

CITY OF ST. CHARLES
 TWO EAST MAIN STREET
 ST. CHARLES, ILLINOIS 60174-1984



COMMUNITY DEVELOPMENT/PLANNING DIVISION

PHONE: (630) 377-4443 FAX: (630) 377-4062

PUD PRELIMINARY PLAN APPLICATION

Received Date

CITYVIEW	
Project Name:	_____
Project Number:	_____ -PR- _____
Application Number:	_____ -AP- _____

Instructions:

To request approval of a PUD Preliminary Plan, complete this application and submit it with all required plans and attachments to the Planning Division. Normally this application will track with an application for Special Use for a PUD, unless a Special Use for a PUD has previously been granted and no amendment is necessary.

When the application is complete staff will distribute the plans to other City departments for review. When the staff has determined that the plans are ready for Plan Commission review, we will place the PUD Preliminary Plan on a Plan Commission meeting agenda.

The information you provide must be complete and accurate. If you have a question please call the Planning Division and we will be happy to assist you.

1. Property Information:	Parcel Number (s):	
	Proposed Name of PUD:	
2. Applicant:	Name	Phone
	Address	Fax
		Email
3. Record Owner:	Name	Phone
	Address	Fax
		Email
4. Billing: <i>Who is responsible for paying application fees and reimbursements?</i>	Name	Phone
	Address	Fax
		Email

Attachment Checklist

Note: The City Staff, Plan Commission, or City Council, may request other pertinent information during the review process.

- ❑ **APPLICATION:** Completed application form signed by the applicant
- ❑ **APPLICATION FEE:** Application fee in accordance with Appendix B of the Zoning Ordinance.
- ❑ **REIMBURSEMENT OF FEES AGREEMENT:**
 - An original, executed Reimbursement of Fees Agreement and deposit of funds in escrow with the City, as provided by Appendix B of the Zoning Ordinance.
- ❑ **PROOF OF OWNERSHIP and DISCLOSURE:**
 - a) a current title policy report; or
 - b) a deed and a current title search.

If the owner is not the applicant, an original letter of authorization from the owner permitting the applicant to act on his/her behalf is required. If the owner or applicant is a Trust, a disclosure of all beneficiaries; if the owner or applicant is a Partnership, a disclosure of all partners; if the owner or applicant is a Corporation, a disclosure of all owners with an interest of at least ten percent (10%).
- ❑ **LEGAL DESCRIPTION:** For entire subject property, on 8 ½ x 11 inch paper
- ❑ **PLAT OF SURVEY:**
 - A current plat of survey for the Subject Realty showing all existing improvements on the property, prepared by a registered Illinois Professional Land Surveyor.
- ❑ **SOIL AND WATER CONSERVATION DISTRICT APPLICATION:**
 - Copy of completed Land Use Opinion application as required by state law, as submitted to The Kane-Dupage Soil and Water Conservation District. <http://www.kanedupageswcd.org/>
- ❑ **ENDANGERED SPECIES REPORT:**
 - Copy of Endangered Species Consultation Agency Action to be filed with the Illinois Department of Natural Resources. <http://dnrecocat.state.il.us/ecopublic/>
- ❑ **PLANS:**
 - All required plans shall be drawn on sheets no larger than 24" x 36", unless the Director of Community Development permits a larger size when necessary to show a more comprehensive view of the project. All required plans shall show north arrow and scale, and shall be drawn at the same scale (except that a different scale may be used to show details or specific features). All plans shall include the name of the project, developer or owner of site, person or firm preparing the plan, and the date of plan preparation and all revisions.
 - Copies of Plans:**
 - Initial Submittal - Fifteen (15) full size copies, Three (3) 11" by 17", and a PDF electronic file on a CD-ROM.
 - Revision Submittal for Plan Commission - Twenty-Two (22) full size copies, Three (3) 11" by 17" and a PDF electronic file on a CD-ROM.
- ❑ **SITE/ENGINEERING PLAN:**
 - A plan or plans showing the following information:
 1. Accurate boundary lines with dimensions
 2. Existing and proposed easements: location, width, purpose

3. Streets on and adjacent to the tract: Name and right-of-way width, center line elevation, and culverts
4. Location, size, shape, height, and use of existing and proposed structures
5. Location and description of streets, sidewalks, and fences
6. Surrounding land uses
7. Legal and common description
8. Date, north point, and scale
9. Existing and proposed topography
10. All parcels of land intended to be dedicated for public use or reserved for the use of all property owners with the proposal indicated
11. Location of utilities
12. Building/use setback lines
13. Location of any significant natural features
14. Location of any 100-year recurrence interval floodplain and floodway boundaries
15. Location and classification of wetland areas as delineated in the National Wetlands Inventory
16. Existing zoning classification of property
17. Existing and proposed land use
18. Area of property in square feet and acres
19. Proposed off-street parking and loading areas
20. Number of parking spaces provided, and number required by ordinance
21. Angle of parking spaces
22. Parking space dimensions and aisle widths
23. Driveway radii at the street curb line
24. Width of driveways at sidewalk and street curb line
25. Provision of handicapped parking spaces
26. Dimensions of handicapped parking spaces
27. Depressed ramps available to handicapped parking spaces
28. Location, dimensions and elevations of freestanding signs
29. Location and elevations of trash enclosures
30. Provision for required screening, if applicable
31. Provision for required public sidewalks
32. Certification of site plan by a registered land surveyor or professional engineer
33. Geometric plan showing all necessary geometric data required for accurate layout of the site
34. Grading plans showing paving design, all storm sewers, and detention/retention facilities including detention/retention calculations) and erosion control measures
35. Utility plans showing all storm sewers, sanitary sewers, watermains, and appropriate appurtenant structures
36. Exterior lighting plans showing:
 - Location, height, intensity and fixture type of all proposed exterior lighting

- Photometric information pertaining to locations of proposed lighting fixtures

37. Typical construction details and specifications

38. Certification of site engineering plans by a registered professional engineer

39. Proof of application for Stormwater Management Permit

□ **SKETCH PLAN FOR LATER PHASES OF PUD:**

For phased PUD's, where a sketch plan is permitted, it shall include, at minimum, the following:

- General location of arterial and collector streets
- Location of any required landscape buffers
- Location of proposed access to the site from public streets
- Maximum number of square feet of floor area for nonresidential development
- Maximum number of dwelling units for residential development
- Open space and storm water management land

□ **ARCHITECTURAL PLANS:**

Architectural plans and data for all principal buildings shall be submitted in sufficient detail to permit an understanding of the exterior appearance and architectural style of the proposed buildings, the number, size and type of dwelling units, the proposed uses of nonresidential and mixed use buildings, total floor area and total building coverage of each building.

□ **TREE PRESERVATION PLAN:**

Tree Preservation Plan when required in accordance with Chapter 8.30 of the St. Charles Municipal Code. The information required for this plan may be included as part of the Landscape Plan set.

□ **LANDSCAPE PLAN:**

Landscape Plan showing the following information:

1. Delineation of the buildings, structures, and paved surfaces situated on the site and/or contemplated to be built thereon
2. Delineation of all areas to be graded and limits of land disturbance, including proposed contours as shown on the Site/Engineering Plan.
3. Accurate property boundary lines
4. Accurate location of proposed structures and other improvements, including paved areas, berms, lights, retention and detention areas, and landscaping
5. Site area proposed to be landscaped in square feet and as a percentage of the total site area
6. Percent of landscaped area provided as per code requirement
7. Dimensions of landscape islands
8. Setbacks of proposed impervious surfaces from property lines, street rights-of-way, and private drives
9. Location and identification of all planting beds and plant materials
10. Planting list including species of all plants, installation size (caliper, height, or spread as appropriate) and quantity of plants by species
11. Landscaping of ground signs and screening of dumpsters and other equipment

❑ **PUBLIC BENEFITS, DEPARTURES FROM CODE:**

A description of how the PUD meets the purposes and requirements set out in Section 17.04.400 of the Zoning Ordinance. Any requests for departures from the requirements of Title 16, “Subdivisions and Land Improvement,” and Title 17, “Zoning,” shall be listed and reasons for requesting each departure shall be given.

❑ **SCHEDULE:** Construction schedule indicating:

- a. Phases in which the project will be built with emphasis on area, density, use and public facilities, such as open space, to be developed with each phase. Overall design of each phase shall be shown on the plat and through supporting material.
- b. Approximate dates for beginning and completion of each phase.
- c. If different land use types are to be included within the PUD, the schedule must include the mix of uses to be built in each phase.

❑ **INCLUSIONARY HOUSING SUMMARY:** For residential developments, submit information describing how the development will comply with the requirements of Chapter 17.18, Inclusionary Housing, including:

- The number and rental/for sale status of Market-Rate Units and Affordable Units to be constructed including type of dwelling, number of bedrooms per unit, proposed pricing, and construction schedule, including anticipated timing of issuance of building permits and occupancy certificates.
- Documentation and plans regarding locations of Affordable Units and Market-Rate Units, and their exterior appearance, materials, and finishes.
- A description of the marketing plan that the Applicant proposes to utilize and implement to promote the sale or rental of the Affordable Units within the development; and,
- Any proposal to pay fees in lieu of providing the required Affordable Unit, per section 17.18.050.

❑ **SUBDIVISION PRELIMINARY PLAN CHECKLIST:**

If the PUD Preliminary Plan involves the subdivision of land, a completed Subdivision Preliminary Plan Checklist must be submitted. This Subdivision Checklist may reference the same set(s) of plans as the preceding checklists for Site/Engineering, Sketch Plan, Tree Preservation, and Landscape Plans, but the additional information required by the Subdivision Preliminary Plan Checklist must be included, where applicable.

❑ **APPLICATION FOR SPECIAL USE FOR A PUD:**

The application for PUD Preliminary Plan must be accompanied by an application for a Special Use for a PUD, unless the Special Use was previously granted and no amendment is needed. Documentation required for both applications need not be duplicated.

❑ **HISTORIC DESIGNATION:** Is the property a designated Landmark or in a Historic District? _____

I (we) certify that this application and the documents submitted with it are true and correct to the best of my (our) knowledge and belief.

Record Owner Date

Applicant or Authorized Agent Date

SUBDIVISION PRELIMINARY PLAN CHECKLIST

Name of Subdivision

Date of Submission

NOTE: *To properly execute this checklist:*

1. *Provide the required documentation (drawings, reports, etc.)*
2. *Indicate compliance with applicable ordinances by initialing in all spaces where applicable.*
3. *Indicate those items that the subdivider considers "not applicable" to this particular subdivision by the abbreviation "N.A."*

Format / Cover Sheet:

- ____ 1. Twenty-two copies of preliminary plan submitted;
- ____ 2. Plans are prepared on 24-inch by 36-inch sheets;
- ____ 3. Plan scale is not less than 1" to 100';
- ____ 4. Minimum profile scale is 1" to 100' horizontal and 1" to 10' vertical;
- ____ 5. A title sheet is included with each set of preliminary plans;
- ____ 6. Name of proposed subdivision is shown;
- ____ 7. Location given by town, range, section, or other legal description;
- ____ 8. Name and address of owner, trust, corporation or subdivider having control of project is shown;
- ____ 9. Name and seal of registered engineer or surveyor who prepared topographic survey is shown;
- ____ 10. Name and address of the designer of the plan is shown;
- ____ 11. North direction is shown;
- ____ 12. Date of preparation and date of revision, if any, is shown;
- ____ 13. A location map is included indicating:
 - ____ A. A scale of not less than 1" to 1000',
 - ____ B. Boundary lines of adjoining land within an area bounded by the nearest arterial streets or other natural boundaries,
 - ____ C. Use of surrounding land,
 - ____ D. Ownership of the surrounding land,
 - ____ E. Alignment of existing streets,
 - ____ F. Section and corporate lines;
- ____ 14. Boundary line of proposed subdivision is clearly shown;
- ____ 15. Total approximate acreage is shown;
- ____ 16. Existing zoning classification is indicated;

Existing Conditions:

- ___ 17. The following existing items, if within the boundaries of the subdivision, or located 100' or less outside the boundaries are shown:
- ___ A. Previously platted streets and other rights-of-way, with improvements, if any, indicating:
- 1. Location
 - 2. Widths
 - 3. Names
- ___ B. Railroad rights-of-way, indicating:
- 1. Location
 - 2. Dimensions
- ___ C. Utility rights-of-way, indicating:
- 1. Location
 - 2. Width
 - 3. Type
 - a. Sewer
 - b. Water
 - c. Gas
 - d. Telephone
 - e. Electric
 - f. Other
- ___ D. Parks and other open spaces indicating:
- 1. Location
 - 2. Area
- ___ E. Easements, indicating:
- 1. Location
 - 2. Width
 - 3. Purpose,
- ___ F. Permanent buildings and structures, indicating:
- 1. Location
 - 2. Setback lines
 - 3. Names of owners,
- ___ G. Section and corporate lines,
- ___ H. Sanitary sewers, indicating:
- 1. Location
 - 2. Size
 - 3. Manholes

- 4. Material
- 5. Invert elevations at manholes,

- ___ I. Water mains, indicating:
- 1. Location
 - 2. Size
 - 3. Material
 - 4. Valves, indicating:
 - a. Valve manhole
 - b. Valve box
 - 5. Fire hydrants and auxiliary valves,

- ___ J. Culverts, indicating:
- 1. Type
 - 2. Location
 - 3. Size
 - 4. Material
 - 5. Invert elevations,

- ___ K. Storm sewers, indicating:
- 1. Location
 - 2. Size
 - 3. Material
 - 4. Catchbasins
 - 5. Invert elevations,

- ___ L. Watercourses, indicating:
- 1. Type
 - 2. High-water and elevation
 - 3. Width of easement
 - 4. Location of easement,

- ___ M. Wetlands, indicating:
- 1. Location
 - 2. Dimensions
 - 3. FEMA floodplain
 - 4. FEMA base flood elevations;

- ___ N. Rock outcrops, indicating:
- 1. Location
 - 2. Dimensions

- ___ O. Monuments and survey markers, indicating:
- 1. Location

2. Type

___ 18. Topographic data is given in feet above mean sea level within the tract and to a distance of 100' beyond, indicating:

___ A. Existing contours at vertical levels of not more than 2',

___ B. Bench mark, indicating:

1. Location

2. Description

3. Elevation;

___ 19. Soil bearing data is given, if required by the Public Works Director, indicating:

___ A. Location of tests,

___ B. Depth of tests,

___ C. Soil bearing capacity,

___ D. Moisture content;

Proposed Conditions:

___ 20. The following proposed items, if within the boundaries of the subdivision or located 100' or less outside of the boundaries, are shown:

___ A. Layout of streets, indicating:

1. Collector streets, indicating:

a. 80' right-of-way width

b. 39' roadway width, back to back of curbs (residential)

c. 44' roadway width, back to back of curbs (industrial)

2. Minor streets, indicating:

a. 66' right-of-way width

b. 32' roadway width, back to back of curbs

3. Cul-de-sac streets, indicating:

a. 66' right-of-way width

b. 33' roadway width, back to back of curbs (residential)

c. 40' roadway width, back to back of curbs (industrial)

d. the length does not exceed 500' unless there are less than 16 lots abutting the cul-de-sac street

e. terminus is circular, or nearly so, and right of way is at least 124' in diameter

f. terminus roadway width is 91' in diameter

4. Through street shown extended to boundaries of subdivision

5. Stormwater runoff pattern on paving,

- ___ B. Names of streets:
- Not duplicating the name of any street heretofore used in the city or its environs, unless the street is an extension of any already existing street, in which case the name shall be used
- ___ C. Street improvement plan showing location of all new street improvements, including those to the centerline of previously dedicated rights-of-way abutting the subdivision, in accordance with present city standards,
- ___ D. Utility easements:
- 1. 10' at the rear of each lot and 5' on all side yards
 - 2. Purpose is indicated,
- ___ E. Centerline profiles of all streets showing gradients not less than 0.5 percent and not more than:
- 1. 5.0 percent on collector streets
 - 2. 7.0 percent on minor streets
- ___ F. Pedestrian ways, when required, indicating:
- 1. Location at approximately the center of blocks
 - 2. Width not less than 8'
 - 3. Shrub or tree hedge at side boundary lines,
- ___ G. Block layout, indicating:
- 1. Blocks do not exceed 1200' in length
 - 2. Additional access ways to parks, schools, etc., are shown in accordance with the plan commission's requirements
 - 3. Blocks fit readily into the overall plan of the subdivision, with due consideration given to:
 - a. topographical conditions
 - b. lot planning
 - c. traffic flow pattern
 - d. public open space areas
 - 4. Block numbers
 - 5. Blocks intended for commercial, industrial, or institutional use are so designated,
- ___ H. Lot layout, indicating:
- 1. Lot dimensions
 - 2. Lot areas, not less than those stipulated in the appropriate district regulations of the zoning ordinance (areas may be listed by schedule)
 - 3. Building setback lines shown and properly dimensioned
 - 4. Proposed land use
 - 5. Lot numbers
 - 6. Corner lots are sufficiently larger than interior lots to allow maintenance of building setback lines on both street frontages and still allow a buildable

width equal to that of the smallest interior lot in the block (minimum width 90')

- 7. Lots are nearly rectangular in shape as is practicable
- 8. All lots abut a publicly dedicated street for a distance not less than the minimum width of the lot
- 9. Lots are not less than 100' in depth, or 70' in width
- 10. Lot lines are substantially at right angles to the street lines and radial to curved street lines
- 11. Double frontage lots only where:
 - a. lots back upon an arterial street and front on an access street
 - b. topographic or other conditions make subdividing otherwise unreasonable
 - c. lot can be made an additional 20' deeper than average
 - d. a protective screen planting is indicated on one frontage
- 12. Lots abutting or traversed by a watercourse, drainageway, channel, or stream, indicate:
 - a. additional width and depth to provide an acceptable building site
 - b. width of easement is at least 15' wider on each side of watercourse at high-water level
- 13. Due regard for natural features, such as:
 - a. trees
 - b. watercourses
 - c. historic items
 - d. other similar conditions,

- ___ I. Areas intended to be dedicated for public use, indicating:
 - 1. Plan conforms to general development plan of the city
 - 2. Purpose
 - 3. Acreage,
- ___ J. Source of domestic water supply, indicating:
 - 1. Connection to existing water mains
- ___ K. Provision for sewage disposal, indicating:
 - 1. Connection to existing sanitary sewer mains
- ___ L. School sites, indicating:
 - 1. Location
 - 2. Dimensions
 - 3. Acreage,
- ___ M. Topographic information, indicating:
 - 1. Proposed changes in elevation, 2' minimum contours

- 2. Stormwater storage facilities
 - a. normal water level (NWL)
 - b. high water level (HWL)
 - c. emergency overflow elevation
 - d. storage volumes
 - e. overflow routes,

___ N. Sanitary sewer layout, indicating:

- 1. Location
- 2. Size
- 3. Invert elevations at manholes
- 4. Manhole locations,

___ O. Water main layout, indicating:

- 1. Location
- 2. Size
- 3. Looped pattern where practicable
- 4. Fire hydrants, spaced not more than 400' apart,

___ P. Storm sewer layout, indicating:

- 1. Location
- 2. Catch basins at not more than 600' intervals
- 3. Stormwater is not carried across or around any intersection
- 4. Surface water drainage pattern for each individual lot and block

___ Q. Street light layout, indicating:

- 1. Locations and typical street light detail, or
- 2. Statement by subdivider that street lights will be installed in accordance with city standards:

___ 21. An outline of proposed covenants accompanies the plans, indicating the intention of the subdivider to have the covenants recorded with the final plat.

A. Protection against obstruction of drainage easements;

___ 22. Typical street cross section, showing base construction, surfacing, concrete curb and sidewalk in accordance with the land improvements ordinance;

___ 23. Indication that sidewalks will be installed along all lot lines coincidental with street rights-of-way;

___ 24. Indication on drawings or by certificate that subdivider is aware of his responsibility for installation of street signs, and for seeding and tree planting in all parkways.

___ 25. Stormwater Management Report

___ A. Narrative,

___ B. Methodology,

- _____ C. Required volume and proposed volumes,
- _____ D. Existing release rate and proposed release rate,
- _____ E. Watershed and sub-watershed delineation,
- _____ F. Basin sizing calculations,
- _____ G. Release structure / restrictor design calculations.

Completed by: _____

Name

Title

Organization / Company

Reviewed _____

Name

Title

Organization / Company

**OWNERSHIP DISCLOSURE FORM
PARTNERSHIPS**

STATE OF ILLINOIS)
) SS.
KANE COUNTY)

I, _____, being first duly sworn on oath depose and say that I am a
General Partner of _____, an Illinois
(General) (Limited) Partnership and that the following persons are all of the partners thereof:

- _____ (General)(Limited) Partner

By: _____ (General)(Limited) Partner

Subscribed and Sworn before me this _____ day of
_____, 20 _____.

Notary Public

**OWNERSHIP DISCLOSURE FORM
CORPORATION**

STATE OF ILLINOIS)
) SS.
KANE COUNTY)

I, _____, being first duly sworn on oath depose and say that I am the
_____ of _____, an
(Illinois) (_____) Corporation and that the following persons are all of the shareholders
of 7% or more of the common stock of said Corporation:

_____	_____
_____	_____
_____	_____
_____	_____

BY: _____

TITLE: _____

Subscribed and Sworn before me this _____ day of
_____, 20 _____.

Notary Public

**OWNERSHIP DISCLOSURE FORM
LAND TRUST**

STATE OF ILLINOIS)
) SS.
KANE COUNTY)

I, _____, being first duly sworn on oath depose and say that I am
Trust Officer of _____, and that the following
persons are all of the beneficiaries of Land Trust No. _____:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

By: _____, Trust Officer

Subscribed and Sworn before me this _____ day of
_____, 20 _____.

Notary Public

**OWNERSHIP DISCLOSURE FORM
LIMITED LIABILITY COMPANY (L.L.C.)**

STATE OF ILLINOIS)
) SS.
KANE COUNTY)

I, _____, being first duly sworn on oath depose and say that I am
Manager of _____, an Illinois Limited Liability
Company (L.L.C.), and that the following persons are all of the members of the said L.L.C.:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

By: _____, Manager

Subscribed and Sworn before me this _____ day of
_____, 20 _____.

Notary Public

SUMMARY OF PROPOSED DEVELOPMENT



Name of Development _____

Number of years expected for build out _____

Acreage or Square Ft. Breakdown:

Area of residential development _____

Area of nonresidential development _____

Area of private open space _____

Area of stormwater ponds/basins _____

Park land dedication _____

School land dedication _____

Total Acres _____

Residential Breakdown:

Number of units

Single Family Detached: _____

Attached Single Family (Townhomes): _____

Multi-Family: _____

Other: _____

Total Dwelling Units _____

Gross Density (Total D.U./Total Residential Acres) _____

Estimated Total Population (from Park Worksheet) _____

Estimated Student Population (from School Worksheet) _____

RESIDENTIAL ZONING COMPLIANCE TABLE

Name of Development: _____

	Zoning District Requirement	Existing PUD Requirement (if applicable)	Proposed
	District:	Ordinance #:	
Minimum Lot Area			
Minimum Lot Width			
Maximum Building Coverage			
Maximum Building Height			
Minimum Front Yard			
Interior Side Yard			
Exterior Side Yard			
Minimum Rear Yard			
Yards Adjoining Major Arterials ¹			
% Overall Landscape Area			
Building Foundation Landscaping			
% Interior Parking Lot Landscape			
Landscape Buffer Yards ²			
# of Parking spaces			

¹ For purposes of this Section, Major Arterials include Randall Road, Main Street west of Randall Road, Main Street East of Tyler Road, and Kirk Road.

² Within the zoning districts specified, a Landscape Buffer Yard shall be provided along any lot line that abuts or is across a street from property in any RE, RS, or RT District. See Chapter 17.26 for planting and screening requirements for Landscape Buffers.

NONRESIDENTIAL ZONING COMPLIANCE TABLE

Name of Development: _____

	Zoning District Requirement	Existing PUD Requirement (if applicable)	Proposed
	District:	Ordinance #:	
Minimum Lot Area			
Minimum Lot Width			
Maximum Building Coverage			
Maximum Gross Floor Area per Building			
Maximum Building Height			
Front Yard			
Interior Side Yard			
Exterior Side Yard			
Minimum Rear Yard			
Yards Adjoining Major Arterials ³			
Landscape Buffer Yard ⁴			
% Overall Landscaped Area			
Building Foundation Landscaping			
% Interior Parking Lot Landscaping			
Interior Parking Lot Shade Trees			
# of Parking spaces			
Parking Stall Dimensions			
Drive-through Stacking Spaces (if applicable)			

³ For purposes of this Section, Major Arterials include Randall Road, Main Street west of Randall Road, Main Street East of Tyler Road, and Kirk Road.

⁴ Within the zoning districts specified, a Landscape Buffer Yard shall be provided along any lot line that abuts or is across a street from property in any RE, RS, RT or RM District. See Chapter 17.26 for planting and screening requirements for Landscape Buffers. Landscape Buffer Yards may include or overlap with other required yards.

SCHOOL LAND/CASH WORKSHEET

City of St. Charles, Illinois

Name of Development	_____
Date Submitted:	_____
Prepared by:	_____



Estimated Student Yield by Grades

Type of Dwelling	# of dwelling Units (DU)	Elementary (Grades K to 5)		Middle (Grades 6 to 8)		High (Grades 9 to 12)	
Detached Single Family							
➤ 3 Bedroom		DU x .369	=	DU x .173	=	DU x .184	=
➤ 4 Bedroom		DU x .530	=	DU x .298	=	DU x .360	=
➤ 5 Bedroom		DU x .345	=	DU x .248	=	DU x .300	=
Attached Single Family							
➤ 1 Bedroom		DU x .000	=	DU x .000	=	DU x .000	=
➤ 2 Bedroom		DU x .088	=	DU x .048	=	DU x .038	=
➤ 3 Bedroom		DU x .234	=	DU x .058	=	DU x .059	=
➤ 4 Bedroom		DU x .322	=	DU x .154	=	DU x .173	=
Apartments							
➤ Efficiency		DU x .000	=	DU x .000	=	DU x .000	=
➤ 1 Bedroom		DU x .002	=	DU x .001	=	DU x .001	=
➤ 2 Bedroom		DU x .086	=	DU x .042	=	DU x .046	=
➤ 3 Bedroom		DU x .234	=	DU x .123	=	DU x .118	=

Totals _____ TDU _____ TE _____ TM _____ TH

School Site Requirements

Type	# of students	Acres per student	Site Acres
Elementary (TE)		x .025	=
Middle (TM)		x .0389	=
High (TH)		x .072	=

Total Site Acres _____

Cash in lieu of requirements -

_____ (Total Site Acres) x \$240,500 (Fair Market Value per Improved Land) = \$ _____

CITY OF ST. CHARLES
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984

DEPARTMENT: COMMUNITY DEVELOPMENT/PLANNING PHONE: (630) 377-4443 FAX: (630) 377-4062

SCHEDULE OF APPLICATION FEES

DEVELOPMENTS WITHIN CORPORATE LIMITS

Type of Application	Application Fee
Appeals	\$150
Design Review	\$200
Variations	\$300
General (Text) Amendment	\$500
Zoning Map Amendments	\$500
Special Use and Amendment to Special Use	\$750
Annexation of Property	\$500
Annexation Agreement	\$500
PUD Concept Plan	none
Special Use as a Planned Unit Development (PUD)	\$1000
PUD Preliminary Plan (with or without Sketch Plan)	\$500
PUD Final Plans	\$500
Minor Change to PUD	\$200
Preliminary Plan of subdivision/resubdivision (Not a PUD)	\$500
Preliminary Plan of subdivision/resubdivision (of a parcel less than 3 acres) (Not a PUD)	\$300
Subdivision Final Engineering Plan	\$300
Final Plat (Subdivision or PUD)	\$300

DEVELOPMENTS OUTSIDE CORPORATE LIMITS (WITHIN 1 ½ MILE JURISDICTION)

Concept plan	No fee
preliminary plan of subdivision, 5 or more lots, with new public road construction	\$300
preliminary plan of subdivision, 1 to 4 lots, with new public road construction	\$200
preliminary plan of subdivision or resubdivision, 1 to 4 lots, no new public road construction	No fee
final plat	\$300

PLEASE MAKE CHECKS PAYABLE TO THE CITY OF ST. CHARLES

CITY OF ST. CHARLES
REIMBURSEMENT OF FEES AGREEMENT

City of St. Charles Acct. # _____

I. Owner:

Owner of Property: _____ Date: _____

Owner's Address: _____

Owner's Phone Number: _____

If Owner is a Land Trust, the names and addresses of the beneficiaries of the Trust:

II. Person Making Request (Petitioner/Applicant):

Name of Petitioner/Applicant: _____

Petitioner's/Applicant's Address: _____

Petitioner's /Applicant's Phone Number: _____

III. Location of Property:

General Location of Property: _____

Acreage of Parcel: _____

Permanent Index Number(s): _____

Legal Description (attach as Exhibit A)

IV. Reimbursement of Fees:

If the City determines, in its sole and exclusive discretion, that it is necessary to obtain professional services, including, but not limited to, attorneys; engineers; planners; architects; surveyors; court reporters; traffic, drainage or other consultants, and/or to incur costs related to any required notices or recordations, in connection with any Petition or Application filed by the Petitioner/Applicant, then the Petitioner/Applicant and Owner shall be jointly and severally liable for the payment of such professional fees and costs, as shall actually be incurred by the City.

The City Administrator is hereby authorized to assign the above described services to the City staff or to consultants, as they deem appropriate. When the City staff renders any services contemplated by this agreement, then in such case the City shall be reimbursed for its cost per productive work hour for each staff person providing said services.

At the time the Petitioner/Applicant requests action from the City, he shall deposit the following amounts with the City as an initial deposit to collateralize the obligation for payment of such fees and expenses:

Number of Review Items	Under 5 Acres	5-15 Acres	16-75 Acres	Over 75 Acres
1	\$1,000	\$2,000	\$3,000	\$4,000
2 or 3	\$2,000	\$4,000	\$5,000	\$7,000
4 or more	\$3,000	\$5,000	\$7,000	\$10,000

As the review proceeds, the City shall deduct incurred expenditures and costs from the funds deposited. If the remaining deposit balance falls below \$500.00, the petitioner/applicant, upon notice by the City, shall be required to replenish the deposit to its original amount. The Petitioner/ Applicant shall replenish the deposit amount within fifteen (15) days of receipt of an invoice directing the replenishment of said deposit. Failure to remit payment within fifteen (15) days will cause all reviews to cease.

A petitioner/applicant who withdraws his petition or application may apply in writing to the Director of Community Development for a refund of his initial deposit. The City Administrator may, in his sole discretion, approve such refund less any actual fees and costs, which the City has already paid or incurred relative to the Petition or Application.

Upon the failure to the Petitioner/Applicant or Owner to reimburse the City in accordance with this Agreement, no further action shall be undertaken on any Petition or Application by the Mayor and City Council, or by any other official or quasi-deliberations, the granting of any relief or approvals, and the execution or recording of any documents, until all such outstanding fees are paid in full and/or the initial deposit is restored to its full amount. Further, the City may deny any application for a grading, building or other permit if such amounts have not been paid in full.

Upon any failure to reimburse the City in accordance with this section, the City may in its discretion, apply any or all of the initial deposit to the outstanding balance due and/or elect to place a lien against any real property associated with the Petitioner/Applicant's Petition or Application. In the event such amounts are not paid in full within sixty (60) days after the date when the statement of such amounts due is delivered or deposited in the U.S. mail by the City, such amounts due shall be deemed delinquent and finance charges in accordance the City's policy for accounts receivable shall be added to the amount due until such amount due, including all delinquency charges, is received by the City. Said lien shall be in an amount equal to the outstanding amount owed to the City.

The remedies available to the City as set forth hereinabove are non-exclusive and nothing herein shall be deemed to limit or waive the City's right to seek relief of such fees against any or all are responsible parties in a court of competent jurisdiction.

Any remaining balance of funds deposited pursuant to this Agreement shall be refunded upon the later occurring of the following events: completion of City deliberation on the petition or application, recordation of all necessary documents associated with the petition or application, or issuance of a building permit upon the real property in question.

BY SIGNING BELOW, THE PETITIONER/APPLICANT AND OWNER ACKNOWLEDGE THAT EACH OF THEM HAS READ THE FOREGOING PARAGRAPHS AND EACH OF THEM FULLY UNDERSTANDS AND AGREES TO COMPLY WITH THE TERMS SET FORTH HEREIN. FURTHER, BY SIGNING BELOW, EACH SIGNATORY WARRANTS THAT HE/SHE/IT POSSESSES FULL AUTHORITY TO SO SIGN.

THE PETITIONER/APPLICANT AND OWNER AGREE THAT PETITIONER/APPLICANT AND OWNER SHALL BE JOINTLY AND SEVERALLY LIABLE FOR PAYMENT OF FEES REFERRED TO IN APPLICABLE SECTIONS OF THE ORDINANCES OF THE CITY OF ST. CHARLES, AND AS SET FORTH HEREIN.

City of St. Charles

Petitioner/Applicant

By: _____
City Administrator

Owner

Attest

Date: _____

Date: _____