



**Zoning Board of Appeals Agenda**  
**Tuesday, December 15, 2020**  
**5:30 P.M. – City Council Chambers, 2<sup>nd</sup> floor, City Hall**  
**via video conference on Cisco Webex**  
**425 East State Street**  
**Rockford, IL 61104**  
**779-348-7163**

Since the board will not be physically present but want to hear all comments on each item, the following procedure will be in place:

**Interested Parties for ZBA:**

- Written public comments can be submitted through 5:00 pm, December 15, 2020.
  - Please submit written comments via email to [Lafakeria.Vaughn@rockfordil.gov](mailto:Lafakeria.Vaughn@rockfordil.gov).
  - Comments can also be hand delivered by using the City's payment drop box located at 425 East State Street, parking lot entrance. Envelopes must be addressed to Scott Capovilla, Planning & Zoning Manager, Dept. of Community & Economic Development.
- Come and listen to the meeting in City Council Chambers, 425 East State Street, and during the public comment section, present your comments and questions regarding the agenda item in Council Chambers.

**ZBA 025-20**

Applicant  
Ward 4

**6727 East Riverside Boulevard**

Springfield Sign for DJ Properties, LLC

**Variation** to increase the number of permitted business identification wall signs from two (2) signs to three (3) signs and a **Variation** to increase the height of the menu board from six (6) feet to six (6) feet three (3) inches in height and a **Variation** to increase the permitted square footage of the menu board from 36 square feet to 38.40 square feet in a C-3, General Commercial Zoning District

**Laid over from November**

**ZBA 026-20**

Applicant  
Ward 11

**1115 Charles Street**

Justin Rednour

**A Special Use Permit** for body art services and a barbershop services in a C-4, Urban Mixed-Use Zoning District

**ZBA 027-20**

Applicant  
Ward 1

**6776 East State Street**

Core Ventures, LLC

**A Special Use Permit** for a quick lube automotive oil change facility in a C-2, Limited Commercial Zoning District

## ZBA MEETING FORMAT & PROCESS

The format of the Zoning Board of Appeals (ZBA) meeting will follow the Boards Rules of Procedure generally outlined as:

The Chairman will call the address of the application.

- The Applicant or representative will come forward and be sworn in.
- The Applicant or representative will present their request before the Board
- The Board will ask any questions they may have regarding this application.
- The Chairman will then ask if there are any Objectors or Interested Parties present at City Hall or any emails to be read into the record. Objectors or Interested Parties are to come forward at that time, be sworn in by the Chairman, and state and spell their name for the record. Legal staff will read any written comments into the record that were received in advance.
- The Objector or Interested Party will present all their concerns, objections and questions to the Applicant regarding the application.
- The Board will ask any questions they may have of the Objector or Interested Party.
- The Applicant will have an opportunity to rebut the concerns/questions of the Objector or Interested Party
- Interested party or Objector at City hall will have another opportunity to provide any additional follow up based on the Applicant's responses.
- The Board will then discuss the application and a roll call vote will be taken.

The ZBA meeting is not a final vote on any item. However, it is the only time in which the public may participate. After the ZBA meeting, the item moves on to the Codes & Regulations Committee. Although the public is invited to attend the meeting, public input is not allowed at the committee meeting. The date of the Codes & Regulations meeting will be **Monday, January 4, 2021 at 5:30 PM** in City Council Chambers (2<sup>nd</sup> floor of City Hall) as the second vote on these items. The third and final meeting in this process is the City Council. That vote is tentatively scheduled on **Monday, January 4, 2021**. If for any reason the item is laid over at the committee level or on the city council floor, the item is automatically laid over for two (2) weeks. The dates are then subject to change. Please note that City Council meeting are the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month and Committee meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of the month. If you are unsure of when the next meeting will take place, please contact the zoning office at 779-348-7163.