

**AGENDA
CITY OF ST. CHARLES
PLANNING & DEVELOPMENT COMMITTEE
ALD. DAN STELLATO – CHAIRMAN**

**MONDAY, JULY 8, 2013 - 7:00 PM
CITY COUNCIL CHAMBERS
2 E. MAIN STREET**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. MAYOR’S OFFICE**
 - a. Recommendation to approve a Class B2 Liquor License for Puebla Modern Mexican, LLC, 51 S 1st Street, St. Charles (former Wild Monk).
- 4. ECONOMIC DEVELOPMENT**
 - a. Recommendation to approve a Resolution authorizing the Mayor and City Clerk to execute amendment to an Economic Development Incentive Agreement between City of St. Charles and St. Charles Chrysler Dodge Jeep, Inc (1611 East Main St.).
 - b. Recommendation to create a “Knowledge Based Employment Incentive Pilot Program” and utilizing such pilot program to secure The Clarke Group’s Headquarters and Research and Development facilities.
- 5. COMMUNITY DEVELOPMENT**
 - a. Discussion regarding the establishment of a Special Service Area (SSA) to fund proposed improvements in the Oaks of St. Charles Subdivision.
 - b. Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding residential driveways.
 - c. Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding amortization of nonconforming signs.
 - d. Recommendation to approve the 2013 Comprehensive Plan.
- 6. ADDITIONAL BUSINESS**
- 7. EXECUTIVE SESSION**
 - Personnel
 - Pending Litigation
 - Probable or Imminent Litigation
 - Property Acquisition
 - Collective Bargaining
- 8. ADJOURNMENT**



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve a Class B2 Liquor License for Puebla Modern Mexican, LLC, 51 S 1 st Street, St. Charles (former Wild Monk)
Presenter:	Mayor Rogina

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (7/8/13)		City Council
	Public Hearing		

Estimated Cost:		Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

This is a request for a Class B2 liquor license for Puebla Modern Mexican LLC, 51 S 1st Street, St. Charles (former Wild Monk.). Mr. Alfonso also owns Pizzeria Neo located at 31 S 1st Street as well. All paper work has been submitted and approved by the Police Department.

Attachments: *(please list)*

- Liquor License Application (front page)
- Background Check
- Site Plan
- Menu

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a Class B2 Liquor License for Puebla Modern Mexican, LLC, 51 S 1st Street, St. Charles (former Wild Monk).

<i>For office use only:</i>	<i>Agenda Item Number: 3a</i>
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For Office Use
Received: 6/17/13
Fee Paid: \$250
Receipt #

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

#



City Retail Liquor Dealer License Application (rev. 6/10) Non-Refundable

Ordinance 5.08.050.A1 Application must be completed in full Incomplete applications will be rejected

Business Type: Circle one Individual Partnership Corporation Other _____
Business Name Puesta Modern Mexican LLC Sales Tax # 4111-3128
Business Address 51 South First st Business Phone # 630-649-4100
Contact Person Tony Alfonso Title owner Phone # _____
Bassett Certification IL 27135 License Class: B2
If Corporation, Corporate Name Puesta Modern Mexican LLC
Corporation Address 51 South First st St. Charles, IL 60174
Corporate Officers, plus Manager of Establishment, Officers must include President, Vice President, Secretary and Treasurer Or Sole Proprietor

Have you had a business within the City of St. Charles under any other corporate name: Yes No
If yes, list address of business Pizzeria NEO Inc

Full Name, include Middle Initial Anthony P. Alfonso Title owner
Birth Date _____ Birthplace Parkridge Driver's License # _____ Home Phone # _____
Home Address _____

Full Name, include Middle Initial _____ Title _____
Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____
Home Address _____

Full Name, include Middle Initial _____ Title _____
Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____
Home Address _____

Full Name, include Middle Initial _____ Title _____
Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____
Home Address _____

Schedule of Annual Fees for Retail Liquor Dealer License

Class A Package Liquor Sales:

A-1 (Pkg. Stores Only)	\$1,600/year
A-2 (Pkg. Stores - Grocery/Drug)	\$1,600/year
A-3 (Gourmet Beers & Wine)	\$1,600/year
A-4 (Brewery & Sales)	\$1,600/year

Class B Predominately Food

B-1 (Small Restaurant - no holding bar)	\$1,200/year
B-2 (Holding Bar[s])	\$1,600/year
B-3 (Live Entertainment)	\$2,600/year
B-4 (Beer & Wine Only)	\$1,200/year
B-5 (Counter Service Beer & Wine Only)	\$1,200/year

Class C Predominately Liquor:

C-1 (On Premise Sales)	\$1,300/year
C-2 (Entertainment)	\$2,600/year
C-3 (Beer & Wine Only)	\$1,200/yea

Class D (Site Specific & Hotel/Motel):

D-1 (Pheasant Run)	\$4,000/year
D-2 (Hotels/Motels)	\$2,000/year
D-3 (Banquet Halls & County Clubs)	\$2,000/year
D-4 (Clubs)	\$1,000/year
D-5 (Arcada)	\$2,000/year
D-6 (Q-Center)	\$2,000/year

Class E Temporary Licenses: E-1 (Not for Profit) -\$50/day; E-2 (Special Events-Class B&C Only) -\$100/day; E-3 (Fairgrounds) -\$50/day



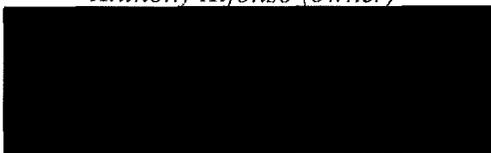
Memo

Date: 6/28/2013
To: Cmdr. Gatlin
From: Ofc. B. Tynan #35378
Re: Liquor License Background – 51S. 1st St. – Puebla Modern Mexican LLC

The purpose of this memo is to document the background investigation of Puebla Modern Mexican pursuant to its application for a Class B-2 liquor license.

Applicant

Anthony Alfonso (owner)



- Anthony Alfonso is a citizen of the United States. He does possess a valid Illinois driver's license [REDACTED]. He has one contact with this department – a civil matter/unwanted subject on 120411 at Pizzeria Neo (31 S. 1st St.) which he also owns.
- On June 28, I spoke with Anthony Alfonso over the phone. Because of schedule conflicts I was not able to meet with him at the restaurant space. He stated he has taken over the space at 51 S. 1st St. (formerly Wild Monk – 6,040 sq. ft.), and plans to open a Mexican restaurant sometime in August, 2013. Alfonso currently owns Pizzeria Neo (31 S. 1st St.) and Pizzeria Neo (47 E. Chicago Ave., Naperville) He currently holds a liquor license for both of those locations.
- Alfonso stated there will be some minor, cosmetic work completed inside the location, such as new paint and new, Mexican tile, but he does not intend to seek a permit for any work. The layout will remain the same as Wild Monk. He stated the menu will consist of upper-end Mexican cuisine (moderately priced). He plans to hire between 45 and 50 employees. He would like to open no later than September 1st. He stated he guessed he would have approximately \$4,000 worth of alcohol on hand daily once he opened. Currently, there is no alcohol at the location.
- Alfonso plans to serve beer, wine and liquor. He plans to have four to five beers on tap as well as margaritas.

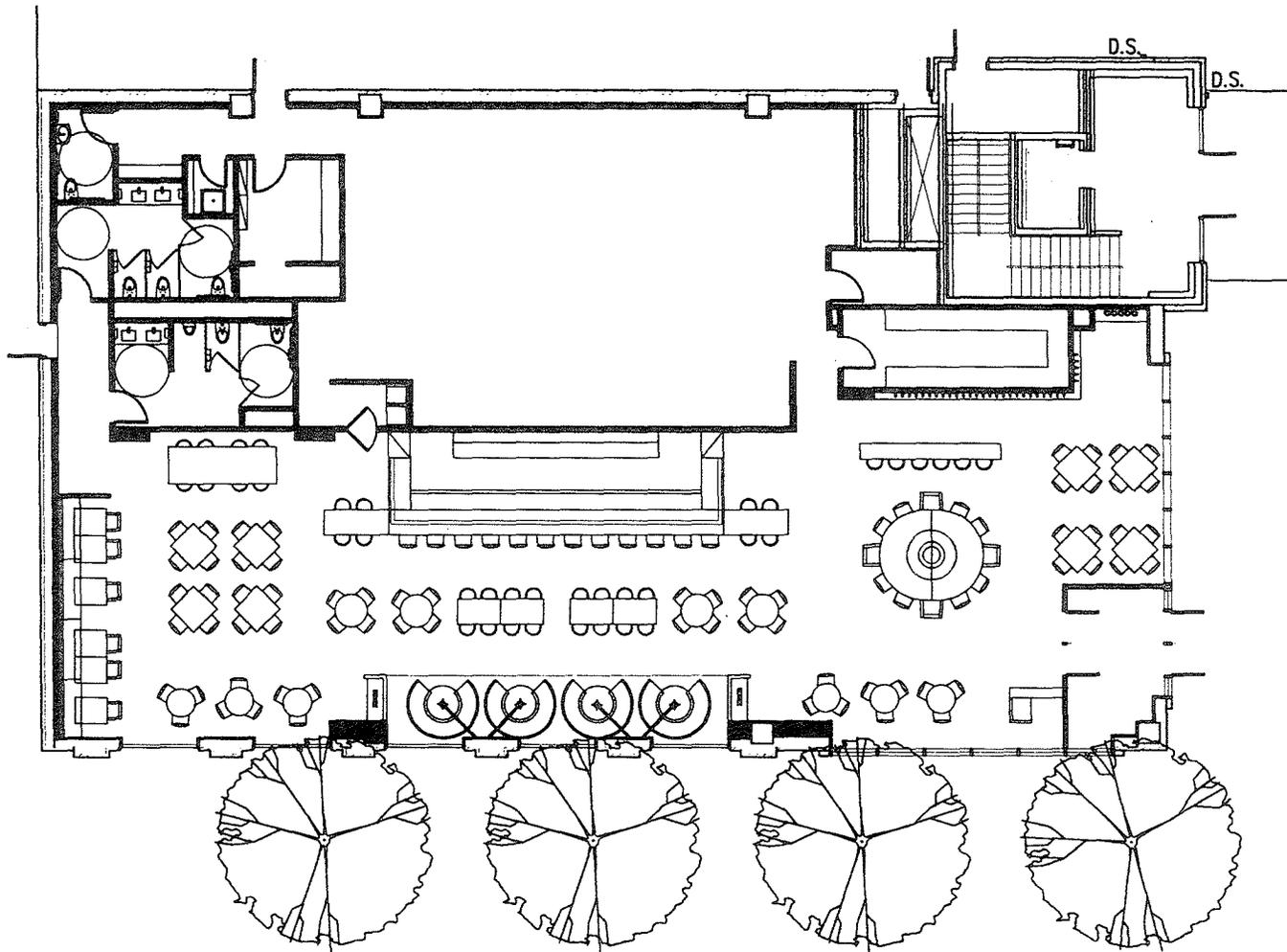
gc
6/28/13

Alfonso stated he has completed his BASSET certification (not included in this packet), and intended to fax that certification to the city administrator's office. I advised him that any employees who he intends to have serve or dispense alcohol must be BASSET certified, and a copy of their certificates must be provided to the city. He stated he understood.

- A lease agreement is attached, as is a certificate of liability insurance (DuKane Financial Services – Geneva).
- The criminal history of this applicant is pending receipt of conviction from the Illinois Bureau of Identification.

This concludes this background investigation.

wbt



S | D
 SIMONE DEARY DESIGN GROUP
 605 NORTH MICHIGAN AVENUE, SUITE 301
 CHICAGO, ILLINOIS 60611
 TEL: (312) 274 0806 FAX: (312) 274 0707

PROJECT NAME: WILD MONK - ST. CHARLES		DRAWING TITLE: FURNITURE PLAN		ASK-100
PROJECT ADDRESS:	SCALE: 3/32 = 1'-0"	DATE: 02-09-2012	DRAWN BY: CC/AM	
			PROJECT: 12002	

WILD MONK - done for Puebla Mexican LLC

SALSAS

single 9.5 pair 12.5 trio 14.5

tradicional

tomatillo pico de galo, jalapeno ganic, key-lime, cilantro

elote

grilled corn, epazote, pico de gallo
grilled serrano, rampo, queso fresco

mango

jicama, chipote, pico de galo

poblano

potatoes, roasted poblano
tomatillo, pico de galo
epazote chorizo

pina

pickled pineapple, thyme, tomato
charred jalapeno, scallions

toreado

sauteed chile serrano garlic
oregano, tomato, pico de galo

GUACAMOLES

single 12.5 pair 20.5 trio 27.5

callo

bay scallops, grape, mint
tomatillo pico de galo, red onion
key lime-habanero broth

camaron

shrimp, pico de gallo cama
pinaapple lemon-guallo broth
crispy tortilla strips

dorado

mahi mahi, grilled asian pear
tamarine-chipotle broth
crispy antain strips

mixto

octopus, shrimp, mahi mahi
tomatillo pico de galo
passion fruit-serrano broth

SOPES EN ENSALADA

chipotle

roasted tomatillo, pioncillo
pickled chipote, roasted garlic

tomatillo

grilled tomatillo, chile serrano
garlic, onion, cilantro

chile de arbol

grilled tomatillo, garlic, onion

BOTANAS

corn masa quesadillas 12

chihuahua & cexace cheeses, corn
roasted poblano, zucchini
tomatillo salsa, creme fresce

ceucle 13.5

crispy beer battered rock shrimp
bibb lettuce, jicama, cucumber
tomatillo salsa

flautas 12

crispy rolled tortillas, chicken tinge, black bean hash, tomatillo salsa, creme fresca

albondigas 12.5

beef & pork rice meatballs
requeson cheese, corn polents
chipotle-tomato sauce

queso fundido 12.5

baked chihuahua & caxace cheeses
corn tortillas
choice of wild mushrooms shrimp or chorizo

TACOS

four tacos per order with homemade corn tortillas or substitute tortillas for bibb letuce

arabe

chipotle-piloncillo, garec pork belly,
orange pickled onion, crispy shalots

carne asada

grilled skirt steak, potato poblano rajas,
avocado-tomatillo creme, crispy manotego

pescado

sauteed tilapia, poblano-tomatillo mojo
avacado

estilo baja

crispy beer-battered mahi mahi
chipotle oil, mexican style coleslaw

hongos

wild mushroom, tomato sofrito
queso fresco, salsa rojo, crispy potato
roasted pepper

el pastor

lemon-poached lobster, grilled ramps
pea hash, jalapeno-butter emuision
chicharron

camarion

shrimp, potato poblano rajas, avacado-
tomatillo creme, crispy manotego

charizo

michoacan-style braised pork,
chile ce arbo, coleslaw, toasted peanuts

pollo

chicken al carbon, avocado,
corn, salsa verde, queso fresco

barbacoa

goat, chile guajillo vinagrette

PLATOS FUERTES

chile relleno 22.5

stuffed poblano, scallops, shrimp
octopus, chihuahua & caxace cheeses
roasted tomato salsa

pollo a mole poblano 18.5/28.5

chile morita, chile arbor crustec
chicken, pantain rice

tampiquena 26.5

rosemary-marinated skirt steak, caramalized brussel sprouts, pork belly
potato-poblano rajas

enchiladas 22.5

shrimp, creamy tomato sauce
chihuahua & caxace cheeses

pescado a la taila 28.5

grilled marinated red snapper
mexican coleslaw, chipotle vinagrette

 ST. CHARLES SINCE 1834		AGENDA ITEM EXECUTIVE SUMMARY					
		Title:		Recommendation to approve a Resolution authorizing the Mayor and City Clerk to execute amendment to an Economic Development Incentive Agreement between City of St. Charles and St. Charles Chrysler Dodge Jeep, Inc. (1611 East Main St.)			
		Presenter:		Chris Aiston			
<i>Please check appropriate box:</i>							
	Government Operations				Government Services		
X	Planning & Development (7/8/13)				City Council		
Estimated Cost:		NA		Budgeted:		YES	NO
If NO, please explain how item will be funded:							
Executive Summary:							
<p>On August 20, 2012, the City of St. Charles entered into an economic development incentive agreement with St. Charles Chrysler Dodge Jeep, Inc., supporting the dealership's initiative to establish a fleet sales enterprise in St. Charles through purchasing additional property at Tyler Road and Production Drive and making certain improvements to said property and at its existing dealership on East Main Street.</p> <p>Per the agreement, the aforesaid "certain improvements" include constructing a parking lot on Lot 1 of the Tyler-Production Subdivision. Since the agreement was executed, however, the dealership has determined that the subject parking lot would be better placed on Lot 2 in this subdivision. By doing so, Lot 1, located at the southeast corner of Tyler Road and Production Drive, will become available for a potential, higher and better use (e.g., a new commercial or office building). From an economic development perspective, staff sees the merit to and would recommend this proposed change.</p> <p>The dealership has submitted the required plans to undertake the parking lot construction on Lot 2 of Tyler-Production Subdivision, and staff is reviewing said plans accordingly. However, the City must first approve an amendment to the original agreement to release the dealership from its obligation to build the parking lot on Lot 1 and allow for the lot to be built on Lot 2. No other terms of the original agreement are affected by this proposed amendment and shall remain in force.</p>							
Attachments: <i>(please list)</i>							
Resolution; First Amendment to Agreement; Plat of Subdivision depicting Lots 1 and 2							
Recommendation / Suggested Action <i>(briefly explain):</i>							
Recommendation to approve a Resolution authorizing the Mayor and City Clerk to execute amendment to an Economic Development Incentive Agreement between City of St. Charles and St. Charles Chrysler Dodge Jeep, Inc. (1611 East Main St.).							
<i>For office use only</i>		Agenda Item Number: 4a					

**City of St. Charles, Illinois
Resolution No. _____**

**A Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to
Execute a Certain First Amendment to Agreement –
St. Charles Chrysler Dodge Jeep, Inc.**

**Presented & Passed by the
City Council on _____**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Clerk be and the same are hereby authorized to execute that certain Agreement, in substantially the form attached hereto and incorporated herein as Exhibit “A”, by and on behalf of the City of St. Charles.

Presented to the City Council of the City of St. Charles, Illinois this ____ day of _____, 2013.

Passed by the City Council of the City of St. Charles, Illinois this ____ day of _____ 2013.

Approved by the Mayor of the City of St. Charles, Illinois this ____ day of _____, 2013.

Mayor Raymond P. Rogina

ATTEST: _____

City Clerk

COUNCIL VOTE:

Ayes: _____

Nays: _____

Abstain: _____

Absent: _____

FIRST AMENDMENT TO
AGREEMENT

THIS FIRST AMENDMENT TO AGREEMENT (the "First Amendment") is made and entered into as of the ____ day of _____, 2013, by and between the City of St. Charles, Kane and DuPage Counties, Illinois, an Illinois municipal corporation (the "City") and Al Piemonte Cadillac, Inc., d/b/a St. Charles Chrysler Dodge Jeep, Inc., an Illinois corporation (the "Company"; the City and the Company being sometimes hereinafter referred to individually as "Party" and collectively as the "Parties").

RECITALS

WHEREAS, the City and the Company have previously entered into an Agreement dated _____, 2012, (the "Original Agreement"); and

WHEREAS, the Original Agreement provided that Company would construct the Project (as defined therein) as described in Exhibit "B" attached to the Original Agreement; and

WHEREAS, said Exhibit "B" shows the Project being constructed on Lot 1 of Additional Site (as defined therein); and

WHEREAS, the Company now desires to construct the Project on Lot 2 of the Additional Site, rather than on Lot 1; and

WHEREAS, the City is willing to agree to such change pursuant to the terms and condition set forth herein.

NOW, THEREFORE, in consideration of the foregoing recitals and the covenants and conditions hereinafter set forth, and for other good and valuable consideration, the adequacy and sufficiency of which the Parties hereby stipulate, the Parties hereby agree as follows:

Section 1. Incorporation of Recitals. The foregoing recitals are material to this First Amendment and are hereby incorporated into and made a part of this First Amendment as though they were fully set forth in this Section 1, and this First Amendment shall be construed in accordance therewith.

Section 2. Integration of First Amendment. The provisions of this First Amendment shall be deemed by the Parties to be fully integrated into the Original Agreement. The Original Agreement shall remain in full force and effect except to the extent that it is expressly modified by the terms of this First Amendment. Should any provision of the Original Agreement conflict with any provision of this First Amendment, the provisions of this First Amendment shall control.

Terms capitalized in this First Amendment and not otherwise defined herein shall have the meanings ascribed to those terms in the Original Agreement. Terms defined and capitalized herein shall have the meanings ascribed to those terms in this First Amendment and, to the extent such terms are also defined terms in the Original Agreement, the definitions of those terms as herein provided shall be deemed to control the interpretation of those terms in the Original Agreement.

Section 3. Modifications to Original Agreement. The description of the Project attached to the Original Agreement as Exhibit “B” is hereby modified and replaced with the description attached to this First Amendment as Exhibit “A” attached hereto and incorporated herein.

Section 4. Severability. If any provision, covenant, agreement or portion of this First Amendment, or its application to any person, entity or property, is held invalid, such invalidity shall not affect the application or validity of any other provision, covenant, agreement or portion of this First Amendment and, to that end, all provisions, covenants, agreements or portions of this First

Amendment are declared to be severable.

Section 5. Counterparts. This First Amendment may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands, and the City its seal, as of the date and year first written above.

CITY OF ST. CHARLES, an Illinois
municipal corporation

By: _____
Mayor

ATTEST:

City Clerk

AL PIEMONTE CADILLAC, INC., d/b/a St.
Charles Chrysler Dodge Jeep, Inc., an Illinois
corporation

By: _____

ATTEST:

Secretary

STATE OF ILLINOIS)
) SS.
COUNTY OF KANE)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that Raymond Rogina, Mayor of the City of St. Charles, and Nancy Garrison, City Clerk of said City, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as such Mayor and City Clerk, respectively appeared before me this day in person and acknowledged that they signed and delivered said instrument as their own free and voluntary act, and as the free and voluntary act of said City, for the uses and purposes therein set forth; and said City Clerk then and there acknowledged that she, as custodian of the corporate seal of the City of St. Charles, did affix the corporate seal of said City to said instrument, as her own free and voluntary act and as the free and voluntary act of said City, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this _____ day of _____, 2013.

Notary Public

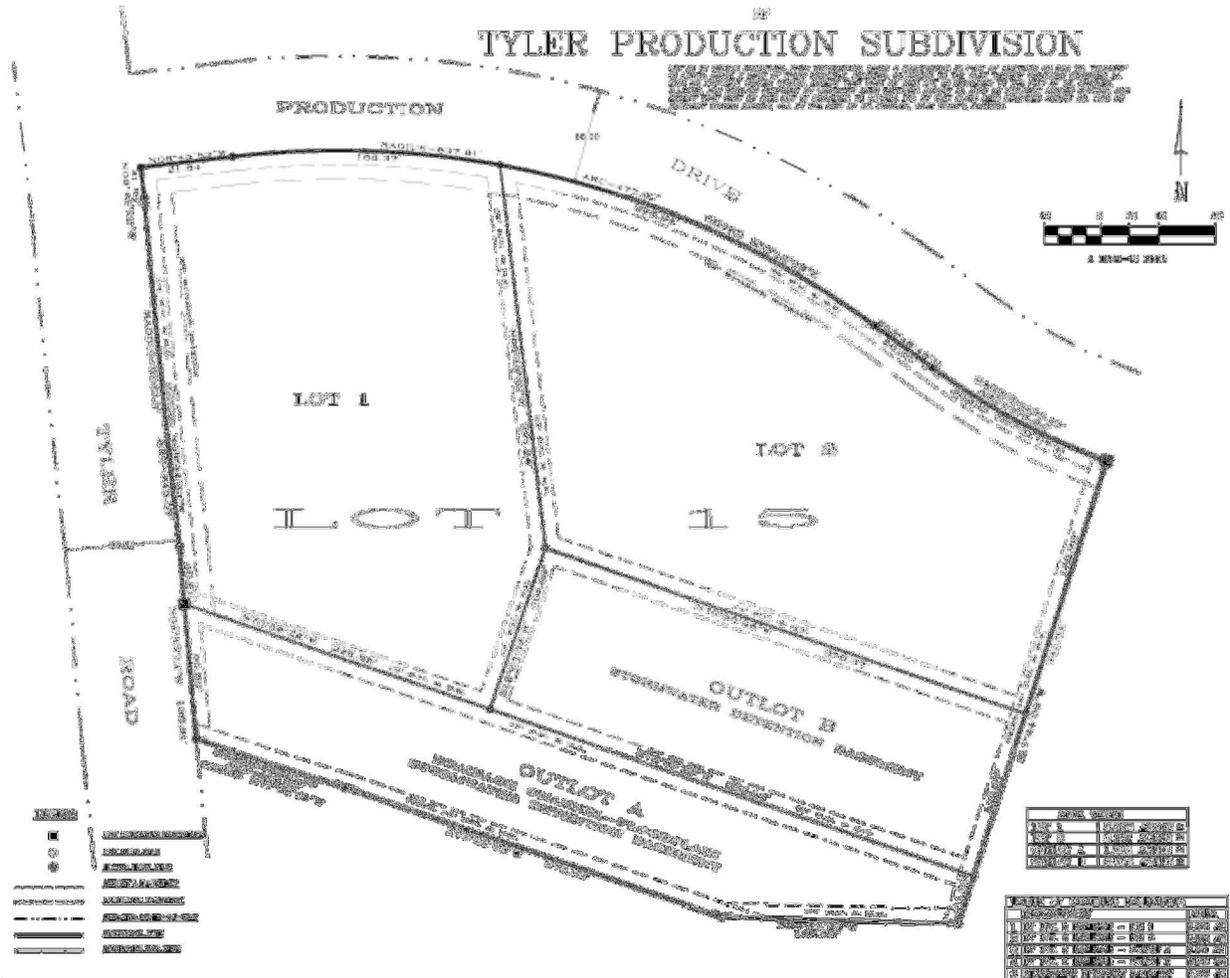
STATE OF ILLINOIS)
) SS.
COUNTY OF KANE)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that _____, _____ of Al Piemonte Cadillac, Inc. and _____, _____ of said company, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as such _____ and _____, respectively appeared before me this day in person and acknowledged that they signed and delivered said instrument as their own free and voluntary act, and as the free and voluntary act of said company, for the uses and purposes therein set forth; and said _____ then and there acknowledged that he, as custodian of the seal of said company, did affix the seal of said company to said instrument, as his own free and voluntary act and as the free and voluntary act of said company, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this _____ day of _____, 2013.

Notary Public

FINAL PLAN OF SUBDIVISION
 OF
 TYLER PRODUCTION SUBDIVISION



Symbol	Description
[Solid line]	Subdivision Boundary
[Dashed line]	Proposed Easement
[Dotted line]	Proposed Encroachment
[Thick solid line]	Proposed Right-of-Way
[Thin solid line]	Proposed Utility
[Double solid line]	Proposed Fencing
[Wavy line]	Proposed Wetland

Lot	Area (Acres)	Area (Sq. Ft.)
LOT 1	1.25	54,000
LOT 2	1.10	47,600
LOT 15	1.30	56,700
OUTLOT A	0.15	6,500
OUTLOT B	0.20	8,700

Lot	Area (Acres)	Area (Sq. Ft.)
LOT 1	1.25	54,000
LOT 2	1.10	47,600
LOT 15	1.30	56,700
OUTLOT A	0.15	6,500
OUTLOT B	0.20	8,700
TOTAL	4.00	168,000



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to create a “Knowledge Based Employment Incentive Pilot Program” and utilizing such pilot program to secure The Clarke Group’s Headquarters and Research and Development facilities
Presenter:	Chris Aiston

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (7/08/13)		City Council

Estimated Cost:	\$275,000 Max. over 5 years	Budgeted:	YES		NO	X
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If NO, please explain how item will be funded:
 Cost shall be allocated in the future FY14-15 through FY18-19 budgets

Executive Summary:

The Clarke Group is a third generation, family-owned, international business specializing in mosquito control products and services. Clarke is considering relocating its headquarters and research and development facilities from Roselle and Schaumburg, respectively. It has narrowed its site selection process to two sites: Ames, Iowa and St. Charles (675 Sidwell Ct.). The proposed relocations will result in 71 new jobs (average salary of \$80,000) immediately and 15 additional positions created in the first five years after occupancy (average salary of \$60,000). Clarke anticipates a total capital investment to acquire and occupy the property to be \$4,000,000.

Staff is recommending the City create a pilot business attraction program, specifically designed to attracting high technology business enterprises and increasing the City’s knowledge-based employee count. In accordance with State Statutes, the City may offer direct grants to businesses for economic development purposes. Under this authority, staff has negotiated a five-year, site selection incentive program with Clarke, based on actual employee count (only positions with salaries of \$50,000+ annually). Recognizing consumer behavior patterns show that, where possible, persons spend the bulk of their disposable household income within reasonable proximity to where they reside, staff is further proposing a bonus payment be made to Clarke (years 2-5, only) for each position (and internship) filled by a person either residing in St. Charles or close proximity thereto.

Attachments: *(please list)*

Proposed terms of incentive program (incl. example for illustration purposes); NIU CGS Economic Impact Study; Map of Site; and Background into The Clarke Group

Recommendation / Suggested Action *(briefly explain):*

Recommendation to create a “Knowledge Based Employment Incentive Pilot Program” and utilizing such pilot program to secure The Clarke Group’s Headquarters and Research and Development facilities.

<i>For office use only</i>	<i>Agenda Item Number: 4b</i>
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Knowledge-based Employment Incentive Pilot Program. We are proposing an incentive pilot program that commits the City to paying the company for creating employment in St. Charles, establishing the following:

- a. A value for each of the total number of jobs (FTE) with annual salaries of \$50,000 or greater at the St. Charles facility;
- b. A bonus value for each of the above described jobs that is filled by a person residing within defined boundary surrounding the City of St. Charles corporate boundary;
- c. An additional bonus value for each of the above described jobs that is filled by a person that resides within the St. Charles corporate boundary itself;
- d. An additional bonus value for each paid intern position that is filled by a person that resides within the St. Charles corporate boundary itself; and
- e. A maximum amount to be paid to the company in employment incentives on an annual basis and over the entire five year period.

In accordance with subparagraph (a.) above, the value to be paid by the City for each such job is as follows: Year 1: \$1000; Year 2: \$750; Year 3: \$500; Year 4: \$250; and Year 5: \$250.

In accordance with subparagraph (b.) above, the value to be paid by the City as a bonus for each such job filled by a person residing within five miles of the City of St. Charles is as follows: Year 1: \$0; Year 2: \$250; Year 3: \$250; Year 4: \$250; and Year 5: \$250.

In accordance with subparagraph (c.) above, the value to be paid by the City as a bonus for each such job filled by a person residing within the City of St. Charles itself is as follows: Year 1: \$0; Year 2: \$750; Year 3: \$750; Year 4: \$750; and Year 5: \$750. This bonus would be on top of bonus described in subparagraph (b.).

In accordance with subparagraph (d.) above, the value to be paid by the City as a bonus for each paid intern position filled by a person residing within the City of St. Charles itself is as follows: Year 1: \$100; Year 2: \$100; Year 3: \$100; Year 4: \$100; and Year 5: \$100.

In accordance with subparagraph (e.) above, the maximum amount the City will pay the company in a given year is as follows: Year 1: \$80,000; Year 2: \$65,000; Year 3: \$50,000; Year 4: \$50,000; and Year 5: \$50,000. Further, the maximum amount of money the City of St. Charles shall pay the company under this incentive pilot program over the five-year term is \$275,000. Below is a possible payout scenario for the purpose of illustration.

The Clarke Group - Knowledge-based Employment Incentive City of St. Charles Proposed Program

<u>Incentive Description</u>	<u>Y1</u>	<u>Y2</u>	<u>Y3</u>	<u>Y4</u>	<u>Y5</u>
Knowledge-based Employment Incentive = Total paid for each job with annual salary of \$50K or greater	\$1,000	\$750	\$500	\$250	\$250
Proximity Bonus = Total paid for each job with annual salary of \$50K or greater and filled by a person residing outside of City but within defined boundaries	\$0	\$250	\$250	\$250	\$250
City Resident Bonus = Total paid for each job with annual salary of \$50K or greater and filled by a City of St. Charles resident	\$0	\$750	\$750	\$750	\$750
Intern Bonus = Total paid for each paid internship filled by a City of St. Charles resident attending, in good standing, high school or college	\$100	\$100	\$100	\$100	\$100

Possible Scenario	<u>Y1</u>	<u>Y2</u>	<u>Y3</u>	<u>Y4</u>	<u>Y5</u>	Five Year Totals
Relocated Positions (cum.)	71	71	71	71	71	
New Positions (cum.)	7	15	15	15	15	
No. of Employees outside proximity	74	78	75	70	65	
No. of Employees w/in proximity (not in City)	2	4	6	10	14	
No. of Employees w/in City	2	4	5	6	7	
Interns residing w/in City boundaries	25	25	25	25	25	
Knowledge-based Payout	\$78,000	\$64,500	\$43,000	\$21,500	\$21,500	\$228,500
Proximity Bonus Payout	\$0	\$1,000	\$1,500	\$2,500	\$3,500	\$8,500
City Resident Bonus Payout (Paid on top of Proximity Bonus Payout)	\$0	\$4,000	\$5,000	\$6,000	\$7,000	\$22,000
Intern Bonus Payout	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
Total Incentive Payout	\$80,500	\$72,000	\$52,000	\$32,500	\$34,500	\$271,500

The Economic Impact of “Project Mercury” on the Chicago Metro Area



Prepared for the
City of St. Charles, Illinois



NORTHERN ILLINOIS UNIVERSITY
**Center for
Governmental Studies**
Outreach, Engagement, and Information Technologies

Final Report (not for public distribution)
June, 2013

This document was prepared by Brian Harger, Research Associate at the Center for Governmental Studies, Northern Illinois University, on behalf of the City of St. Charles, Illinois. Questions regarding the content of this report should be directed to Mr. Harger at 815-753-0934 or bharger@niu.edu. For more information on the Center for Governmental Studies, please visit our website at www.niucgs.org.

The findings and conclusions presented in this report are those of the author alone and do not necessarily reflect the views, opinions or policies of the officers and/or trustees on Northern Illinois University.

Introduction

The Center for Governmental Studies (CGS) at Northern Illinois University completed an analysis of the estimated impact of the proposed consolidation of the “Project Mercury” existing administrative and R&D operations in Schaumburg and Roselle, Illinois and their relocation to St. Charles, Illinois. The Company is a global environmental products and services company that specializes in mosquito control and aquatic services to help prevent disease, control nuisances and create healthy waterways. It currently employs 95 of its 155 employees at three suburban Chicago facilities: the administrative offices in Roselle, a research and development (R&D) facility in Schaumburg, and manufacturing operations in Roselle.

The Company plans to consolidate the administrative and R&D operations and relocate them to a single facility that will also allow for future expansion of operations and employment. The Company has identified two options for the relocation and expansion. The first involves the leasing and renovation of an existing facility in St. Charles, Illinois. The second involves the consolidation of both operations at a site in Ames, Iowa near Iowa State University. The relocation will affect 71 current employees and the addition of 15 employees within one year of the consolidation.

The following analysis is intended to illustrate the current and possible future contribution of these operations to the greater Chicago metropolitan area¹ and what may be lost if the Company decides to relocate out of state. Because of the concentration of population and economic activity in this region, it is assumed that business spending and employee household spending are disbursed over a broad area and the consolidation of operations in St. Charles would not result in any corresponding relocation of employees or suppliers. It represents the estimated impact resulting from the employment and related business and household spending that already exists within the region, the new jobs that the Company expects to add if they consolidate operations in St. Charles, as well as the impact of the Company’s investment in the facility renovations over the next two years.

The analysis consists of two parts. The first deals with the impacts of operations of the facility in terms of employment, output (sales), and value-added (employee compensation, rent, taxes, and profit paid or earned, etc.). These are assumed to be annually recurring impacts as long as employment and other factors remain stable. The second involves estimating the one-time impacts generated by the Company’s expenditures on facility renovation or construction.

The economic impact of the retention and expansion of the administrative and R&D operations of “Project Mercury” were based on the following assumptions:

- The Company will relocate 71 administrative, professional and technical employees from the existing facilities in Roselle and Schaumburg to the St. Charles facility in 2013. The estimated employee compensation (including benefits) is \$6.14 million.
- The Company will create 15 new positions in 2014 with estimated annual employee compensation (including benefits) of \$874,000.

¹ For the purposes of this study, the Chicago metropolitan area is defined as Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties.

- Analysis for the Company operations was based on the North American Industrial Classification Code (NAICS) 541712 (Environmental research and development laboratories or services), which is the finest level of detail available.
- The Company expects to spend \$600,000 in facility renovation costs over the next two years; \$300,000 in 2013 and \$300,000 in 2014.
- Analysis for the facility renovation was based on the North American Industrial Classification Code (NAICS) 236220 (Addition, alteration and renovation, commercial and institutional buildings) which is the finest level of detail available.
- The baseline information for this analysis was provided by the Company's business consultant and City economic development officials.

Economic Impact Analysis

The economic activity of an industry is linked with other industries in the general economy. Employment and payroll figures only illustrate a portion of the importance of an industry or individual facility to the local economy. Indirect effects in the regional economy are created by the project's purchases of goods and services such as office supplies, accounting services and marketing materials. Induced effects result from the Company's employees spending their income in the local economy. Additional impacts result from businesses-to-business purchases of goods and services such as fuel, food, equipment and services from other local and regional firms. These purchases lead to further inter-industry activities that represent the indirect impact.

Multipliers

Input-output analysis generates estimates of indirect economic impacts commonly referred to as "multiplier effects." Multiplier effects measure the impacts on output, income, and employment that result from an increase in final demand. An increase in final demand (an additional dollar of output or employee compensation, or one additional job in the sector) results in a total increase in output, value-added, or employment in the economy equal to its multiplier. That is, multipliers estimate the amount of direct, indirect, and induced effects on income or employment that result from each additional dollar of output, additional job, and additional dollar of employee compensation in a sector.

Part 1: Impact of Company Operations

Below is a summary of the economic impacts of the operations of the "Project Mercury" that will be affected by the proposed consolidation and relocation of their Roselle and Schaumburg facilities (Figure 1). If these operations are retained in the Chicago metro area, then the direct and indirect impacts would continue to benefit the regional economy. In addition, the Company's expansion would stimulate additional economic activity in the region as illustrated in Figure 2.

Figure 1.
Estimated Impacts of “Project Mercury” Retention (2013)

Chicago Metro Area	Direct	Indirect	Total
Employment	71	84	155
Output (\$millions)	\$15.8	\$12.3	\$28.1
Value-added (\$ millions)	\$9.7	\$7.6	\$17.3
- Employee Compensation (\$ millions)	\$6.1	\$4.1	\$10.2

Source: IMPLAN, 2011.

Figure 2.
Estimated Impacts of “Project Mercury” Expansion (2014)

Chicago Metro Area	Direct	Indirect	Total
Employment	15	16	31
Output (\$millions)	\$3.4	\$2.3	\$5.7
Value-added (\$ millions)	\$1.7	\$1.4	\$3.1
- Employee Compensation (\$ millions)	\$0.9	\$0.8	\$1.7

Source: IMPLAN, 2011.

Summary of Employment Impacts

The relocation and consolidation of the Company’s operations in St. Charles will retain 71 current employees. Indirect employment of 84 jobs will also be created or supported in the region as a result of the Company’s operations. The expansion of Company operations in St Charles will create 15 jobs in 2014. The indirect employment impact will result in creation or support of 16 jobs in other sectors of the regional economy (Figure 3).

Figure 3. Indirect Employment Impacts of "Project Mercury" Retention and Expansion

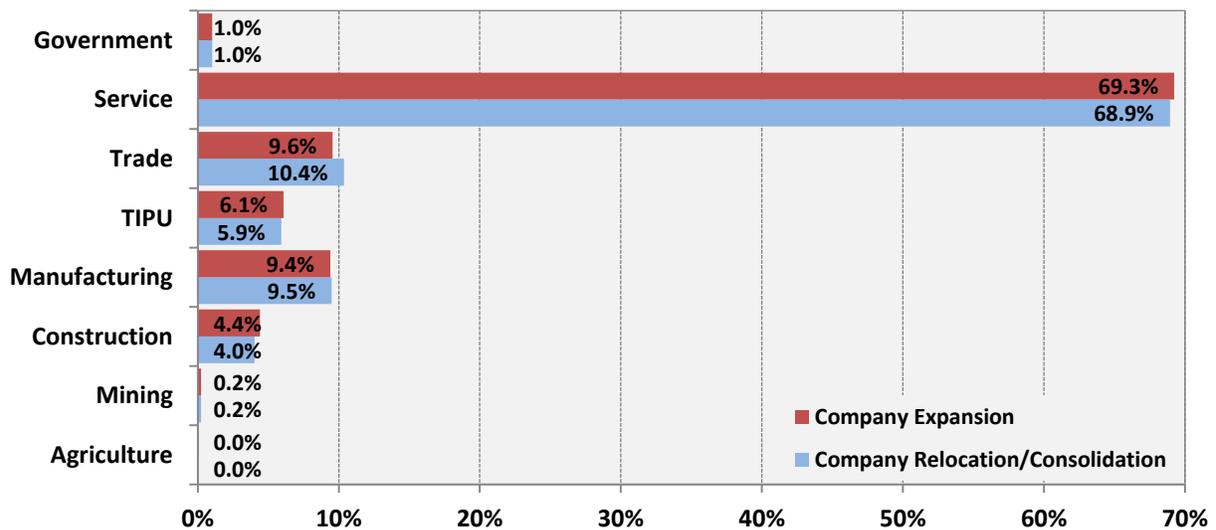
Chicago Metro Area Industry Sector	Company Retention (71 Jobs)	Company Expansion (16 Jobs)
Agriculture	0	0
Mining	0	0
Construction	4	1
Manufacturing	2	0
Transportation, Information and Public Utilities	3	1
Wholesale and Retail Trade	14	2
Services	61	12
Government	1	0
Total Indirect Jobs	84	16

Note: Figures made not added because of rounding.
 Source: IMPLAN, 2011.

Summary of Output Impact

Output is used as a measure of overall industry productivity and represents the value of an industry’s business activities including sales. The retention of Company operations is projected to generate \$28.1 million in direct and indirect economic activity (sales and output) in the Chicago metro area annually, \$15.8 million in direct and \$12.3 million in indirect. The expansion of operations in St. Charles will create an additional \$3.4 million in direct output and \$2.3 million in indirect output in other sectors of the regional economy (Figure 4).

Figure 4. Indirect Output Impacts by Industry Sector



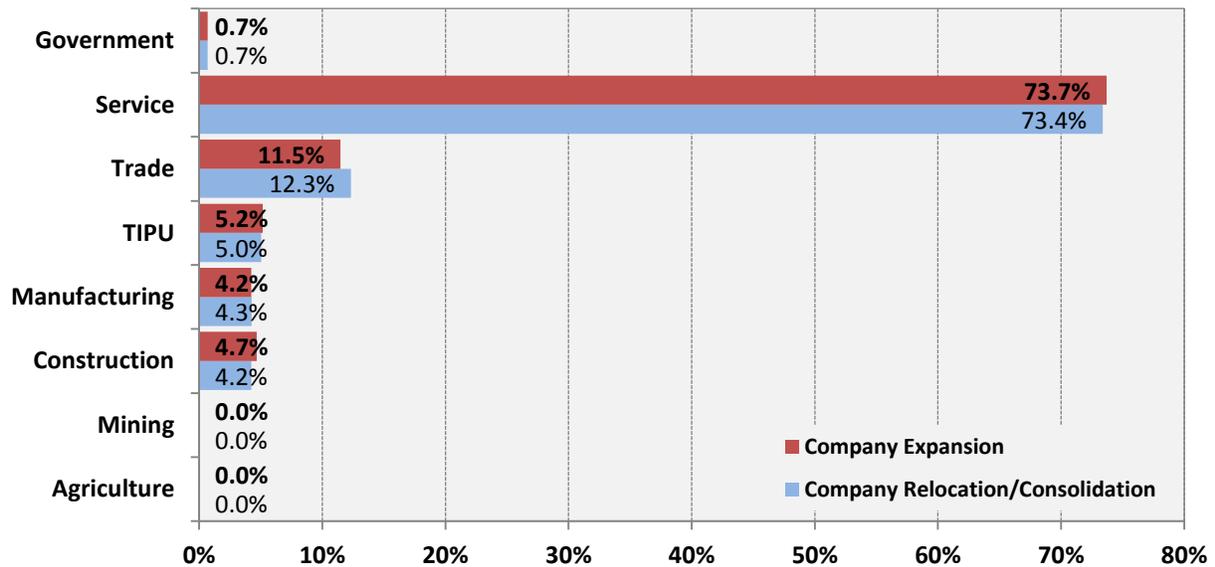
Source: IMPLAN, 2011.

Summary of Value-Added and Employee Compensation

Value-added is a measure of the contribution to the regional economy made by an individual business, industry or institution. It includes employee compensation, rent, interest, taxes, and profit paid or earned.

Keeping the Company's present operations in the region will retain approximately \$17.3 million in value-added in the region, of which \$9.7 million is generated directly by the Company operations with an additional \$7.6 million in indirect impacts on other industries. The proposed expansion of operations will generate an additional \$3.1 million in value-added; \$1.7 million generated directly by Company operations and \$1.4 million in indirect impacts on other industries (Figure 5).

Figure 5. Indirect Value-Added Impacts by Industry Sector



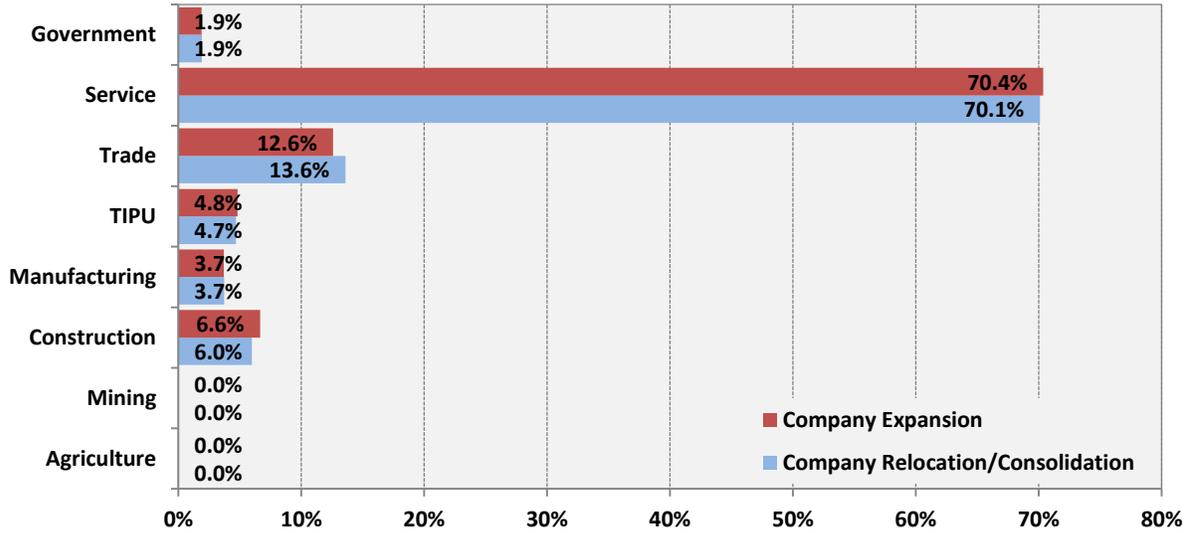
Source: IMPLAN, 2011.

Employee Compensation is an important component of value-added reflecting the total payroll cost of the employee paid by the employer. This includes, wage and salary, all benefits (e.g., health insurance, pensions) and employer paid payroll taxes (e.g. employer side of social security, unemployment taxes).

Direct and indirect employment by the Company will result in annual employee compensation of \$10.2 million being paid by regional employers; \$6.1 million of this comes directly from the Company itself, with an additional \$4.1 million generated indirectly by other industries in the region. The expansion of operations in St. Charles will generate an additional \$874,000 in direct

employee compensation, with an additional \$773,000 in indirect employee compensation being generated in other industry sectors (Figure 6).

Figure 6. Indirect Employee Compensation Impacts by Industry Sector



Source: IMPLAN, 2011.

Part 2: Impact of Facility Construction/Renovation

The economic impacts of business operations differ from capital investment projects in that company operations are assumed to be recurring so long as employment, output and spending remain stable, whereas the impacts of construction projects are experienced during a defined period of time. The Company plans to lease an existing facility in St. Charles Illinois and will spend approximately \$600,000 over two years (\$300,000 per year) on renovations. Below is a summary of the projected economic impacts of the planned construction spending in 2013 and 2014 (Figures 7 and 8).

Figure 7.
Estimated Impacts of "Project Mercury" Facility Renovation (2013)

Chicago Metro Area	Direct	Indirect	Total	Multiplier
Employment	2	2	4	1.54
Output (\$millions)	\$0.3	\$0.2	\$0.5	1.68
Value-added (\$ millions)	\$0.2	\$0.1	\$0.3	1.63
- Employee Compensation (\$ millions)	\$0.15	\$0.05	\$0.2	1.42

Source: IMPLAN, 2011.

Figure 8.
Estimated Impacts of "Project Mercury" Facility Renovation (2014)

Chicago Metro Area	Direct	Indirect	Total	Multiplier
Employment	2	2	4	1.53
Output (\$millions)	\$0.3	\$0.2	\$0.5	1.68
Value-added (\$ millions)	\$0.2	\$0.1	\$0.3	1.63
- Employee Compensation (\$ millions)	\$0.15	\$0.05	\$0.2	1.42

Source: IMPLAN, 2011.

Summary of Indirect Impacts

- The Company's renovation expenditures are expected to create or support the equivalent of 2 jobs per year on the construction industry during the two year duration of the project. In addition, it will create or support the equivalent of 2 jobs per year in the other industry sectors; 1 in wholesale/retail trade and 1 in the services sector.
- The expenditure of \$300,000 per year on the renovation will stimulate additional output in other industries. The sectors most affected by these indirect impacts of about \$200,000 per year will be services (66%), wholesale and retail trade (14%), and manufacturing (12%).

- The Company's spending on the renovation project will stimulate contribute an additional \$320,000 per year to the regional economy (value-added); \$196,000 comes directly from the project which in turn will generate \$124,000 in other industry sectors. The sectors most affected by these indirect impacts will be services (71%), wholesale and retail trade (17%), and manufacturing (6%).
- Employee compensation, an important component of value-added, is expected to increase by an additional \$219,000 in per year in the region as a result of the project. Approximately \$154,000 will come directly from the project with \$65,000 paid to workers in other affected industries. The sectors most affected by these indirect impacts will be services (70%), wholesale and retail trade (19%), and manufacturing (4%).

Appendix

To understand the full effect that a firm or industry has on the economy, including its impact on other sectors, input-output analysis is employed. Input-output analysis is based on the principle that industries are interdependent. One industry purchases inputs from other industries and households (i.e., labor) then sells its output to other industries, households, or the government. Additional induced impacts occur when workers involved in direct and indirect activities spend their wages on consumer goods produced or sold in the region and local economy. Therefore, economic activity in one sector impacts other sectors.

Direct Economic Impacts are created by the operations of the facility itself or of a particular project (such as building construction or renovation), primarily the employment, payroll, and local expenditures.

Indirect Economic Impacts refer to additional jobs and payroll created in the surrounding economy as a result of the purchase of inputs by the facility. This might be goods such as food, office supplies and computer equipment or services such as accounting and legal services.

Induced Economic Impacts are the additional impact that results from the employees spending their income in the local economy.

For reporting purposes, the indirect and induced impacts are commonly combined into a single figure and reported as indirect impacts. This is the case in this report. All discussion of indirect impacts includes both the induced and indirect impacts as discussed above.

The economic variables referred to in this report are as follows:

Employment (Jobs) For the purposes of this analysis an employee is defined as a person that enters into an agreement with an enterprise which may be formal or informal, with a business to perform work in return for compensation in cash or in kind. In IMPLAN, jobs are equivalent to the annual average of monthly jobs in that industry (the same definition used by Quarterly Census of Employment and Wages, the Bureau of Labor Statistics, and the Bureau of Economic Analysis nationally). Thus, 1 job lasting 12 months = 2 jobs lasting 6 months each = 3 jobs lasting 4 months each. A job can be either full-time or part-time.

Output represents the value of an industry's production. For manufacturers this would be sales plus or minus any change in inventory. For service sectors production it would be analogous to sales. For retail and wholesale trade, output equals gross margin.

Value-Added is a measure of the study area's economic output similar to "Gross Domestic Product" or "GDP". It represents the difference between the value of goods and services purchased as production inputs and the value of the goods and services produced.

Employee Compensation is a component of the value-added variable and represents the total payroll cost of the employee paid by the employer. It includes wage and salary; all benefits (health insurance, retirement, etc.), and employer paid payroll taxes (employers portion of social security, unemployment insurance, etc.).

Principal Investigator

The principal investigator on this project was Brian Harger. He is an economic development practitioner, researcher and analyst with over 20 years' experience. His current work focuses on effective practice, project feasibility, applied research and policy studies in economic development, industry occupational cluster analyses, comprehensive planning and development strategies (CEDs), and the economic impacts of universities and community colleges. Recent projects include assessment of regional economic development opportunities in Northwest Illinois, identifying demographic and economic benchmarks, and designing and implementing a new regional economic development web portal.

Previous career experiences included the development and management of local and regional economic development research programs to support business recruitment and retention efforts; delivering technical assistance to public and private sector clients including local and regional economic development and planning organizations, chambers of commerce, small business development centers and corporations; participation in business recruitment and retention programs; creating publications and websites in support of local and regional economic development efforts, including manufacturers and organized labor directories, available site and building databases, demographic profiles, retail trade area analyses, and economic development newsletters.

Mr. Harger holds a Bachelor of Arts degree in Geography from the University of Northern Iowa, and a Master of Science degree in Economic Development from the University of Southern Mississippi. He also holds an Economic Development Finance Professional (EDFP) certification through the National Development Council.

Brian's professional associations include the Council for Community and Economic Research, International Economic Development Council, Illinois Development Council, Strategic and Competitive Intelligence Professionals and the Mid-Continent Regional Science Association.

His research interests include industry targeting economic impacts analyses, competitive intelligence, retail market analysis, economic gardening (entrepreneurship as a development strategy), and local economic development planning and implementation.

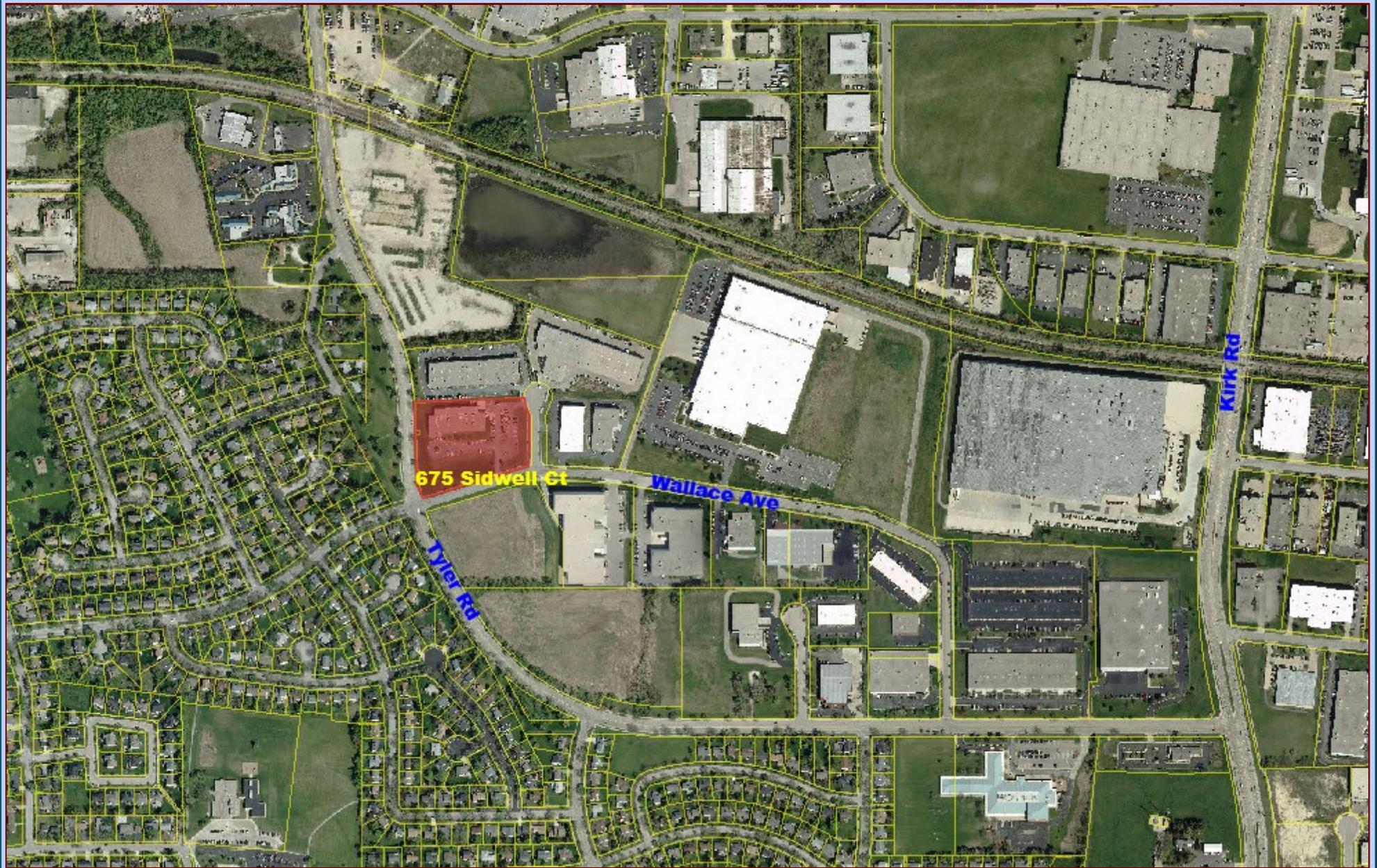


City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

Prospective The Clarke Group Site

RAYMOND ROGINA Mayor
BRIAN TOWNSEND City Administrator



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
Printed on: June 27, 2013 03:25 PM



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675 Sidwell Ct.

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AGENDA ITEM EXECUTIVE SUMMARY

Title:	Discussion regarding the establishment of a Special Service Area (SSA) to fund proposed improvements in the Oaks of St. Charles subdivision.
Presenter:	Christopher Tiedt

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (7/8/13)		City Council

Estimated Cost:	\$0.00	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

The Oaks Subdivision (located near IL 31 and Roosevelt Street) was originally constructed in the 1970's and has private streets and other privately owned infrastructure. At the time when this subdivision was constructed, there were very few requirements relating to stormwater management and therefore stormwater detention was not constructed as part of the original development.

Representatives from the Oaks Townhome Owner's Association (TOA) have approached the City requesting the establishment of a Special Service Area (SSA) to fund rehabilitation and improvement of the streets, sidewalks, storm sewer and stormwater management system within the subdivision.

A Special Service Area (SSA) is a contiguous area within a municipality or county in which special government services or improvements are funded by revenues collected from taxes levied or imposed upon properties within that area.

Our legal counsel has advised staff that the formation of a SSA to fund these private improvements is feasible if the Townhome Owner's Association granted comprehensive easements that allow the public to utilize these improvements and also gave the City the right to maintain the roads and other improvements if the Association failed to do so.

A petition in support of the establishment of a SSA that has been signed by a majority of the homeowners has also been submitted to the City.

All City costs associated with this project are anticipated to be reimbursable through the established SSA.

Attachments: *(please list)*

- The Oaks of St. Charles Storm Water Management Project (SWMP) report
- Minutes from Special Meeting of the Oaks of St. Charles Townhome Owners Association
- Preliminary Plan of proposed improvements

Recommendation / Suggested Action *(briefly explain):*

Discussion regarding the establishment of a Special Service Area (SSA) to fund proposed improvements in the Oaks of St. Charles subdivision.

<i>For office use only:</i>	<i>Agenda Item Number: 5a</i>
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The Oaks of St. Charles
Storm Water Management Project (SWMP)
Report to City Council

BACKGROUND:

The Oaks of St. Charles, a community of townhouses that was authorized by City Ordinance 1967-Z-36 as a multi-family portion of the Fox Glade development, is the oldest development of its kind in the City of St. Charles. Most of the buildings were completed in the mid 70's, in the Tudor-style architecture that has become a landmark for the city's southern entrance along Route 31.

The development followed the approved City standards of the day with respect to public utilities. At that time, there was no storm water management ordinance nor were there any requirements for detention as there are today. Such requirements were made uniform throughout Kane County in 1999. Storm water was managed in The Oaks by a system of drainage swales and small pipes installed to collect downspout and sump pump discharge water. This water eventually found its way to the private street, White Oak Circle, or a small creek along the northern boundary from where it flowed into the city storm sewer system along the west side of, and under, Route 31 and into the Fox River.

PROBLEM:

As years passed, the siltation from decorative, but eroding, berms installed by the developer dramatically and imperceptibly compromised the effectiveness of the original drainage swales. Consequently, more and more residents in the Oaks have observed drainage problems they never experienced before. Instances of storm water in basements and garages have been experienced. Simply stated, the storm water is not being managed as efficiently as it should be.

In 2008, attempts were made to provide quick remedies to some of the isolated problems that became emergencies. But in August of 2009 the Oaks Board took up the challenge to address the drainage problems through a more comprehensive planning process. A team of professionals was selected to seek long-term solutions, and consists of civil engineers, environmental consultants and landscape architects. Their collaboration has resulted in soon-to-be-approved final engineering and landscaping plans where utilization of best management practices has been the goal.

After polling the residents and identifying the extent of remediation required, it became evident there will be a lot of devastation to the area during construction. But the restoration from the ravages of construction will also provide many options to make The Oaks an even more attractive community within the City.

Storm water runoff has been a nemesis. Reducing the amount of point discharge of storm water (by about 10%) has been an early goal and one very worthy to pursue. It is proposed that the private street, White Oak Circle, will be narrowed to a width of 23 feet. After providing the City Fire Marshall an *Autoturn* plot (a computer-generated drawing showing the tracking of the largest fire truck in use by the fire department), the Fire Marshall has given a green light on the pavement reduction and reconfiguration.

The engineering staff of the City of St. Charles has been involved evaluating design strategies for quite some time. In addition to volume of water being managed, another concern for storm water is the quality of it when it leaves The Oaks. By connecting downspouts and sump pump discharges into the new system, water quality will be greatly improved simply by not allowing it to traverse the surface as it presently does. Severe erosion along the east and north sides of The Oaks, after 35 years, has washed away much topsoil. That, by itself, frustrates efforts to stabilize vegetation in such areas. But the bigger consequence, that can be better controlled, is the particulate matter that stays suspended until the water reaches a calmer environment downstream and is eventually deposited in the Willowgate development and finally, into the Fox River. To arrest the problem of further erosion, plans provide for terracing in several strategic locations to minimize the effects of erosion from The Oaks.

The terracing will introduce construction activities very close to the brown fence that presently borders Route 31. The existing fence will need to be removed to facilitate the construction of the terracing and a detention basin, after which, the fence will be replaced. Because the setback requirements for fencing have changed since 1968, the replacement will need to be located more than 10 feet from the present location. But, since there is a 24" city storm sewer approximately 9 to 12 feet from the existing fence, sixteen (16) feet will be left between the new fence and Route 31. This area will be planted with appropriate vegetation.

In addition to rebuilding the street, due to the excavations, many sidewalks will also need to be replaced as a consequence of connecting underground drains for downspouts and sump pumps. Since every driveway will be crossed with the new drain lines, resurfacing (or reconstruction) of driveways must also be done. The ADA non-compliant sidewalk to the clubhouse is another potential upgrade.

PROPOSED SOLUTION:

After nearly five years of preparation for the planning and development of final designs, the point has been reached to put in place the ultimate funding mechanism for the project. All ongoing maintenance in the Oaks has taken priority for funding. This project is too large and complex to be paid with monthly assessments and it cannot be done effectively in stages. It has been concluded that the establishment of a Special Service Area (SSA), with the issuance of construction bonds, is an effective financing tool that will provide the most advantageous means of paying for this very important community upgrade. There seems to be no downside to a levy being added to homeowner real estate tax bills for the next 15-20 years to repay a bond issue. This approach has widespread appeal to our homeowners.

The Oaks Declaration of Covenants provides that the Board must seek and receive authority from a majority of the homeowners to file a petition with the City requesting the establishment of the SSA. Four separate informational meetings on the Storm Water Management Project (SWMP) have been conducted after which, a general membership meeting was held where 57 out of 75 units were represented. The Board received an affirmation of support for the SWMP and SSA by 52 of the 57, or from nearly 92% of our membership in attendance. In addition to this vote, a petition in support of the SWMP and the proposed SSA has been circulated. As a result, 83 out of a possible 120± homeowners and electors (nearly 69%) have signed the petition in support of the establishment of the SSA. During the informational meetings, a consensus of homeowners questioned why street lighting was not included in the SWMP. Since street lighting is also a typical public purpose, it has been added to the project as well.

Charles A. Radovich, a local municipal attorney, has been retained as the Board's attorney on the SSA project and has emphasized the importance of having located a prospective purchaser of the bonds, as well as a clear showing of support for the project from within the Oaks homeowners. He has also contacted key principals from Chapman & Cutler and Speer Financial to test and confirm the appropriateness of SSA funding for the SWMP. For an SSA to be formed and bonds to be issued, the SWMP must meet certain "Public Purpose" criteria. SSA funds can only be used for services "pertaining to the government and affairs of the City of St. Charles", such as storm water management, street lighting, street paving, and sidewalks; they cannot be used on roofing, siding, painting, and such other private purposes that a municipality would not normally provide. Therefore, The Oaks proposes to grant additional easements to the City in order to provide public access to White Oak Circle, which is currently a privately maintained street, and to any other area on which construction will take place. In the next couple weeks final plan approval and approximate cost estimates for the project are expected. With the assistance of the city staff, the July 8th meeting of the Planning and Development Committee meeting is targeted for consideration of The Oaks' petition.

CONCLUSION:

With the authority derived by the Board through consent of the membership to move forward, The Oaks is ready to do so and heartily requests your support for the establishment of **The Oaks Special Service Area**.

John Thornhill, Chairman,
Oaks SWMP Committee

6-19-2013

**Special Meeting of the Oaks of St. Charles Townhome Owners Association
to
Approve a Special Service Area for the Storm Water Management Plan**

Board of Directors President Gene Belmonte opened the meeting at 2:30pm on May 25, 2013 with an overview of the need for a Storm Water Management Plan (SWMP) for the Oaks and why a Special Service Area (SSA) is needed.

Gene (U28) stated that low monthly assessments over the years led to a lack of funds sufficient to maintain the buildings and grounds leading to the use of special assessments (SAs) to fund the recent building renovations. We could do the building renovations over years, he said, but the streets, sidewalks, and storm water modernizations will need to be done over a much shorter time period. Which means we will need to generate more funds in less time than we did with the building renovations. By defining the Oaks as a SSA, with the blessing of the city, we can sell municipal bonds relatively quickly to pay the contractors, but pay off those bonds via our real estate (RE) taxes over 15 to 20 years.

Frank Esposito (U64), Vice-President of the Oaks Board and co-chair of the SWMP Committee, addressed the assembly explaining in more detail why the work and the SSA are needed (see Attachment 1). Frank then invited questions from the homeowners (HOs) present.

Stan LeMaire (U12R) – What effect would this added tax have on my RE bills since my RE taxes are frozen? Frank said that he wasn't sure but he would check. Stan asked if there would be a special assessment next year. Frank stated that we still have a building of six units and the clubhouse to complete so, yes, there would be one but not as large as this year's. Stan then asked when the SSA taxes would take effect. Frank said it depends on how soon we can get the SSA approved and sell the bonds. If in a few months and can get some money this year, it would show up on the 2014 RE tax bill. If later, not until the 2015 RE tax bill.

Barbara Olszewski (U18R) – What would the city's financial responsibility be? Frank said they would have no financial responsibility; only easements to service the sewer lines. John Thornhill (U44) added that the city will be involved in the planning and inspections of the work.

Virginia Maloney (U60) – Will White Oak Circle still be a private street? John said no, but a "No Outlet" sign could be installed.

Barbara Olszewski (U18R) – How will the tax assessment be determined? John said it will be based on the equalized assessed value of the property.

Marilyn Kaiser (U19) – How much will the added tax be? Frank said based on the bank estimates we have now between \$1200 and \$1400/year for 20 years to raise \$1.4M. We expect to be able to do better than this as we solicit other sources.

Sandy Rice (U32) – Do the Oaks HOs get to vote on the how much the taxes will be raised? Frank, no. Gene added that, if you think the SSA is the best way to get the job done, approve it by voting "yes" on the ballot you have. The taxes will be in the ballpark that we have stated.

Michael Richards (U49) – Even if we have both a rise in taxes and a SA in 2014, it still will be less than the original SAs.

Jake Wasinger (U77) – The taxes will go up for one year? Frank said no, for 15 to 20 years depending on the length of the bond issue.

Dick Janis (U61) – What percent of the HOs are needed to approve the SSA? Frank said the majority of 20% of the HOs. Dick said the problem is that I'm now still paying off two SAs and next year there might be the RE tax increase and another SA. We need a breather of a couple of years with no SAs or tax increases. Frank said the Board's job is to do the will of the HOs and that means to do what we need to do to maintain the Oaks property.

Barbara Olszewski (U18R) – Why do we need to decide today? Can't we wait until you have firm numbers for the amount of tax increase we're facing? Frank said if we postpone the decision any longer, we will surely have to wait until next year to start. We think we have the highest numbers in hand now and we will work to get them lower in the coming days.

Roger Tilbrook (U86) – The interest rates will only go up in the coming months; we need to get it done.

Ben Lusted (U46) – Will the monthly assessment be going down? Frank said we will need to build up our reserves. We have been using them to keep the cost of the SAs down. Once we have a plan to build them up, we'll see what we can do about the monthly assessment.

There being no more questions, Frank asked if someone would make a motion to approve the SSA for the SWMP. Marilyn James (U75) moved the following resolution:

I move to authorize the Oaks Board to:

1. proceed with the Storm Water Management Project (SWMP)
2. work with City officials to establish an Oaks Special Service Area (SSA)
3. expand rights of access to White Oak Circle similar to public streets
4. grant City easements over drainage areas where work is performed
5. prepare a petition and obtain signatures in favor of SWMP and an SSA

Frank asked for a second to the above motion. Carol Patterson (U58) seconded the motion to authorize the Board to proceed with the SWMP.

The vote was taken by paper ballot (see Attachment 2) with the result that the motion passed by a vote of 52 YES and 5 NO (91% YES), including absentee ballots.

Respectfully submitted,

James A. Bachman (U70)



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding residential driveways

Staff: Russell Colby

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (7/8/13)		City Council

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

In October 2006, the City adopted new regulations in the Zoning Ordinance for driveways for single and two family residential properties. Regulations enacted in 2006:

- Driveway width at the property/right-of-way line is set at a maximum of 24 ft. This standard had been in place in other areas of the City Code since 1997. However, the 2006 regulations did not specify whether more than one driveway access was allowed per lot. Staff interpreted this to mean that more than one driveway is allowed, provided the combined width of all driveways does not exceed 24 ft.
- Pavement coverage in the required front yard area is set at a maximum of 25% for a single driveway or 50% for a circular driveway with two access points. Regardless of the pavement coverage, all residential properties are entitled to at least a 16 ft. width driveway in the front yard. (This is an issue primarily for smaller lots in older neighborhoods, where 25% results in a very narrow driveway).

In practice, staff has encountered issues with the regulations, particularly when a homeowner wishes to replace an existing driveway that is considered non-conforming based on the above restrictions. To address this issue, staff proposes the following amendments:

1. Clarify that two access points are allowed for circular driveways, each up to 18 ft. The extent of the driveway on the lot itself will continue to be regulated based on the percentage of front yard pavement coverage. This will enable existing circular driveways in larger lot residential zoning districts to be reconstructed similar to what is common today in areas such as Woods of Fox Glen, Persimmon Woods, and Royal Fox.
2. Provide that all residential properties are at least entitled to a driveway width of 18 ft. (instead of 16 ft.). This is a more reasonable width to accommodate two cars parked next to each other.
3. Increase the allowable front yard pavement coverage for three-car front loaded garages to 33% to reflect existing conditions in neighborhoods where three-car front loaded garages are common.

Plan Commission Recommendation:

On July 2, 2013, the Plan Commission recommended approval of the General Amendment as presented in the staff report. The Commission discussed limiting the application of amendment #3 to either existing driveways only or specific zoning districts where three-car front loaded garages are common, but this was not included in their recommendation.

Attachments: *(please list)*

Staff Report
Application for General Amendment

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding residential driveways.

For office use only:

Agenda Item Number: 5b

Community Development
Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



Staff Report

TO: Chairman Daniel P. Stellato
and Members of the Planning & Development Committee

FROM: Russell Colby, Planning Division Manager

RE: Application for a General Amendment to Title 17 of the City Code (Zoning Ordinance)
regarding Residential Driveways

DATE: June 27, 2013

I. GENERAL INFORMATION

Project Name: General Amendment for Residential Driveways

Applicant: City of St. Charles

Purpose: Modify driveway width regulations for single and two family residential properties to clarify requirements and reflect existing conditions.

II. BACKGROUND

In October 2006, the City adopted new regulations in the Zoning Ordinance for driveways for single and two family residential properties. The regulations were created as a part of the 2006 Zoning Ordinance rewriting process. Previously, the City did not regulate the portion of residential driveways located on private property. The new regulations were intended to control aesthetics by limiting excessively large driveways in front yards with the goal of preserving neighborhood character.

Regulations enacted in 2006:

- Driveway width at the property/right-of-way line is set at a maximum of 24 ft. This standard had been in place in other areas of the City Code since 1997. However, the 2006 regulations did not specify whether more than one driveway access was allowed per lot. Staff interpreted this to mean that more than one driveway is allowed, provided the combined width of all driveways does not exceed 24 ft.
- Pavement coverage in the required front yard area is set at a maximum of 25% for a single driveway or 50% for a circular driveway with two access points. Regardless of the pavement coverage, all residential properties are entitled to at least a 16 ft. width driveway in the front yard. (This is an issue primarily for smaller lots in older neighborhoods, where 25% results in a very narrow driveway for a 50 or 60 ft. wide lot.)

In practice, staff has encountered issues with the regulations, particularly when a homeowner wishes to replace an existing driveway that is considered non-conforming based on the above restrictions.

III. PROPOSAL

To address this issue, staff proposes the following amendments:

- Clarify that two access points are allowed for circular driveways, each up to 18 ft. The extent of the driveway on the lot itself will continue to be regulated based on the percentage of front yard pavement coverage. This will enable existing circular driveways in larger lot residential zoning districts to be reconstructed similar to what is common today.
- Provide that all residential properties are at least entitled to a driveway width of 18 ft. (instead of 16 ft.). This is a more reasonable width to accommodate two cars parked next to each other and is a more functional width for a two-car garage.
- Increase the allowable front yard pavement coverage for three-car front loaded garages to 33% to reflect existing conditions in neighborhoods where three-car front loaded garages are common.

IV. ANALYSIS

Driveway Width Standards in Nearby Communities

Staff surveyed nearby communities to determine if their restrictions on residential driveways were significantly different from St. Charles. The findings are listed in the table below.

	Geneva	Batavia	Elgin	Illinois Department of Transportation Standard
Maximum driveway width at property line	24 ft. max.	14 ft. if garage is 45 ft. set back from property line; otherwise 18 ft. max.	24 ft. max. 32 ft. for 3-car garage	24 ft. max 12 ft. min.
Circular Driveways	Permitted by code at width of 24 ft. each; generally not approved by City.	Permitted, reviewed on a case-by-case basis.	Not permitted.	

Circular Driveways in St. Charles

Unlike other neighboring municipalities, St. Charles has a number of large lot residential neighborhoods where circular driveways were commonly built when the properties were initially developed.

Staff analyzed driveway width in neighborhoods where circular drives are common. Circular driveways are common in residential estate districts (RE-1 and RE-2 – Woods of Fox Glen, Persimmon Woods, Persimmon Fields, Thornley on the Fox) and can be found in isolated locations in some suburban residential districts (RS-1 and RS-2 – Royal Fox, Aintree, Hunt Club, Red Gate). The proposed 18 ft. width for each access point would accommodate most existing conditions. The existing restrictions on pavement coverage will continue to effectively limit which individual lots can accommodate a circular driveway.

Driveways for Three-Car Front-Loaded Garages

St. Charles has a number of neighborhoods where three-car front loaded garages are common, including Kingswood, Charlemagne, Hunt Club, Majestic Oaks, Artesian Springs, and Red Gate.

Staff found only a small number of driveways for three-car front loaded garages that exceed 24 ft. at the property line, and of these driveways, the increased width is minimal (no more than 28 ft.). However, many of these existing driveways approach or exceed the maximum front yard coverage of 25%. In the future, if these driveways are reconstructed, due to a combination of narrow lot width and short front yard building setbacks, it may be difficult to create a driveway wide enough to effectively access three garage bays without exceeding the 25% limitation. Increased pavement coverage of 33% specifically for three-car front-loaded garages would accommodate most existing conditions.

V. DRAFT AMENDMENT

Existing Text: Yard Coverage

17.24.070 Design of Off-Street Parking Facilities

All off-street parking facilities shall comply with the following standards:

A. Setbacks

2. No access drive shall cover more than twenty-five percent (25%) of the front or exterior side yard in which it is located, except that circular driveways serving one and two family dwellings may cover a) up to fifty percent (50%) of the front yard, if both access points intersect with the front lot line, b) up to fifty percent (50%) of the exterior side yard, if both access points intersect with the exterior side lot line or c) up to twenty-five percent (25%) of the total area of the front and exterior side yards, if one access intersects the front lot line and the other intersects the exterior side lot line.

Notwithstanding this limitation on lot coverage for access drives, one driveway up to 16 feet wide generally perpendicular to the street is permitted for one and two family uses, and one driveway of up to 24 feet wide generally perpendicular to the street is permitted for other uses, regardless of the percentage of the yard it occupies.

Proposed Text: Yard Coverage

17.24.070 Design of Off-Street Parking Facilities

All off-street parking facilities shall comply with the following standards:

A. Setbacks and Yard Coverage

2. Maximum Front and Exterior Side Yard Coverage for Access Drives

- i. Access drives serving one and two-family dwellings shall not cover more of the front or exterior side yard in which it is located than is specified below:
 1. For circular driveways, up to fifty percent (50%) of the front yard, if both access points intersect with the front lot line, b) up to fifty percent (50%) of the exterior side yard, if both access points intersect with the exterior side lot line or c) up to twenty-five percent (25%) of the total area of the front and exterior side yards, if one access intersects the front lot line and the other intersects the exterior side lot line.
 2. For driveways to access three-car front loaded garages, 33%.
 3. For all other driveways, 25%, except that one driveway of at least 18 feet wide generally perpendicular to the street is permitted regardless of the percentage of the yard it occupies.
- ii. For all other uses, no access drive shall cover more than twenty-five percent (25%) of the front or exterior side yard in which it is located, except that one driveway of at least 24 feet wide generally perpendicular to the street is permitted for one and two family uses, regardless of the percentage of the yard it occupies.

Existing Text: Width at property line

17.24.070 Design of Off-Street Parking Facilities

C. Access

3. Driveway width adjoining public streets, measured parallel to the curb or edge of pavement at the property line, shall be as follows:

a. A maximum of twenty-four (24) feet in width for single-family and two-family dwellings.

Proposed Text: Width at property line

17.24.070 Design of Off-Street Parking Facilities

C. Access

3. Driveway width adjoining public streets, measured parallel to the curb or edge of pavement at the property line, shall be as follows:

a. For single and two family dwellings, a maximum of twenty-four (24) feet in width for a single driveway access to a lot, or for two driveway access points to a lot, a maximum of eighteen (18) feet in width per driveway. No more than two access drives shall be permitted.

VI. PLAN COMMISSION RECOMMENDATION

The Plan Commission will hold a public hearing to discuss this application at their 7/2/2013 meeting. This application will be placed on the meeting portion of the agenda for a vote at this meeting. Staff will include the Plan Commission's recommendation with the meeting packet.

VII. RECOMMENDATION

Staff recommends approval of the General Amendment application and has provided the attached draft Findings of Fact to support that recommendation.

VIII. FINDINGS OF FACT

APPLICATION FOR GENERAL AMENDMENT

1. The consistency of the proposed amendment with the City’s Comprehensive Plan

The amendment is consistent with the Comprehensive Plan’s goal of preserving the character of the City’s residential neighborhoods.

2. The consistency of the proposed amendment with the intent and general regulations of this Title.

This amendment is consistent with the intent of limiting the size of residential driveways for the purpose of aesthetics and preservation of neighborhood character. The proposed changes are intended to make the ordinance requirements more consistent with what exists today, without enabling excessively large driveways to be constructed.

3. Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, is more workable than the existing text, or reflects a change of policy.

The amendment will create more workable requirements that reflect the existing conditions in residential neighborhoods in St. Charles.

4. The extent to which the proposed amendment would be in the public interest and would not serve solely the interest of the applicant.

The amendment will benefit all residential neighborhoods.

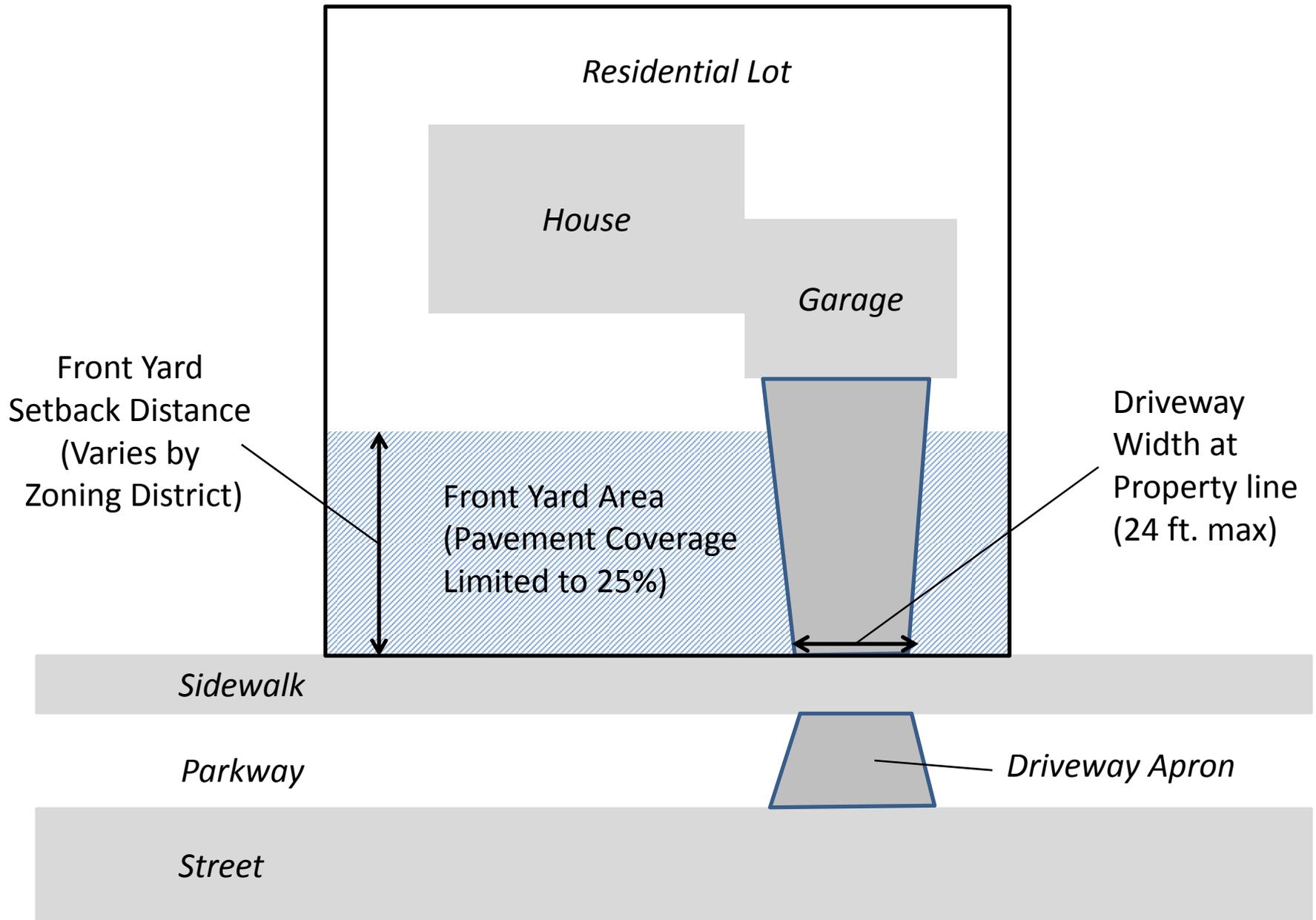
5. The extent to which the proposed amendment creates non-conformities.

The proposed amendment will significantly reduce the number of existing non-conforming driveways and enable many residential driveways to be reconstructed similar to how they existed when the property was originally developed.

6. The implications of the proposed amendment on all similarly zoned property in the City.

This amendment will be applied equally across all residential zoning districts.

How driveways are regulated in the Zoning Ordinance



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

GENERAL AMENDMENT APPLICATION (ZONING ORDINANCE)

CITYVIEW PROJECT NO: 2013PH009
CITYVIEW APPLICATION NO: 2013APO18
PROJECT NAME: G.A. - Driveway Width at R.O.W

RECEIVED
St. Charles, IL
JUN 12 2013
CDD
Planning Division

Instructions:

To request an amendment to the text of the St. Charles Zoning Ordinance, complete this application and submit it with all required attachments to the Planning Office.

We will review submittals for completeness and for compliance with applicable requirements prior to establishing a meeting or public hearing date for an application.

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

1. Applicant Information:	Name City of St. Charles	Phone 630-377-4443
	Address 2 E. Main Street St. Charles IL, 60174	Fax 630-377-4062
		Email rcolby@stcharlesil.gov

2. Billing: <i>To whom should costs for this application be billed?</i>	Name City of St. Charles	Phone 630-377-4443
	Address 2 E. Main Street St. Charles IL, 60174	Fax 630-377-4062
		Email rcolby@stcharlesil.gov

Attachment Checklist

Application Fee (make checks payable to the City of St. Charles)



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding amortization of nonconforming signs
Staff:	Matthew O'Rourke, Planner

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (7/8/13)		City Council

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

In October of 2006 a complete revision of the Zoning Ordinance was adopted. Included in the revision was a provision that all nonconforming freestanding and wall-mounted signs be brought into compliance with the applicable requirements of Title 17 after a 3-year period (October 16, 2009). This provision was modified in 2009 and 2011 to provide two-year extensions of the amortization period due to economic uncertainty and construction on Rt. 64. The amortization period currently ends on October 16, 2013.

Staff advised the P&D Committee of the upcoming amortization deadline at the June P&D meeting. At that meeting, staff stated that the upcoming amortization deadline would come before the expected end of the Rt. 64 construction project. The Committee directed staff to proceed with a General Amendment to extend this amortization period for one year.

Staff is presenting a General Amendment for a one year extension of the amortization for nonconforming signs. This extension will require that all signs are brought into compliance by October 16, 2014.

Plan Commission Recommendation:

The Plan Commission held a public hearing to discuss this application at their July 2, 2013 meeting. The Commission asked how many signs are affected by this amortization. Staff stated that there are over 50 freestanding signs that the amortization will affect.

The Plan Commission recommended approval of the General Amendment. The vote was 6-aye to 0-nay.

Attachments: *(please list)*

Staff Report
Application for General Amendment

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding amortization of nonconforming signs.

<i>For office use only:</i>	<i>Agenda Item Number: 5c</i>
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Community Development
Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



Staff Report

TO: Chairman Daniel P. Stellato
and Members of the Planning & Development Committee

FROM: Matthew O'Rourke, Planner

RE: Application for a General Amendment to Section 17.08.060 Nonconforming Signs of Title 17 Zoning Ordinance (Amortization of Nonconforming Signs)

DATE: June 26, 2013

I. GENERAL INFORMATION

Project Name: General Amendment to Title 17 of the City Code regarding amortization of nonconforming signs.

Applicant: City of St. Charles

Purpose: To extend the existing amortization of nonconforming signs for one year (October 16, 2014).

II. BACKGROUND

1. 2006 ZONING ORDINANCE UPDATE – AMORTIZATION OF NONCONFORMING SIGNS

A complete revision of the Zoning Ordinance was adopted on October 16, 2006. Included in the revised Ordinance was a provision that all nonconforming freestanding and wall-mounted signs be brought into compliance with the applicable requirements of Title 17 after a 3-year period (October 16, 2009).

2. 2009 AND 2011 AMENDMENTS

In 2009 and 2011, the City Council approved two-year extensions of the amortization period. Both times, the Council stated that in consideration of economic uncertainty and construction of Rt. 64 by IDOT that the sign amortization period would be extended. The amortization period currently ends on October 16, 2013.

3. PLANNING & DEVELOPMENT COMMITTEE

Staff advised the P&D Committee of the upcoming amortization deadline at the June 10, 2013 P&D meeting. At that meeting, staff stated that the upcoming amortization deadline

would come before the expected end of the Rt. 64 construction project. Therefore, the Committee directed staff to proceed with a General Amendment to extend this amortization period for one year.

III. PROPOSAL

Staff has filed an application for a General Amendment to propose a 1-year extension to the amortization provisions of Section **17.08.060 Nonconforming Signs**. Currently this section states the following:

“the removal of nonconforming signs mounted on a pole, pylon, foundation, or other supporting structure that does not conform to the standards of Title 17. These signs must be removed within Seven (7) years of the effective date of Title 17.

Where signs are other than freestanding, it shall be removed or otherwise modified to conform to the provisions of Title 17 within seven (7) years of the effective date of Title 17.”

The text of this section requires that all non-conforming signs be removed by October 16, 2013. The proposed extension will require that these signs be removed by October 16, 2014.

IV. ANALYSIS

Staff has surveyed and compiled a list of nonconforming signs. The majority of these signs exist along Rt. 64 and the widening project has affected a number of signs. The anticipated completion for the project is the end of 2013.

V. DRAFT AMENDMENT

The text of the General Amendment is as follows:

“The removal of nonconforming signs mounted on a pole, pylon, foundation, or other supporting structure that does not conform to the standards of Title 17. These signs must be removed within eight (8) years of the effective date of Title 17.

Where signs are other than freestanding, it shall be removed or otherwise modified to conform to the provisions of Title 17 within eight (8) years of the effective date of Title 17.”

VI. PLAN COMMISSION RECOMMENDATION

The Plan Commission held a public hearing to discuss this application at their July 2, 2013 meeting. The Commission asked how many signs are affected by this amortization. Staff stated that there are over 50 freestanding signs that the amortization will affect.

The Plan Commission recommended approval of the General Amendment. The vote was 6-aye to 0-nay.

VII. RECOMMENDATION

Staff recommends approval of the General Amendment application and has provided the attached draft Findings of Fact to support that recommendation.

Cc: Russell Colby, Planning Division Manager
Bob Vann, Building and Code Enforcement Division Manager

VIII. FINDINGS OF FACT

APPLICATION FOR GENERAL AMENDMENT

1. The consistency of the proposed amendment with the City's Comprehensive Plan

Not Applicable

2. The consistency of the proposed amendment with the intent and general regulations of this Title.

This amendment is simply an extension of the time period for the existing amortization of nonconforming signs. Therefore, this amendment does not alter the original intent of the Zoning Ordinance.

3. Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, is more workable than the existing text, or reflects a change of policy.

The amendment reflects a change of policy. When the Zoning Ordinance and subsequent extensions were approved, IDOT had not completed the construction projects along Rt. 64. This amendment is being proposed due to the ongoing IDOT projects and the potential impact as to the location of any new signs.

4. The extent to which the proposed amendment would be in the public interest and would not serve solely the interest of the applicant.

The amendment will serve the public interest by allowing the IDOT Rt. 64 projects to be completed before the installation of any replacement signs will be required. This will limit the creation of new nonconformities, such as setbacks from the right-of-way, as a result of widening and construction.

5. The extent to which the proposed amendment creates non-conformities.

The proposed amendment does require that nonconforming signs be brought into compliance with **Chapter 17.28 Signs** of the Zoning Ordinance by October 16, 2014. The intent of this amortization, to eliminate existing nonconformities, will not be altered.

6. The implications of the proposed amendment on all similarly zoned property in the City.

This amendment will be applied to all properties and zoning districts that have nonconforming signs that are affected by this amortization requirement.

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

GENERAL AMENDMENT APPLICATION (ZONING ORDINANCE)

CITYVIEW PROJECT NO: 2013PH008
CITYVIEW APPLICATION NO: 2013AP017
PROJECT NAME: Nonconforming Signs - Ch. 17.08.060

RECEIVED Received Date
St. Charles, IL
JUN 12 2013
CDD
Planning Division

Instructions:

To request an amendment to the text of the St. Charles Zoning Ordinance, complete this application and submit it with all required attachments to the Planning Office.

We will review submittals for completeness and for compliance with applicable requirements prior to establishing a meeting or public hearing date for an application.

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

1. Applicant Information:	Name City of St. Charles	Phone 630-377-4443
	Address 2 E. Main Street St. Charles IL, 60147	Fax 630-762-6924
		Email morourke@stcharlesil.gov

2. Billing: <i>To whom should costs for this application be billed?</i>	Name City of St. Charles	Phone 630-377-4443
	Address 2 E. Main Street St. Charles IL, 60147	Fax 630-762-6924
		Email morourke@stcharlesil.gov

Attachment Checklist

Application Fee (make checks payable to the City of St. Charles)

Chapter 17.08.060 Nonconforming Signs pertaining to: the removal of nonconforming signs mounted on a pole, pylon, foundation, or other supporting structure that does not conform to the standards of Title 17. These signs must be removed within eight (8) years of the effective date of Title 17.

Where signs are other than freestanding, it shall be removed or otherwise modified to conform to the provisions of Title 17 within eight (8) years of the effective date of Title 17.



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve the 2013 Comprehensive Plan
Presenter(s):	Rita Tungare Russell Colby

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (7/8/13)		City Council

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

The Committee discussed the Comprehensive Plan draft on May 13, 2013 and June 10, 2013. At the meeting on June 10, the Committee recommended approval of the plan subject to receiving a list of changes requested at the meeting. The list is attached. This list includes all items where a change was suggested by a Committee member and further notes where a motion was approved directing staff to address a specific item. Staff is asking the Committee to review this list and decide if a proposed change should be made for each item. In the table, staff has outlined how the change can be made in the plan document to directly respond to the Committee comment. The Committee may also decide to modify the plan in some other way.

Based on the Committee’s direction, staff can 1) return to the Committee with an updated table; 2) return to the Committee with an updated table and plan; or 3) proceed with either the updated table or the updated plan to a City Council public hearing.

Background:

In May 2011, the City Council elected to proceed with hiring a planning consultant, Houseal Lavigne Associates, to draft a new Comprehensive Plan and appointed a seven-member citizen Task Force to guide the process and oversee the production of a draft plan. An extensive public outreach process was conducted over 18 months, including five workshops, two visioning exercises, and three open house events. This process concluded on Dec. 12, 2012 when the Task Force recommended approval of the document for presentation to the Plan Commission. State statute requires that Comprehensive Plans be submitted to the Plan Commission for review prior to consideration by the City Council. On Dec. 17, 2012, City Council approved a motion to direct the Plan Commission to consider and make a recommendation regarding the Comprehensive Plan draft. The Plan Commission reviewed the plan over four meetings and recommended approval on March 19, 2013, subject to a list of comments. The Plan Commission comments are listed in the attached table. The plan document being presented to the Committee is the same version recommended by the Task Force and reviewed by the Plan Commission. Following a Committee recommendation, the City Council will hold a public hearing prior to adoption of the plan.

Background information used in the development of the plan draft remains posted on the project website, including reports, workshop/open house summaries and earlier drafts of various documents. Minutes of the Task Force and Plan Commission meetings are also available on the City’s website, under Meeting Archives.

Attachments: *(please list)*

Planning and Development Committee Recommendation Table; Plan markup submitted by Ald. Lemke
Plan Commission Recommendation
2013 Comprehensive Plan Draft: www.hlplanning.com/stcharles, under the “Documents” tab.

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve the 2013 Comprehensive Plan.

For office use only:

Agenda Item Number: 5d

Planning and Development Committee

2013 Comprehensive Plan Draft Review Discussion Points and Recommendations

5/13/13				
	<u>Chapter/Page/ Topic</u>	<u>Comment/Question</u>	<u>Response/Follow Up/Discussion</u>	<u>P&D Committee Recommendation</u>
1.	<p>Prairie St. bridge corridor extension to Rt. 25 via Adams Ave.</p> <p>Ch. 3 Goals & Objectives p. 22, Transportation & Circulation, Goal 1, Objective 3</p> <p>Chapter 7 Transportation, p. 52 Network Improvements</p>	<p>Remove references to Prairie St. extension to Rt. 25.</p> <p>p. 22: <i>Complete logical “gaps” in the existing roadway network, such as extending Woodward Drive east to Randall Road and Prairie Street east to Adams Avenue, that would provide a greater level of local connectivity and mobility.</i></p> <p>p. 52: <i>Extend Prairie Street/Adams Avenue to connect the river crossing to IL 25. The City may wish to further study establishing a collector street between IL 25 and 7th Ave.</i></p>	<p>On 6/10/13, Committee approved a motion to:</p> <p>p. 22- remove “<i>Prairie Street east to Adams Avenue</i>” as an example of a logical gap to complete.</p> <p>p. 52- remove “<i>Extend Prairie Street/Adams Avenue to connect the river crossing to IL 25</i>”.</p>	
2.	<p>Illinois Ave. connection to proposed 13th Ave. to Tyler Rd. roadway</p> <p>Ch. 7, Transportation, Transportation Plan, p. 55</p> <p>Main St. Subarea Plan, p. 93</p>	<p>Consider removing Illinois Ave. connection to proposed Tyler Rd. to 13th Ave. roadway along the railroad right-of-way.</p>	<p>The roadway along the railroad right-of-way was proposed primarily to improve access to commercial and industrial properties east of 13 Ave. The connection to Illinois Ave. is not necessary to meet this purpose; however, the connection can remain in as an option requiring further study.</p>	

	<u>Chapter/Page/ Topic</u>	<u>Comment/Question</u>	<u>Response/Follow Up/Discussion</u>	<u>P&D Committee Recommendation</u>
3.	Charlestowne Mall repositioning alternatives Ch. 8 East Gateway Subarea, p. 84	Concern that opening up the mall structure is too costly or impractical and therefore this concept shouldn't be presented as the only repositioning alternative.	Add a repositioning alternative that keeps the outer shell of the mall intact but repositions the outward façade.	
4.	Catalyst Site diagrams Ch. 8 Subarea plans p. 68, 75, 82	Concern that Catalyst Site map of the Downtown suggests that businesses and properties are being targeted for change by the City.	A note can be added on all three Catalyst Sites pages stating that the sites identify alternatives if a property is proposed for redevelopment, not an interest by the City to acquire or redevelop the site.	
5.	Closing Riverside Ave. at Downtown Site Q (Southeast corner of Illinois & Riverside Aves.) Ch.8 Downtown Subarea Plan, Catalyst Site Q, p. 68	Concern about the impact of closing Riverside Ave. on emergency vehicle response. <i>...Redevelopment of this site could vary based on the City's ability to address transportation and circulation. Consideration should be given to abandonment of Riverside Ave. between Ohio Ave. and Illinois Ave....</i>	The text for Site Q notes that the closing of Riverside Ave. would need to be further analyzed to determine the impact. Based on further analysis in conjunction with the Fire Dept., staff is recommending the proposal to close Riverside Ave. be removed, but the remainder of Site Q will remain as a Catalyst Site.	

6/10/13

	<u>Chapter/Page/ Topic</u>	<u>Comment/Question</u>	<u>Response/Follow Up/Discussion</u>	<u>P&D Committee Recommendation</u>
6.	West Gateway subarea cover picture Ch. 8 West Gateway Subarea, p. 71	Comment that the picture of the former St. Charles Mall site conveys a negative image. A more positive image of the West Gateway is preferred.	Photo was used because the site is identified as the most significant redevelopment opportunity in the West Gateway. Picture can be changed.	

	<u>Chapter/Page/ Topic</u>	<u>Comment/Question</u>	<u>Response/Follow Up/Discussion</u>	<u>P&D Committee Recommendation</u>
7.	<p>Potential bridge between Geneva and St. Charles near Division St.</p> <p>Ch. 3 Goals & Objectives p. 22 Transportation Goal 1, Objective 5</p> <p>Ch. 7 Transportation p. 53 River Crossing</p>	<p>Remove references to potential bridge between St. Charles and Geneva near Division St.</p> <p><i>Text:</i> <i>p. 22: Explore additional Fox River crossings, especially on the south side of the community between Downtown St. Charles and Downtown Geneva.</i> <i>p.53: An opportunity for an additional bridge crossing exists at Division/Gray Streets, along the border with Geneva. A bridge at this location would require further study to determine potential impacts and benefits.</i></p>	<p>Constructing a Fox River bridge near Division Street is not a direct recommendation of the plan, rather the plan identifies an opportunity exists for a bridge in this general location and recommends the issue be studied and considered at some point in the future.</p> <p>The Committee approved a motion to remove the text from p. 22.</p>	
8.	<p>Use of the term <i>Town Center</i></p> <p>Ch.8 West Gateway Subarea Plan, p. 76</p> <p>Ch. 8 East Gateway Subarea Plan, p. 84</p>	<p>Remove use of the term <i>Town Center</i> as the term conflicts with the Downtown being considered the “town center”.</p>	<p>The term <i>Town Center</i> is used in the three locations, and it would be changed to an alternate term that describes the same type of development:</p> <ul style="list-style-type: none"> • p. 76 Former St. Charles Mall Redevelopment Alternative- <i>Local Town Center</i> change to <i>West Neighborhood Center</i> • p. 76 Concept Legend- <i>Town Center Mixed Use</i> change to <i>Mixed Use</i> • p. 84 Charlestowne Mall repositioning alternatives- <i>Town Center East</i> change to <i>East Town Square</i> 	
9.	<p>Catalyst Sites and the impact on Downtown parking</p> <p>Ch. 8 Downtown Sub Area Plan, Catalyst sites diagram, p. 68</p>	<p>Concern that the plan does not address the need for future parking, as many catalyst sites are existing parking lots.</p>	<p>Additional parking structures are contemplated at Site C (NW quadrant) and Site P (SE quadrant), and the need to accommodate some parking is noted for other sites. However, a general note can be added noting the need to address parking as each site is considered for development and reference back to the text discussing the issue on p. 67 and 54.</p>	

	<u>Chapter/Page/ Topic</u>	<u>Comment/Question</u>	<u>Response/Follow Up/Discussion</u>	<u>P&D Committee Recommendation</u>
10.	<p>St. Charles Mall Site Redevelopment Alternatives</p> <p>Ch. 8 West Gateway Subarea, p. 76</p>	<p>Discussion that the plan should not permit any residential dwelling units of any type at the former St. Charles Mall site.</p> <p>The Committee approved a motion to “remove residential from both the St. Charles Mall site and Charlestowne Mall.”</p>	<p>The diagrams on p. 76 include catalyst sites H (Jewel), I (Tri-City Center) and J (St. Charles Mall site).</p> <p><u>At a minimum, the following changes to Redevelopment Alternatives on p.76 would be necessary:</u></p> <ul style="list-style-type: none"> • <i>#1 Regional Repositioning:</i> No changes. • <i>#2 Local Town Center:</i> Change definition of “mixed use” to exclude all residential uses of any type. (“Multi-family/Single Family Attached” is located on Site I- this could remain or be changed to another land use.) • <i>#3 Comprehensive Mixed Use Center:</i> Change definition of “mixed use” to exclude all residential uses; remove references to residential in the “Considerations” section. <p><u>Other changes to consider:</u></p> <ul style="list-style-type: none"> • P. 76- Broaden the “mixed use” definition to include other uses. Educational and medical uses were suggested. • P. 34, 36, 40: These pages reference “potential mixed use” for Sites H, I and J, but recognize the future land use designation of the site is “Corridor/Regional Commercial”. This can remain as is or be removed to eliminate any reference to mixed use at this site. 	

	<u>Chapter/Page/ Topic</u>	<u>Comment/Question</u>	<u>Response/Follow Up/Discussion</u>	<u>P&D Committee Recommendation</u>
11.	<p>Charlestowne Mall Framework Plan</p> <p>Ch. 8 East Gateway Subarea, p. 83</p>	<p>The Committee approved a motion to “remove residential from both the St. Charles Mall site and Charlestowne Mall.”</p> <p>Specifically, the Committee discussed:</p> <ul style="list-style-type: none"> • Removing residential uses located over the stormwater basins at the north end of the mall property • Showing land uses on the Oliver-Hoffmann site consistent with the Consent Decree for the site. 	<p><u>At a minimum, the following changes to the Framework Plan on p. 83 would be necessary:</u></p> <ul style="list-style-type: none"> • “Single Family Residential” will be removed from the plan. Stormwater basins on the north side of the mall site will be shown on the plan. The screening buffer north of the Mall can be shifted further north to the Mall property line. • The northwest section of the Oliver-Hoffmann site will be shown as “Outlot Commercial, Retail and Office Development”, consistent with the other sites around the mall building. <p><u>Change to citywide Land Use Plan on p. 30:</u> Revise the Land Use Plan to match the revisions to the Charlestowne Mall Framework Plan.</p> <p><u>Other change to consider:</u> P. 34, 36, 40: These pages reference “potential mixed use” for the Charlestowne Mall site, but recognize the future land use designation of the site is “Corridor/Regional Commercial.” This can remain as is or be removed to eliminate any reference to mixed use at this site.</p>	
12.	<p>Table of Contents and word index.</p>	<p>Add a Table of Contents and word index to the document.</p>		

To confirm comments in my e-mail

Carl Finken

TO ATTACH ITEM IN LIST OF CHANGES

Chapter 8 Subarea Plans

Charlestowne Mall Framework Plan

The Charlestowne Mall site represents the single greatest opportunity to redefine the character and function of the East Gateway. This Framework Plan highlights recommendations that could be implemented regardless of the timing or end vision for the repositioning of the mall structure itself. Within this framework, specific repositioning alternatives can be considered as mall tenancy, local market conditions, and other factors play out over time.

Proposed Street or Circulator. These include public streets and on-site circulators designed to enhance on-site access and mitigate the impacts of traffic on surrounding neighborhoods. The key recommendation is a new street that would run along the north side of the mall property and make Foxfield Drive a residential street.

Out Lot Commercial, Retail, and Office Development. This includes development sites located along Main Street that could capitalize on high visibility and more prominent access point offered by the proposed grid of streets and circulators. This also includes development sites located to the rear of the mall property with less visibility but enhanced access from the proposed grid of streets and circulators.

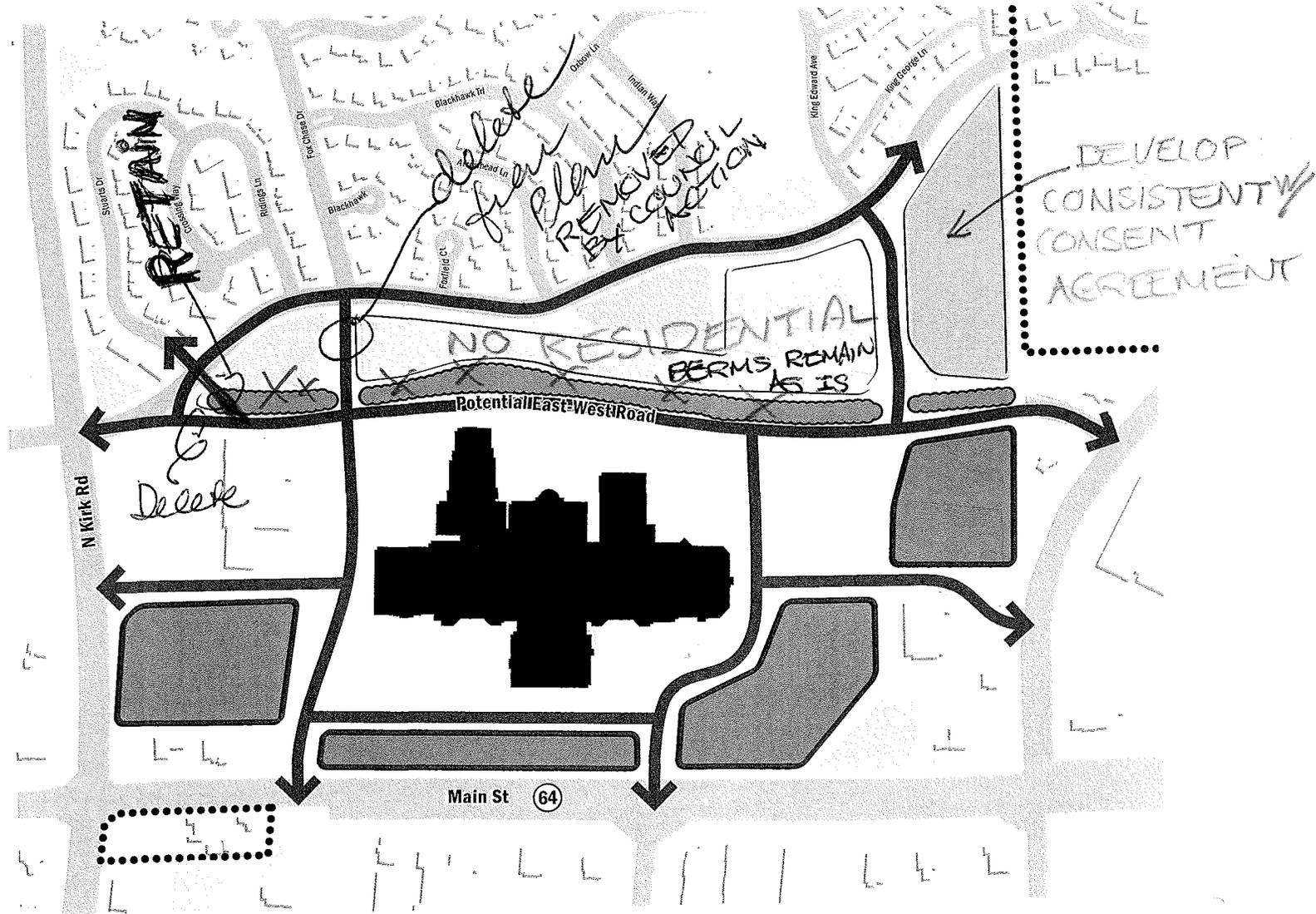
Single-Family Residential. Foxfield Drive should become a residential street, and new single-family residential development would reflect the character of the existing neighborhood pattern and provide a logical transition towards the mall site.

Single Family Attached/Multi-Family Residential. Attached single family or multi-family development would complement existing housing development and increase the number of residents that could support the mall site and other commercial properties in the eastern portion of the City.

Neighborhood Open Space. New housing development should integrate open space that benefits both existing and proposed residential areas.

Natural Buffer/Screening. Screening and buffering should be provided between commercial and residential uses. This will minimize the impacts of non-residential uses on existing and future neighborhoods.

Repositioned Charlestowne Mall. Within the proposed framework of streets and peripheral uses, the mall structure could be repositioned to be more responsive to contemporary consumer needs. The following page illustrates some proposed alternative approaches.



City of St. Charles, Illinois
Plan Commission Resolution No. 8-2013

A Resolution Recommending Approval of the 2013 Comprehensive Plan Draft

Passed by Plan Commission March 19, 2013

WHEREAS, it is the responsibility of the St. Charles Plan Commission to review and provide a recommendation to the City Council regarding amendments to the City of St. Charles Comprehensive Plan; and

WHEREAS, on 6/6/11, the City Council commissioned a Task Force to produce a new Comprehensive Plan draft plan for review by the Plan Commission, and the Task Force forwarded a draft plan to the Plan Commission on 12/12/12; and

WHEREAS, the Plan Commission reviewed the Task Force draft of the 2013 Comprehensive Plan, draft dated December 2012, at public meetings on 1/8/13, 1/29/13, 2/5/13, and 3/19/13, and members of the public were provided an opportunity to address the Plan Commission and provide comments at each meeting; and

WHEREAS, the Plan Commission concluded its review of the Comprehensive Plan draft on 3/19/13 and prepared a list of recommended revisions for the consideration by the Planning and Development Committee and City Council; and

WHEREAS, the Plan Commission finds adoption of the 2013 Comprehensive Plan draft, subject to certain revisions, to be in the best interest of the City of St. Charles.

NOW, THEREFORE, be it resolved by the St. Charles Plan Commission to recommend to City Council approval of the 2013 Comprehensive Plan draft, subject to the recommendations of the Plan Commission contained in the table attached as Exhibit "A" to this resolution.

Voice Vote:

Ayes: Wallace, Doyle, Kessler, Schuetz, Pretz, Henningson

Nays: None

Abstain: None

Absent: Amatangelo

Motion Carried.

PASSED, this 19th day of March 2013.



Chairman
St. Charles Plan Commission

Plan Commission Resolution 8-2013, Exhibit "A"

2013 Comprehensive Plan Draft Review Discussion Points and Recommendations

1/8/13				Plan Commission Recommendation
	Chapter/Page/ Topic	Comment/Question	Response/Follow Up/Discussion	
1.	Chapter 2, Vision, Page 16 Commission Comment Cultural Center in Downtown	"Cultural center" or "cultured place" was used regarding downtown, references to cultural institutions, like the Arcada and nonprofits. Comment that if downtown is saturated with retail/commercial, then it is a good place to look at housing or cultural institutions that do not have that big of a tax benefit to the city.		Comment. No changes proposed by PC.
2.	Chapter 3, Goals and Objectives Public Comment Monitoring goals and objectives	Question about how goals/objectives are monitored, over what timeframe, based on what data, concern about objectives not being tangible and using terms like "appropriate" or cooperatively."	Source of data depends on the objective; some are tangible and can be easily documented on an annual basis. Others are subjective and not grounded in data. Comprehensive Plan is a general guide, not actionable like a Strategic Plan. Goals and Objectives will be revisited annually. Specifics will be determined when a recommendation is put into the Zoning Ordinance, for example.	Question and discussion. No changes proposed by PC.
3.	Chapter 3, Goals and Objectives Residential Goal 3 Commission Comment Residential Design and Pattern Book	Question- Will this book be a guideline? Comment- Concern that it will be difficult to agree on guidelines. Very important objective.	No book currently exists. Historic Preservation Commission has developed some base materials that may be applicable elsewhere. Book was envisioned with 2006 Zoning Ordinance but was not pursued as teardown/infill activity slowed. Would likely be a priority after plan is adopted.	Question and discussion. No changes proposed by PC.

4.	<p>Chapter 3, Goals and Objectives, Page 18 Public Comment</p> <p>Senior and special need housing</p>	<p>Comment that senior and special needs housing is an important issue to be added deeper in the goals. Annually or bi-annually verify housing needs to determine demand for senior housing vs. other multi-family. Senior housing projects have been successful and are good neighbors.</p>	<p>Goal 4 addresses this topic. Goals/Objectives are not specific about location or periodic assessment of housing needs.</p>	<p>Comment. No changes proposed by PC.</p>
5.	<p>Chapter 3, Goals and Objectives, Page 20 Commission comment</p> <p>Ordering/phrasing of objectives</p>	<p>Comment- "Prevent the encouragement of businesses or land use that could impact long term viability of industrial areas", is important, maybe it should be moved up in order.</p> <p>Related comment- do not start an objective on a negative and don't use the word "prevent" but to use "preserving the integrity of the industrial areas through the prevention of..."</p>	<p>Objectives are not in order of priority but can be moved up to call attention. Difficult to prioritize a long list. Hard to predict what will come first, some easier to accomplish sooner, ability to fund certain items may impact timing.</p> <p>Objective can be reordered and rephrased.</p>	<p>Goals & Objectives will be changed from negative to positive phrasing wherever possible.</p> <p>Industrial Areas Objective 7 will be moved to the top of the list of Industrial Area objectives.</p>
6.	<p>Chapter 4, Land Use, Page 30 Commission comment</p> <p>Land Use Map for Neighborhood Commercial Use following parcel lines- residential character</p>	<p>West Main St. from 6th St. to 14th St. land use follows property lines. Several parcels have changed use and a guiding principal was that through the Zoning Ordinance those parcels be developed to retain residential character but have commercial use. Should land use plan reflect this?</p>	<p>Following parcel lines makes sense as it is not desirable to include adjacent lots with frontage only on interior streets.</p> <p>Plan can be changed or text statement added to recommend residential character in this area.</p>	<p>Plan notation or text statement will be added indicating that commercial use should have residential character along W. Main St. from 5th St. to 14th St.</p>
7.	<p>Chapter 4, Land Use Commission comment</p> <p>Definition/classification of Mixed Use</p>	<p>Mixed Use is shown under the category of Commercial, should it also be shown under Residential.</p>	<p>Decision was made to not have different definitions for terms used in the plan.</p> <p>Mixed Use will be pulled out as its own land use category separate from residential and commercial and made clearer on the land use map.</p>	<p>Mixed Use will be pulled out as its own land use category separate from commercial and residential.</p>

8.	Chapter 4, Land Use Commission comment Multi-Family Residential Development	Is the text regarding multi-family specific enough to direct a developer if a project is desirable and whether the text accurately reflects what was stated by the community in the outreach process.	Task Force heard concern about concentration of multi-family in a specific area; request to intersperse throughout the city. In project outreach, consistently heard “no apartments” which is a form of ownership, not a land use, the type of land use is multi-family residential. Text is clarifying the point that the community’s desire for no rentals is understood, but there are other types of multi-family land uses such as condominiums. Regarding location, it refers you to the land use plan.	Question and discussion. No changes proposed by PC.
9.	Chapter 4, Land Use Commission comment Mixed Use outside of Downtown	Plan identifies downtown as the primary place for mixed use development but there are two other potential sites identified (old St. Charles Mall and Charlestowne Mall). Is there an objection by the community to any mixed use with residential outside of downtown?	Comment from audience- The community isn’t opposed to mixed use, but rather there needs there needs to be a balance of uses within mixed use areas that are sensitive to the location; the appropriate mix of uses varies in each location. Request to see the statement added: “balance of uses” unique to each site.	Statement will be added to Mixed Use section that mixed use entails a “balance of uses” unique to each site based on its location.
10.	Chapter 4, Land Use Commission Comment Old St. Charles Mall Site	Question about what the community said relative to the old St. Charles Mall site.	Comment from audience-North half behind Jewel should be commercial/office/education, not just residential. Compromise idea of residential south of Rt. 38 along Bricher Rd. Other undeveloped parcels permit mixed use (Bricher Commons behind Meijer). Concern about the future of land use direction along Randall Rd; how this site is developed is important for the success of the corridor. Higher density commercial is needed here for success.	Question and discussion. No changes proposed by PC.

11.	Chapter 4, Land Use Public Comment Neighborhood Meetings	Plan should include a policy on neighborhood meetings before a Concept Plans application is filed to initiate discussion between residents and developer. If it can't be a requirement, it could be stated as a policy in the Comprehensive Plan.	In the past this was investigated and it was determined the City could not legally require this in the Zoning Ordinance. Mr. Lavigne stated he has not seen this requirement in a code before.	No changes proposed by PC.
12.	Chapter 4, Land Use Commission comment	"Sensitivity and balance"- include those words in the plan because they speak volumes.	Need to determine how/where language would be integrated.	No changes proposed by PC.

1/29/13				Plan Commission Recommendation
	Chapter/Page/ Topic	Comment/Question	Response/Follow Up/Discussion	
13.	Chapter 4 Land Use Commission Comment Overlay of Future Land Use Map	Request was made to show an overlay of proposed future land use map over existing future land use map.	Maps were prepared showing outline of each category of land use on top of the existing land use map. It was noted that for the most part, the land use pattern is not changing significantly.	Question and discussion. No changes proposed by PC.
14.	Chapter 8, Downtown Subarea Page 57 Gateway locations	Question on how gateway locations were determined.	Signs would be "welcome to downtown St. Charles" to more brand and identify downtown, different than the gateway signs that exist around the community. Locations with right of way or public property were chosen. It was noted that Prairie and Rt. 31 is tricky because there is a lot going and that area may be best served by additional study.	Question and discussion. No changes proposed by PC.

15.	Chapter 8, Downtown Subarea Page 67 Improvement Plan Commission Comment Prairie St. bike route	Figure does not show Prairie Street bike route recommended by the Task Force. Prairie St. from 7 th to Rt. 31 is a steep incline and the intersection of Rt. 31 & Prairie is challenging. Comment that Prairie Street in general (a collector) will need to be modified to safely accommodate bike traffic, it was noted that this is not directly addressed in the document. When to address this?	Missing bike path segment was acknowledged in memo to PC and will be corrected.	Missing bike path segment on Prairie St. from 7th to 3rd St. will be added.
16.	Chapter 8, Downtown Subarea Page 67 Public Question Downtown Overlay	Downtown Overlay recommendations do not address if changes to regulation would be temporary, what time frame, what happens to businesses if the regulations are put back into place, etc.	Plan only suggests that the issue be addressed, but how it will be addressed will be discussed when the change is being proposed and considered.	Question and discussion. No changes proposed by PC.
17.	Chapter 8, Downtown Subarea Page 70 Public Comment Closing Riverside Ave.	Although conceptual, the plan for Site Q shows potential for Riverside Ave. to be closed south of Illinois Ave, which may be an issue for fire trucks travelling south from the downtown station.		Comment. No changes proposed by PC.
18	Chapter 8, West Gateway Page 76 Commission comment Viability of three concepts for former St. Charles Mall site	Are all the plans viable, or is it possible to rate them on their viability on a scale of 1-10. If they are not viable, they should not be in the plan, but it's important to make certain that everything meets the test of viability.	Plans show land use bubbles. Depending on the intensity of each pocket, they all have some viability. Regardless of the plan, the property owner needs to work with the residents because the land use plans don't provide enough direction. One of the plans may not be chosen; options could be combined.	Question. No changes proposed by PC.

19.	Chapter 8, West Gateway Page 73 Commission comment Curb cuts	It was noted there is a significant difference with surrounding communities with curb cuts on Randall Road. Is eliminating curb cuts always a goal?	The City looks for opportunities to improve access and consolidating in areas like this, but there is not a program to facilitate that or force a property has to close a curb cut or provide cross access. Randall Rd. is a county road, and the County now has more stringent access policies. St. Charles has dealt with more piece meal development historically, but cross access is important in the plan. The McDonalds proposal was mentioned as an example.	Question. No changes proposed by PC.
20.	Chapter 8, West Gateway, Page 75 Commission Comment St. Charles Mall site alternatives	Concern that options for Towne Centre site do not provide enough detail; plans need to be more special or inspirational. "Regional Repositioning" may not meet the objectives identified for the subarea as it maintains the current function and character of the rest of the Randall Rd. corridor.	Plans were presented at public workshops and were drafted based on the outreach feedback. Comment was made that the options are "thought provoking"- not actual development plans.	Comment. No changes proposed by PC.
21.	Chapter 8, West Gateway Commission comment Big Box Ordinances	An ordinance should be in place requiring big boxes be removed once empty for a period of time.	Ordinances can require a bond be put in place for future tear downs. (This concept is discussed in Commercial Area policies on Page 37)	Comment. No changes proposed by PC.
22.	Chapter 8, West Gateway Commission comment General discussion on gateways and their relation to Downtown	Can the former St. Charles Mall site be a gateway to downtown? Site functions more as a gateway to Downtown Geneva. It was noted that the site should not compete with Downtown St. Charles, as there is a TIF in both areas that could be in competition.	Suggestion to add an item to the West Gateway subarea Goals or Objectives to "achieve balance" with Downtown or "complementary development" that won't compete with Downtown, and promote connections between site and downtown.	Objective to be added to West Gateway subarea to "achieve balance" or provide complementary development with Downtown, and promote connections between Downtown and the West Gateway.

23.	Chapter 8, West Gateway Public Comment Aspiration Statements in Goals, Objectives	In the goals and objectives and elsewhere are aspirational statements about creating within the mixed use catalyst sites a synergy so that they do not cannibalize each other but one draws people across to the other. This is a way to clarify the plan and make it more inspirational. The weight of these aspirational goals and objectives will be determined by how much a prospective developer considers these statements and Plan Commission's review of a development proposal vs. the plan.		Comment. No changes proposed by PC.
24.	Chapter 8, East Gateway Commission Comment "Main Street Shopping" alternatives and naming sites	Regarding the Charlestowne repositioning alternatives, could the name be changed to "Main St. Shopping-East", to not take away from the downtown district which is just Main St., and then something also called "Main St. shopping-West", where signs would say to not forget to visit the other districts, but the themes would be the same as the signage, colors and landscaping.		Change the name of Charlestowne Mall Repositioning Alternative #1 to "Main Street East Shopping District."
25.	Chapter 8, East Gateway, P. 84 Commission comment Charlestowne Mall Repositioning Alternatives	Is the "Entertainment and Events Center" needed?	Idea was presented by more than one group at the Charlestowne Mall visioning workshop.	Question. No changes proposed by PC.
26.	Chapter 8, Main Street plan, P. 91 Commission comment 12 th St. crossing	The 12 th Street crossing on Main Street shown on the plan was closed and is now located at the north leg of 12 th St.		Move Main Street crossing to north leg of 12th St.

27.	Chapter 8, Main Street plan Commission comment Legend	Suggestion to change the wording or change the Legend to “Recommendations”, so it is clear these are recommended improvements.		Revise legend title to “Existing and Recommended Improvements.”
28.	Chapter 8, Main Street plan, P. 91 Commission comment Valley Shopping Center streets	Streets are shown through the Valley Shopping Center site on page 74 but are not reflected in the Main Street plan on page 91.		Correct page 91 to match page 74 showing the street connections through Valley Shopping Center.
29.	Chapter 8, Sub Area plans Public Comment Future changes to subareas	How can catalyst sites be added in the future? Will Task Force need to be reconvened to make more recommendations? Reference was made to Randall Road between Main & Dean.	Plan will be reviewed periodically, perhaps annually, and changes can be proposed for review by the Plan Commission and P&D Committee, without reconvening the Task Force.	Question. No changes proposed by PC.
30.	Chapter 8, West Gateway Commission comment Site on Randall Rd. between Main and Dean	Regarding Randall Road between Main and Dean, plans shown future Woodward extension and land use of Corridor-Regional Commercial. Should other narrative text be added about this site? It was noted that this general area is unattractive and has a problematic development pattern and will need substantial access improvements for the area to be redeveloped. Developing the full commercial potential of Randall Rd. is important to the community and this is an area where it will not happen without some coordination. This is a significant entrance into the city and it should be addressed in the Comprehensive Plan.	Street improvements are shown on page 74. Land uses are shown on the land use map on page 30 – Corridor/Regional Commercial. Suggestion was made that incremental site improvements would not accomplish the access improvements, and assistance from the City may be necessary. This information could be explained in the text for a catalyst site. There was a discussion about whether this site met the criteria of a catalyst site, and if it did, what would be the boundaries. Suggestion to include all the way from Randall & Main (NW and NE corners) and extend up to Dean Street.	New catalyst site will be added encompassing NE and NW corners of Randall/Main and include all properties along the east side of Randall Road up to the railroad tracks. Text for catalyst site will explain that obsolete industrial properties are being repurposed for commercial use, resulting in an unattractive development pattern with underutilized sites. To fully realize the commercial potential of the Randall Rd. corridor from Main to Dean Street, redevelopment with coordinated access improvements is necessary, including a traffic signal at Woodward Dr. and a system of internal access roads.

2/5/13				Plan Commission Recommendation
	Chapter/Page/ Topic	Comment/Question	Response/Follow Up/Discussion	
31.	Chapter 8, Downtown, Page 64 Commission comment Last Sub Area Objective-Should we list locations/destinations for enhanced mobility from Downtown	Related to the discussion of enhanced connections between downtown and the Old St. Charles Mall site along Prairie Street. What are other specific “assets” where enhanced multi-modal mobility is especially important? If so, what are they and what routes should be prioritized for enhancement?	The intention was not to identify all assets or the routes but to be an objective moving forward. Can be made more specific if Commission recommends. “Multi-modal mobility” may be too much jargon. Commission suggested listing examples, not a specific list. Destinations suggested- old mall site, proposed bicycle trail along the rail-line, downtown Geneva and connections to Randall Rd.	Change the term “multi-model mobility” to less technical terminology. Add a list of potential assets for enhanced connectivity, such as other commercial centers, major bikeways and trails, etc.
32.	Chapter 8, Downtown, Page 65 Commission comment Gateway frontage on Rt. 25/5 th Ave.	Why isn’t 5th Avenue designated as Gateway Corridor frontage? Rt. 25 provides primary entry into the east side of downtown.	Frontage designations define building massing, façade orientation and access patterns. Future land use map shows mixed-use up to State Ave. Commission discussed that existing development on 5 th Ave conforms with Gateway Frontage from Illinois Ave. north to Cedar Ave., therefore designate these blocks only.	Designate “Gateway Frontage” on 5th Ave./Rt. 25 from Illinois Ave. north to Cedar Ave.
33.	Chapter 8, Downtown, Page 65 Public comment Gateway frontage on Main St. east to 7 th Ave. and along 7 th Ave.	7th Ave. is transition point to downtown in terms of development and street width, starting the gateway here picks up the library and Lincoln School. South 7th Ave. is a corridor from Geneva. Historically, this has been considered an entrance into Downtown.	There is a special category for Main St. frontage that could be extended east to 7 th Ave. This frontage designation refers to land use plans and building massing rather than transportation routes. Although it is an entrance point, the gateway frontage development may not be appropriate along south 7 th Ave.	Extend Main St. Frontage east to 7th Ave.

34.	<p>Chapter 8, Downtown, Page 65 Commission comment</p> <p>Multi-family in Fox River frontage category/locations in Downtown</p>	<p>Land Use section language is ambiguous; does it mean multi-family residential or some other kind of multi-family activities? Is river frontage an appropriate place to locate multi-family residential? Identifiable principles needed for developers to get a sense of when it is a desired land use, and when is it not. Over the last 3-5 years, controversial proposals spent years in front of Commissions and process was grueling. Purpose of document is to provide clarity to the community and help adjudicate applications.</p> <p>Discussion that it can't be too ambiguous or it will not help potential developers.</p>	<p>Language is ambiguous and could be corrected. Land use plan dictates where multi-family can be located. All of downtown is designated as mixed use, but multi-family is only a component of mixed-use. It is a general guide, not supposed to be rigidly applied to every parcel, it is a policy or a vision. The word "may" is used to indicate this. Development proposals need to be evaluated on their merits vs. the intent of the Plan and vision, cannot anticipate every development scenario. It was noted that Site J is the only catalyst site on the river specifically with residential, Carroll Towers and Brownstone exist.</p> <p>Discussion that controversy about Downtown multi-family is more about building height, also not being code-friendly with existing buildings.</p>	<p>Language regarding "multi-family use" in the Fox River frontage will be clarified by referencing all types of residential use, including multi-family residential.</p>
35.	<p>Chapter 8, Downtown, Page 67 Commission comment</p> <p>Gateways- priority for improvement</p>	<p>North and south gateways to downtown may be a higher priority for improvement than east-west gateways. On Main St., the elevated view of the river/bridge/valley provides sense of arrival. Gateway at Rt. 31/Prairie warrants more intensive study, Rt. 25 doesn't have sense of arrival when approaching from south.</p>	<p>Discussion that there is no priority stated now, but this could be added.</p>	<p>Gateways text will be revised to state that north-south gateways are less defined today and would benefit most from enhancement.</p>

36.	Chapter 8, Downtown, Page 68 Commission comment Site C access difficulty at Rt.31 & Main St. & State St.	Are we confident that access obstacles can be mitigated for redevelopment of Site C? What would it take to get a warrant for a traffic signal at State St. and Rt 31? Can the traffic impacts of such a development on that site be mitigated effectively, because if they cannot be mitigated, then the development should not be contemplated.	Question would come up if there was a development proposed; cannot mitigate without knowing how it will be developed. Signal would benefit Sites A, B,C and pedestrians crossing Rt. 31. Note can be added in largest site, Site A. Traffic analysis would be needed by IDOT. Comment that 31/Main & 31/Illinois are top two crash sites, should be considered. Info. was provided to transportation consultant. Task Force discussed access issues along Rt. 31 and site lines, decided to extend Site A west to 4 th assuming there would need to be significant changes to access.	Catalyst Site A will be revised to state that there is a need to consolidate access to Rt. 31 and potentially provide a traffic signal and pedestrian crossing at State & Rt. 31.
37.	Chapter 8, Downtown, Page 69 Commission comment Site I- Multi-family	Would straight multi-family residential be appropriate here? This is not a fringe area of downtown per page. 66.	Possible that site depth may be too limited for adequate retail space. Suggestion to strike “multi-family” and say “or to include multi-family”.	Catalyst Site I will be revised to say “mixed use <i>including</i> multi-family.”
38.	Chapter 8, West Gateway, Page 72 Commission comment Objectives and Randall Rd. BRT	Add an objective regarding Bus Rapid Transit on Randall Road— i.e, continue to work with other local/regional agencies and maintain plans to support development of a BRT line.	This is noted in the transportation plan on page 59, but can be reinforced in the subarea plan.	Objective will be added to the subarea plan to reference working with other agencies to support future BRT on Randall Rd.
39.	Chapter 8, West Gateway, page 75 Commission comment Site F	Designated as multifamily for interior and southern portions of parcel. Parcel is west of Randall Road, not in-town in-fill development. “Smart” development must entail a definable edge of town to avoid sprawl. Why is this site catalytic— especially the interior and rear portions?	Size and single ownership are why it was listed as a catalyst. Townhomes (single family attached) would be most appropriate; this can be clarified, but needs to follow consistent terminology. Discussion that past proposal included special needs housing, could still be considered. Suggestion to use the term “adaptive housing” instead.	Catalyst Site F (Bricher Commons) will be revised to indicate “single family attached residential” and the possibility of an adaptive housing component.

40.	<p>Chapter 8, West Gateway, Page 76 Commission comment</p> <p>Old St. Charles Mall site alternatives and Randall Rd. access</p>	<p>Local Town Center and Comprehensive Mixed Use Center options include new street from Randall Road into the Tri-City Center property. If drivers can easily access the site from Randall via a highly visible route, large-scale developments north of Rt. 38 will stand the best chance of success. Could access road be signalized, double-lane point of ingress and egress and match boulevard that leads to the “Central Park” in Option 3? What if there was a twin park on the Tri-City Center parcel?</p>	<p>Access layout was designed to discourage cut through traffic and slow traffic for pedestrians. Discussion that access is challenging along Randall between Bricher and Rt. 38. County unlikely to allow a full access, left turn lanes for Bricher/Rt. 38 conflict with this location. Idea of a more prominent boulevard/gateway can be incorporated into the other options to entice motorists.</p>	<p>A more prominent boulevard/gateway from Randall Road will be incorporated into the redevelopment alternatives on Page 76.</p>
41.	<p>Chapter 8, East Gateway, Page 83 Commission comment</p> <p>Neighborhood Open Space in Framework Plan for Mall</p>	<p>Neighborhood Open Space is listed in the legend but doesn't appear on the map.</p>	<p>Map was previously more detailed and was switched to a different style, the legend would be updated.</p>	<p>The legend will be updated.</p>
42.	<p>Chapter 8, East Gateway, Page 84 Commission comment</p> <p>Entertainment and Events center – should berms stay?</p>	<p>For the Entertainment and Events Center alternatives, may want to consider the possibility that the high berms off of Main Street might continue to serve a useful function. Would the atmosphere of an outdoor entertainment complex be comprised by landscaping reductions and increased traffic noise?</p>	<p>Comment that landscaping and berms have been detrimental to the success of the mall.</p>	<p>Question. No changes proposed by PC.</p>
43.	<p>Chapter 8, East Gateway, Page 91 Commission comment</p> <p>Push button phasing</p>	<p>What is the rationale behind “push-button phasing” for pedestrian crossings?</p>	<p>A safety feature to give you an idea with the countdown how long you have to cross.</p>	<p>Question. No changes proposed by PC.</p>

3/19/13			Plan Commission Recommendation
44.	Chapter 5, p. 43 Community Facilities Commission comment Section on Library	The Commission previously discussed extending the Main St. frontage designation east to 7 th Ave, which includes the library site. There was a proposal for a library building expansion that would help define the character of this stretch of Main St.	Text will be added in Chapter 5 stating that future expansion of the library is an opportunity to strengthen the eastern gateway into downtown.
45.	Chapter 6 Parks and Open Space Commission Comment Park donation size	The Task Force had discussed that the Park District has a policy of not accepting small land donations, but with infill development, larger sites will not be possible. Did the Task Force decide not to include this in Chapter 6?	A section on pg. 32 addresses this point. The Task Force did not choose to directly contradict the Park District's policy on accepting small land donations, but rather suggest the City work with the Park District when infill developments are proposed. No changes proposed by PC.
46.	Chapter 9, p. 99 Community Character Public Comment Historic Preservation reference to Kane County landmarks	It was suggested in the land use plan to reference Kane County historic landmark properties outside of the City on Red Gate Rd., specifically Red Gate Farm and Seven Oaks Farm	The Residential Areas framework plan on pg. 34 references this on Site F as this was noted as a potential development site. A general reference would be better located in Chapter 9, p. 99 under Historic Preservation. Text to be added under Historic Preservation noting the Kane County landmark sites located near the City also define the character of the community. Reference will be made to the farmsteads on Red Gate Rd (Seven Oaks and Red Gate Farm).
47.	Chapter 9, p. 99 Community Character Commission Comment Branding	Question if column 4 should state that the city needs to "sustain a clear brand" vs. "define a clear brand."	The Task Force felt the City did not have a clear brand. It was noted in the outreach that the city is defined by the river, but many nearby communities are as well. No changes proposed by PC.
48.	Chapter 10 Design Guidelines Commission Comment	Some information about "how to use this plan" would be helpful, including a discussion of ideal goals vs. practical application.	Page 6 has section discussing the purpose and use of the plan. No changes proposed by PC.
49.	Chapter 11 Implementation Commission comment Plan adoption action	Suggestion that some text could be added into the implementation section outlining the formal steps to officially adopt the plan.	Text to be added describing the formal actions to be taken to officially adopt the plan and make reference to City Code sections that refer to the plan.

50.	Chapter 11 Implementation SSAs for stormwater	This section doesn't reference back-up SSAs for stormwater, which are common and often misunderstood.	Backup stormwater SSAs are an ordinance enforcement tool, and although are not accomplishing a planning objective, they are the most common application of an SSA.	Text will be added to the SSA section describing the City's typical use of SSAs, including the practice of using SSAs for backup maintenance of stormwater detention areas.
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