



PLANNING & ZONING REPORT

Zoning Board of Appeals Meeting of January 21, 2026

File # 047-25

APPLICANT: BAO, LLC
LOCATION: 1100 North Lyford Road
REQUESTED ACTION: A Special Use Permit for a funeral home in a C-1, Limited Office Zoning District.
EXISTING USE: Church
PROPOSED USE: Funeral home
DIMENSIONS: See attached Exhibit D. **SQUARE FOOTAGE:** 5.21 acres

ADJACENT ZONING AND LAND USES:

NORTH:	R-3	Multi-family Condominiums
EAST:	R-1	Single-family Residences
SOUTH:	R-1	Single-family Residences
WEST:	C-1	Vacant, I-90

YEAR 2040 PLAN: RM-CO Medium Residential-Office

SOILS REPORT: There is no soils report on file.

HISTORY: **File #013-09:** The Renewal of Special Use Permit #079-06 (2007-85-0) for a Planned Mixed-Use Development for a bus terminal center, including joint development of retail spaces and parking in a C-3, General Commercial District was approved on June 8, 2009 for the property located at 725 North Lyford Road. This is southeast of the subject property.

File 053-95#: A Preannexation Agreement and a Zoning Map Amendment from County AG, Agricultural to City C-1, Limited Office Zoning District was approved on July 31, 1995 for the subject property.

REVIEW COMMENTS: The Applicant is requesting a Special Use Permit for a funeral home in a C-1, Limited Office Zoning District. Exhibit A shows that the subject property is 5.21 acres and located west on North Lyford Road. Exhibits B and C show that the subject property is mostly surrounded by residential uses.

The subject property was originally constructed as a church. The property is under contract for sale and the Applicant would like to change the use. The Applicant, BAO, LLC, is requesting a Special Use Permit for a funeral home in a C-1, Limited Office Zoning District.

The C-1 District is intended to accommodate low-intensity office development in close proximity to residential uses. Secondly, the C-1 District is intended to serve as a buffer between established commercial uses, residential neighborhoods, and

to allow the conversion of structures built for residential purposes to be converted to limited office use as a means to preserve these structures. Finally, the C-1 District permits limited business service uses in addition to offices provided such services are low traffic generators but does not permit outdoor storage, outdoor sales, or outdoor displays.

A Funeral and Interment Service is a Special Use Permit in the C-1 District which is the reason for this request.

Exhibit D is the site plan submitted by the Applicant. Exhibit D is the original civil plan for the church. The original church building is 6,417 square feet. However, a 2,550 square foot addition was constructed in 2022 to the west which does not show on this site plan. The total square footage of the building is approximately 8,967 square feet. The plan shows 74 parking spaces including handicap spaces. Funeral services require no less than 1 space per 10 rated capacity of visitation rooms.

Exhibit E is an aerial view of the existing conditions of the property. The exhibit shows the existing tree line and shrubs located west of the property. The landscaping will remain the same. There are existing trees within the right of way. However, additional shade trees should be planted on the subject property along Lyford Road.

Exhibit F is the Zoning Narrative. The exhibit indicates that the “proposed use will be fully compatible with the surrounding area, will not negatively impact neighboring properties, and will comply with all zoning and building requirements.” The access points will stay the same. The Applicant did not provide information regarding potential days and times of operation, which in funeral service can be any day of the week.

Exhibit G is the service calls for the last two years. The dates range from December 15, 2023 to August 25, 2025. There were a total of eight (8) calls for service for 1100 North Lyford Road

Staff is comfortable with supporting this request provided appropriate conditions of approval are in place. Staff feels that the Applicant’s proposed request is reasonable and recommends approval of the Applicant’s request.

RECOMMENDATION: Staff recommends APPROVAL of a Special Use Permit for a funeral home in a C-1, Limited Office Zoning District, subject to the following conditions:

1. Meet all applicable Building and Fire Codes.
2. Submit a landscape plan proposing five (5) shade trees along North Lyford Road for staff’s review and approval.
3. Future signage must comply with current code.

See attached findings of fact

SC: BM 01/13/2026

**FINDINGS OF FACT FOR APPROVAL OF A SPECIAL USE PERMIT
FOR A FUNERAL HOME IN A C-1, LIMITED OFFICE ZONING DISTRICT
LOCATED AT 1100 NORTH LYFORD ROAD**

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 or endanger the public health, safety, morals, comfort or 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 or 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 C-1 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 shall conform to the applicable regulations of the C-1 District in which it is located.

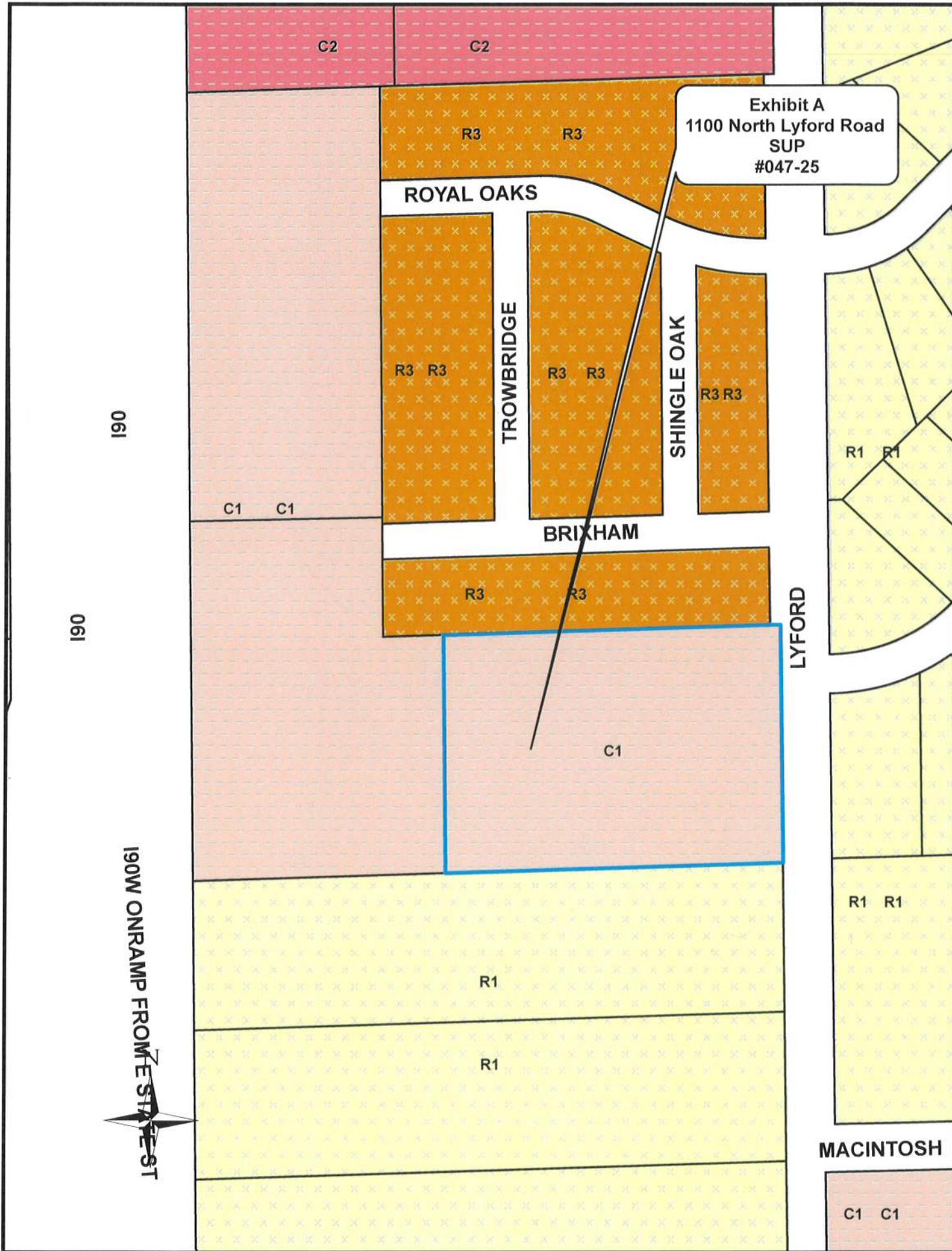


Exhibit A
1100 North Lyford Road
SUP
#047-25

1901

1900

190W ONRAMP FROM THE STATE



C2

C2

R3

R3

ROYAL OAKS

R3

R3

TROWBRIDGE

R3

R3

SHINGLE OAK

R3

R3

C1

C1

BRIXHAM

R3

R3

LYFORD

R1

R1

C1

R1

R1

R1

R1

MACINTOSH

C1

C1



Exhibit C
1100 North Lyford Road
SUP
#047-25

ROYAL OAKS

TROWBRIDGE

SHINGLE OAK

BRIXHAM

LYFORD

MACINTOSH

190

190

190W ONRAMP FROM E STATE ST

**Zoning Narrative
Special Use Permit Application – BAO LLC**

The Applicant respectfully submits this Zoning Narrative in support of its application for a Special Use Permit to operate a funeral home at the property located at 1100 N Lyford Road, Rockford, IL 61107 (the "Property"). The Property is currently improved and used as a church and is located within the C-1 commercial Zoning District.

Under the applicable zoning regulations, a funeral home is permitted within the C-1 District only upon the issuance of a Special Use Permit. The Applicant seeks approval to repurpose and operate a funeral home from the existing structure. The proposed use will be fully compatible with the surrounding area, will not negatively impact neighboring properties, and will comply with all zoning and building requirements.

The Applicant intends to maintain the Property in a manner consistent with community standards. Traffic generation, parking demand, and operational characteristics associated with a funeral home are expected to be comparable to or less intensive than the existing church use. The Applicant will continue to utilize the existing parking lot and access points, and no adverse impacts to circulation or congestion are anticipated.

The proposed use will not substantially diminish or impair property values within the neighborhood and will be in harmony with the general purpose and intent of the zoning ordinance and will serve the public convenience by providing needed funeral services within the community.

For these reasons, the Applicant respectfully requests approval of the Special Use Permit to allow the operation of a funeral home at the Property.

Exhibit F
1100 North Lyford Road
SUP
#047-25

Call Number	Event Date	Location	Situation Reported	Call Disposition	Agency
25-184789	08/25/2025 01:51:56 PM	1100 N Lyford Rd	WELFARE CHECK	NRPT - NO REPORT / NRPT - NO REPORT	Rockford Police Department
25-118008	06/05/2025 11:18:27 AM	1100 N Lyford Rd	ALARM - BURGLAR	0002 - FALSE ALARM - EQUIPMENT / 0002 - FALSE ALARM - EQUIPMENT	Rockford Police Department
24-276440	12/11/2024 05:05:00 PM	1100 N Lyford Rd	ALARM - BURGLAR	0002 - FALSE ALARM - EQUIPMENT	Rockford Police Department
24-258487	11/16/2024 12:40:19 PM	1100 N Lyford Rd	ALARM - BURGLAR	RE-ASSIGN/CHANGE OF CALL(UNIT) / 0002 - FALSE ALARM - EQUIPMENT	Rockford Police Department
24-198202	09/03/2024 12:08:09 PM	1100 N Lyford Rd	ALARM - BURGLAR	0002 - FALSE ALARM - EQUIPMENT	Rockford Police Department
24-162778	07/22/2024 10:50:11 AM	1100 N Lyford Rd	ALARM - BURGLAR	0001 - FALSE ALARM - SUB ERROR	Rockford Police Department
23-283794	12/22/2023 06:26:50 PM	1100 N Lyford Rd	ALARM - BURGLAR	0001 - FALSE ALARM - SUB ERROR	Rockford Police Department
23-278159	12/15/2023 07:32:26 AM	1100 N Lyford Rd	ALARM - BURGLAR	0002 - FALSE ALARM - EQUIPMENT / 0002 - FALSE ALARM - EQUIPMENT	Rockford Police Department

Exhibit G
1100 North Lyford Road
SUP
#047-25