

**MINUTES OF THE LOVES PARK ZONING BOARD OF APPEALS**  
**THURSDAY, JUNE 18, 2015**  
**6:00 P.M.**  
**CITY COUNCIL CHAMBERS**  
**LOVES PARK CITY HALL**

1. CHAIRMAN HOWLETT CALLED THE MEETING TO ORDER AT 6:00 P.M.

MEMBERS PRESENT: ALISE HOWLETT, THOMAS, FREESMEIER, JAMES SYLVESTER,  
BRIAN KERN, NICHOLAS BECKER, SHAWN NOVAK,  
LYNDI TOO HILL

OTHERS PRESENT: ZONING OFFICER – ANDREW QUINTANILLA,  
DEPUTY COMMUNITY DEVELOPMENT DIRECTOR –  
STEVE THOMPSON  
ATTORNEY PHIL A. NICOLOSI  
SECRETARY – SHEILA MILLS

Chairman Howlett announced that the next Community Development Committee meeting will be held Wednesday, July 1, 2015 at 6:00 p.m.

2. MINUTES

Mrs. Novak moved to approve the minutes from the meeting held May 21, 2015. Second by Mr. Sylvester. Motion carried by voice vote.

3. ZONING OFFICE REPORT

Mr. Quintanilla indicated that Items D & E have been withdrawn at the applicant's request.

4. COMMUNICATIONS

None

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

**A. 2304 DEVON AVENUE – VARIANCE TO WIDEN THE DRIVEWAY IN FRONT OF THE HOME IN THE R1 ZONING DISTRICT.** Appropriate notice has been given.

Petitioner not present.

Mr. Kern moved to approve layover a request for a Variance from a required 8-ft. landscape buffer with 4 trees to a requested 3-ft. broken landscape buffer with 0 trees with the CR Zoning District for the property commonly known as 2304 Devon Avenue. Second by Mr. Sylvester.

**MOTION CARRIED BY VOICE VOTE**

Items B & C were discussed together and voted on separately.

**B. 4932 NORTH SECOND STREET – SPECIAL USE PERMIT FOR A COMMERCIAL OFFICE ESTABLISHMENT IN THE CG ZONING DISTRICT.** Appropriate notice has been given.

Daniella Swaab, 1007 N. Second Street, Rockford IL was sworn in on behalf of the Petitioner. Ms. Swaab indicated that they would like to move an established insurance business to the location.

Vic Nafranwicz, 4114 Dorset Drive, Rockford, IL was sworn in as objector. He stated he owned the apartment building to the south of the property and he expressed concerns with noise from the drive-thru window.

Mrs. Novak moved to approve a Special Use Permit for a commercial office establishment in the CG Zoning District for the property commonly known as 4932 North Second Street, with the following conditions:

1. The Special Use Permit expires with the change in property ownership, change in business ownership, or sale of the business.
2. The parking lot shall be striped according to the official site plan. All accessible parking stalls shall be striped according to Illinois State Statutes.
3. The petitioner shall work with city staff to coordinate the implementation of the landscape for the property. The landscape requirement shall be completed no later than August 31, 2015.

Second by Mr. Kern. The findings of the facts have been met and discussed in accordance with the zoning recommendations provided.

**MOTION APPROVED UNANIMOUSLY 6-0**

**C. 4932 NORTH SECOND STREET – SPECIAL USE PERMIT FOR A DRIVE-THRU WINDOW USED IN CONJUNCTION WITH A COMMERCIAL OFFICE ESTABLISHMENT IN THE CG ZONING DISTRICT.** Appropriate notice has been given.

Mr. Sylvester moved to approve a Special Use Permit for a drive-thru window used in conjunction with a commercial office establishment in the CG Zoning District for the property commonly known as 4932 North Second Street, with the following conditions:

1. The Special Use Permit expires with the change in property ownership, change in business ownership, or sale of the business.
2. The Special Use Permit shall be revoked if the landscape requirement has not been satisfied.

Second by Mrs. Toohill. The findings of the facts have been met and discussed in accordance with the zoning recommendations provided.

**MOTION APPROVED UNANIMOUSLY 6-0**

**D. 326 RIVER PARK ROAD – VARIANCE FROM THE REQUIRED 10-FT. SETBACK TO A REQUESTED 0-FT. SETBACK FOR A DECK IN THE R1 ZONING DISTRICT.** Appropriate notice has been given.

Petition withdrawn at applicant's request.

**E. 1575 WEST LANE – SPECIAL USE PERMIT FOR OFF-SITE ADVERTISING IN THE IL ZONING DISTRICT.** Appropriate notice has been given.

Petition withdrawn at applicant's request.

**F. Public Participation and Comment**

Mr. Thompson announced that this meeting is Mr. Sylvester's last meeting as he is resigning his position so he can travel more.

Cathy Nelson, 6642 Conestoga Trail, Loves Park, IL introduced herself as the new Zoning Board of Appeals member who will be present at the next board meeting.

**G. General Discussion**

None

Mr. Sylvester moved that the meeting be adjourned. Second by Mrs. Novak. Motion carried by voice vote. The meeting was adjourned at 6:35 p.m.

APPROVED:  
Sheila Mills, Secretary