



# VILLAGE OF POPLAR GROVE

*"A Great Place to Call Home"*

200 Hill Street, Poplar Grove, IL 61065

Phone: (815) 765-3201 – Fax: (815) 765-3571

[www.poplargrove-il.gov](http://www.poplargrove-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:	<u>Bel Air Estates, Ltd.</u>
	Email:	<u>Steve@poplargroveairmotive.com</u>

Address/City: 11619 IL Rt. 76, Poplar Grove, IL 61065t  
Phone Number(s): (815) 544-3471

Owner of Record Name: Bel Air Estates, Ltd.  
Email: SAME AS ABOVE  
Address/City:  
Phone Number(s):

Attorney Name: Gino Galluzzo/Kelly Hintzsche  
Email: ggalluzzo@aghlaw.com; khintzsche@aghlaw.com  
Address/City: 839 N. Perryville Rd., Ste. 200. Rockford, IL 61107  
Phone Number(s): (815) 265-6464

### PART 3: PROPERTY INFORMATION

Street Address: 5151 Orth Road, Poplar Grove, IL & 11619 IL Rt. 76, Poplar Grove, IL

Tax Parcel Number (PIN): See attached

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

Current Use of the Property See attached

Current Zoning of the property GB (General Business) as to existing PCD; AG-1 (Agricultural) as to 05-01-200-017

Surrounding Zoning and Land Use

North Village - Residential  
South Village - Residential  
East County - AG  
West County - AG

### PART 5: PROPOSED SPECIAL USE

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

See attached

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## 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;

See attached

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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;

See attached

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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;

See attached

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

See attached

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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

See attached

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

See attached

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## 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: STEPHEN R. THOMAS Signature: [Signature] Date: 6/13/2025  
Name of property owner: BEL AIR ESTATES, LTD Signature: [Signature] Date: 6/13/2025

**ATTACHMENT TO BEL AIR ESTATES, LTD.'S APPLICATION  
FOR AMENDMENT OF SPECIAL USE PERMIT**

**PART 3: PROPERTY INFORMATION**

**PINs**

Existing PCD PINs: 05-02-200-004, 05-01-100-011, 05-01-300-014, 05-02-200-006, 05-01-101-009, and 05-01-101-010.

Proposed Addition to Existing PCD: A portion of 05-01-200-017

**Existing PCD Legal Description**

Part of the East half of Section 2 and the West half of Section 1, Township 44 North, Range 3 East of the 3rd Principal Meridian, beginning at a point 1,351 feet west of the Northeast Corner of the Northeast Quarter of said Section 2; then East 3,987 feet, South 2,674.31 feet, East 317.96 feet, South 1,087.84 feet, North 56 degrees West 3,026.68 feet, South 33 degrees West 552.13 feet to a curve to the right, 379.48 feet (radius 400 feet), West 1,076.48 feet to the centerline of IL 76, North 1,566 feet, East 482.89 feet, North 722.1 feet, West 473.79 feet, and North 416 feet to the Point of Beginning, located in Boone County, Illinois; except those parts used for road purposes.

**Legal Description of Proposed Addition to Existing PCD**

A parcel of land being part of the Northeast Quarter of Section 44 North, Range 3 East of the Third Principal Meridian, Boone County, Illinois, described as follows:

Commencing at the Northwest corner of the Northeast Quarter Section 1; thence South 0 degrees 12 minutes 26 seconds West West line of the Northeast Quarter of said Section 1, a distance feet to the Northwest corner of the premises conveyed by Sue Schuman as to an undivided 49.52% interest, Virginia Ann Summercamp and Lynn Ann Schuman as Trustees under the 2006 Sue Ann Schuman Trust as to an undivided 50.48% interest to Bel Air Estates, Ltd. Warranty Deed recorded January 11, 2021 as Document No. 2021R00289 the Recorder's Office of Boone County, Illinois, said point being Beginning for the hereinafter described parcel of land; thence North degrees 34 minutes 25 seconds East along the North line of said so conveyed, a distance of 880.00 feet; thence South 0 degrees minutes 35 seconds East, perpendicular to the last described course, distance of 170.00 feet to a line being 170.00 feet perpendicularly South of the North line of said premises so conveyed; thence South degrees 34 minutes 25 seconds West along a line being 170.00 perpendicularly distant South of and parallel with the North line premises so conveyed, a distance of 881.88 feet to a point in the of said premises; thence North 0 degrees 12 minutes 26 seconds along the East line of said premises so conveyed, a distance of to the Point of Beginning containing 149,760 square feet, 3.438 more or less, all being situated in the County of Boone and the Illinois.

***Current Use of the Property:*** As to the existing PCD, the Village enacted Ordinance # 2018 on June 28, 2018 granting a special use permit ("SUP") benefitting both Bel-Air Estates, Ltd. and the Poplar Grove Aviation Education Association, Inc., and creating a planned community development ("PCD") which encompassed the Poplar Grove Airport and the Vintage Wings and

Wheels Museum. This Ordinance was amended by Ordinance # 1024-10 on May 14, 2024 to allow residential uses within the hangars at the Poplar Grove Airport.

As to the area proposed to be brought into the existing, PCD, that property is currently vacant farmland.

## **PART 5: PROPOSED SPECIAL USE**

The applicant is seeking to expand the boundaries of the existing Planned Community Development (PCD) to include a 3.438-acre portion of adjacent land which will be used for stormwater detention purposes. This expansion is necessary to accommodate the stormwater management needs of future development within the PCD and surrounding areas. Incorporating this parcel into the PCD ensures that stormwater infrastructure is properly planned, constructed, and maintained in accordance with Village requirements and best management practices. The proposed expansion represents a logical and coordinated extension of the existing development and supports the orderly and sustainable growth of the area.

## **PART 6: STANDARDS FOR SPECIAL USE PERMITS**

1. **Public Health, Safety, Morals, Comfort & General Welfare:** The proposed expansion of the PCD to include stormwater detention facilities directly supports the health, safety, and welfare of the public by managing runoff from future development within the PCD in a safe, regulated manner. The detention area will be designed and constructed in compliance with all Village stormwater and environmental standards to prevent downstream flooding, erosion, and water pollution. This proactive planning ensures responsible development that protects adjacent landowners and public infrastructure.
2. **Compatibility & Property Values:** The detention area will be landscaped and graded in a manner compatible with surrounding open space and agricultural uses. As passive infrastructure, it will not generate noise, traffic, or visual impacts inconsistent with nearby uses. The inclusion of this parcel within the PCD ensures that stormwater is managed within the development boundary, maintaining the aesthetic and functional quality of the broader community and supporting long-term property values.
3. **Orderly Development of Surrounding Property:** Expanding the PCD to include stormwater infrastructure is an essential step toward facilitating the orderly and phased development of surrounding residential and other properties. By allocating adequate space now for detention facilities, the Applicant ensures that future construction can proceed without piecemeal drainage solutions or the need for disruptive off-site improvements. This planning approach is consistent with the Village's Comprehensive Plan and promotes logical land use patterns.
4. **Adequate Utilities, Access Roads & Drainage:** The stormwater detention area will connect to and support existing municipal infrastructure by controlling and attenuating runoff flows from impervious surfaces planned for future development. The expansion does not require new utility connections or road access, as the site is accessible via internal

service routes within the PCD. Drainage designs will comply with the Village Stormwater Manual and all applicable engineering standards to ensure long-term functionality and safety.

5. **Ingress & Egress / Traffic Congestion:** As a passive use, the stormwater detention area does not generate vehicular or pedestrian traffic. Construction of the detention area will involve only temporary access by construction vehicles, with no ongoing impact to local roadways. Once completed, the site will operate without any need for regular ingress or egress, thereby presenting no risk of traffic congestion or disruption to surrounding properties.
6. **Conformity with District Regulations:** The proposed use is consistent with the objectives and permitted scope of the underlying zoning classification and the governing PCD standards. No variances or waivers are required. By formalizing the detention facility within the PCD boundary, the Applicant ensures full regulatory compliance and integrates necessary infrastructure into the long-term development plan in accordance with the Village's zoning and subdivision regulations.

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**BEL AIR ESTATES, LTD**

11619 ROUTE 76  
POPLAR GROVE, IL 61065  
815-544-3471



70-207/711

DATE 6-13-25

PAY  
TO THE  
ORDER OF


Village of Poplar Grove

\$ 3725<sup>00</sup>

three thousand seven hundred twenty five and 0/10 DOLLARS

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BANK & TRUST

FOR \_\_\_\_\_

 K. Thomas



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