br>NA                                      |                                      |
| 9. Agreement Period:<br>Start Date (Month/Day/Year):<br>3/3/2025                                              |                                                                                                                                                                                             | 10. Report Period End Date:<br>(Month/Day/Year):<br>9/30/2025 |                                      |
| 11. Final Report?<br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No                   | 12. Report Frequency:<br><input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly<br><input type="checkbox"/> Semi-annually <input type="checkbox"/> Other (specify): |                                                               | 13. Prepared Date:<br>10/15/2025     |
| Responses to Sections 14 - 22 may be provided in a separate format.<br>All grantees must complete Section 23. |                                                                                                                                                                                             |                                                               |                                      |
| <input checked="" type="checkbox"/> Alternative file or database used.                                        |                                                                                                                                                                                             |                                                               |                                      |
| File Name or Database Source:<br><br>23GIGO02.QR.250430                                                       |                                                                                                                                                                                             |                                                               |                                      |
| 14. Deliverable (if applicable):<br>(Separate line for each based on UGA)                                     | 15. Due Date<br>(based on UGA)                                                                                                                                                              | 16. Date Completed                                            | 17. Deliverable Explanation:         |
| 18. Performance Measures:<br>(Separate line for each based on UGA Exhibit E)                                  | 19. Performance Standard-Frequency<br>(Based on UGA Exhibit F)                                                                                                                              | 20. Results - Accomplishments in Reporting Period             | 21. Required (R) or Inform Only (IO) |
|                                                                                                               |                                                                                                                                                                                             |                                                               | Add - Delete<br>ADD DEL              |
|                                                                                                               |                                                                                                                                                                                             |                                                               | Add - Delete<br>ADD DEL              |



STATE OF ILLINOIS  
PERIODIC PERFORMANCE REPORT

|                                                                                                                                                                                           |  |                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------|
| <b>22. Performance Explanation - Award to Date:</b>                                                                                                                                       |  | <b>Add - Delete</b> |
| <input checked="" type="checkbox"/> All performance accomplishments are on schedule with performance standards.                                                                           |  |                     |
| <input type="checkbox"/> Not all performance accomplishments are on schedule with performance standards. Explanation(s) required below:<br>(Separate lines as appropriate.)               |  |                     |
|                                                                                                                                                                                           |  | <b>ADD</b>          |
|                                                                                                                                                                                           |  | <b>DEL</b>          |
| <b>23. Performance Accomplishments Correlated to Reported Expenses:</b>                                                                                                                   |  | <b>Add - Delete</b> |
| <input checked="" type="checkbox"/> Performance is consistent with grant-to-date expected services and expenditures/earnings.                                                             |  |                     |
| <input type="checkbox"/> Performance is not consistent with grant-to-date expected services and expenditures/earnings. Explanation(s) required below:<br>(Separate lines as appropriate.) |  |                     |
|                                                                                                                                                                                           |  | <b>ADD</b>          |
|                                                                                                                                                                                           |  | <b>DEL</b>          |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>GRANTEE CERTIFICATION (2 CFR 200.415)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |
| By signing [authorizing] this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the [related] expenditures, disbursements, cash receipts and reported performance are for the purposes and objectives set forth in the terms and conditions of the award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812). |                                                   |
| 24. Name and Title of Authorized Individual from Grantee Organization:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 25. Phone Number<br>815-544-2612                  |
| Sarah Turnipseed, Budget & Finance Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 26. Email Address:<br>sturnipseed@belvidereil.gov |
| <b>STATE AGENCY USE ONLY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |
| 27. Name and Title of State Agency PPR Approver:<br>Christine Davis, SPSA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 28. Date Received:                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 28. Date Approved:                                |

**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

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October 6, 2025

**ADVISORY REPORT**

**CASE NO:** 2025-10

**APPLICANT:** Gunsteen, 1125 N. State Street (SU)

**REQUEST AND LOCATION:**

The applicant, Gunsteen Car Wash c/o Daniel Gunsteen, 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 on behalf of the property owner, DM Enterprises of Belvidere, LLC, 651 S. Sutton Road, Ste 305, Streamwood, IL 60107 for a special use to permit in-vehicle sales or service and a special use to permit indoor commercial entertainment. Specifically, a car wash with accessory retail sales with the potential for a restaurant, bar and video gaming at 1125 N. State Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(5)(B)(2) In-vehicle sales or service; 150.105(C)(5)(B)(2) Indoor Commercial Entertainment and 150.904 Special use Review and Approval Procedures) in the GB, General Business District on approximately 1.2 acres. PIN: 05-26-127-011. PIN: 05-26-127-011. The property is irregular in shape and developed with a paved area.

**EXISTING LAND USE ON SUBJECT PROPERTY AND ADJACENT PROPERTY:**

Subject property: Vacant

Adjacent property:

**North:** Affordable Water

**South:** Vacant Restaurant and Belvidere Wine and Spirits

**West:** Little Caesars Restaurant

**East:** Multi-tenant Commercial Building

**ZONING ON SUBJECT PROPERTY AND ADJACENT PROPERTY:**

Subject property: GB, General Business District

All Adjacent properties: GB, General Business District

**COMPREHENSIVE PLAN:**

Subject property: Commercial

All Adjacent properties: Commercial

**BACKGROUND:**

The Zoning Ordinance requires properties that are zoned General Business to be a minimum of 20,000 square feet and a lot width of 100 feet at the building line. The subject property is part of the Dixon Commercial Subdivision which was platted in 2017, is 53,400 square feet and has a lot width in excess of 100 feet. The property was previously developed with a two-story stone

## **2025-10; Gunsteen, 1125 N. State Street (SU)**

residence which was moved in order to allow for the construction of a Shell gas station in 1968. In 1980 the gas station was replaced with a restaurant which later became a bar. Eventually all buildings were removed and the property became additional parking for Belvidere Motors which was located to the north. Belvidere Motors opened in 1989 and had replaced a grocery store that was open since 1965.

The applicant is proposing to construct a 5,146 square-foot automatic car wash with its primary entrance off of North State Street and a secondary entrance off of Fairgrounds Road. In addition to the car wash, there will be outdoor vacuum stations and pet wash. There will also be a 2,330 square-foot area within the building where the requested indoor commercial entertainment will be located (see attached narrative and site plan). It is anticipated that approximately 300 cars will utilize the car wash per day. Additional traffic could be generated for the commercial sales portion of the building. There is adequate parking to serve both the car wash patrons and the indoor commercial entertainment patrons.

On February 3, 2020 the Belvidere City Council approved Ordinance 482H granting the applicant a special use for the car wash development. Extensions for the start of the special use were granted in 2021 and 2022. In 2023, the applicant reapplied for the special use to allow a car wash (in-vehicle sales and service) and also requested a special use for indoor commercial entertainment to allow for alcohol sales and video gaming in the end unit of the car wash that was originally anticipated to be automotive related retail sales. In 2024 an extension was requested but denied by the City Council, prompting the applicant to re-apply for the special use. The 2024 application included a redesigned building that did not include several of the significant architectural features that the original building design had. Through the public hearing process and conditions of approval, a new building design which included more windows was submitted and the request was approved per Ordinance 678H. However, acceptable plans were not submitted and a building permit was not issued within the required 365 days time-frame, resulting in the special use becoming null and void. The applicant still wishes to move forward with the project and has submitted a new special use request. Due to the high visibility of the property and the numerous façade upgrades and new construction along North State Street, building design will be a condition of approval.

In 2018, there were two special uses approved for automatic car washes on the south end of Belvidere. One is located on Logan Avenue and the other along Grant Highway adjacent to the Speedway gas station. In 2023, a special use was granted for an automatic car wash in the Gateway Center Subdivision. Belvidere has a mix of self-serve, automatic and full-service car washes spread throughout the city limits. There have been 9 other indoor commercial entertainment special uses approved within 1,250 feet of the property, eight of them are in operation.

The Zoning Ordinance was updated in 2006 requiring a special use for Indoor Commercial Entertainment. Bars and taverns that were in existence prior to that date have been considered "grandfathered" for the bar use. In 2013, Illinois State Law allowed municipalities to determine that video gaming would be permitted within their jurisdiction. The State limits the number of machines to six per establishment and every establishment must have a liquor license that allows for the pouring of alcohol (except for those that qualify as a truck stop). In 2013, Belvidere voted to allow video gaming and in 2023, the City Council voted to increase the limit the number of gaming establishments to from 40 to 50. The applicant is aware that granting the special use does not guarantee them a license.

**TREND OF DEVELOPMENT:**

The property is located at the corner of North State Street and Fairgrounds Road. Recent changes to the intersection include Affordable Water relocating to the north and the multi-tenant building to the east being repainted.

**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.**

Car washes and other vehicle-orientated businesses are commonly found along North State Street. The site plan reduces potential negative impacts by requiring vehicles to drive through a parking area prior to exiting the parking lot, allowing for any water to collect in the parking area instead of onto North State Street.

North State Street is comprised of several indoor commercial entertainment land uses and even more restaurants. The property is located at an intersection involving roads that become state routes, lending to its appeal as a site for commercial development for those already traveling past (car wash) and for those traveling to a specific destination (indoor commercial entertainment).

- 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 subject property is designated as "Commercial" by the City of Belvidere Comprehensive Plan, adopted May 7, 2024. Commercial land uses include service businesses, restaurants, entertainment, office buildings, healthcare facilities, and other similar uses. Smaller scale commercial uses provide the community with a variety of everyday goods and services at convenient locations, typically along the City's major roads such as Logan Avenue and State Street. The proposed car wash and indoor commercial entertainment land uses meet the intent of the Comprehensive Plan.

- 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.**

According to the Illinois Department of Transportation's 2018 traffic counts there are 9,700 vehicles that travel along the adjacent portion of North State Street daily and 4,900 vehicles that travel along the adjacent portion of Fairgrounds Road (Illinois Route 76) daily.

The proposed car wash is expected to service approximately 300 vehicles a day. Not all the vehicles served will be traveling on North State Street and Fairgrounds Road for the sole purpose of patronizing the subject property. Vehicle-orientated businesses often draw from the existing traffic. Some of those patrons will also frequent the indoor commercial entertainment business in addition to those traveling to the site just for the bar and video gaming.

Although the property has been vacant for some time, it has been gas station, a restaurant and a bar previously. Like many properties along North State Street, it has been redeveloped several times.

- D. Findings:** The establishment of the special use may 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 if property conditions of approval are not in place.

When Little Caesars was developed, the parking lot was designed to serve as a cross access point to the subject property, encouraging shared patronship. However, the special use is designed in such a way that there will be no cross access with the property to the north, potentially limiting its ability to redevelop in the future. If the property redevelops in the future, it will have reduced visibility to North State Street and it will have to be orientated towards Fairgrounds Road which provides access to several non-residential properties as well as a connection to US Route 20.

In recent years there have been numerous improvements made to businesses along North State Street between Fairgrounds Road and US Route 20/North Appleton Road. The Dodge Lanes bowling alley is currently being redeveloped into a restaurant, Hamblock Ford, Kunes Auto Group and the Mobil gas station have reinvested in their properties, Hibachi Days opened in the former Happy Wok building, Rock Valley College converted the former ShopKo building into their Advanced Technology Center, Jimmy John's relocated to a vacant building, Little Caesars, Taco Bell, and Dairy Queen constructed a new building while KFC, McDonald's and the multi-tenant building to the east have undergone façade upgrades. Affordable Water recently purchased and relocated to the building to the north.

In order to not detract from the reinvestment occurring along North State Street, conditions of approval regarding lot layout and building design will be required.

- 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 part of a platted subdivision in which adjacent lots are developed and served with municipal utilities. Extension of the existing utilities to serve the proposed development is required.

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

## **2025-10; Gunsteen, 1125 N. State Street (SU)**

Other than limited noise, staff is not aware of any negative impacts the other car washes have generated and staff is not aware of any negative impacts indoor commercial entertainment land uses have generated.

The negative impacts most likely to be created would be due to the layout of the development and façade design. Development of the property has the potential to negatively impact the redevelopment of the property to the north as well as the aesthetics of North State Street.

### **SUMMARY OF FINDINGS:**

Car washes and other vehicle-orientated businesses are commonly found along North State Street. The site plan reduces potential negative impacts by requiring vehicles to drive through a parking area prior to exiting the parking lot, allowing for any water to collect in the parking area instead of onto North State Street.

North State Street is comprised of several indoor commercial entertainment land uses and even more restaurants. The property is located at an intersection involving roads that become state routes, lending to its appeal as a site for commercial development for those already traveling past (car wash) and for those traveling to a specific destination (indoor commercial entertainment).

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The proposed car wash is expected to service approximately 300 vehicles a day. Not all the vehicles served will be traveling on North State Street and Fairgrounds Road for the sole purpose of patronizing the subject property. Vehicle-orientated businesses often draw from the existing traffic. Some of those patrons will also frequent the indoor commercial entertainment business in addition to those traveling to the site just for the bar and video gaming.

When Little Caesars was developed, the parking lot was designed to serve as a cross access point to the subject property, encouraging shared patronship. However, the special use is designed in such a way that there will be no cross access with the property to the north, potentially limiting its ability to redevelop in the future. If the property redevelops in the future, it will have reduced visibility to North State Street and it will have to be orientated towards Fairgrounds Road which provides access to several non-residential properties as well as a connection to US Route 20.

The negative impacts most likely to be created would be due to the layout of the development and façade design. Development of the property has the potential to negatively impact the redevelopment of the property to the north as well as the aesthetics of North State Street.

### **RECOMMENDATION:**

Planning staff recommends the **approval** of case number **2025-10** subject to the following conditions:

1. Substantial compliance with the site plan dated 7/9/2025.
2. Substantial compliance with the elevations dated 9/8/2025.

3. A full site plan shall be submitted to and approved by the staff (building, public works, fire, planning, etc.) prior to the issuance of building permits. This special use request is for the land uses of in-vehicle sales and service and indoor commercial entertainment only, no other deviations of the zoning ordinance are granted.

**Submitted by:**

  
Gina DelRose,  
Community Development Planner

**PLANNING AND ZONING COMMISSION/CITY COUNCIL ACTION**

The Planning and Zoning Commission shall make and forward findings of fact as to the compliance of the proposed planned development with the standards and make a recommendation to the City Council. The City Council shall review the findings and recommendation and may accept or reject the findings and recommendation of the Planning and Zoning Commission in whole or in part; or the City Council may refer the matter back to the Planning and Zoning Commission for further consideration. Any approval shall be considered the approval of a unique request and not be construed as precedent for any other proposed planned development.

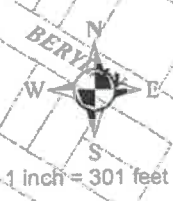
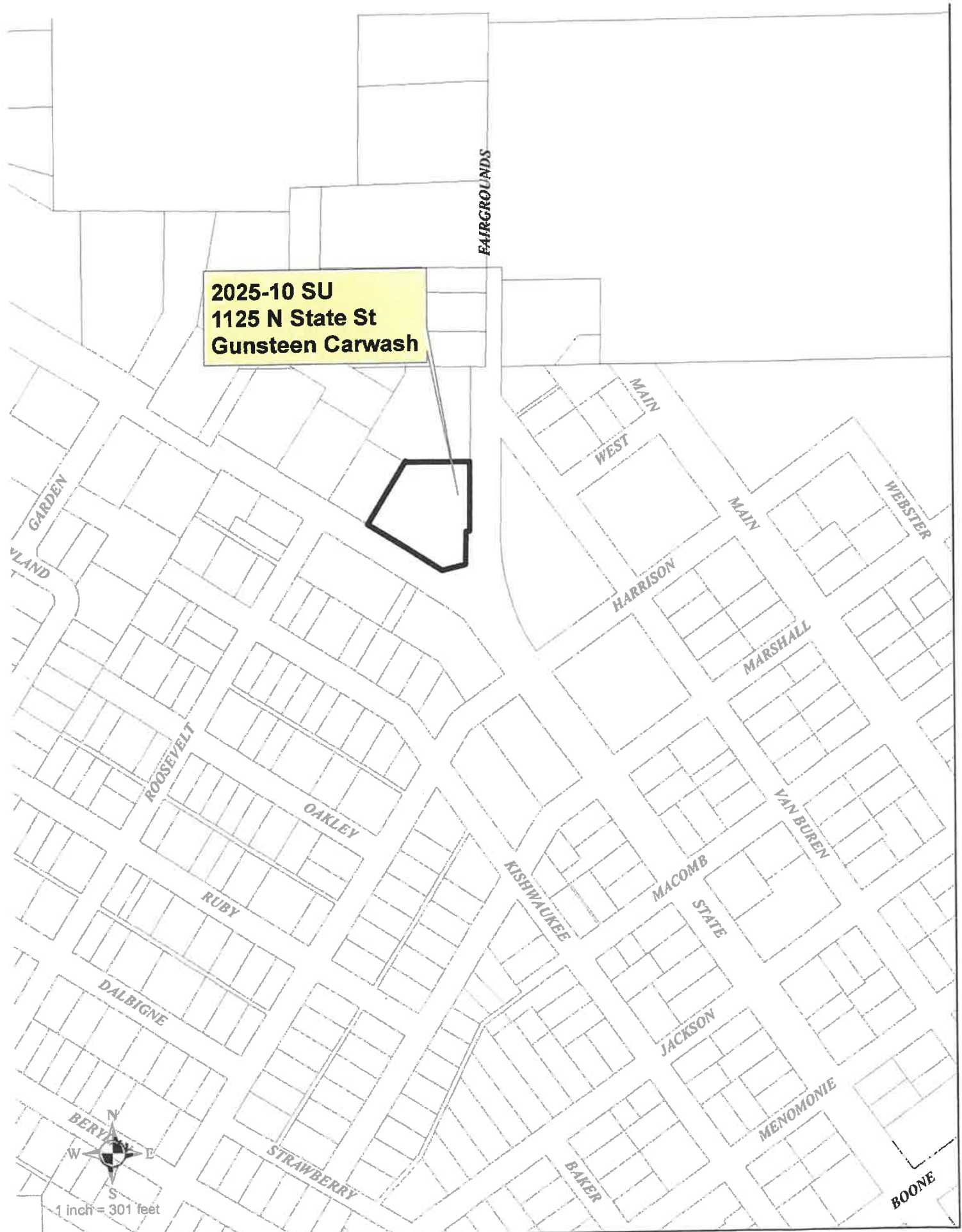
**ATTACHMENTS:**

1. Location Map by Planning Staff.
2. Aerial Photo by Planning Staff.
3. Narratives as Submitted by the Applicant.
4. Site Plan dated 6/19/2023 Submitted by the Applicant.
5. Proposed Elevations Submitted by the Applicant.
6. NRI 1633 submitted by the Boone County Soil and Water Conservation District, Jennifer Becker, December 22, 2019.

**2025-10 SU**  
**1125 N State St**  
**Gunsteen Carwash**



FAIRGROUNDS



**1201**

**2025-10 SU  
1125 N State St  
Gunsteen Carwash**

**FAIRGROUNDS**

**STATE**



1 inch = 45 feet



**Exhibit- Zoning Application Narrative**

**To:** City of Belvidere – Community Development Dept.

**From:** WT Group/Extreme Clean Car Wash (Dan Gunsteen)

**Date:** September 8, 2025

**Re:** Special Use Narrative

We hereby submit a formal request for a **Special Use Permit at 1125 N State Street for the use of a carwash and Indoor Commercial Entertainment**. The property, situated at the intersection of N State Street and Fairgrounds Road, has remained largely vacant for several years. This submittal is due to the expiration of a previously applied for special use. The contents are substantially the same as previous submittals.

**Project Overview:**

- The proposed development aims to revitalize the existing and deteriorating asphalt parking lot, which was previously utilized as a car auto sales lot and now stands vacant.
- Our application seeks approval for the establishment of an automated, express drive-through car wash facility and a bar/video gaming facility on this site.

**Proposed Use: Express Car Wash & Restaurant/Gaming facility**

- Our enclosed application pertains to special use permit within the GB-General Business district to accommodate the Carwash use and Indoor Commercial Entertainment use.
- The express wash model represents a modern alternative to outdated "self-serve" car washes, aligning with consumer preferences for more automated services and caters to a clientele base seeking efficient service at a lower price point.
- Unlike traditional gas station car washes, our approach incorporates an advanced conveyor system, significantly reducing waiting times for customers.
- The car wash owner, Mr. Dan Gunsteen of Extreme Clean Car Wash (MKD Enterprises), brings extensive experience from similar successful facilities.
- By replacing the existing dilapidated asphalt parking lot, the proposed development will enhance the surrounding area.

**Construction:**

- Mr. Gunsteen, an experienced electrical contractor, has consistently acted as his own general contractor on previous sites and prioritizes local and union labor to ensure successful project completion.
- Historically, similar sites have generated a minimum of 30 temporary positions during construction, which typically lasts around 90 to 100 days.

**WT Group AEC, LLC**

**Phone:**  
224.293.6333

**Headquarters:**  
2000 Center Drive, Suite B411  
Hoffman Estates, IL 60192

**Website:**  
wtgroup.com



### Materials:

- The building will feature a masonry finish on all four sides.
  - The exposed roof will be a standing seam metal roof.
- The trash enclosure area will be constructed using similar materials.

### Employees/Operations:

- The Car Wash is anticipated to create a rotating staff of 15 employees with 4-6 employees on site at a time.
- The 15 employees will feature a mix of full-time and part-time staff.
- The goal is to hire staff from within a 5 to 6-mile radius of the facility, allowing us to call in additional help if needed.
- A shift manager, who is always on-site during operating hours, is responsible for daily operation, customer support and customer satisfaction.
- 1 employee is designated for lot maintenance and trash.
- Trash pick-up typically occurs twice a week up to 3 times depending on need, between 4am and 6am.

### Hours of Operation:

- The Car Wash facility is anticipated to be open daily from 7 am to 9 pm during daylight savings, 8 pm during winter. This will not be a 24 hour facility.

### Other Site Features:

- Complimentary vacuum stations will be available to patrons.
- A vending room will be situated at the front of the building.
- An indoor pet wash station allows patrons to bring their dogs or cats for a convenient pet wash experience.

### Lighting:

- LED lighting will be provided with full cut offs and will comply with the City of Belvidere's requirements.
- Lighting will be reduced to security lighting within an hour of the close of business.

### Sound:

- All vacuum main cylinder equipment is located inside of the masonry building.
- Air lift doors will be installed that open and close with each vehicle.
- "No loud music" signs will be posted and strictly enforced.

**WT Group AEC, LLC**

**Phone:**  
224.293.6333

**Headquarters:**  
2000 Center Drive, Suite B411  
Hoffman Estates IL 60192

**Website:**  
wtgroup.com



### Security:

- The development will feature 36 remotely monitored cameras accessible via the owner's computer and phone, as well as by the security company.
- Traditional security systems tied to the local police station are also proposed.

### Screening and Landscaping:

- Landscaping will adhere to ordinances for foundation, building area, total paved area, and street frontage.

### Traffic and Access:

- An average of 300 washes per day is anticipated
- Existing access on N. State Street will be maintained.
- The site access on Fairgrounds Road will be modified, but remain in approximately the same location
- The recently upgraded sidewalk will remain.

### Stormwater Impacts:

- The existing (former) auto dealer property lacks any stormwater detention measures and is predominantly paved.
- The new development will reduce the paved surface area and therefore reduce the runoff from the site when compared to the existing conditions.
- The proposed development will obtain the necessary permits including submitting the SWPPP to the IEPA and making the necessary supporting documents available to the Boone County Soil & Water Conservation District as indicated in SWCD NRI# 1663 - issued December 22, 2019 per Heather VanTilburg at the Boone County Soil and Water Conservation District, we have determined that a new Natural Resources Inventory (NRI) is unnecessary at this time. The previous NRI remains valid due to the similarities between the existing development and the proposed project.

### Signage:

- All signage will adhere to the code.
- Building signs will be placed on the south side (facing N State St) and on the east side.





1 BUILDING EXTERIOR  
SCALE 1/8" = 1'-0"



2 BUILDING EXTERIOR  
SCALE 1/8" = 1'-0"



3 BUILDING EXTERIOR  
SCALE 1/8" = 1'-0"



4 BUILDING EXTERIOR  
SCALE 1/8" = 1'-0"

[illegible]

## FLOOR PLAN GENERAL NOTES

- A. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE CITY OF CHICAGO DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS TO THE BUILDING CODE.
- B. ALL WORK TO BE DONE IN ACCORDANCE WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- C. THE FLOOR PLAN IS PRELIMINARY AND MAY BE SUBJECT TO CHANGE WITHOUT NOTICE AND WITHOUT LIABILITY TO THE ARCHITECT.
- D. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- E. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- F. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- G. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- H. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- I. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- J. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- K. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- L. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
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- N. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- O. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- P. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- Q. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- R. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- S. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- T. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- U. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- V. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- W. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- X. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- Y. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.
- Z. PROVIDE A FLOOR PLAN THAT IS ACCORDANT WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS.

**LOCK BOX NOTE**

[illegible]



211 N. Appleton Road  
Belvidere, IL 61008  
815-544-2677 x3

22 December 2019

**SWCD NRI #: 1633**

City of 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)

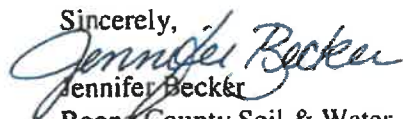
**Location of Site:** 1125 N. State Street, Dixon Commercial Subdivision  
**PIN(S):** 05-26-127-011

| Contact                                                                                                                                                    | Petitioner                                                                                                                                                 | Owner                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Jeff Linkenheld<br>5291 Zenith Parkway<br>Loves Park, IL 61111<br>815-484-4300<br><a href="mailto:jlinkenheld@arcdesign.com">jlinkenheld@arcdesign.com</a> | Jeff Linkenheld<br>5291 Zenith Parkway<br>Loves Park, IL 61111<br>815-484-4300<br><a href="mailto:jlinkenheld@arcdesign.com">jlinkenheld@arcdesign.com</a> | Daniel Gunsteen<br>651 S. Sutton Road, Suite 305<br>Streamwood, IL 60107<br>630-688-5843<br><a href="mailto:dhgunsteen@gmail.com">dhgunsteen@gmail.com</a> |

**Request:** Special Use for carwash

**Notes:**

It appears the construction of the car wash facility will disturb less than one acre, with approximately 1.19 acres of pavement/impervious surface and approximately 0.03 acres of landscaping/green space. Additionally, it appears more green space will be created compared to the existent vacant lot. If disturbance is greater than one acre in size, a National Pollutant Discharge Elimination System (NPDES) Permit will be needed from the Illinois Environmental Protection Agency (IEPA), which covers discharges of storm water from construction sites. Although, it appears the development project is less than an acre in size, an erosion and sediment control plan shall be created and available for review, prior to development. At time of building permit review, an erosion and sediment control plan, in compliance with section 151.45, Erosion and Sediment Control Requirements of the Belvidere Municipal Code, will be required.

Sincerely,  
  
Jennifer Becker  
Boone County Soil & Water  
Conservation District

Re: Jeff Linkenheld