



**AGENDA**  
**LOVES PARK ZONING BOARD OF APPEALS**  
**March 12, 2026**

**CITY COUNCIL CHAMBERS**  
**100 HEART BOULEVARD**  
**5:30 P.M.**

1. **Roll call and declaration of a quorum**
2. **Reading and approval of the minutes from the February 12, 2025 meeting**
3. **Report from the Zoning Office – None**
4. **Unfinished business –**
  - A. **4101 Galleria Dr.** (12-02-178-015) Seeking a renewal of Special Use Permit 4547-23 Variance for a hotel on a CR (Retail Commercial) parcel.
5. **New business –**
  - A. **244 E. Riverside Blvd.** (11-01-404-028) – Seeking a Map Amendment to change zoning from CR (Retail Commercial) to R1 (Single Family Residential).
  - B. **44XX Squaw Valley Dr.** (12-02-127-014) – Seeking a Map Amendment to change zoning from IL (light Industrial) to R3 (Multi-Family Residential).
  - C. **44XX Squaw Valley Dr.** (12-02-127-014) – Seeking a Special Use Permit to allow a Planned Unit Development in an R3 (Multi-Family Residential) zoning parcel.
  - D. **5441 Harlem Road** (08-33-126-009) – Seeking a Special Use Permit to allow an office space for a security company in an CN (Neighborhood Commercial) zoning district.
  - E. **6326 Lanterne Drive** (08-34-177-020) – Seeking a Variance to allow a parking pad along the side of the garage.
  - F. **6950 East Riverside Boulevard** (12-03-278-006) – Seeking a Special Use Permit to allow a drive-through restaurant in the IL-CR (Light Industrial – Retail Commercial) zoning district and Riverside/I-90 Overlay District.
6. **Public participation & comment**
7. **General discussion**
8. **Adjournment**



## Zoning Board of Appeals Committee Minutes

DATE OF MEETING: February 12, 2026

CALLED TO ORDER: 5:30 P.M.

MEMBERS PRESENT: Catherine Nelson, Rhonda Taylor, Nathan Kutz and  
Linda Danielson.

ALSO PRESENT: Nathan Bruck, Shane Lynch, Yoselyn Garcia, Jennifer Damman and Daniel  
Damman.

APPROVAL OF MINUTES: December 11, 2025  
Rhonda Taylor moved to approve said motion. Nathan Kutz seconded said  
motion.  
Motion carried 4 ayes – 0 nays

ZONING OFFICER REPORT: Nate encouraged members to attend the March 12<sup>th</sup> meeting as there is a  
heavy agenda.

### MATTERS PROPOSED, DISCUSSED OR DECIDED AND RECORD OF VOTES TAKEN:

- A)** Seeking a renewal of Special Use Permit 4547-23 Variance for a hotel on a CR (Retail Commercial) parcel  
at 4101 Galleria Drive

Rhonda Taylor moved to lay over. Nathan Kutz seconded said motion.  
Motion carried ayes 4 – 0 nays

- B)** Seeking a Renewal to Special Use Permit 4713-25 for continuation of a food truck park in the property  
zoned CR (Retail Commercial) at 5723 N 2<sup>nd</sup> Street.

Petitioner stated they would like to get the SUP approved.

Staff stated the condition of hours of operation.

Petitioner agreed.

Nathan Kutz moved to approve said motion. Rhonda Taylor seconded said motion.

Motion carried ayes 4 – 0 nays

- C) Seeking a Special Use Permit to allow a Veterinary Clinic in an IL (Light Industrial) zoning parcel at 6202 Material Avenue.

Petitioner requested approval of the SUP to move his veterinary business from Riverside to 6202 Material Avenue.

Staff stated the conditions to renew in one year

Petitioner agreed.

Nathan Kutz moved to approve said motion. Linda Danielson seconded said motion.

Motion carried ayes 4 – 0 nays

Nathan Kutz moved for adjournment at 5:45 p.m.; seconded by Rhonda Taylor.

The motion to adjourn was approved by a vote of 4 ayes – 0 nays.

**RESPECTFULLY SUBMITTED BY, CATHERIN NELSON - CHAIRMAN OF THE ZONING  
BOARD OF APPEALS COMMITTEE**



## Zoning Board of Appeals – Staff Report

<b>SUBJECT:</b>	4101 Galleria Drive. Woodspring Suites
<b>PROJECT SUMMARY:</b>	Seeking a renewal of Special Use Permit 4547-23 for a hotel in the IL (Light Industrial) zoning district.
<b>LOCATION:</b>	6144 E. Riverside Blvd.
<b>FUTURE LAND USE:</b>	Commercial
<b>ZONING DISTRICT</b>	IL (Light Industrial)
<b>ADJACENT ZONING/USE:</b>	<b>North:</b> IL (Light Industrial) <b>South:</b> IL (Light Industrial) <b>West:</b> IL (Light Industrial) <b>East:</b> IL (Light Industrial)
<b>SETBACKS (Min):</b>	<b>Required</b> Front – ½ ROW 30’ min. – 60’ max. Rear – 5 feet Side – 20 feet  <b>Provided</b> Front – Existing Rear – Existing Side – Existing
<b>PARKING:</b>	Existing
<b>LANDSCAPING:</b>	Existing
<b>SIGNAGE:</b>	Existing
<b>FINDINGS OF FACT:</b>	<ol style="list-style-type: none"><li><i>The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.</i></li><li><i>The Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, not substantially diminish and impair property values within the neighborhood.</i></li></ol>

	<p>3. <i>The establishment of the Special Use will not impede the normal orderly development and improvement of the surrounding property for uses permitted in the district.</i></p> <p>4. <i>Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will be provided.</i></p> <p>5. <i>Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.</i></p> <p>6. <i>The Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located. The Zoning Officer shall forward the Board of Appeal's decision and records to the City Council within ten days after action or within 45 days from the date of public hearing if no action has been taken by the Board of Appeals.</i></p>
RECOMMENDATION:	Staff recommends: Approval of renewal of Special Use Permit 4547-23 at 4101 Galleria Drive (12-02-178-005) with the following conditions:
CONDITIONS:	<ol style="list-style-type: none"> <li>1. Special Use Permit shall be renewed in one year – January 2027</li> <li>2. The applicant shall not permit any individual to occupy the hotel as his or her permanent residence.</li> <li>3. Install a fence on the North side of property.</li> </ol>

ATTACHED: Aerial, SUP 4547-23

RECOMMENDATION: APPROVAL/DENIAL/TABLED      VOTE: \_\_\_\_\_

CONDITIONS:

AUDIENCE COMMENTS:



**CITY OF LOVES PARK**

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**ORDINANCE NO. 4547-23**


**AN ORDINANCE PROVIDING FOR A  
SPECIAL USE PERMIT FOR  
PROPERTY COMMONLY KNOWN AS  
4101 GALLERIA DRIVE  
IN THE CITY OF LOVES PARK, ILLINOIS**

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**ADOPTED BY THE MAYOR AND CITY COUNCIL  
OF THE CITY OF LOVES PARK, ILLINOIS, THIS  
5TH DAY OF JUNE, 2023**

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Published in Pamphlet Form by  
authority of the Mayor and City Council  
of the City of Loves Park, Illinois, this  
14th day of June, 2023.

  
\_\_\_\_\_  
Robert L. Burden, City Clerk

ORDINANCE NO. 4547-23

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOVES PARK,  
ILLINOIS:

WHEREAS, upon the petition for a Special Use Permit as provided for in Ordinance No. 795 of the City of Loves Park, Illinois and

WHEREAS, a public hearing before the Zoning Board of Appeals was held thereon after due notice in the manner provided by law, and

WHEREAS, said Board has made a report containing findings of fact and recommending the approval of the Special Use Permit

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOVES PARK, ILLINOIS:

That a Special Use Permit for a hotel in IL\_CR (Light Industrial\_Commercial Retail) & the E. Riverside/I90 Overlay District under the terms of the Zoning Ordinance No. 795 of the City of Loves Park, Illinois, is hereby granted on property legally described as follows:

THAT PART OF THE NORTHWEST QUARTER OF SECTION 2 TOWNSHIP 44 NORTH, RANGE 2 EAST OF THE THIRD PRINCIPAL MERIDIAN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF LOT 4 IN ROCK CUT BUSINESS PARK SUBDIVISION PLAT, ACCORDING TO THE PLAT RECORDED DECEMBER 16TH, 1993 AS DOCUMENT NO. 2103647, ALL IN THE CITY OF LOVES PARK, WINNEBAGO COUNTY, ILLINOIS; THENCE SOUTH 02 DEGREES 34 MINUTES 19 SECONDS EAST, ALONG THE EASTERLY RIGHT OF WAY OF GALLERIA DRIVE, 53.30 FEET, TO THE POINT OF BEGINNING; THENCE SOUTH 89 DEGREES 27 MINUTES 45 SECONDS EAST, 218.00 FEET; THENCE SOUTH 00 DEGREES 18 MINUTES 53 SECONDS WEST, 377.00 FEET TO THE NORTH LINE OF PROPERTY DESCRIBED IN DOCUMENT 9653383; THENCE SOUTH 89 DEGREES 41 MINUTES 39 SECONDS WEST, ALONG SAID NORTH LINE, 189.00 FEET TO THE EAST LINE OF GALLERIA DRIVE, AS SHOWN ON SAID ROCK CUT BUSINESS PARK SUBDIVISION PLAT; THENCE NORTHWEST 325.61 FEET ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 5385.15 FEET, WITH A CHORD BEARING OF NORTH 03 DEGREES 11 MINUTES 17 SECONDS WEST, 325.56 FEET, ALONG SAID EAST RIGHT OF WAY OF GALLERIA DRIVE; THENCE CONTINUING ALONG SAID EASTERLY RIGHT OF WAY, NORTH 02 DEGREES 34 MINUTES 19 SECONDS WEST, 55.47 FEET TO THE POINT OF BEGINNING, ALL IN THE CITY OF LOVES PARK, WINNEBAGO COUNTY, ILLINOIS.  
SAID PARCEL CONTAINS 77,829 SQUARE FEET OR 1.787 ACRES MORE OR LESS.  
PART OF P.I.N. 12-02-178-005

COMMONLY KNOWN AS: 4101 Galleria Drive  
PROPERTY CODE: 12-02-178-005

Conditions:

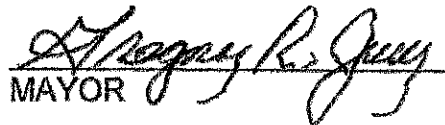
1. The Special Use Permit expires with the change of property or business ownership.
2. The applicant shall also provide an 8 foot, in depth, landscape buffer, which Spans the frontage observing ingress/egress. The applicant shall provide a

Landscape plan for this area within 30 days of the approval of the special use. The business/property owner shall be responsible for the maintenance, repair, And replacement of all landscape plants, trees, and materials. All landscape areas shall be tended too, and be maintained in a healthy growing condition, free from refuse, debris, and weeds at all times.

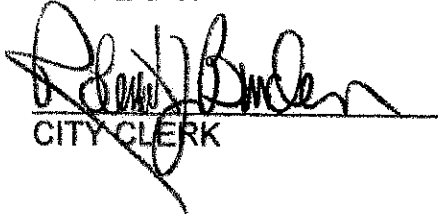
3. The trash enclosure shall be poured concrete or masonry and not exceed a height of six feet.
4. The Special Use Permit shall be renewed 1 year from the date of approval.
5. The applicant shall provide pedestrian walking path on the Galleria Drive Frontage in the right-of-way. The walking path shall be 8 feet in depth.
6. The location of the 50 foot sign may be relocated on the property once visibility has been determine by the applicants sign company.
7. The center face of the building, on the western and eastern side of the building, shall be changed to blue if an alternate sign is not available for the establishment.

The findings and recommendation of the Zoning Board of Appeals on the question of granting this Special Use Permit and Site Plan are hereby accepted, adopted and made a part of this Ordinance. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

APPROVED:

  
MAYOR

ATTEST:

  
CITY CLERK

PASSED: June 5, 2023, 9 Ayes (Aldermen Thompson, Peterson, Holmes, Schienser, Allton, John Jacobson, Little, Dan Jacobson, Pruitt) 1 Absent (Alderman Owens)

APPROVED: June 14, 2023

PUBLISHED: In pamphlet form June 14, 2023 as required by Ordinance.

STATE OF ILLINOIS )  
COUNTY OF WINNEBAGO )  
CITY OF LOVES PARK )


**CERTIFICATE**

I, **ROBERT J. BURDEN**, certify that I am the duly elected and acting Municipal Clerk of the City of Loves Park, Winnebago County, Illinois.

I further certify that on June 5, 2023, the Corporate Authorities passed Ordinance No. 4547-23, entitled "An Ordinance Providing for a Special Use Permit for Property Commonly Known as 4101 Galleria Drive in the City of Loves Park, Illinois," and by its terms, that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 4547-23, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the municipal building, commencing on June 14, 2023, and continuing for at least ten days thereafter. Copies of such ordinance were also available for public inspection, upon request, in the office of the municipal clerk.

Dated at Loves Park, Illinois, this June 14, 2023.



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Robert J. Burden, City Clerk





## Zoning Board of Appeals – Staff Report

PROPERTY INFORMATION:	Address: 244 E. Riverside Blvd. PIN(s): 11-01-404-028 Proposed Special Use: Residential Current Land Use: Zoned Retail Commercial Lot Size: 0.16 acres
PROJECT SUMMARY:	Rezone from CR (retail commercial) to R1 (single family residential)
APPLICANT INFORMATION:	Name: David Larson Property Owner (if different):
COMPREHENSIVE PLAN LAND USE DESIGNATION:	
ZONING DISTRICT:	Currently CR (retail commercial)
ADJACENT ZONING/ LAND USE:	North: R1 (single family residential) South: CR (retail commercial) West: CR (retail commercial) East: CR (retail commercial)
SETBACKS (Min):	<b>Required</b> Front – ½ ROW 30’ min. – 60’ max. Rear – 5 feet Side – 20 feet  <b>Provided</b> Front – Existing building Rear – Side –
EXISTING STRUCTURES AND/OR IMPROVEMENTS:	One house
SITE CHARACTERISTICS (ACCESS, UTILITIES):	
FINDINGS OF FACT: <i>(The following findings are required for approval of a Map Amendment. Staff finds that <b>all standards are met</b>, subject to any conditions listed herein.)</i>	<ol style="list-style-type: none"> <li><i>The proposed amendment would not interfere with the policies and proposals of the city area comprehensive plan adopted by City Council.</i>  Meets Finding: Yes Supporting Facts:</li> <li><i>The proposed amendment would be consistent with the framework the city has cultivated to continue city development in a very orderly manner.</i>  Meets Finding: Yes Supporting Facts:</li> </ol>

	<p>3. <i>The proposed amendment would not permit users, buildings, or structures incompatible with the character of development or intended uses within zoning districts.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>4. <i>Any additions, alterations, or remodeling of existing buildings or structures would not be modeled in such a way as to avoid the restrictions and limitations imposed in the ordinance.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>5. <i>The proposed amendment would not promote the overcrowding of land and undue construction of structure.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>6. <i>The public health, safety, morals, comfort, peace, and general welfare of the people would be promoted as a result of the proposed amendment.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>7. <i>The risk of bodily harm to a person or damage to personal property of chattels by fire, explosion, toxic fumes, and/or other hazards would not become more likely as a result of the proposed amendment.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>8. <i>The proposed amendment would not encourage the prevention of incompatible uses or nuisances.</i></p> <p>Meets Finding: Yes Supporting Facts:</p>
RECOMMENDATION:	Based on the analysis and findings of fact above, staff recommends: Approval of a Map Amendment at 244 E. Riverside Blvd. with the following conditions:
CONDITIONS:	1. None
PREPARED BY:	Staff: Juan Terre Title: Commercial Zoning Officer Date: 3-4-2026
ATTACHMENTS:	

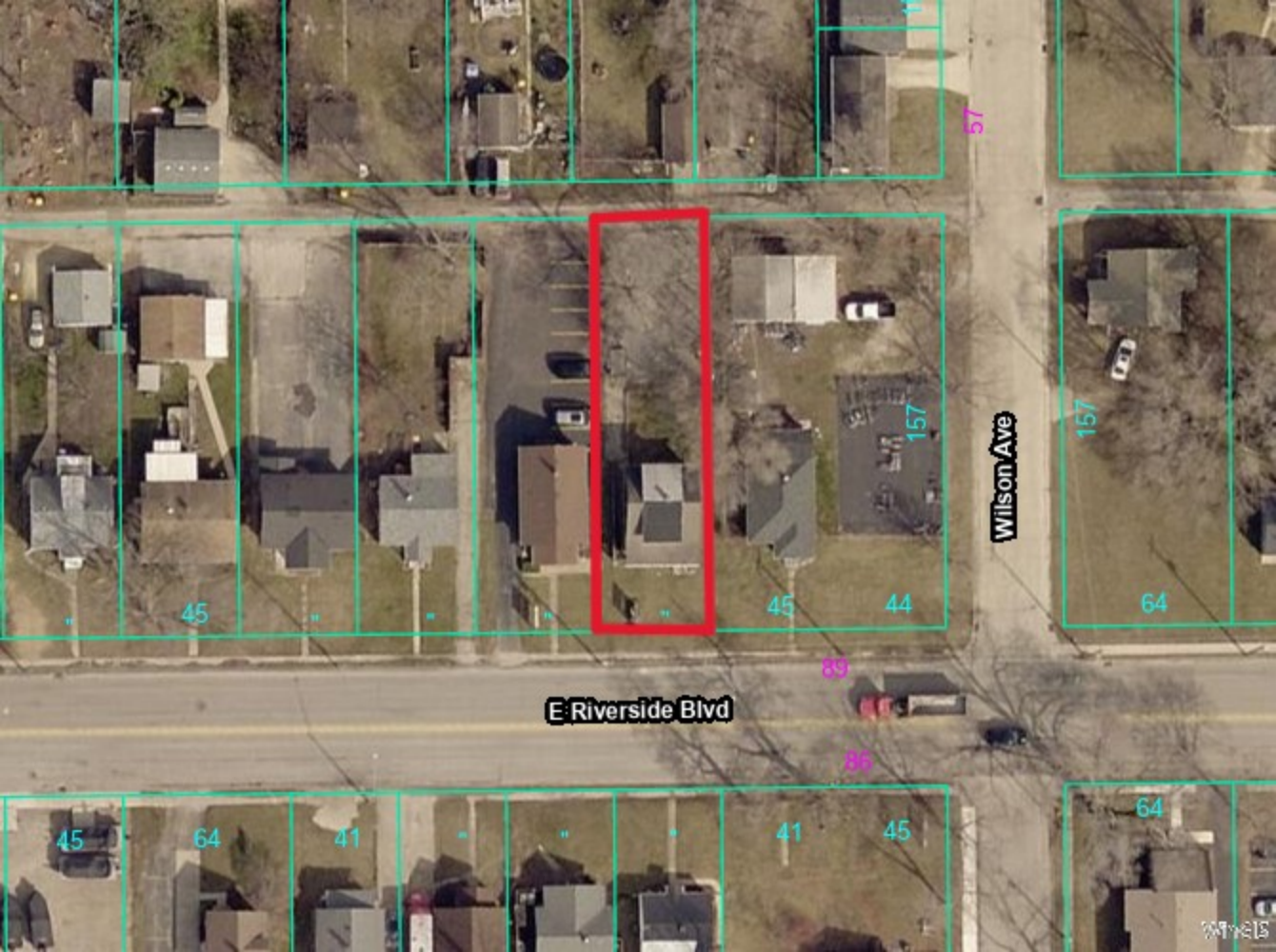
RECOMMENDATION: APPROVAL/DENIAL/TABLED

VOTE: \_\_\_\_\_

CONDITIONS:

AUDIENCE COMMENTS:





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Wilson Ave

E Riverside Blvd

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## Zoning Board of Appeals – Staff Report

PROPERTY INFORMATION:	<p><b>Address:44XX Squaw Valley Drive</b>  <b>PIN(s):12-02-127-014</b>  <b>Proposed Special Use: Planned Unit Development</b>  <b>Current Land Use:Tillable/Farming</b>  <b>Lot Size:0.92 Acres</b></p>
PROJECT SUMMARY:	<p><b>Seeking a map amendment to change zoning from IL (Light Industrial) to R3 (Multi-Family Residential)</b></p>
APPLICANT INFORMATION:	<p><b>Name: North Riverside Partners LLC</b>  <b>Property Owner (if different):</b></p>
COMPREHENSIVE PLAN LAND USE DESIGNATION:	<p><b>Medium Multi-Family Residential</b></p>
ZONING DISTRICT:	<p><b>IL (Light Industrial)</b></p>
ADJACENT ZONING/ LAND USE:	<p><b>North: R3 (Multiple Family Residential)</b>  <b>South: IL (Light Industrial)</b>  <b>West: IL (Light Industrial)</b>  <b>East: IL (Light Industrial)</b></p>
SETBACKS (Min):	<p><b>Required</b>  Front – ½ ROW 30’ min. – 60’ max.  Rear – 25’  Side – 6’ combined 15’</p> <p><b>Provided</b>  Front – 30’  Rear –42’  Side –10’</p>
EXISTING STRUCTURES AND/OR IMPROVEMENTS:	<p>NA</p>
SITE CHARACTERISTICS (ACCESS, UTILITIES):	
FINDINGS OF FACT: <i>(The following findings are required for approval of a Map Amendment. Staff finds that <b>all standards are met</b>, subject to any conditions listed herein.)</i>	<ol style="list-style-type: none"> <li><i>The proposed amendment would not interfere with the policies and proposals of the city area comprehensive plan adopted by City Council.</i></li> </ol> <p>Meets Finding: Supporting Facts:</p> <ol style="list-style-type: none"> <li><i>The proposed amendment would be consistent with the framework the city has cultivated to continue city development in a very orderly manner.</i></li> </ol> <p>Meets Finding: Supporting Facts:</p>

	<p>3. <i>The proposed amendment would not permit users, buildings, or structures incompatible with the character of development or intended uses within zoning districts.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>4. <i>Any additions, alterations, or remodeling of existing buildings or structures would not be modeled in such a way as to avoid the restrictions and limitations imposed in the ordinance.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>5. <i>The proposed amendment would not promote the overcrowding of land and undue construction of structure.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>6. <i>The public health, safety, morals, comfort, peace, and general welfare of the people would be promoted as a result of the proposed amendment.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>7. <i>The risk of bodily harm to a person or damage to personal property of chattels by fire, explosion, toxic fumes, and/or other hazards would not become more likely as a result of the proposed amendment.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>8. <i>The proposed amendment would not encourage the prevention of incompatible uses or nuisances.</i></p> <p>Meets Finding: Supporting Facts:</p>
RECOMMENDATION:	Based on the analysis and findings of fact above, staff recommends: Approval of a Map Amendment at <b>_44XX Squaw Valley Drive_</b> with the following conditions:
CONDITIONS:	1. None
PREPARED BY:	Staff: Shane Lynch Title: Residential Zoning Officer Date: 2-16-2026
ATTACHMENTS:	

RECOMMENDATION: APPROVAL/DENIAL/TABLED

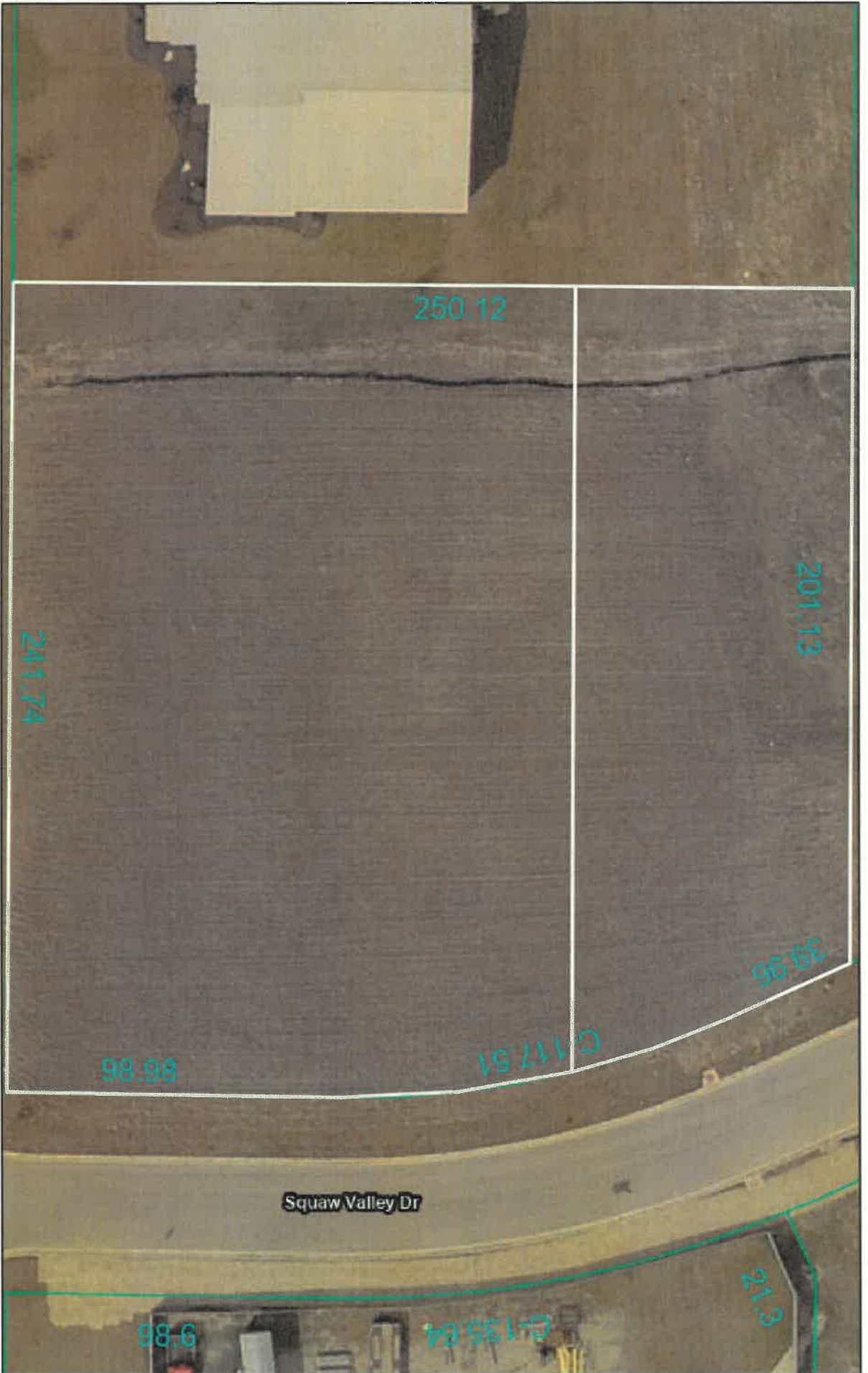
VOTE: \_\_\_\_\_

CONDITIONS:

AUDIENCE COMMENTS:



1/28/2026





## Zoning Board of Appeals – Staff Report

PROPERTY INFORMATION:	<b>Address: 44XX Squaw Valley Drive</b> <b>PIN(s): 12-02-127-014</b> <b>Proposed Special Use: Planned Unit Development</b> <b>Current Land Use: Tillable/Farming</b> <b>Lot Size: 0.92 Acres</b>	
PROJECT SUMMARY:	<b>Build PUD of Single Family Duplexes (5) Five Units with Private Drive</b>	
APPLICANT INFORMATION:	<b>Name: Andrew Rogers for Essex Development</b> <b>Property Owner (if different): North Riverside Partners LLC</b>	
COMPREHENSIVE PLAN LAND USE DESIGNATION:	<b>Medium Multi-Family Residential</b>	
ZONING DISTRICT:	<b>IL (Light Industrial)</b>	
ADJACENT ZONING/ LAND USE:	<b>North: R3 (Multiple Family Residential)</b> <b>South: IL (Light Industrial)</b> <b>West: IL (Light Industrial)</b> <b>East: IL (Light Industrial)</b>	
SETBACKS (Min):	<b>Required</b> Front – ½ ROW 30’ min. – 60’ max. Rear – 25’ Side – 6’ combined 15’  <b>Provided</b> Front – 30’ Rear – 42’ Side – 10’	
EXISTING STRUCTURES AND/OR IMPROVEMENTS:	NA	
SITE CHARACTERISTICS (ACCESS, UTILITIES):		
APPLICABLE REGULATIONS:	Special Use Section(s): Bulk/Dimensional Standards Met: Parking Requirements Met: Landscaping/Screening Met: Other Applicable Codes:	Variance Required: Modification Requested: Conditioned:
SIGNAGE:		
FINDINGS OF FACT: <i>(The following findings are required for approval of a Special Use Permit. Staff finds that <b>all standards are met</b>, subject to any conditions listed herein.)</i>	<ol style="list-style-type: none"> <li><i>The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.</i></li> </ol> <p>Meets Finding: Supporting Facts:</p> <ol style="list-style-type: none"> <li><i>The Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already</i></li> </ol>	

	<p><i>permitted, not substantially diminish and impair property values within the neighborhood.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>3. <i>The establishment of the Special Use will not impede the normal orderly development and improvement of the surrounding property for uses permitted in the district.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>4. <i>Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will be provided.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>5. <i>Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>6. <i>The Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located. The Zoning Officer shall forward the Board of Appeal's decision and records to the City Council within ten days after action or within 45 days from the date of public hearing if no action has been taken by the Board of Appeals.</i></p> <p>Meets Finding: Supporting Facts:</p>
RECOMMENDATION:	Based on the analysis and findings of fact above, staff recommends: Approval of a Special Use Permit at <b>_44XX Squaw Valley Drive_</b> with the following conditions:
CONDITIONS:	1. The Special Use Permit will require renewal one-year after approval by City Council.
PREPARED BY:	Staff: Shane Lynch Title: Residential Zoning Officer Date: 2-26-2026
ATTACHMENTS:	

RECOMMENDATION: APPROVAL/DENIAL/TABLED

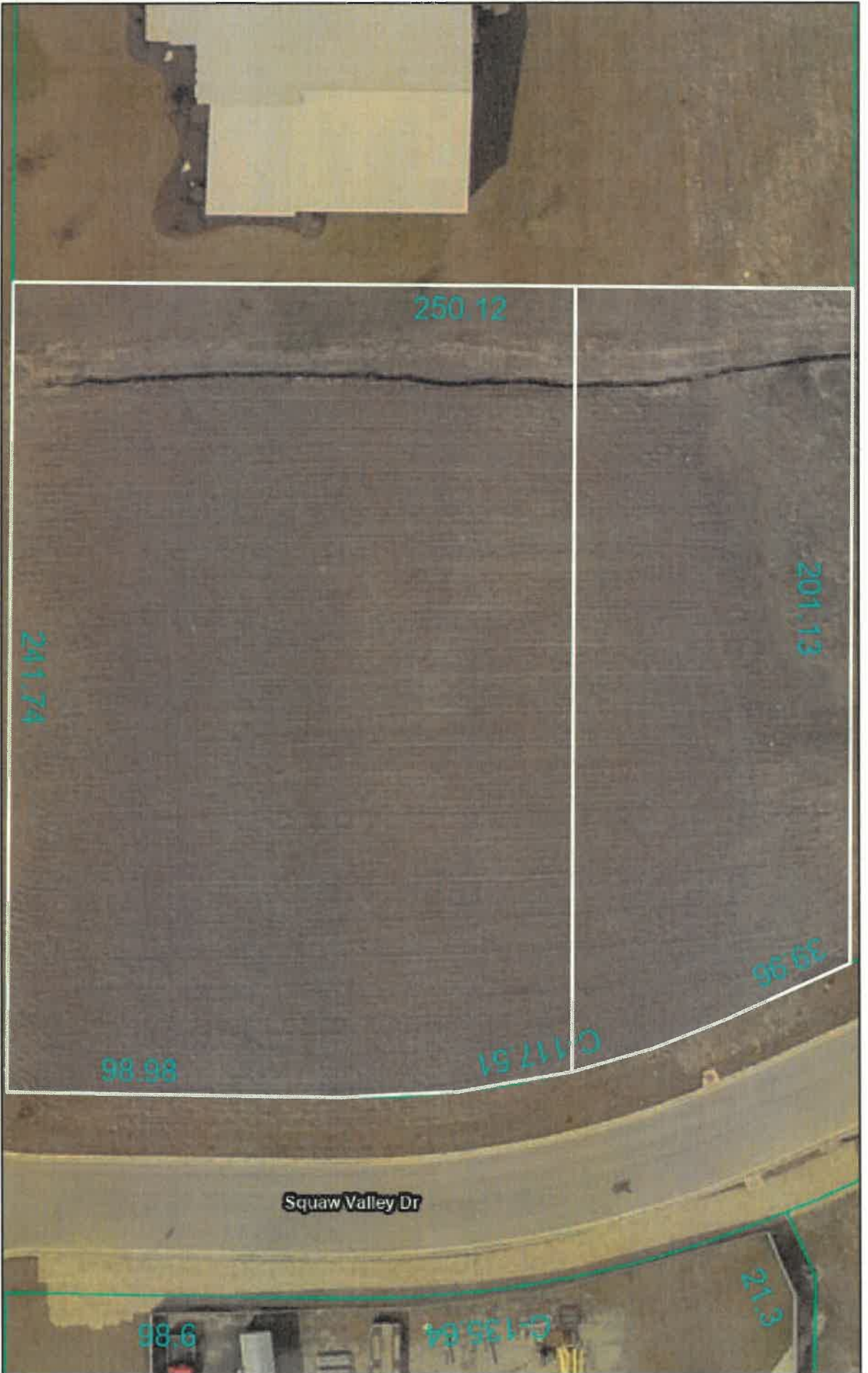
VOTE: \_\_\_\_\_

CONDITIONS:

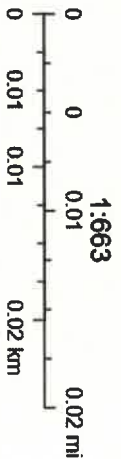
AUDIENCE COMMENTS:



1/28/2026



WINGS





## Zoning Board of Appeals – Staff Report

PROPERTY INFORMATION:	Address: 5441 Harlem Road PIN(s): 08-33-126-009 Proposed Special Use: Along with gym, make office space Current Land Use: Gym Lot Size: 1.4 acres
PROJECT SUMMARY:	This site is currently Asylum Gym. Asking permission and approval to use the office inside for MPI K9 LLC.
APPLICANT INFORMATION:	Name: Kipton Bucey Property Owner (if different): Harlem Road Partnership
COMPREHENSIVE PLAN LAND USE DESIGNATION:	
ZONING DISTRICT:	CN (Neighborhood Commercial)
ADJACENT ZONING/ LAND USE:	<b>North:</b> IL (Light Industrial) <b>South:</b> IL (Light Industrial) <b>West:</b> RU (Rural Urban) <b>East:</b> CR (Retail Commercial)
SETBACKS (Min):	<b>Required</b> Front – ½ ROW 30’ min. – 60’ max. Rear – 5 feet Side – 20 feet  <b>Provided</b> Front – Existing building Rear – Side –
EXISTING STRUCTURES AND/OR IMPROVEMENTS:	One building with a gym for a business
SITE CHARACTERISTICS (ACCESS, UTILITIES):	
APPLICABLE REGULATIONS:	Special Use Section(s): Bulk/Dimensional Standards Met: Yes      Variance Required: Parking Requirements Met: Yes      Modification Requested: Landscaping/Screening Met: Yes      Conditioned: Other Applicable Codes:
SIGNAGE:	
FINDINGS OF FACT: <i>(The following findings are required for approval of a Special Use Permit. Staff finds that <b>all standards are met</b>, subject to any conditions listed herein.)</i>	1. <i>The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.</i>  Meets Finding: Yes Supporting Facts:

	<p>2. <i>The Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, not substantially diminish and impair property values within the neighborhood.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>3. <i>The establishment of the Special Use will not impede the normal orderly development and improvement of the surrounding property for uses permitted in the district.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>4. <i>Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will be provided.</i></p> <p>Meets Finding: Yes Supporting Facts:</p> <p>5. <i>Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.</i></p> <p>Meets Finding: No Supporting Facts: Driveway will need to be repaired/resurfaced</p> <p>6. <i>The Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located. The Zoning Officer shall forward the Board of Appeal's decision and records to the City Council within ten days after action or within 45 days from the date of public hearing if no action has been taken by the Board of Appeals.</i></p> <p>Meets Finding: Yes Supporting Facts:</p>
RECOMMENDATION:	Based on the analysis and findings of fact above, staff recommends: Approval of a Special Use Permit at 5441 Harlem Road with the following conditions:
CONDITIONS:	<ol style="list-style-type: none"> <li>1. The Special Use Permit will require renewal one-year after approval by City Council.</li> <li>2. Driveway will need to be repaired/resurfaced</li> </ol>
PREPARED BY:	<p>Staff: Juan Terre Title: Commercial Zoning Officer Date: 3-4-2026</p>
ATTACHMENTS:	Aerial

RECOMMENDATION: APPROVAL/DENIAL/TABLED

VOTE: \_\_\_\_\_

CONDITIONS:

AUDIENCE COMMENTS:



Harlem Rd

N Perryville Rd

N Perryville Rd



## Zoning Board of Appeals – Staff Report

PROPERTY INFORMATION:	<b>Address:6326 Lanterne Drive</b> <b>PIN(s):08-34-177-020</b> <b>Proposed Land Use: Residential</b> <b>Current Land Use: Residential</b> <b>Lot Size:0.34 Acres</b>
PROJECT SUMMARY:	<b>Type of Variance Requested: Driveway</b> <b>Code Section(s):102-152</b> <b>Request: Widen &amp; Extend Driveway</b> <b>Requirement: NA</b> <b>Amount of Deviation (% , Feet, etc.):NA</b>
APPLICANT INFORMATION:	<b>Name: Travis McCaffrey</b> <b>Property Owner (if different):</b>
COMPREHENSIVE PLAN LAND USE DESIGNATION:	<b>Low Density Residential</b>
ZONING DISTRICT:	<b>R2</b>
ADJACENT ZONING/ LAND USE:	<b>North: R2</b> <b>South: R3A</b> <b>West: R3A</b> <b>East: R2</b>
SETBACKS (Min):	<b>Required</b> Front – ½ ROW 30’ min. – 60’ max. Rear – 6 feet Side – 30 feet  <b>Provided</b> Front – NA Rear – NA Side – NA
EXISTING STRUCTURES AND/OR IMPROVEMENTS:	<b>Residence/Garage</b>
SITE CHARACTERISTICS (ACCESS, UTILITIES):	<b>Utility Easement Along North Side Of Property</b>
SIGNAGE:	<b>NA</b>
FINDINGS OF FACT: <i>(The following findings are required for approval of a Variance. Staff finds that <b>all standards are met</b>, subject to any conditions listed herein.)</i>	<ol style="list-style-type: none"> <li><i>Strict or literal interpretation and enforcement of the specified regulation would result in practical difficulty or unnecessary physical hardship inconsistent with the objectives of this chapter.</i></li> </ol> <p>Meets Finding: Supporting Facts:</p> <ol style="list-style-type: none"> <li><i>There are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties classified in the same zoning district.</i></li> </ol>

	<p>Meets Finding: Supporting Facts:</p> <p>3. <i>Strict or literal interpretation and enforcement of the specified regulation would deprive the applicant of privileges enjoyed by the owners of other properties classified in the same zoning district.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>4. <i>The granting of the variation will not constitute a grant of special privilege inconsistent with the limitations on the other properties classified in the same zoning district.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>5. <i>The granting of the variation will not be detrimental to the public health, safety, welfare or material injurious to properties or improvements in the vicinity.</i></p> <p>Meets Finding: Supporting Facts:</p> <p>6. <i>The concurring vote of four members of the board shall be necessary to recommend the authorization of any variance in this chapter.</i></p> <p>Meets Finding: Supporting Facts:</p>
RECOMMENDATION:	Based on the analysis and findings of fact above, staff recommends: Approval of a Variance at <b>_6326 Lanterne Drive_</b> with the following conditions:
CONDITIONS:	1. NONE
PREPARED BY:	Staff: Shane Lynch Title: Residential Zoning Officer Date: 2-19-2026
ATTACHMENTS:	

RECOMMENDATION: APPROVAL/DENIAL/TABLED

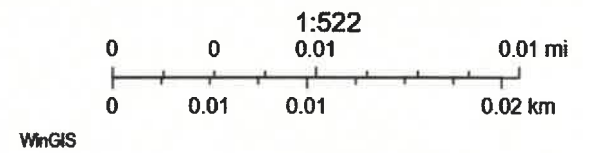
VOTE: \_\_\_\_\_

CONDITIONS:

AUDIENCE COMMENTS:



2/16/2026





## Zoning Board of Appeals – Staff Report

PROPERTY INFORMATION:	<p><b>Address:</b> 6950 E. Riverside Blvd.  <b>PIN(s):</b> 12-03-278-006  <b>Proposed Special Use:</b> Coffee shop with drive thru  <b>Current Land Use:</b> Vacant (formerly a gas station)  <b>Lot Size:</b> 1 acre</p>
PROJECT SUMMARY:	Build a Dutch Bros. coffee shop with a drive thru.
APPLICANT INFORMATION:	<p><b>Name:</b> RSCC Group Inc.  <b>Property Owner (if different):</b> Mac's Convenience Stores LLC</p>
COMPREHENSIVE PLAN LAND USE DESIGNATION:	General Commercial
ZONING DISTRICT:	Il (light industrial)
ADJACENT ZONING/ LAND USE:	<p><b>North:</b> IL (light industrial)  <b>South:</b> Rockford  <b>West:</b> IL (light industrial)  <b>East:</b> IL (light industrial)</p>
SETBACKS (Min):	<p><b>Required</b>  Front – ½ ROW 30' min. – 60' max.  Rear – 5 feet  Side – 20 feet</p> <p><b>Provided</b>  Front – 60'  Rear – 80'  Side – 30'</p>
EXISTING STRUCTURES AND/OR IMPROVEMENTS:	Will demolish gas station and build new.
SITE CHARACTERISTICS (ACCESS, UTILITIES):	
APPLICABLE REGULATIONS:	<p>Special Use Section(s):  Bulk/Dimensional Standards Met: Yes      Variance Required:  Parking Requirements Met: Yes      Modification Requested:  Landscaping/Screening Met: No      Conditioned: Needs plan  Other Applicable Codes:</p>
SIGNAGE:	
FINDINGS OF FACT: <i>(The following findings are required for approval of a Special Use Permit. Staff finds that <b>all standards are met</b>, subject to any conditions listed herein.)</i>	<p>1. <i>The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.</i></p> <p>Meets Finding: yes  Supporting Facts:</p> <p>2. <i>The Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already</i></p>

	<p><i>permitted, not substantially diminish and impair property values within the neighborhood.</i></p> <p>Meets Finding: yes Supporting Facts:</p> <p>3. <i>The establishment of the Special Use will not impede the normal orderly development and improvement of the surrounding property for uses permitted in the district.</i></p> <p>Meets Finding: yes Supporting Facts:</p> <p>4. <i>Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will be provided.</i></p> <p>Meets Finding: yes Supporting Facts:</p> <p>5. <i>Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.</i></p> <p>Meets Finding: yes Supporting Facts:</p> <p>6. <i>The Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located. The Zoning Officer shall forward the Board of Appeal's decision and records to the City Council within ten days after action or within 45 days from the date of public hearing if no action has been taken by the Board of Appeals.</i></p> <p>Meets Finding: yes Supporting Facts:</p>
RECOMMENDATION:	Based on the analysis and findings of fact above, staff recommends: Approval of a Special Use Permit at 6950 E. Riverside Blvd. with the following conditions:
CONDITIONS:	<ol style="list-style-type: none"> <li>1. The Special Use Permit will require renewal one-year after approval by City Council.</li> <li>2. Landscaping plan will be provided.</li> </ol>
PREPARED BY:	Staff: Juan Terre Title: Commercial Zoning Officer Date: 3-4-2026
ATTACHMENTS:	Aerial, site plan.

RECOMMENDATION: APPROVAL/DENIAL/TABLED

VOTE: \_\_\_\_\_

CONDITIONS:

AUDIENCE COMMENTS:





250.03

289.31

176.38

206.23

172.92

49.54

195.36

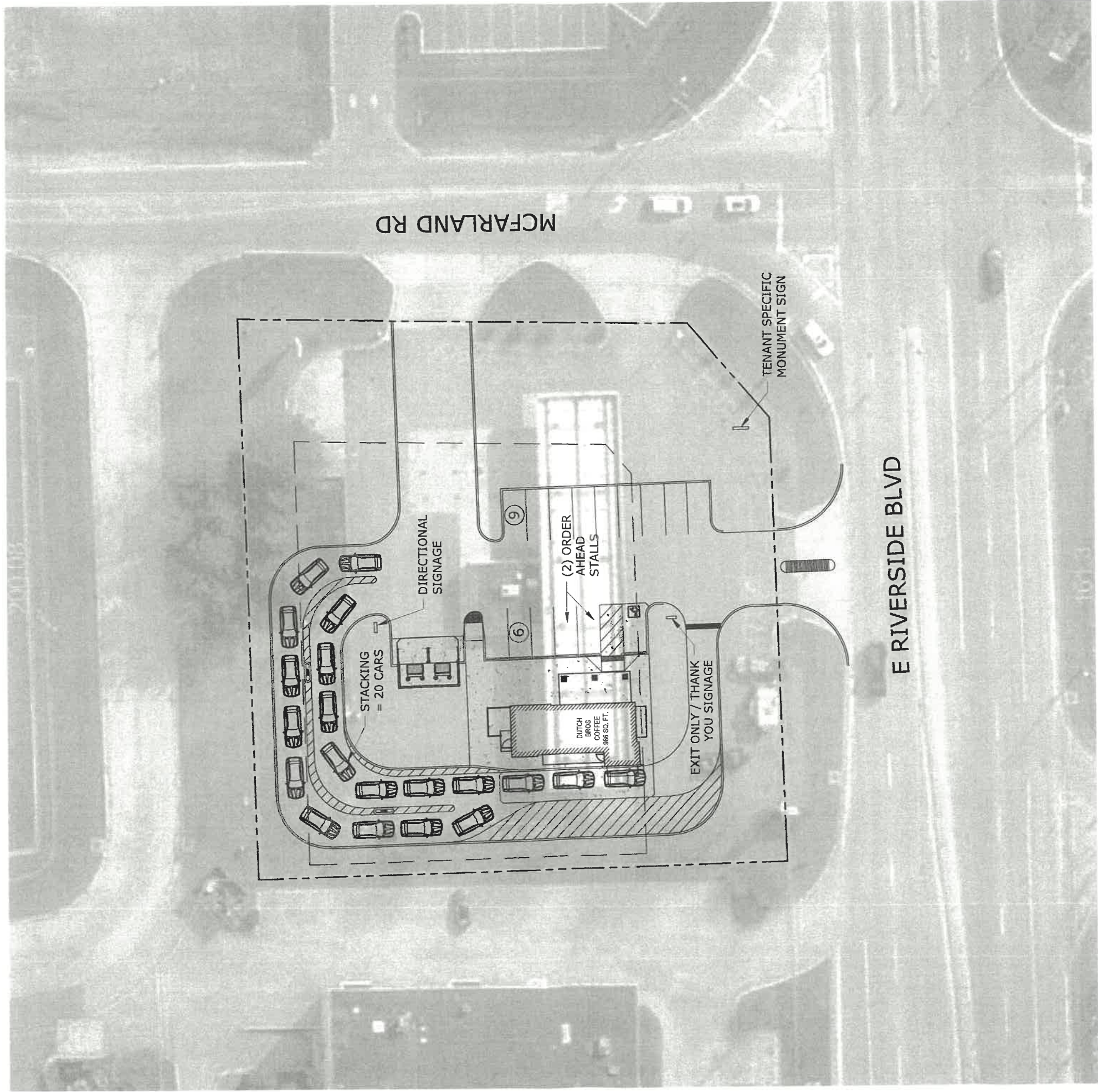
Back St

E Riverside Blvd

McFarland Rd

McFarland Rd

WHSIS



MCFARLAND RD

E RIVERSIDE BLVD

STACKING  
= 20 CARS

DIRECTIONAL  
SIGNAGE

(2) ORDER  
AHEAD  
STALLS

EXIT ONLY / THANK  
YOU SIGNAGE

TENANT SPECIFIC  
MONUMENT SIGN

DUTCH  
BROS  
COFFEE  
886 SQ. FT.

9

6

