



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

PLANNING & ZONING COMMISSION

Tuesday, September 08, 2026 - 6:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Motion to discuss/approve Planning and Zoning Commission Meeting Minutes from August 11, 2026

PUBLIC COMMENTS: *(General Comments)*

NEW BUSINESS

2. Case-2026-04 The petitioner, The Village of Poplar Grove is requesting to subdivide by means of a plat a portion of Veterans Park to 105 N. State Street. The purpose of this request is to correct the existing lot line for the building, which sits on the Village Property. The current Zoning District is Central Business (CB).

ADJOURNMENT



VILLAGE OF POPLAR GROVE

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PLANNING & ZONING COMMISSION

Tuesday, August 11, 2026 - 6:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Chairwoman Roberts called the meeting to order at 6:00 pm.

ROLL CALL

PRESENT

Chairwomen Jessica Roberts
Commissioner Amy Ekberg
Commissioner Kim Krawczk
Commissioner Nate Sroka
Commissioner Caitlin Winarski
Clerk Karri Miller
Attorney Aaron Szeto
Zoning Official Ken Garrett

APPROVAL OF AGENDA

Motion made by Commissioner Krawczk, Seconded by Commissioner Sroka. Motion passed via voice vote.

APPROVAL OF MINUTES

1. Motion to discuss/approve Planning and Zoning Commission meeting minutes from June 9, 2026.

Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg. The motion passed via vote.

PUBLIC COMMENTS: *(General Comments)*

none

NEW BUSINESS

2. **Case 2026-03** - Poplar Grove Airport located at 11611 Illinois Route 79, the petitioner is requesting to install a wall sign on one of the hangar buildings. The proposed sign exceeds 150 square feet which is the largest size allowed. The current Zoning District is General Business (GB).
Hearing opened at 6:03 pm
Zoning official Garrett gave the staff report
Hearing closed at 6:06 pm
Motion made by Commissioner Krawczk, Seconded by Commissioner Ekberg, to approve the finding of facts.
Voting Yea: Chairwoman Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski
Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg to approve case 2026-03.
Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski

ADJOURNMENT

Motion made by Commissioner Ekberg, Seconded by Commissioner Sroka. The motion passed by voice vote.
Meeting adjourned at 6:10 pm

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To: Planning and Zoning Commission Members

From: Kenneth Garrett, Zoning Administrator

Date: September 1, 2026

RE: Lot Subdivision/Final Plat 105 N. State Street, Poplar Gove.

Hearing Date: September 8, 2026 at 6:00 p.m.

The petitioner, The Village of Poplar Grove is requesting to subdivide by means of a plat a portion of Veterans Park to 105 N. State Street. The purpose of this request is to correct the existing lot line for the building, which sits on the Village Property. The current Zoning District is Central Business (CB).

Adjacent Zoning Districts

North Central Business District
South Central Business District
West R-2
East Central Business District

Initially, the Village was in the process of granting an easement to the owners of 105 N. State Street to grant an easement to park their cars on the property that is owned by the Village (Veterans Park). During the due diligence of that research it was identified the building encroaches on the Veterans Park Property, which is owned by the Village. The relocating of the lot line will alleviate the encroachment that currently exists and will avoid any liability to the Village.

Setbacks for the CG District – There are no setbacks for the front and side and 10 feet for the rear. The new lot layout provides an 11-foot rear yard setback at the narrowest point. The Village Board still wishes to grant an easement for the parking of their vehicles on the South Side of the building at 105 N. Easement, which is on Village Property (Veterans Park). The Village Board did not want to relocate the lot line to include the parking area, but rather opt for an easement. On the final plat, it identifies the lot line furthest to the east where the building starts has approximate a 1 foot encroachment and as the lot travels to west at the largest point has approximately a 2.5 feet encroachment.

Below are the documents included in the packet for clarity.

1. The Final Plat
2. Boone County GIS Map
3. Boone County Zoning Map

105 N. State and Veterans Park

4. Village Plan
5. Photographs of Lot

Section 903.3 of the Subdivision Ordinance requires this matter be heard before the Planning and Zoning Committee, although no public notice is required in the newspaper. The Planning and Zoning Committee shall render a recommendation of the Village Board for their consideration.

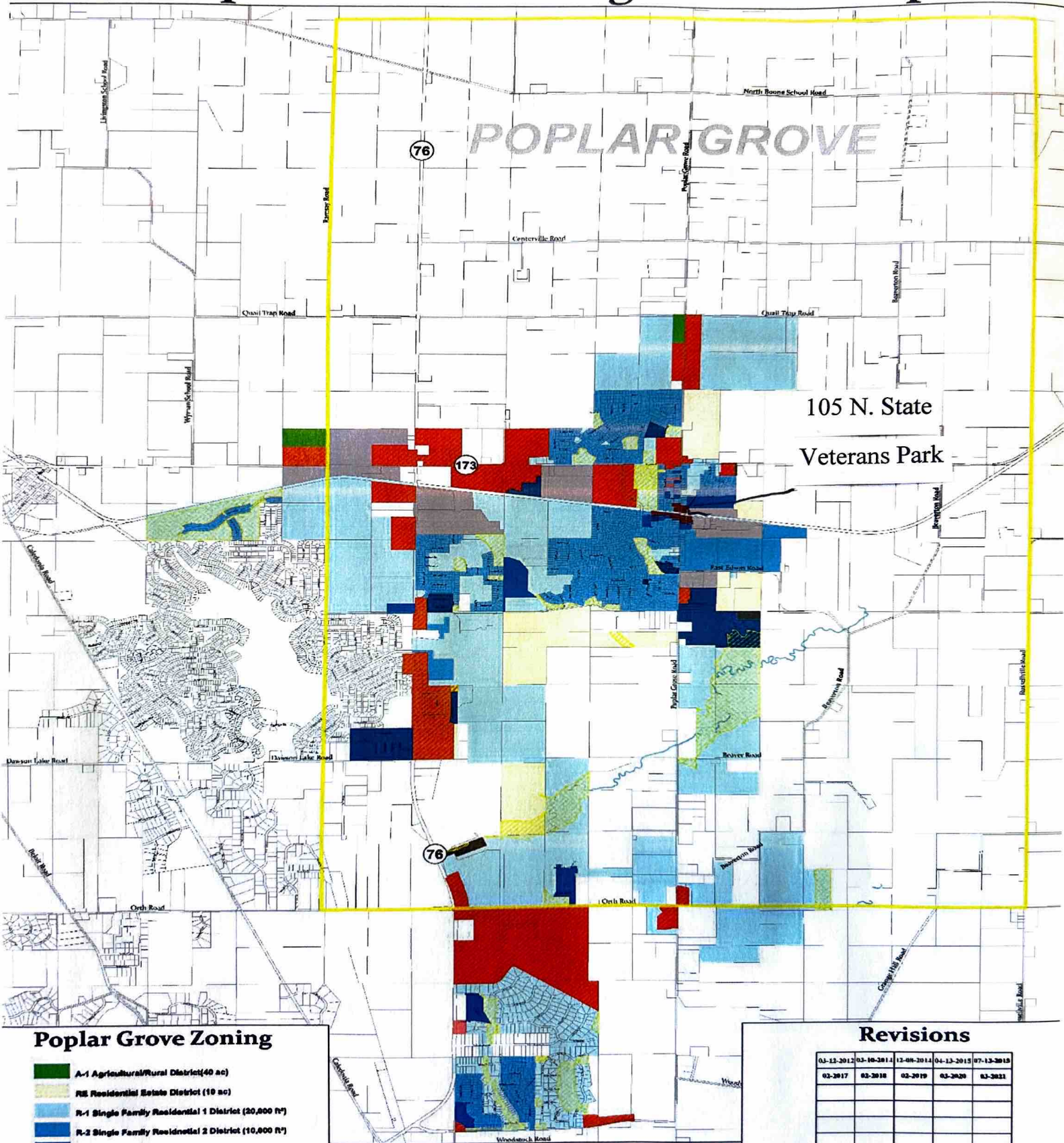
Recommendation: Staff recommends approval of the proposed plat as submitted.

Should you have any questions regarding this report feel free to contact me at your convenience.

Respectfully Submitted,

Kenneth Garrett
Zoning Administrator – Village of Poplar Grove

Poplar Grove Zoning District Map



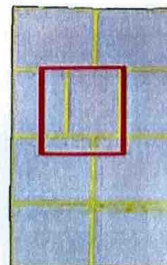
Poplar Grove Zoning

- A-1 Agricultural/Rural District (40 ac)
- RE Residential Estate District (10 ac)
- R-1 Single Family Residential 1 District (20,000 R²)
- R-2 Single Family Residential 2 District (10,000 R²)
- R-3 Single Family Residential 3 District (7,000 R²)
- R-5 Mixed Residential District (5,000 R²)
- CB Central Business District
- GB General Business District
- NB Neighborhood Business District
- LI Light Industrial District
- HI Heavy Industrial District
- Greenpace
- Municipal Boundary

Owen Costanza
Owen Costanza
Village President

Karri Anderberg
Karri Anderberg
Village Clerk

April, 2021
Approval Date



Revisions

03-12-2012	03-10-2014	12-08-2014	04-13-2015	07-13-2015
02-2017	02-2018	02-2019	03-2020	03-2021

This map is the Zoning District Map referred to in Title 8 Zoning Chapter 6 of the Poplar Grove Zoning Code. This map is a general representation of approved zoning districts and is subject to change on a regular basis upon action of the Poplar Grove Board. Exact descriptions and boundaries of the represented zoning districts are on file in the Belvidere - Boone County/Poplar Grove Planning Department 401 Whitney Blvd., Belvidere, IL 61005. Prepared by the Boone County GIS Department 11-01-2011

