



Code and Regulation Committee Meeting Agenda

City Hall, Second Floor
425 E. State Street
Rockford, IL 61104
www.rockfordil.gov

Monday, February 23, 2026
5:30 PM

I. CALL TO ORDER

II. COMMITTEE REPORTS

1. Plat No. 5 of Perryville Promenade Subdivision [26-00200](#)
2. 2525 Auburn Street [26-00201](#)

Liquor and Tobacco Advisory Board recommends approval for the Sale of Liquor by the Drink (Class L-50) in conjunction with a restaurant and video gaming terminals in a C-3, General Commercial Zoning District at 2525 Auburn Street (Colleen Therese Kowalski/Michelle Keinz/Gyro House & More, Inc. dba Gyro House/Applicants)
3. 609 Kilburn Avenue [26-00202](#)

Zoning Board of Appeals recommends denial for a;

 - a. Special Use Permit for a Planned Use Development consisting of a ground mount solar array within the existing parking lot; and
 - b. Variation to allow a chain-link fence within the front yard along Acorn Street; and
 - c. Variation to increase the fence height from four (4) feet to six (6) feet within the front yard along Acorn Street in an R-2, Two-Family Residential Zoning District at 609 Kilburn Avenue (Greenlink Solar Solutions for the Boys and Girls Club of Rockford/Applicants)
4. 73xx East Riverside Boulevard [26-00203](#)

Zoning Board of Appeals recommends approval for a Special Use Permit for a stand-alone coffee shop with a drive-thru with deviations from the regulations for parking and landscaping in a C-3, General Commercial Zoning District at 73xx East Riverside Boulevard (2018DT Sandy Hollow, LLC/Applicant)

III. RESOLUTIONS

1. Irish Marching Society St. Patrick's Day Parade [26-00204](#)

This event is scheduled for Saturday, March 14th from noon - 5 p.m. The parade will step off at 3 p.m. The parade route is as follows:
The parade will begin on 7th Street and 5th Avenue; north on 7th Street to State Street; west on State Street to Madison Street; north ending at Prairie Street

2. Spruce Up Day at the Veteran’s Roundabout [26-00205](#)
This event is scheduled for May 9th from 8 a.m. 5 p.m. The event location will be at the Veteran’s Roundabout located on North Main Street and Auburn Street.
3. Rockford Area Pride Parade [26-00207](#)
This event is scheduled for June 6th from 11 a.m. to 1:30 p.m. The parade will step off at noon. The parade route will be as follows:
The parade will begin on East State Street and 6th Street; west on State Street to Wyman Street
4. Lifescape Classic July 4th Run/Walk [26-00223](#)
This event is scheduled for July 4th from 6 a.m. - 11 a.m. The run/walk will begin and end on North Water Street in front of the Riverview Ice House; Madison Street to the recreational path, to Illinois Street and back
5. 4th of July Celebration [26-00212](#)
This event is scheduled to take place on July 4th from 4 p.m. - 10 p.m. The parade will begin at 4:45 p.m., and the fireworks display will begin at 9:30 p.m.
The parade route will be as follows:
7th Street & 2nd Avenue, ending at State Street/Church Street.
6. One Table: An Open-Air Dining Experience [26-00214](#)
This event is scheduled for August 29th from 6 p.m. - 10 p.m. The event location will be on Water Street (from Market Street to Lower Jefferson Street Bridge)

IV. ADJOURNMENT

THE CITY OF ROCKFORD INTENDS TO COMPLY WITH THE INTENT AND SPIRIT OF THE AMERICANS WITH DISABILITIES ACT. IF A SIGN LANGUAGE INTERPRETER, PERSONAL P.A. SYSTEM, OR OTHER SPECIAL ACCOMMODATIONS ARE NEEDED, PLEASE CALL THE LEGAL DEPARTMENT AT (779) 348-7391 AT LEAST 48 HOURS IN ADVANCE, SO WE CAN BE PREPARED TO ASSIST YOU.



SUBDIVISION RECOMMENDATION

TO: Code and Regulation Committee
FROM: Scott Capovilla, Planning & Zoning Manager
DATE: February 18, 2026
SUBJECT: Final Plat No. 5 of Perryville Promenade Subdivision

LOCATION: 2102 McFarland Road

DEVELOPER: First Midwest Group

ENGINEER: CES

SITE DATA: Year 2040 Plan: C – Retail
Existing Zoning: C-3, General Commercial
Existing Land Use: Vacant land
Total Area: 6.744 Acres
Ward: 1 – Alderman Tim Durkee

SURROUNDING ZONING AND LAND USES:

North: C-3, C-2 Belle Tire, First Mid Bank, Vacant land
East: C-3, R-1 Vacant land, Single-family residences
South: C-3, C-2 Meijer’s Gas Station, Commercial retail center
West: C-2 Morgan Stanley, Offices, Vacant land

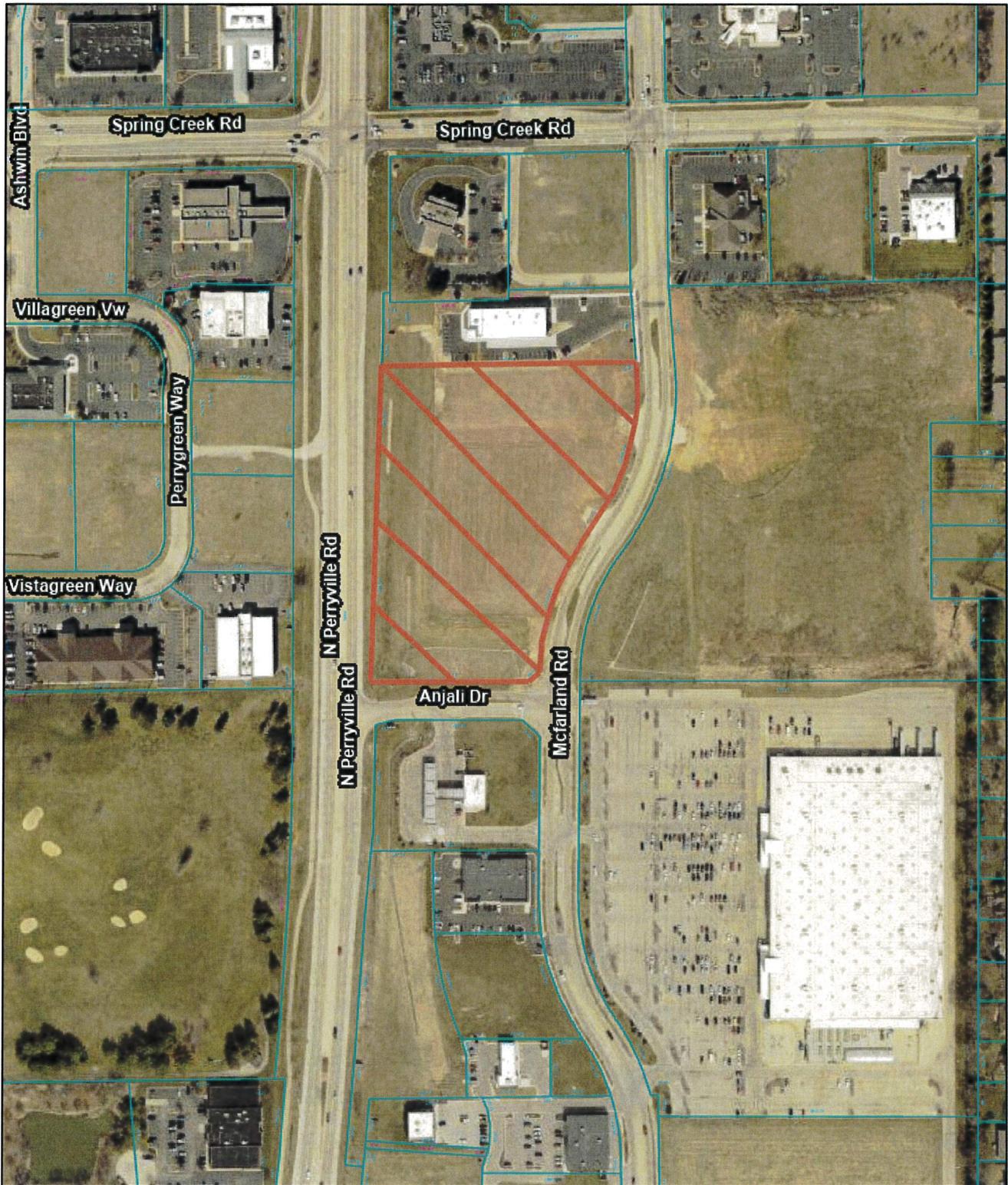
PLAT DATA: Number of Lots: 2

SOILS REPORT: Soil disturbance will occur as a result of developing the site. Soil disturbance can create soil erosion which must be properly managed to prevent adverse environmental impacts. Controlling erosion is easy and it is the law. It is important because eroding construction sites are a leading cause of water quality problems in Illinois. Best management practices should be employed throughout all phases of the construction project to properly manage discharges of storm water and to prevent soil erosion.

REVIEW COMMENTS: The developer is splitting one large lot into two lots so they may create a lot for a Chase Bank. Proposed Lot 21 will be the bank location and Proposed Lot 20 will remain as a vacant lot. The developer will be filling a portion of the detention pond on the south to make it a part of the buildable area for Proposed Lot 21 but will be adding detention along the west portion of Proposed Lots 20 and 21 to compensate for the required detention. This plat is in conformance with the zoning and subdivision ordinances and the City of Rockford Comprehensive Plan.

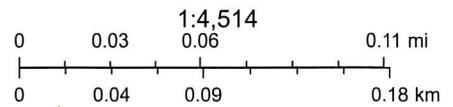
RECOMMENDATION: Staff recommends **Approval** of Final Plat No. 5 of Perryville Promenade Subdivision, subject to removal of the 10-foot sidewalk easement which is not necessary. Sidewalk will be installed in the ROW.

ArcGIS Web Map

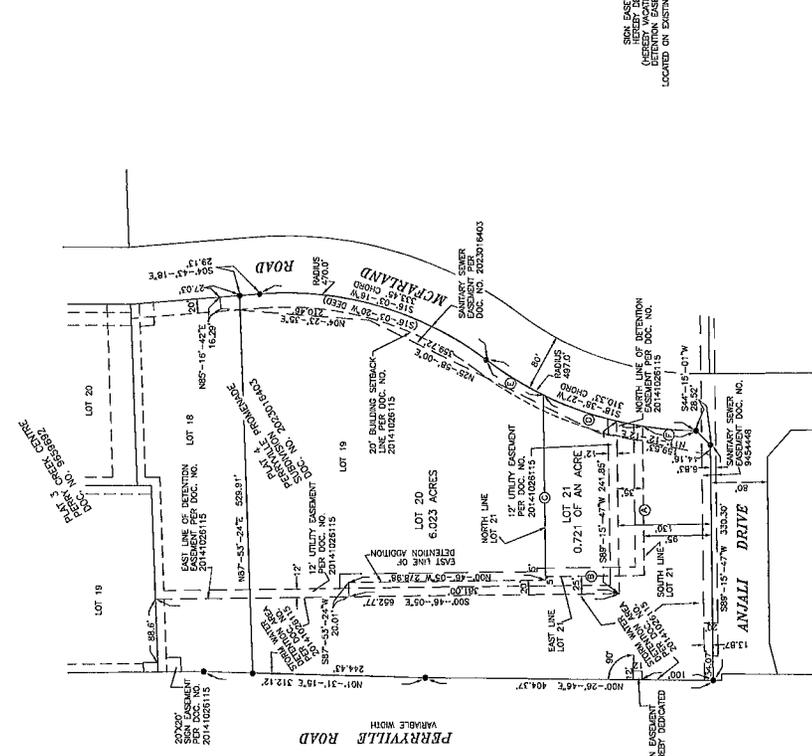
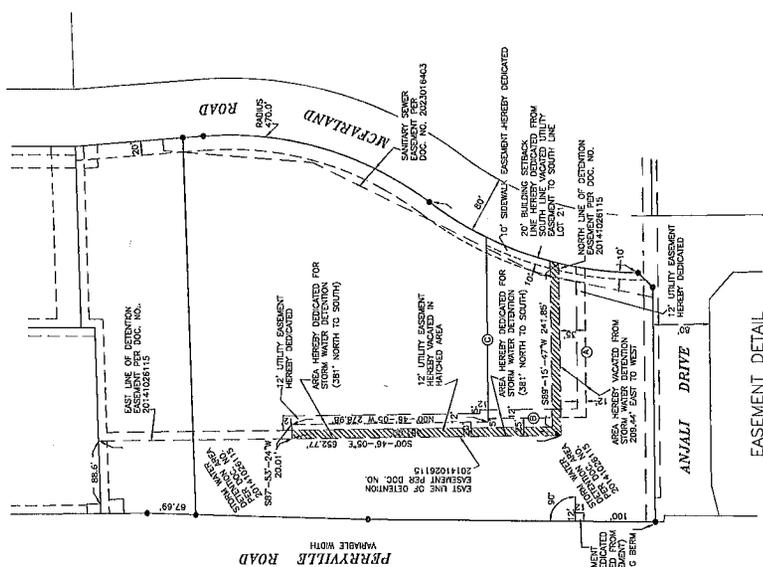
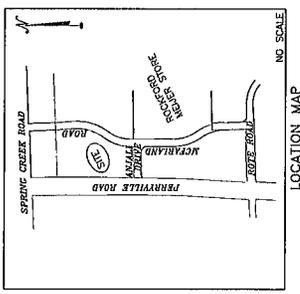


2/18/2026, 8:10:28 AM

 Parcel Ownership



WinGIS



- DIMENSIONS AND AREAS**
- Ⓐ = S89°-15'-47"W 229.44'
 - Ⓑ = N02°-46'-05"W 137.50'
 - Ⓒ = N89°-19'-47"E 254.82'
 - Ⓓ = S17°-25'-54"W 144.77' CHORD
 - Ⓔ = S31°-21'-11"W 94.82' CHORD
 - Ⓕ = N04°-47'-11"E 75.18' CHORD

NO INTERFERENCE TO THE EXISTING DRIVE-IN/RIGHT-OUT ACCESS (ANJALI DRIVE) TO PERRYVILLE ROAD SHALL BE PERMITTED.
 THERE SHALL BE NO DIRECT ACCESS TO PERRYVILLE ROAD FROM LOT 20 AND LOT 21.
 MAINTENANCE OF THE DETENTION AREAS WILL BE THE RESPONSIBILITY OF THE PROPERTY OWNER.
 ALL DRAINAGE EASEMENTS AND STORM WATER DETENTION EASEMENTS ARE NON-BUILDING/ANON PLIABLE EASEMENTS.
 IF THE OWNERS OF THE ASSERVING LOTS DO NOT MAINTAIN OR SERVE THE DETENTION AREAS AND DRAINAGE EASEMENTS, AFTER BEING NOTIFIED BY THE CITY, THE CITY MAY PERFORM THE MAINTENANCE, REPAIRS OR NECESSARY IMPROVEMENTS AND THE PROPERTY OWNER SHALL BE RESPONSIBLE FOR ALL COSTS, INCLUDING FEES AND ATTORNEY FEES ASSOCIATED WITH THE IMPROVEMENTS.

FINAL PLAT OF
 PLAT NO. 5 OF PERRYVILLE PROMENADE
 BEING A RE-SUBDIVISION OF LOT 19
 OF PLAT NO. 4 OF PERRYVILLE
 PROMENADE IN THE NORTHWEST QUARTER
 OF SECTION 14, TOWNSHIP 44 NORTH
 OF RANGE 2 EAST OF 3RD PM
 WINNEBAGO COUNTY, ILLINOIS

OWNER OF PROPERTY
 FIRST PERRYVILLE DEVELOPMENT CORP
 1000 W. WASHINGTON ST.
 ROCKFORD ILLINOIS 61114

TOTAL AREA IN PLAT= 6.744 ACRES

12-30-25

THE TABLE ENGINEERING, LTD.
 1150 S. WASHINGTON ST.
 ROCKFORD ILLINOIS 61114
 815-999-8773

DATE	12-30-25	BY	11587
DATE	12-30-25	BY	11587
DATE	12-30-25	BY	11587
DATE	12-30-25	BY	11587

3745-25 1 2 3745-25PP-PLAT-PT

SCALE 1"=80'

NOTHING IS TO BE CONSIDERED AS A GUARANTEE OF THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE USER SHALL BE RESPONSIBLE FOR OBTAINING NECESSARY SURVEY DATA AND FOR VERIFYING THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.

COMMITTEE REPORT

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

The Committee on Code and Regulation, to whom was referred the Final Plat No. 5 of Perryville Promenade Subdivision located at the northeast corner of Perryville Road and Anjali Drive, begs leave to report recommending that the Plat be **Approved**.

Respectfully Submitted:

Mark Bonne, Chairman

Tamir Bell, Vice Chairman

Gabrielle Torina

Committee Action Taken:

Bonne: Ayes:____ Nays:____ Absent:____
Bell: Ayes:____ Nays:____ Absent:____
Torina: Ayes:____ Nays:____ Absent:____
Wilkins: Ayes:____ Nays:____ Absent:____
Prunty: Ayes:____ Nays:____ Absent:____

Janessa Wilkins

Aprel Prunty

Meeting of: February 23, 2026



PLANNING & ZONING REPORT

Liquor and Tobacco Advisory Board Meeting of February 18, 2026

REVISED - File #026-LTAB-001

APPLICANT: Colleen Therese Kowalski / Michelle Keinz / Gyros House & More, Inc dba Gyros House

LOCATION: 2525 Auburn Street

REQUESTED ACTION: The sale of liquor by the drink (Class L-50) in conjunction with a restaurant and video gaming terminals in a C-3, General Commercial Zoning District.

EXISTING USE: Restaurant

PROPOSED USE: Restaurant with liquor by the drink and video gaming terminals

DIMENSIONS: See attached Exhibit D.

ADJACENT ZONING AND LAND USES:

NORTH:	R-1;	RR tracks, Single-family residences
EAST:	C-3;	Carwash on Auburn
SOUTH:	C-2, C-3;	Beef a Roo, Taco Bell
WEST:	C-3;	On The Way Gas Station

YEAR 2040 PLAN: C Retail

HISTORY: **File #021-LTAB-010:** The sale of liquor by the drink in conjunction with a restaurant and video gaming terminals in a C-3, General Commercial Zoning District was on June 28, 2021 for the property located at 2525 Auburn Street. This is the subject property.

File #020-LTAB-012: The sale of liquor by the drink in conjunction with a restaurant and an outdoor beer garden in a C-2, Limited Commercial Zoning District was on July 8, 2020 for the property located at 1132 Auburn Street. This is 12 blocks east of the subject property.

File #017-LTAB-004: The sale of beer and wine by the drink in conjunction with a restaurant and video gaming facility in a C-3, General Commercial Zoning District was approved on March 8, 2017 for the property located at 3605 Auburn Street. This is 10 blocks west of the subject property.

REVIEW COMMENTS: The Applicant is requesting the sale of liquor by the drink in conjunction with a restaurant and video gaming terminals in a C-3, General Commercial Zoning District.

The Applicants are Colleen Kowalski and Michelle Keinz of Gyros House & More, Inc. Exhibit A shows that the subject property is located on the

northeast corner of Horsman and Auburn Street. The parcel is surrounded by a mixture of commercial and residential uses (Exhibits B & C).

The Applicants are requesting the sale of liquor by the drink in conjunction with a restaurant and video gaming terminals. As part of the review, it is required by the Applicants to submit completed liquor license application along with a business plan. Additional items are presented for the use approval regarding the site and intended business.

Exhibit D is the map identifying businesses with a liquor license. The yellow dots identify the sale of beer and wine by the drink. The green dot is for a full liquor license for the sale of liquor by the drink. The red dot is for packaged liquor sales. The large star is the subject property.

Exhibit E is the site plan. The exhibit shows the layout of the property including parking and landscaping improvements. There are 21 parking spaces. No handicap spaces are shown on the plan but one handicap space does exist on the west side of the building. A restaurant requires 13.3 spaces per 1,000 square feet. Based on the square footage of the building (1,266), 17 parking spaces would be required. Exhibit F is the landscaping plan. This exhibit proposed boxwood, dogwood and burning bush shrubs which were not installed. The site has approximately eight (8) perennial flower plants which do not provide the necessary landscape screening required for this area. It also indicated that three (3) shade trees would be added to the site as well but only two shade trees were installed.

Exhibit G shows the proposed interior floor plan of the restaurant. The kitchen and bathroom area is in the rear of the building. The seating area will consist of four tables with a total of eight (8) seats. The video gaming terminals are shown on the opposite side of the restaurant. There is a proposal of six (6) video gaming terminals.

Exhibit H is the building elevation. There will not be any exterior changes. The building is shaped like a triangle.

Exhibit I is the business plan. The Applicants are in the process of partnering with each other in the Gyro House and More and each will have 50% ownership. The current hours of operation are Sunday through Wednesday 10:00 a.m. to 10:00 p.m. and Thursday through Saturday 10:00 a.m. to Midnight. The new proposal would be Sunday through Thursday 8:00 a.m. to Midnight, and Friday through Saturday 8:00 a.m. to 1:00 a.m. There will not be any entertainment besides the five (5) video gaming terminals, a dart machine and a juke box. There will be security cameras through the business and State Protection Service would be used for surveillance. Exhibit J is the security plan. The plan indicates the training and duties involved with the service will be provided by management and employees; however, the Applicants will review the plan if security becomes an issue.

Exhibit K is a letter from Colleen Kowalski who currently owns The Latham Tap and The Latham West Bar and Grill. The letter specifies the business model will remain intact with minor changes being implemented along the way to grow the business.

Exhibit L is the restaurant menu. The menu consists of appetizers, gyros, tacos, baskets, sandwiches and ribs.

Exhibit M shows the calls of service for the last 24 months indicating there have been 15 calls to the City of Rockford Police Department.

The restaurant will continue with its existing operations of food sales. They had operated with a liquor license and video gaming terminals for several year but recently relinquished their license and gaming terminals. They are looking to once again sell alcohol and provide gaming as a part of their business model. The property will operate similar to other restaurants. Therefore, staff supports this request.

RECOMMENDATION: Staff recommends APPROVAL of the sale of liquor by the drink (Class L-50) in conjunction with a restaurant and video gaming terminals in a C-3, General Commercial Zoning District, subject to the following conditions:

1. Meet all Applicable Building and Fire Codes.
2. Compliance with all City of Rockford Code of Ordinances including Liquor Codes.
3. Hours of operation are Sunday through Thursday 8:00 a.m. to Midnight and Friday through Saturday 8:00 a.m. to 1:00 a.m.
4. Window display signage is limited to 20% of window surface area.
5. There shall not be a cover charge, dance floor, DJ's and/or live entertainment.
6. The proposed use shall not operate as a nightclub.
7. The windows shall not be covered with bars or other devices that block the windows.
8. The landscaping must be installed per the previously approved plan by May 1, 2026.
9. Any pending general ordinance case(s) must be resolved prior to issuance of the license.
10. All outstanding general ordinance fines must be paid prior to the issuance of the license.
11. All conditions must be met prior to issuance of license and establishment of use.

SC: DM 02/06/2026

Exhibit A
2525 Auburn Street
#026-LTAB-001

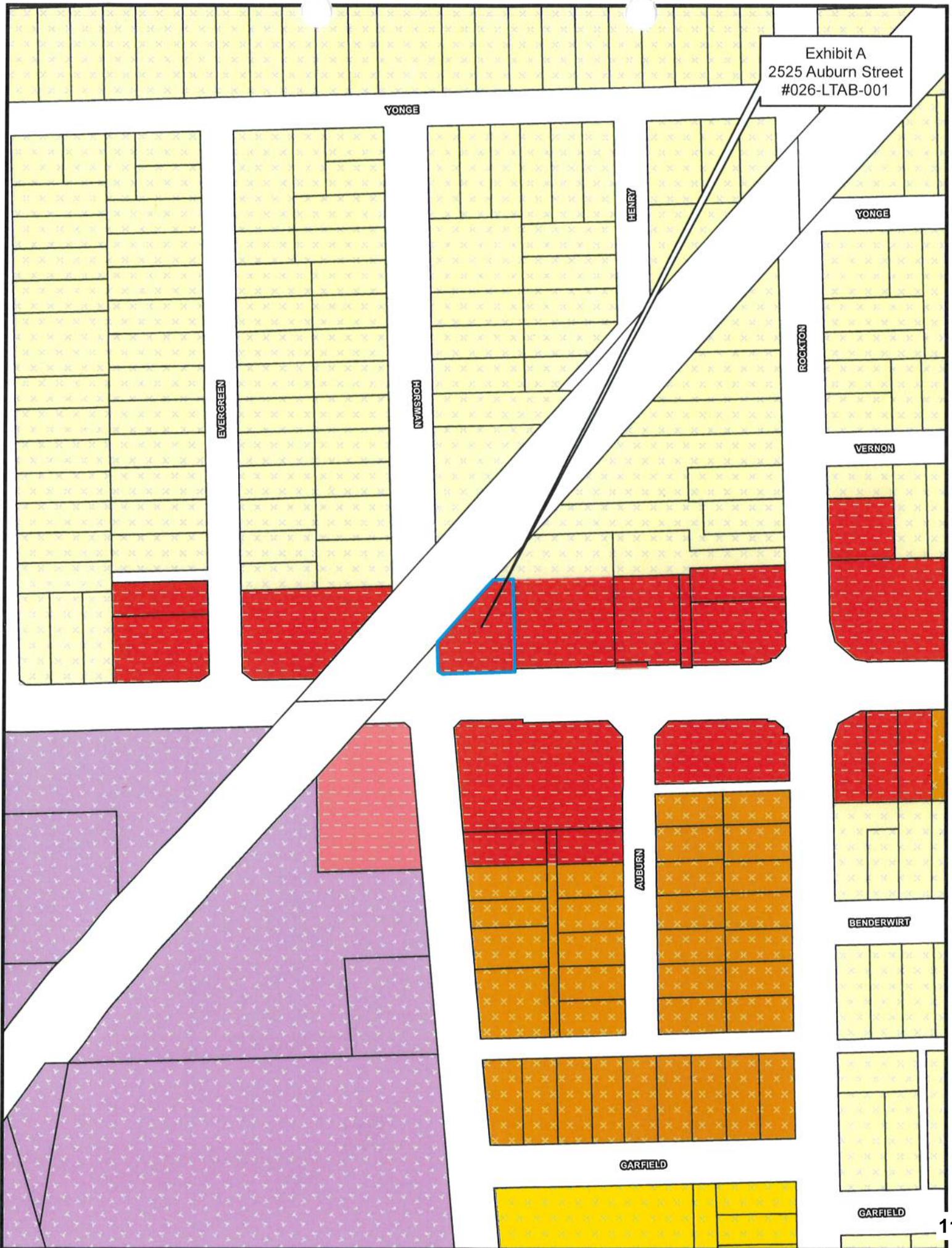
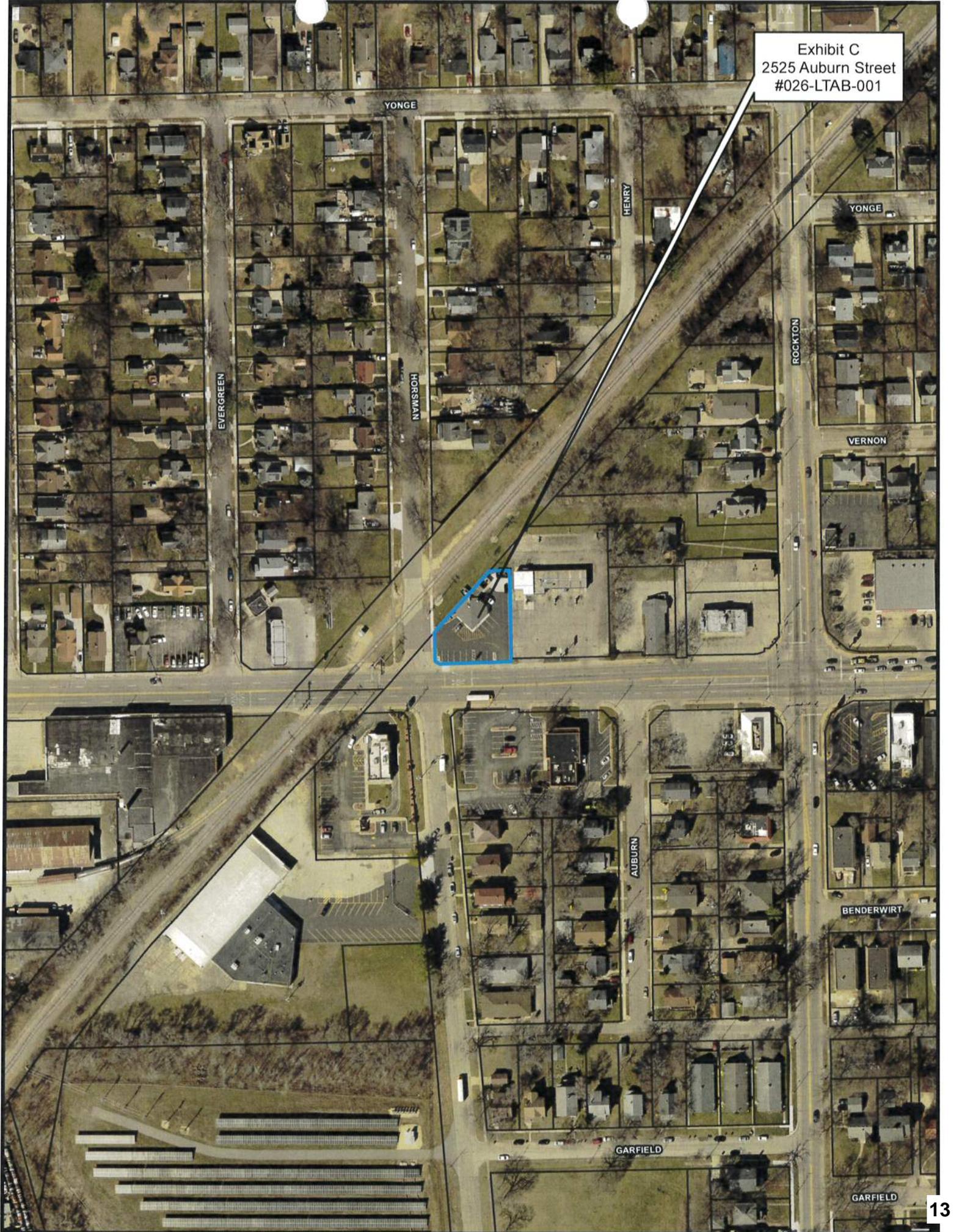
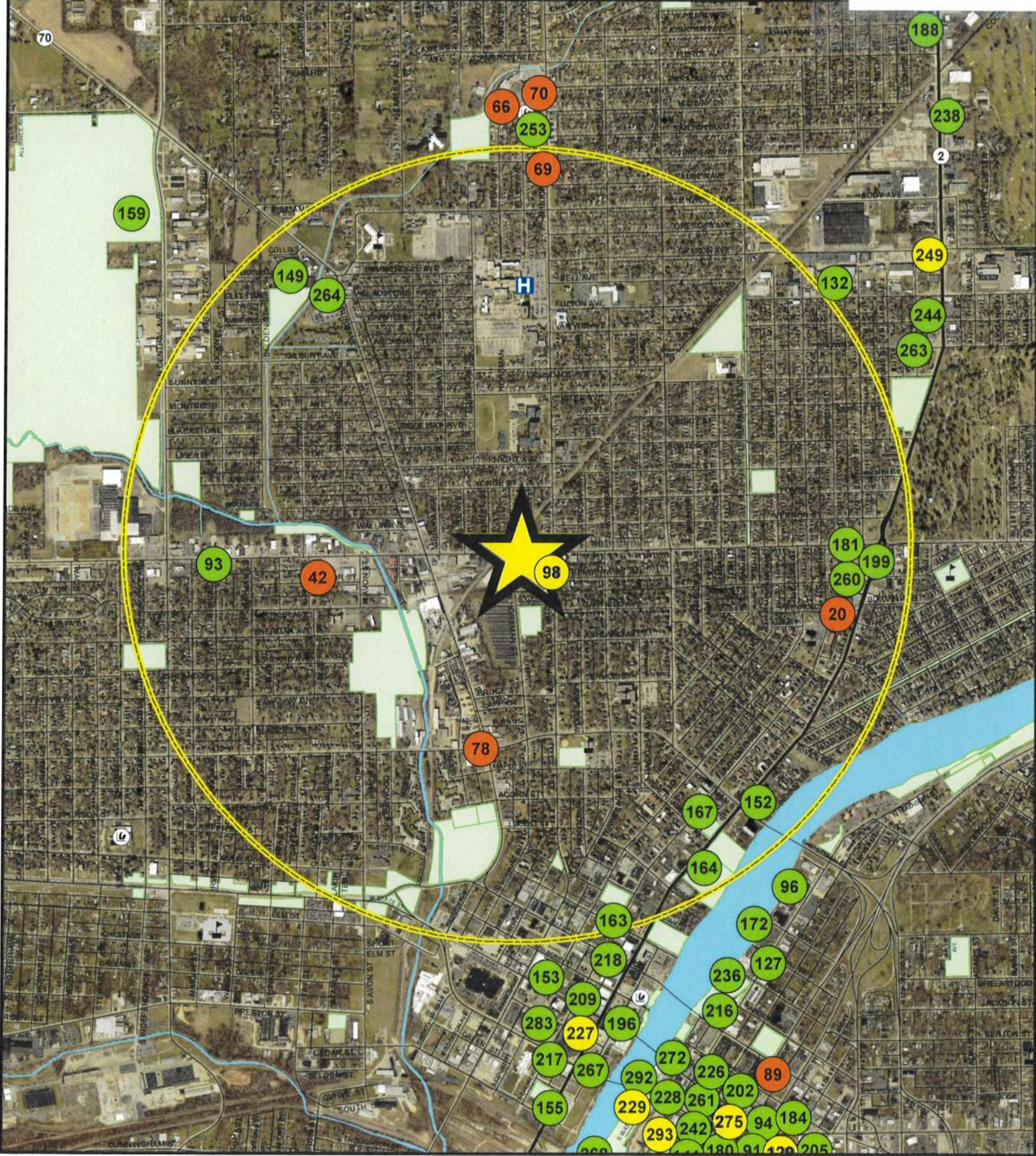


Exhibit C
2525 Auburn Street
#026-LTAB-001



Gyro House & More, Inc. - 2525 Auburn Street

Exhibit D
2525 Auburn Street
#026-LTAB-001



- Key**
- College/University
 - School (K-12)
 - City/Village Hall
 - Parks
 - Forest Preserves
 - Sale by the Drink (Beer and Wine)
 - Sale by the Drink (Full Liquor)
 - Package Liquor Sales

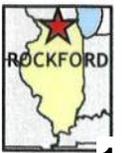
CITY OF ROCKFORD, ILLINOIS

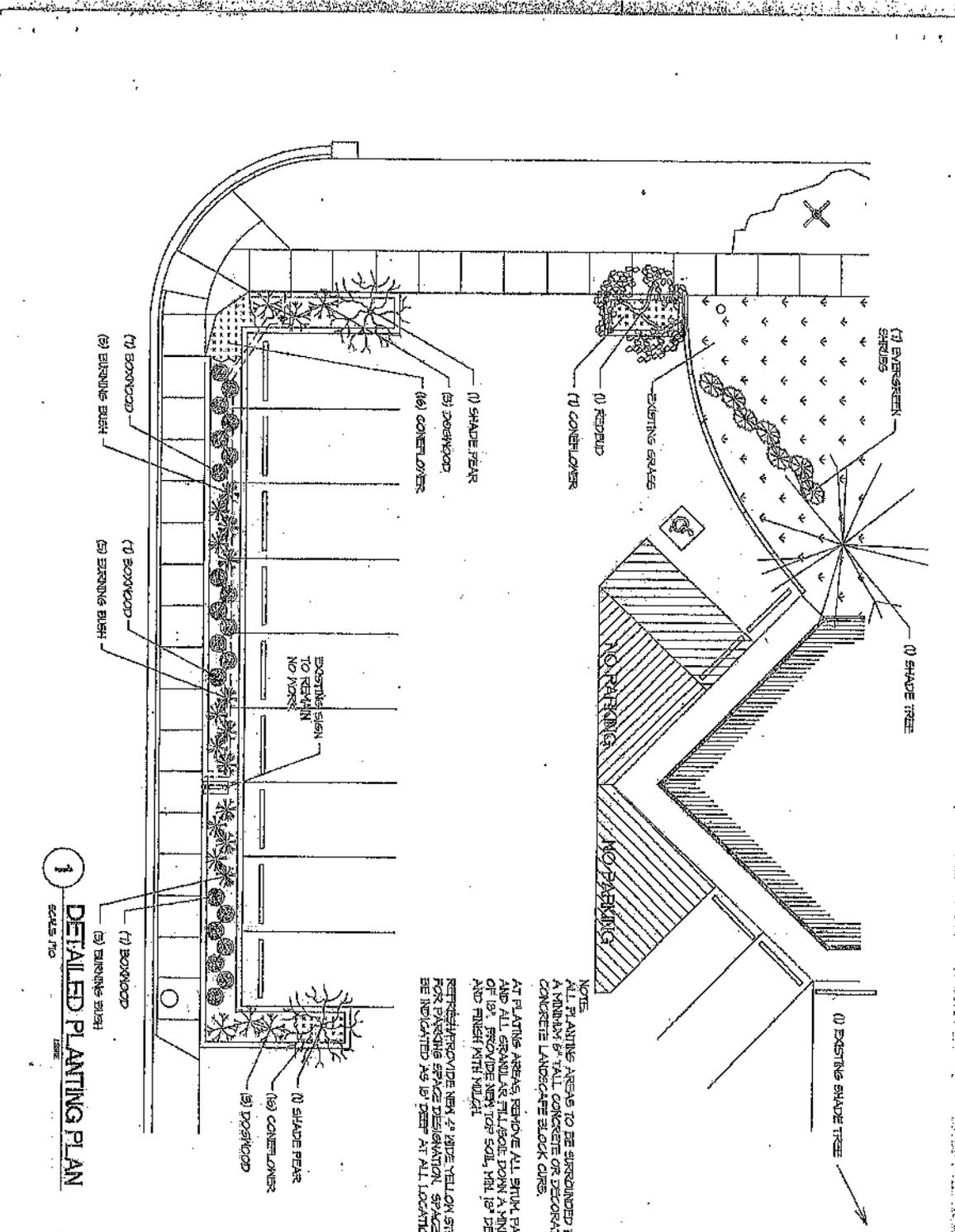
LIQUOR LICENSE LOCATIONS-2025

2026



SCALE
1" = 1000'
0 1000 2000
Feet



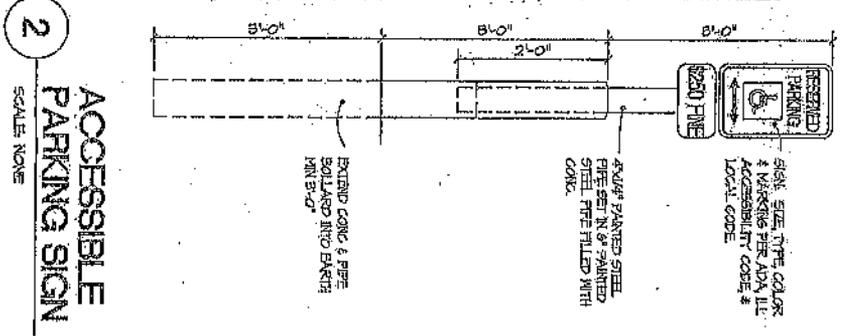
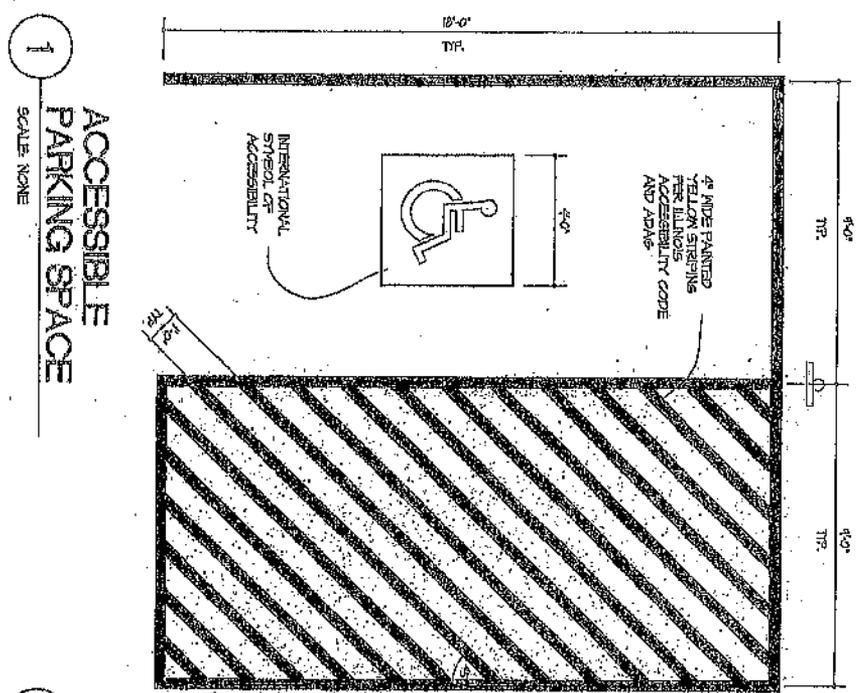


NOTE:
 ALL PLANTING AREAS TO BE SURROUNDED BY
 A MINIMUM 6" FALL CONCRETE OR DECORATIVE
 CONCRETE LANDSCAPE BLOCK CURB.
 AT PLANTING AREAS REMOVE ALL BRUSH TRUNKS,
 AND ALL GRASS/WEEDS FILL SOLE DOWN A MINIMUM
 OF 6" A. REMOVE ANY TOP SOIL, VINE, 18" DEEP,
 AND FRESH WITH MULCH.
 REPAIR/REMOVE NEW 2" DEEP VELL ON STRIPES
 FOR PARKING SPACES DESIGNATION SPACES TO
 BE INDICATED AS 18" DEEP AT ALL LOCATIONS.

1
 SCALES: 1/8" = 1'-0"
DETAILED PLANTING PLAN



DATE: 08-16-2024 DRAWING NO: 1122 PROJECT: 22-IREV5 SHEET NO: 02	OWNER AND DESIGN PERMIT FOR: GYROS HOUSE AND MORE INC 2525 AUBURN STREET FRS-11552510 ROCKFORD, ILLINOIS	BELLES FIRM OF architects 2505 Crookshole Court, Suite 101, Rockford, IL 61114 (815)-961-0504 BelleEFirm@yahoo.com License No. 184-001868
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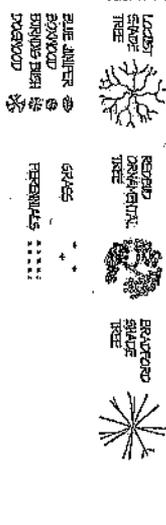
1
 SCALE: NONE
 ACCESSIBLE
 PARKING SPACE

2
 SCALE: NONE
 ACCESSIBLE
 PARKING SIGN

PLANTING SCHEDULE

QUANTITY	COMMON NAME	SPECIES NAME	PLANT LBS	PLANT LBS
1	HONEY LOCUST	ST. ESTERIA	-	SHADE
2	BRADFORD PEAR	TRILYANATHOS (PERNIS FIBROS CALLISTEFAMA VARIETAL)	-	SHADE
1	EXISTING	UNSPECIFIED	-	SHADE
1	EASTERN REDBUD	GENESIS CANNONWOOD	B	90
4	UNSPECIFIED RED TIGER DODONAEA	GENESIS ALTA THREATSUNAW	B	90
21	BOXWOOD	ELIUS MICROPHITLLA	30	630
15	BURNING BUSH	ALONNARIS ALATIS	B	225
30	CORNER COVER	EDITHACEA PURPUREA	10	300
1	BLUE JUNIPER	LIBERTAS GRASSES SARGENTII	30	210
ALONG NORTH PRIORITY LINE				
TOTAL LBS PROVIDED				1405

PLANTING KEY

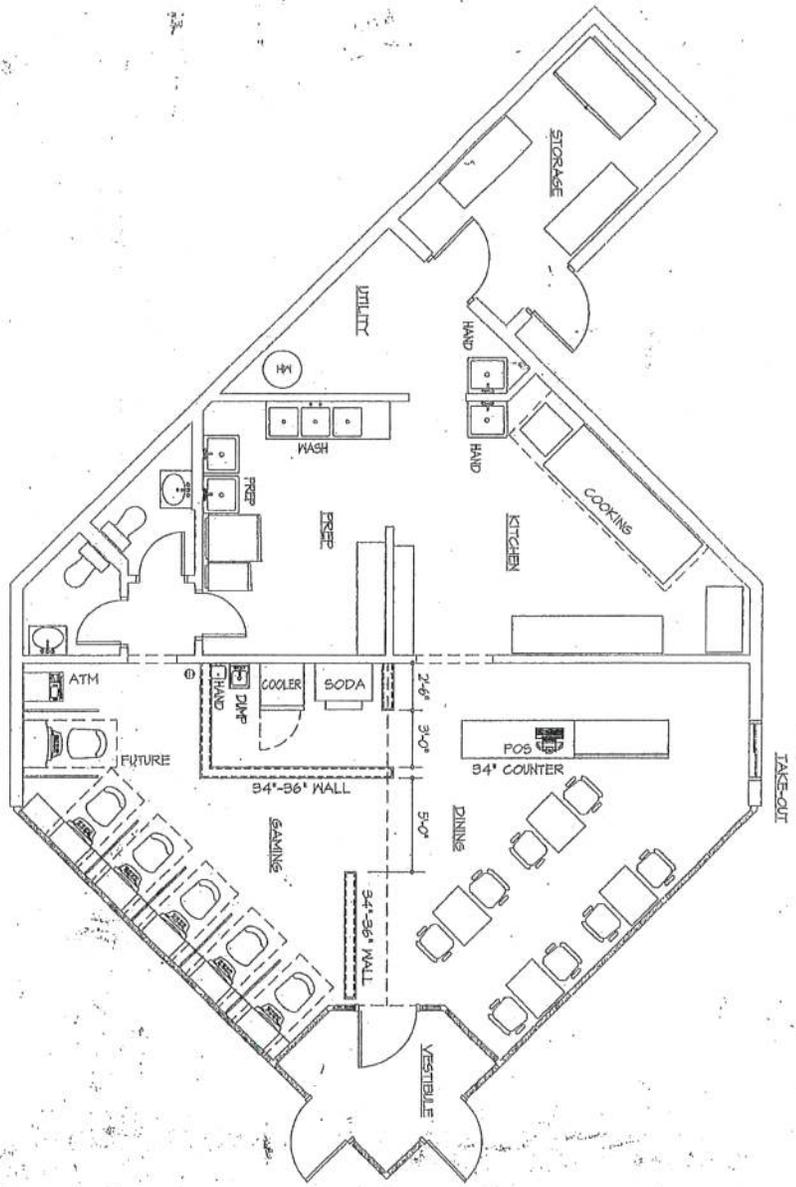


1400 SQUARE FOOT BUILDING
 125 CARS PER 1000SF REQUIRED FOR ALL BAR = 14 SPREADS REQUIRED
 21 EXISTING
 NO BUFFER LANDSCAPE STRIP TO THE EAST
 125 CARS PER 1000SF REQUIRED FOR ALL BAR = 14 SPREADS REQUIRED
 NO LANDSCAPE BUFFER TO THE NORTH. ZERO LOT LINE OWNERS IS ACTIVELY MAINTAINING / WORKING THE UTILITY AND RAILWAY ROW.
 INTERIOR LANDSCAPING 4000 SF @ 55¢ = 45¢/SF REQUIRED.
 ACTIVELY MAINTAINING / WORKING THE UTILITY AND RAILWAY ROW.

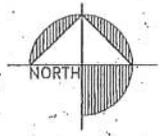
BELLE TIRE
 2005 Crandall Court, Suite 101, Rockford, IL 61114
 (815) 961-0504 BelleTire@belle.com
 License No. 184-001858

GAMING AND LOBBY FEW FOR
GYROS HOUSE AND MORE INC.
 2525 AUBURN STREET ROCKFORD, ILL 61103

05-16-2024
 1122
 Z3



1
PROPOSED PLAN
 SCALE: 3/16" = 1'-0"
 151092



DRAWN Ziremi DATE FILE: 3/11/04	PROJECT NO. 1122	DATE 05-16-2004	CALLING AND LICORH PERMIT FOR: GYROS HOUSE AND MORE INC.		BELLES FIRM OF architecture 2905 Creekside Court, Suite 29, Rockford, IL 61114 (815)-961-0504 BellesFirm@yahoo.com License No. 184-001868
			2526 AUBURN STREET	PIN 11529010	



EXISTING EXTERIOR
 NO CHANGES

1

SCALE: NONE

BELLES FIRM OF
 architecture
 6957 Olive Creek Road, Suite #2300, Rockford, IL 61114
 (815)-961-0504 Fax (815)-963-3108
 License No. 184-001868

GAMING AND LIQUOR PERMIT FOR
GYROS HOUSE AND MORE INC
 2525 AUBURN STREET PLY-18328510 ROCKFORD, ILLINOIS

DATE: 05-16-2024
 PROJECT NO.: 1122
 SHEET NO.: Z4
 DWG. FILE: Z4

APPLICANT STATEMENT/BUSINESS PLAN

Applicants Colleen Kowalski and Michelle Keitz are in the process of partnering with each other in The Gyro House and More located at 2525 Auburn Street in Rockford, Illinois. Michelle currently has 100% ownership of the business and will be selling 50% of said ownership to Colleen Kowalski. We are seeking a liquor license and gaming license at said location.

Michelle Keinz has been a resident of Rockford since birth. She has been running the day-to-day operations at The Gyro House and More for the past three years. She is also a full-time employee at the Hard Rock casino where she has worked for four years.

Colleen Kowalski has been a resident in the Rockford area for twenty-six years. She is invested in the Rockford community both as a business owner and an investment property owner. She brings experience in successfully running her businesses and will be lending her expertise to help grow the current business at The Gyro House and More.

Hours of Operation: The restaurant/bar will operate as follows:

Sunday - Thursday: 8:00 am to 12:00 am

Friday and Saturday: 8:00 am to 1:00am

Food Service Hours:

The food service hours will be from 10:00 am until 10:00 pm daily. We will continue to use the existing menu which has been provided.

Interior Layout: The interior layout will remain the same, which is detailed on the provided site plan. This includes the kitchen layout.

Parking: The parking area has been updated with new asphalt, curbing and striping as depicted on the provided site plan.

Landscaping: The landscaping has been updated as depicted on the provided landscape detail plan and will remain unchanged.

Entertainment: The restaurant/bar is seeking five video gaming machines. The location has an existing dart machine and juke box which will remain.

SECURITY PLAN

It is the intention of The Gyro House and More to provide a safe environment in which its customers can relax and enjoy our services and to be a conscientious business neighbor who can be regarded as being an asset to the community. Therefore, The Gyros House will institute the following security measures:

Applicants do not intend at the outset to hire any specific security personnel but will review the plan if security becomes an issue.

The employee(s) will also survey the area for any possible altercations. The employee(s) will assess the sobriety and attitude of each patron while being served. Employee(s) will be BASSET trained to have the knowledge to identify signs of intoxication and potentially dangerous behaviors.

Our employee(s) will be proactive in the event that an altercation appears to be imminent. The employee will attempt to diffuse any situation before it escalates to more aggressive behavior. The employee(s) will be trained in ways to approach unruly patrons, including how to talk with someone who may be intoxicated so as to not seem confrontational. Patrons will not be allowed to become unruly or disruptive to other patrons or employees. If a patron is deemed to be unruly, the patron will be escorted off the premises by the employee. The employee(s) will make every reasonable attempt to calm an aggressive patron and to escort that patron from the premises without physical interaction with the patron. The employee(s) will be instructed on preventing overserving of any patron so that potential incidents are limited.

An articulated plan will be in place for controlling and addressing disorderly activity in EACH of the following areas:

- Parking areas utilized by patrons of the licensed premises, by camera
- Public areas immediately adjacent to the licensed premises, by camera
- The interior of the licensed premises, by employee(s) and camera

It is the applicants' intent, consistent with good management practices, to instruct employees to closely observe patrons and to intervene as quickly as possible when patrons may be getting disorderly, intoxicated, and the like. It is our intent, in the interior of the licensed premises, to cause troublesome individuals, who refuse to cooperate, to be ejected from the premises. In the event further trouble is caused, we would quickly call for the assistance of the Rockford Police Department. This would likewise apply to the parking area. Upon learning of serious altercations and/or trouble in the parking areas, the applicants would immediately call for the assistance of the Rockford Police Department.

Parking areas will be monitored periodically in person to ensure that patrons are not loitering in the parking areas or outside of the building.

SECURITY FEATURES

Four cameras will be installed within the establishment with two cameras being installed on the exterior.

Dear Board Members,

My name is Colleen Kowalski. I have been a resident in the Rockford area for twenty-six years and am invested in the Rockford community. I am the current owner of The Latham Tap and Latham West Bar and Grill. I also am the owner of numerous investment properties in Rockford.

It is my intention to invest in and partner with Michelle Keinz in The Gyro House and More located at 2525 Auburn Street in Rockford, Illinois. Michelle has been operating the business for approximately three years and is also currently an employee at the Hard Rock Casino in Rockford. I will be purchasing 50% of the shares for said business and will be contributing my experience as a restaurant/bar owner to help in the management of said business.

The business model will remain intact with minor changes being implemented along the way to help grow the business. Michelle and the current landlord have invested substantial time, resources and money to update and make improvements to the property and the existing building. Michelle and I are seeking both a liquor license and gaming license at this location and are hoping for the approval of board members in our endeavor.

APPETIZERS

- PLUS TAX**
- SMALL FRIES \$3
 - LARGE FRIES \$5
 - BBQ FRIES \$4
 - CHEESE FRIES \$4
 - LOADED CHS FRIES \$12
 - ONION RINGS \$6
 - FRIED MUSHROOMS \$6
 - MOZZARELLA STICKS \$6
 - PIZZA PUFF \$7
 - NACHOS \$7
- (ADD ANY MEAT \$4)
 LETTUCE - CHEESE - TOMATO - ONION
 SOUR CREAM - JALAPENOS PEPPERS
 PICKLES
 GARDEN SALAD / GARDEN MIX \$7
 LETTUCE - TOMATO - ONION - GREEN PEPPER - CHEESE
 (ADD ANY MEAT \$4)

SANDWICHES

- PLUS TAX**
- GYRO \$10
 - GYRO PLATTER \$15
 - 2 FRESH PTAS - GYRO MEAT \$12
 - ONION - TOMATO - TZATZIKI SAUCE
 - GYRO CHEESEBURGER \$10
 - LETTUCE - TOMATO - ONION - MAYO
 - CHEESEBURGER \$10
 - MAYO - KETCHUP - MUSTARD - PICKLE \$10
 - ONION - TOMATO - LETTUCE
 - MAXWELL STREET POLISH \$10
 - GRILLED ONIONS - MUSTARD
 - CHICAGO STYLE \$6
 - VIENNA BEEF HOT DOG
 - RELISH - TOMATO - ONION - PICKLE
 - MUSTARD - SPORT PEPPERS
 - ITALIAN BEEF \$15
 - MOZZARELLA CHEESE - MILD OR HOT PEPPERS
 - CRISPY CHICKEN SANDWICH \$7
 - MAYO - LETTUCE - TOMATO
 - FISH SANDWICH \$8
 - LETTUCE - TOMATO - TARTAR SAUCE
 - PHILLY CHEESESTEAK \$15
 - GREEN PEPPER - ONION - CHEESE
 - GRILLED CHICKEN SANDWICH \$9
 - MAYO - LETTUCE - TOMATO

BASKETS

- PLUS TAX**
- 10PC SHRIMP \$14
 - 10PC PARTY WINGS \$14
 - 6PC PARTY WING \$9
 - 4PC TENDER \$8
 - 6PC TENDER \$10

TACOS

- GRILLED CHICKEN \$4
- STEAK (ARRACHERRA) \$4
- 3 TACOS W/ FRIES \$14



PRODUCTS AVAILABLE



- RIBS HALF SLAB \$22 - FULL SLAB \$35
- RIB SANDWICH W/FRIES \$14
- SHOULDER W/FRIES HALF-ORDER \$15 - FULL ORDER \$30
- RIB TIPS W/FRIES HALF ORDER \$15 - FULL ORDER \$30
- SMOKED CHICKEN LEG QUARTER W/FRIES \$7



- 2pc CHICKEN W/ 2 SIDES & ROLL \$9
- 4pc CHICKEN W/ 2 SIDES & ROLL \$14
- CHICKEN ONLY
- 8pc \$16
- 12pc \$20
- 16pc \$25
- 50pc \$69
- 100pc \$140

EXTRA SIDES:
 REGULAR \$3 - LARGE \$5



Event Date	Call Number	Situation Reported	Call Disposition	Location
01/03/2024 12:08:47 PM	24-001703	FOLLOW-UP	RE-ASSIGN/CHANGE OF CALL (UNIT) / LAW/NO - LAW/NO DISPOSITION	2525 Auburn St Rockford
03/20/2024 11:05:00 AM	24-059604	CIVIL PROCESS	NRPT - NO REPORT	2525 Auburn St Rockford
04/25/2024 03:58:19 PM	24-087632	ACCIDENT/HIT AND RUN	RPT - REPORT	2525 Auburn St Rockford
04/25/2024 03:58:56 PM	24-087633	911 DUPLICATE CALL	DUP - DUPLICATE	2525 Auburn St Rockford
05/10/2024 08:14:11 AM	24-099737	ACCIDENT PROPERTY DAMAGE	RPT - REPORT	2525 AUBURN ST Rockford
06/09/2024 01:04:29 AM	24-124705	BATTERY JUST OCCURRED	NRPT - NO REPORT	2525 Auburn St Rockford
01/04/2025 08:03:16 PM	25-002573	TRAFFIC STOP	ADV - ADVISED / ADV - ADVISED	2525 Auburn St Rockford
02/05/2025 03:24:35 PM	25-024698	ARMED SUBJECT	NRPT - NO REPORT / NRPT - NO REPORT / NRPT - NO REPORT / NRPT - NO REPORT / NRPT - NO REPORT	2525 Auburn St Rockford
02/20/2025 01:38:44 PM	25-035044	911 GELLEULAR HANG UP	911 CLOSE W/O SEND TO PENDING	2525 Auburn St Rockford
09/27/2025 01:17:28 AM	25-211698	SUSPICIOUS PERSON	UTL - UNABLE TO LOCATE	2525 Auburn St Rockford
11/26/2025 12:48:49 PM	25-257883	RK-THREAT/HARASS/STALK	RE-ASSIGN/CHANGE OF CALL (UNIT) / RPT - REPORT / RPT - REPORT / RPT - REPORT	2525 Auburn St Rockford
11/26/2025 12:50:23 PM	25-257885	911 DUPLICATE CALL	DUP - DUPLICATE	2525 Auburn St Rockford
06/2025 06:33:41 PM	25-265171	CRIMINAL DAMAGE	RPT - REPORT	2525 Auburn St Rockford
12/06/2025 08:16:50 PM	25-265230	DISORDERLY	RPT - REPORT / RPT - REPORT	2525 AUBURN ST Rockford

COMMITTEE REPORT

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

The Committee on Code and Regulation, to whom was referred the sale of liquor by the drink (Class L-50) in conjunction with a restaurant and video gaming terminals in the name of Colleen Therese Kowalski / Michelle Keinz / Gyros House & More, Inc dba Gyros House in a C-3, General Commercial Zoning District for the property described as:

**A/K/A: 2525 Auburn Street
PIN: 11-15-281-016**

hereby recommends that the actions of the Liquor and Tobacco Advisory Board be **Sustained** thereby recommending that City Council **APPROVE** the sale of liquor by the drink (Class L-50) in conjunction with a restaurant and video gaming terminals in the name of Colleen Therese Kowalski / Michelle Keinz / Gyros House & More, Inc dba Gyros House in a C-3, General Commercial Zoning District at 2525 Auburn Street.

Approval is based on the following conditions:

1. Meet all Applicable Building and Fire Codes.
2. Compliance with all City of Rockford Code of Ordinances including Liquor Codes.
3. Hours of operation are Sunday through Thursday 8:00 a.m. to Midnight and Friday through Saturday 8:00 a.m. to 1:00 a.m.
4. Window display signage is limited to 20% of window surface area.
5. There shall not be a cover charge, dance floor, DJ's and/or live entertainment.
6. The proposed use shall not operate as a nightclub.
7. The windows shall not be covered with bars or other devices that block the windows.
8. The landscaping must be installed per the previously approved plan by May 1, 2026.
9. Any pending general ordinance case(s) must be resolved prior to issuance of the license.
10. All outstanding general ordinance fines must be paid prior to the issuance of the license.
11. All conditions must be met prior to issuance of license and establishment of use.

The Legal Director is hereby instructed to prepare the necessary Ordinance.

Committee Action Taken:

Bonne:	Ayes:___	Nays:___	Absent:___
Bell:	Ayes:___	Nays:___	Absent:___
Torina:	Ayes:___	Nays:___	Absent:___
Wilkins:	Ayes:___	Nays:___	Absent:___
Prunty:	Ayes:___	Nays:___	Absent:___

Mark Bonne, Chairman

Tamir Bell, Vice-Chairman

Gabrielle Torina

Janessa Wilkins

Aprel Prunty

Meeting of February 18, 2026
026-LTAB-001



PLANNING & ZONING REPORT
Zoning Board of Appeals Meeting of February 18, 2026

File # 002-26

APPLICANT: Greenlink Solar Solutions for the Boys and Girls Club of Rockford

LOCATION: 609 Kilburn Avenue

REQUESTED ACTION: A Special Use Permit for a Planned Use Development consisting of a ground mount solar array within the existing parking lot, Variation to allow a chain-link fence within the front yard along Acorn Street and a Variation to increase the fence height from four (4) feet to six (6) feet within the front yard along Acorn Street in an R-2, Two-family Residential Zoning District.

EXISTING USE: Social/Charitable community facility with associated parking and recreational areas

PROPOSED USE: Social/Charitable community facility with associated parking and recreational areas with ground mount solar array

DIMENSIONS: Irregular shape **SQUARE FOOTAGE:** 1.79 acres

ADJACENT ZONING AND LAND USES:

NORTH:	R-2	Lifescape Community Kitchen, residential
EAST:	R-2	Resurrection Lutheran Church, Two-family and Single-family residences
SOUTH:	R-2	Single-family residences
WEST:	RE	PACE Center, Fairgrounds Park

YEAR 2040 PLAN: PE Existing (Quasi-) Public Facility

SOILS REPORT: No soils report on file.

HISTORY: There is no relevant history in the immediate area.

REVIEW COMMENTS: The Applicant is requesting a Special Use Permit for a Planned Use Development consisting of a ground mount solar array within the existing parking lot, Variation to allow a chain-link fence within the front yard along Acorn Street and a Variation to increase the fence height from four (4) feet to six (6) feet within the front yard along Acorn Street in an R-2, Two-family Residential Zoning District. The subject property is surrounded agricultural land (Exhibits B & C).

The Applicant, Greenlink Solar Solutions, is proposing a Special Use Permit for a Planned Use Development consisting of a ground mount solar array within the existing parking lot. Within the R-2 District, ground mount solar

array that covers an area more than an acre in size is an elective PUD. Solar Panels (collectors) are permitted as performance requirement uses in the R-2 District requiring them to go through a Performance Review but only if the solar collectors are installed on the roof of the principal structure or accessory structure or otherwise incorporated into and made an integral part of the main building itself unless otherwise indicated within Section 40-002-M. The maximum height and setback regulations of the zoning district in which it is proposed shall be observed.

Additionally, the Zoning Ordinance, states Freestanding Collectors in residentially zoned areas can be permitted but only if they meet the following criteria:

- (1) Freestanding solar collector panels are permitted up to 400 square feet in size provided they are located within the required rear yard. The freestanding solar collector panels are deemed as an accessory structure subject to the regulations of Section 57-003.
- (2) Minimum lot size of 10,000 square feet is required to allow freestanding solar collector panels in the residential districts as an accessory structure.
- (3) Freestanding solar collector panels may not exceed 15 feet in height and must meet the applicable setbacks of a principal building.
- (4) Freestanding solar collector panels may not be constructed on any lot before the construction of the principal building to which it is accessory.

In this situation, the ground mounted solar array does not satisfy these requirements, thus the need for the Special Use. The proposed free-standing solar collector panels will occupy more than 400 square feet in size.

Exhibit D is the proposed site plan. The property will have solar panels installed on the building that is located on the south side of the property. The ground mounted solar panels will be located within the front yard in the parking lot on the north side of along Acorn Street. The front yard setback of 30 feet will not be met and the plan shows that the solar arrays will be setback at 9'7" from the north property line. The area will be approximately 55' by 90'. This area will remain blacktop and the existing interior landscape not shown within the exhibit on the east side of this area will not be removed. There is existing frontage landscaping along Acorn Street that will remain. There will be a (6) six-foot high chain-link fence proposed enclosing this area. The Applicant has requested a Variation to allow the height and this material within the front yard along Acorn Street. The maximum height permitted within the front yard is (4) four feet. All electrical lines shall be underground if connecting to the solar panels. The ordinance states "Any power transmission lines connecting a freestanding system to any other structure on the property shall be buried underground." (Article 40-002-M-3).

Exhibit E is the Applicant's narrative. The Applicant indicates "Due to limitations in available roof area and the Club's operational energy demand, a rooftop only system does not provide energy production. The addition of the parking lot solar system allows the combined project to reach approximately a 100 percent energy offset. This level of production is necessary to make the project financially responsible and sustainable for the organization." This proposal will help reduce long term utility expenses so

that operating funds can go back into the organization. The elimination of two rows of parking will not impact the dropping off and picking up. Based on the rated capacity 1 space per 10 rated occupancy of 200 would require 20 parking spaces. Currently, the site has 80 parking spaces including (3) three handicap spaces. With the proposal of ground mount solar arrays, a total of 20 parking spaces would be eliminated leaving 60 parking spaces. Within the exhibit is the Applicant's findings of fact.

Exhibit F is the service calls for the last two years. The dates range from January 23, 2024 to May 19, 2025. There was a total of 12 calls for service to 609 Kilburn Avenue.

The Applicant is proposing a ground mounted solar array on an already developed lot. Staff finds that the proposed location does not meet the intent or standards of the zoning ordinance and is inconsistent with typical site design practices. Ground mounted solar arrays are not commonly located within the front yard, within paved or highly developed portions of a site, particularly where alternative locations are available. Staffs feels that the property contains other green areas that could accommodate this proposal. Additionally, the proximity to adjacent residential minimizes potential impacts on nearby residential uses. Staff feels the proposed location does not provide adequate buffering and is incompatible with surrounding residential land uses. For these reasons, Staff does not support this request.

RECOMMENDATION: Staff recommends **DENIAL** of the requested Special Use Permit for a Planned Use Development consisting of a ground mount solar array within the existing parking lot, **DENIAL** of the Variation to allow a chain-link fence within the front yard along Acorn Street and **DENIAL** of the Variation to increase the fence height from four (4) feet to six (6) feet within the front yard along Acorn Street in an R-2, Two-family Residential Zoning District

See attached findings of fact.

SC: BM 02/9/2025

FINDINGS OF FACT FOR DENIAL OF A SPECIAL USE PERMIT
FOR A PLANNED USE DEVELOPMENT CONSISTING OF A GROUND MOUNT SOLAR
ARRAY WITHIN THE EXISTING PARKING LOT
IN AN R-2, TWO-FAMILY RESIDENTIAL ZONING DISTRICT
LOCATED AT 609 KILBURN AVENUE

Denial of this Special Use Permit is based upon the following findings:

1. The establishment, maintenance, or operation of the Special Use Permit will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare of the community.
2. The Special Use Permit will be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, and will not substantially diminish or impair property values within the neighborhood.
3. The establishment of the special use will impede the normal or orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage, and/or necessary facilities have been, are being, or will be provided.
5. Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.
6. The special use does not conform to the applicable regulations of the R2 District in which it is located.

**FINDINGS OF FACT FOR DENIAL OF A VARIATION TO
ALLOW A CHAIN-LINK FENCE WITHIN THE FRONT YARD ALONG ACORN STREET
IN AN R-2, TWO-FAMILY RESIDENTIAL ZONING DISTRICT
LOCATED AT 609 KILBURN AVENUE**

Denial of this Variation is based upon the following findings:

1. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would not result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.
2. The conditions upon which a petition for this Variation is based are not unique to the property for which the Variation is sought and are applicable, generally, to other property within the same zoning classification.
3. The purpose of this Variation is based exclusively upon a desire to increase the value or income potential of the property.
4. The alleged difficulty or hardship is not caused by this Ordinance and has been created by any persons presently having an interest in the property or by any predecessor in title.
5. The granting of this Variation will be detrimental to the public welfare, or injurious to other property or improvements in the neighborhood in which the property is located.
6. The proposed Variation will impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair the property values within the neighborhood.
7. The proposed Variation does not comply with the spirit and intent of restrictions imposed by this Ordinance.

**FINDINGS OF FACT FOR DENIAL OF A VARIATION TO
INCREASE THE FENCE HEIGHT FROM FOUR (4) FEET TO SIX (6) FEET WITHIN THE
FRONT YARD ALONG ACORN STREET
IN AN R-2, TWO-FAMILY RESIDENTIAL ZONING DISTRICT
LOCATED AT 609 KILBURN AVENUE**

Denial of this Variation is based upon the following findings:

1. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would not result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.
2. The conditions upon which a petition for this Variation is based are not unique to the property for which the Variation is sought and are applicable, generally, to other property within the same zoning classification.
3. The purpose of this Variation is based exclusively upon a desire to increase the value or income potential of the property.
4. The alleged difficulty or hardship is not caused by this Ordinance and has been created by any persons presently having an interest in the property or by any predecessor in title.
5. The granting of this Variation will be detrimental to the public welfare, or injurious to other property or improvements in the neighborhood in which the property is located.
6. The proposed Variation will impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair the property values within the neighborhood.
7. The proposed Variation does not comply with the spirit and intent of restrictions imposed by this Ordinance.

C3 C3

MAPLE

Exhibit A
609 Kilburn Avenue
SUP and Var.
#002-26

R2 R2

R2 R2

R1 R1

RTR1

R2 R2

R2
R2

ACORN

KILBURN

HORSMAN

R2 R2

R2 R2

R2 R2

R2R2

LOCUST

RE RE

R2 R2

R2 R2

RE
RE

R1 R1

CHERRY

R2 R2



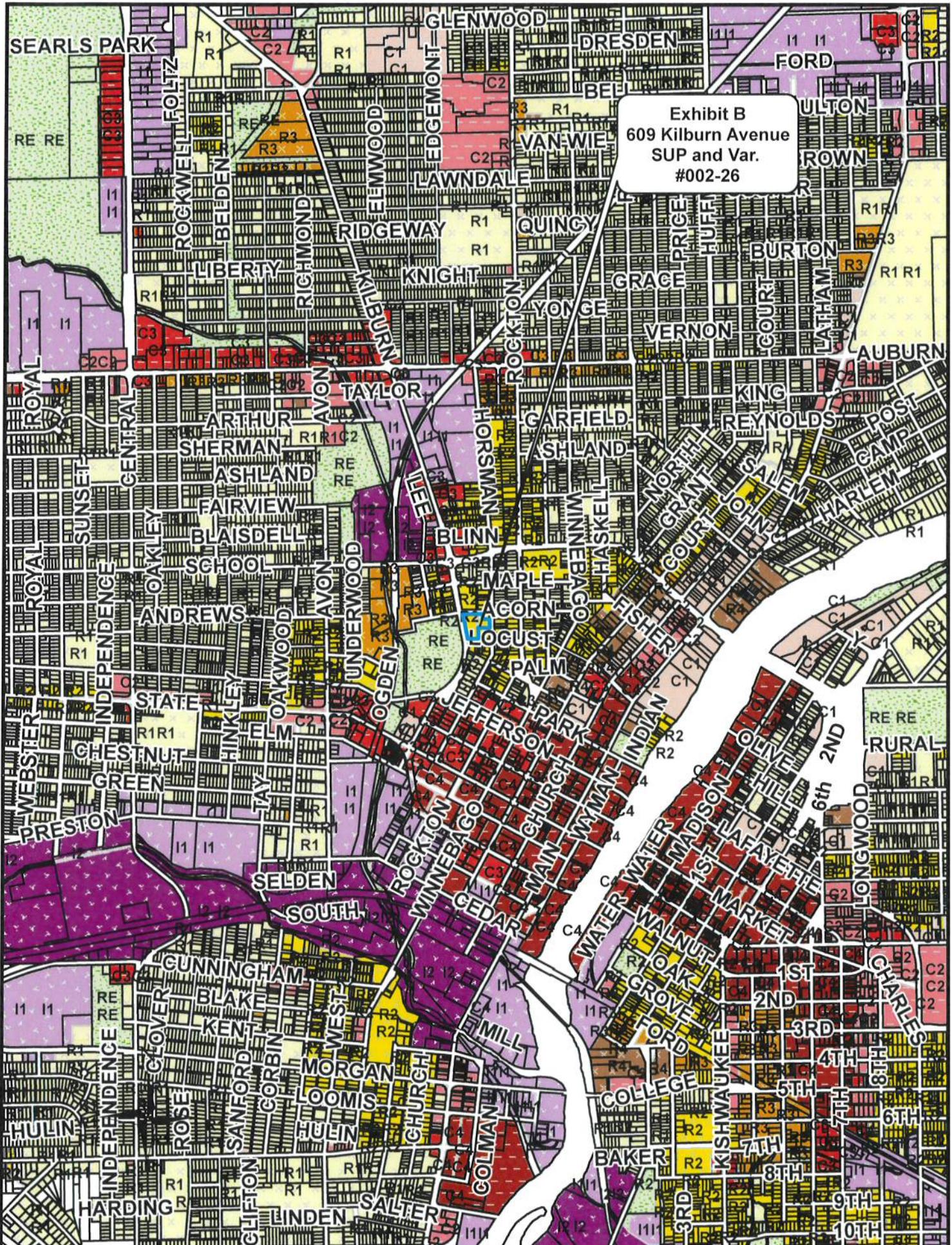


Exhibit B
 609 Kilburn Avenue
 SUP and Var.
 #002-26

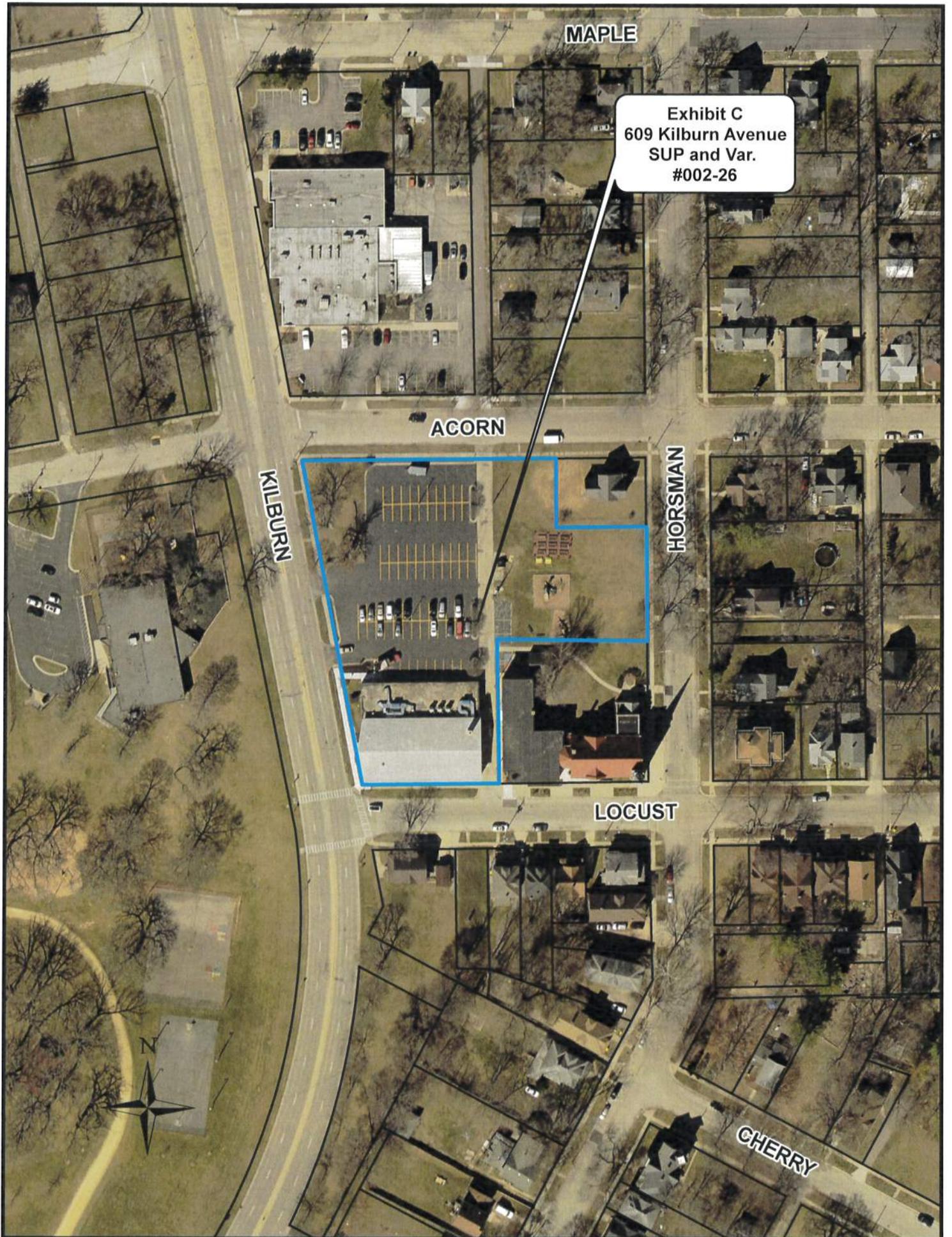


Exhibit C
609 Kilburn Avenue
SUP and Var.
#002-26



GREENLINK ENERGY SOLUTIONS
 3020 FOREST VIEW RD.
 ROCKFORD, IL 61109, USA
 PHONE: (815) 384-6229
 EMAIL: info@greenlink.com

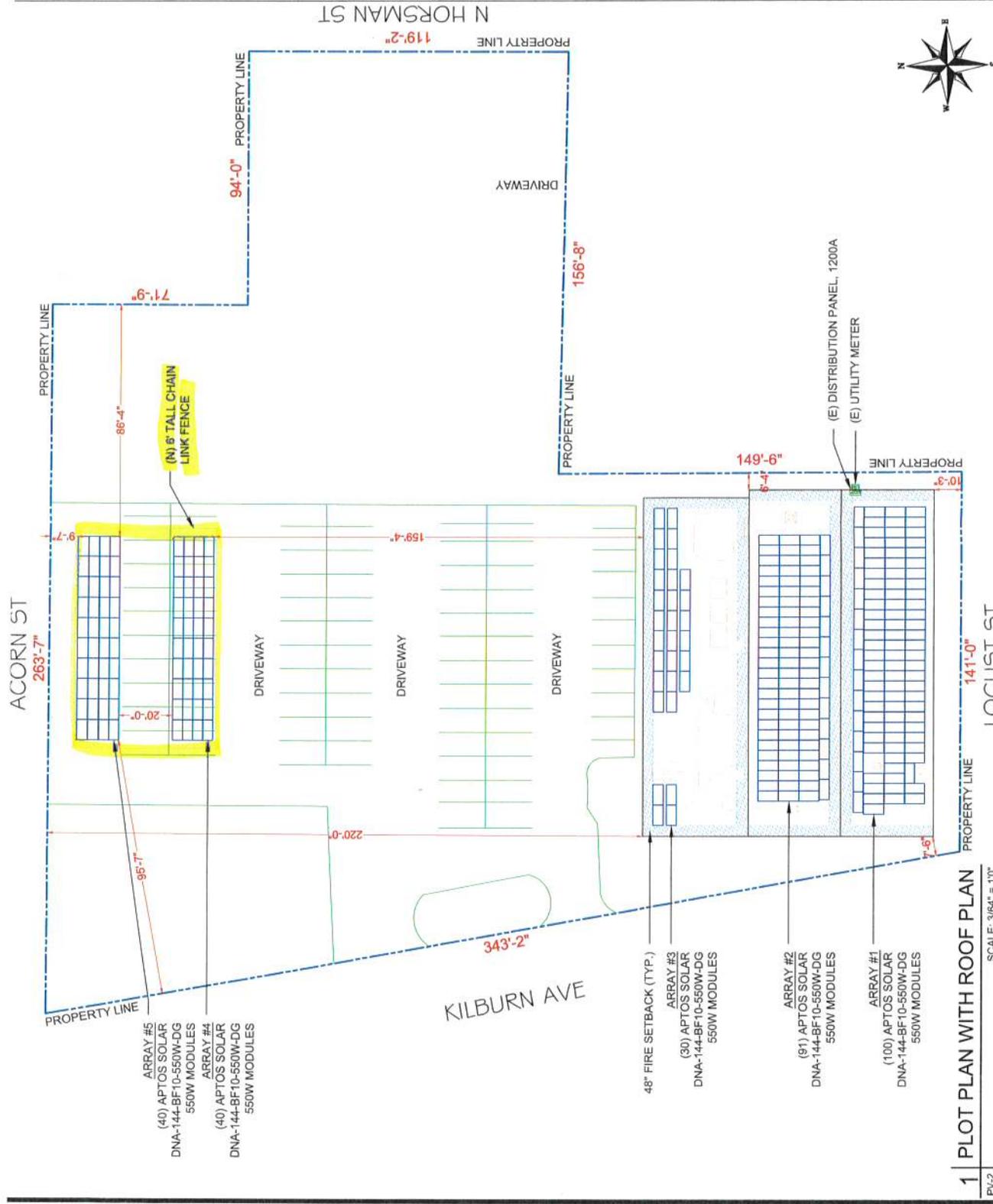
DESIGN BY
NE ENGINEERING CO.
 MIGHTY ENGINEERING CO.
 1400 W. WASHINGTON ST.
 CHARLOTTE, NC 28201, USA
 PHONE: (408) 634-8357
 EMAIL: www.mightyengineeringco.com

REVISIONS	DATE	REV
DESCRIPTION	DATE	REV
FOR REVIEW	07/29/2025	A
REVISION	07/29/2025	B

SIGNATURE & SEAL
 IL

PROJECT NAME & ADDRESS
 ROCKFORD BOYS & GIRLS
 609 KILBURN AVE,
 ROCKFORD, IL 61101, USA

SHEET NAME
 SITE PLAN
 SHEET SIZE
 18" X 24"
 SHEET NUMBER
 PV-2



1 | PLOT PLAN WITH ROOF PLAN
 SCALE: 3/64" = 1'0"
 PV-2

Exhibit D
 609 Kilburn Avenue
 SUP for PUD
 #002-26



Zoning Narrative

Special Use Permit - Rockford Boys and Girls Club

Exhibit E
609 Kilburn Avenue
SUP for PUD
#002-26

Purpose of Application

This application is submitted by Greenlink on behalf of the Rockford Boys and Girls Club in support of a Special Use Permit for the installation of a ground mounted solar photovoltaic system located within the existing parking lot. While the overall project also includes rooftop solar, this request is specific to the parking lot solar installation, which is required to achieve the project's full purpose.

Due to limitations in available roof area and the Club's operational energy demand, a rooftop only system does not provide sufficient energy production. The addition of the parking lot solar system allows the combined project to reach approximately a 100 percent energy offset. This level of production is necessary to make the project financially responsible and sustainable for the organization.

The intent of the project is to reduce long term utility expenses so that operating funds can be redirected back into youth programs, staffing, and community services. The project is not intended to increase property value, but rather to strengthen the financial stability of the Rockford Boys and Girls Club and support its ongoing mission.

The parking lot solar installation has been designed to minimize impact on the Club's daily operations. While it will occupy a portion of existing parking spaces, it is not expected to interfere with drop-off or pick-up activity, traffic circulation, or general public use of the site, allowing the Club to continue operating safely and efficiently. In addition, a six foot chain link fence will be installed around the parking lot solar system to prevent unauthorized access and deter vandalism.

Findings of Fact in Support of the Special Use Permit

1. Practical Hardship

The physical characteristics of the property, including limited usable roof space relative to energy demand, prevent the Club from achieving sufficient solar production through rooftop installation alone. Denial of the parking lot installation would result in a practical hardship by making the project financially unviable.

2. Unique Property Conditions

The conditions supporting this request are unique to this property. The combination of high energy usage, limited roof capacity, and an existing parking lot suitable for ground mounted solar installation is not generally applicable to other properties within the same zoning classification.

3. Purpose Not Based on Property Value

The requested Special Use Permit is not sought to increase property value or income potential. The sole purpose is to eliminate or significantly reduce monthly electric expenses so that funds can be reinvested directly into the Club's programs and operations.

4. Hardship Not Self Created

The need for this request is created by zoning limitations when applied to the site's existing conditions and energy needs, and not by any action of the current owner or prior owner of the property.

5. No Detriment to Public Welfare

Granting the Special Use Permit will not be detrimental to public welfare or neighboring properties. The parking lot will continue to function as intended while incorporating a code compliant renewable energy system. The installation is planned to maintain safe and efficient access for staff, visitors, drop-off/pick-up activity, and traffic circulation, minimizing disruption to daily operations.

6. No Adverse Impacts

The proposed installation will not impair light or air to adjacent properties, increase traffic congestion, create safety hazards, or diminish surrounding property values. The system will be designed and installed in accordance with all applicable safety and building standards.

7. Consistency With Ordinance Intent

The proposed Special Use Permit is consistent with the spirit and intent of the zoning ordinance by promoting responsible land use, sustainability, and continued community service without altering the primary use of the property.

Conclusion

The parking lot solar installation is a necessary component of the Rockford Boys and Girls Club's renewable energy project. Approval of this Special Use Permit will allow the organization to responsibly reduce operating costs, reinvest savings into its mission, and continue serving the community safely and efficiently without adverse impacts.



Property Overview – Rockford Boys and Girls Club

Current Parking Spaces:

- 77 Standard
- 3 Handicap Accessible (highlighted in **blue** on the map)

Occupancy:

- Typical Daily Use: 80
- Event Use: 200

Building Area:

- 13,696 sq. ft.

Parking Adjustments for Special Use Permit:

- 57 Standard remaining (highlighted in **green** on the map)
- 3 Handicap Accessible (highlighted in **blue**)
- 20 Standard spaces covered by the Special Use Permit (highlighted in **red**)

Parking Ratio (per City):

- 1 space per rated occupancy

Event Date	Call Number	Situation Reported	Call Disposition	Location	City
1/23/2024 14:19	24-015702	CRU	RPT - REPORT	609 KILBURN AVE	Rockford
6/27/2024 15:27	24-140606	DISORDERLY	NRPT - NO REPORT / NRPT - NO REPORT	609 Kilburn Ave	Rockford
7/31/2024 19:52	24-170782	911 DUPLICATE CALL	DUP - DUPLICATE	609 Kilburn Ave	Rockford
10/17/2024 16:59	24-235143	STAND BY	NRPT - NO REPORT / NRPT - NO REPORT	609 Kilburn Ave	Rockford
11/20/2024 20:06	24-261611	SUICIDE ATTEMPT	RPT - REPORT	609 Kilburn Ave	Rockford
11/20/2024 20:13	24-261614	911 DUPLICATE CALL	DUP - DUPLICATE	609 Kilburn Ave	Rockford
11/25/2024 13:08	24-264760	BATTERY JUST OCCURRED	RPT - REPORT / RPT - REPORT	609 Kilburn Ave	Rockford
1/31/2025 17:29	25-021280	911 CELLULAR HANG UP	911 CLOSE W/O SEND TO PENDING	609 Kilburn Ave	Rockford
2/19/2025 13:28	25-034292	CRU	RPT - REPORT	609 KILBURN AVE	Rockford
3/3/2025 17:44	25-043624	DOMESTIC	NRPT - NO REPORT / NRPT - NO REPORT / NRPT - NO REPORT	609 Kilburn Ave	Rockford
5/15/2025 15:06	25-101025	911 CELLULAR HANG UP	911 CLOSE W/O SEND TO PENDING	609 Kilburn Ave	Rockford
5/19/2025 13:48	25-104235	SUSPICIOUS PERSON	NRPT - NO REPORT / NRPT - NO REPORT	609 KILBURN AVE	Rockford

Exhibit F
609 Kilburn Avenue
SUP for PUD
#002-26

COMMITTEE REPORT

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

The Committee on Code and Regulation, to whom was referred a Special Use Permit for a Planned Unit Development consisting of a ground mount solar array within the existing parking lot, Variation to allow a chain-link fence within the front yard along Acorn Street and a Variation to increase the fence height from four (4) feet to six (6) feet within the front yard along Acorn Street in an R-2, Two-family Residential Zoning District for the property described as:

**A/K/A: 609 Kilburn Avenue
PIN: 11-22-233-007**

hereby recommends that the actions of the Zoning Board of Appeals be **Sustained**, thereby recommending that City Council **DENY** a Special Use Permit for a Planned Unit Development consisting of a ground mount solar array within the existing parking lot, **DENY** a Variation to allow a chain-link fence within the front yard along Acorn Street and a **DENY** a Variation to increase the fence height from four (4) feet to six (6) feet within the front yard along Acorn Street in an R-2, Two-family Residential Zoning District at 609 Kilburn Avenue.

Denial is based on the attached Findings of Fact.

Committee Action Taken:

Bonne: Ayes:___ Nays:___ Absent:___
Bell: Ayes:___ Nays:___ Absent:___
Torina: Ayes:___ Nays:___ Absent:___
Wilkins: Ayes:___ Nays:___ Absent:___
Prunty: Ayes:___ Nays:___ Absent:___

Mark Bonne, Chairman

Tamir Bell, Vice Chairman

Gabrielle Torina

Janessa Wilkins

Aprel Prunty

Meeting of February 18, 2026
ZBA 002-26

FINDINGS OF FACT FOR DENIAL OF A SPECIAL USE PERMIT
FOR A PLANNED USE DEVELOPMENT CONSISTING OF A GROUND MOUNT SOLAR ARRAY WITHIN THE
EXISTING PARKING LOT
IN AN R-2, TWO-FAMILY RESIDENTIAL ZONING DISTRICT
LOCATED AT 609 KILBURN AVENUE

Denial of this Special Use Permit is based upon the following findings:

1. The establishment, maintenance, or operation of the Special Use Permit will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare of the community.
2. The Special Use Permit will be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, and will not substantially diminish or impair property values within the neighborhood.
3. The establishment of the special use will impede the normal or orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage, and/or necessary facilities have been, are being, or will be provided.
5. Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.
6. The special use does not conform to the applicable regulations of the R2 District in which it is located.

**FINDINGS OF FACT FOR DENIAL OF A VARIATION TO
ALLOW A CHAIN-LINK FENCE WITHIN THE FRONT YARD ALONG ACORN STREET
IN AN R-2, TWO-FAMILY RESIDENTIAL ZONING DISTRICT
LOCATED AT 609 KILBURN AVENUE**

Denial of this Variation is based upon the following findings:

1. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would not result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.
2. The conditions upon which a petition for this Variation is based are not unique to the property for which the Variation is sought and are applicable, generally, to other property within the same zoning classification.
3. The purpose of this Variation is based exclusively upon a desire to increase the value or income potential of the property.
4. The alleged difficulty or hardship is not caused by this Ordinance and has been created by any persons presently having an interest in the property or by any predecessor in title.
5. The granting of this Variation will be detrimental to the public welfare, or injurious to other property or improvements in the neighborhood in which the property is located.
6. The proposed Variation will impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair the property values within the neighborhood.
7. The proposed Variation does not comply with the spirit and intent of restrictions imposed by this Ordinance.

**FINDINGS OF FACT FOR DENIAL OF A VARIATION TO
INCREASE THE FENCE HEIGHT FROM FOUR (4) FEET TO SIX (6) FEET WITHIN THE FRONT YARD ALONG
ACORN STREET
IN AN R-2, TWO-FAMILY RESIDENTIAL ZONING DISTRICT
LOCATED AT 609 KILBURN AVENUE**

Denial of this Variation is based upon the following findings:

1. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would not result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.
2. The conditions upon which a petition for this Variation is based are not unique to the property for which the Variation is sought and are applicable, generally, to other property within the same zoning classification.
3. The purpose of this Variation is based exclusively upon a desire to increase the value or income potential of the property.
4. The alleged difficulty or hardship is not caused by this Ordinance and has been created by any persons presently having an interest in the property or by any predecessor in title.
5. The granting of this Variation will be detrimental to the public welfare, or injurious to other property or improvements in the neighborhood in which the property is located.
6. The proposed Variation will impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair the property values within the neighborhood.
7. The proposed Variation does not comply with the spirit and intent of restrictions imposed by this Ordinance.



PLANNING & ZONING REPORT
Zoning Board of Appeals Meeting of February 18, 2026

File # 004-26

APPLICANT: 2018DT Sandy Hollow, LLC

LOCATION: 73XX East Riverside Boulevard

REQUESTED ACTION: A Special Use Permit for a Planned Unit Development consisting of a stand-alone coffee shop with a drive thru and a 11,868 square foot strip center or a 3,864 square foot retail strip center and a 7,405 square foot retail strip center including site, parking, and landscaping plans with deviations from the regulations in a C-3, General Commercial Zoning District.

EXISTING USE: Vacant land

PROPOSED USES: Stand-alone coffee shop with a drive thru and an 11,868 square foot strip center or a 3,864 square foot retail strip center and a 7,405 square foot retail strip center

DIMENSIONS: Irregular shape **SQUARE FOOTAGE:** 1.74 acres

ADJACENT ZONING AND LAND USES:

NORTH:	Loves Park IL	Mister Car Wash, Mobil, Road Ranger
EAST:	C-3	Vacant land, MercyHealth
SOUTH:	C-3	Vacant land
WEST:	C-3	Vacant land

YEAR 2040 PLAN: C-CR Retail, Recreation/Entertainment/Tourism

SOILS REPORT:

HISTORY: **File #121-07:** A Special Use Permit for a Planned Mixed-Use Development consisting of a retail outlet mall, other associated commercial/retail uses, and performance uses, including up to three (3) fast food restaurants with drive-up windows and up to two (2) financial institutions with drive-up windows and ATM's that cannot satisfy the performance criteria, an overflow parking areas within a retail lot, a comprehensive sign package with deviations from regulations, a comprehensive landscaping plan with deviations from regulations in an R-3, Multi-family Residential Zoning District and C-3, Commercial General Zoning District was approved March 3, 2008 for the properties are located at 37XX Bell School Road. These properties are south and southeast of the subject property.

File #088-07: A Special Use Permit for a Planned Mixed-use Development consisting of a restaurant, bar, nightclub, banquet facility, outdoor restaurant plaza/beer garden/event gathering area, and an outdoor banquet place/events plaza, a Special Use Permit for the sale of liquor by the drink indoors, a Special Use Permit for the sale of liquor by the drink outdoors, a Special Use Permit

for an off-premise business sign, a Variation to reduce the parking requirement by 25%, a Variation to eliminate the required open green space between property lines, a Variation to reduce the required minimum building setback to zero to allow a covered pedestrian access C-3, Commercial General Zoning District was approved November 13, 2007 for the property located at 75XX East Riverside Boulevard. This property is located 2,520 southeast of the subject property.

File #033-05: A Special Use Permit for a Planned Residential Development for a condominium development consisting of ninety-eight (98) residential units as per the submitted site plan in a R-3, Multi-family Residential District was approved September 6, 2005 for the properties located at 75XX Spring Brook Road. This property is located 2,630 feet south of the subject property.

REVIEW COMMENTS: The Applicant is 2018DT Sandy Hollow, LLC who is requesting a Special Use Permit for a Planned Unit Development consisting of a stand-alone coffee shop with a drive thru and a 11,868 square feet strip center or a 3,864 square feet retail strip center and a 7,405 square feet retail strip center including site, parking, and landscaping plans with deviations from the regulations in a C-3, General Commercial Zoning District. Exhibit A shows the property is located on the southwest corner of East Riverside Boulevard and North Bell School Road. The subject property is surrounded by commercial uses (Exhibits B & C).

The subject property consists of one parcel that has not been subdivided and platted. It is currently going through the subdivision approval process. There is a total of 1.74 acres of land. Staff has had several discussions with the Applicant over the past few months regarding this site.

The Applicant has requested a Special Use Permit for a Planned Unit Development to meet the standards set forth within the City of Rockford Zoning Ordinance. The PUD provides an administrative procedure and standards to develop new approaches to a more compact, mixed-use living environment through variety in type, design and layout of residential structures, commercial and industrial buildings, transportation systems, and public facilities. The PUD process which, because of unique characteristics, benefit from a case-by-case review of their compatibility with both the existing and planned land uses in the area.

Exhibit D is the first proposed site plan showing a stand-alone coffee shop with a drive thru, a 11,868 square feet strip center, green and landscaping areas, a dumpster enclosure area for the stand-alone coffee shop and no dumpster enclosure area for the strip center. Exhibit D shows 8 parking spaces, 2-drive-thru lanes and a pass lane for the stand-alone coffee shop. Additionally, Exhibit D, shows 67 parking spaces and a pass lane around the strip center. Within the C-3 District, the parking lot must be setback a minimum of 20 feet for the front yard setback. Exhibit D shows the parking lot is within the required twenty (20) feet front yard setback along East Riverside Boulevard and North Bell School Road. The applicant is requesting a deviation from the required twenty (20) feet front yard setback along East Riverside Boulevard.

Exhibit E is the second proposed site plan showing a stand-alone coffee shop with a drive thru, a 3,864 square feet retail strip center, a 7,405 square feet retail strip center, green and landscaping areas, a dumpster enclosure area for

the stand-alone coffee shop and no dumpster enclosure areas for the strip centers. Exhibit E shows 8 parking spaces, two drive-thru lanes and a pass lane for the stand-alone coffee shop. Additionally, Exhibit E shows 67 parking spaces and a pass lane around the strip centers. Within the C-3 District, the parking lot must be setback a minimum of 20 feet for the front yard setback. Exhibit E shows the parking lot is within the required twenty (20) feet front yard setback along East Riverside Boulevard and North Bell School Road. The applicant is requesting a deviation from the required twenty (20) feet front yard setback along East Riverside Boulevard and North Bell School Road.

Landscaping is an important element of any Special Use Permit for a Planned Unit Development. The number of parking spaces and the amount of paved area requires landscaping provisions to be met, which consists of Shade Trees, Perimeter Landscaping, and Interior Landscaping.

Exhibit F is the landscaping plan for the stand-alone coffee shop site. The current site has 117 feet of street frontage along East Riverside Boulevard, which will require 2 shade trees (using the 1 shade tree per 50 lineal feet of frontage along a street right of way). Additionally, there will be 1 more shade tree required (using 1 shade tree per 10 parking spaces). Exhibit F proposes eleven (11) shade trees. Perimeter landscaping along East Riverside Boulevard require 1,170 Landscape Units (using the 10 LU's per lineal foot of zoning district boundary line) and a 20 feet wide buffer. Exhibit F provides 1,216 Landscape Units for perimeter landscaping along East Riverside Boulevard.

Interior landscaping will consist of 1,818 square feet (using 8% of the total paved area that exceeds 5,000 square feet but not more than 30,000 square feet). The proposed landscaping plan shows that there will be 2,064 square feet of interior landscaping. In addition, a portion of the interior landscaping must be used adjacent to the building such that at least 50% of the building base or foundation facing the parking area is planted with shrubs or trees. The new building as proposed does have building foundation.

Exhibits G and H are the proposed landscaping plans for the 11,868 square feet strip center and the 3,864 square feet retail strip center and a 7,405 square feet retail strip center. The current site has 440 feet of street frontage along East Riverside Boulevard and North Bell School Road, which will require 9 shade trees (using the 1 shade tree per 50 lineal feet of frontage along a street right of way). Additionally, there will be 7 more shade trees required (using 1 shade tree per 10 parking spaces). Exhibits G and H propose seven (7) shade trees. Perimeter landscaping along East Riverside Boulevard and North Bell School Road require 4,400 Landscape Units (using the 10 LU's per lineal foot of zoning district boundary line) and a 20 feet wide buffer. Exhibit F provides 3,010 Landscape Units for perimeter landscaping along East Riverside Boulevard and North Bell School Road.

Interior landscaping will consist of 3,011 square feet (using 10% of the total paved area that exceeds 30,000 square feet). The proposed landscaping plan does show 6 landscape islands with minimum landscaping proposed but does not comply with the required square footage or landscaping. In addition, a portion of the interior landscaping must be used adjacent to the building such that at least 50% of the building base or foundation facing the parking area is

planted with shrubs or trees. Exhibits G and H propose no building foundation landscaping.

Upon review of Exhibits G and H, the proposed landscaping plans do not meet the requirements of the Zoning Ordinance. Although plantings are proposed throughout the site, the landscaping requirements have not been met in its entirety. As such the applicant requested a deviation from the required Shade Trees, Perimeter Landscaping, and Interior Landscaping.

The Applicant did not provide a narrative about the proposed development or clarify what hardships required the site, parking and landscaping deviations from the regulations.

Staff feels that the proposed Planned Unit Development is an overdevelopment of the subject property, as indicated by the applicant requesting site, parking and landscaping deviations from the regulations. Although the PUD provides an administrative procedure and standards to develop new approaches to a more compact, mixed-use living environment through variety in type, design and layout of commercial buildings, the applicant has not demonstrated the need for the additional parking spaces, aisle widths greater than required, the additional pavement around the proposed buildings and the lack of perimeter landscaping. Since this is a greenfield site, Staff feels the numerous deficiencies are self-created and the site could easily be brought into compliance with the ordinance. Additionally, Staff is concerned about the proposed request for a full median cut at a protected left turn that will create traffic congestion problems for this area, especially as it continues to develop. For these reasons, Staff does not support this request.

RECOMMENDATION: Staff recommends **DENIAL** of a Special Use Permit for a Planned Unit Development consisting of a stand-alone coffee shop with a drive thru and a 11,868 square feet strip center or a 3,864 square feet retail strip center and a 7,405 square feet retail strip center including site, parking, and landscaping plans with deviations from the regulations in a C-3, General Commercial Zoning District.

See attached findings of fact

SC: DM 02/10/2026

**FINDINGS OF FACT FOR DENIAL OF A SPECIAL USE PERMIT FOR A
PLANNED UNIT DEVELOPMENT CONSISTING OF A STAND-ALONE COFFEE SHOP
WITH A DRIVE THRU AND A 11,868 SQUARE FEET STRIP CENTER OR
A 3,864 SQUARE FEET RETAIL STRIP CENTER AND A 7,405 SQUARE FEET
RETAIL STRIP CENTER INCLUDING SITE, PARKING, AND
LANDSCAPING PLANS WITH DEVIATIONS FROM THE REGULATIONS
IN A C-3, GENERAL COMMERCIAL ZONING DISTRICT
LOCATED AT 73XX EAST RIVERSIDE BOULEVARD**

Denial of this Special Use Permit is based upon the following findings:

1. The establishment, maintenance or operation of the Special Use Permit will be detrimental to and endanger the public health, safety, morals, comfort and general welfare of the community.
2. The Special Use Permit will be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, and will substantially diminish and impair property values within the neighborhood.
3. The establishment of the special use will impede the normal or orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage and/or necessary facilities have not been provided.
5. Adequate measures have not been taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.
6. The special use does not conform to the applicable regulations of the C-3 District in which it is located.

Exhibit A
73XX East Riverside Boulevard
SUP
#004-26

HANGAR

GALLERY

BELLSCHOOLS

PARK

RIVERSIDE

RIVERSIDE

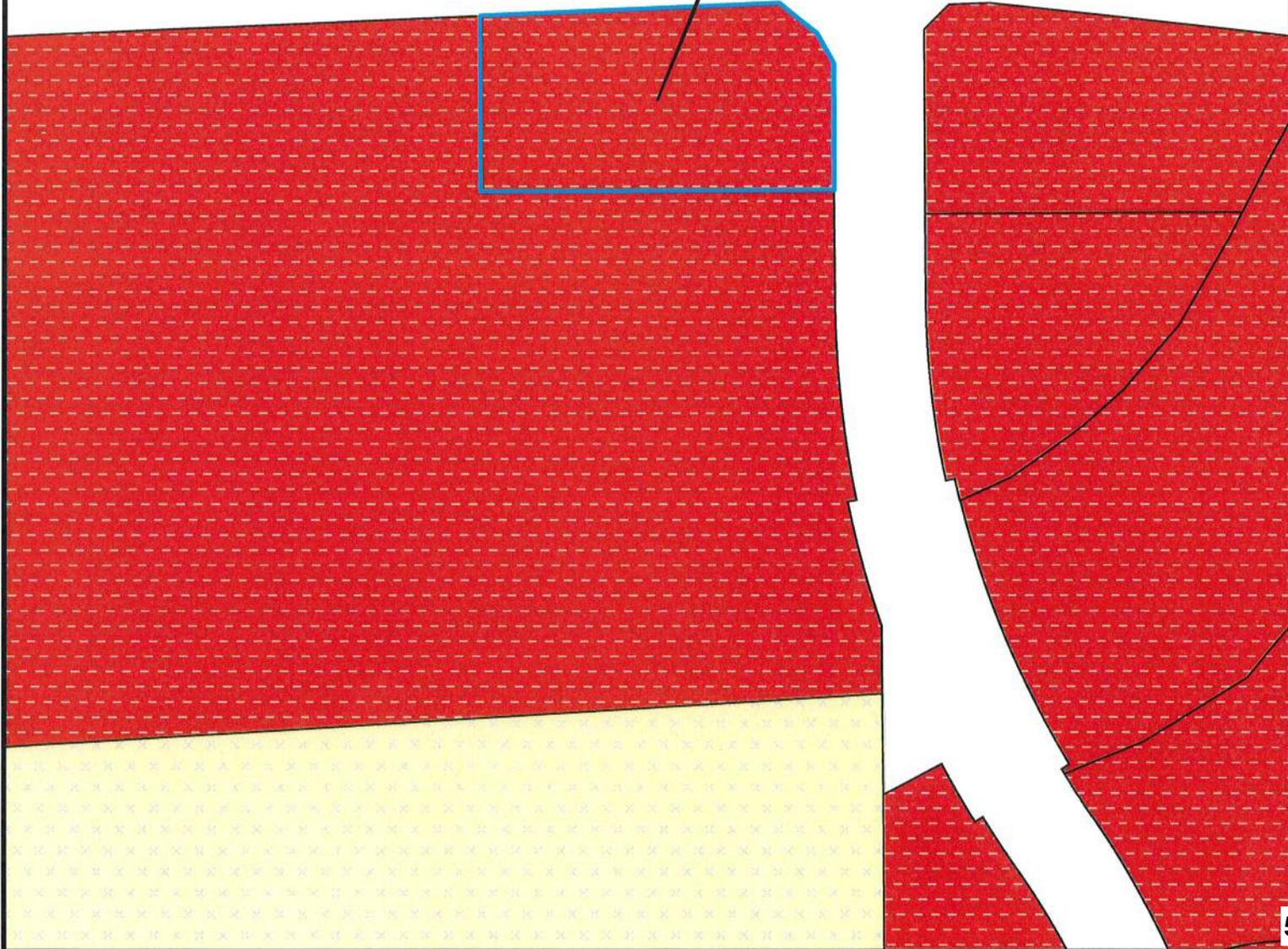


Exhibit B
73XX East Riverside Boulevard
SUP
#004-26

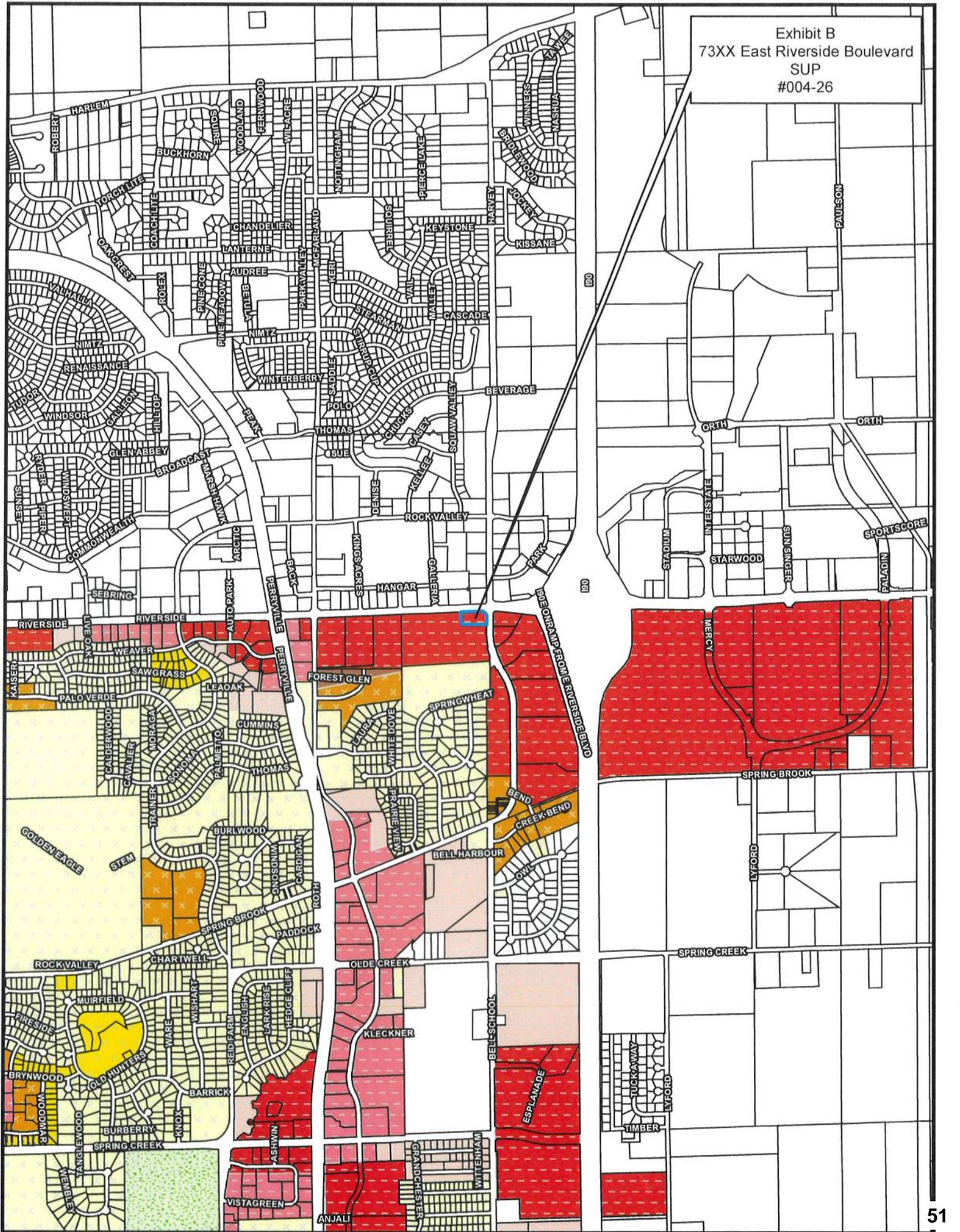
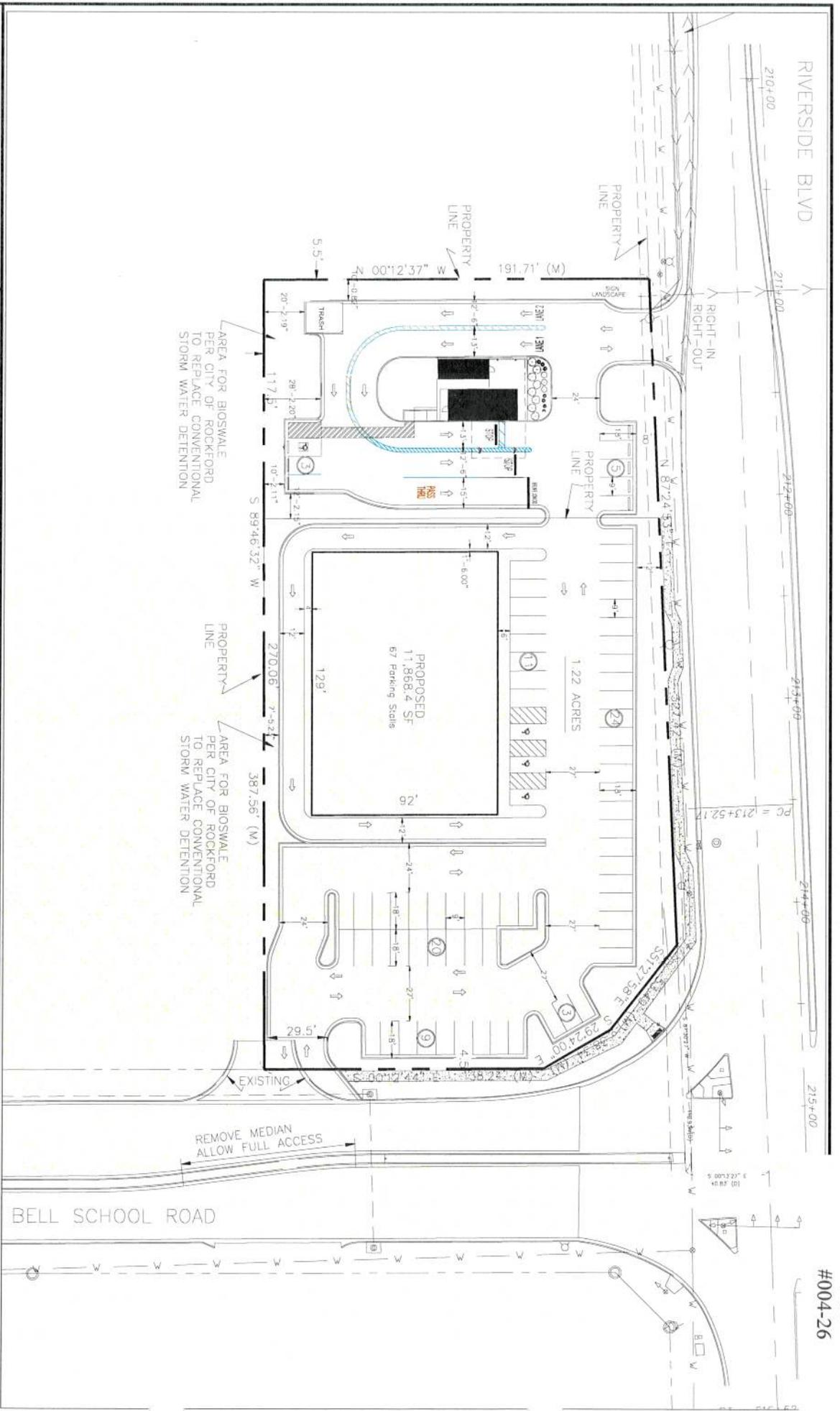
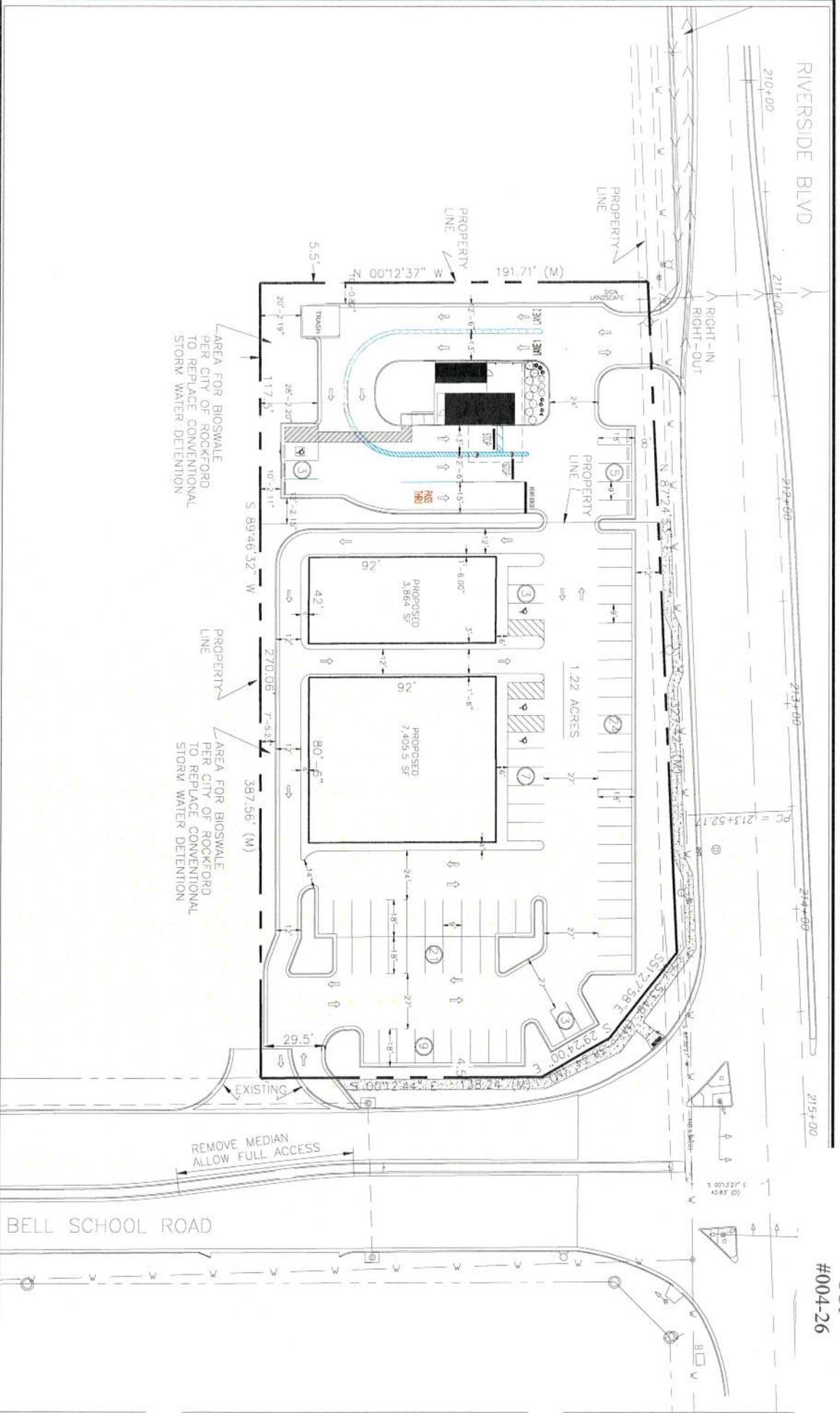


Exhibit C
73XX East Riverside Boulevard
SUP
#004-26





FIRST MIDWEST GROUP 6801 Spring Creek Rd. Rockford, IL 61114 815-229-3000	Bell School Rd & Riverside Blvd. Rockford, IL	Proposed Site Plan 1 Building	Date: 1/8/26
			Scale: 1"=20'



FIRST MIDWEST GROUP

6801 Spring Creek Rd.
 Rockford, IL 61114
 815-229-3000

Bell School Rd & Riverside Blvd.
 Rockford, IL

Proposed Site Plan
 2 Buildings

Date: 1/8/26

Scale: 1"=20'



LANDSCAPING PLAN- BELL SCHOOL / RIVERSIDE PLANNED URBAN DEVELOPMENT
SCALE: 1" = 30'-0"



1A - AUTUMN REDS MAPLE
1C - GREENHOUSE LINDEN
1E - LANDSCAPING COLOR KATIE
1G - GOLD FLAME SPREA
1H - BURNING BUSH
1V - GINNY VIEW
1W - MALE FORTINER GAZIA
1Y - DWARF FOUNTAIN GAZIA

PLANTING NOTES

1. LANDSCAPE CONTRACTOR SHALL VISIT THE PLANTING AND RELATED WORK. IN CASE OF DISCREPANCY BETWEEN PLAN AND PLANT LIST, PLAN SHALL GOVERN.
2. CONTRACTOR SHALL VERIFY LOCATION OF ALL SCHEDULED UTILITIES PRIOR TO BEGINNING CONSTRUCTION ON EITHER SIDE OF ROAD, ELECTRIC, GAS, TELEPHONE, AND CABLE.
3. ALL PLANTING SHALL BE INSTALLED TO THE DEPTH OF 1'-0" UNLESS OTHERWISE SPECIFIED. CONTRACTOR SHALL COORDINATE ALL RELATED ACTIVITIES WITH OTHER TRADES ON THE JOB AND OBTAIN NECESSARY PERMITS PRIOR TO COMMENCING WITH THE WORK.
4. CONTRACTOR IS RESPONSIBLE FOR THE APPLICATION AND VERIFICATION. VERIFY CORRECT OF ALL DOCUMENTS TO OWNER.
5. ALL SHRUB BEDS AND TREES SHALL BE MULCHED WITH A 2" LAYER OF MULCH. ALL DECIDUOUS TREES SHALL BE MULCHED WITH A 4" LAYER OF MULCH. ALL DECIDUOUS TREES SHALL BE MULCHED WITH A 4" LAYER OF MULCH.
6. PERMANENT AND DECIDUOUS TREES SHALL BE MARKED WITH A 4" DIA. RED WOODEN POST. REDUCED TO A MINIMUM OF 4" ABOVE GROUND. REDUCED TO A MINIMUM OF 4" ABOVE GROUND.
7. THE TOPSOIL, CONDITION FOR THE PROJECT SITE AS AT THE TIME OF THE SURVEY SHALL BE MAINTAINED AND PRESERVED.
8. CONTRACTOR SHALL BE RESPONSIBLE TO PLACE AND FINISH GRADE TOPSOIL, SUPPLIED BY OTHERS TO THE SITE (IN THE AREA OF THE PROJECT). CONTRACTOR SHALL MAINTAIN THE EXISTING GRADE AND FINISH GRADE TO THE DEPTH OF 4" ABOVE GROUND. CONTRACTOR SHALL MAINTAIN THE EXISTING GRADE AND FINISH GRADE TO THE DEPTH OF 4" ABOVE GROUND.
9. CONTRACTOR SHALL CONDUCT ORNAMENTAL DESIGN IN A LOCATION AND IN SHAPES AS INDICATED ON THE PLAN. CONTRACTOR SHALL CONDUCT ORNAMENTAL DESIGN IN A LOCATION AND IN SHAPES AS INDICATED ON THE PLAN. CONTRACTOR SHALL CONDUCT ORNAMENTAL DESIGN IN A LOCATION AND IN SHAPES AS INDICATED ON THE PLAN.
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20. CONTRACTOR SHALL CONDUCT ORNAMENTAL DESIGN IN A LOCATION AND IN SHAPES AS INDICATED ON THE PLAN. CONTRACTOR SHALL CONDUCT ORNAMENTAL DESIGN IN A LOCATION AND IN SHAPES AS INDICATED ON THE PLAN.

PLANT LIST

NAME	SYMBOL	QTY	SIZE
AUTUMN REDS MAPLE	AM	04	3.5"
GREENHOUSE LINDEN	GL	03	3.5"
LANDSCAPING CHAMPAGNE	LC	06	7"
COLORADO BLUE SPRUCE	CS	02	3.5"
BURNING BUSH	BB	08	3"
GINNY VIEW	GV	18	3.5"
MALE FORTINER GAZIA	MF	12	1.5" GAL.
DWARF FOUNTAIN GAZIA	DF	14	1.5" GAL.

NOTE: ALL LANDSCAPE TREES SHALL BE ROOTED WITHIN PLANTING BEDS HAVING A MINIMUM WIDTH OF 30'-0"



Helmuth Redschlag - Architect
636 Garfield Avenue Rockford, Illinois 61103
815 - 262 - 6270 ham3600@sbcglobal.net

Project Name: LANDSCAPE EXHIBIT- BELL SCHOOL / RIVERSIDE P U D
Date: 01.12.26
Landscape Plan 2

Scale: 1" = 30'-0"

Sheet No: 1 of 1

COMMITTEE REPORT

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

The Committee on Code and Regulation, to whom was referred a Special Use Permit for a stand-alone coffee shop with a drive thru with deviations from the regulations for parking and landscaping in a C-3, General Commercial Zoning District for the property described as:

**A/K/A: 73XX East Riverside Boulevard
PIN: 12-02-326-004**

hereby recommends that the actions of the Zoning Board of Appeals be **Sustained**, thereby recommending that City Council **APPROVE** a Special Use Permit for a stand-alone coffee shop with a drive thru with deviations from the regulations for parking and landscaping in a C-3, General Commercial Zoning District at 73XX East Riverside Boulevard.

Approval is based on the following conditions:

1. Meet all Applicable Building and Fire Codes.
2. Development of the coffee shop per the approved site and landscaping plan.
3. Any future signage must comply with the current Ordinance.

Approval is based on the attached Findings of Fact.

The Legal Director is hereby instructed to prepare the necessary Ordinance.

Committee Action Taken:

Bonne:	Ayes:___	Nays:___	Absent:___
Bell:	Ayes:___	Nays:___	Absent:___
Torina:	Ayes:___	Nays:___	Absent:___
Wilkins:	Ayes:___	Nays:___	Absent:___
Prunty:	Ayes:___	Nays:___	Absent:___

Mark Bonne, Chairman

Tamir Bell, Vice Chairman

Gabrielle Torina

Janessa Wilkins

Aprel Prunty

Meeting of February 18, 2026
ZBA 004-26

**FINDINGS OF FACT FOR APPROVAL OF A SPECIAL USE PERMIT FOR A STAND-ALONE COFFEE SHOP WITH A
DRIVE THRU
WITH DEVIATIONS FROM THE REGULATIONS FOR PARKING AND LANDSCAPING
IN A C-3, GENERAL COMMERCIAL ZONING DISTRICT
LOCATED AT 73XX EAST RIVERSIDE BOULEVARD**

Approval of this Special Use Permit is based upon the following findings:

1. The establishment, maintenance or operation of the Special Use Permit will not be detrimental to and endanger the public health, safety, morals, comfort and general welfare of the community.
2. The Special Use Permit will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, and will not substantially diminish and impair property values within the neighborhood.
3. The establishment of the special use will not impede the normal or orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage and/or necessary facilities have been provided.
5. Adequate measures have been taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.
6. The special use does conform to the applicable regulations of the C-3 District in which it is located.

RECOMMENDATION FOR RESOLUTION

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

Council Members:

The Committee on Codes and Regulations having received a request hereby begs leave to report recommending **approval** of the St. Patrick’s Day Parade on Saturday March 14th, 2026 from 3:00pm-5:00pm. The Legal Director shall prepare the appropriate resolution.

Mark Bonne (Chair)

Tamir Bell (Vice chair)

Gabrielle Torina

Aprel Prunty

Janessa Wilkins

Committee Action Taken:

Bonne:	Ayes: ___	Nays: ___	Absent: ___
Bell:	Ayes: ___	Nays: ___	Absent: ___
Torina:	Ayes: ___	Nays: ___	Absent: ___
Prunty:	Ayes: ___	Nays: ___	Absent: ___
Wilkins:	Ayes: ___	Nays: ___	Absent: ___

RECOMMENDATION FOR RESOLUTION

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

Council Members:

The Committee on Codes and Regulations having received a request hereby begs leave to report recommending **approval** of the Spruce Up Day at the Veteran’s Roundabout on May 9th, 2026 from 8AM-5PM. The Legal Director shall prepare the appropriate resolution.

Mark Bonne (Chair)

Tamir Bell (Vice chair)

Gabrielle Torina

Aprel Prunty

Janessa Wilkins

Committee Action Taken:

Bonne:	Ayes: ___	Nays: ___	Absent: ___
Bell:	Ayes: ___	Nays: ___	Absent: ___
Torina:	Ayes: ___	Nays: ___	Absent: ___
Prunty:	Ayes: ___	Nays: ___	Absent: ___
Wilkins:	Ayes: ___	Nays: ___	Absent: ___

RECOMMENDATION FOR RESOLUTION

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

Council Members:

The Committee on Codes and Regulations having received a request hereby begs leave to report recommending **approval** of the Rockford Area Pride Parade on Saturday June 6th, 2026 from 11am-1:30pm. The Legal Director shall prepare the appropriate resolution.

Mark Bonne (Chair)

Tamir Bell (Vice chair)

Gabrielle Torina

Aprel Prunty

Janessa Wilkins

Committee Action Taken:

Bonne:	Ayes: ___	Nays: ___	Absent: ___
Bell:	Ayes: ___	Nays: ___	Absent: ___
Torina:	Ayes: ___	Nays: ___	Absent: ___
Prunty:	Ayes: ___	Nays: ___	Absent: ___
Wilkins:	Ayes: ___	Nays: ___	Absent: ___

RECOMMENDATION FOR RESOLUTION

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

Council Members:

The Committee on Codes and Regulations having received a request hereby begs leave to report recommending **approval** of the Lifescape 4th of July Classic on Saturday July 4th, 2026 from 6:00am-11:00am. The Legal Director shall prepare the appropriate resolution.

Mark Bonne (Chair)

Tamir Bell (Vice chair)

Gabrielle Torina

Aprèl Prunty

Janessa Wilkins

Committee Action Taken:

Bonne:	Ayes: ___	Nays: ___	Absent: ___
Bell:	Ayes: ___	Nays: ___	Absent: ___
Torina:	Ayes: ___	Nays: ___	Absent: ___
Prunty:	Ayes: ___	Nays: ___	Absent: ___
Wilkins:	Ayes: ___	Nays: ___	Absent: ___



MEMORANDUM

To: Mayor Thomas McNamara
City Administrator Todd Cagnoni
City of Rockford Aldermen and Alderwomen

From: Martin Bloom, Sr. Project Manager-Permits and Special Events
RE: Special Events Report to Codes and Regulations
Date: February 23rd, 2026

City staff has completed a preliminary review of the proposed event plan and confirms conformance with the provisions set forth in the City of Rockford – Code of Ordinances (Article XII. Special Events). Staff brings forward the following for committee and council consideration:

1. Irish Marching Society St. Patrick's Day Parade: Annual parade hosted by the Irish Marching Society to celebrate Irish tradition with a parade line up street festival, and post event celebration.

Location: The parade will follow the traditional route beginning at 7th St. and 5th Ave.; north on 7th St. to State St.; west on State to Madison St.; north ending at Prairie St.

Date: Saturday, March 14th, 2026 12:00 P.M.-5:00 P.M. with parade step off at 3:00 p.m.

Alderman: Jonathan Logemann/Jaime Salgado

Event Organizer: Tyler Pickering (815) 505-4760

Attendance: Approximately 3,000 people

Council Action: Permission for street closures; Permission for use of City electric

City Support: Rockford Police Department will provide traffic control;

Cost of event: None- Costs to be paid by the event organizer

2. *Spruce up Day at the Veteran's Roundabout:* Annual clean up and planting day around the Veteran's Roundabout

Location:	Veteran's Roundabout (Main St. / Auburn St.)
Date:	May 9 th , 2026 8:00A.M.- 5:00P.M. (lane closures in place by 7:00A.M.)
Alderman:	Chad Tuneberg
Event Organizer:	Ernie Redfern (312) 404-6452
Attendance:	125 volunteers
Council Action:	Permission for Lane Closures
City Support:	None.
Cost of event:	None: Costs to be paid by event organizer



3. Rockford Area Pride Parade: 2nd Annual parade to celebrate diversity, inclusivity, and resilience of the LGBTQ+ community and its allies

Location:	The parade will follow a route beginning at E. State St. and 6 th St; west on State to Wyman St.
Date:	Saturday, June 6 th , 2026 11:00 A.M.-1:30 P.M. with parade step off at 12:00 P.M.
Alderman:	Jonathan Logemann/Jaime Salgado
Event Organizer:	Andrew Mertzenich (815) 721-6925
Attendance:	Approximately 1,000 people
Council Action:	Permission for street closures
City Support:	Rockford Police Department will provide traffic control;
Cost of event:	None- Costs to be paid by the event organizer



4. Lifescape Classic July 4th Run/Walk: 35th Annual 8K run, 2-mile run, and 1-mile walk encourages family participation and starts the July 4th celebrations for the day. All proceeds benefit Lifescape.

Location: Begins and ends on N. Water St in front of the Riverview Ice House.to Madison St to the rec path, to Illinois St and back

Date: Saturday July 4th, 2026 6:00 A.M. – 11:00 A.M. (run begins at 7:00 A.M.)

Alderman: Jonathan Logemann

Event Organizer: Carli Jonet (923)450-1496

Attendance: 800 people

Council Action: Permission for street closures;

City Support: Rockford Police Department will assist with traffic

Cost of event: None, to be paid by the event organizer



5. 4th of July Celebration: The Rockford 4th of July Committee presents its annual Independence Day Celebration including a parade, fireworks, and entertainment.

Location:	Parade: Traditional Route beginning at 7 th St. & 2 nd Ave, ending at State St. /Church St.; Fireworks: To be launched from Jefferson St. Bridge; Bridge to be closed July 3 rd beginning at 12:00 P.M. to begin setup. Detours will be in place
Date:	Saturday July 4 th , 2026 4:00P.M.-10:00P.M.; Parade begins at 4:45P.M. Fireworks begin at 9:30P.M.
Alderman:	Jaime Salgado, Tamir Bell, Jonathan Logemann
Event Organizer:	Tom Luepkes (815) 279-2455 Ted O'Donnell (815) 209-8734
Attendance:	80,000 people
Council Action:	Permission for road closures; permission for use of City Electric; Permission for use of City Market Pavilion, Permission for Electrical Permit; Permission for Not-for-Profit Liquor License; Permission for open carry in designated areas within the event footprint
City Support:	Event Organizer requesting City Support for Police, Fire, and Public Works as well as traffic control needs.
Cost of event:	<u>2025 totals as follows:</u> Police Services: \$ 101,493.09 Fire Services: \$ 750.00 Traffic Control: \$ 26,266.45 Public Works: \$ 4,350.00 Port O Lets: \$ 3,752.00 Total: \$ 136,611.54

***Staff anticipates a similar cost of services for 2026**



6. One Table: An Open-Air Dining Experience: An event designed to build community and encourage engagement while seated at one long table in an urban street setting. Sponsored by the YWCA Northwestern IL

Location:	Water St. (from Market St. to Lower Jefferson St. Bridge)
Date:	Saturday August 29 th , 2026 6:00P.M. - 10:00P.M.
Alderman:	Jonathon Logemann
Event Organizer:	Michael Lindvall (815) 316-6126
Attendance:	225
Council Action:	Permission for use of City Electric. Permission for Not-for-Profit Liquor Permit
City Support:	Road Closure
Cost of event:	None: Costs to be paid by event organizer

RECOMMENDATION FOR RESOLUTION

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

Council Members:

The Committee on Codes and Regulations having received a request hereby begs leave to report recommending **approval** of the 4th of July Celebration on Saturday July 4th, 2026 from 4:00pm-10:00pm. The Legal Director shall prepare the appropriate resolution.

Mark Bonne (Chair)

Tamir Bell (Vice chair)

Gabrielle Torina

Aprèl Prunty

Janessa Wilkins

Committee Action Taken:

Bonne:	Ayes: ___	Nays: ___	Absent: ___
Bell:	Ayes: ___	Nays: ___	Absent: ___
Torina:	Ayes: ___	Nays: ___	Absent: ___
Prunty:	Ayes: ___	Nays: ___	Absent: ___
Wilkins:	Ayes: ___	Nays: ___	Absent: ___

RECOMMENDATION FOR RESOLUTION

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

Council Members:

The Committee on Codes and Regulations having received a request hereby begs leave to report recommending **approval** of the One Table: An Open-Air Dining Experience on Saturday August 29th, 2026 from 6PM-10PM. The Legal Director shall prepare the appropriate resolution.

Mark Bonne (Chair)

Tamir Bell (Vice chair)

Gabrielle Torina

Aprel Prunty

Janessa Wilkins

Committee Action Taken:

Bonne:	Ayes: ___	Nays: ___	Absent: ___
Bell:	Ayes: ___	Nays: ___	Absent: ___
Torina:	Ayes: ___	Nays: ___	Absent: ___
Prunty:	Ayes: ___	Nays: ___	Absent: ___
Wilkins:	Ayes: ___	Nays: ___	Absent: ___