



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

PLANNING & ZONING COMMISSION

Tuesday, October 14, 2025 - 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 approve minutes from the Planning and Zoning Commission Meeting from August 12, 2025

PUBLIC COMMENTS: *(General Comments)*

NEW BUSINESS

2. **Case 2025-03**, The applicant, Cathy Stephens of Permit Solutions, 100 North Avenue, Tallmadge, Ohio 44278 on behalf of the property owner Bel Air Estates, LTD, 11619 IL Route 76, Poplar Grove, IL 61065

Case 2025-03A- The applicant, Cathy Stephens of Permit Solutions, 100 North Avenue, Tallmadge, Ohio 44278 on behalf of the property owner Bel Air Estates, LTD, 11619 IL Route 76, Poplar Grove, IL 61065 is requesting to rezone approximately 0.30 acre portion of the property which is owned by Bel Air Estates, LTD, 11619 IL Route 76, Poplar Grove, IL 61065, with PIN 03-26-200-008 from the currently designated zoning district of R-2 (Single Family Residential 2 District) to GB (General Business District) per section 8-5-5 Map Amendment (Rezoning) of the Poplar Grove Zoning Code.

Case 2025-03B- The applicant is requesting a Special Use Permit to install a McDonalds Restaurant with a Drive Through on the real property with an address of 13675 IL Route 76, Poplar Grove, IL 61065 (PIN 03-26-200-010). The property is zoned GB (General Business) and requires a Special Use Permit per section 8-5-7 of the Poplar Grove Zoning

Code. The Special Use Permit would also be applicable to the approximately 0.30 acre portion of the property which is being rezoned from R-2 to GB as referenced-above.

Case 2025-03C- The applicant is requesting a preliminary and final plat of subdivision approval on the real property with an address of 1365 IL Route 76, Poplar Grove, IL 61065 (PIN 03-26-200-010). The property is zoned GB (General Business) . The preliminary and final plat of subdivision would also be applicable to the approximately 0.30 acre portion of the property which is being rezoned from R-2 to GB as referenced-above.

ADJOURNMENT



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

PLANNING & ZONING COMMISSION

Tuesday, August 12, 2025 - 6:00 AM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

The meeting was called to order at 6:02pm by Chairwomen Roberts

ROLL CALL

PRESENT

Chairwomen Jessica Roberts

Commissioner Amy Ekberg

Commissioner Kim Krawczk

Commissioner Nate Sroka

Clerk Karri Miller

Attorney Aaron Szeto

Building Official Aaron Szeto

ABSENT

Commissioner Melissa Robinson

APPROVAL OF AGENDA

Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg. Motion passed by voice vote

APPROVAL OF MINUTES

1. Motion to approve minutes from the Planning and zoning Commission Meeting July 08, 2025

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

PUBLIC COMMENTS: *(General Comments)*

none

OLD BUSINESS

2. Case 2025-02 The applicant, Inkberry Solar, LLC, PO Box 310, Highland Park, IL 60035 on behalf of the property owner Tahoe Trading Company, LLC 1610 Candlewick Drive SW, Poplar Grove, IL 61065 is requesting a Special Use Permit to install non-building ground mounted solar collectors on the real property with PIN 03-23-200-014 and PIN 03-23-200-017. The property is zoned LI (Light Industrial) and requires a Special Use Permit per section 8-6-11 and 8-5-7 of the Poplar Grove Zoning Code.
- Building Official Garrett was sworn in at 6:05 pm
- Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg to add 3 conditions
- Applicant shall have the subject properties platted (tentative and final) prior to building permit issuance. Such platting shall include easements being granted for public water, sewer and storm drainage infrastructure.
- Prior to building permit issuance, Applicant shall submit to the Village, for review and approval, a landscape plan which shall include a visual survey of the screening proposed to be installed by the Applicant (from the vantage point of the subdivision to the south of the solar development). Such landscape plan and visual survey shall be brought before the PZC for review and comment.
- Any proposed overhead lines on the subject property, shall be buried instead.
- Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka
- Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg to approve the findings of facts.
- Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Sroka
- Voting Nay: Commissioner Krawczk
- Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg to approve Case 2025-02 with 11 conditions.
- Voting Yea: Chairwomen Roberts
- Voting Nay: Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka

NEW BUSINESS

ADJOURNMENT

Motion made by Commissioner Krawczk, Seconded by Commissioner Ekberg.

The meeting adjourned at 7:05pm

**NOTICE OF PUBLIC HEARING
POPLAR GROVE PLANNING AND ZONING COMMISSION**

Notice is hereby given that the Village of Poplar Grove Planning and Zoning Commission will hold a public hearing on Tuesday, October 14, 2025 at 6:00 pm in the Village Board Room, 200 North Hill Street, Poplar Grove, Illinois, 61065 for the purpose of considering the following:

The applicant, Cathy Stephens of Permit Solutions, 100 North Avenue, Tallmadge, Ohio 44278 on behalf of the property owner Bel Air Estates, LTD, 11619 IL Route 76, Poplar Grove, IL 61065 is requesting to rezone approximately 0.30 acre portion of the property which is owned by Bel Air Estates, LTD, 11619 IL Route 76, Poplar Grove, IL 61065, with PIN 03-26-200-008 from the currently designated zoning district of R-2 (Single Family Residential 2 District) to GB (General Business District) per section 8-5-5 Map Amendment (Rezoning) of the Poplar Grove Zoning Code.

The applicant also requesting a Special Use Permit to install a McDonalds Restaurant with a Drive Through on the real property with an address of 13675 IL Route 76, Poplar Grove, IL 61065 (PIN 03-26-200-010). The property is zoned GB (General Business) and requires a Special Use Permit per section 8-5-7 of the Poplar Grove Zoning Code. The Special Use Permit would also be applicable to the approximately 0.30 acre portion of the property which is being rezoned from R-2 to GB as referenced-above.

OFFICE & SHIPPING:
2420 Vantage Drive
CORRESPONDENCE:
P.O. BOX 5178
ELGIN, IL 60121-5178

B&F CONSTRUCTION CODE SERVICES, INC.
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE CONSULTING

PHONE (847) 428-7010
FAX (847) 428-3151
TOLL FREE 1-800-232-5523
E-MAIL bfccs@bfccs.org

To: Planning and Zoning Commission Members

From: Kenneth Garrett, Zoning Administrator

Date: October 9, 2025

RE: Proposed Special Use Permit for McDonalds – 13675 ILL Route 76 - Finding of Facts

Hearing Date: October 14, 2025 at 6:00 p.m.

Findings of Fact

Per section 8-5-7(D) and 8-7-7 of the Village of Poplar Grove Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

1. The establishment, maintenance or operation of the special use would not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

The Proposed property is zoned (GB) General Business and a restaurant is a permitted use per the zoning code. Because the proposed restaurant will have a drive through, it is required to have a Special Use Permit. Adjacent to this property to the South is the General Dollar Store also zoned GB. This development will not be detrimental or endanger the public health, safety, morals, comfort or general welfare; as a restaurant with a drive through is a common business use consistent with the other commercial uses in the surrounding area. The adjacent property which is zoned R-2, is approximately 127 acres and .30 acres will be rezoned (map Amendment) to GB. The adjacent property 03-26-200-008 and the proposed property 03-26-200-010 are both currently owned by Bel Air Estates LTD.

2. The special use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted or substantially diminish or impair property values within the neighborhood.

The approval of this Special Use Permit will not affect the adjoining property owners. The properties adjacent to this property are zoned GB as well as R-2. The R-2 zoned property is currently undeveloped at this time. The property along ILL Route 76 is a commercial business corridor due to the number of commercial

users in the vicinity of this area. No properties will be impacted by this approval nor will property values be diminished.

3. The establishment of the special use will not impede the normal or orderly development and improvements of the surrounding property for uses permitted in the district.

The applicant has submitted a traffic study and there is no impact to the current operation of the surrounding properties. This development is an enhancement to the area.

4. Adequate utilities, access roads, drainage and/or necessary facilities will be provided.

There is currently an existing easement that is utilized for the Dollar General Stores customers to access the site. This proposed development of McDonalds to the North will develop that easement into a public road. The plat of subdivision has been submitted with the application. This development will provide the appropriate utilities, access roads and drainage. All access to both the Dollar General Store and the proposed McDonalds will utilize this new public road. There will be no direct access to this site from ILL Route 76 other than the new public road. To insure the improvements are adequate, the village engineer's recommendations shall be followed.

5. Adequate measures have been taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.

The only egress from the site will be via the new public access road. The impact of the proposed project per the submitted traffic study will not create high traffic congestion on any public streets.

6. The special use shall, in all other respects, conform to the applicable regulations of the districts in which it is located.

The regulations of the particular zoning district are in compliance with the spirit of the district.

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

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2420 Vantage Drive
CORRESPONDENCE:
P.O. BOX 5178
ELGIN, IL 60121-5178

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E-MAIL bfccs@bfccs.org

To: Planning and Zoning Commission Members

From: Kenneth Garrett, Zoning Administrator

Date: October 9, 2025

RE: Special Use and Map Amendment – To develop a McDonalds Restaurant with a drive through lane located at 13675 Illinois Route 76, Poplar Grove.

Hearing Date: Octoer 14, 2025 at 6:00 p.m.

The petitioner is requesting to develop a McDonalds Restaurant of 4,180 square feet with a drive through. As required by the Zoning Code all drive through restaurants must be approved for a Special Use Permit. A small portion of the site must be Re-Zoned (Map Amendment) from R-2 to General Business (GB).

Adjacent Zoning Districts

North General Business (GB)
South General Business (GB)
West General Business (GB)
East Single Family Residential 2 R-2

The proposed project includes the following:

1. Map Amendment/Zoning Change from R-2 to GB
2. Special Use Permit for a Drive Through Restaurant
3. Preliminary and Final Plat of Subdivision Approval

The Petitioner is proposing to develop a McDonalds Restaurant with a drive through. The location of the proposed site is adjacent to General Dollar Store to the South. There is currently an easement road to access the General Dollar Store. That current easement road will be altered and will become a public road and will end in a cul-de-sac as a part of this proposed development. It is anticipated at some time in the future when the adjacent parcel becomes developed the road will then be extended. There are no current plans for the road to be extended at this time.

The majority of the site is currently zoned General Business (GB) and the petitioner is requesting to rezone the remaining portion of the site from R-2 to General Business. This requires a map amendment. The area being re-zoned is approximately .30 acres to the east with a PIN Number 03-26-200-008. The PIN number for the current proposed site is 03-26-200-010. Both parcels are currently owned by Bel Air Estates LTD.

Proposed McDonalds Restaurant

The Planing and Zoning Commission is required to approve the preliminary Plat of Subdivision. The Village Board will approve the Final Plat of Subdivision.

The table below describes the bulk requirements for the GB Zoning district. There are no variations being requested with the development.

Bulk Requirments	GB Proposed	GB Required
Minimum Lot Size	1.9 Acres	15,000 sq ft
Minimum Lot Width	185 Feet	75 Feet
Minimum Street Frontage	185 Feet	75 Feet
Front Yard Setback	30	15
Side Yard	Greater Than 10 Feet	10 Feet
Rear Yard	Greater than 25 Feet	25 Feet
Paved Surface Setback	Compliant	3 Feet from the Side and 15 from the street
Landscaping	Compliant	Based on point system
Buffer Yards	Compliant	Where R-2 abuts GB

The orientation of the building is where the wide side of the restaurant faces Route 76 and the narrow side faces the new public road. Typically, the main street faces the narrow side, but due to site restrictions the wide side faces Route 76. In essence, the drive through lanes are typically along the sides of the building and rear. In this proposal, the drive through is along the side and front. This is just for information.

The drive through lane is a double drive lane that merges into one lane after your order has been placed. The village requires the ability to stack ten vehicles in the drive lane. This layout meets the intent of the requirement.

The proposed signage is in compliance with the Villages Sign Code. There is a monument sign located at the southwest corner of the site. There are a number of directional signs within the property. You will note on the submitted drawings, that there is signage for Mobile Signage and Pickup signage. All signage is required to be permananetly installed. On the sign package you will note there are some signs with a base that is movable, those are not allowed.

The parking requirements for a restaurant are one space for every 100 square feet of gross floor area. There are approximately 50 spaces being provided. Taking into account for the spaces being used for Mobile and Pickup spaces there is compliant parking for the project. FYI - the parking regulations do not address the Mobile and Pickup Spaces. I have deducated those spaces from the required spaces and the project still complies. The parking lot is behind the building indicated on the site plan to the rear of the principle building.

Proposed McDonalds Restaurant

There is a shed and storage area located behind the principle building. In the past, sheds and dumpster areas of this type were typically located at the rear of the property. This location was determined by the petitioner to the best location for safety reasons. The location is also adjacent to the accessible parking area. The developer has clarified the deliveries will be during off hours and will not impact accessible parking.

The proposed landscaping is compliant with the frontage, foundation, parking and buffer areas.

The proposed lighting plan is compliant with the Villages lighting requirements.

The petitioner is requesting to be able to operate the restaurant on a 24 hour 7 days a week schedule. That is allowed through the village's business license.

The exterior building material is a combination Brick Veneer, Aluminum Batten System and Metal Panel. We have requested the petitioner to bring a sample board to the hearing for the committee to review.

Recommendation: The Special Use Permit, map amendment and plat of subdivision are in substantial compliance with the village requirements. Staff recommends approval of the Special Use subject to the following conditions:

1. Approval from the Illinois Department of Transportation be received prior to issuing any Building Permits.
2. Approval from the Fire District shall be received prior to issuing any Building Permits.
3. The Village Enginners Report and recommendations shall be followed.

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

September 19, 2025

SWCD NRI #: 1807

Village of Poplar Grove Planning Department
200 N. Hill Street
Poplar Grove, IL 61065

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted. We will supply a written reply to your office as indicated below:

☐ Our review does not apply in this instance.

☒ Other (see attached)

Location of Site: Menge Lane, Vacant Lot, Poplar Grove, IL 61065

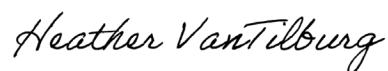
PIN(S): 03-26-400-014

Contact	Petitioner	Owner
Tyler M. Wilke 40 Brink St. Crystal Lake, IL (815) 459-8800 twilke@zawl.com	AYAE Development, LLC 23530 N. Owl Ct. Lake Barrington, IL 60010 (847) 660-0638	Anoosh and Alberta Varda anoosh.varda@gmail.com

Request: Change in zoning from R-1 (single-family) to R-5 (mixed residential); and a variance to allow for max density of 20 dwelling units per acre in R-5—vacant land zoned for residential use.

Notes, if any: By considering the current zoning, current land use, Geographical Information Systems maps, and requested variance, the Boone County Soil and Water Conservation District has determined that the proposed use may have some impact on the natural resources of the parcel or surrounding area. Please see additional information and comments attached.

Sincerely,



Heather VanTilburg
Resource Conservationist, Boone County SWCD



Cc: Village of Poplar Grove, Anoosh Varda (Owner), Tyler M. Wilke (Attorney)

Comments from SWCD:

Tile Investigation

Subsurface drainage is used to remove excess water in poorly drained soils or areas impacted by heavy rain or storm events, such as a grassed waterway. These systems are very common in northern Illinois agricultural fields. When a subsurface drainage system is working correctly, these tiles can improve infiltration rates, reduce surface runoff, and increase water storage capacity of the soil in the fields. In cases where the tile fails upland drainage patterns can be compromised, field will hold standing water for days after a storm event, and large holes where soil has washed into the tile line can appear. All of these problems make it hard for equipment to access the area. Prompt repair of any drain tile failure will keep the system in good working order and prevent permanent damage to it.

A tile inspection is recommended for this site in order to identify if and where there are tile lines, so they can be accurately located and maintained throughout the life of the project to minimize potential future damages.

Erosion Concerns

The proposed land use of this site is for the construction of residential housing. It is currently being used as farmland. Soil disturbance will occur as a result of developing the site, which is moderately sloping and susceptible to erosion. The area of disturbance will be greater than one acre, so **an IEPA NPDES permit, and Storm Water Pollution Prevention Plan (SWPPP) will be required**; as well as any City/County Permit requirements.

Soil disturbance can create soil erosion which must be properly managed to prevent adverse environmental impacts. Erosion from construction sites is a leading cause of water quality problems in Illinois. Problems caused by this sediment include:

- Increased flooding – Sediment build-up lowers the flow capacity of channels causing more frequent flooding in areas that rarely or never flooded before
- Financial burden to taxpayers - Sediment that finds its way into streets, storm sewers, and ditches result in additional maintenance costs for local, state and federal governments
- Water quality impairment - Sediment laden runoff transfers nutrients and other pollutants to downstream lakes and rivers degrading aquatic habitats and increasing costs for water treatment.

Simple but effective controls include preserving existing trees and grass where possible, using silt fence to trap sediment on the down slope sides of the area of disturbance, using a gravel drive used by all vehicles to limit tracking of mud onto streets, cleaning up



sediment carried off-site by vehicles or storms, installing curb inlet controls, using downspout extenders to prevent roof runoff from eroding exposed soil, locating soil piles

away from any roads or waterways, and reseeding or sodding the site as soon as possible. The materials (silt fence, stakes, gravel entrance, inlet controls, and grass seed) are easy to find and relatively inexpensive.

Best management practices should be implemented at the site during any periods of disturbance to prevent erosion and result in clean discharges from the site. The Illinois Urban Manual is a resource of practices used throughout the State and can be accessed at <http://www.aiswcd.org/ium/>. The concept of these practices can be carried over to good housekeeping measures after development occurs and buildings are occupied to prevent stormwater runoff from becoming contaminated.

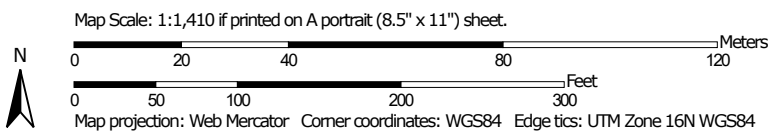
Stormwater Management Systems

Newly developed areas can experience an increase in runoff from impervious surfaces that can cause flooding, erosion, and water pollution. The use of green infrastructure is highly recommended for the proposed land use—which can be achieved through vegetative swales, bioretention areas, constructed wetlands and other traditional detention systems. The incorporation of native vegetation to these systems can help prolong the effectiveness of the practice and should be considered with species selection for permanent stabilization.

****Any acreage discrepancies are due to the acres included with Right of Ways****

Thank you for taking the SWCD's advisement under consideration. Continued below is more information regarding soils and possible limitations for the proposed use. If you have any questions or comments about this report or the findings, please contact the Boone County Soil and Water Conservation District at (815) 544-3465 ext. 3 or by email at boonecountyswcd@gmail.com.

Soil Map—Boone County, Illinois





According to the USDA Natural Resource Conservation Service Soil Survey of Boone County, the site consists of the following:

Map Unit: 21B—Pecatonica silt loam, 2 to 5 percent slopes

The Pecatonica component makes up 90 percent of the map unit. Slopes are 2 to 5 percent. This component is on ground moraines. The parent material consists of thin layer of loess over paleosol formed in loamy till. Depth to a root restrictive layer is greater than 60 inches. The natural drainage class is well drained. Water movement in the most restrictive layer is moderately high. Available water to a depth of 60 inches (or restricted depth) is high. Shrink-swell potential is moderate. This soil is not flooded. It is not ponded. There is no zone of water saturation within a depth of 72 inches. Organic matter content in the surface horizon is about 2 percent. This component is in the F095XB010WI Loamy and Clayey Upland ecological site. Nonirrigated land capability classification is 2e. This soil does not meet hydric criteria.

Map Unit: 243B—St. Charles silt loam, 2 to 5 percent slopes

The St. Charles component makes up 95 percent of the map unit. Slopes are 2 to 5 percent. This component is on outwash plains on uplands. The parent material consists of loess over stratified loamy outwash. Depth to a root restrictive layer is greater than 60 inches. The natural drainage class is well drained. Water movement in the most restrictive layer is moderately high. Available water to a depth of 60 inches (or restricted depth) is high. Shrink-swell potential is moderate. This soil is not flooded. It is not ponded. There is no zone of water saturation within a depth of 72 inches. Organic matter content in the surface horizon is about 2 percent. This component is in the F108XA015IL Outwash Forest ecological site. Nonirrigated land capability classification is 2e. This soil does not meet hydric criteria. There are no saline horizons within 30 inches of the soil surface.

Map Unit: 279A—Rozetta silt loam, 0 to 2 percent slopes

The Rozetta component makes up 95 percent of the map unit. Slopes are 0 to 2 percent. This component is on ground moraines, till plains. The parent material consists of loess. Depth to a root restrictive layer is greater than 60 inches. The natural drainage class is well drained. Water movement in the most restrictive layer is moderately high. Available water to a depth of 60 inches (or restricted depth) is very high. Shrink-swell potential is moderate. This soil is not flooded. It is not ponded. A seasonal zone of water saturation is at 60 inches during February, March, April. Organic matter content in the surface horizon is about 2 percent. This component is in the F095XB010WI Loamy and Clayey Upland ecological site. Nonirrigated land capability classification is 1. This soil does not meet hydric criteria. There are no saline horizons within 30 inches of the soil surface.

Map Unit: 419B—Flagg silt loam, 2 to 5 percent slopes

The Flagg component makes up 90 percent of the map unit. Slopes are 2 to 5 percent. This component is on ground moraines. The parent material consists of loess over paleosol formed in till. Depth to a root restrictive layer is greater than 60 inches. The natural drainage class is well drained. Water movement in the most restrictive layer is moderately high. Available water to a depth of 60 inches (or restricted depth) is high. Shrink-swell potential is moderate. This soil is not flooded. It is not ponded. There is no zone of water saturation within a depth of 72 inches. Organic matter content in the surface horizon is about 2 percent. This component is in the F095XB010WI Loamy and Clayey Upland ecological site. Nonirrigated land capability classification is 2e. This soil does not meet hydric criteria.

Soil Conditions and Degree of Limitations for Proposed Use:

Soil Map Unit	Soil Name and Slope	Soil Compaction	Shallow Excavations	Septic Tank Absorption Fields	Hydric Soil	Erosion & Sediment Hazard
21B	Pecatonica silt loam, 2 to 5 percent slopes	High	Somewhat limited	Somewhat limited	NO	Moderate
243B	St. Charles silt loam, 2 to 5 percent slopes	Medium	Somewhat limited	Somewhat limited	NO	Moderate
279A	Rozetta silt loam, 0 to 2 percent slopes	Medium	Somewhat limited	Somewhat limited	NO	Slight
419B	Flagg silt loam, 2 to 5 percent slopes	High	Somewhat limited	Somewhat limited	NO	Moderate

Soil Interpretations Explanation:

These interpretative ratings help engineers, planners, and others to understand how soil properties influence behavior when used for nonagricultural uses such as building site development or construction materials. This report gives ratings for proposed uses in terms of limitations and restrictive features. Ratings come from the soils "natural" state, that is, no unusual modification of the site or soil material is made other than that which is considered normal practice for the rated use. Even though soils may have limitations, an engineer may be able to alter soil features or adjust building plans for a structure to compensate for most degrees of limitations. Most of these practices, however, are costly.

The final decision in selecting a site for a particular use generally involves weighing the costs for site preparation and maintenance. Soil properties influence development of building sites, including the selection of the site, the design of the structure, construction, performance after construction, and maintenance. Soils are rated for the uses expected to be important or potentially important to users of soil survey information. The rating system of slight, moderate, severe, very severe, and restrictive, are given for the types of proposed improvements that are listed or inferred by the petitioner as entered on the report application and/or zoning petition. They are defined as follows:

Slight or Not Limited: This soil has favorable properties for the use. The degree of limitation is minor and can be overcome easily. Good performance and low maintenance can be expected.



Moderate or Somewhat Limited: This soil has moderately favorable properties for the use. Special planning, design, or maintenance can overcome this degree of limitation. During some part of the year, the expected performance is less desirable than for soils rated slight.

Restrictive: This soil has restrictive properties for the use. This rating is given to soils that have rapid or very rapid permeability's. These soils are sandy or have sand and/or gravel within a depth which makes them poor filters of septic effluent.

Severe or Very Limited: This soil has one or more properties that are unfavorable for the rated use. These may include the following: steep slopes, bedrock near the surface, flooding, high shrink-swell potential, a seasonal high water table, or low strength. This degree of limitation generally requires major soil reclamation, special design, or intensive maintenance, which in most situations is difficult and costly.

Very Severe: This soil rating is given to soils that have properties that are difficult or impossible to overcome or modify for the intended use.

Land Use Explanations:

Shallow Excavations

Shallow excavations are trenches or holes dug to a maximum depth of 5 or 6 feet for graves, utility lines, open ditches, or other purposes. The ratings are based on the soil properties that influence the ease of digging and the resistance to sloughing. Depth to bedrock or a cemented pan, hardness of bedrock or a cemented pan, the number of large stones, and dense layers influence the ease of digging, filling, and compacting. Depth to the seasonal high water table,

flooding and ponding may restrict the period when excavations can be made. Slope influences the ease of using machinery. Soil texture, depth to the water table, and linear extensibility (shrink-swell potential) influence the resistance to sloughing. Onsite investigation may be needed to validate these interpretations and to confirm the identity of the soil on a given site.

Erosion and Sediment Control

Based on the percent slope and the erodibility of the soil-mapping unit. Length of slope and vegetative cover are equally important in determining erosion losses and should be determined by on-site investigations. Under most conditions, establishment and maintenance of good vegetative cover is required to prevent excessive erosion and sedimentation.

Hydric soils

Hydric soils are defined by the National Technical Committee for Hydric Soils (NTCHS) as soils that formed under conditions of saturation, flooding, or ponding long enough during the growing season to develop anaerobic conditions in the upper part (Federal Register, 1994). Under natural conditions, these soils are either saturated or inundated long enough during the growing season to support the growth and reproduction of hydrophytic vegetation.

The NTCHS definition identifies general soil properties that are associated with wetness. To determine whether a specific soil is a hydric soil or nonhydric soil, however, more specific information, such as information about the depth and duration of the water table, is needed. Thus, criteria that identify those estimated soil properties unique to hydric soils have been established (Federal Register, 2002). These criteria are used to identify map unit components that normally are associated with wetlands. The criteria used are selected estimated soil properties that are



described in "Soil Taxonomy" (Soil Survey Staff, 1999) and "Keys to Soil Taxonomy" (Soil Survey Staff, 2006) and in the "Soil Survey Manual" (Soil Survey Division Staff, 1993). According to the U.S. Corps of Engineers and the Natural Resource Conservation Service (NRCS), the presence of hydric soils is one third of the requirements needed to meet a jurisdictional wetland. The two other requirements include wetland hydrology and hydrophytic vegetation.

Permeability/Groundwater

Groundwater is water that exists in the pore spaces and fractures in rock and sediment beneath the Earth's surface. It originates as rainfall or snow and then moves through the soil into the groundwater system. The soil types present near the surface, and their permeability, can have a direct correlation to water quality of shallow groundwater systems. Water quality refers to such things as the temperature, the number of dissolved solids (hardness), and the presence of pollutants.

Most pollution of groundwater is the result of biological activity, much of it human. Among the sources of contamination are: failing or inadequate on-site septic systems, broken sewer lines, waste dumps (both industrial and residential), spills, biological waste products, agricultural pollutants such as fertilizers and pesticides, and salt contamination from excess salt applications in the winter. Groundwater contamination can result from a point source where the contaminant plume emanates from one spot, or from a widespread source where the pollution is introduced over a wide area and diffused throughout the groundwater over a broad region. Nonpoint source contaminants are difficult to identify and address. Groundwater contaminant plumes change over time. They grow in length with groundwater flow. They grow in width by diffusion and dispersion. Large plumes pollute large areas and affect many people.



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"A Great Place to Call Home"

200 N. Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815) 765-3571
<https://www.poplargo-ve-il.gov/>

Special Use Application

PART 1: INTRODUCTION

Please complete this Zoning Special Use Permit Application and return it to the Village of Poplar Grove along with the following documentation:

- Written Narrative of the Proposed Request
- Plat of Survey of the Property
- Site Plan of property if changes to the property are proposed
- Floor Plan
- Legal description of the Property
- Any other information required by staff such as hours of operation, number of employees, traffic report, landscape plan, lighting plan, elevation plan.
- List of Adjacent Property Owners within 250 feet, excluding public right-of-way. This may be obtained from the Supervisor of Assessments Office, 1208 Logan Ave. The accuracy of the information is the applicant's responsibility.
- Application Fee
- Natural Resource Information (NRI) – State law requires applicants to request a natural Resource Information Report (NRI) from Boone county Soil and Water Conservation District at 211 North Appleton Road, Belvidere, IL 61008-1983, 815-544-2677, ext 3. This report must be received by the Village of Poplar Grove prior to the Plan Commission public hearing.
- Proof of submittal to IDNR regarding the Endangered Species Act. The applicant shall contact the Illinois Department of Natural Resources (IDNR) via the EcoCat website at <https://dnr@Illinois.gov/EcoPublic/>
- Proof of submittal to the Illinois Historic Preservation Agency at 217-782-4836 if the proposal involves State or Federal Funding.

PART 2: APPLICANT INFORMATION

Applicant	Name:	Cathy Stephens Permit Solutions
	Email:	cstephens@permitsolutionsohio.com
	Address/City:	100 North Ave. Tallmadge 44278
	Phone Number(s):	330.327.1023

Owner of Record	Name:	Bel Air Estates LTD
	Email:	STEVE@POPLARGROVEAIRMOTIVE.COM

Address/City: 11619 IL ROUTE 76 POPLAR GROVE, IL, 61065
Phone Number(s): [REDACTED]

Attorney Name: _____
Email: _____
Address/City: _____
Phone Number(s): _____

PART 3: PROPERTY INFORMATION

Street Address: 13675 Illinois Route 76

Tax Parcel Number (PIN): 03-26-200-010

Legal Description: See Attached
(May be on separate sheet)

Current Use of the Property vacant land

Current Zoning of the property GB

Surrounding Zoning and Land Use

North GB
South GB
East R2
West GB

PART 5: PROPOSED SPECIAL USE

Describe the proposed special use (Attach additional sheets as needed to thoroughly describe the proposed use and/or business)

Construction of a new 4180 s.f. McDonald's restaurant with double drive thru lanes.

PART 6: STANDARDS FOR SPECIAL USE PERMITS

The Plan Commission will make its recommendation to approve or deny the proposed special use based on compliance with the facts listed below. Describe how the proposed use will comply with the minimum standards set forth in the Village of Poplar Grove Zoning Ordinance:

1. The establishment, maintenance or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare;

The proposed McDonald's will comply with all applicable codes and regulations ensuring safe operations without adverse effects on public health, safety, or general welfare.

2. The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, not substantially diminish and impair property values within the neighborhood;

The restaurant will be designed to maintain consistent aesthetics, and will not diminish property values or impair the use and enjoyment of adjacent sites.

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;

The project aligns with the city's development plan and will not hinder the orderly development of surrounding properties.

4. Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will be provided;

All necessary utilities, access roads, drainage, and related facilities are available or will be provided to fully support the site.

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; and

Ingress and egress points have been designed to provide safe traffic flow. Adequate measures are included to minimize congestion and maintain accessibility.

6. The special use shall, in all other respects, conform to the applicable regulations of the districts in which it is located.

The project will comply with all applicable zoning district requirements, including setbacks, landscaping signage, and building standards.

PART 7: PROCESS

Once a special use application is submitted with all required documentation it will be reviewed by Village Staff. It is recommended that the proposed use be described in as much detail as possible to avoid delays in processing. Staff may request additional information to complete its review.

When the review is complete, a public hearing before the Plan Commission will be scheduled. The public hearing will be conducted no less than 15 days or more than 30 days after public notice is sent

to adjacent property owners within 250 feet by certified mail. The notice form will be provided to the applicant by Village staff, but the applicant shall send the notices and provide proof of service to the Village prior to the hearing. The Village will place a legal notice in a newspaper of general circulation. The cost of the newspaper notification shall be paid by the applicant.

The Plan Commission may make a recommendation after the public hearing, or continue the case to a future date for additional information.

The Plan Commission will forward its recommendation, along with its Findings of Fact to the Village Board, which will make the final determination on the proposed special use.

PART 8: ACKNOWLEDGEMENT

Payment of Fees. Fees shall be payable at the time applications are filed with the Village Clerk and are not refundable.

Reimbursable Costs. The Village may expend time in the investigation and processing of zoning procedures and site plan review. In addition to Village involvement, the Village may retain the services of professional consultants including, but not limited to engineers, landscape architects, architects, attorneys, environmental specialists, and recreation specialists in the administration, investigation and processing of such matters. Any person, firm or corporation requesting action by the Village on zoning procedures shall reimburse the Village for staff time expended in the administration, investigation and processing of applications for such permits or amendments and the cost to the Village charged by any professional consultant retained by the Village on any such matter. Notice shall be sent to the property owner or representative of the property owner informing them of the Village policy on reimbursement costs prior to the costs being incurred.

Fees for Public Hearing Notification. Applicants for all zoning matters (special uses, variations, map amendments, etc.) shall pay all expenses incurred for notification of all public hearings and other notices; including, but not limited to, publication, first class mail, certified mail, etc.

Any person who shall knowingly make or cause to be made, conspire, combine, aid, assist in, agree to, arrange for, or in any way procure the making of a false or fraudulent application affidavit, certificate or statement, shall be guilty of a misdemeanor as provided by statute by the State of Illinois. I hereby acknowledge that the information provided in this application is true and correct and that I understand that I am responsible for costs incurred.

Name of applicant: Cathy Stephens Signature: Cathy Stephens Date: 9/8/25

Name of property owner: BELAIR ESTATES, LTD. Signature: [Redacted] Date: 9/11/25

APPLICATION FOR PLAT OF SUBDIVISION APPROVAL**VILLAGE OF POPLAR GROVE**

**Poplar Grove Village Hall
200 North Hill Street
Poplar Grove, IL 61065**

FOR OFFICE USE ONLY

_____ Preliminary _____ Final _____ Replat

Case Number _____ PZC Date _____
Filing Date _____ Admin Date _____
Zone District _____ VB Date _____

PLEASE PRINT IN BLACK INK OR TYPE

1) Applicant Name: Cathy Stephens Permit Solutions

Mailing Address: 100 North Ave. Tallmadge 44278

Daytime Phone: 330.327.1023 Fax: _____ Zip: _____
Email: cstephens@permitsolutionsohio.com

2) Property Owner Name: Bel Air Estates LTD

Mailing Address: 11619 IL Route 76 Poplar Grove, IL

Daytime Phone: _____ Fax: 815-544-8900 Zip: 61065

3) Surveyor/Engineer Name: Atwell LLC/ Kyle Wood

Mailing Address: _____

Daytime Phone: 770- 615-2881 Fax: _____ Zip: _____

4) Attorney Name: _____

Mailing Address: _____

Daytime Phone: _____ Fax: _____ Zip: _____

5) Project Manager: In order to reduce confusion, planning staff requests one contact person be designated to discuss issues concerning this petition.

Name: Cathy Stephens Permit Solutions

Mailing Address: 100 North Ave. Tallmadge 44278

Daytime Phone: 330-327-1023 Fax: _____ Zip: _____
Email: cstephens@permitsolutionsohio.com

6) Proposed Name of Subdivision: _____

7) Property Location: 13675 Illinois Route 76

Parcel Identification Number: 03-26-200-010 Section: _____ Twp: _____
Range: _____ Other (attached) _____ Twp. Name: _____

8) Proposed Use(s): McDonald's Restaurant Present Zoning: GB
Proposed Zoning: GB # of Lots: 1 Area of Parcel: 1.67 ac

9) Are you proposing deed restrictions? _____ Yes ☒ No If yes, please attach copy.

10) For residential subdivisions, indicate total number of proposed: n/a

Single-Family: _____ Two-Family: _____ Multi-Family: _____
Indicate total dwelling units of all Multi-Family: _____

11) Your proposed single-family, multi-family, or mobile home plat must comply with the Land/Cash Ordinance adopted by Poplar Grove. Please indicate when you plan to pay the required fee.

n/a

_____ At time of final plat approval.

_____ At time of securing building permit for each residential unit. (Applicant must sign "Exhibit B, Agreement", attached to this application)

12) What type of sewage disposal do you propose? _____

13) List all proposed improvements and utilities. State your intention to install or post a guarantee prior to actual installation.

	Improvement	Installation	Guarantee
a.	_____	_____	_____
b.	_____	_____	_____
c.	_____	_____	_____

14) List other materials submitted with this application.

	Item	Number
a.	_____	_____
b.	_____	_____
c.	_____	_____

NOTE: The "Endangered Species Act" entitles the Illinois Department of Natural Resources (IDNR) to review all platting applications for their impact on endangered or protected species. Illinois law allows thirty (30) days for their response. The Applicant is responsible for contacting the IDNR, via the EcoCAT website at DNR.EcoCAT@illinois.gov.

The "National Historic Preservation Act" entitles the Illinois Historic Preservation Agency to review all platting applications for their impact on cultural or historical resources if the proposed development involves State or Federal funding. Illinois law allows thirty (30) days for their response. The applicant is responsible for contacting the Illinois Historic Preservation Agency at (1-217-782-4836).

DECLARATION

I, the applicant, of the above legally described property on which the plat of subdivision is proposed, has provided answers to the questions herein that are true to the best of my knowledge. I have been granted permission by the property owner(s) of the above legally described property to apply for a plat of subdivision on said property.

By virtue of my application for a plat of subdivision, I do hereby declare that the appropriate appointed and elected officials responsible for the review of my application are given permission to visit and inspect the property proposed for plat of subdivision in order to determine the suitability of the request.

Applicant Signature: Cathy Stephens Date Signed: 9/8/25

Owner(s) Signature: [REDACTED] Date Signed: 9/11/25

Date Signed: _____

STAFF SIGNATURE: _____ Date Signed: _____

Filing Fee - Amount Paid: _____ Check Number: _____

FILING PROCEDURE

- A. This form, ten (10) full size copies, and one (1) 11" x 17" copy of each page of the plat shall be filed with this application. Reduction must be readable. All plats must be filed in the Clerk's Office at the time of application submittal.
- B. Submit this form and supporting information accompanied by an application fee (make check payable to the Village of Poplar Grove). See the attached fee schedule.
- C. Applicants must appear before the Village's Planning and Zoning Commission, Administrative Committee and the Village Board.

Checks for *subdivision filing fees* for village plats are to be made out to the *Village of Poplar Grove* and shall be submitted to the Village Clerk. Checks for *Village Engineering Review fees* are to be made out to the Village of Poplar Grove and shall be submitted to the Village Clerk.

Written Narrative

The applicant seeks a Special Use Permit to construct and operate a McDonald's restaurant in the Village of Poplar G. The restaurant will provide dine-in and drive-thru service, with site access and utilities designed to meet Village standards. The project will comply with all applicable zoning regulations.



VILLAGE OF POPLAR GROVE

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PROFESSIONAL SERVICES FEE AGREEMENT

Date: 9/8/25

PRIMARY CONTACT (for Escrow): Name of Contact: Cathy Stephens Permit Solutions

Address: 100 North Ave. Suite 103-164 Tallmadge, OH 44278

Phone Number: 330.327.1023 Facsimile Number: _____

E-mail: cstephens@permitsolutionsohio.com

OWNER: Name of Property Owner: BEL AIR ESTATES LTD 11619 IL Route 76 Poplar Grove, IL Owner's

Address: _____ Telephone _____

Number: 815-494-0443 Facsimile Number: 815-544-8900

E-mail: STEVE@POPLARGROVEAIRMOTIVE.COM

PETITIONER: Name of Petitioner: Amy Switzer- McDonald's Area Construction Manager

Petitioner's Address: 110 N. Carpenter St. Chicago, IL 60607

Telephone Number: 913.660.2205 Facsimile Number: _____

E-mail: amy.switzer@us.mcd.com

LOCATION OF PROPERTY (General Location, attach more pages if necessary):

13675 Illinois Route 76

Total Acreage: 1.67 ac PIN(S): 03-26-200-010

LEGAL DESCRIPTION: (attach as an Exhibit)

DESCRIPTION OF PROJECT OR APPROVAL SOUGHT (attach more pages if necessary):

Construction of a new 4180 s.f. McDonald's restaurant with double drive thru lanes.

The undersigned(s) do hereby agree to pay for all professional services fees and costs incurred by the Village in connection with the above-described project or approval sought. The undersigned(s) agree that such payment shall be made in accordance with the provisions of Title 11 of the Village of Poplar Grove Code of Ordinances, a copy of which is attached hereto and incorporated herein, and that the undersigned(s) agree to comply with all applicable provisions of said Title 11.

WITHDRAWALS OR DENIALS OF PETITION OR APPLICATION: In the event the undersigned(s) withdraws their petition or application, the undersigned(s) may apply in writing to the Village for a refund of the escrow account balance. The Village Administrator may, in his/her sole discretion, approve the refund less any actual fees and expenses which the Village has already incurred associated with the project or request. In the event the petition or application is denied by the Village, the undersigned(s) shall remain liable for all Professional Services Fee and costs which the Village has incurred, and no refund of the escrow account balance shall occur until all such Professional Services Fee and costs have been paid. Should the escrow account fund balance be insufficient to cover all of the Professional Services Fee and costs, the undersigned(s) shall remain liable to pay for any remaining balance of Professional Services Fee and costs.

DEFAULT: Upon the failure of the undersigned(s) to pay for Professional Services Fee incurred by the Village associated with the project or request in accordance with Title 11 of the Village of Poplar Grove Code of Ordinances and the provisions of this Agreement, the undersigned(s) shall be deemed to be in Default of this Agreement and the Village shall have any and all remedies available to it in equity or at law to obtain payment of the unpaid Professional Services Fee and costs. Further, the Village shall have the right to refrain from taking any further action whatsoever with regards to the project or request and that the same shall remain in abeyance until the escrow is in good standing. The undersigned(s) further agree to extensions of any statutory timelines that may be necessary until such time as the escrow account has been replenished in accordance with said Title 11, and upon such happening, the Village agrees to proceed promptly and with due diligence thereafter. The undersigned(s) agree that the Village may withhold any other action, legislative or ministerial, which may include the issuance of permits, licenses, approval and/or execution of any development agreements, economic development agreements, economic incentive agreements, or recording of plats, approval of zoning actions, code amendments, contracts, or any other Village action for, on or upon the subject property, until the Default is cured. Upon any Default, interest in the amount of one percent (1%) per month shall accrue on all sums outstanding for thirty (30) days or more, plus any legal expenses and five percent (5%) of the outstanding amount due in order to cover administration expenses. The Village shall have the right, but not the obligation, in its sole discretion, to pursue any remedy it may have at law or in equity in the event of Default, including, but not limited to, pursuing collection via the State of Illinois Local Debt Recovery Program and/or electing to place a lien against any real property associated with the undersigned(s)'s project or request, for the amount of expenses, including administrative costs and reasonable attorney fees, that have been outstanding for thirty (30) days or more.

REMEDIES: The remedies available to the Village as set forth herein are non-exclusive and nothing herein shall be construed to limit or waive the Village's right to proceed against any or all parties in a court of law or equity in competent jurisdiction.

PLANNING, ZONING, DEVELOPMENT FEES (Petition or Application Fees): The undersigned(s) agrees that the payment of Professional Services Fee in accordance with this Agreement and Title 11 of the Village of Poplar Grove Code of Ordinance shall be in addition to any other customary Village fees which may be applicable to the project or request.

TERMINATION OF PETITION OR APPLICATION: In the event the undersigned(s) fails to replenish the escrow account within thirty (30) days of a request by the Village to do so, the undersigned(s) agree that the Village, shall the right, in its sole discretion, to terminate and render null and void the pending application/petition for the project or request, upon providing written notice of the same to the undersigned.



GENERAL NOTES

1.	THESE PLANS ARE BASED ON THE ALTA/NSPS LAND TITLE AND TOPOGRAPHIC SURVEY (SURVEY PROJECT #251040 DATED 6/9/2025) PREPARED BY: COMPASS SURVEYING, LTD 2631 GINGER WOODS PARKWAY, SUITE 100 AURORA, IL 60502 PHONE: 630.820.9100
2.	PRIOR TO CONSTRUCTION, CONTRACTOR TO CONTACT THE DESIGN ENGINEER AND ARCHITECT TO VERIFY THAT THEY ARE WORKING FROM THE MOST CURRENT SET OF PLANS AND SPECIFICATIONS.

SITE PLAN NOTES

1.	PROPOSED IMPROVEMENTS ARE PARALLEL AND PERPENDICULAR TO THE SOUTHEASTERN PROPERTY LINE ALONG ILLINOIS ROUTE 76.
2.	ALL RADIUS DIMENSIONS ARE TO BACK OF CURB.
3.	SEE ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
4.	ALL STRIPING TO BE DOUBLE COATED 4" YELLOW PAINT UNLESS OTHERWISE NOTED.
5.	WHERE PEDESTRIANS HAVE TO CROSS A TAPERING RAMP OR CURB RAMP THE FACE AND TOP OF CURB ARE TO BE PAINTED USING YELLOW, SLIP RESISTANT PAINT.

[illegible]