



VILLAGE OF WINNEBAGO

ZONING BOARD MEETING AGENDA

Monday, October 28, 2024 at 6:00 PM

108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/777725485>

Or by (Toll Free): 1 877 309 2073 | Access Code: 777-725-485

1. CALL TO ORDER
2. ROLL CALL
3. DISCLOSURE OF ANY CONFLICT OF INTEREST
4. PUBLIC COMMENT

It is recommended that a written request to address the Village Board by non-members should be submitted via mail, hand delivery, or the Village Website to the Village of Winnebago Office located at 108 West Main Street, Winnebago, Illinois, 61088, by 12:00 Noon on the day of the meeting scheduled by the Village authorities in which the speaker would like to participate. Alternatively, speakers may fill out the form at the meeting to sign up for public comment. Each speaker is limited to three (3) minutes. A maximum of thirty (30) minutes shall be allowed for public comment at each meeting.

5. APPROVAL OF MINUTES

[a.](#) Minutes from September 23, 2024

6. DISCUSSION

[Proposed](#) Special Use Permit for Crematory at 602 N Elida Street

[Rustic](#) Acres Pre-Annexation/Zoning Requests

Schedule of Meetings

7. NEW BUSINESS
8. EXECUTIVE SESSION
9. ADJOURNMENT

Posted: October 23, 2024 at 5:32 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491
/s/ Kellie Symonds, Deputy Clerk



VILLAGE OF WINNEBAGO

ZONING BOARD MEETING MINUTES

Monday, September 23, 2024 at 6:00 PM
108 West Main Street and Virtually

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

2. ROLL CALL

PRESENT: Chairman Bill Emmert, Michael Booker, Irv Koning, Brian Martin; ABSENT Riley Pitney.

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Scott Olson of Olson Funeral Home.

3. DISCLOSURE OF ANY CONFLICT OF INTEREST

No conflict of interest noted.

4. PUBLIC COMMENT

During the Public Comment Mr. Olson was offered an opportunity to speak to the Zoning Board.

5. APPROVAL OF MINUTES

a. Minutes from July 22, 2024 & September 25, 2023

Minutes for the September 25, 2023, meeting was discussed briefly concerning the item related to item 6.a Discussion of the Winnebago School Property. Following the discussion Chairman Emmert made a motion to approve the minutes with grammatical changes and amendments, second by Mr. Koning. Motion carried on a unanimous voice vote of those present.

Minutes from the July 22, 2024, meeting was discussed. Chairman Emmert made a motion to approve with grammatical changes and amendments, second by Mr. Koning. Motion carried on a unanimous voice vote of those present. Chairman Emmert made the motion to approve the minutes of the Public Hearing of July 22, 2024, as amended, second by Mr. Koning. Motion carried on a unanimous roll call vote of those present.

6. DISCUSSION

a. Special Use Permit Request to Operate a Crematory at 602 N. Elida Street

Chairman Emmert reviewed the discussion of the last meeting regarding the special use permit for the funeral home and crematory. He asked the Zoning Board members if they were opposed to holding a Public Hearing to hear input on whether a Special Use Permit should be granted to operate a crematory. At the meeting of July 22, 2024, the Zoning Board voted to recommend that the Village Board *to amend its ordinance with respect to funeral homes and crematories. Professional Services are permitted in General Business, and funeral homes are a special service. The funeral home has been in operation since the 1970's. It was recommended that the Unified Development Ordinance (UDO) be amended to make it clear that funeral homes are a Permitted Use in General Business in Section 6, and the chart indicating the Permitted Use for funeral homes and recommended the change for Special Permitted Use for a crematory for General Business, as it is already a Special Permitted Use in Agricultural under the UDO.*

There was also a motion to amend the wording for the Special Permitted Use, to add it be adjacent to or in conjunction with the operation of a funeral home. These recommendations were passed by the Village Board on August 12, 2024.

The current position is that the crematory can be a Special Permitted Use in General Business since it would be in the building on the property of the current funeral home location.

Attorney Gaziano explained the need for a second Public Hearing. Chairman Emmert noted that 6.07.01 of the UDO stated that permitted uses and the requirements necessary, he also recommended adding the specifications of the emissions of the crematory chamber discussed in a previous meeting. The Village Board suggested the additional requirement that the property owners next to the subject property be notified of the Special Permitted Use.

Chairman Emmert made the motion to hold a Public Hearing prior to the next scheduled meeting of the Zoning Board on October 28, 2024, at 5:55 p.m. to discuss the Special Use Permit for Operating a Crematory in the General Business District, seconded by Mr. Koning. Motion carried on a unanimous voice vote of those

present. Mr. Dienberg noted that Mr. Olson has completed the forms as a 'test run' and the fees will not be applicable as the form has not been officially adopted. Attorney Gaziano will send the required letters to the property owners, and prepare the notice of the Public Hearing

7. NEW BUSINESS

a. Discussion of future meeting dates for 2025

Mr. Dienberg explained the proposed meeting schedule for 2025. The purpose of the recommended change would be to align the Zoning Board meetings closer to a Board of Trustees meeting in order to remove delays in getting items to the Board of Trustees. After discussion the Zoning Board agreed that the preferred time was Tuesday evenings at 6:00 p.m.

8. EXECUTIVE SESSION

Executive Session - not needed

9. ADJOURNMENT

Chairman Emmert made the motion to adjourn, seconded by Mr. Booker. Motion carried on a voice vote of those present. The meeting adjourned at 6:39 p.m.

DRAFT – UNAPPROVED

Prepared from recording by:

Kellie Symonds, Deputy Clerk

**NOTICE OF PUBLIC HEARING ON PROPOSED SPECIAL USE PERMIT
FOR CREMATORY AT PROPERTY LOCATED AT 602 N. ELIDA
STREET IN VILLAGE OF WINNEBAGO (P.I.N. 14-08-226-015)**

**PLANNING AND ZONING COMMISSION
VILLAGE OF WINNEBAGO, ILLINOIS**

Mr. Alfonso Rinaldi, Trustee P.O. Box 354 Roscoe, IL 61073 (Re: 506 N. Elida St., Winnebago, IL) (P.I.N. #14-08-226-012)	SALVAC LLC 602 Schauer Lane Rockford, IL 61107 (Re: 508 N. Elida St., Winnebago, IL) (P.I.N. #14-08-226-003)
BAO LLC 1002 2 nd Ave. Rockford, IL 61104 (Re: 602 N. Elida St., Winnebago, IL) (P.I.N. #14-08-226-015)	FIRSTAR CITY MANAGEMENT c/o ELLIMAN-BEITLER P.O. Box 435 Freeport, IL 61032 (Re: 606 N. Elida St., Winnebago, IL) (P.I.N. #14-08-226-009)
Mr. James L. Swigert 405 N. Swift St. Winnebago, IL 61088 (Re: 504 N. Elida St., Winnebago, IL.) (P.I.N. #14-08-226-004)	MIKRON INDUSTRIES INC 388 South Main St., Suite 700 Akron, OH 44311 (Re: 501 N. Elida St., Winnebago, IL) (P.I.N. #14-09-101-001)
WINNEBAGO DG LLC 361 Summit Blvd., Suite 110 Birmingham, AL 35243 (Re: 101 Kasch Rd., Winnebago, IL) (P.I.N. #14-09-101-007)	SCHENCK FAMILY FARM PARTNERSHIP 11001 West McNair Rd. Winnebago, IL 61088 (Re: Winnebago Rd., Winnebago, IL) (P.I.N. 14-08-226-011)
HAYNES ILLINOIS PROPERTIES LLC 16050 Wood Mint Lane--Unit A South Beloit, IL 61080 (Re: 102 Kasch Dr., Winnebago, IL) (P.I.N. #14-09-102-002)	SALVAC LLC 602 Schauer Lane Rockford, IL 61107 (Re: Elida St., Winnebago, IL) (P.I.N. #14-08-226-002)
SCHENCK FAMILY FARM PARTNERSHIP 11001 West McNair Rd. Winnebago, IL 61088 (Re: McNair, Winnebago, IL) (P.I.N. #14-08-201-004)	

NOTICE IS HEREBY GIVEN that a public hearing shall be conducted before the Village of Winnebago Planning and Zoning Commission of the Village of Winnebago, Illinois, on the request for the Board of Trustees of the Village to grant a Special Use Permit for a crematory on the property legally described below located at 602 N. Elida Street in the Village of Winnebago, bearing Property Identification Number (P.I.N.) 14-08-226-015:

PART OF BLOCKS FIVE (5) AND SIXTEEN (16) AS DESIGNATED UPON THE PLAT OF CANAL TRUSTEE'S ADDITION TO THE TOWN OF WINNEBAGO, THE PLAT OF WHICH ADDITION IS RECORDED IN BOOK 32 OF DEEDS ON PAGE 320 IN THE RECORDER'S OFFICE OF WINNEBAGO COUNTY, ILLINOIS, BOUNDED AND DESCRIBED AS FOLLOWS, TO-WIT: COMMENCING AT THE SOUTHEAST CORNER OF SAID BLOCK SIXTEEN (16); THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, ALONG THE EAST LINE OF SAID BLOCK SIXTEEN (16), A DISTANCE OF 562.07 FEET; THENCE SOUTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, PERPENDICULAR TO THE EAST LINE OF SAID BLOCK SIXTEEN (16), A DISTANCE OF 7.00 FEET TO A LINE PARALLEL WITH AND 40.00 FEET WEST OF THE CENTERLINE OF COUNTY HIGHWAY 16 (ELIDA STREET), SAID POINT BEING THE POINT OF BEGINNING OF THE FOLLOWING DESCRIBED PREMISES, TO- WIT: THENCE SOUTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, PERPENDICULAR TO THE EAST LINE OF SAID BLOCK SIXTEEN (16), A DISTANCE OF 470.09 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, PARALLEL WITH THE EAST LINE OF SAID BLOCKS FIVE (5) AND SIXTEEN (16), A DISTANCE OF 217.93 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, PERPENDICULAR TO THE EAST LINE OF SAID BLOCKS FIVE(5) AND SIXTEEN(16), A DISTANCE OF 470.09 FEET, TO A LINE PARALLEL WITH AND 40.00 FEET WEST OF THE CENTERLINE OF SAID COUNTY HIGHWAY 16 (ELIDA STREET); THENCE SOUTH 00 DEGREES 00 MINUTES 00 SECONDS WEST, ALONG SAID LINE, 217.93 FEET TO THE POINT OF BEGINNING; SITUATED IN THE COUNTY OF WINNEBAGO AND STATE OF ILLINOIS.

YOU ARE FURTHER NOTIFIED that a public hearing will be held on Monday, October 28, 2024, at 5:55 p.m., at which time and place objections to the proposed Special Use Permit for a crematory on the aforesaid property, or comments in favor thereof, shall be heard. All interested parties are invited to attend the public hearing and an opportunity to be heard will be provided in accordance with rules and procedures established by the Village authorities, and any applicable laws. The public, if desired, shall have the alternate opportunity to attend remotely, with the following being the log in information: **Remote Attendance to PUBLIC HEARING via GotoMeeting Link:** <https://global.gotomeeting.com/join/696384693>, or you may connect to the meeting using your telephone: United States: 1 866 899 4679 Access Code: 696-384-693.

Interested residents are invited to provide comments regarding this matter either at the public hearing or by written statement. Written comments should be submitted to Village

Deputy Clerk Kellie Symonds at 108 W. Main Street, Winnebago, IL 61088 or ksymonds@villageofwinnebago.com, so as to be received no later than 5:55 p.m., on October 28, 2024, in order to ensure placement of such comments in the official record of the public hearing proceedings.

This notice is being provided to you as an owner of record of property within 250 feet of the property legally described above, as determined by the Property Identification Number (P.I.N.) through WinGis records.

Village of Winnebago Planning and Zoning Commission

BY: William D. Emmert
Chairman

I hereby certify this notice is being provided this 17th day of October, 2024, via regular U.S. mail, postage prepaid, to each of the owners listed above, as disclosed by the Winnebago County Recorder's Office land records, of property within 250 feet of the subject property legally described above, as determined by the Property Identification Number (P.I.N.) for each property, as determined through WinGis, for the subject property for which a Special Use Permit is being sought.


Mary J. Gaziano, Village Attorney

PREPARED BY:

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E-Mail: MJGaziano@aol.com
Attorney for the Village
of Winnebago, Illinois

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FOR CREMATORY AT PROPERTY LOCATED AT 602 N. ELIDA
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Mary J. Gaziano, Village Attorney

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