



**DEKALB PLANNING AND ZONING COMMISSION AGENDA**  
**Tuesday, January 21, 2025**  
**6:00 P.M.**

**DeKalb Public Library**  
Yusunias Meeting Room  
309 Oak St.  
DeKalb, IL 60115

**A. ROLL CALL**

**B. APPROVAL OF AGENDA** (Additions or Deletions)

**C. APPROVAL OF MINUTES**

1. January 6, 2025.

**D. PUBLIC PARTICIPATION** (Open Floor to Anyone Wishing to Speak on Record)

**E. NEW BUSINESS**

1. **Public Hearing** – A petition by Cirilo Mendez for a special use permit for automobile sales for the property located at 2050 E. Lincoln Highway.

**F. REPORTS**

**G. ADJOURNMENT**

MINUTES  
CITY OF DEKALB  
**PLANNING AND ZONING COMMISSION**  
January 6, 2025

The Planning and Zoning Commission held a meeting on January 6, 2025, in the Yusunas Meeting Room at the DeKalb Public Library, 309 Oak Street, DeKalb, Illinois. Vice Chair McMahon called the meeting to order at 6:08 PM.

A. ROLL CALL

Recording Secretary, Olivia Doss, called the roll. Planning and Zoning Commission members present were: Vice Chair Bill McMahon, Steve Becker, Trixy O'Flaherty, and Maria Pena-Graham. Commission Chair Max Maxwell and Commission member Jerry Wright were absent. Planning Director Dan Olson and Assistant City Manager Bob Redel were present representing the City.

B. APPROVAL OF THE AGENDA (Additions/Deletions)

Vice Chair McMahon requested a motion to approve the January 6, 2025, agenda as presented. Ms. O'Flaherty motioned to approve the agenda as presented. Ms. Pena-Graham seconded the motion, and the motion was approved by unanimous voice vote.

C. APPROVAL OF MINUTES

1. December 16, 2024 – Vice Chair McMahon requested a motion to approve the December 16, 2024, minutes as presented. Mr. Becker motioned to approve the minutes as submitted. Ms. O'Flaherty seconded the motion, and the motion was approved by unanimous voice vote.

D. PUBLIC PARTICIPATION (Open Floor to Anyone Wishing to Speak on Record)

None.

E. NEW BUSINESS

1. **Concept Plan** – A request by Donato Solar for review of a Concept Plan for construction of a 4-megawatt ground mounted solar energy system (solar field) and a boutique data center on approximately 30 acres along the west side of Peace Road between Greenwood Acres Dr. and Challenger Dr.

Nick Mahoney presented on behalf of Donato Solar. Mr. Mahoney gave a brief overview of the Concept Plan, describing the 30-acre parcel, the solar array, and the additional items being put on the site including two data center buildings and a battery system. He stated the solar panels will face due south along Peace Road, with a vegetative area added under the arrays. The battery system areas will sit adjacent to the solar panels, and each area will be approximately 200ft x 60ft. Mr. Mahoney explained the battery system will capture the excess energy created on sunny days that would not regularly be put into the grid. The two data center buildings will be located in the southwest corner of the lot with each building being approximately 100 ft x 60 ft. and 20 ft. tall.

Mr. Mahoney went on to explain how their business model functions. Donato Solar develops the solar energy systems and batter systems and leases the data centers to tenants. They currently have approximately 50 megawatts in solar systems throughout Illinois and are headquartered in Champaign. He noted this is their northern most project in Illinois.

He added although the data center will contain two buildings, there will be very little foot traffic as they are monitored remotely. The main foot traffic will come from routine maintenance checks. He also added there will be a bathroom in the data center buildings, and the site will connect to City water lines.

Mr. Mahoney explained the battery system installation is a newer aspect of their solar field sites. One of the main benefits of adding the battery system is the reduction in wasted energy. Any extra energy created gets stored in the battery system and put back into the grid, typically being utilized within 24 hours. Mr. Mahoney added this creates virtually zero wasted energy. He reiterated Donato is in the very early stages of their Concept Plan, and they are willing to work with the City to meet any requirements. He confirmed Donato understands they will need to petition for annexation into the City, and have the site rezoned to Industrial.

Planning Director, Dan Olson, gave his Staff Report dated January 2, 2025. He stated the applicant has provided a summary of the project and directed the Commission to their background material. He said Donato's summary indicates in addition to the solar array system, infrastructure on-site will include a data center to host a variety of services. The solar array and data center combination will provide a direct offset to utility costs, particularly during peak energy consumption periods when grid rates are typically higher. Mr. Olson mentioned this results in a reduction of both operational expenses and the environmental impact of the data center's energy consumption.

Mr. Olson explained access to the two data center buildings will be off Challenger Dr. Water and sanitary sewer will be extended to the data center buildings. He said both the City and KWRD have provided direction regarding utility connections. An analysis of the stormwater runoff from the buildings and parking will need to be evaluated. The UDO requires a 50-foot setback for any aspect of the solar field, except fences and transmission lines. Mr. Olson mentioned the plan indicates a 50-foot buffer being maintained around the perimeter of the site meeting the minimum requirements. He stated there is a 100-foot setback to residential areas, which will be met. Since the site is along a major roadway, additional landscape screening next to Peace Road would be encouraged. Mr. Olson pointed out an error in the original summary which stated a waiver request may be necessary for the solar array's height. He clarified Donato Solar's original summary had an incorrect height of up to 20 feet, noting the arrays will be 8-9 feet high.

Mr. Olson stated if Donato Solar chooses to proceed with the project, they will be requesting annexation and rezoning to the "PD-I", Planned Development Industrial District to accommodate the uses. A preliminary/final development plan would also need to be submitted. He mentioned a public hearing would be required in front of the Commission who would forward a recommendation to the City Council for final action. Mr. Olson noted this will be similar to the solar farms approved on Route 38, Gurler Road, and on Pleasant Street near the airport.

Mr. Olson noted to the Planning and Zoning Commission the Unified Development Ordinance (UDO) allows for review by the Commission of a Concept Plan. The purpose of the Concept Plan review is to allow the applicant to present and explain the proposed project and let the Commission and nearby property owners provide comments.

Although not a public hearing, Vice Chair McMahon awarded audience members the opportunity to speak.

Eric Kristoff, 1496 Cambria Drive, Unit 5, inquired about the workload of the data centers and who the tenant may be. Mr. Kristoff expressed concerns about the noise level and water consumption generated by the data centers for cooling. He also inquired about additional trees or foliage added on the residential side (west side) of the site. Mr. Mahoney responded the data centers will not be water

cooled, which will eliminate the draw on the water supply. He also clarified these data centers are different than the large data center in the City (Meta). These data centers are small, modular buildings that are air cooled. He also explained Donato Solar does not handle the data center aspect of the site, as they lease the buildings to tenants. However, he added additional vegetation will be added along Peace Road and along the residential lot line. Further, Mr. Mahoney noted they have done noise analysis for their other sites, and they typically find automobile noise from a busy road, such as Peace Road, is often louder than the noise of the solar field or data center. Mr. Olson also pointed out the extensive tree line already present along the residential lot line to the west and encouraged additional vegetation along Peace Road.

Elizabeth-Johnson Quiney, 1504 Cambria Drive, Unit 6, inquired about the type of battery and fire suppression they will use. Mr. Mahoney explained the batteries will be LFP batteries (lithium-ion phosphate) which is the leading batteries in this category due to their stability and high energy density. All batteries used will meet the standards set forth in the International Fire Code. Mr. Mahoney added the LFP batteries will be self-contained, greatly reducing the fire risk. Additionally, Donato has an extensive operations and maintenance routine, including a 10-year manufacturer warranty on the batteries. Regarding fire suppression, he was not certain Donato had made a decision on the exact type of fire suppression that will be used, but he assumed water-based suppression, or sprinklers, would be used. Mr. Mahoney noted the fire risk is low with solar fields. Mr. Olson added the City has recently adopted the latest International Fire and Building Codes, and if the site was annexed, they would have to meet the City's requirements.

Dawn Gavin, 1480 Cambria Drive, Unit 6, inquired about the length of time for a project of this nature. She added they are having a rodent infestation issue for the first time in the four (4) years they have resided here and noticed it after the clearing of the fields during late summer. She questioned if this would continue to happen once the solar field was installed. Mr. Mahoney stated the construction timeline is fairly quick for solar fields, especially since the site is already agricultural. If all goes according to plan, the site would be functional in approximately six (6) to nine (9) months. He explained Donato Solar partners with Pheasants Forever, who have created a seed mixture that only grows approximately 12-18 inches tall. He noted this eliminates the need for mowing, as the grass grows lower than the panels. Additional benefits to this are less soil turnover and less wildlife disturbance. Additional discussion continued between Ms. Gavin and Mr. Mahoney about a different Donato Solar site. She also thanked Mr. Mahoney for the protection of local wildlife.

Discussion then turned to the Commission.

Ms. O'Flaherty inquired about a decommissioning plan. Mr. Mahoney confirmed a decommissioning plan would be submitted with the Final Plans once they move forward. Mr. Olson confirmed a decommissioning plan is required by the UDO.

Vice Chair McMahon asked about the need for the waiver regarding the solar array height. Mr. Mahoney reiterated the maximum height of the solar array panels will be approximately 9 ft at a 12% grade, and the data center buildings will be a maximum of 20 ft tall. Mr. McMahon questioned the need for the waiver, to which Mr. Olson clarified there was an error in the original summary and no waiver will be needed.

Mr. McMahon also inquired about the layout of the site including the battery storage areas. Mr. Mahoney stated the batteries are shipped in and the batteries are dropped into the site. Mr. McMahon asked about the size of the batteries, and Mr. Mahoney noted he was not sure of the exact measurements, but knew they were no taller than 9 feet. Additional discussion ensued between Mr. McMahon and Mr. Mahoney regarding the visibility of the site from Peace Road and Greenwood Acres Dr, and the inconsistent measurements included on the Concept Plan. Mr. Mahoney confirmed

the Final Plan will include exact and specific measurements. Discussion continued regarding the traffic in and out of the site. Mr. Mahoney stated the traffic will come mostly from maintenance workers and will be manned remotely the majority of the time.

Mr. Becker commented additional vegetation along the residential lot line would be encouraged to help maintain an aesthetically pleasing view for the residents. Mr. Mahoney agreed, and asked Mr. Olson about the location of the vegetation. Mr. Olson confirmed it could be placed inside the 50 ft. setback line. Mr. Becker asked about the impact solar energy has on vegetation. Mr. Mahoney stated he has only seen positive effects.

Given this was not a public hearing, no roll call vote was taken. The Commission was in general agreement the project should move forward. Mr. Olson noted in the event Donato Solar intends to proceed, a formal public hearing will be held at that time and property owners within 250 feet of the site would be notified.

#### F. REPORTS

Mr. Olson stated the next meeting will have one (1) public hearing for a special use permit for auto sales at 2050 E. Lincoln Hwy.

#### G. ADJOURNMENT

Vice Chair McMahon requested a motion to Adjourn. Mr. Becker motioned to adjourn, and Ms. Pena-Graham seconded the motion. The meeting adjourned at 6:40 p.m.

Respectfully submitted,

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Olivia K. Doss, Recording Secretary

Minutes approved by the Planning and Zoning Commission on January \_\_\_\_, 2025.

Click [here](#) to view the agenda packet for the December 16, 2024 Planning and Zoning Commission Meeting.

Click [here](#) to view the video recording of the December 16, 2024, Planning and Zoning Commission Meeting.

**COMMUNITY DEVELOPMENT DEPARTMENT  
STAFF REPORT**  
January 16, 2025

**TO:** DeKalb Planning and Zoning Commission  
**FROM:** Dan Olson, Planning Director  
**RE:** 2050 E. Lincoln Hwy. - Special Use Permit for Automobile Sales (Cirilo Mendez)

**I. GENERAL INFORMATION**

- |    |                                 |   |
|----|---------------------------------|---|
| A. | Purpose                         | Automobile Sales  |
| B. | Location/Size                   | 2050 E. Lincoln Hwy./1.15 acres   |
| C. | Petitioner                      | Cirilo Mendez   |
| D. | Existing Zoning                 | "LC" Light Commercial District  |
| E. | Existing Land Use               | House with two detached garages   |
| F. | Surrounding Zoning and Land Use | North: "GC"; Self-Storage Facility<br>South: "PD-C"; Vacant<br>East: "PD-C" and "GC"; Vacant,<br>Storage/Parking Lot<br>West: "LC", Single-Family Residential |
| G. | Comprehensive Plan Designation  | Commercial  |

## II. BACKGROUND AND ANALYSIS

The City received a petition from Cirilo Mendez requesting a special use permit for the sale of automobiles for the property located at 2050 E. Lincoln Hwy. The subject site is zoned “LC” Light Commercial District, and the selling of automobiles requires a special use permit. The 1.15 acre site was forced annexed to the City in August 2011 and automatically zoned to the “SFR-1” Single-Family Residential District. In March 2012 the City rezoned the property to the “LC” Light Commercial District.

The current owner purchased the property in 2021. The applicant initially approached the City in late 2021 regarding establishing an automobile sales business at the location. City staff worked on a draft of possible conditions for the special use permit. The owner is currently living in the home, but proposes making the home into a sales office for the business. Once the office is completed the owner will not be living in the home. The owner conducts internet sales in a business identified as JW Auto Sales. The owner states automobiles are sold over the internet and then brought to the subject site to be cleaned and stored. The vehicles are then taken to their Chicago location for delivery.

One of the requirements of a special use permit is the submittal of a site plan. The City received a layout for the site last November. The plan shows a paved area that will contain space for 14 automobiles on display for sale. In addition, five (5) parking spaces are provided for employees and customers. One handicap space is also shown on the plan. The plan also indicates a drainage basin as well as landscaping along E. Lincoln Hwy. and the east and west property lines. The office will include a sales area, two restrooms, a store, waiting room and a handicap accessible ramp into the building. The estimated cost of the exterior improvements is approximately \$122,600 and \$70,000 for the renovation of the home to a sales office, including the ADA ramp.

The proposed special use will be compatible with other uses along E. Lincoln Highway which include a gas station, vehicle storage area, self-storage facility, furniture store, towing business and an equipment and tool rental place.

Some of the conditions that were communicated to the applicant and recommend with the special use include:

1. Create and pave a vehicle display area per the construction requirements of the UDO.
2. Provide one parking space (9' x 19') for every 300 sq. ft. of office area. Provide one handicap space (16' x 19').
3. No repair of vehicles on the site. Auto detailing is allowed as defined by the UDO.
4. No outside storage of inoperable vehicles.





5. No outside storage of boats, trailers, or RV's.
6. All EPA guidelines shall be followed for storage/disposal spent liquids, tires, parts, etc.
7. The existing well and septic service can remain. Redevelopment of the site will require compliance with the UDO.
8. Provide access for customers and employees to toilet facilities and waiting area in the building per ADA requirements and the City's Building Code.
9. No expansion of vehicle display area or office unless the special use permit is amended.
10. The special use permit shall expire within one (1) year of approval of the Ordinance unless the paved display area, parking lot, drainage basin, landscaping, lighting and the sales office are completed and a final occupancy permit issued by the City.

### **III. STANDARDS OF A SPECIAL USE**

**1. The proposed special use complies with all provisions of the applicable district regulations.**

The proposed special use will comply with all regulations of the "LC" Light Commercial District of the Unified Development Ordinance (UDO).

**2. The proposed special use will not be unreasonably detrimental to the value of other property in the neighborhood in which it is to be located or to the public welfare at large.**

The proposed special use will not have a detrimental effect on the adjacent properties or land uses. The site has been zoned "LC" Light Commercial since 2012. The property is along a major roadway and suitable for an auto sales lot. The proposed special use meets the recommendations of the City's 2022 Comprehensive Plan, which indicates commercial uses for the site. Several conditions are recommended that will ensure the special use is not detrimental to the value of other property in the neighborhood.

**3. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the special use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations.**

The granting of the special use will not dominate the immediate area and will not prevent development of neighboring properties. Much of the area is already developed with a





variety of commercial uses. The surrounding uses include a gas station, vehicle storage area, self-storage facility, furniture store, single-family home, towing business and an equipment and tool rental place.

**4. Adequate utility, drainage and other such necessary facilities have been or will be provided.**

Public services and utilities are already provided to the subject property. Adequate highway access and parking will be provided as well as a hard surface area for the autos to be displayed. In addition, stormwater management will be provided on the site. The future sales office in the former home will be able to use the existing well and septic system on the property unless the property is redeveloped.

**5. The proposed use, where such developments and uses are deemed consistent with good planning practice, or can be operated in a manner that is not detrimental to the permitted developments and uses in the district; can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding area; shall in all other respects conform to the applicable regulations of the district in which it is located; and is deemed essential or desirable to preserve and promote the public health, safety and general welfare of the City of DeKalb.**

The proposed special use will not be detrimental to the permitted uses in the “LC” Light Commercial District. The proposed special use will be in compliance with the 2022 Comprehensive Plan, UDO, and Municipal Code. Adequate parking is provided on the site as well as parking for the automobiles for sale. Conditions are suggested in the recommendation that will ensure the special use is visually compatible with the uses in the surrounding area. One of the conditions requires the proposed improvements to be completed within one (1) year of approval of the special use permit. The proposed special use will not have a negative impact on development and use of neighboring property, adjacent existing or future land uses, adjacent property values, or the general public’s health, safety, and welfare.

#### **IV. CITIZEN RESPONSE/COMMENTS**

As of the posting of the agenda on January 16<sup>th</sup>, the City has not received any written comments from the public.

#### **V. RECOMMENDATION**

The staff recommends approval, and a sample motion is below.

Sample Motion – Special Use Permit:

Based upon the submitted petition, testimony presented and findings of fact, I move the Planning and Zoning Commission forward its findings of fact and recommend to the City



Council approval of a special use permit for automobile sales on the property located at 2050 E. Lincoln Hwy. as shown on the site plan dated 11-5-24 and floor plan dated 1-10-25 as shown on Exhibit A and subject to the following conditions:

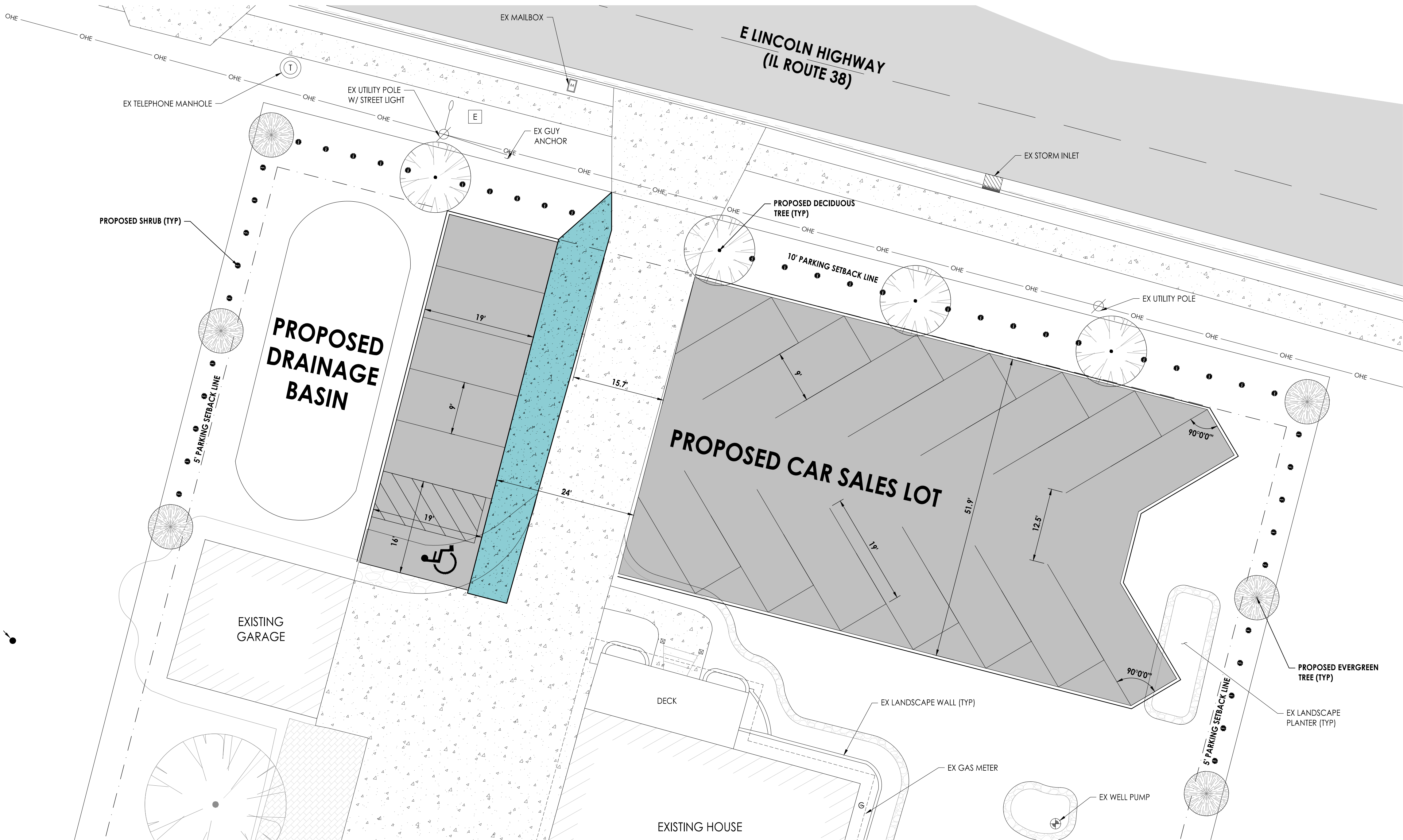
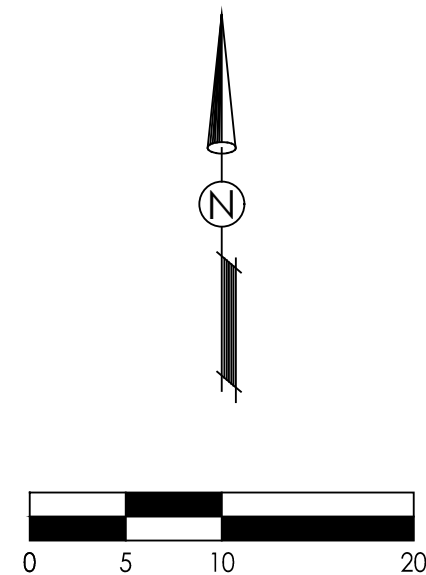
1. Create and pave a vehicle display area per the construction requirements of the UDO.
2. Provide one parking space (9' x 19') for every 300 sq. ft. of office area. Provide one handicap space (16' x 19').
3. No repair of vehicles on the site. Auto detailing is allowed as defined by the UDO.
4. No outside storage of inoperable vehicles.
5. No outside storage of boats, trailers, or RV's.
6. All EPA guidelines shall be followed for storage/disposal spent liquids, tires, parts, etc.
7. The existing well and septic service can remain. Redevelopment of the site will require compliance with the UDO.
8. Provide access for customers and employees to toilet facilities and waiting area in the building per ADA requirements and the City's Building Code.
9. No expansion of vehicle display area or office unless the special use permit is amended.
10. The special use permit shall expire within one (1) year of approval of the Ordinance unless the paved display area, parking lot, drainage basin, landscaping, lighting and the sales office are completed and a final occupancy permit issued by the City.



SITE LOCATION MAP



EXHIBIT A



LEGEND	
	EXISTING HMA PAVEMENT
	EXISTING GRAVEL/SHOULDER
	EXISTING CONCRETE SURFACE
	PROPOSED HMA PAVEMENT
	PROPOSED CONCRETE SURFACE
	NUMBER OF PARKING STALLS
	BASEMENT FINISHED FLOOR
	FINISHED FLOOR
	GARAGE SLAB AT DOOR
	TOP OF FOUNDATION

- NOTES:
- CONTRACTOR TO VERIFY EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES AT LOCATIONS OF CONFLICT. CONTRACTOR TO NOTIFY ENGINEER WITH ANY DISCREPANCIES.
  - ALL SIDEWALK RAMPS TO BE IN ACCORDANCE WITH ADA REQUIREMENTS.

PARKING DATA	
18	STANDARD PARKING SPACES
1	ADA PARKING SPACES
19	TOTAL PARKING SPACES

LANDSCAPING REQUIREMENTS	
FRONTAGE	187 FT.
TREE RATIO	1 PER 30 FT. FRONTAGE
SHRUB RATIO	4 PER 30 FT. FRONTAGE
TOTAL TREES	6
TOTAL SHRUBS	25

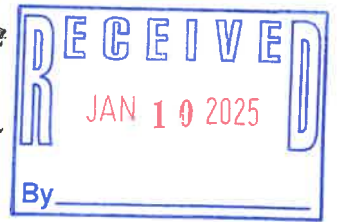
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**C.E.S. INC.**  
700 WEST LOCUST ST., BELVIDERE, ILLINOIS 61008  
PHONE: (815) 547-8435, FAX: (815) 544-0421  
ILLINOIS DESIGN FIRM NO. 184-001260

Date	Revision	By
2050 Lincoln Highway Geometric Plan		
CHECKED BY: KCB DATE: XX/XX/24	DRAWN BY: RKW DATE: XX/XX/24	Sheet 1 of XX



# EXHIBIT A



3 Feet

Ramp For disabled people

11 X 14 Feet.

desk

3 Feet

Public bathroom  
10 X 11 Feet

3 Feet

3 Feet

Store  
13 X 12

Workers bathroom  
8 X 9

Main entrance

18 Feet

Waiting room

28 Feet

10 Feet

desk.





1845

1901

117

118

Clive Dr

E Lincoln Hwy

2103

2050

2110

2111

2131

2130

S Peace Rd





Clive Dr

E Lincoln Hwy

2050

2103

2110









IL-38

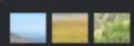
DeKalb, Illinois



Google Street View

Oct 2022

[See latest date](#)







1969 IL-38



DeKalb, Illinois



Google Street View

Aug 2023

[See more dates](#)







1901 IL-38

DeKalb, Illinois



Google Street View

Aug 2023 [See latest date](#)







2113 IL-38

DeKalb, Illinois



Google Street View

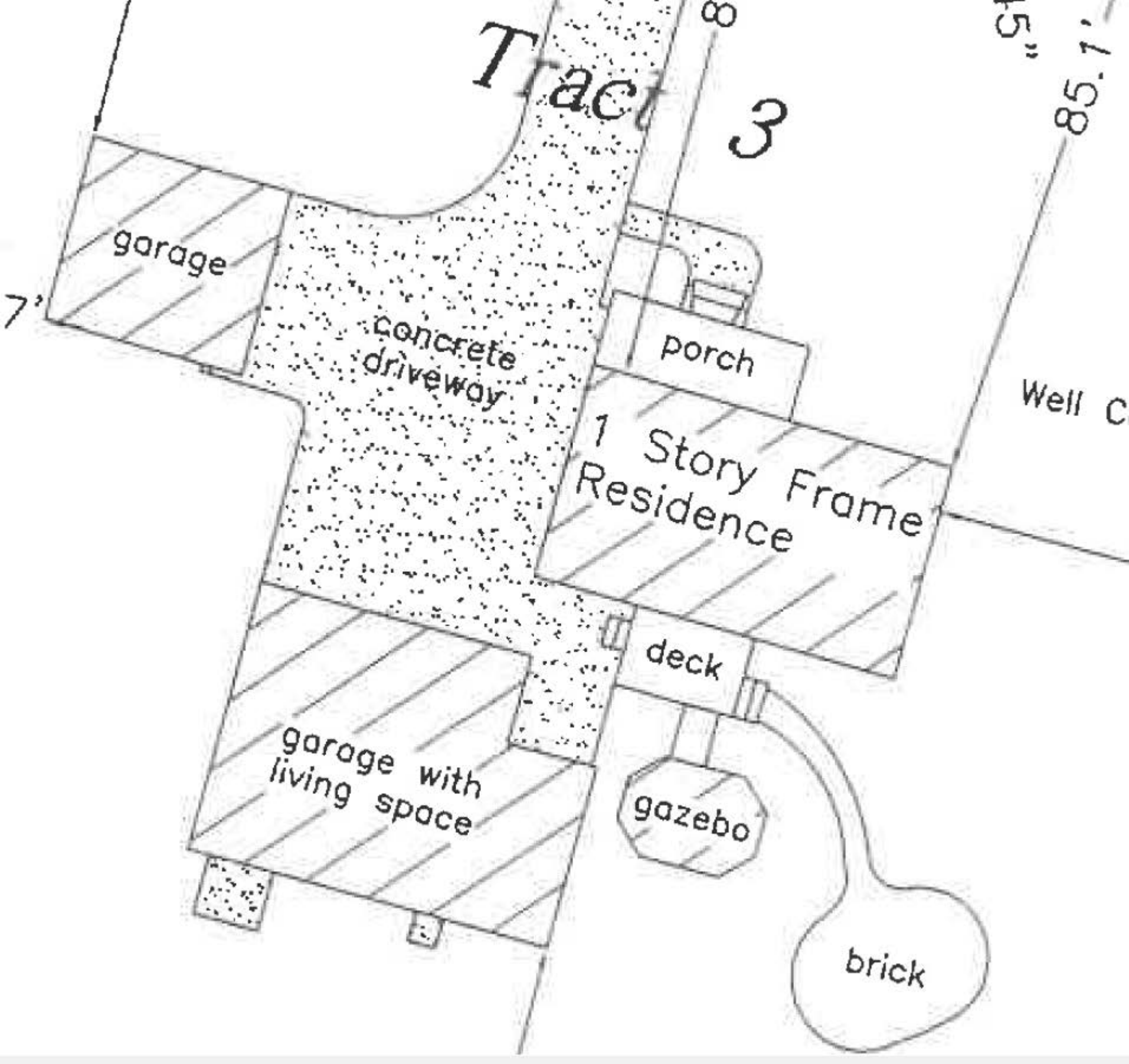
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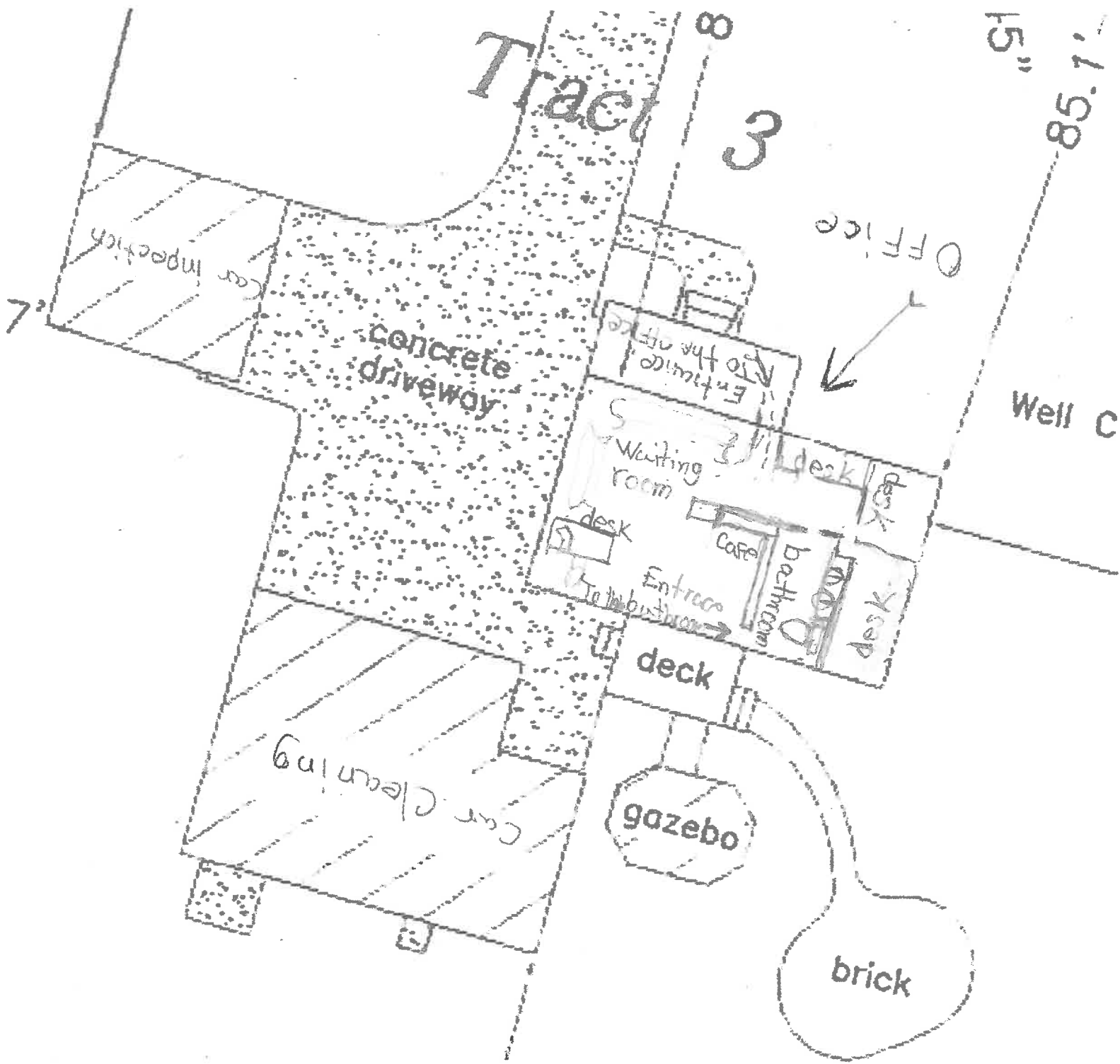
[See more dates](#)





# Tract 3





## LEGAL NOTICE

NOTICE is hereby given that a public hearing will be held before the DeKalb Planning and Zoning Commission at its regular meeting on Tuesday, January 21, 2025, at 6:00 p.m. in the Yusunas Meeting Room at the DeKalb Public Library, 309 Oak St., DeKalb, IL, on the petition by Cirilo Mendez for a special use permit for automobile sales for the property located at 2050 E. Lincoln Highway. The subject site has a Parcel Identification Number (PIN) of 08-24-377-012 and is zoned "LC" Light Commercial District.

All interested persons are invited to appear and be heard at the time and place listed above. Interested persons are also encouraged to submit written comments on the proposal to the City of DeKalb, Community Development Department, 164 E. Lincoln Highway, DeKalb, Illinois, 60115 by 12:00 p.m. on Tuesday, January 21, 2025, or by e-mail to [dan.olson@cityofdekalb.com](mailto:dan.olson@cityofdekalb.com). Further information regarding the petition is available from the Community Development Department at (815) 748-2361 or on the City of DeKalb's web page at <https://www.cityofdekalb.com/1103/Public-Hearings>.

Max Maxwell, Chair

DeKalb Planning and Zoning Commission





## SPECIAL USE PERMIT PETITION

**TO:** Community Development Department of the City of DeKalb, Illinois

**FROM:** Petitioner Name(s): Cirilo Mendez Phone: 630-256-1259  
Petitioner's Representative: \_\_\_\_\_ Email: mendezmancera@hotmail.com  
Mailing Address: 2050 E. Lincoln Hwy., DeKalb, IL 60115

Property Owner: Sandra Benitez, Selina Mendez, Cirilo Mendez Phone: 630-256-1259  
Mailing Address: 2050 E. Lincoln Hwy., DeKalb, IL 60115 Email: mendezmancera@hotmail.com

1. The petitioner hereby petitions the City of DeKalb to approve a Special Use Permit for the following property:

- A. Legal Description and Parcel Number (s) – If necessary, attach the full legal description on a separate piece of paper: PIN #08-24-377-012

Legal Description - See Attached

- B. Street Address or Common Location: 2050 E. Lincoln Highway  
C. Size of Property (square feet or acres): 1.15 acres  
D. Existing Zoning: LC - Light Commercial District  
E. Proposed Special Use (as listed in the UDO): Automobile Sales  
F. Proposed Use and Description: On a separate document, describe the proposed use's characteristics. Also, indicate whether or not the proposed use would: a) Prevent development and use of neighboring property; b) impact adjacent existing and future land uses; c) impact adjacent property values; d) impact the general public's health, safety, and welfare; and e) be in conformance with all elements of the "UDO," Unified Development Ordinance

2. The petitioner hereby submits the following information:

☐ Vicinity map of the area proposed for the special use

☐ Petition fee (\$500.00)

☐ **2 full size** copies and an electronic copy of a site plan, which must show the following items (per the requirements of Article 14.03.03 of the UDO):

☐ Property dimensions

☐ Location and use of proposed structures

☐ Number and location of parking spaces and loading area. Number of required parking spaces per the UDO

☐ Location and type of landscaping (including existing trees 6" in diameter or greater and existing tree masses

☐ Location, type, and height of fencing or walls

☐ Location and width of driveways and curb cuts; internal traffic patterns

☐ Floor area (square footage)

☐ Location of exterior lighting

☐ Location, type, and height of signage

☐ Direction of storm water flow, location of detention area

(**Note to Petitioner:** A site plan for a special use permit is intended to be a schematic plan only. All plans must eventually conform to other City standards prior to the issuance of any building permits or other permits.)

3. The petitioner hereby states that a pre-application conference ☒\* was ☐ was not held with City staff prior to the submittal of this petition.

\*Date of pre-application conference: 1-21-22 and 7-18-24, 11-22-24

Those in attendance: Cirilo Mendez and City Staff

(**Note to Petitioner:** A pre-application conference with staff is highly encouraged to avoid delays and help in the timely processing of this petition.)

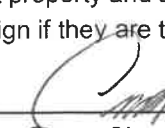
4. The petitioner hereby agrees that this petition will be placed on the Planning and Zoning Commission's agenda only if it is completed in full and submitted in advance of established deadlines.

5. The petitioner has read and completed all of the above information and affirms that it is true and correct.

  
Petitioner Signature

11-22-24  
Date

I hereby affirm that I am the legal owner (or authorized agent or representative of the owner – proof attached) of the subject property and authorize the petitioner to pursue this Special Use Permit petition as described above (petitioner must sign if they are the owner).

  
Property Owner Signature

11-22-24  
Date