

AGENDA
CITY OF ST. CHARLES
PLANNING & DEVELOPMENT COMMITTEE
ALD. BRYAN WIRBALL – CHAIR
MONDAY, JULY 14, 2025 - 7:00 PM
CITY COUNCIL CHAMBERS
2 E. MAIN STREET

1. CALL TO ORDER

2. ROLL CALL

3. OMNIBUS VOTE

Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

4. COMMUNITY & ECONOMIC DEVELOPMENT

- *a. Historic Preservation Commission recommendation to approve a Façade Improvement Grant for 5 S 2nd Ave.
- *b. Historic Preservation Commission recommendation to approve a Façade Improvement Grant for 12 N 3rd St.
- c. Plan Commission recommendation to approve a Preliminary and Final Plat of Subdivision for St. Charles Heights Subdivision.
- d. Recommendation to approve a Plat of Easement for 885 Geneva Road.
- e. Presentation regarding Urgent Need Home Rehab Program partnership with Habitat for Humanity of Northern Fox Valley

5. PUBLIC COMMENT

6. ADDITIONAL ITEMS FROM MAYOR, COUNCIL OR STAFF


7. EXECUTIVE SESSION

- Personnel – 5 ILCS 120/2(c)(1)
- Pending, Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- **Property Acquisition – 5 ILCS 120/2(c)(5)**
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

8. ADJOURNMENT

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TTY), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4a
	Title:	Historic Preservation Commission recommendation to approve a Façade Improvement Grant Agreement for 5 S 2nd Ave.	
	Presenter:	Emma Field, Planner	
Meeting: Planning & Development Committee Date: July 14, 2025			
Proposed Cost: \$13,437.83		Budgeted Amount: \$40,000 for FY	Not Budgeted: <input type="checkbox"/>
Executive Summary (if not budgeted, please explain): <p><u>Program Description</u></p> <p>The Façade Improvement Grant program provides assistance to property owners and commercial tenants to rehabilitate and restore the exterior of buildings in the downtown. Grant funding is available for buildings located in Special Service Area 1B (Downtown Revitalization) or in a Historic District or designated Historic Landmark site. Applications are first reviewed by the Historic Preservation Commission for appropriateness of design. The grants are provided as a reimbursement for up to 50% of the funds invested into an exterior rehabilitation project involving new improvements and up to 25% for maintenance work. Up to \$10,000 is available for a 30 ft. length of building façade. There is a limit of \$20,000 of grant funds per property in any 5 year period or \$30,000 for a Landmark property.</p> <p><u>Proposal</u></p> <p>Joe Freeman has requested a Façade Improvement grant for the property located at 5 S 2nd Ave. The project scope includes replacing 20 windows on the second floor and the back of the first floor. The proposed windows are double hung, which are more architecturally appropriate than the current mix of window types/styles, and the windows are fiberglass, which is an upgraded and more durable replacement window material.</p> <p><u>Historic Commission Review 6-18-25</u></p> <p>The Historic Commission reviewed the grant and unanimously recommended approval because the project is a repair and stabilization of deteriorated historic features.</p> <p><u>Grant Amount</u></p> <p>Total Cost of Project: \$26,875.66.</p> <p>The project is eligible to receive up to \$13,437.83, based on 50% reimbursement for preservation of the integrity of the building.</p>			
Attachments (please list): Historic Commission Resolution, Program Requirements, Location Map, Façade Improvement Grant Application, Grant Agreement			
Recommendation/Suggested Action (briefly explain): Historic Preservation Commission recommendation to approve a Façade Improvement Grant Agreement for 5 S 2 nd Ave.			

City of St. Charles, Illinois

Historic Preservation Commission Resolution No. 3-2025

**A Resolution Recommending Approval of
A Façade Improvement Grant Application
(5 S 2nd Ave.)**

WHEREAS, it is the responsibility of the St. Charles Historic Preservation Commission to review applications for the Façade Improvement Grant Program; and

WHEREAS, the Historic Preservation Commission has reviewed the Façade Improvement Grant Application for 5 S 2nd Ave. and has found said application to be architecturally appropriate and in conformance with the Downtown Design Guidelines and the Historic Preservation Ordinance, Chapter 17.32 of the Zoning Ordinance; and

WHEREAS, the Historic Preservation Commission finds said Façade Improvement Grant Application to be in conformance with the program requirements.

NOW THEREFORE, be it resolved by the St. Charles Historic Preservation Commission to recommend to the City Council approval of the Façade Improvement Application for reimbursement.

Roll Call Vote:

Ayes: Smunt, Kessler, Pretz, Malay, Rice

Nays: None.

Abstain: None.

Absent: None.

Motion Carried.

PASSED, this 14th day of July, 2025.

Chairman

FAÇADE IMPROVEMENT GRANT PROGRAM DESCRIPTION

MAY 1, 2022

COMMUNITY DEVELOPMENT DEPT. /PLANNING DIVISION

CITY OF ST. CHARLES



1. Program Purpose

- The Facade Improvement Program is intended to promote reinvestment and restoration of commercial and residential buildings in the downtown area, with a focus on supporting historic preservation practices.
- The program is intended to assist property owners and commercial tenants to rehabilitate and restore the visible exterior of existing structures.
- Improvements must meet criteria for appropriateness of design.
- Reimbursement grants are provided to property owners or commercial tenants in recognition of the positive impact that individual building improvements can have on the overall appearance, quality and vitality of downtown St. Charles.

2. Application, Review and Approval Process:

- **Determine if your property is eligible for either the Commercial or Residential Façade Improvement Grant.**
- **Determine if your project is eligible for grant reimbursement.**
- **Define the scope of your proposed improvements.** This will probably involve consulting with an architect or other appropriate design professional (for projects that do not need an architect, consult with a contractor).
- **Contact the City to schedule a preliminary review of the project by the Historic Preservation Commission early in the design process to determine if the project scope and improvements will meet the program requirements.** The Historic Preservation Commission will consider the architectural appropriateness of proposed improvements using Design Guidelines and the Historic Preservation Ordinance (Chapter 17.32 of the Municipal Code). Improvements that are not architecturally appropriate, as determined by the City Council upon recommendation of the Historic Preservation Commission, are not eligible for a reimbursement grant. The Design Guidelines apply to all grant projects, regardless of whether they are in the Historic District.
- **The grant Program Year runs from May 1 to April 30 of the following year. Grant applications are accepted beginning in March of each year for the Program Year beginning on May 1.** (Note: The budget for the Program Year will not be finalized until approved by the City Council each year. This typically occurs in early April.)
- **Submit a complete grant application. Attend the following meetings on the dates provided by City staff:**
 - The **Historic Preservation Commission** will review and make a recommendation regarding the grant. They meet on the 1st and 3rd Wednesdays of each month at 7:00pm.
 - The **Planning & Development Committee** of the City Council will review the Historic Commission recommendation at their meeting on the second Monday of the month at 7:00pm.

If recommended for approval, the City Council will then vote on the formal grant agreement at a subsequent meeting. The grant agreement will follow the standard form, which is attached. Attendance at this meeting is not necessary unless requested.

The earliest the grant agreement can be approved by the City Council is the third Monday of May. Work initiated prior to City Council approval of the grant agreement is not eligible for reimbursement.

3. Commercial Façade Grant

- Eligible Properties:
Commercial or Multi-Family Residential Buildings (two or more units) located within either:
 - Special Service Area #1B
 - Historic District or Landmark SiteProperties that are at least 50 years of age are given first priority until Sept. 1st. Applications received for structures less than 50 years of age will not be reviewed until Sept. 1st.
- Application Priority Hierarchy
Preference will be given to received applications in the following order:
 1. Structures 50+ years of age
 - a. Restoration projects
 - b. Renovation Projects
 2. Structures less than 50 years of age
- Minimum Project Cost: \$2,500
- Grant for Front or Side Facades (visible from street): Maximum grant amount is based upon the frontage of the façade to be renovated, at a maximum of \$10,000 per 30 ft. horizontal length of façade. A facade is defined as a thirty-foot-wide span along the front or side of a building facing a public street, measured along the building wall generally parallel to the right of way line. For building fronts or sides exceeding thirty feet, a pro rata amount will be applied.
- Grant for Rear Entrance Improvements: Maximum grant amount of \$10,000, available for buildings with an existing or proposed rear entrance that is accessible to the public from a dedicated public street, alley, or other right of way, or from a parking lot or walkway that is owned or leased by the City, or from other property that is encumbered by an easement granting public pedestrian access. The rear entrance to be improved must provide public access to a business or businesses within the building.
- Maximum Grant Limits:
 - Total grant amount during any five-year period is capped at \$20,000.
 - For properties on the National Register of Historic Places or Locally Designated Landmarks, the total grant amount for any five-year period is capped at \$30,000.
- Eligible Improvements:
 - 50% Reimbursement for:
 - For Historic structures, maintenance utilizing Historic Preservation practices:***
 - ✓ Repair or restoration of historic features
 - ✓ Replacement of deteriorated historic features with like-in-kind materials to preserve or restore historic features
 - ✓ Re-roof or repair of visible roof surfaces with non-standard materials (such as wood shake, slate, or other decorative non-standard materials)
 - ✓ Extensive restoration/repair of historic masonry material
 - ✓ Painting of exterior surfaces where the surface preparation includes removal of worn/failing paint and intensive surface preparation prior to painting
 - Building improvements:***
 - ✓ Exterior building upgrades or enhancements that will restore or preserve the historic character of a building
 - ✓ Improvement, replacement or installation of storefront systems, doors, windows and trim materials.
 - ✓ Removal of architecturally inappropriate features on buildings

- 25% Reimbursement for Maintenance when done congruently with major restoration or renovation:
 - ✓ Cleaning, patching, caulking of exterior surfaces.
 - ✓ Re-coating of paint on exterior surfaces (without extensive surface preparation)
 - ✓ Re-roofing visible roof surfaces with non-historic material (such as 3-tab or architectural grade asphalt shingles)
 - ✓ Spot masonry repairs or tuckpointing
- 50% Reimbursement for Architectural Services (Up to \$5,000)
 - Where architectural services are required, the owner or tenant should retain an architect to prepare a conceptual design and cost estimate for work proposed. If the project is approved by the City, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only those architectural services directly related to the approved facade improvement will be reimbursed.
- Ineligible Improvements:
 - Signs and Awnings, unless in connection with other eligible improvements.
 - Building additions; unless work falls under the rear entrance requirements
 - Any interior improvement or finishes
 - Any improvements to internal building systems, including HVAC, plumbing, electrical (except for wiring for exterior lighting)
 - Any site improvements, including sidewalks, parking lots and landscaping.
 - Maintenance when not done congruently with major restoration or renovation, including painting, spot masonry or tuckpointing, re-roofing with non-historic material, cleaning, patching, and caulking. If not specifically listed, it is at the Historic Commission's discretion to determine if a project is considered maintenance.
- Improvements not specifically listed as eligible or ineligible are subject to review as to eligibility by the Historic Preservation Commission as an advisory body and approval or disapproval by City Council.

4. **Residential Façade Grant:**

- **Eligible Properties:**
Residential buildings located within a Historic District or Landmark site, rated in the Historic District Architectural Survey as:
 - “Contributing” or “Significant” structures
 - Non-Contributing structures that, upon completion of the improvements, will be re-classified by the Historic Preservation Commission as “Contributing” or “Significant”
- **Minimum Project Cost:** \$1,000
- **Maximum Grant Amount:** \$5,000 for:
 - Improvements that will be visible from the public right-of-way
 - Improvements to systems that include both the visible and non-visible elevations (such as improvements to siding or windows around entire building)
- **Eligible Improvements:**
 - 50% Reimbursement for projects falling into one or more of the following categories:
 - Repainting of historic exterior surface materials where the surface preparation includes removal of worn/failing paint and intensive surface preparation prior to painting.
 - Reconstruction of missing historic features. (*Example: Previously existing front porch*)
 - Repairing/stabilizing deteriorated historic features and reusing existing architectural elements. (*Example: Repair or partial reconstruction of a porch or replacement of window components*)
 - Removal of inappropriate features and restoration with original details and materials. (*Example: Removal of non-original aluminum/vinyl siding and restoration of the original siding, Removal of vinyl or aluminum windows and replacement with wood or aluminum clad wood windows.*)
 - Upgrade deteriorated materials with new appropriate materials. (*Example: Replacement of deteriorated wood windows with new wood windows*)
 - 100% Reimbursement for Architectural Services (Up to \$2,000)
 - Where architectural services are required, the owner or tenant should retain an architect to prepare a conceptual design and cost estimate for work proposed. If the project is approved by the City, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only those architectural services directly related to the approved facade improvement will be reimbursed.
- **Ineligible:**
 - Routine maintenance
 - Any interior improvement or finishes
 - Any improvements to internal building systems, including HVAC, plumbing, electrical (except for wiring for exterior lighting)
 - Any site improvements, including sidewalks, parking lots and landscaping.
 - Freestanding new construction buildings
 - Building additions, unless in connection with improvements to the existing building.
- Improvements not specifically listed as eligible or ineligible are subject to review as to eligibility by the Historic Preservation Commission as an advisory body and approval or disapproval by City Council.

5. **Terms and Conditions applicable to all grants:**

- **Grant applications will be considered in the order they are received.** In the event that the total amount of the potential reimbursement grants exceeds the amount budgeted for the program year, the applications will be carried over for consideration during the following program year.
- **Not more than one grant shall be approved for a building in any program year, and a grant shall not be approved if a grant was made for the same portion of the building within the previous five years.** For the Residential Grant Program, within the 5 program years following approval of a grant, a grant for the same property will not be considered until September of each program year.
- **The maximum amount of the reimbursement grant for a specific property will be set forth in a Facade Improvement Agreement between the City and the property owner or tenant.** If the actual costs exceed the original final estimates submitted with the application and used to determine the final total amount of reimbursement within the Agreement, the property owner or tenant will be responsible for the full amount of the excess. The City cannot reimburse more than the total amount specified in the Agreement.
- **Reimbursement grants are subject to Federal and State taxes, and are reported to the Internal Revenue Service on Form 1099.** You are required to provide your taxpayer ID number or social security number as part of the Façade Improvement Agreement. Property owners and tenants should consult their tax advisor for tax liability information.
- **The following items are not considered “improvements” and therefore they are not eligible for reimbursement:**
 - Building Permit fees and related costs.
 - Extermination of insects, rodents, vermin and other pests.
 - Title reports and legal fees.
 - Acquisition of land or buildings.
 - Financing costs.
 - Sweat equity.
 - Working capital for businesses.
- **Work that has been initiated prior to the approval of the Facade Improvement Agreement by the City Council is NOT eligible for grant reimbursement.**
- **All improvements must be completed prior to the end of the program year on April 30.** If the work is not complete by the end of the program year, the City’s remaining obligation to reimburse the owner or tenant for the project terminates. The City may, its sole discretion, grant a single one-year extension due to unforeseen circumstances that have prevented the completion of the project.
- **The property owner and tenant shall be responsible for maintaining the facade improvements without alteration for five (5) years.** A restrictive covenant limiting alterations may be required by the City Council at the time of approval of the Facade Improvement Agreement.
- **Any project changes must be approved by the City.** Major changes or elimination of improvements must be approved by the City Council. Minor revisions must be approved by the Historic Preservation Commission.
- **This is a reimbursement program -- you must pay your architect, contractors and suppliers before you receive payment from the City.**



City of St. Charles, Illinois

5 N 2nd Ave

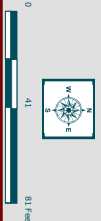
Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov



Subject Property outlined in red.



City of St. Charles, Illinois
City Manager
City Clerk
City Treasurer
City Auditor
City Engineer
City Attorney
City Historian
City Planner
City Administrator
City Information Systems
City Public Works
City Police Department
City Fire Department
City Public Safety
City Parks and Recreation
City Cultural Arts
City Economic Development
City Housing and Community Development
City Social Services
City Health and Human Services
City Environmental Services
City Transportation Services
City Public Utilities
City Public Works
City Police Department
City Fire Department
City Public Safety
City Parks and Recreation
City Cultural Arts
City Economic Development
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City Social Services
City Health and Human Services
City Environmental Services
City Transportation Services
City Public Utilities



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FAÇADE IMPROVEMENT GRANT APPLICATION

COMMUNITY & ECONOMIC DEVELOPMENT DEPT. / PLANNING DIVISION

CITY OF ST. CHARLES



Grant Type (select one):

☒ Commercial

☐ Residential

Property Information:

Building or establishment for which the reimbursement grant is requested:

Address:

55 2nd Ave

Property Identification Number:

0927389006

Applicant Name:

Joseph Freeman

RECEIVED

MAY 22 2025

City of St. Charles
Community Development

Project Description:

Replace all 2nd story windows and south facing windows with Marvin Essential Fiberglass windows series 6302. Install white PVC brick molding along window frames.

Total Cost Estimate:

\$ 18,000

26,875.66

Submittal Checklist:

- ☐ \$50 Application Fee
- ☐ Detailed Scope of Work: Must identify all improvements, construction methods, building materials to be used. Costs must be broken down and itemized by task. In general, this scope of work should be prepared by the contractor(s) who will be completing the project.
- ☐ Documentation on Existing Conditions: Reports or photographs to demonstrate need for improvements.
- ☐ W-9 Form: Filled out and signed by the grant applicant, with a Federal Tax ID Number (or a Social Security Number for an individual)

Applicant Contact Information:

Phone Number: 630-675-9937

Email Address: n.greeninvest@yahoo.com

Statement of Understanding:

- ☒ I agree to comply with the guidelines and procedures of the Façade Improvement Grant Program. I have read and understand the "Terms and Conditions".
- ☒ I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, receipts, and contractor's final waivers of lien upon completion of the approved improvements.
- ☒ I understand that work done before a Façade Improvement Agreement is approved by the City Council is not eligible for a grant.
- ☒ I understand the Façade Improvement reimbursement grants are subject to taxation and that the City is required to report the amount and recipient of said grants to the IRS

Signature: Joseph Green Date: 5/22/2025
Applicant

Owner Authorization (if applicable):

If the applicant is other than the owner, you must have the owner complete the following certificate:

I certify that I am the owner of the property at 55 2nd Ave, and that I authorize the applicant to apply for a reimbursement grant under the St. Charles Façade Improvement Program and undertake the approved improvements.

Signature: Joseph Green Date: 5/22/2025
Owner

This Agreement document is a standard form that will be prepared by the City at the time of grant approval and is included here for your information only. Do not fill out or submit with an application.

THE MARVIN PORTFOLIO

The Marvin portfolio consists of five product lines organized into three distinct collections defined by the degree of design detail and customization opportunities.

Marvin windows and doors offer exceptional performance, energy efficiency, low maintenance, and quality you can see, feel, and touch to help bring your vision to life.



ULTIMATE

Most extensive selection of features, options, and product types



MODERN

Design flexibility in a purely modern aesthetic available exclusively at Marvin Modern dealers



COASTLINE

Custom windows and doors for high velocity hurricane zones in the coastal Southeast



ELEVATE

Wide range of options and product types



ESSENTIAL

Curated options and product types

MARVIN SIGNATURE™ COLLECTION

MARVIN ELEVATE™ COLLECTION

MARVIN ESSENTIAL™ COLLECTION

INTERIORS	WOOD 6 species options + custom 2 painted or primed options 6 stains + clear coat	EXTRUDED ALUMINUM 5 color options	EXTRUDED ALUMINUM 6 solid colors, 4 woodgrain finishes	WOOD Bare pine, painted Designer Black, painted White, or clear coat	FIBERGLASS 4 color options
EXTERIORS	EXTRUDED ALUMINUM 19 colors + custom OR WOOD 3 species + custom	FIBERGLASS 5 color options	EXTRUDED ALUMINUM 6 solid colors, 4 woodgrain finishes	FIBERGLASS 6 color options	FIBERGLASS 6 color options
SIZING	Standard + custom sizing for replacement, remodeling, or new construction	Custom sizing for remodeling or new construction	Custom sizing for replacement, remodeling, or new construction	Standard + custom sizing for replacement, remodeling, or new construction	Standard + custom sizing for replacement, remodeling, or new construction
HARDWARE	Extensive selection including Marvin Gallery Hardware	Minimalist hardware for modern design aesthetic	Available in multiple styles, sizes, and finishes to complement the window + door aesthetics	Available in 6 finish options with 2 door handle styles	Available in 6 finish options with 1 door handle style
COASTAL + WATERFRONT	Hurricane Impact Zones 3 and 4, + PG 50 Products		All products rated for High Velocity Hurricane Zone (IZ4)	Hurricane Impact Zone 3, + PG 50 Products	

WHY MATERIALS MATTER

THE MARVIN MATERIALS DIFFERENCE: ULTREX® FIBERGLASS

Choosing the right materials for windows and doors is important when it comes to long-term appearance and performance. Ultrex, an innovative fiberglass material pioneered by Marvin over 25 years ago, was one of the first premium composites on the market. However, not all composites are created equal.

Some companies use materials with fundamentally different properties and performance values to produce a composite material. Ultrex is different. High-density woven fibers bound by a thermally set resin makes Ultrex more resistant to pressure and temperature than vinyl-based composites. With such different materials grouped in the composites category, it is essential to know what sets them apart.

TEMPERATURES MAY FLUCTUATE, BUT ULTREX® FIBERGLASS WON'T

Ultrex expands and contracts at virtually the same rate as glass, so it works with glass rather than against it. This means seals aren't as prone to leaking, and windows aren't subjected to sagging issues like other composites.

This is especially true when compared to vinyl, which can distort in extreme heat and crack in fluctuating temperatures. Ultrex resists distortion even at temperatures up to 285°F. Rapid temperature change doesn't phase Ultrex. From -30°F to 70°F, a 6-foot stile changes less than 1/32 inch in length.

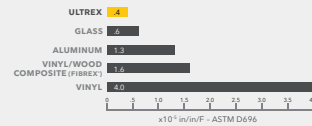
INDUSTRY'S BEST FIBERGLASS FINISH FOR LASTING BEAUTY

Ultrex is the first and only fiberglass finish to be verified to AAMA's 624 voluntary finish specifications for fiber-reinforced thermoset profiles (fiberglass).

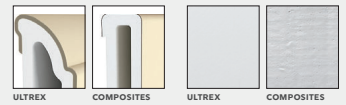
Windows and doors made with Ultrex resist scratches, dings, and marring more than vinyl. Our proprietary, mechanically bonded acrylic finish is up to three times thicker than painted competitive finishes, and it resists UV degradation up to five times longer than vinyl—even on dark colors.

EXPANSION MEASUREMENT

Ultrex expands and contracts at virtually the same rate as glass.



ACRYLIC CAP



STRENGTH AND STABILITY OF ULTREX

Ultrex pultruded fiberglass has a tensile strength 8x stronger than vinyl and 3x stronger than non-fiberglass vinyl/wood composites. Windows and doors made with Ultrex bend and flex less, resist cracking and separating, and stand up better to everyday wear and tear.

The exceptional strength and stability of Ultrex eases installation and establishes a secure, long-lasting fit that stays square and true year after year.

PULTRUDED FIBERGLASS

Thin strands of strong glass cables saturated with compounded resins create a durable material.

DURABLE FINISH

The proprietary finishing process applies a durable, long-lasting AAMA 624 verified factory finish.



Double Hung windows in Stone White

COOLER IN SUMMER, WARMER IN WINTER

TOP RATED ENERGY EFFICIENCY

The National Fenestration Rating Council (NFRC) defines energy performance ratings for the entire window and door industry. It rates:

- **U-factor:** How well a window keeps heat inside a building.
- **Solar heat gain:** A window's ability to block warming caused by sunlight.
- **Visible light transmittance:** How much light gets through a product.
- **Air leakage:** Heat loss and gain by air infiltration through cracks in the window assembly.

Ultralex® fiberglass is 500 times less conductive than roll-form aluminum, similar to wood and PVC. It provides an insulated barrier against extreme weather temperatures, keeping homes comfortable and reducing heating and cooling costs.

ENERGY COST SAVINGS

Marvin was the first major window and door manufacturer to offer energy-efficient Low E2 glass and ENERGY STAR® certified performance on all of our standard windows and doors. Compared to non-certified products, ENERGY STAR certified windows and doors cut heating and cooling costs by 12%.*

The Essential collection offers Low E1, Low E2, Low E3, and Low E3/ERS insulated glass with argon gas, which has thermal conductivity 30% lower than that of air. It adds improved solar and thermal protection by distinguishing between visible light, damaging UV, and near-infrared rays to offer the ultimate glass performance. In addition, it provides a selection of energy-efficient solutions depending on your climate and needs.

LOW E GLASS COATING

The Low E coating is specially designed to take advantage of the angle of the winter and summer sun. Winter sun is absorbed and conducted indoors. Summer sun is filtered and reflected back outdoors.



Double Hung windows in Stone White

A MORE COMFORTABLE INTERIOR, REGARDLESS OF THE SEASON

Keep heat inside during cooler weather and block the sun's rays during warmer weather with dual-pane windows and Low E coating.

DESIGNED WITH PROS IN MIND

PEACE OF MIND

Every project has its own unique requirements, and Marvin is equipped to meet those challenges. Our unique Ultrex® fiberglass construction, available factory services, unmatched delivery, and network of dedicated service and support personnel make the Essential collection the perfect choice—no matter the project.

EASY TO ORDER, SIMPLE TO INSTALL

The Essential collection offers simplified options to make the order process straightforward. Installation options and accessories make installing Marvin easier than ever. See page 18 for more information.

MARVIN HAS YOU COVERED

The Essential collection is backed by a fully transferable 20/10 warranty—20-year coverage on glass, and 10-year coverage on manufacturing materials and workmanship.

CREATING VALUE AND EFFICIENCY EVERY STEP OF THE WAY

Weather-tight, solid, and durable Ultrex® fiberglass means there are virtually no call-backs. Essential window and door profiles are optimized for the maximum in performance and fit.



Double Hung window in Stone White

CASEMENT + AWNING



CASEMENT + AWNING

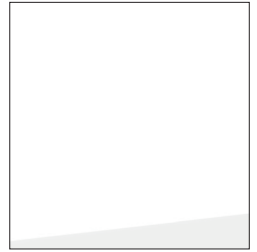
- Multi-point sequential locking system provides superior PG40 performance rating with single lever operation.
- Stationary, operating, direct glaze rectangle and picture units available.
- Folding handle provides easy operation and neatly stows out of the way of window treatments and blinds.
- Casement available in standard and special sizes up to 3 feet wide by 7 feet high.
- Awning available in standard and special sizes up to 5 feet wide by 4 feet high.
- Coordinating Casement Picture window available up to 7 feet high and Casement Transom window available up to 6 feet wide by 2 feet high.
- Features an easy to remove screen with concealed fasteners.
- Crank out operation.



CASEMENT INTERIOR



AWNING INTERIOR



FOLDING HANDLE SHOWN IN OIL RUBBED BRONZE

DOUBLE HUNG



Double Hung windows in Stone White

MARVIN®



Double Hung windows in Stone White

DOUBLE HUNG

- Two movable sashes with versatility to create ventilation at the top, bottom, or both.
- Equipped with a standard full screen; optional half screen is available.
- Tilt latches are ergonomically designed and easy to operate, making tilting and cleaning effortless.
- Up to PG50 performance rating on a majority of sizes.
- Equal, Cottage, and Reverse Cottage sashes provide a variety of looks and checkrail heights.
- Factory, reinforced, and field-mulling kits available.
- Available in standard and special sizes up to 4 feet wide by 6 feet 6 inches high.
- Coordinating Picture and Direct Glaze Rectangle windows available in sizes up to 5 feet wide by 6 feet high.



INTERIOR

EXTERIOR



TILT MODE FOR EASY CLEANING

INSTALLATION MADE SIMPLE AND EFFICIENT

Marvin Essential windows and doors bring together design, quality, and performance in one streamlined collection. Essential products offer a number of installation options and accessories that make it easy to meet project demands.



NAILING FIN
Snaps out for easy installation.



JAMB EXTENSION
Allows for easy finishing with traditional molding and trim.



J-CHANNEL
Quickly and easily finishes the exterior.



SHEETROCK RETURN
Accommodates ½"-¾" drywall installations.



¾" RECEIVER
Works with thicker installation methods, including box jambs.



FRAME EXPANDER
Provides installation flexibility.



CASEMENT/AWNING 3" SASH LIMITER
Permanently limits sash movement for safety and security.



DOUBLE/SINGLE HUNG SASH LIMITER
Permanently limits sash movement for safety and security.



NON-OPERABLE LOCK
Renders sash inoperable.



GLIDER WOOD
Limits opening to 4" while providing for full egress. ASTM F2090-10 compliant.



CASEMENT WOOD
Limits opening to 4" while providing for full egress. ASTM F2090-10 compliant.



DOUBLE/SINGLE HUNG WOOD
Limits opening to 4" while providing for full egress. ASTM F2090-10 compliant.

EXTERIOR TRIM

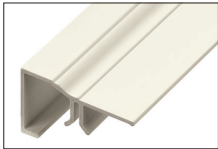
Ultrex® Exterior Trim is offered with all rectangular Marvin Essential products in six exterior finishes. The durability, performance, and look of Essential collection windows and doors can be extended to the trim.

BRICK MOULD
2" Brick Mould is available with or without 2 ½" sill nosing.

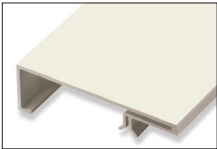
FLAT
3 ½" Flat Trim is available in Flat and Flat Ranch configurations with or without 2 ½" sill nosing.

SILL NOSE
2 ½" Sill Nose provides authentic sill appearance.

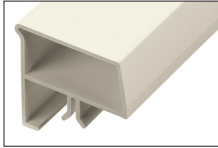
CONNECTION BARB
Barb and receiver attachment method provides for quick, secure installation.



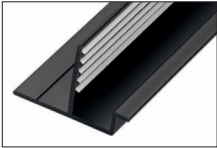
BRICK MOULD



FLAT



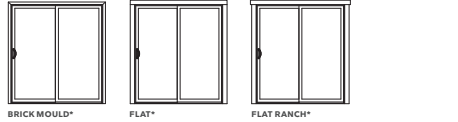
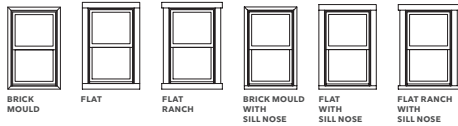
SILL NOSE



CONNECTION BARB

TRIM CONFIGURATIONS

Multiple configurations are available in lineal lengths and factory pre-cut kits in all six Essential collection exterior colors.



* Brick Mould, Flat, and Flat Ranch profiles are available on doors. Sill profiles are not included for door trim sets.

DESIGN OPTIONS

INTERIOR AND EXTERIOR FINISHES

Essential windows and doors have a durable, strong, and fully paintable Ultrex® fiberglass interior and exterior, featuring our AAMA-verified acrylic finish for low-maintenance and superior aesthetics.

FIBERGLASS INTERIOR COLORS

STONE WHITE Available with your choice of exterior finish colors
BRONZE Available when paired with Bronze exterior finish
GUNMETAL Available when paired with Gunmetal exterior finish
EBONY Available when paired with Ebony exterior finish

FIBERGLASS EXTERIOR COLORS

STONE WHITE
CASHMERE
PEBBLE GRAY
BRONZE
GUNMETAL
EBONY

DIVIDED LITES

GRILLES-BETWEEN-THE-GLASS (GBG)
Available in several popular lite cut options for a classic divided lite look and easy glass cleaning. Available in Stone White, Bronze, Gunmetal, or Ebony interior finish and Stone White, Cashmere, Pebble Gray, Bronze, Gunmetal, or Ebony exterior finish.*



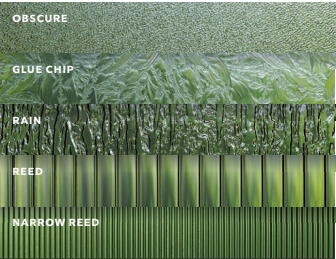
GRILLES-BETWEEN-THE-GLASS SHOWN IN STONE WHITE

* Not available in polygons except direct glaze rectangles.

GLASS OPTIONS

Available in dual-pane in Low E1, Low E2, Low E3, and Low E3/ERS insulated glass with argon gas.* Options include glazing for sound abatement (STC/OITC), high altitudes, and California fire zones.

DECORATIVE GLASS



* Argon gas not available in high elevations where capillary tubes are required.

HARDWARE STYLES

WINDOW HARDWARE

Windows feature classic low-profile, durable hardware for clean aesthetics, safety, and security.



SASH LOCK + KEEPER
Double Hung, Single Hung, and Glider



FOLDING HANDLE
Casement and Awning



Essential Direct Glaze windows in Ebony and Ultimate Sliding Patio door in Designer Black

DOOR HANDLE

Sliding Patio Doors feature classic profile durable hardware, a perfect blend of safety and security.



CAMBRIDGE

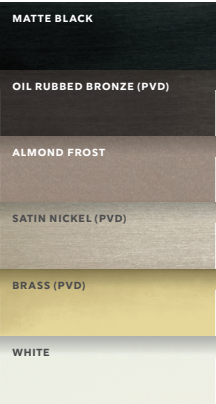


SLIM LINE EXTERIOR HANDLE

DOOR HANDLE OPTIONS

- Available keyed-alike option (use one key on multiple locks with up to 3 different keys on each project).
- Choose a distinct interior and exterior handle finish that matches or complements the interior and exterior color of your door.

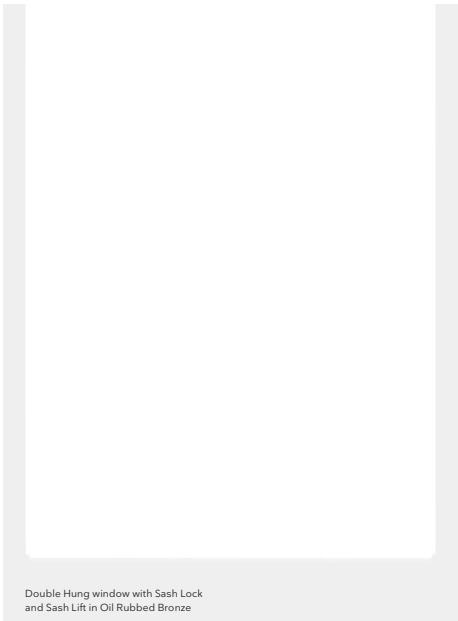
FINISHES



Choose from a variety of hardware finishes to complement your Essential collection windows and doors.

The Physical Vapor Deposition (PVD) process adds a layer of toughness to hardware exposed to environmental factors like direct sun and humidity. PVD finishes resist fading and discoloration, even in coastal areas. PVD has the highest grade corrosion resistant finish.

PVD finish is available on exterior door hardware in Oil Rubbed Bronze, Satin Nickel, and Brass.



Double Hung window with Sash Lock and Sash Lift in Oil Rubbed Bronze



Sliding Patio door with Cambridge hardware in Satin Nickel

JNB Construction Inc

John Kajpust

Business Number 6306881232

241 Dallas Dr

Bartlett , IL 60103

6306881232

INVOICE

INV0076

DATE

05/30/2025

DUE

On Receipt

BALANCE DUE

USD \$26,875.66

BILL TO

Joe Freeman

📠 6306759937

ngreeninvest@yahoo.com

DESCRIPTION	RATE	QTY	AMOUNT
Install 23 Marvin Fiberglass window, Insulation with OSI foam ,brick mold Price for installation \$9000 Price for Marvin fiberglass windows \$17875.66 Total price for installation and windows \$26875.66	\$26,875.66	1	\$26,875.66
TOTAL			\$26,875.66
BALANCE DUE			USD \$26,875.66













ST. CHARLES HISTORIC PRESERVATION COMMISSION

ARCHITECTURAL SURVEY ST. CHARLES CENTRAL DISTRICT ST. CHARLES, ILLINOIS

DIXON ASSOCIATES / ARCHITECTS

ARCHITECTURAL INTEGRITY

	1	2	3
<input type="checkbox"/> Unaltered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Minor Alteration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Major Alteration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Additions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sensitive to original	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insensitive to original	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1: first floor; 2: upper floors; 3: roof/cornice

ARCHITECTURAL SIGNIFICANCE

- ☐ Significant
☒ Contributing
☐ Non-Contributing

BUILDING CONDITION

- ☐ Excellent: Well-maintained
☒ Good: Minor maintenance needed
☐ Fair: Major repairs needed
☐ Poor: Deteriorated

ARCHITECTURAL DESCRIPTION

Style: Commercial Vernacular

Date of Construction: 1910-1930

Source: A Field Guide to American Architecture

Features:

Two story brick structure. First floor clad with vertical wood siding. Storefronts greatly altered.



Address:

115-119 East Main Street

Representation in Existing Surveys:

- ☐ Federal
☐ State
☐ County
☐ Local

Block No. 47

Building No. 3

SURVEY DATE:

MAY 1994

ROLL NO. 7

NEGATIVE NO. 36



ST. CHARLES HISTORIC PRESERVATION COMMISSION

ARCHITECTURAL SURVEY ST. CHARLES CENTRAL DISTRICT ST. CHARLES, ILLINOIS

DIXON ASSOCIATES / ARCHITECTS

CONTINUATION SHEET NO: 1



ROLL NO. 6

NEGATIVE NO. 8

Address:

115-119 East Main Street

Remarks:

East Elevation.

Block No. 47

Building No. 3



ROLL NO.

NEGATIVE NO.

Address:

115-119 E Main St.

Remarks:

Photo taken 11/21

Block No.

Building No.



ST. CHARLES HISTORIC PRESERVATION COMMISSION

ARCHITECTURAL SURVEY ST. CHARLES CENTRAL DISTRICT ST. CHARLES, ILLINOIS

DIXON ASSOCIATES / ARCHITECTS

CONTINUATION SHEET NO: 1



ROLL NO.

NEGATIVE NO.

Address:

115-119 E Main St.

Remarks:

East Elevation

Photo taken 10/21

Block No.

Building No.

Address:

Remarks:

Block No.

Building No.

ROLL NO.

NEGATIVE NO.

**CITY OF ST. CHARLES
FACADE IMPROVEMENT AGREEMENT**

Program Year: May 1, 2025 to April 30, 2026

THIS AGREEMENT, entered into this 21 day of July, 2025, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated OWNER/LESSEE, to wit:

Owner/Lessee's Name:	Joe Freeman
Tax ID# or Social Security #	82-3743974

For the following property:

Address of Property:	5 S 2 nd Avenue
PIN Number:	09-27-389-006

WITNESSETH:

WHEREAS, the CITY has established a Facade Improvement Program adopted by City Ordinance No. 2017-M-7 ; and

WHEREAS, CITY has agreed to participate, subject to its sole discretion, in reimbursing Owners/Lessees for the cost of eligible exterior improvements to buildings through the Façade Improvement Program; and

WHEREAS, the OWNER/LESSEE desires to participate in the Facade Improvement Program pursuant to the terms and provisions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the OWNER/LESSEE do hereby agree as follows:

SECTION 1:

A. With respect to Commercial Façade Grant improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of up to twenty five (25%) of the cost of Routine Maintenance Improvements, up to fifty percent (50%) of the cost of Historic Preservation Improvements and other Building Improvements, and up to one hundred percent (100%) of the cost of fees for Architectural Services pertaining to such improvements, provided that the total reimbursement for eligible improvements and architectural services shall not exceed the amount shown in Exhibit I, "Total Reimbursement Amounts", attached hereto.

B. With respect to Residential Façade Grant improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of up to fifty percent (50%) of the cost of Historic Preservation Improvements, and up to one hundred percent (100%) of the cost of fees for Architectural Services pertaining to such improvements, provided that the total reimbursement for eligible improvements and architectural services shall not exceed the amount shown in Exhibit I, "Total Reimbursement Amounts", attached hereto.

The actual total reimbursement amounts per this Agreement shall not exceed the amounts shown in Exhibit I. The improvement costs which are eligible for City reimbursement include all labor, materials, equipment and other contract items necessary for the proper execution and completion of the work as shown on the plans, design drawings, specifications and estimates approved by the City. Such plans, design drawings, specifications and estimates are attached hereto as Exhibit II.

SECTION 2: No improvement work shall be undertaken until its design has been submitted to and approved by the City Council. Following approval, the OWNER/LESSEE shall contract for the work and shall commence and complete all such work within the Program Year, ending April 30.

SECTION 3: The Director of Community Development shall periodically review the progress of the contractor's work on the facade improvement pursuant to this Agreement. Such inspections shall not

replace any required building permit inspection. All work which is not in conformance with the approved plans, design drawings and specifications shall be immediately remedied by the OWNER/LESSEE and deficient or improper work shall be replaced and made to comply with the approved plans, design drawings and specifications and the terms of this Agreement.

SECTION 4: Upon completion of the improvements and upon their final inspection and approval by the Director of Community Development, the OWNER/LESSEE shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the work as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the OWNER/LESSEE shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The OWNER/LESSEE shall also submit to the CITY a copy of the architect's statement of fees for professional services for preparation of plans and specifications. The CITY shall, within fifteen (15) days of receipt of the contractor's statement, proof of payment and lien waivers, and the architect's statement, issue a check to the OWNER/LESSEE as reimbursement, subject to the limitations set forth in Exhibit "I".

In the alternative, at its sole discretion, CITY may reimburse OWNER/LESSEE in two payments. The first reimbursement may be made only 1) upon completion of work representing 50% or more of the maximum reimbursement specified in Exhibit I hereof ; 2) upon receipt by CITY of the architect's invoices, contractor's statements, invoices, proof of payment and notarized final lien waivers for the completed work; and 3) upon a determination by the Director of Community Development that the remainder of the work is expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the

OWNER/LESSEE. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 5: If the OWNER/LESSEE or his contractor fails to complete the improvement work provided for herein in conformity with the approved plans, design drawings and specifications and the terms of this Agreement, or if the improvements are not completed by the end of the Program Year on April 30, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void. The CITY may, at its sole discretion, grant a single one-year extension to the end of the following program year due to unforeseen circumstances that have prevented the completion of the project.

SECTION 6: Upon completion of the improvement work pursuant to this Agreement and for a period of five (5) years thereafter, the OWNER/LESSEE shall be responsible for properly maintaining such improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the OWNER/LESSEE shall not enter into any Agreement or contract or take any other steps to alter, change or remove such improvements, or the approved design thereof, nor shall OWNER/LESSEE undertake any other changes, by contract or otherwise, to the improvements provided for in this Agreement unless such changes are first submitted to the Director of Community Development, and any additional review body designated by the Director, for approval. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement. If requested by the CITY, OWNER/LESSEE agrees to execute and record a restrictive covenant regarding the maintenance of improvements completed per this agreement.

SECTION 7: The OWNER/LESSEE releases the CITY from, and covenants and agrees that the CITY shall not be liable for, and covenants and agrees to indemnify and hold harmless the CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the facade improvement(s), including but not limited to actions arising from the Prevailing Wage Act (820 ILCS 30/0.01 et seq.) The OWNER/LESSEE further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said facade improvement(s).

SECTION 8: Nothing herein is intended to limit, restrict or prohibit the OWNER/LESSEE from undertaking any other work in or about the subject premises which is unrelated to the facade improvement provided for in this Agreement.

SECTION 9: This Agreement shall be binding upon the CITY and upon the OWNER/LESSEE and its successors, to said property for a period of five (5) years from and after the date of completion and approval of the facade improvement provided for herein. It shall be the responsibility of the OWNER/LESSEE to inform subsequent OWNER(s)/LESSEE(s) of the provisions of this Agreement.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date first appearing above.

OWNER/LESSEE

CITY OF ST. CHARLES

Mayor

ATTEST: _____

City Clerk

EXHIBIT “I”

Total Reimbursement Amounts

Commercial Façade Grants:

	Total Estimated Cost	Reimbursement Percentage	Total Maximum Grant Amount
Routine Maintenance Improvements	\$	25%	\$
Historic Preservation Improvements	\$	50%	\$
Building Improvements	\$ 26,875.66	50%	\$ 13,437.83
Architectural Services	\$	100% (not to exceed \$4000)	\$
TOTAL	\$26,875.66	-	\$ 13,437.83

Residential Façade Grants:

	Total Estimated Cost	Reimbursement Percentage	Total Maximum Grant Amount
Historic Preservation Improvements	\$	50%	\$
Architectural Services	\$	100% (not to exceed \$2000)	\$
TOTAL	\$	-	\$

EXHIBIT “II”


Plans, Design drawings, Specifications and Estimates

Attachments:

Estimate from JBN Construction. Dated May 30, 2025.

Photos of Existing Windows.

Marvin Window Pamphlets.

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4b
	Title:	Historic Preservation Commission recommendation to approve a Façade Improvement Grant Agreement for 12 N 3rd St.	
	Presenter:	Emma Field, Planner	
Meeting: Planning & Development Committee Date: July 14, 2025			
Proposed Cost: \$10,000		Budgeted Amount: \$40,000 for FY	Not Budgeted: <input type="checkbox"/>
<p>Executive Summary (if not budgeted, please explain): \$40,000 for FY, plus \$8,824.33 to be transferred from the Business Improvement Grant</p> <p><u>Program Description</u> The Façade Improvement Grant program provides assistance to property owners and commercial tenants to rehabilitate and restore the exterior of buildings in the downtown. Grant funding is available for buildings located in Special Service Area 1B (Downtown Revitalization) or in a Historic District or designated Historic Landmark site. Applications are first reviewed by the Historic Preservation Commission for appropriateness of design. The grants are provided as a reimbursement for up to 50% of the funds invested into an exterior rehabilitation project involving new improvements and up to 25% for maintenance work. Up to \$10,000 is available for a 30 ft. length of building façade. There is a limit of \$20,000 of grant funds per property in any 5 year period or \$30,000 for a Landmark property.</p> <p><u>Proposal</u> Erik Gilly has requested a Façade Improvement grant for the property located at 12 N 3rd St. The project scope includes adding two garage door windows, new black fabric awnings, new windows to fill in previously filled window openings, and fixing of masonry on the east side of the building. The exterior renovations are for a new business to move in called Rec Haus. Rec Haus will be taking over the Alibi and is a bar and arcade use.</p> <p><u>Historic Commission Review 6-18-25</u> The Historic Commission reviewed the grant and unanimously recommended approval because the project is a repair and stabilization of deteriorated historic features and restoring the building to its old charm.</p> <p><u>Grant Amount</u> Total Cost of Project: \$103,000.</p> <p>The budget for commercial grants is only left with \$1,175.67. The budget for the Façade Grant Program is \$40,000 for commercial for the fiscal year. There will be a budget transfer of \$8,824.33 from the Business Improvement Grant Program to the Façade Grant Program so that the applicant can receive up to \$10,000.</p>			
Attachments (please list): Historic Commission Resolution, Program Requirements, Location Map, Façade Improvement Grant Application, Grant Agreement			
Recommendation/Suggested Action (briefly explain): Historic Preservation Commission recommendation to approve a Façade Improvement Grant Agreement for 12 N 3 rd Street.			

City of St. Charles, Illinois

Historic Preservation Commission Resolution No. 4-2025

**A Resolution Recommending Approval of
A Façade Improvement Grant Application
(12 N 3rd St.)**

WHEREAS, it is the responsibility of the St. Charles Historic Preservation Commission to review applications for the Façade Improvement Grant Program; and

WHEREAS, the Historic Preservation Commission has reviewed the Façade Improvement Grant Application for 12 N 3rd St. and has found said application to be architecturally appropriate and in conformance with the Downtown Design Guidelines and the Historic Preservation Ordinance, Chapter 17.32 of the Zoning Ordinance; and

WHEREAS, the Historic Preservation Commission finds said Façade Improvement Grant Application to be in conformance with the program requirements.

NOW THEREFORE, be it resolved by the St. Charles Historic Preservation Commission to recommend to the City Council approval of the Façade Improvement Application for reimbursement.

Roll Call Vote:

Ayes: Smunt, Kessler, Pretz, Malay, Rice

Nays: None.

Abstain: None.

Absent: None.

Motion Carried.

PASSED, this 14th day of July, 2025.

Chairman

FAÇADE IMPROVEMENT GRANT PROGRAM DESCRIPTION

MAY 1, 2022

COMMUNITY DEVELOPMENT DEPT. /PLANNING DIVISION

CITY OF ST. CHARLES



1. Program Purpose

- The Facade Improvement Program is intended to promote reinvestment and restoration of commercial and residential buildings in the downtown area, with a focus on supporting historic preservation practices.
- The program is intended to assist property owners and commercial tenants to rehabilitate and restore the visible exterior of existing structures.
- Improvements must meet criteria for appropriateness of design.
- Reimbursement grants are provided to property owners or commercial tenants in recognition of the positive impact that individual building improvements can have on the overall appearance, quality and vitality of downtown St. Charles.

2. Application, Review and Approval Process:

- **Determine if your property is eligible for either the Commercial or Residential Façade Improvement Grant.**
- **Determine if your project is eligible for grant reimbursement.**
- **Define the scope of your proposed improvements.** This will probably involve consulting with an architect or other appropriate design professional (for projects that do not need an architect, consult with a contractor).
- **Contact the City to schedule a preliminary review of the project by the Historic Preservation Commission early in the design process to determine if the project scope and improvements will meet the program requirements.** The Historic Preservation Commission will consider the architectural appropriateness of proposed improvements using Design Guidelines and the Historic Preservation Ordinance (Chapter 17.32 of the Municipal Code). Improvements that are not architecturally appropriate, as determined by the City Council upon recommendation of the Historic Preservation Commission, are not eligible for a reimbursement grant. The Design Guidelines apply to all grant projects, regardless of whether they are in the Historic District.
- **The grant Program Year runs from May 1 to April 30 of the following year. Grant applications are accepted beginning in March of each year for the Program Year beginning on May 1.** (Note: The budget for the Program Year will not be finalized until approved by the City Council each year. This typically occurs in early April.)
- **Submit a complete grant application. Attend the following meetings on the dates provided by City staff:**
 - The **Historic Preservation Commission** will review and make a recommendation regarding the grant. They meet on the 1st and 3rd Wednesdays of each month at 7:00pm.
 - The **Planning & Development Committee** of the City Council will review the Historic Commission recommendation at their meeting on the second Monday of the month at 7:00pm.

If recommended for approval, the City Council will then vote on the formal grant agreement at a subsequent meeting. The grant agreement will follow the standard form, which is attached. Attendance at this meeting is not necessary unless requested.

The earliest the grant agreement can be approved by the City Council is the third Monday of May. Work initiated prior to City Council approval of the grant agreement is not eligible for reimbursement.

3. Commercial Façade Grant

- Eligible Properties:
Commercial or Multi-Family Residential Buildings (two or more units) located within either:
 - Special Service Area #1B
 - Historic District or Landmark SiteProperties that are at least 50 years of age are given first priority until Sept. 1st. Applications received for structures less than 50 years of age will not be reviewed until Sept. 1st.
- Application Priority Hierarchy
Preference will be given to received applications in the following order:
 1. Structures 50+ years of age
 - a. Restoration projects
 - b. Renovation Projects
 2. Structures less than 50 years of age
- Minimum Project Cost: \$2,500
- Grant for Front or Side Facades (visible from street): Maximum grant amount is based upon the frontage of the façade to be renovated, at a maximum of \$10,000 per 30 ft. horizontal length of façade. A facade is defined as a thirty-foot-wide span along the front or side of a building facing a public street, measured along the building wall generally parallel to the right of way line. For building fronts or sides exceeding thirty feet, a pro rata amount will be applied.
- Grant for Rear Entrance Improvements: Maximum grant amount of \$10,000, available for buildings with an existing or proposed rear entrance that is accessible to the public from a dedicated public street, alley, or other right of way, or from a parking lot or walkway that is owned or leased by the City, or from other property that is encumbered by an easement granting public pedestrian access. The rear entrance to be improved must provide public access to a business or businesses within the building.
- Maximum Grant Limits:
 - Total grant amount during any five-year period is capped at \$20,000.
 - For properties on the National Register of Historic Places or Locally Designated Landmarks, the total grant amount for any five-year period is capped at \$30,000.
- Eligible Improvements:
 - 50% Reimbursement for:
 - For Historic structures, maintenance utilizing Historic Preservation practices:***
 - ✓ Repair or restoration of historic features
 - ✓ Replacement of deteriorated historic features with like-in-kind materials to preserve or restore historic features
 - ✓ Re-roof or repair of visible roof surfaces with non-standard materials (such as wood shake, slate, or other decorative non-standard materials)
 - ✓ Extensive restoration/repair of historic masonry material
 - ✓ Painting of exterior surfaces where the surface preparation includes removal of worn/failing paint and intensive surface preparation prior to painting
 - Building improvements:***
 - ✓ Exterior building upgrades or enhancements that will restore or preserve the historic character of a building
 - ✓ Improvement, replacement or installation of storefront systems, doors, windows and trim materials.
 - ✓ Removal of architecturally inappropriate features on buildings

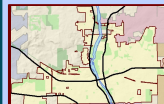
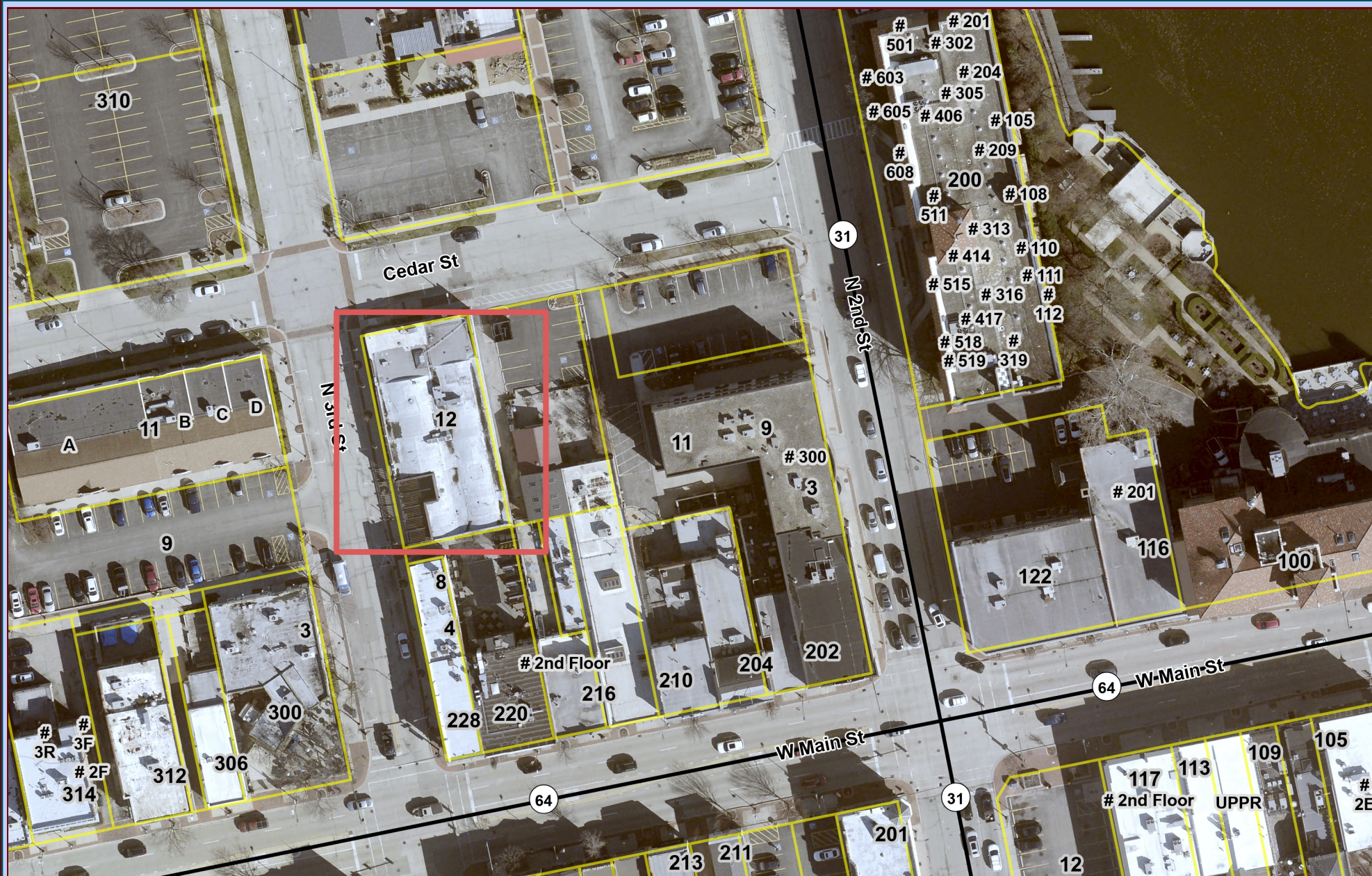
- 25% Reimbursement for Maintenance when done congruently with major restoration or renovation:
 - ✓ Cleaning, patching, caulking of exterior surfaces.
 - ✓ Re-coating of paint on exterior surfaces (without extensive surface preparation)
 - ✓ Re-roofing visible roof surfaces with non-historic material (such as 3-tab or architectural grade asphalt shingles)
 - ✓ Spot masonry repairs or tuckpointing
- 50% Reimbursement for Architectural Services (Up to \$5,000)
 - Where architectural services are required, the owner or tenant should retain an architect to prepare a conceptual design and cost estimate for work proposed. If the project is approved by the City, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only those architectural services directly related to the approved facade improvement will be reimbursed.
- Ineligible Improvements:
 - Signs and Awnings, unless in connection with other eligible improvements.
 - Building additions; unless work falls under the rear entrance requirements
 - Any interior improvement or finishes
 - Any improvements to internal building systems, including HVAC, plumbing, electrical (except for wiring for exterior lighting)
 - Any site improvements, including sidewalks, parking lots and landscaping.
 - Maintenance when not done congruently with major restoration or renovation, including painting, spot masonry or tuckpointing, re-roofing with non-historic material, cleaning, patching, and caulking. If not specifically listed, it is at the Historic Commission's discretion to determine if a project is considered maintenance.
- Improvements not specifically listed as eligible or ineligible are subject to review as to eligibility by the Historic Preservation Commission as an advisory body and approval or disapproval by City Council.

4. **Residential Façade Grant:**

- **Eligible Properties:**
Residential buildings located within a Historic District or Landmark site, rated in the Historic District Architectural Survey as:
 - “Contributing” or “Significant” structures
 - Non-Contributing structures that, upon completion of the improvements, will be re-classified by the Historic Preservation Commission as “Contributing” or “Significant”
- **Minimum Project Cost:** \$1,000
- **Maximum Grant Amount:** \$5,000 for:
 - Improvements that will be visible from the public right-of-way
 - Improvements to systems that include both the visible and non-visible elevations (such as improvements to siding or windows around entire building)
- **Eligible Improvements:**
 - 50% Reimbursement for projects falling into one or more of the following categories:
 - Repainting of historic exterior surface materials where the surface preparation includes removal of worn/failing paint and intensive surface preparation prior to painting.
 - Reconstruction of missing historic features. (*Example: Previously existing front porch*)
 - Repairing/stabilizing deteriorated historic features and reusing existing architectural elements. (*Example: Repair or partial reconstruction of a porch or replacement of window components*)
 - Removal of inappropriate features and restoration with original details and materials. (*Example: Removal of non-original aluminum/vinyl siding and restoration of the original siding, Removal of vinyl or aluminum windows and replacement with wood or aluminum clad wood windows.*)
 - Upgrade deteriorated materials with new appropriate materials. (*Example: Replacement of deteriorated wood windows with new wood windows*)
 - 100% Reimbursement for Architectural Services (Up to \$2,000)
 - Where architectural services are required, the owner or tenant should retain an architect to prepare a conceptual design and cost estimate for work proposed. If the project is approved by the City, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only those architectural services directly related to the approved facade improvement will be reimbursed.
- **Ineligible:**
 - Routine maintenance
 - Any interior improvement or finishes
 - Any improvements to internal building systems, including HVAC, plumbing, electrical (except for wiring for exterior lighting)
 - Any site improvements, including sidewalks, parking lots and landscaping.
 - Freestanding new construction buildings
 - Building additions, unless in connection with improvements to the existing building.
- Improvements not specifically listed as eligible or ineligible are subject to review as to eligibility by the Historic Preservation Commission as an advisory body and approval or disapproval by City Council.

5. **Terms and Conditions applicable to all grants:**

- **Grant applications will be considered in the order they are received.** In the event that the total amount of the potential reimbursement grants exceeds the amount budgeted for the program year, the applications will be carried over for consideration during the following program year.
- **Not more than one grant shall be approved for a building in any program year, and a grant shall not be approved if a grant was made for the same portion of the building within the previous five years.** For the Residential Grant Program, within the 5 program years following approval of a grant, a grant for the same property will not be considered until September of each program year.
- **The maximum amount of the reimbursement grant for a specific property will be set forth in a Facade Improvement Agreement between the City and the property owner or tenant.** If the actual costs exceed the original final estimates submitted with the application and used to determine the final total amount of reimbursement within the Agreement, the property owner or tenant will be responsible for the full amount of the excess. The City cannot reimburse more than the total amount specified in the Agreement.
- **Reimbursement grants are subject to Federal and State taxes, and are reported to the Internal Revenue Service on Form 1099.** You are required to provide your taxpayer ID number or social security number as part of the Façade Improvement Agreement. Property owners and tenants should consult their tax advisor for tax liability information.
- **The following items are not considered “improvements” and therefore they are not eligible for reimbursement:**
 - Building Permit fees and related costs.
 - Extermination of insects, rodents, vermin and other pests.
 - Title reports and legal fees.
 - Acquisition of land or buildings.
 - Financing costs.
 - Sweat equity.
 - Working capital for businesses.
- **Work that has been initiated prior to the approval of the Facade Improvement Agreement by the City Council is NOT eligible for grant reimbursement.**
- **All improvements must be completed prior to the end of the program year on April 30.** If the work is not complete by the end of the program year, the City’s remaining obligation to reimburse the owner or tenant for the project terminates. The City may, its sole discretion, grant a single one-year extension due to unforeseen circumstances that have prevented the completion of the project.
- **The property owner and tenant shall be responsible for maintaining the facade improvements without alteration for five (5) years.** A restrictive covenant limiting alterations may be required by the City Council at the time of approval of the Facade Improvement Agreement.
- **Any project changes must be approved by the City.** Major changes or elimination of improvements must be approved by the City Council. Minor revisions must be approved by the Historic Preservation Commission.
- **This is a reimbursement program -- you must pay your architect, contractors and suppliers before you receive payment from the City.**



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: July 8, 2025 09:37 AM



0 41 81 Feet

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Revised for Precision GIS

FACADE IMPROVEMENT GRANT APPLICATION

COMMUNITY & ECONOMIC DEVELOPMENT DEPT. /PLANNING DIVISION

CITY OF ST. CHARLES



Grant Type (select one):

☒ Commercial

☐ Residential

Received Date

Property Information:

Building or establishment for which the reimbursement grant is requested:

Address:

12 N 3rd St, St Charles, IL 60174

Property Identification Number:

Applicant Name:

Erik Gilly

Project Description:

Rec Haus is a social entertainment venue that redefines the bar experience by combining interactive play, a mix of new and nostalgic games, and craft beverages in a vibrant, high-energy setting. More than just a bar and more than an arcade, Rec Haus is a curated destination where adults can reconnect with their inner child, compete with friends, and enjoy premium drinks in a space built for connection, movement, and fun. Guests will find an eclectic mix of games—from pinball, bocce ball, skee-ball, and shuffleboard to pool, darts, and modern arcade favorites—all designed to encourage interaction, laughter, and return visits.

Total Cost Estimate:

\$ 103,000

Submittal Checklist:

- ☐ **\$50 Application Fee**
- ☒ **Detailed Scope of Work:** Must identify all improvements, construction methods, building materials to be used. Costs must be broken down and itemized by task. In general, this scope of work should be prepared by the contractor(s) who will be completing the project.
- ☒ **Documentation on Existing Conditions:** Reports or photographs to demonstrate need for improvements.
- ☒ **W-9 Form:** Filled out and signed by the grant applicant, with a Federal Tax ID Number (or a Social Security Number for an individual)

Applicant Contact Information:

Phone Number: 847-754-7522

Email Address: erik@rec-haus.com

Statement of Understanding:

- ☒ I agree to comply with the guidelines and procedures of the Façade Improvement Grant Program. I have read and understand the "Terms and Conditions".
- ☒ I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, receipts, and contractor's final waivers of lien upon completion of the approved improvements.
- ☒ I understand that work done before a Façade Improvement Agreement is approved by the City Council is not eligible for a grant.
- ☒ I understand the Façade Improvement reimbursement grants are subject to taxation and that the City is required to report the amount and recipient of said grants to the IRS

Signature: _____

Erik Gilly
Applicant

Date: _____

5-5-25

Owner Authorization (if applicable):

If the applicant is other than the owner, you must have the owner complete the following certificate:

I certify that I am the owner of the property at 12 N 3rd St., St. Charles, and that I authorize the applicant to apply for a reimbursement grant under the St. Charles Facade Improvement Program and undertake the approved improvements.

Signature: _____

[Signature]
Owner

Date: _____

5/28/25



June 13, 2025

Erik Gilly
12 N. 3rd St.
St. Charles, IL 60174

RE: Cost Estimate for Exterior Renovations of Rec Haus, 12 N. 3rd St. St. Charles

Dear Erik,

Here is the breakdown of the exterior renovations we have discussed.

\$69,000 – (2) Glass garage doors + installation
\$7,000 – (6) new windows installed on East side of building
\$12,000 – Stucco and masonry repair
\$15,000 – Exterior paint
=\$103,000

If you have any questions, please do not hesitate to call.

Respectfully,

Sean M. Connon
President
The Standard – General Contracting
Cell phone: 630-699-6633
E-mail: sean@thestandardgc.com



ST. CHARLES HISTORIC PRESERVATION COMMISSION

ARCHITECTURAL SURVEY ST. CHARLES CENTRAL DISTRICT ST. CHARLES, ILLINOIS

DIXON ASSOCIATES / ARCHITECTS

ARCHITECTURAL INTEGRITY

	1	2	3
<input checked="" type="checkbox"/> Unaltered	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Minor Alteration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Major Alteration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Additions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sensitive to original	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insensitive to original	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1: first floor; 2: upper floors; 3: roof/cornice

ARCHITECTURAL SIGNIFICANCE

- ☐ Significant
- ☐ Contributing
- ☒ Non-Contributing

BUILDING CONDITION

- ☒ Excellent: Well-maintained
- ☐ Good: Minor maintenance needed
- ☐ Fair: Major repairs needed
- ☐ Poor: Deteriorated

ARCHITECTURAL DESCRIPTION

Style: Vernacular Commercial

Date of Construction: Post 1944

Source: A Field Guide to American Architecture

Features:

One story rock-faced concrete block exterior with stepped parapet capped with stone.



Address:

12 North 3rd Street

Representation in Existing Surveys:

- ☐ Federal
- ☐ State
- ☐ County
- ☐ Local

Block No. 7

Building No. 11

SURVEY DATE:
MAY 1994

ROLL NO. 13

NEGATIVE NO. 7

**CITY OF ST. CHARLES
FACADE IMPROVEMENT AGREEMENT**

Program Year: May 1, 2025 to April 30, 2026

THIS AGREEMENT, entered into this 21 day of July, 2025, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated OWNER/LESSEE, to wit:

Owner/Lessee's Name:	Erik Gilly
Tax ID# or Social Security #	99-4772629

For the following property:

Address of Property:	12 N 3 rd Street
PIN Number:	09-27-362-011

WITNESSETH:

WHEREAS, the CITY has established a Facade Improvement Program adopted by City Ordinance No. 2017-M-7 ; and

WHEREAS, CITY has agreed to participate, subject to its sole discretion, in reimbursing Owners/Lessees for the cost of eligible exterior improvements to buildings through the Façade Improvement Program; and

WHEREAS, the OWNER/LESSEE desires to participate in the Facade Improvement Program pursuant to the terms and provisions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the OWNER/LESSEE do hereby agree as follows:

SECTION 1:

A. With respect to Commercial Façade Grant improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of up to twenty five (25%) of the cost of Routine Maintenance Improvements, up to fifty percent (50%) of the cost of Historic Preservation Improvements and other Building Improvements, and up to one hundred percent (100%) of the cost of fees for Architectural Services pertaining to such improvements, provided that the total reimbursement for eligible improvements and architectural services shall not exceed the amount shown in Exhibit I, "Total Reimbursement Amounts", attached hereto.

B. With respect to Residential Façade Grant improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of up to fifty percent (50%) of the cost of Historic Preservation Improvements, and up to one hundred percent (100%) of the cost of fees for Architectural Services pertaining to such improvements, provided that the total reimbursement for eligible improvements and architectural services shall not exceed the amount shown in Exhibit I, "Total Reimbursement Amounts", attached hereto.

The actual total reimbursement amounts per this Agreement shall not exceed the amounts shown in Exhibit I. The improvement costs which are eligible for City reimbursement include all labor, materials, equipment and other contract items necessary for the proper execution and completion of the work as shown on the plans, design drawings, specifications and estimates approved by the City. Such plans, design drawings, specifications and estimates are attached hereto as Exhibit II.

SECTION 2: No improvement work shall be undertaken until its design has been submitted to and approved by the City Council. Following approval, the OWNER/LESSEE shall contract for the work and shall commence and complete all such work within the Program Year, ending April 30.

SECTION 3: The Director of Community Development shall periodically review the progress of the contractor's work on the facade improvement pursuant to this Agreement. Such inspections shall not

replace any required building permit inspection. All work which is not in conformance with the approved plans, design drawings and specifications shall be immediately remedied by the OWNER/LESSEE and deficient or improper work shall be replaced and made to comply with the approved plans, design drawings and specifications and the terms of this Agreement.

SECTION 4: Upon completion of the improvements and upon their final inspection and approval by the Director of Community Development, the OWNER/LESSEE shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the work as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the OWNER/LESSEE shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The OWNER/LESSEE shall also submit to the CITY a copy of the architect's statement of fees for professional services for preparation of plans and specifications. The CITY shall, within fifteen (15) days of receipt of the contractor's statement, proof of payment and lien waivers, and the architect's statement, issue a check to the OWNER/LESSEE as reimbursement, subject to the limitations set forth in Exhibit "I".

In the alternative, at its sole discretion, CITY may reimburse OWNER/LESSEE in two payments. The first reimbursement may be made only 1) upon completion of work representing 50% or more of the maximum reimbursement specified in Exhibit I hereof ; 2) upon receipt by CITY of the architect's invoices, contractor's statements, invoices, proof of payment and notarized final lien waivers for the completed work; and 3) upon a determination by the Director of Community Development that the remainder of the work is expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the

OWNER/LESSEE. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 5: If the OWNER/LESSEE or his contractor fails to complete the improvement work provided for herein in conformity with the approved plans, design drawings and specifications and the terms of this Agreement, or if the improvements are not completed by the end of the Program Year on April 30, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void. The CITY may, at its sole discretion, grant a single one-year extension to the end of the following program year due to unforeseen circumstances that have prevented the completion of the project.

SECTION 6: Upon completion of the improvement work pursuant to this Agreement and for a period of five (5) years thereafter, the OWNER/LESSEE shall be responsible for properly maintaining such improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the OWNER/LESSEE shall not enter into any Agreement or contract or take any other steps to alter, change or remove such improvements, or the approved design thereof, nor shall OWNER/LESSEE undertake any other changes, by contract or otherwise, to the improvements provided for in this Agreement unless such changes are first submitted to the Director of Community Development, and any additional review body designated by the Director, for approval. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement. If requested by the CITY, OWNER/LESSEE agrees to execute and record a restrictive covenant regarding the maintenance of improvements completed per this agreement.

SECTION 7: The OWNER/LESSEE releases the CITY from, and covenants and agrees that the CITY shall not be liable for, and covenants and agrees to indemnify and hold harmless the CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the facade improvement(s), including but not limited to actions arising from the Prevailing Wage Act (820 ILCS 30/0.01 et seq.) The OWNER/LESSEE further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said facade improvement(s).

SECTION 8: Nothing herein is intended to limit, restrict or prohibit the OWNER/LESSEE from undertaking any other work in or about the subject premises which is unrelated to the facade improvement provided for in this Agreement.

SECTION 9: This Agreement shall be binding upon the CITY and upon the OWNER/LESSEE and its successors, to said property for a period of five (5) years from and after the date of completion and approval of the facade improvement provided for herein. It shall be the responsibility of the OWNER/LESSEE to inform subsequent OWNER(s)/LESSEE(s) of the provisions of this Agreement.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date first appearing above.

OWNER/LESSEE

CITY OF ST. CHARLES

Mayor

ATTEST: _____

City Clerk

EXHIBIT “I”

Total Reimbursement Amounts

Commercial Façade Grants:

	Total Estimated Cost	Reimbursement Percentage	Total Maximum Grant Amount
Routine Maintenance Improvements	\$	25%	\$
Historic Preservation Improvements	\$	50%	\$
Building Improvements	\$ 103,000	50%	\$ 10,000
Architectural Services	\$	100% (not to exceed \$4000)	\$
TOTAL	\$103,000	-	\$ 10,000

Residential Façade Grants:

	Total Estimated Cost	Reimbursement Percentage	Total Maximum Grant Amount
Historic Preservation Improvements	\$	50%	\$
Architectural Services	\$	100% (not to exceed \$2000)	\$
TOTAL	\$	-	\$


EXHIBIT “II”

Plans, Design drawings, Specifications and Estimates

Attachments:

Cost Estimate. Dated June 13, 2025.

Architectural Elevations. Dated June 23, 2025.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4c
	Title:	Recommendation to approve a Preliminary and Final Plat of Subdivision for St. Charles Heights Subdivision.	
	Presenter:	Russell Colby, Director of Community Development	
Meeting: Planning & Development Committee Date: July 14, 2025			
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain): <p>Geneva Heights, represented by Bob Rassmussen, is requesting combined approval of a Preliminary/Final Plat of Subdivision to split 873 Geneva Rd into two buildable lots for the purpose of constructing two single-family homes.</p> <p>Each lot meets the minimum standards applicable to the RT-1 zoning district. Access to the lots will be via a shared driveway off Geneva Rd. Required public storm sewer will be provided for the two lots and extended through the property to the south. Public sidewalk along the Geneva Road frontage will be replaced.</p> <p>A maintenance agreement has been prepared which defines use and maintenance responsibility of the shared driveway and private stormwater system for the two property owners.</p> <p>Plan Commission reviewed the Plat on July 8th and recommended approval.</p> <p>Final engineering plans in support of the subdivision have been approved by staff. The Plat of Subdivision meets all requirements of the Subdivision Code.</p> <p>A Plat of Easement over the property to the south, 885 Geneva Road, is required in connection with this Subdivision and will be reviewed as a separate agenda item.</p>			
Attachments (please list): Plan Commission Resolution, Staff Report, Application, Plat, Plans			
Recommendation/Suggested Action (briefly explain): Recommendation to approve a Preliminary and Final Plat of Subdivision for St. Charles Heights Subdivision.			

City of St. Charles, Illinois
Plan Commission Resolution No. 3-2025

**A Resolution Recommending Approval of a Preliminary and Final Plat of
Subdivision for St. Charles Heights Subdivision (Geneva Heights, LLC)**

Passed by Plan Commission on July 8, 2025

WHEREAS, it is the responsibility of the St. Charles Plan Commission to review requests for Preliminary and Final Plat of Subdivision; and

WHEREAS, the Plan Commission has reviewed the Preliminary and Final Plat of Subdivision for St. Charles Heights Subdivision (Geneva Heights, LLC); and

WHEREAS, the Plan Commission finds the Preliminary and Final Plat of Subdivision to be in conformance with the requirements of Title 16 of the City Code entitled, "Subdivisions and Land Improvement"; and

NOW, THEREFORE, be it resolved by the St. Charles Plan Commission to recommend to the City Council approval of the Preliminary and Final Plat of Subdivision for St. Charles Heights Subdivision (Geneva Heights, LLC), contingent upon the resolution of all staff comments prior to City Council action.

Roll Call Vote:

Ayes: Ewoldt, Rosenberg, Gruber, Fitzgerald, Funke

Nays: None

Absent: Vargulich, Lawson, Wiese


Motion carried: 5-0

PASSED, this 8th day of July 2025.

Chairman
St. Charles Plan Commission



Staff Report
Plan Commission Meeting – July 8, 2025

Applicant:	Geneva Heights LLC	St. Charles Heights Subdivision  <i>Subject Property</i>
Property Owner:	Geneva Heights LLC	
Location:	873 Geneva Rd.	
Purpose:	Subdivide property to create two buildable lots	
Applications:	Preliminary/Final Plat of Subdivision	
Public Hearing:	N/A	
Zoning:	RT-1 (Traditional Single Family)	
Current Land Use:	Single-Family	
Comprehensive Plan:	Single Family Detached Residential	
Summary of Proposal:	Geneva Heights LLC, represented by Bob Rassmussen, is requesting approval to split 873 Geneva Rd into two buildable lots for the purpose of constructing two single-family homes. The existing home will be demolished. Access to the lots will be via a shared driveway off Geneva Rd. Required public storm sewer will be provided for the two lots and extended through the property to the south.	
Info / Procedure on Application:	Combined Preliminary / Final Plat of Subdivision review has been requested. Final Plat procedures apply. Final Plat of Subdivision: <ul style="list-style-type: none"> • Final Plat is the actual plat document that will be recorded with the County to formally create new lots, dedicate streets, and provide easements, etc. • Recommendation is based on compliance with all other code requirements (including Zoning & Subdivision Codes). • A public hearing is not required for this type of application. • No findings of fact are applicable to this application. 	
Suggested Action:	Review the Preliminary / Final Plat of Subdivision. Staff has found the application materials to be complete and the Plat to be in compliance with the Zoning and Subdivision Codes. Staff recommends approval of the Preliminary / Final Plat of Subdivision.	
Staff Contact:	Ellen Johnson, Planner	

I. PROPERTY INFORMATION

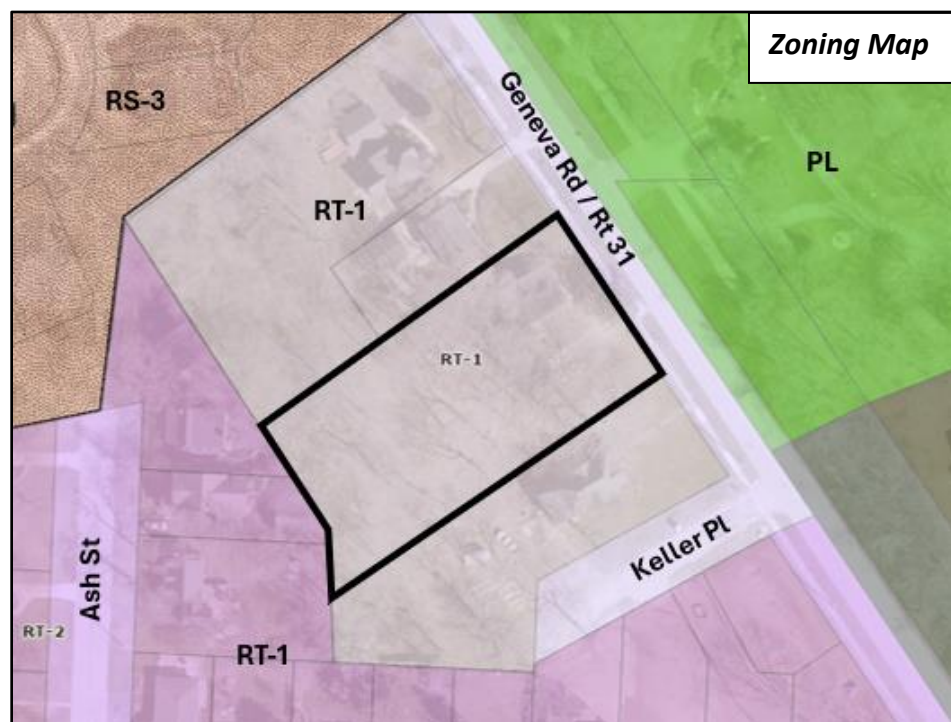
A. History / Context

The subject property is 873 Geneva Road, a parcel containing 33,436 sf / 0.768 acres, located on the west side of Geneva Rd / Rt. 31 across from Mt. Saint Mary Park. The parcel contains a single-family home constructed around 1900.

B. Zoning

The subject property is zoned RT-1 Traditional Single Family Residential. The same zoning designation exists to the north and south, with RT-2 zoning to the west and Public Lands to the east. Single-family homes surround the property on three sides.

	Zoning	Land Use
Subject Property	RT-1 Traditional Single Family Residential	SF home
North	RT-1 Traditional Single Family Residential	SF home
East	PL Public Lands	Mt. Saint Mary Park
South	RT-1 Traditional Single Family Residential	SF home
West	RT-2 Traditional Single Family Residential	SF homes



C. Comprehensive Plan

The Land Use Plan adopted as part of the [2013 Comprehensive Plan](#) identifies the subject property as "Single-Family Detached Residential". The Land Use Plan is meant to, "provide a general assessment of land potential and recommendations for what types of land uses will best meet the needs of the community in the long term" and assist the City in making future land use and development policy decisions (p.37).

The Single-Family Detached Residential land use is described as follows:

Single family detached residential areas should consist primarily of single family detached homes on lots subdivided and platted in an organized and planned manner. Downtown, single family residential areas consist primarily of older buildings, many rehabilitated, with small yards and minimal garage space. Single family residential detached homes are the most prevalent building type in the community, and should continue to be so.



II. PROPOSAL

Property owner Geneva Heights LLC, represented by Bob Rassmussen, is proposing subdivision of 873 Geneva Road into two buildable lots for the purpose of constructing two single-family homes. The existing home on the property will be demolished. Details:

- Lot 1: 16,163 sf / 0.37 acre
- Lot 2: 17,273 sf / 0.39 acre
- Public Utility and Drainage easement established around lot perimeters.
- Access will be via a shared driveway off Geneva Road. A shared access easement is established on the Plat. A maintenance agreement has been provided which defines use and maintenance responsibility of the shared driveway for the two property owners. The driveway will require IDOT review and approval.
- Public sidewalk will be replaced along the Geneva Road frontage.

III. ANALYSIS

A. Bulk Standards

The table below compares the bulk requirements of the RT-1 District with the proposed subdivision. The proposed lots meet lot area and width standards. The engineering plans depict generalized building footprints. Building plans for each lot will be reviewed at the time of building permit and will be subject to the listed RT-1 bulk requirements.

	RT-1 District	Lot 1	Lot 2
Min. Lot Area	8,400 sf	16,163 sf	17,273 sf
Min. Lot Width	60 ft.	66.21 ft.	66 ft.
Max. Building Coverage	30% for structures 1 ½ stories or less; 25% for structures over 1 ½ stories	TBD	TBD
Max. Building Height	Lesser of 34 ft. or 2 stories	TBD	TBD
Min. Front Yard	30 ft.	TBD	TBD
Min. Side Yard	6.6 ft for 1 ½ stories or less; 8 ft. for structures over 1 ½ stories	TBD	TBD
Min. Rear Yard	40 ft.	TBD	TBD

B. Design Review

Homes in the RT Traditional Residential districts are subject to Design Review Standards & Guidelines contained in Ch. 17.06. These provisions are meant to ensure new construction is compatible with traditional development patterns and incorporate design features that are found in the City's older neighborhoods. The homes to be constructed on Lots 1 and 2 will need to meet the applicable standards and guidelines. Staff will review upon submittal for building permit.

C. Tree Preservation Plan

A tree survey was conducted for the subject property, identifying the species and condition of all existing trees more than 4" in diameter. The Tree Preservation Plan identifies removal of 34 trees due to lot grading and construction of the homes. Trees will be preserved at the west end of the lots.

D. Engineering Review

Installation of public storm sewer is required, and this sewer will be extended through the property to the south, 885 Geneva Rd. A separate Plat of Easement has been prepared for the neighboring property and will need to be recorded prior to construction.

Private storm sewer for the benefit of both lots runs along the common lot line of Lots 1 and 2 and through Lot 2. A maintenance agreement has been prepared which defines use and maintenance responsibility of the storm sewer system. A Plat of Easement or easement agreement will be needed for the private storm sewer, as well.

IV. DEVELOPER CONTRIBUTIONS**A. Inclusionary Housing**

This development is subject to the Inclusionary Housing Ordinance, Title 19 of the City Code. The affordable unit requirement for this development is 0.1 unit (5% of 2 units). Fee in lieu will be accepted. Based on fee in-lieu amount of \$15,866.30 per required affordable single-family home, a total fee in-lieu amount of \$1,586.63 will be due at the time of building permit.

B. School District

This development is subject to Ch. 16.10 “Dedications” of the Subdivision Code which requires a land or cash contribution to St. Charles CUSD 303. A credit will be granted for the existing dwelling unit. A cash contribution will be due for 1 unit. A 3-bedroom unit is anticipated, resulting in a contribution of \$7,023.25 which will be due at the time of building permit. The fee will be recalculated if the bedroom count changes with the permit submittal.

C. Park District

Also per Ch. 16.10 of the Subdivision Code, a land or cash contribution is required for the St. Charles Park District. A credit will be granted for the existing dwelling unit. A cash contribution will be due for 1 unit. A 3-bedroom unit is anticipated, resulting in a contribution of \$6,972.10 which will be due at the time of building permit. The fee will be recalculated if the bedroom count changes with the permit submittal.

V. SUGGESTED ACTION

Staff recommends approval of the Preliminary / Final of Subdivision applications. Approval should be subject to resolution of outstanding staff comments.

VI. ATTACHMENTS

- Applications for Preliminary & Final Plat of Subdivision; received 10/9/23
- Plat of Subdivision
- Engineering Plans (for reference)

City of St. Charles
Community Development Division
2 E. Main Street
St. Charles, IL 60174



Phone: (630) 377-4443
Email: cd@stcharlesil.gov

PRELIMINARY PLAT OF SUBDIVISION APPLICATION

For City Use

Project Name: St. Charles Heights
Project Number: 2023 -PR- 014
Cityview Project Number: PLPP202300133

RECEIVED
Received Date

AUG 01 2023

City of St. Charles
Community Development

- File this application to request approval of a Preliminary Plat of Subdivision.
- Complete the application and submit with all required attachments to the Community Development Division.
- The information you provide must be complete and accurate. If you have any questions please contact the Community Development Division.
- City staff will review the submittal for completeness and for compliance with applicable requirements. Staff will distribute the plans to other City departments for review when the application is complete.
- The Preliminary Plat of Subdivision will be scheduled for Plan Commission review when staff has determined the plans are ready.

1. Property Information:	Location: 885 & 873 Geneva Rd.	
	Parcel Number (s): 09-34-401-007, 09-34-401-020	
	Proposed Subdivision Name: Saint Charles Heights	
2. Applicant Information:	Name: Geneva Heights, LLC	Phone: 630-774-9101
	Address 405 Illinois Ave. 2A St. Charles, IL 60174	Email: bob@midwestcustomhomes.com
3. Record Owner Information:	Name: Same as Applicant	Phone:
	Address:	Email:

4. Identify the Type of Application:

- ☐ Preliminary Plat of Subdivision – *Final Plat of Subdivision to be filed later.*
- ☒ Combined Preliminary-Final Review Process – *Final Plat Application to be filed concurrently.*

5. Note- This application is **not** required for:

- **Minor Subdivision** – File only a Minor Subdivision – Final Plat application for a subdivision which qualifies as a Minor Subdivision per City Code Section 16.04.040.
- **Planned Unit Developments (PUD)** – The PUD Preliminary Plan application should be filed instead.

6. Required Attachments:

If multiple zoning or subdivision applications will be submitted concurrently, do not submit duplicate checklist items or plans. Fee must be paid for each application.

Submit 1 copy of each required item, unless otherwise noted.

- ☒ **APPLICATION FEE:** \$300 if less than 3 acres; \$500 if more than 3 acres
- ☒ **REIMBURSEMENT OF FEES AGREEMENT:** An original, executed Reimbursement of Fees Agreement and deposit of funds in escrow with the City, as provided by Appendix B of the Zoning Ordinance.
- ☒ **REIMBURSEMENT OF FEES INITIAL DEPOSIT:** Deposit of funds in escrow with the City. Required deposit is based on review items (number of applications filed) and the size of the subject property:

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

- ☒ **PROOF OF OWNERSHIP:** a) A current title policy report; or
b) A deed and a current title search

NOTE: Private covenants and deed restrictions can limit private property rights with respect to the use of land even though the City's Zoning Ordinance may authorize the use or a less restrictive use. We strongly advise that you perform a title search on the property to determine if there any private covenants containing use restrictions or other deed restrictions. As those private covenants and deed restrictions may conflict with the City's Zoning Ordinance, it is further recommended that you consult with an attorney to obtain an opinion with respect to whether your intended use is compatible with those restrictions.

- ☒ **OWNERSHIP DISCLOSURE:** Use the appropriate disclosure form (attached), if the owner or applicant is a Partnership, Corporation, Trust, or LLC.
- ☐ **LETTER OF AUTHORIZATION:** If the property owner is not the applicant, an original letter of authorization from the property owner permitting the applicant to file the zoning application with the City of St. Charles for the subject property.
- ☒ **LEGAL DESCRIPTION:** For entire subject property, on 8 1/2 x 11 inch paper and Microsoft Word file.
- ☒ **PLAT OF SURVEY:** A current plat of survey for the subject property showing all existing improvements on the property, prepared by a registered Illinois Professional Land Surveyor.
- ☒ **SOIL AND WATER CONSERVATION DISTRICT LAND USE OPINION APPLICATION:** As required by State law, submit a Land Use Opinion application and required fee directly to the Kane-DuPage Soil and Water Conservation District.

Provide a copy of completed Land Use Opinion application to the City. The Land Use Opinion application can be found on the Kane-DuPage SWCD website: <http://www.kanedupageswcd.org/>


- ☒ **ENDANGERED SPECIES REPORT:** As required by State law, file an Endangered Species Consultation Agency Action with the Illinois Department of Natural Resources. Provide a copy of the report to the City. The online Ecological Compliance Assessment Tool (EcoCAT) should be utilized: <https://dnr2.illinois.gov/EcoPublic/>
- ☒ **STORMWATER MANAGEMENT:** Written information as described in the Stormwater Management Requirements for Preliminary Plans (attached).
- ☐ **DEPARTURES FROM SUBDIVISION CODE STANDARDS:** List any requests for departures from the requirements of Title 16 "Subdivisions & Land Improvement" and reasons for requesting each departure.
- ☒ **PARK AND SCHOOL LAND/CASH WORKSHEETS:** *For residential developments only.* Use the attached worksheet to calculate the estimated population and student yields and resulting land/cash contributions in accordance with Title 16 of the St. Charles Municipal Code.
- ☒ **INCLUSIONARY HOUSING WORKSHEET:** *For residential developments only.* Use the attached worksheet to calculate the affordable unit requirement and indicate how the development will comply with Title 19 of the St. Charles Municipal Code.

PLANS: All required plans shall be drawn on sheets no larger than 24" x 36", unless the Director of Community Development permits a larger size when necessary to show a more comprehensive view of the project. All required plans shall show north arrow and scale, and shall be drawn at the same scale (except that a different scale may be used to show details or specific features). All plans shall include the name of the project, developer or owner of site, person or firm preparing the plan, and the date of plan preparation and all revisions.

Copies: Ten (10) full size copies, one (1) 11" by 17", and PDF electronic file emailed to: cd@stcharlesil.gov

- ☒ **PRELIMINARY PLAT OF SUBDIVISION / DRAWING REQUIREMENTS CHECKLIST:** A Preliminary Plat of Subdivision that includes the information listed on the Subdivision Plat Drawing Requirements Checklist. Also submit a completed Checklist (attached).
- ☒ **PRELIMINARY ENGINEERING PLANS / DRAWING REQUIREMENTS CHECKLIST:** Preliminary Engineering plans that include the information listed on the Drawing Requirements Checklist-Preliminary Engineering Plans. Also submit a completed Checklist (attached).
- ☐ **TREE PRESERVATION PLAN:** When required, in accordance with Ch. 8.30 of the St. Charles Municipal Code (see attached "Tree Preservation Requirements for Preliminary Plans").

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



Record Owner

7-31-23

Date

Applicant or Authorized Agent


Date

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

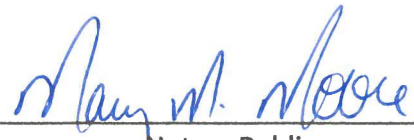
STATE OF ILLINOIS)
) SS.
KANE COUNTY)

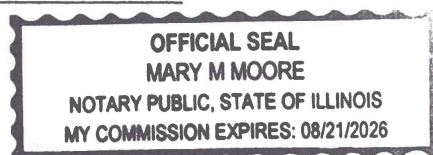
I, Bob Rasmussen, being first duly sworn on oath depose and say that I am
Manager of Geneva Heights, LLC, an Illinois Limited Liability
Company (L.L.C.), and that the following persons are all of the members of the said L.L.C.:

<u>Robert Rasmussen</u>	_____
<u>Richard Dahl</u>	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

By: , Manager

Subscribed and Sworn before me this 31st day of
July, 20 23.


Notary Public



City of St. Charles
Community Development Division
2 E. Main Street
St. Charles, IL 60174



Phone: (630) 377-4443
Email: cd@stcharlesil.gov

FINAL PLAT OF SUBDIVISION APPLICATION

For City Use

Project Name: ST. Charles Heights
Project Number: 2023 -PR- 014
Cityview Project Number: PLFP2023 00134

Received Date

RECEIVED

OCT 09 2023

City of St. Charles
Community Development

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	Proposed Subdivision Name: Saint Charles Heights	
2. Applicant Information:	Name: Geneva Heights, LLC	Phone: 630-774-9101
	Address 405 Illinois Ave. 2A St. Charles, IL 60174	Email: bob@midwestcustomhomes.com
3. Record Owner Information:	Name: Same as Applicant	Phone:
	Address:	Email:

4. Identify the Type of Application:

- ☒ **Subdivision:**
- ☐ Preliminary Subdivision Plat was previously approved by the City
 - ☒ Combined Preliminary-Final Review Process (Preliminary Plat Application filed concurrently)
- ☐ **Planned Unit Development (PUD):**
- ☐ PUD Preliminary Plan was previously approved by the City
 - ☐ Combined Preliminary-Final Review Process (PUD Preliminary Plan Application filed concurrently)
 - ☐ PUD Final Plat Application filed concurrently

**Note- This application is not required for a Minor Subdivision. File only a Minor Subdivision-Final Plat application for a subdivision which qualifies as a Minor Subdivision per City Code Section 16.04.040.*

5. Required Attachments:

If multiple zoning or subdivision applications will be submitted concurrently, do not submit duplicate checklist items or plans. Fee must be paid for each application.

- ☐ **APPLICATION FEE:** \$300
- ☐ **REIMBURSEMENT OF FEES AGREEMENT:** An original, executed Reimbursement of Fees Agreement and deposit of funds in escrow with the City, as provided by Appendix B of the Zoning Ordinance.
- ☐ **REIMBURSEMENT OF FEES INITIAL DEPOSIT:** Deposit of funds in escrow with the City. Required deposit is based on review items (number of applications filed) and the size of the subject property:

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1	\$1,000	\$2,000	\$3,000	\$4,000
2 or 3	\$2,000	\$4,000	\$5,000	\$7,000
4 or more	\$3,000	\$5,000	\$7,000	\$10,000

- ☐ **FEE FOR INSTALLATION OF CITY BENCHMARKS:** Payment for installation of City benchmarks in accordance with Appendix F of the Subdivision Code (City Code Title 16). Required payment is based on the size of the subdivision:

Subdivision Acreage	Number of Benchmarks	Fee at \$2500 per Benchmark
20+	2	\$5000
10 to 20	1	\$2500
5 to 10	0.5	\$1250
1 to 5	0.25	\$625
Less than 1	0.10	\$250

- ☐ **PROOF OF OWNERSHIP:** a) A current title policy report; or
b) A deed and a current title search

NOTE: Private covenants and deed restrictions can limit private property rights with respect to the use of land even though the City's Zoning Ordinance may authorize the use or a less restrictive use. We strongly advise that you perform a title search on the property to determine if there any private covenants containing use restrictions or other deed restrictions. As those private covenants and deed restrictions may conflict with the City's Zoning Ordinance, it is further recommended that you consult with an attorney to obtain an opinion with respect to whether your intended use is compatible with those restrictions.

- ☐ **OWNERSHIP DISCLOSURE:** Use the appropriate disclosure form (attached), if the owner or applicant is a Partnership, Corporation, Trust, or LLC.
- ☐ **LETTER OF AUTHORIZATION:** If the property owner is not the applicant, an original letter of authorization from the property owner permitting the applicant to file the zoning application with the City of St. Charles for the subject property.
- ☐ **STORMWATER MANAGEMENT PERMIT APPLICATION:** If application is not already filed.
- ☐ **STORMWATER REPORT**
- ☐ **ENGINEER'S COST ESTIMATE SPREADSHEET:** Use the attached form.
- ☐ **FINANCIAL GUARANTEE & LAND IMPROVEMENT AGREEMENT:** With this application, provide a draft or description of the proposed guarantee for the payment and completion of Land Improvements. Include the proposed form, amount, and provider of completion guarantee collateral – bond, cash, or letter of credit. These items must be provided prior to the City signing the Final Plat of Subdivision and recording the plat.
- **Letter of Credit form – see City Code Title 16, Appendix C**
 - **Land Improvement Agreement – see City Code Title 16, Appendix D**
- ☐ **PARK AND SCHOOL LAND/CASH WORKSHEETS:** *For residential developments only.* Use the attached worksheet to calculate the estimated population and student yields and resulting land/cash contributions in accordance with Title 16 of the St. Charles Municipal Code.
- ☐ **INCLUSIONARY HOUSING WORKSHEET:** *For residential developments only.* Use the attached worksheet to calculate the affordable unit requirement and indicate how the development will comply with Title 19 of the St. Charles Municipal Code.
- ☐ **COPIES OF THIRD PARTY PERMIT/APPROVALS:** Provide the applicable required items which may include:
- Illinois EPA Water Pollution Control Permit for sanitary sewer extension
 - Illinois EPA Division of Public Works Supplies Permit for water mains
 - Notice of Intent (NOI) letter/permit for NPDES Stormwater Discharge for sites 5 acres and larger
 - IDNR Office of Water Resources Permit (for work in floodplain)
 - Wetlands Permit from Army Corps of Engineers
 - Kane County DOT and/or IDOT signature on Final Plat (if applicable)
 - Offsite easements and right-of-way necessary to construct the required Land Improvements

PLANS: All required plans shall be drawn on sheets no larger than 24" x 36", unless the Director of Community Development permits a larger size when necessary to show a more comprehensive view of the project. All required plans shall show north arrow and scale, and shall be drawn at the same scale (except that a different scale may be used to show details or specific features). All plans shall include the name of the project, developer or owner of site, person or firm preparing the plan, and the date of plan preparation and all revisions.

Copies: Ten (10) full size copies, one (1) 11" by 17", and PDF electronic file emailed to: cd@stcharlesil.gov

- ☐ **FINAL PLAT OF SUBDIVISION / DRAWING REQUIREMENTS CHECKLIST:** A Final Plat of Subdivision that includes the information listed on the Subdivision Plat Drawing Requirements Checklist. Also submit a completed Checklist (attached).
- ☐ **FINAL ENGINEERING PLANS / DRAWING REQUIREMENTS CHECKLIST:** Final Engineering plans that include the information listed on the Drawing Requirements Checklist-Final Engineering Plans. Also submit a completed Checklist (attached).


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



Record Owner

10/9/23

Date



Applicant or Authorized Agent

10/9/23

Date

PARK LAND/CASH WORKSHEET

City of St. Charles, Illinois

Name of Development:

Date Submitted:

Prepared by:

Total Dwelling Units:

A credit for existing residential lots within the proposed subdivision shall be granted. Deduct one (1) unit per existing lot.

Total Dwelling Units w/ Deduction:

**If the proposed subdivision contains an existing residential dwelling unit, a credit calculated as a reduction of the estimated population for the dwelling is available. Please request a worksheet from the City.*

Estimated Population Yield:

Type of Dwelling	# Dwelling Units (DU)	Population Generation per Unit	Estimated Population
Detached Single Family			
➤ 3 Bedroom		DU x 2.899	=
➤ 4 Bedroom		DU x 3.764	=
➤ 5 Bedroom		DU x 3.770	=
Attached Single Family			
➤ 1 Bedroom		DU x 1.193	=
➤ 2 Bedroom		DU x 1.990	=
➤ 3 Bedroom		DU x 2.392	=
➤ 4 Bedroom		DU x 3.145	=
Apartments			
➤ Efficiency		DU x 1.294	=
➤ 1 Bedroom		DU x 1.758	=
➤ 2 Bedroom		DU x 1.914	=
➤ 3 Bedroom		DU x 3.053	=

Totals:

Total Dwelling Units
(with deduction, if applicable)

Estimated Total Population

Park Site Requirements:

Estimated Total Population: x .010 Acres per capita = Acres

Cash in lieu of requirements:

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

SCHOOL LAND/CASH WORKSHEET

City of St. Charles, Illinois

Name of Development:

Date Submitted:

Prepared by:

Total Dwelling Units:

A credit for existing residential lots within the proposed subdivision shall be granted. Deduct one (1) unit per existing lot.

Total Dwelling Units w/ Deduction:

**If the proposed subdivision contains an existing dwelling unit, a credit is available calculated as a reduction of the estimated population for the dwelling. Please request a worksheet from the City.*

Estimated Student Yield by Grades:

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

Totals: TDU TE TM TH
(with deduction, if applicable)

School Site Requirements:

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

Total Site Acres:

Cash in lieu of requirements:

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

INCLUSIONARY HOUSING WORKSHEET

Name of Development:

Date Submitted:

Use this worksheet to determine the affordable unit requirement for the proposed development and to propose how the development will meet the Inclusionary Housing requirements of Title 19.

1) Calculate the number of affordable units required:

Unit Count Range	# of Units Proposed in Development		% of Affordable Units Required		# of Affordable Units Required
1 to 15 Units		X	5%	=	
More than 15 Units		X	10%	=	

2) How will the Inclusionary Housing requirement be met?

Provide on-site affordable units

Pay a fee in-lieu of providing affordable units (calculate fee in-lieu below)

Provide a mixture of affordable units and fee in-lieu

- ☐ # of affordable units to be provided:
- ☐ Amount of fee in-lieu to be paid (calculate below):

Fee In-Lieu Payment Calculation

Multi-Family Development:

# of Affordable Units Required	# of Affordable Units Proposed to Pay the Fee-In-Lieu		Fee-In-Lieu Amount Per Affordable Unit		Total Fee-In-Lieu Amount
		X	\$39,665.75	=	

Single-Family Attached (Townhouse) / Two-Family Development:

# of Affordable Units Required	# of Affordable Units Proposed to Pay the Fee-In-Lieu		Fee-In-Lieu Amount Per Affordable Unit		Total Fee-In-Lieu Amount
		X	\$27,766.03	=	

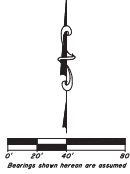
Single-Family Development:

# of Affordable Units Required	# of Affordable Units Proposed to Pay the Fee-In-Lieu		Fee-In-Lieu Amount Per Affordable Unit		Total Fee-In-Lieu Amount
		X	\$15,866.30	=	

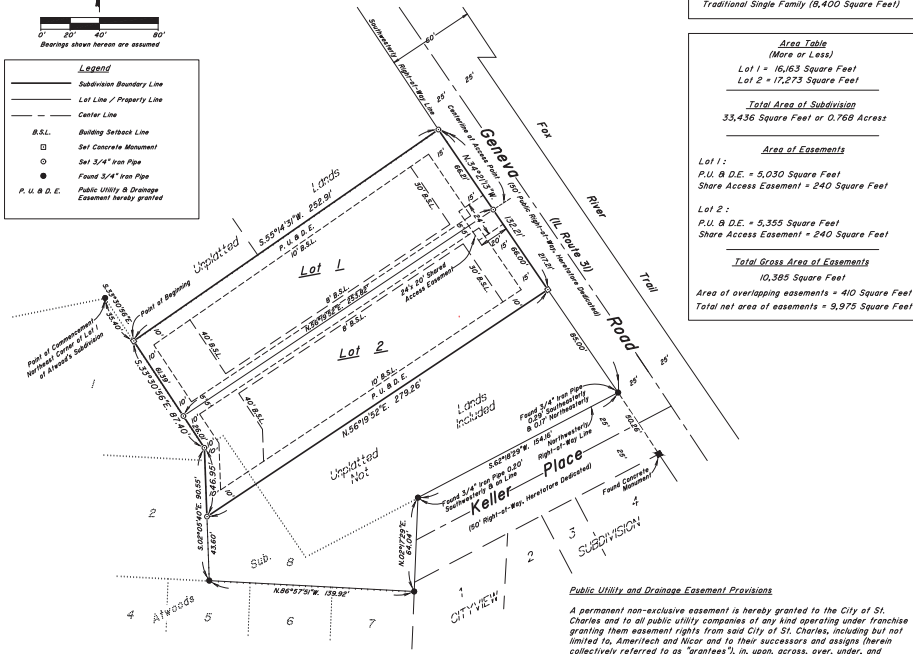
ST. CHARLES HEIGHTS SUBDIVISION

Being part of the Southeast Quarter of Section 34, Township 40 North, Range 8 East of the Third Principal Meridian, in the City of St. Charles, Kane County, Illinois.

Parcel Index Number
09-34-401-035



Legend	
	Subdivision Boundary Line
	Lot Line / Property Line
	Center Line
	B.S.L. Building Setback Line
	Set Concrete Monument
	Set 3/4" Iron Pipe
	Found 3/4" Iron Pipe
	Public Utility & Drainage Easement (hereby granted)
	P.U. & D.E.

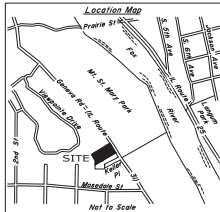


Private Stormsewer Maintenance Agreement see Document No.

recorded the ____ day of ____ 20__

For Shared Access Agreement see Document No.

recorded the ____ day of ____ 20__



Property Owner:
Geneva Heights, LLC
409 Illinois Avenue
St. Charles, IL 60174

Public Utility and Drainage Easement Provisions

A permanent non-exclusive easement is hereby granted to the City of St. Charles and to all public utility companies of any kind operating under franchise granting them easement rights from said City of St. Charles, including but not limited to, Ameritech and Nicor and to their successors and assigns therein collectively referred to as "grantees", in, upon, across, over, under, and through the areas shown by dashed lines and labeled "Public Utility and Drainage Easement" on the plat of subdivision herein drawn for the purpose of installing, constructing, inspecting, operating, replacing, renewing, altering, enlarging, removing, repairing, cleaning, and maintaining above ground and underground electrical systems, cable television, communication, gas, telephone or other utility lines or appurtenances, sanitary and storm sewers, drainage ways, storm water detention and retention, water mains and any and all manholes, hydrants, pipes, connections, catch basins, buffer boxes and without limitation, such other installations as may be required to furnish public utility service to adjacent areas together with the right of access across the real estate platted herein for the necessary personnel and equipment to make any or all of the above work, the permanent non-exclusive easement is hereby reserved for and granted to the City of St. Charles and the respective successors and assigns for maintaining the uninterrupted and unimpeded conveyance, flow and runoff of surface storm water across and upon the areas designated on this plat as drainage easement, the right is hereby granted to said grantees to cut down, trim, or remove any trees, shrubs, or other plants that interfere with the drainage ways and operation of or access to said utility installations, without limitation, in, on, upon or across, under, or through said easements.

No permanent buildings, trees, gardens, shrubs, or berming shall be placed on or in said easements, except as otherwise approved by the City of St. Charles, but the easement areas may be used for paving, fences, sidewalks, and other purposes that do not interfere with the aforesaid uses and rights, where an easement is used for storm or sanitary sewers, other utility installations shall be subject to the prior approval of said City of St. Charles so as not to interfere with the gravity flow in said sewer or sewers, utility installations, other than those managed by the City of St. Charles, shall be subject to the approval of the City of St. Charles, as to design and location, and all other installations are subject to the ordinances of the City of St. Charles.

Following any work to be performed by the grantees in the exercise of its easement rights granted herein, the grantees shall have no obligation with respect to surface restoration including, but not limited to, the restoration, repair, or replacement of any landscaping provided, however, the grantees shall be obligated following any such work, to backfill and mound so as to retain suitable drainage, remove debris, and leave the area in generally clean and workmanlike condition.

Owner's Certificate

State of Illinois } ss
County of Kane }

This is to certify that Geneva Heights, LLC is the owner of the land described in the annexed plat, and that has caused the same to be surveyed and subdivided as indicated thereon, for the uses and purposes therein set forth, and does hereby acknowledge and adopt the same under the style and title of St. Charles Heights Subdivision.

Also, this is to certify that property being, subdivided is to the best of the owner's knowledge and belief, entirely within the limits of:

St. Charles Community Unit School District 303.

Geneva Heights, LLC
409 Illinois Avenue
St. Charles, IL 60174

By: _____ (Print name) _____ (Title)

(Signature)
Dated at _____, Illinois, this ____ day of ____ 20__

Notary Public's Certificate

State of Illinois } ss
County of Kane }

I, _____, a notary public, in and for said county and in the state aforesaid, do hereby certify that _____ personally known to me to be the same person(s) whose name(s) is/are subscribed to the foregoing instrument as such owner(s), appeared before me this day in person and acknowledged that he/she/they signed and delivered the annexed plat as his/their/they own free and voluntary act(s) for the uses and purposes therein set forth.

Given under my hand and notarial seal this ____ day of ____ A.D. 20__

Notary Public
My commission expires _____

Plan Commission Certificate

State of Illinois } ss
County of Kane }

Approved this ____ day of ____ A.D. 20__

City of St. Charles Plan Commission

Plan Commission Chairman

City Council Certificate

State of Illinois } ss
County of Kane }

Approved, and accepted this ____ day of ____ A.D. 20__
City Council of City of St. Charles, Illinois.

Mayor
Attest: _____ City Clerk

Director of Community Development Certificate

State of Illinois } ss
County of Kane }

I, _____ do hereby certify that the required improvements have been installed, or the required guarantee bond has been posted for the completion of all required land improvements.

Director of Community Development
Dated at St. Charles, Illinois, this ____ day of ____ A.D. 20__

Certificate as to Special Assessments

State of Illinois } ss
County of Kane }

I, _____ do hereby certify that there are no delinquent or unpaid current or forfeited special assessments or any deferred installments thereof that have not been apportioned against the tract of land included in the plat.

Collector of Special Assessments
Dated at St. Charles, Illinois, this ____ day of ____ A.D. ____

County Clerk Certificate

State of Illinois } ss
County of Kane }

I, _____ County Clerk of Kane County, Illinois, do hereby certify that there are no delinquent general taxes, no unpaid forfeited taxes and no redeemable tax sales against any of the land included in the annexed plat. I further certify that I have received all statutory fees in connection with the annexed plat.

Given under my hand and seal of the County at Geneva, Illinois, this ____ day of ____ A.D. 20__

Kane County Clerk

Illinois Department of Transportation Certificate

State of Illinois } ss
County of Kane }

This plat has been approved by the Illinois Department of Transportation with respect to roadway access pursuant of 2 of "an act to revise the law in relation to plats," as amended. A plan that meets the requirements contained in the department's "Policy on Permits for Access Driveways to State Highways" will, be required by the department.

Dated this ____ day of ____ A.D. ____

By: _____
Jose Ros, P.E.
Region One Engineer

Surveyor's Certificate

State of Illinois } ss
County of Kane }

This is to certify that I, Shawn R. VanKampen, an Illinois Professional Land Surveyor, have surveyed and subdivided the following described property:

That part of the Southeast Quarter of Section 34 Township 40 Range 8 East of the Third Principal Meridian described as follows: commencing at the Northeast corner of Lot 1 in Atwood's Subdivision; thence South 33 degrees 30 minutes 56 seconds East along the East line of said lot, 35.40 feet for the Point of Beginning; thence continuing South 33 degrees 56 seconds East along said East line, 87.40 feet; thence South 02 degrees 05 minutes 40 seconds East along the East line of Lots 1 and 2 of said Atwood's Subdivision, 46.95 feet; thence North 56 degrees 08 minutes 52 seconds East, 279.26 feet to the Southwesterly line of Geneva Road; thence North 34 degrees 02 minutes 13 seconds West along said Southwesterly line, 132.21 feet; thence South 55 degrees 14 minutes 31 seconds West, 252.91 feet to the Point of Beginning, all in the City of St. Charles, Kane County, Illinois.

I further certify that the described property lies within Zone "X", as designated by the Flood Insurance Rate Map for the City of St. Charles, Illinois Community Panel Number 170330, the Federal Emergency Management Agency Firm Map Number 17089C0264H, with an effective date of July 20, 2021.

Zone "X" is area with minimum flood hazard.

I further certify that the foregoing described tract is located within the corporate limits of the City of St. Charles, Kane County, Illinois which has adopted an official comprehensive plan and is exercising the special powers authorized by Division 12 of Article II of the Illinois municipal code as amended.

Given under my hand and seal of Batavia, Illinois this ____ day of ____ A.D. ____

FOR REVIEW

Illinois Professional Land Surveyor No. 035-002710

License expires November 30, 2026

Design Firm License No. 184-006014

License expires April 30, 2025



Please return the recorded mylar to:
City of St. Charles
2 E. Main Street
St. Charles, IL 60174



ASM Consultants, Inc.

16 E Wilson Street

Batavia, IL 60510

(630) 879-0200

soil@asmconsultants.com

Professional Design Firm #184-006014 expires 4/30/2027

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No.	Date	Revision	No.	Date	Revision
1	7/20/2023	Prepared & issued preliminary plat for comment	5	12/20/2024	Preliminary revised to 2 lot subdivision per client
2	7/26/2023	Preliminary revised per City comments	6	2/11/2025	Revised per City comments dated 1-31-25
3	5/14/2024	Preliminary revised to 3 lot subdivision per client			
4	7/29/2024	Revised per City comments dated 6-20-24			

FINAL ENGINEERING PLANS
FOR
873 GENEVA ROAD SUBDIVISION
CITY OF ST CHARLES, KANE COUNTY, ILLINOIS

WARNING



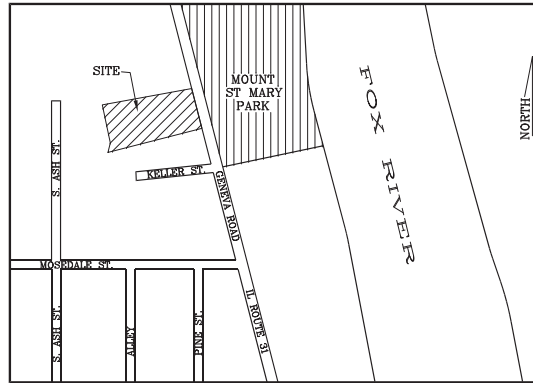
CALL BEFORE
YOU DIG
(48 HOURS NOTICE REQUIRED PRIOR TO DIGGING)

CITY OF ST. CHARLES NOTES

1. PRIOR TO COMMENCEMENT OF CONSTRUCTION, THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AFFECTING THEIR WORK WITH THE ACTUAL CONDITIONS AT THE JOB SITE. IN ADDITION, THE CONTRACTOR MUST VERIFY THE ENGINEER'S LINE AND GRADE STAKES. IF THERE ARE ANY DISCREPANCIES FROM WHAT IS SHOWN ON THE CONSTRUCTION PLANS, HE MUST IMMEDIATELY REPORT SAME TO THE ENGINEER BEFORE DOING ANY WORK. OTHERWISE, THE CONTRACTOR ASSUMES FULL RESPONSIBILITY. IN THE EVENT OF DISAGREEMENT BETWEEN THE CONSTRUCTION PLANS, STANDARD SPECIFICATIONS AND/OR SPECIAL DETAILS, THE CONTRACTOR SHALL SECURE WRITTEN INSTRUCTIONS FROM THE ENGINEER PRIOR TO PROCEEDING WITH ANY PART OF THE WORK AFFECTED BY OMISSIONS OR DISCREPANCIES. FAILING TO SECURE SUCH INSTRUCTIONS, THE CONTRACTOR WILL BE CONSIDERED TO HAVE PROCEEDED AT HIS OWN RISK AND EXPENSE. IN THE EVENT OF ANY DOUBT OR QUESTION ARISING WITH RESPECT TO THE TRUE MEANING OF THE CONSTRUCTION PLANS OR SPECIFICATIONS, THE DECISION OF THE ENGINEER SHALL BE FINAL AND CONCLUSIVE.
2. BEFORE STARTING ANY EXCAVATION, THE CONTRACTOR SHALL CALL "JULIE" (JOINT UTILITY LOCATION INFORMATION FOR EXCAVATION) AT 1-800-892-0123 FOR FIELD LOCATION OF BURIED UTILITIES (48 HOURS NOTIFICATION IS REQUIRED.)
3. THE CONTRACTOR SHALL PROTECT AND CAREFULLY PRESERVE ALL SECTION OR SUBSECTION MONUMENTS, PROPERTY CORNERS, AND REFERENCE MARKERS UNTIL THE OWNER, HIS AGENT, OR A PROFESSIONAL LAND SURVEYOR HAS WITNESSED OR OTHERWISE REFERENCED THEIR LOCATIONS.
4. AGGREGATE SUBGRADE IMPROVEMENT FOR DRIVEWAYS, SIDEWALK/WALKS, AND CURB & GUTTER TO BE COMPACTED C&G.
5. THE CONTRACTOR SHALL NOTIFY THE CITY'S ENGINEERING DEPARTMENT 48 HOURS PRIOR TO COMMENCEMENT OF ANY WORK ITEM.
6. ALL DISTURBED OPEN AREA SHALL BE PERMANENTLY STABILIZED (SEED W/STRAW BLANKET OR SOD) OVER A MINIMUM OF 6" OF TOP SOIL UNLESS OTHER LANDSCAPING METHODS ARE APPROVED.
7. ALL CONDUIT OR PIPE CONSTRUCTED UNDER EXISTING OR PROPOSED PAVED SURFACES AND WALKS SHALL BE BACKFILLED WITH GRANULAR BACKFILL THOROUGHLY COMPACTED IN ACCORDANCE WITH THE SPECIFICATIONS. GRANULAR BACKFILL IS ALSO REQUIRED WITHIN 3' OF PAVED SURFACES.
8. ALL PAVING, SIDEWALK, AND EXCAVATION WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS OF THE ILLINOIS DEPARTMENT OF TRANSPORTATION (IDOT) AND THE CITY OF ST. CHARLES STANDARD DETAILS, CODES AND REQUIREMENTS.
9. ALL SEWER AND WATER MAIN WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS AND CITY OF ST. CHARLES CONSTRUCTION STANDARDS.
10. CONTRACTOR TO GUARANTEE ALL MATERIALS AND WORKMANSHIP FOR A PERIOD OF ONE (1) YEAR AFTER ACCEPTANCE BY THE CITY.
11. ALL EXISTING UTILITIES OR IMPROVEMENTS, INCLUDING WALKS, CURBS, PAVEMENT AND PARKWAYS DAMAGED OR REMOVED DURING CONSTRUCTION SHALL BE PROMPTLY RESTORED TO THEIR RESPECTIVE ORIGINAL CONDITION.
12. THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES PRIOR TO CONSTRUCTION TO VERIFY IN THE FIELD ALL EXISTING AND UNDERGROUND UTILITIES ADJACENT TO THE PROJECT, AND BE RESPONSIBLE FOR PROTECTION OF SAME.
13. ALL CONCRETE SHALL BE 6 BAG MIX, 3500 PSI CONCRETE AT 14 DAYS. CURING MATERIAL SHALL BE MEMBRANE CURING COMPOUND AND SHALL BE WHITE IN COLOR TO ASSURE ADEQUATE COVERAGE.
14. CONTRACTOR SHALL NOTIFY CITY 48 HOURS IN ADVANCE OF CONSTRUCTION OF UNDERGROUND WORK. NO UNDERGROUND WORK SHALL BE COVERED UNTIL SAME HAS BEEN INSPECTED BY THE CITY. APPROVAL TO PROCEED MUST BE OBTAINED FROM THE CITY PRIOR TO INSTALLING PAVEMENT BASE, PAVEMENT BINDER, PAVEMENT SURFACE, AND PRIOR TO POURING ANY CONCRETE AFTER FORMS HAVE BEEN SET.
15. IF APPLICABLE, ALL NEW REINFORCED CONCRETE PIPE STORM SEWER 12" AND LARGER WHERE SHOWN ON THE PLANS SHALL BE ASTM DESIGNATION C-76 MINIMUM CLASS, CLASS III. ALL PIPE WITH LESS THAN 3" OF COVER AND MORE THAN 15' OF COVER SHALL BE CLASS V. ALL JOINTS SHALL BE 10" RING RUBBER GASKET CONFORMING TO ASTM C-361 SPECIFICATIONS. ALL STORM SEWERS WITH LESS THAN 1.75' OF COVER AND ALL DUCTILE IRON PIPE STORM SEWERS WHERE SHOWN ON THE PLANS SHALL BE DUCTILE IRON PIPE CLASS 52 ANSI SPECIFICATIONS A-21.51 WITH PUSH-ON OR MECHANICAL JOINTS AND POLYETHYLENE ENCASEMENT.
16. BITUMINOUS PAVEMENT MATERIAL MUST BE PLACED IN TWO LIFTS. THICKNESS OF EACH LIFT SHALL BE AS SHOWN ON APPROVED PLANS. ALL MATERIAL SHALL BE CLASS I BITUMINOUS AS PER IDOT STANDARDS. THE FINAL SURFACE COURSE SHALL NOT BE INSTALLED UNTIL THE CITY HAS APPROVED THE COMPACTION OF THE BINDER MATERIAL. THE BINDER COURSE SHALL NOT BE INSTALLED UNTIL THE COMPACTION OF THE STONE BASE HAS BEEN APPROVED BY THE CITY. THE FINAL SURFACE COURSE MAY NOT BE INSTALLED UNTIL THE MAJOR PORTION OF BUILDING CONSTRUCTION HAS BEEN COMPLETED AS DETERMINED AND APPROVED BY THE CITY.

NOTE: IN CASE OF CONFLICT WITH OTHER NOTES AND SPECIFICATIONS, THE CITY'S STANDARD NOTES AND DETAILS SHALL APPLY.

NOTE-ALL WORK WITHIN GENEVA ROAD RIGHT OF WAY WILL REQUIRE AN IDOT PERMIT.



LOCATION MAP
NOT TO SCALE

LEGEND

	PROPOSED STORM SEWER		PROPOSED SPOT GRADE
	EXISTING STORM SEWER		EXISTING SPOT GRADE
	8" PVC SEWER		EXISTING CONTOUR
	8" SAN. SEWER		EXISTING CONTOUR
	PROPOSED WATER MAIN		PROPOSED CONTOUR
	EXISTING WATER MAIN		PROPOSED CONTOUR
	PROPOSED SANITARY MANHOLE		PROPOSED CONTOUR
	EXISTING SANITARY MANHOLE		PROPOSED CONTOUR
	EXISTING STORM STRUCTURE		PROPOSED CONTOUR
	PROPOSED STORM STRUCTURE		PROPOSED CONTOUR
	PROPOSED FIRE HYDRANT		PROPOSED CONTOUR
	PROPOSED GATE VALVE		PROPOSED CONTOUR

SHEET INDEX

TITLE	SHEET NO.
TITLE SHEET.....	1
SITE TOPOGRAPHY & DEMOLITION	2
PROPOSED SUBDIVISION/GEOMETRIC PLAN	3
SITE GRADING PLAN.....	4
SITE UTILITIES PLAN.....	5
PRELIMINARY ELECTRIC LAYOUT (PER CITY).....	6
TREE SURVEY & PRESERVATION.....	7-8
EROSION CONTROL MEASURES (SWPPP).....	9
DETAILS	10-11
IDOT STD. DETAILS	12-15
EXISTING SIDEWALK EXHIBIT (GENEVA ROAD)	

SITE DATA:

ZONING.....	RT-1 TRADITIONAL SINGLE-FAMILY RESIDENTIAL
MIN. LOT AREA.....	8,400 sq ft
MIN. LOT WIDTH.....	60'
MAX. BUILDING COVERAGE.....	30%
MIN. FRONT YARD.....	30'
MIN. SIDE YARD.....	8'
MIN. REAR YARD.....	40'

SOURCE BENCHMARK:

CITY OF ST. CHARLES
STC-10
EL=695.26 NAVD88

DEVELOPER/BUILDER:

MIDWEST CUSTOM HOMES
409 ILLINOIS AVENUE, SUITE 1-D
ST CHARLES, IL 60174
MR. BOB RASMUSSEN

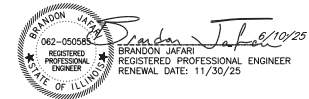
UNDERGROUND UTILITY NOTE:

The location of existing underground utilities, such as water mains, sewers, gas lines, etc., as shown on the plans, has been determined from the best available information and is given for the convenience of the Contractor. However, the Owner and the Engineer do not assume responsibility in the event that during construction, utilities other than those shown may be encountered, and that the actual location of those which are shown may be different from the location as shown on the plans.

HOLD HARMLESS STATEMENT

The Engineer is not overseeing the construction of this project. The use of these Drawings and Specifications by and Contractor, Subcontractor, Builders, Mechanic, Tradesmen or Worker shall constitute a Hold Harmless Agreement between the User and the Engineer. The User shall in fact agree to hold the Engineer harmless for costs and problems arising from the negligence of Contractor, Subcontractor, Builders, Mechanic, Tradesmen or Workers. The use of these Drawings also implies that the Engineer shall take no responsibility for the plan User's failure to carry out the work in accordance with the Drawing and Specifications.

COUNTY ENGINEERS INC.
ON406 DOOLEY DRIVE, GENEVA, ILLINOIS 60134
630.364.6976 ceillinois@aol.com



REV. 6/10/25
REV. 4/28/25
REV. 3/7/25
REV. 2/17/25
REV. 12/17/24
NOVEMBER 30, 2024

1-EXISTING SEWER HAS A LINER. AT INSTALLATION OF NEW SEWER AND REMOVAL OF EXISTING SERVICE, CIPP END SEALS AND GROUTING MAY BE NEEDED. CONTRACTOR TO CONTACT PUBLIC WORK FOR REQUIREMENTS. ALL WORK TO BE INSPECTED BY THE CITY.

2-EXISTING WATER SERVICE TO BE REMOVED FROM CORPORATION STOP AT MAIN LINE. REPAIR SLEEVE WILL BE NEEDED PER CITY'S REQUIREMENTS. CONTRACTOR TO CONTACT PUBLIC WORK FOR REQUIREMENTS. ALL WORK TO BE INSPECTED BY THE CITY.

1-ALL UNDERGROUND VAULTS/FOOTINGS/FOUNDATIONS/FLOOR SLABS SHALL BE REMOVED.
2-EXISTING DRIVEWAY TO BE REMOVED.
3-A DEMOLITION PERMIT TO BE OBTAINED FROM THE CITY, PRIOR TO ANY WORK.
4-CALL JULIE, AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION.
5-ALL DEBRIS AND EXCESS MATERIAL SHALL BE REMOVED FROM SITE.
6-CITY OF ST CHARLES, AND KSDCO EROSION CONTROL MEASURES SHALL BE USED;
ANY DEBRIS FALLEN ONTO I-70 RT-31 (GENEVA ROAD) SHALL BE PICKED UP IMMEDIATELY.

EXISTING CONTOUR	--- 894 ---
PROPOSED CONTOUR	--- 894 ---
PROPOSED SPOT GRADE	894.00
PROPOSED GARAGE FLOOR	GF=893.50
TOP OF FOUNDATION WALL	T/F=900.00
PROPERTY LINE	
SET FENCE	-X-X-

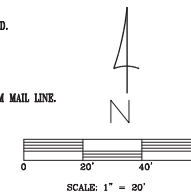
CALL BEFORE
YOU DIG
(48 HOURS NOTICE REQUIRED PRIOR TO DIGGING)

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TOPOGRAPHY &

TOPOGRAPHY



PRUNED THAT MIGHT BE DAMAGED BY EQUIPMENT OPERATIONS PRIOR TO CONSTRUCTION COMMENCING

EARTH SAWCUT AT THE TREE ROOTS TO BE PERFORMED AT DIAPHRANE OR AS INDICATED ON THE PLANS (MINIMUM DEPTH - 2')

PROTECTIVE TREE FENCE

NOTHING SHALL BE STORED WITHIN THIS AREA.

LIMITS OF CONSTRUCTION

1' MIN.

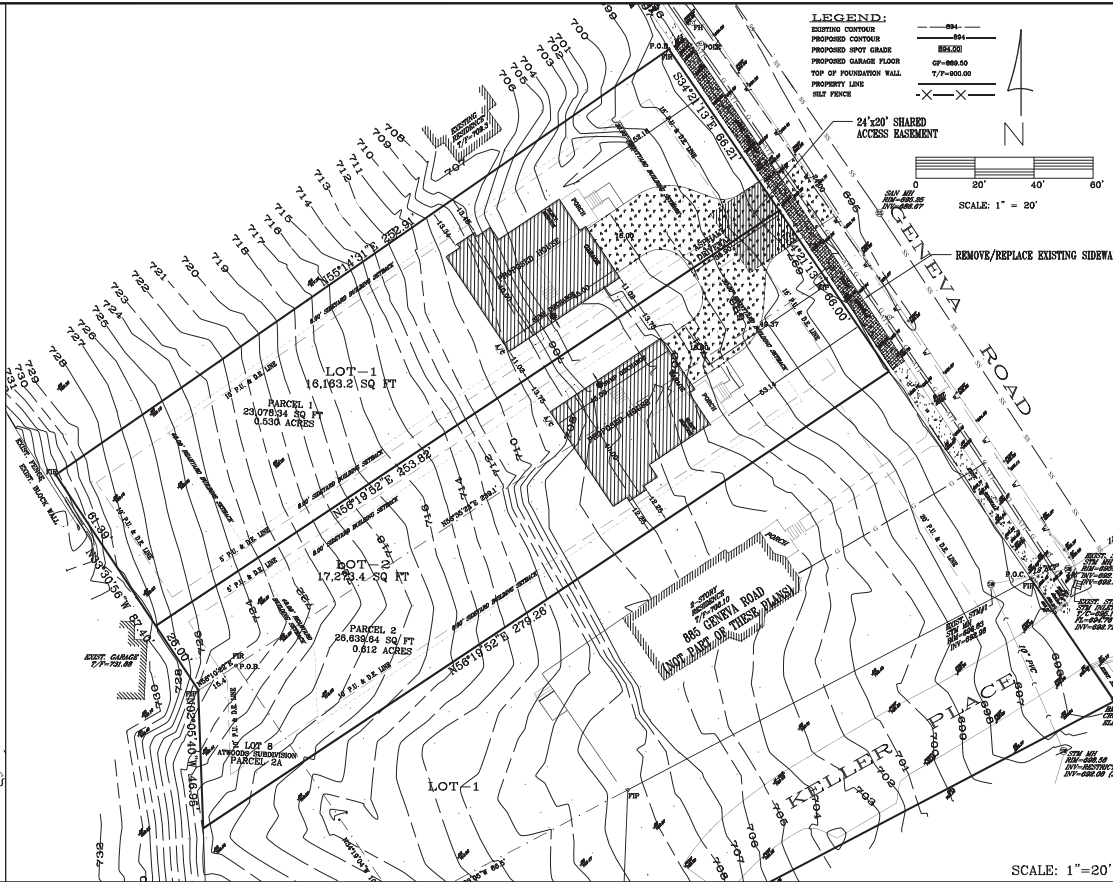
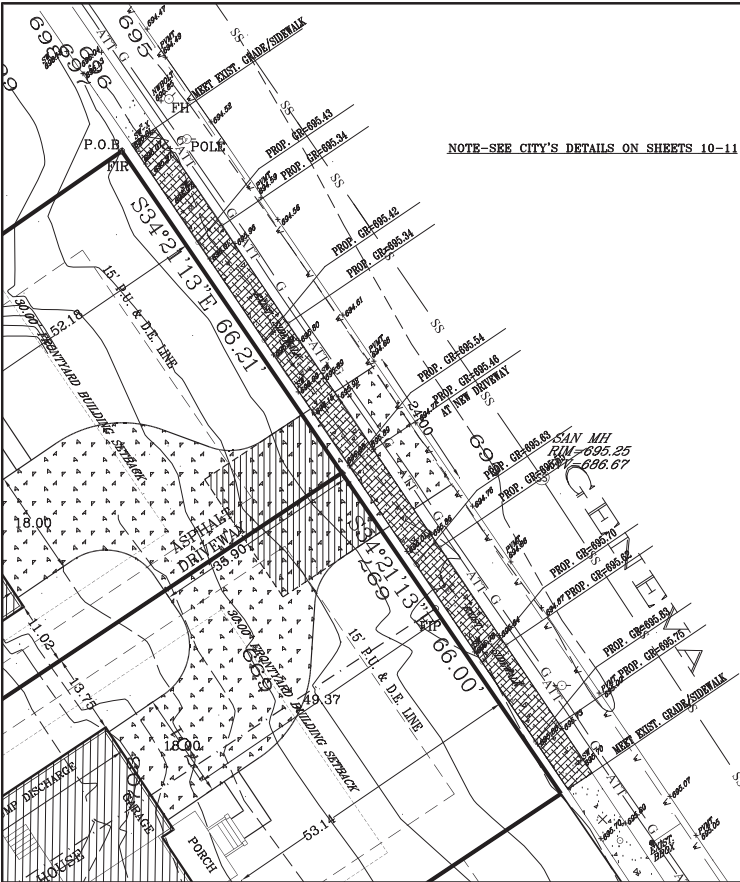
IF A UTILITY MUST BE WITHIN 15' OF THE TREE TRUNK, IT IS RECOMMENDED THAT IT BE AUGURED.

SOURCE BENCHMARK:
CITY OF ST. CHARLES
STC-10
EL=695.26 NAVD88

MIDWEST CUSTOM HOMES
409 ILLINOIS AVENUE, SUITE 1-D
ST CHARLES, IL 60174
MR. BOB RASMUSSEN

NOTE-ALL WORK WITHIN GENEVA ROAD RIGHT OF WAY WILL REQUIRE AN IDOT PERMIT.

SCALE: 1"=20'



PARCEL 1:
THAT PART OF THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, BOUNDED AND DESCRIBED BY COMMENCING AT THE NORTHEAST CORNER OF BLOCK 1 OF RIVERVIEW ADDITION TO THE CITY OF ST. CHARLES, RUNNING THENCE SOUTH 34° 2' EAST 35.4 FEET ALONG OLD CLAIM LINE TO A POINT FOR A PLACE OF BEGINNING; THENCE NORTH 54° 54' EAST 254.0 FEET TO THE WEST LINE OF GENEVA ROAD; THENCE SOUTH 34° 28' EAST ALONG SAID WEST LINE OF GENEVA ROAD 94.6 FEET TO A POINT IN THE SAME; THENCE SOUTH 56° 31' WEST 254.5 FEET ALONG AN OLD LINE OF OCCUPATION TO A POINT IN AN OLD CLAIM LINE; THENCE NORTH 34° 2' WEST ALONG THE SAID CLAIM LINE 87.4 FEET TO THE PLACE OF BEGINNING, IN THE CITY OF ST. CHARLES, COUNTY OF KANE IN THE STATE OF ILLINOIS. ALSO DESCRIBED AS: THAT PART OF THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WESTERLY LINE OF GENEVA ROAD WITH THE NORTHERLY LINE OF KELLER PLACE; THENCE NORTH 34° 28' 00" WEST ALONG THE WESTERLY LINE OF GENEVA ROAD 217.4 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 54° 54' 00" WEST 254 FEET TO THE EASTERLY LINE OF ATWOODS SUBDIVISION OF BLOCK 1 OF THE RIVERVIEW ADDITION TO ST. CHARLES; THENCE SOUTH 34° 2' 00" EAST ALONG SAID EASTERLY LINE 87.4 FEET TO ANGLE POINT IN SAID EASTERLY LINE; THENCE NORTH 56° 31' 00" EAST TO A SECOND ANGLE POINT IN SAID EASTERLY LINE; THENCE NORTH 56° 31' 00" EAST 239.1 FEET TO THE WESTERLY LINE OF GENEVA ROAD; THENCE NORTH 34° 28' 00" WEST ALONG SAID WESTERLY LINE TO THE POINT OF BEGINNING, IN THE CITY OF ST. CHARLES, KANE COUNTY ILLINOIS.

PARCEL 2A:
LOT 8 OF ATWOODS SUBDIVISION OF BLOCK 1 OF THE RIVERVIEW ADDITION TO ST. CHARLES, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS
COMMONLY KNOWN AS: 873 GENEVA ROAD, ST. CHARLES, ILLINOIS

SCALE: 1"=10'

IMPERVIOUS AREAS--	
REMOVE/DEMOLITION.....	3205.0 sf
PROPOSED--	
ROOFS.....	3158.2 sf
DRIVEWAYS.....	2272.2 sf
WALKS/PORCHES/ETC.....	205.4 sf
TOTAL PROPOSED.....	5734.0 sf
NET INCREASE.....	2529.0 sf

NOTE:
PLAT OF SURVEY AND TOPOGRAPHIC SURVEY HAVE BEEN PREPARED BY DALE FLOYD LAND SURVEYING LLC, IN GENEVA, ILLINOIS.

BENCHMARK:
STC-10
EL=695.26' NAVD88

LEGEND:

- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED SPOT GRADE
- PROPOSED GARAGE FLOOR
- TOP OF FOUNDATION WALL
- PROPERTY LINE
- SLIP FENCE

24'x20' SHARED ACCESS EASEMENT

SCALE: 1" = 20'

WARNING

CALL BEFORE YOU DIG
(48 HOURS NOTICE REQUIRED PRIOR TO DIGGING)

COUNTY ENGINEERS INC.		873 GENEVA ROAD	
JAMES A. HARRIS, P.E.		ADDRESS: ST. CHARLES, ILLINOIS	
DALE FLOYD LAND SURVEYING LLC		OWNER/PETITIONER: MIDWEST CUSTOM HOMES LLC	
Scale: AS SHOWN		REVISIONS	
		1	2
		3	4
		PROPOSED SUBDIVISION GEOMETRIC PLAN SHEET 3 OF 19	

NOTES:

- 1-ALL TREES TO BE PROTECTED. NO TREE TO BE REMOVED WITHOUT OWNER'S AUTHORIZATION.
- 2-DEMO PERMITS ARE REQUIRED FOR EACH ADDRESS, TO REMOVE ANY STRUCTURE.
- 3-PRIVATE UTILITY SERVICES CAN REMAIN, ONLY IF THEY HAVE BEEN EVALUATED BY CITY STAFF FOR NEW DEVELOPMENT.
- 4-EXISTING UTILITY SERVICES ARE SHOWN PER CALL TO JULIE. SANITARY SERVICES TO BOTH HOUSES HAVE NOT BEEN MARKED. CONTRACTOR TO COORDINATE WITH THE CITY'S PUBLIC WORKS FOR INSPECTION AND RE-USE OF WATER AND/OR SANITARY SERVICES FOR NEW CONSTRUCTION. OTHERWISE, BOTH SERVICES WOULD NEED TO BE DISCONNECTED AT THE MAIN LINE, PER CITY OF ST. CHARLES STANDARDS.
- 5-DETAILED FOUNDATION PLAN ELEVATIONS INCLUDING ALL TOP OF FOUNDATION ELEVATIONS ON A STEPPED FOUNDATION SHALL BE PROVIDED WITH THE BUILDING PERMIT SUBMITTAL.

NOTES:-

- MAXIMUM ALLOWABLE DRIVEWAY SLOPE IS AT 6%
- MAXIMUM ALLOWABLE OPEN SPACE (YARD, DITCH, SWALE, ETC) SLOPE IS AT 4:1 OR 25%
- MAXIMUM ALLOWABLE SIDEWALK/WALK SLOPE IS AT 6% LONGITUDINALLY, 2.0% CROSS SLOPE.

TOTAL DISTURBED AREA = 25,810 sq. ft. OR 0.59 ACRES

EXIST. SIDEWALK TO BE REPLACED. SEE SHEET-3 FOR PROPOSED GRADES.

PEAK FLOW (100-YR) = 3.5 CFS
HW = 704.43

SECTION A-A
TYPICAL SECTION

SCALE
1"=10' HOR.
1"=2' VER.

SECTION C-C
TYPICAL SECTION

LEGEND:
EXISTING CONTOUR
PROPOSED CONTOUR
PROPOSED DRIVE CHASE
PROPOSED GARAGE FLOOR
TOP OF FOUNDATION WALL
PROPERTY LINE
SELF FENCE

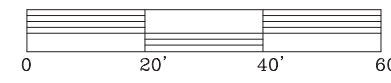
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WARNING

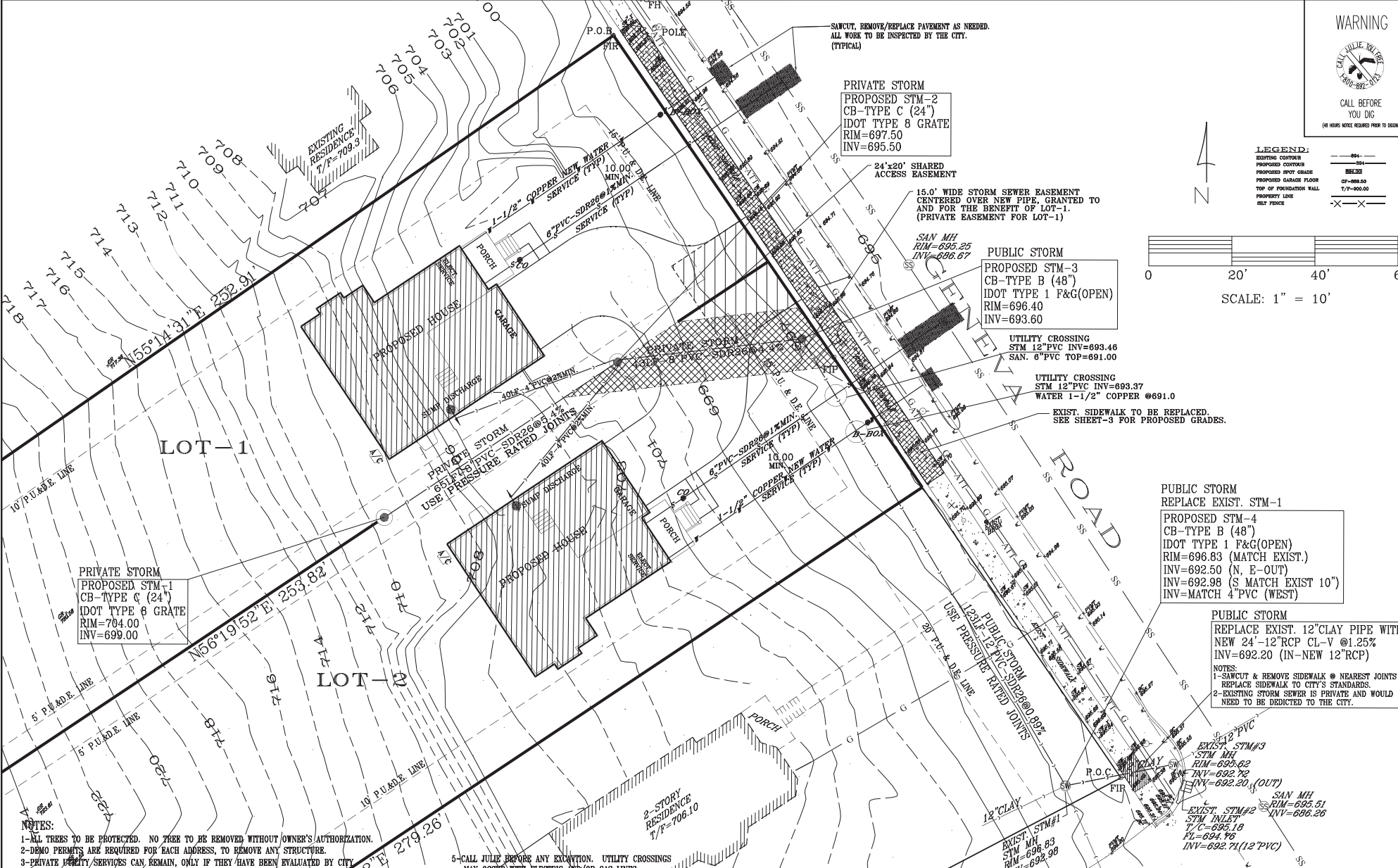


CALL BEFORE
YOU DIG
(AN HOUR NOTICE REQUIRED PRIOR TO DIGGING)

LEGEND:
EXISTING CONTOUR
PROPOSED CONTOUR
PROPOSED SPOT GRADE
PROPOSED GARAGE FLOOR
TOP OF FOUNDATION WALL
PROPERTY LINE
SELF PRICES



SCALE: 1" = 10'



PRIVATE STORM
PROPOSED STM-2
CB-TYPE C (24")
IDOT TYPE 8 GRATE
RIM=697.50
INV=695.50

PUBLIC STORM
PROPOSED STM-3
CB-TYPE B (48")
IDOT TYPE 1 F&G(OPEN)
RIM=696.40
INV=693.60

PRIVATE STORM
PROPOSED STM-1
CB-TYPE C (24")
IDOT TYPE 6 GRATE
RIM=704.00
INV=699.00

PUBLIC STORM
REPLACE EXIST. STM-1
PROPOSED STM-4
CB-TYPE B (48")
IDOT TYPE 1 F&G(OPEN)
RIM=696.83 (MATCH EXIST.)
INV=692.50 (N, E-OUT)
INV=692.98 (S MATCH EXIST 10")
INV=MATCH 4" PVC (WEST)

PUBLIC STORM
REPLACE EXIST. 12"CLAY PIPE WITH
NEW 24"-12"RCP CL-V @1.25%
INV=692.20 (IN-NEW 12"RCP)

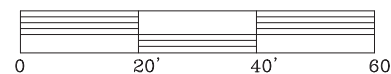
NOTES:
1-SAWCUT & REMOVE SIDEWALK @ NEAREST JOINTS
REPLACE SIDEWALK TO CITY'S STANDARDS.
2-EXISTING STORM SEWER IS PRIVATE AND WOULD
NEED TO BE DEDICATED TO THE CITY.

- NOTES:
- 1-ALL TREES TO BE PROTECTED. NO TREE TO BE REMOVED WITHOUT OWNER'S AUTHORIZATION.
 - 2-DEMO PERMITS ARE REQUIRED FOR EACH ADDRESS, TO REMOVE ANY STRUCTURE.
 - 3-PRIVATE UTILITY SERVICES CAN REMAIN, ONLY IF THEY HAVE BEEN EVALUATED BY CITY STAFF FOR NEW DEVELOPMENT.
 - 4-EXISTING UTILITY SERVICES ARE SHOWN PER CALL TO JULIE. SANITARY SERVICES TO BOTH HOUSES HAVE NOT BEEN MARKED. CONTRACTOR TO COORDINATE WITH THE CITY'S PUBLIC WORKS FOR INSPECTION AND RE-USE OF WATER AND/OR SANITARY SERVICES FOR NEW CONSTRUCTION. OTHERWISE, BOTH SERVICES WOULD NEED TO BE DISCONNECTED AT THE MAIN LINE, PER CITY OF ST. CHARLES STANDARDS.
 - 5-CALL JULIE BEFORE ANY EXCAVATION. UTILITY CROSSINGS MAY OCCUR WITH ELECTRIC AND/OR GAS LINES.
 - 6-PRESSURE RATED PIPE BETWEEN STM-1 AND STM-2 TO BE SCHEDULE 40, RATED AT 130 PSI, ASTM D 2466, AND FITTINGS ASTM D 1785.
 - 7-EXISTING SEWER HAS A LINER. AT INSTALLATION OF NEW SEWER AND REMOVAL OF EXISTING SERVICE, CIPP END SEALS AND GROUTING MAY BE NEEDED. CONTRACTOR TO CONTACT PUBLIC WORK FOR REQUIREMENTS. ALL WORK TO BE INSPECTED BY THE CITY.

NOTE-ALL WORK WITHIN GENEVA ROAD RIGHT OF WAY WILL REQUIRE AN IDOT PERMIT.

LEGEND:
 EXISTING CONTOUR
 PROPOSED CONTOUR
 PROPOSED SPOT GRADE
 PROPOSED GARAGE FLOOR
 TOP OF FOUNDATION WALL
 PROPERTY LINE

894
 891
 888.50
 7/7=890.00



SCALE: 1" = 10'

WARNING



CALL BEFORE YOU DIG
 (AN HOUR NOTICE REQUIRED PRIOR TO DIGGING)

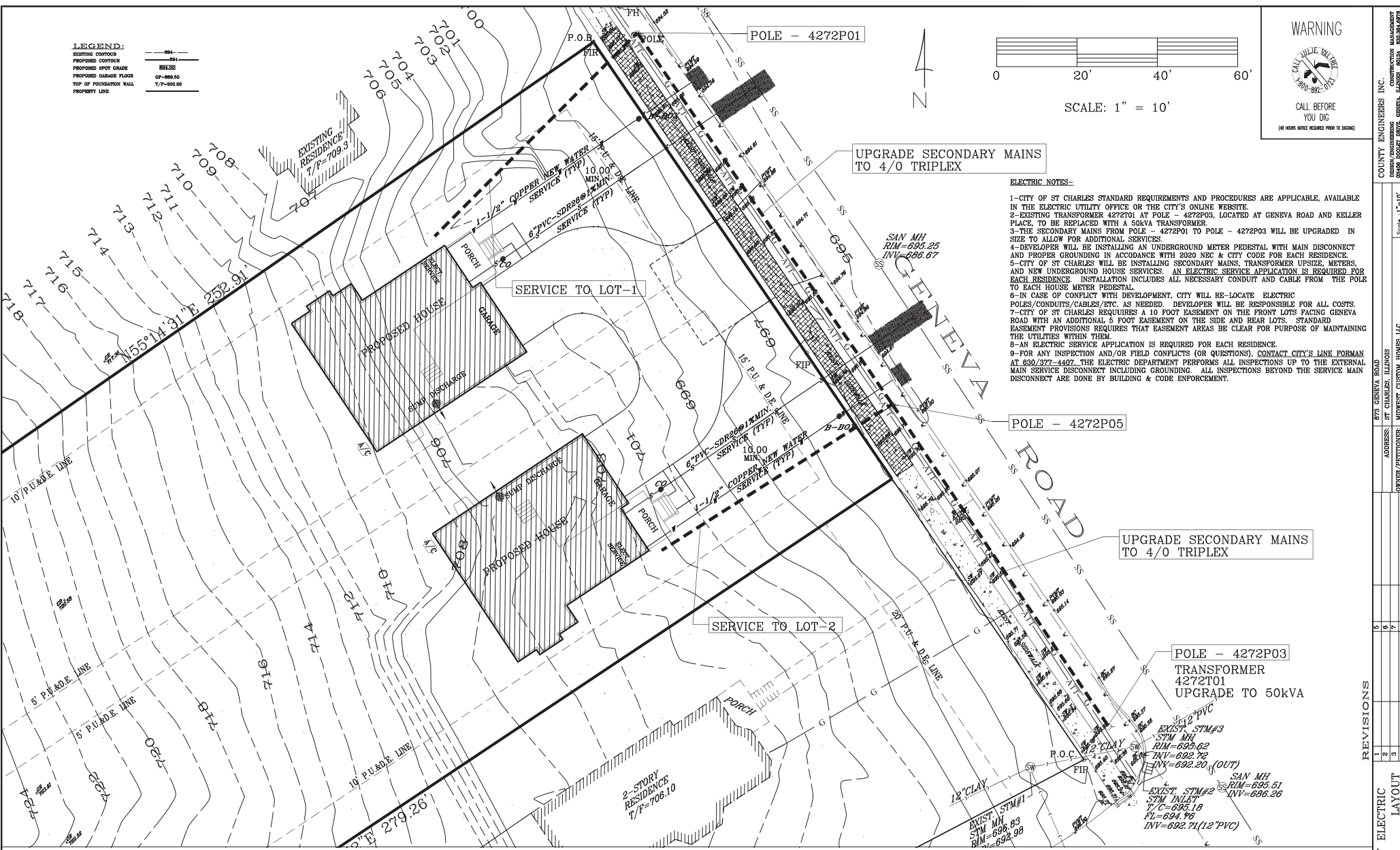
COUNTY ENGINEERS INC.
 1000 N. WILSON AVENUE
 CHICAGO, ILLINOIS 60642
 (773) 344-1000

Scale: 1" = 10'

873 GENEVA ROAD
 ADDRESS: ST CHARLES, ILLINOIS
 OWNER/REVISIONER: MIDWEST CUSTOM HOMES LLC

REVISIONS

PRELIMINARY ELECTRIC LAYOUT
 SHEET 6 OF 15



UPGRADE SECONDARY MAINS TO 4/0 TRIPLEX

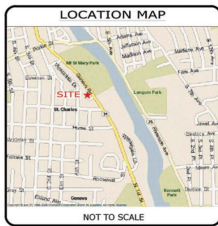
POLE - 4272P05

UPGRADE SECONDARY MAINS TO 4/0 TRIPLEX

POLE - 4272P03
 TRANSFORMER 4272T01
 UPGRADE TO 50kVA

ELECTRIC NOTES:-

- 1-CITY OF ST CHARLES STANDARD REQUIREMENTS AND PROCEDURES ARE APPLICABLE, AVAILABLE IN THE ELECTRIC UTILITY OFFICE OR THE CITY'S ONLINE WEBSITE.
- 2-EXISTING TRANSFORMER 4272T01 AT POLE - 4272P03, LOCATED AT GENEVA ROAD AND KELLER PLACE, TO BE REPLACED WITH A 50kVA TRANSFORMER.
- 3-THE SECONDARY MAINS FROM POLE - 4272P01 TO POLE - 4272P03 WILL BE UPGRADED IN SIZE TO ALLOW FOR ADDITIONAL SERVICES.
- 4-DEVELOPER WILL BE INSTALLING AN UNDERGROUND METER PEDESTAL WITH MAIN DISCONNECT AND PROPER GROUNDING IN ACCORDANCE WITH 2020 NEC & CITY CODE FOR EACH RESIDENCE.
- 5-CITY OF ST CHARLES WILL BE INSTALLING SECONDARY MAINS, TRANSFORMER UPSIZE, METERS, AND NEW UNDERGROUND HOUSE SERVICES. AN ELECTRIC SERVICE APPLICATION IS REQUIRED FOR EACH RESIDENCE. INSTALLATION INCLUDES ALL NECESSARY CONDUIT AND CABLE FROM THE POLE TO EACH HOUSE METER PEDESTAL.
- 6-IN CASE OF CONFLICT WITH DEVELOPMENT, CITY WILL RE-LOCATE ELECTRIC POLES/CONDUITS/CABLES/ETC. AS NEEDED. DEVELOPER WILL BE RESPONSIBLE FOR ALL COSTS.
- 7-CITY OF ST CHARLES REQUIRES A 10 FOOT EASEMENT ON THE FRONT LOTS FACING GENEVA ROAD WITH AN ADDITIONAL 5 FOOT EASEMENT ON THE SIDE AND REAR LOTS. STANDARD EASEMENT PROVISIONS REQUIRES THAT EASEMENT AREAS BE CLEAR FOR PURPOSE OF MAINTAINING THE UTILITIES WITHIN THEM.
- 8-AN ELECTRIC SERVICE APPLICATION IS REQUIRED FOR EACH RESIDENCE.
- 9-FOR ANY INSPECTION AND/OR FIELD CONFLICTS (OR QUESTIONS), CONTACT CITY'S LINE FOREMAN AT 630/377-4407. THE ELECTRIC DEPARTMENT PERFORMS ALL INSPECTIONS UP TO THE EXTERNAL MAIN SERVICE DISCONNECT INCLUDING GROUNDING. ALL INSPECTIONS BEYOND THE SERVICE MAIN DISCONNECT ARE DONE BY BUILDING & CODE ENFORCEMENT.



TREE EXHIBIT

TREE #	SPECIES	COMMON NAME	DBH	CONDITION	FORM	COMMENTS
1	MAGNOLIA-TREE	Magnolia spp	24	3	4	dominant tree, included bark
2	YEW	Taxus spp	7	3	3	trunk wound with rot
3	MAGNOLIA-TREE	Magnolia spp	24	3	4	weak trunk union, rot
4	MAGNOLIA-TREE	Magnolia spp	24	3	4	weak trunk union, rot
5	OAK-RED	Quercus rubra	46	3	3	large deadwood
6	OAK-RED	Quercus rubra	46	3	3	large deadwood
7	OAK-RED	Quercus rubra	46	3	3	large deadwood
8	MAPLE-NORWAY	Acer platanoides	12	3	3	limited growspace
9	OAK-RED	Quercus rubra	15	3	3	limited growspace
10	HACKBERRY	Celtis occidentalis	7	3	2	limited growspace
11	BOXELDER	Acer negundo	16	3	4	limited growspace
12	BOXELDER	Acer negundo	21	3	4	limited growspace
13	SPRUCE-NORWAY	Picea abies	23	4	1	power lines, dieback
14	WALNUT-BLACK	Juglans nigra	18	3	1	service lines
15	OAK-WHITE	Quercus alba	18	3	1	large deadwood
16	BOXELDER	Acer negundo	15	3	3	lean, limited growspace
17	MAPLE-NORWAY	Acer platanoides	13	2	4	lean, limited growspace
18	MAPLE-NORWAY	Acer platanoides	9	2	3	lean, limited growspace
19	ELM-AMERICAN	Ulmus americana	16	2	3	lean, limited growspace
20	WALNUT-BLACK	Juglans nigra	25	3	4	codominant lead, weak trunk union
21	AILANTHUS	Ailanthus altissima	24	3	2	codominant lead
22	ELM-AMERICAN	Ulmus americana	19	3	2	
23	BOXELDER	Acer negundo	10	3	4	
24	ELM-AMERICAN	Ulmus americana	11	3	4	
25	BOXELDER	Acer negundo	24	3	4	
26	ELM-AMERICAN	Ulmus americana	17	2	2	limited growspace
27	ELM-AMERICAN	Ulmus americana	18	2	2	limited growspace
28	AILANTHUS	Ailanthus altissima	9	3	2	limited growspace
29	AILANTHUS	Ailanthus altissima	8	3	2	limited growspace
30	BOXELDER	Acer negundo	16	3	3	limited growspace
31	MAPLE-NORWAY	Acer platanoides	24	3	3	broken stump, rot
32	APPLE-CRAB SPP	Malus spp	9	4	3	deadwood, suckers
33	HACKBERRY	Celtis occidentalis	12	3	2	limited growspace
34	HACKBERRY	Celtis occidentalis	14	3	4	lean
35	ELM-AMERICAN	Ulmus americana	16	3	4	limited growspace
36	HACKBERRY	Celtis occidentalis	25	3	2	
37	ELM-AMERICAN	Ulmus americana	17	2	2	
38	ASH-BLUE	Fraxinus quadrangula	6	4	4	
39	HACKBERRY	Celtis occidentalis	19	2	2	
40	BOXELDER	Acer negundo	7	3	4	
41	HACKBERRY	Celtis occidentalis	7	3	3	
42	HACKBERRY	Celtis occidentalis	17	3	2	
43	HACKBERRY	Celtis occidentalis	10	3	2	limited growspace
44	MAPLE-NORWAY	Acer platanoides	6	3	4	limited growspace
45	MAPLE-NORWAY	Acer platanoides	6	3	3	limited growspace
46	BOXELDER	Acer negundo	27	3	4	limited growspace
47	HACKBERRY	Celtis occidentalis	11	3	3	limited growspace
48	HACKBERRY	Celtis occidentalis	22	3	2	
49	BOXELDER	Acer negundo	11	3	4	lean
50	BOXELDER	Acer negundo	11	3	4	
51	SPRUCE-SPP	Picea spp	16	5	2	dead
52	MULBERRY-SPP	Morus spp	11	4	2	trunk wound, decay
53	BOXELDER	Acer negundo	23	3	4	lean
54	WALNUT-BLACK	Juglans nigra	20	3	2	
55	MAPLE-NORWAY	Acer platanoides	20	3	3	limited growspace
56	MAPLE-NORWAY	Acer platanoides	20	3	3	limited growspace
57	LINDEN-AMERICAN	Tilia americana	8	3	2	limited growspace
58	HACKBERRY	Celtis occidentalis	6	3	2	limited growspace
59	WALNUT-BLACK	Juglans nigra	17	3	3	limited growspace
60	HACKBERRY	Celtis occidentalis	23	3	2	
61	HICKORY-BITTERNUT	Carya cordiformis	10	3	3	
62	BOXELDER	Acer negundo	9	3	3	
63	ELM-AMERICAN	Ulmus americana	25	2	3	
64	ELM-AMERICAN	Ulmus americana	12	3	3	
65	LINDEN-AMERICAN	Tilia americana	9	2	3	
66	ELM-AMERICAN	Ulmus americana	16	2	3	
67	BOXELDER	Acer negundo	28	3	4	

Tree inventory prepared by:
Leslie Delle
Leslie Delle
ISACertified Arborist IL-1999AM TRAQ
Exp: 12/31/25

1485 Louis Bork Drive, Unit 113 - Batavia IL 60510
630-762-2400 - www.greatlakesforestry.com

PREPARED BY:
ASH Consultants, Inc.
16 E Wilson St - Batavia IL 60510
(630) 879-0200 - advanced@advct.com
Professional Design Firm IL-04-000014 Expires 4/30/2025
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Note: Underlying Topography Data is from Survey prepared by Dale Floyd Land Surveying, LLC. Project Number 206-25 dated November 4, 2022.

TREE CONDITION RATING

Rating	Description	General Criteria
1	Excellent	The tree is typical of the species, has less than 10% deadwood in the crown that is attributable to normal causes, has no other observed problems, and requires no remedial action.
2	Good to Fair	The tree is typical of the species, and/or has less than 20% deadwood in the crown, only one or two minor problems that are easily corrected with normal care.
3	Fair	The tree is typical of the species, and/or has less than 30% deadwood in the crown, one or two minor problems that are not entirely lethal to the tree, and no significant decay or structural problems, but the tree must have remedial care above normal care in order to minimize the impact of future stress and to insure continued health.
4	Fair to Poor	The tree is not typical of the species, and/or has significant problems, such as 30-50% deadwood in the crown, serious decay or structural defects, insects, disease or other problems that can be eminently lethal to the tree or create a hazardous tree if not corrected in a short period of time, or if the tree is subjected to additional stress.
5	Poor	The tree is not typical of the species, and/or has over 50% deadwood in the crown, major decay or structural problems, is hazardous or severely infested with insects, disease, or other problems that even if aggressively corrected would not result in the long term to the survival of the tree.

TREE FORM RATING

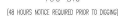
Form 1	Excellent - Tree has specimen, textbook form for the species in question.
Form 2	Good - The overall form of the tree must be good, and consistent for the species in question. No major defect in the structure can be present.
Form 3	Average - A wide variety of forms is acceptable for this group, which defines the middle ground around which trees with better or worse architecture can be defined and identified. No major structural defect such as trunk splits or severe leans may be present.
Form 4	Poor - Very poor form or architecture that has the potential to lead to tree or tree part failure.
Form 5	Very Poor - Tree should be removed, and has architecture which poses a great amount of risk.

TREE #	SPECIES	LATIN	DBH	CONDITION	FORM	COMMENTS
1	OAK-RED	Quercus rubra	26	3	3	codominant lead, included bark
2	MAGNOLIA-TREE	Magnolia spp	14	3	4	trunk wound with rot
3	YEW	Taxus spp	7	3	3	
4	MAGNOLIA-TREE	Magnolia spp	24	3	4	weak trunk union, rot
5	SYCAMORE	Platanus occidentalis	53	2	1	
6	OAK-RED	Quercus rubra	46	3	1	large deadwood
7	OAK-RED	Quercus rubra	30	3	3	large deadwood
8	MAPLE-NORWAY	Acer platanoides	12	3	3	limited growspace
9	OAK-RED	Quercus rubra	15	3	3	limited growspace
10	HACKBERRY	Celtis occidentalis	7	3	2	limited growspace
11	BOXELDER	Acer negundo	16	3	4	limited growspace
12	BOXELDER	Acer negundo	21	3	4	limited growspace
13	SPRUCE-NORWAY	Picea abies	23	4	1	power lines, dieback
14	WALNUT-BLACK	Juglans nigra	18	3	1	service lines
15	OAK-WHITE	Quercus alba	18	3	1	large deadwood
16	BOXELDER	Acer negundo	15	3	3	lean, limited growspace
17	MAPLE-NORWAY	Acer platanoides	13	2	4	lean, limited growspace
18	MAPLE-NORWAY	Acer platanoides	9	2	3	lean, limited growspace
19	ELM-AMERICAN	Ulmus americana	16	2	3	lean, limited growspace
20	WALNUT-BLACK	Juglans nigra	25	3	4	codominant lead, weak trunk union
21	AILANTHUS	Ailanthus altissima	24	3	2	codominant lead
22	ELM-AMERICAN	Ulmus americana	19	3	2	
23	BOXELDER	Acer negundo	10	3	4	
24	ELM-AMERICAN	Ulmus americana	11	3	4	
25	BOXELDER	Acer negundo	24	3	4	
26	ELM-AMERICAN	Ulmus americana	17	2	2	limited growspace
27	ELM-AMERICAN	Ulmus americana	18	2	2	limited growspace
28	AILANTHUS	Ailanthus altissima	9	3	2	limited growspace
29	AILANTHUS	Ailanthus altissima	8	3	2	limited growspace
30	BOXELDER	Acer negundo	16	3	3	limited growspace
31	MAPLE-NORWAY	Acer platanoides	24	3	3	broken stump, rot
32	APPLE-CRAB SPP	Malus spp	9	4	3	deadwood, suckers
33	HACKBERRY	Celtis occidentalis	12	3	2	limited growspace
34	HACKBERRY	Celtis occidentalis	14	3	4	lean
35	ELM-AMERICAN	Ulmus americana	16	3	4	limited growspace
36	HACKBERRY	Celtis occidentalis	25	3	2	
37	ELM-AMERICAN	Ulmus americana	17	2	2	
38	ASH-BLUE	Fraxinus quadrangula	6	4	4	
39	HACKBERRY	Celtis occidentalis	19	2	2	
40	BOXELDER	Acer negundo	7	3	4	
41	HACKBERRY	Celtis occidentalis	7	3	3	
42	HACKBERRY	Celtis occidentalis	17	3	2	
43	HACKBERRY	Celtis occidentalis	10	3	2	limited growspace
44	MAPLE-NORWAY	Acer platanoides	6	3	4	limited growspace
45	MAPLE-NORWAY	Acer platanoides	6	3	3	limited growspace
46	BOXELDER	Acer negundo	27	3	4	limited growspace
47	HACKBERRY	Celtis occidentalis	11	3	3	limited growspace
48	HACKBERRY	Celtis occidentalis	22	3	2	
49	BOXELDER	Acer negundo	11	3	4	lean
50	BOXELDER	Acer negundo	11	3	4	
51	SPRUCE-SPP	Picea spp	16	5	2	dead
52	MULBERRY-SPP	Morus spp	11	4	2	trunk wound, decay
53	BOXELDER	Acer negundo	23	3	4	lean
54	WALNUT-BLACK	Juglans nigra	20	3	2	
55	MAPLE-NORWAY	Acer platanoides	20	3	3	limited growspace
56	MAPLE-NORWAY	Acer platanoides	20	3	3	limited growspace
57	LINDEN-AMERICAN	Tilia americana	8	3	2	limited growspace
58	HACKBERRY	Celtis occidentalis	6	3	2	limited growspace
59	WALNUT-BLACK	Juglans nigra	17	3	3	limited growspace
60	HACKBERRY	Celtis occidentalis	23	3	2	
61	HICKORY-BITTERNUT	Carya cordiformis	10	3	3	
62	BOXELDER	Acer negundo	9	3	3	
63	ELM-AMERICAN	Ulmus americana	25	2	3	
64	ELM-AMERICAN	Ulmus americana	12	3	3	
65	LINDEN-AMERICAN	Tilia americana	9	2	3	
66	ELM-AMERICAN	Ulmus americana	16	2	3	
67	BOXELDER	Acer negundo	28	3	4	
68	LINDEN-AMERICAN	Tilia americana	13	3	4	
69	BOXELDER	Acer negundo	16	3	4	
70	ELM-AMERICAN	Ulmus americana	11	3	4	
71	ELM-AMERICAN	Ulmus americana	8	3	4	
72	WALNUT-BLACK	Juglans nigra	15	3	3	
73	WALNUT-BLACK	Juglans nigra	8	3	3	

REVISIONS

TREE SURVEY

SHEET 7 OF 15

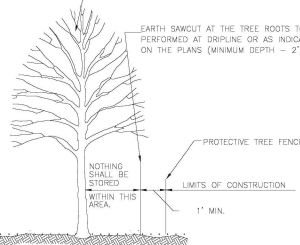


LIMIT OF CONSTRUCTION/CLEARING AND
 TREE REMOVAL
 DISTURBED ARE IS 25,810 SF OR 0.59 A
 TREE PRESERVATION AREA
 INSTALL 4' HIGH ORANGE FENCE
 W/STEEL POSTS AS SHOWN
 NO CONSTRUCTION TRAFFIC
 IS PERMITTED



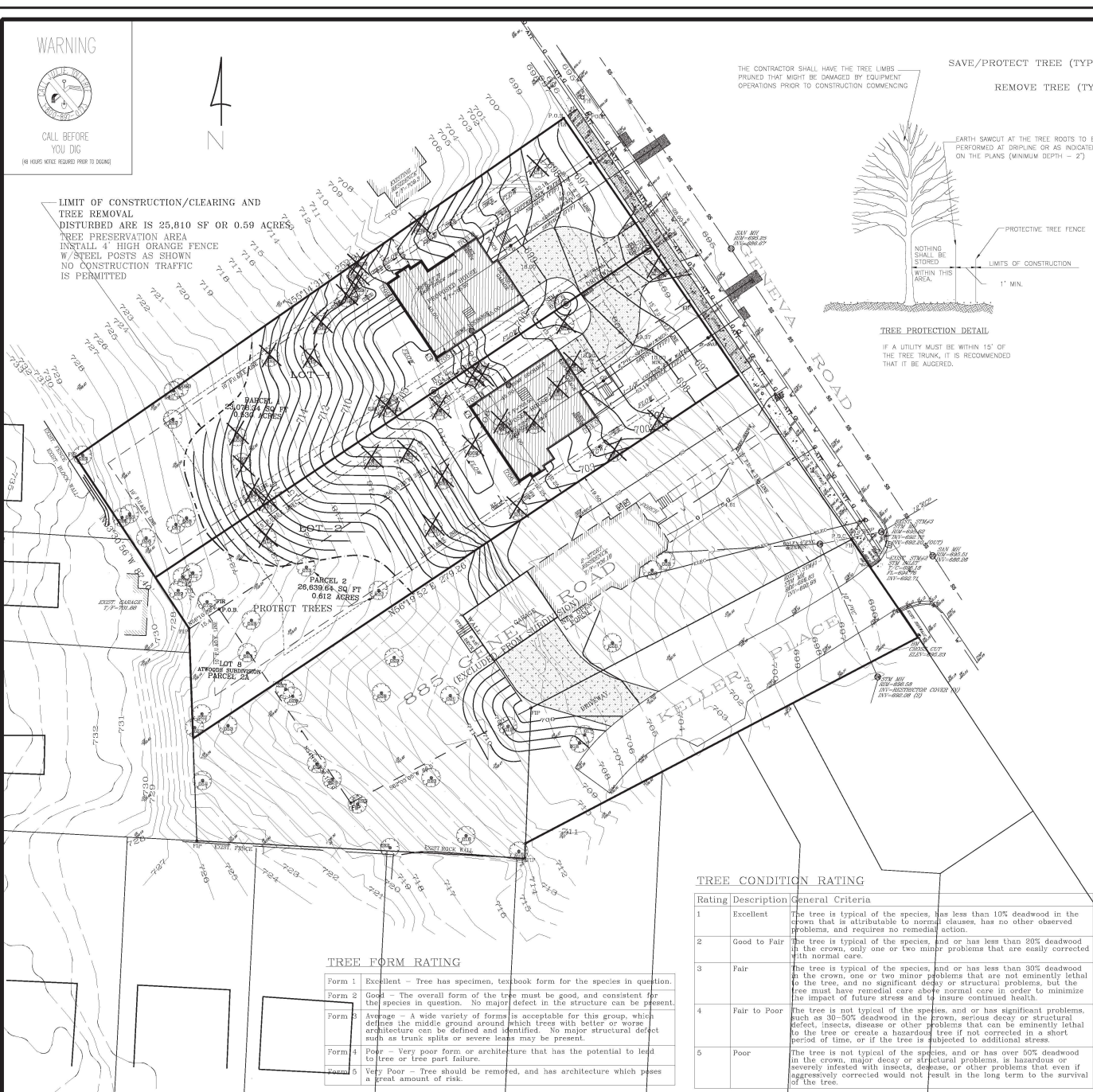
THE CONTRACTOR SHALL HAVE THE TREE LIMBS _____
PRUNED THAT MIGHT BE DAMAGED BY EQUIPMENT
OPERATIONS PRIOR TO CONSTRUCTION COMMENCING

REMOVE TREE (TYP)



TREE PROTECTION DETAIL

IF A UTILITY MUST BE WITHIN 15' OF THE TREE TRUNK, IT IS RECOMMENDED THAT IT BE AUGERED.



Rating	Description	General Criteria
--------	-------------	------------------

Rating	Description	General Criteria
1	Excellent	The tree is typical of the species, has less than 10% deadwood in the crown that is attributable to normal causes, has no other observed problems, and requires no remedial action.
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4	Fair to Poor	The tree is not typical of the species, and/or has significant problems, such as 30-50% deadwood in the crown, serious decay or structural defect, insect, disease or other problems that can be eminently lethal to the tree or could be fatal if the tree is subjected to additional stress.
5	Poor	The tree is not typical of the species, and/or has over 50% deadwood in the crown, major structural problems, or is severely infested with insects, disease, or other problems that even if aggressively corrected would not result in the long term to the survival of the tree.

Form 1	Excellent - Tree has specimen, textbook form for the species in question.
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Form 4	Poor - Very poor form or architecture that has the potential to lead to tree or tree part failure.
Form 5	Very Poor - Tree should be removed, and has architecture which poses a high ground.

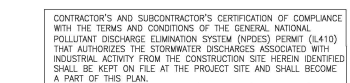
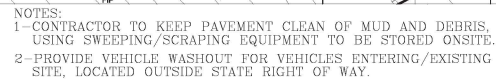
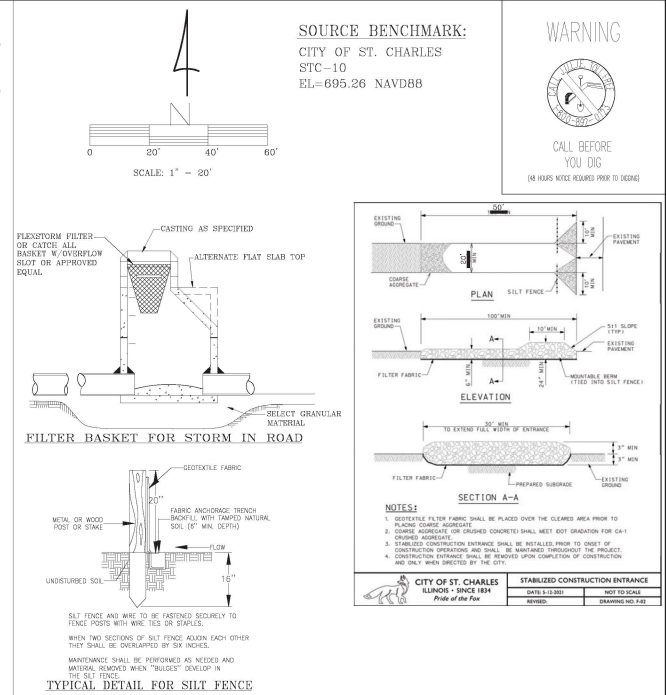
Tag #	SPECIES	LATIN	DBH	CONDITION	FORM	COMMENTS
1	OAK-RED	Quercus rubra	26	3	3	codominant lead, included bark
2	MAGNOLIA-TREE	Magnolia spp	14	3	4	trunk wound with rot
3	YEW	Taxus spp	7	3	3	
4	MAGNOLIA-TREE	Magnolia spp	24	3	4	weak trunk union, rot
5	SYCAMORE	Platanus occidentalis	53	2	1	
6	OAK-RED	Quercus rubra	46	3	1	large deadwood
7	OAK-RED	Quercus rubra	30	3	3	large deadwood
8	MAPLE-NORWAY	Acer platanoides	12	3	3	limited growspace
9	OAK-RED	Quercus rubra	15	3	3	limited growspace
10	HICKBERRY	Celtis occidentalis	7	3	2	limited growspace
11	BOXELDER	Acer negundo	16	3	4	limited growspace
12	BOXELDER	Acer negundo	21	3	4	limited growspace
13	SPRUCE-NORWAY	Picea abies	23	4	1	power lines, dieback
14	WALNUT-BLACK	Juglans nigra	18	3	1	service lines
15	OAK-WHITE	Quercus alba	18	3	1	large deadwood
16	BOXELDER	Acer negundo	15	3	3	lean, limited growspace
17	MAPLE-NORWAY	Acer platanoides	13	2	4	lean, limited growspace
18	MAPLE-NORWAY	Acer platanoides	9	2	3	lean, limited growspace
19	ELM-AMERICAN	Ulmus americana	16	2	3	lean, limited growspace
20	WALNUT-BLACK	Juglans nigra	25	3	4	codominant lead, weak trunk union
21	AILANTHUS	Ailanthus altissima	24	3	2	codominant lead
22	ELM-AMERICAN	Ulmus americana	19	3	2	
23	BOXELDER	Acer negundo	10	3	4	
24	ELM-AMERICAN	Ulmus americana	11	3	4	poor form
25	BOXELDER	Acer negundo	24	3	4	severe lean
26	ELM-AMERICAN	Ulmus americana	17	2	2	limited growspace
27	ELM-AMERICAN	Ulmus americana	18	2	2	limited growspace
28	AILANTHUS	Ailanthus altissima	9	3	2	limited growspace
29	AILANTHUS	Ailanthus altissima	8	3	2	limited growspace
30	BOXELDER	Acer negundo	16	3	3	limited growspace
31	MAPLE-NORWAY	Acer platanoides	24	3	3	broken stub, rot
32	APPLE-CRAB-SP	Malus spp	9	4	3	deadwood, suckers
33	HICKBERRY	Celtis occidentalis	12	3	2	limited growspace
34	HICKBERRY	Celtis occidentalis	14	3	4	lean
35	ELM-AMERICAN	Ulmus americana	16	3	4	limited growspace
36	HICKBERRY	Celtis occidentalis	25	3	2	
37	ELM-AMERICAN	Ulmus americana	17	2	2	
38	ASH-BLUE	Fraxinus quadrangulata	6	4	4	
39	HICKBERRY	Celtis occidentalis	19	2	2	
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41	HICKBERRY	Celtis occidentalis	7	3	3	
42	HICKBERRY	Celtis occidentalis	17	3	2	
43	HICKBERRY	Celtis occidentalis	10	3	2	limited growspace
44	MAPLE-NORWAY	Acer platanoides	6	3	4	limited growspace
45	MAPLE-NORWAY	Acer platanoides	6	3	3	limited growspace
46	BOXELDER	Acer negundo	27	3	4	limited growspace
47	HICKBERRY	Celtis occidentalis	11	3	3	limited growspace
48	HICKBERRY	Celtis occidentalis	22	3	2	
49	BOXELDER	Acer negundo	11	3	4	
50	BOXELDER	Acer negundo	11	3	4	
51	SPRUCE-SP	Picea spp	16	5	2	dead
52	MULBERRY-SP	Morus spp	11	4	2	trunk wound, decay
53	BOXELDER	Acer negundo	23	3	4	lean
54	WALNUT-BLACK	Juglans nigra	20	3	2	
55	MAPLE-NORWAY	Acer platanoides	20	3	3	limited growspace
56	MAPLE-NORWAY	Acer platanoides	20	3	3	limited growspace
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66	ELM-AMERICAN	Ulmus americana	16	2	3	
67	BOXELDER	Acer negundo	18	3	4	
68	LINDEN-AMERICAN	Tilia americana	13	3	4	
69	BOXELDER	Acer negundo	16	3	4	
70	ELM-AMERICAN	Ulmus americana	11	3	4	
71	ELM-AMERICAN	Ulmus americana	8	3	4	
72	WALNUT-BLACK	Juglans nigra	15	3	3	
73	WALNUT-BLACK	Juglans nigra	8	3	3	

LIST OF TREES TO BE REMOVED

ST CHARLES HEIGHTS SUBDIVISION

REVISIONS

RECEIVED



SOIL PROTECTION CHART

EROSION CONTROL MEASURES

1. SOIL EROSION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH THE COUNTY STANDARDS AND GUIDELINES, AND LANDS UNDER MINOR EROSION.
2. USE WATER MISTS, TEMPORARY EROSIONS AND OTHER SUITABLE METHODS TO LIMIT THE SPREAD OF DUST AND DIRT. COMPLY WITH GOVERNING ENVIRONMENTAL PROTECTION REGULATIONS.
3. STREETS ADJACENT TO THE SITE SHALL BE KEPT FREE OF DIRT, MUDS AND DEBRIS.
4. NO DIRTMENT SHALL BE ALLOWED TO ENTER THE EXISTING STORM DRAIN SYSTEM.
5. NO STORM SEWER, CATCH BASINS, SUMPS AND/OR RETENTION BASINS ARE TO BE CLEANED AT THE END OF CONSTRUCTION OF THE PROJECT AND PRIOR TO FINAL ACCEPTANCE. CLEANING MAY ALSO BE REQUIRED DURING THE COURSE OF CONSTRUCTION IF IT IS DETERMINED THAT THE SILT AND DEBRIS TRAPS ARE NOT PROPERLY FUNCTIONING.
6. ALL STORMWATER POLLUTION PREVENTION PLAN MEASURES SHALL COMPLY WITH COUNTY STORMWATER MANAGEMENT ORDINANCE AND LOCAL MUNICIPALITY.
7. ACCESS TO PUBLIC ROAD SHALL BE MAINTAINED WITH ADDITIONAL AGGREGATES IF NECESSARY. ANY SOREMENTS TRAPPED ON PUBLIC ROAD SHALL BE REMOVED IMMEDIATELY.
8. THE CONTRACTOR IS RESPONSIBLE FOR NOTIFICATION OF ANY ADDITIONAL EROSION CONTROL MEASURES NECESSARY TO PREVENT EROSION AND SEDIMENTATION AS DETERMINED BY THE CITY.
9. IF IT IS THE RESPONSIBILITY OF LANDOWNER, CONTRACTOR, AND/OR SITE MANAGER TO INFORM ANY SUB-CONTRACTORS AND PERSONS WORK ON THIS PROJECT, OF THE REQUIREMENTS IN IMPLEMENTING AND MAINTAINING THESE EROSION CONTROL PLANS AND THE NATIONAL POLLUTION PREVENTION LIAISON SYSTEM (NPPS) UNDER FEDERAL AND STATE LIAISON ACTS.

TEMPORARY CONCRETE WASHOUT FACILITY - BARRIER WALL

NOTE: A STEEL DUMPSTER CONTAINER W/30-MIL POLYETHYLENE LINER MAY BE USED IN PLACE OF BARRIER WALL.

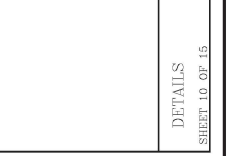
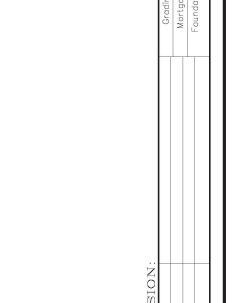
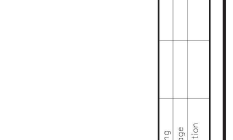
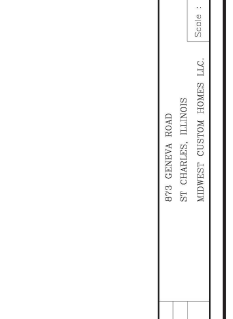
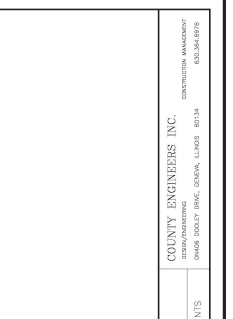
I certify under penalty of law that I understand the terms and conditions of the General National Pollutant Discharge Elimination System (NPDES) permit (LRI10) that authorizes the storm water discharges associated with industrial activities from the construction site identified as part of this certification.

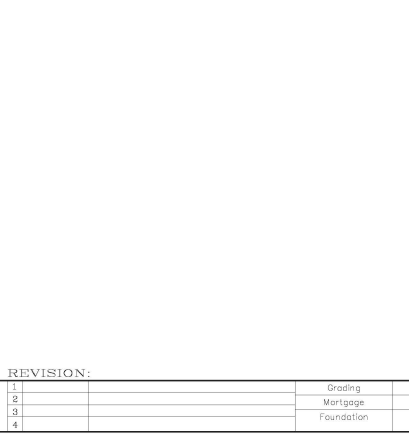
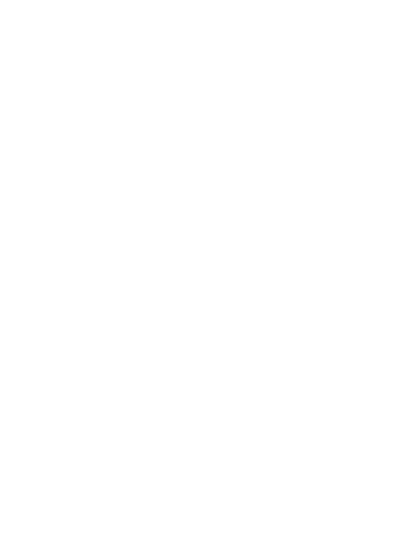
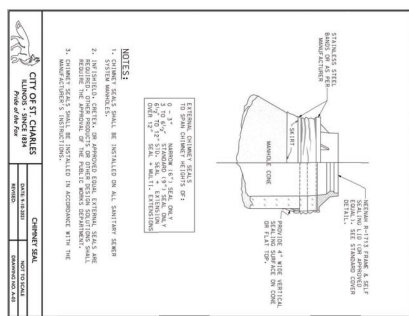
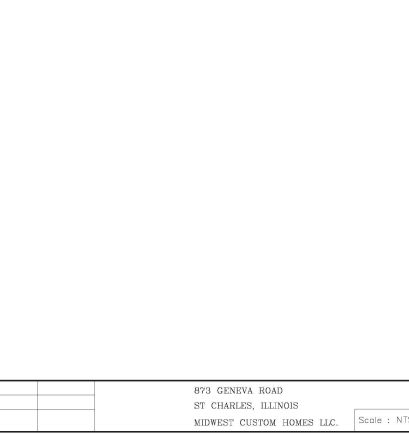
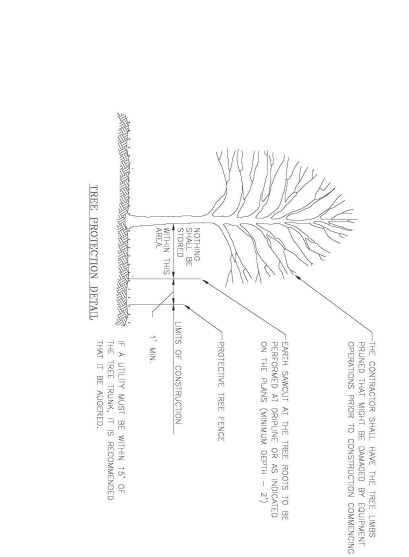
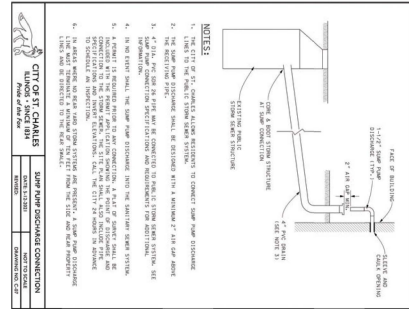
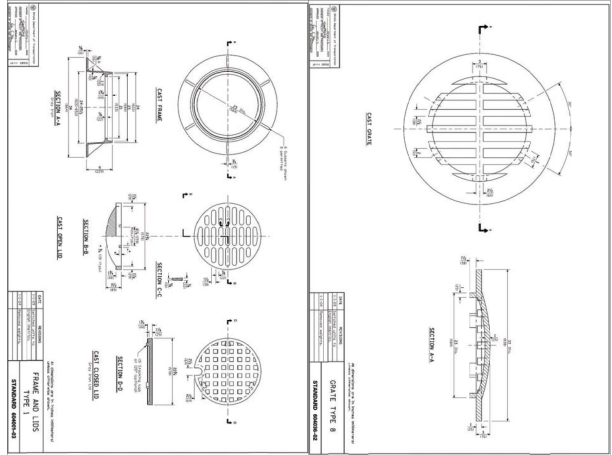
OWNER: _____ CONTRACTOR: _____


Signed: _____ Signed: _____

Date: _____ Date: _____

NOTE:
SEE SHEET 2 FOR INSTALLATION OF SILT FENCE AND TEMPORARY CONSTRUCTION ENTRANCE.





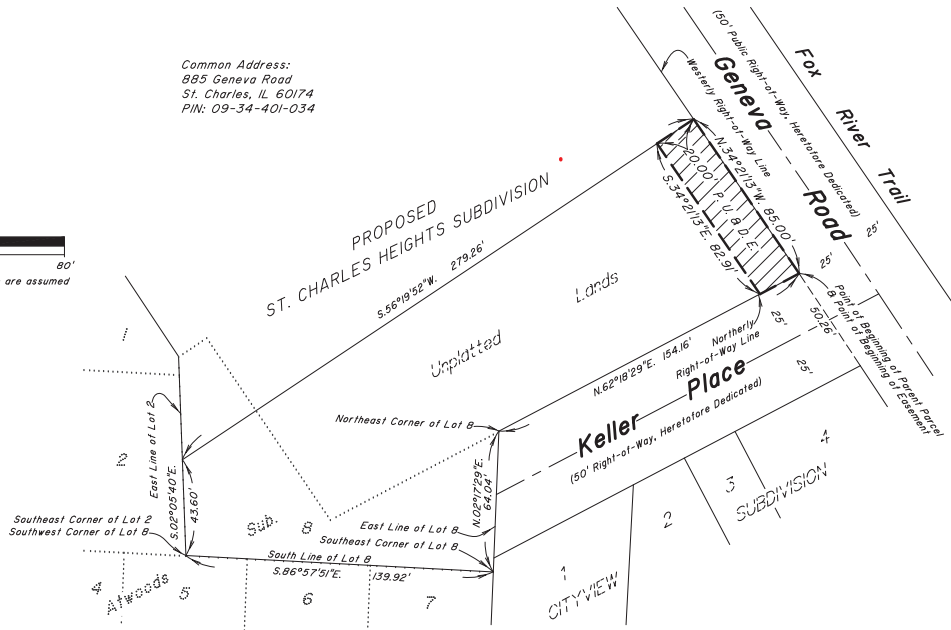
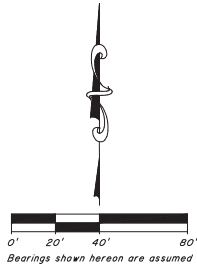
	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4d
	Title:	Recommendation to approve Plat of Easement for 885 Geneva Road.	
	Presenter:	Russell Colby, Director of Community Development	
Meeting: Planning & Development Committee Date: July 14, 2025			
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain): <p>A Plat of Easement has been submitted for 885 Geneva Road in connection with St. Charles Heights Subdivision.</p> <p>The Plat establishes a 20' Public Utility & Drainage Easement along the front of the property. This will allow for installation of public storm sewer required for St. Charles Heights Subdivision, adjacent to the north.</p> <p>All staff comments have been addressed on the Plat of Easement.</p>			
Attachments (please list): Plat of Easement			
Recommendation/Suggested Action (briefly explain): Recommendation to approve Plat of Easement 885 Geneva Road.			

Plat of Easement Grant

Parent Parcel:

That part of the Southeast Quarter of Section 34, Township 40 North, Range 8 East of the Third Principal Meridian, described as follows: Beginning at the intersection of the Westerly line of Geneva Road with the Northerly line of Keller Place; thence North 34 Degrees 21 Minutes 13 Seconds West along said Westerly line, 85.00 feet; thence South 56 Degrees 19 Minutes 52 Seconds West, 279.26 feet to the East line of Lot 2 of Alwood's Subdivision of Block 1 of the Riverview Addition to St. Charles; thence South 02 Degrees 05 Minutes 40 Seconds East along said East line, 43.60 feet to the Southeast corner of said Lot 2, also being the Southwest corner of Lot 8 of said Alwood's Subdivision; thence South 86 Degrees 57 Minutes 51 Seconds East along the South line of said Lot 8, a distance of 139.92 feet to the Southeast corner of said Lot 8; thence North 02 Degrees 17 Minutes 29 Seconds East along the East line of said Lot 8, a distance of 64.04 feet to the Northeast corner of said Lot; thence North 62 Degrees 18 Minutes 29 Seconds East along said Northerly line, 194.16 feet to the Point of Beginning, in the City of St. Charles, Kane County, Illinois.

Common Address:
885 Geneva Road
St. Charles, IL 60174
PIN: 09-34-401-034



Public Utility and Drainage Easement Provisions:

A permanent non-exclusive easement is hereby granted to the City of St. Charles and to all public utility companies of any kind operating under franchise granting them easement rights from said City of St. Charles, including but not limited to, Ameritech and Nicor and to their successors and assigns (herein collectively referred to as "grantees"), in, upon, across, over, under, and through the areas shown by dashed lines and labeled "public utility and drainage easement" on the Plat of Subdivision hereon drawn for the purpose of installing, constructing, inspecting, operating, replacing, renewing, altering, enlarging, removing, repairing, cleaning, and maintaining above ground and underground electrical systems, cable television, communication, gas, telephone or other utility lines or appurtenances, sanitary and storm sewers, drainage ways, storm water detention and retention, water mains and any and all manholes, hydrants, pipes, connections, catch basins, buffalo boxes and without limitation, such other installations as may be required to furnish public utility service to adjacent areas together with the right of access across the real estate platted herein for the necessary personnel and equipment to make any or all of the above work. The permanent non-exclusive easement is hereby reserved for and granted to the City of St. Charles and the respective successors and assigns for maintaining the uninterrupted and unimpeded conveyance, flow and runoff of surface storm water across and upon the areas designated on this plat as drainage easement, the right is hereby granted to said grantees to cut down, trim, or remove any trees, shrubs, or other plants that interfere with the drainage ways and operation of or access to said utility installations, without limitation, in, on, upon or across, under, or through said easements.

No permanent buildings, trees, gardens, shrubs, or berming shall be placed on or in said easements, but the easement areas may be used for paving, fences, sidewalks, and other purposes that do not interfere with the aforesaid uses and rights, where an easement is used for storm or sanitary sewers, other utility installations shall be subject to the prior approval of said City of St. Charles so as not to interfere with the gravity flow in said sewer or sewers, utility installations, other than those managed by the City of St. Charles, shall be subject to the approval of the City of St. Charles, as to design and location, and all other installations are subject to the ordinances of the City of St. Charles.

Following any work to be performed by the grantees in the exercise of its easement rights granted herein, the grantees shall have no obligation with respect to surface restoration including, but not limited to, the restoration, repair, or replacement of any landscaping provided, however, the grantees shall be obligated following any such work, to backfill and mound so as to retain suitable drainage, remove debris, and leave the area in generally clean and workmanlike condition.



PREPARED BY:
ASM
ASM Consultants, Inc.
16 E Wilson St, Batavia IL 60510
(630) 879-0200 - advanced@advct.com
Professional Design Firm #184-006014
Expires 4/30/2027
©COPYRIGHT 2025, ASM CONSULTANTS, INC. ALL RIGHTS RESERVED.

PREPARED FOR:
County Engineers Inc.
0N406 Dooley Drive
Geneva, IL 60134

Area

(More or Less)

Property Area = 23,759 Sq.Ft. or 0.54 Acres
Easement Area = 1,679 Sq.Ft. or 0.38 Acres

Legend

Lot Line
Center Line
Easement Line
Public Utility & Drainage Easement
Public Utility & Drainage Easement hereby granted

Description of Public Utility & Drainage Easement Hereby Granted:

That part of the Southeast Quarter of Section 34, Township 40 North, Range 8 East of the Third Principal Meridian, described as follows: Beginning at the intersection of the Westerly line of Geneva Road with the Northerly line of Keller Place; thence North 34 Degrees 21 Minutes 13 Seconds West along said Westerly line, 85.00 feet; thence South 56 Degrees 19 Minutes 52 Seconds West, 279.26 feet to the East line of Lot 2 of Alwood's Subdivision of Block 1 of the Riverview Addition to St. Charles; thence South 02 Degrees 05 Minutes 40 Seconds East along said East line, 43.60 feet to the Southeast corner of said Lot 2, also being the Southwest corner of Lot 8 of said Alwood's Subdivision; thence South 86 Degrees 57 Minutes 51 Seconds East along the South line of said Lot 8, a distance of 139.92 feet to the Southeast corner of said Lot 8; thence North 02 Degrees 17 Minutes 29 Seconds East along the East line of said Lot 8, a distance of 64.04 feet to the Northeast corner of said Lot; thence North 62 Degrees 18 Minutes 29 Seconds East along said Northerly line, 194.16 feet to the Point of Beginning, all in the City of St. Charles, Kane County, Illinois.

Owner:
Geneva Heights, LLC
409 Illinois Avenue
St. Charles, IL 60174

Owner's Certificate:

State of Illinois } ss
County of Kane }

This is to certify that Geneva Heights, LLC is the owner of the land described hereon, and has caused the same to be platted as indicated hereon, for the uses and purposes therein set forth and hereby grants for public utility and drainage easement to the City of St. Charles as shown hereon.

Geneva Heights, LLC
409 Illinois Avenue
St. Charles, IL 60174

By: _____
(Print name) (Title)

(Signature)

Dated at _____, Illinois, this _____ day of _____, A.D., 20____

Notary Public:

State of Illinois } ss
County of Kane }

I, _____, a notary public, in and for said county and in the state aforesaid, do hereby certify that _____, personally known to me to be the same person(s) whose name(s) is/are subscribed to the foregoing instrument as such owner(s), appeared before me this day in person and acknowledged that they signed and delivered the annexed plat as their own free and voluntary act(s) for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____, A.D., 20____

Notary Public

My commission expires _____

City Council Certificate:

Approved and accepted this _____th day of _____, A.D., 2025.

Dated this _____th day of _____, A.D., 2025.
City Council of City of St. Charles, Illinois.

Mayor

Attest: _____
City Clerk

Surveyor's Certificate:

State of Illinois } ss
County of Kane }


I, Shawn R. VanKampen, Illinois Professional Land Surveyor No. 2170, do hereby certify that the plat hereon drawn was prepared under my direction for the purpose of granting to the City of St. Charles, a permanent easement for public utility and drainage easement purposes and that the plat hereon drawn is a correct representation of said easement.

Date at Batavia, Illinois, this _____th day of April, A.D., 2025.

Preliminary

Shawn R. VanKampen
Illinois Professional Land Surveyor No. 2170
License expiration date: November 30, 2026



 CITY OF ST. CHARLES ILLINOIS • 1834	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4e
	Title:	Urgent Need Home Rehab Program Partnership with Habitat for Humanity of Northern Fox Valley	
	Presenter:	Russell Colby, Community Development Director	
Meeting: Planning & Development Committee		Date: July 14, 2025	
Proposed Cost: N/A		Budgeted Amount: N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary <i>(if not budgeted please explain):</i> Background <p>Since 2010, the City has offered financial assistance to income-eligible homeowners to maintain their homes under the Home Rehab & Accessibility Loan Program. The program is supplemental to Kane County's program of the same name. Up to \$20,000 is available from Kane County, with \$10,000 additional from the City. Assistance is in the form of a 0% interest loan. The program is administered by Community Contacts, Inc., an Elgin-based non-profit housing organization.</p> <p>Over the years, the City has assisted only six homeowners through this program. There are several factors impacting program usage including extensive eligibility requirements due to applicants needing to meet County qualifications dictated by federal funding sources; cumbersome and extensive application process; capacity issues with Community Contacts; the program pauses once County funds are gone for the year; and City funding only kicks in if costs exceed the \$20k provided by the County.</p> <p>The St. Charles Housing Commission has discussed the low usage of the Home Rehab Program and ideas for improvement. Goals include:</p> <ul style="list-style-type: none"> - Creating a program that is a regularly utilized, viable resource for St. Charles homeowners in need. - Streamlined application process. - A program administrator that provides reliable communication with applicants and can complete projects in a reasonable amount of time. <p>Key to meeting these goals is to create a stand-alone program, separate from Kane County. This affords the City more control as to qualification requirements and administration.</p> Proposal <p>The Housing Commission recommends creation of a new program called the "Urgent Need Home Rehab Program". Habitat for Humanity of Northern Fox Valley, a nonprofit housing organization serving our area, has been identified as the program administrator. Staff and the Commission have worked with Habitat over the past few months to draft a program. Habitat is well-qualified given their experience with similar programs, their extensive network of contractors, and their proven track record of delivering projects in a timely manner.</p> <p>The existing Home Rehab Program with Kane County will continue to be available to St. Charles homeowners. The Urgent Need Program will be differentiated from the existing program in a few key ways:</p> <ul style="list-style-type: none"> - Assistance will be in the form of a grant (current program is a loan) - Homeowners must be at or below 60% Area Median Income (current program is 80% AMI) - Eligible improvements are limited to repairs that are critical for upkeep of the home and for health/safety reasons (such as roof, window, and exterior door repair/replacement, HVAC replacement, etc.) 			

A draft Program Outline is attached. Also attached is an exhibit comparing the existing Home Rehab Program with the Urgent Need program.

It is worth noting that Habitat currently offers a similar “Critical Home Repair” program, for which St. Charles homeowners can apply. However, Habitat’s home value limitation is relatively low making it difficult for many in St. Charles to qualify. The proposed home value limit (\$524,225) will open up the program to a greater number of St. Charles homeowners.

Budget

The Housing Commission recommends setting the FY 2025-26 budget to \$85,000. This is approximately 5% of the Housing Trust Fund’s available balance. The budget would be set on a yearly basis. All funds would come from the Housing Trust Fund, which is funded by developer contributions.

Next Steps

An Ordinance creating the program and a Service Agreement between the City and Habitat will be presented for Committee recommendation in August. Upon City Council approval, the program will be in place and staff and the Housing Commission will work on promotion of the program.

Attachments (please list):

Urgent Need Program Outline; Comparison of Current & Proposed Programs; Letter from Habitat

Recommendation/Suggested Action (briefly explain):

Information only. Provide any feedback on the proposed Urgent Need Home Rehab Program.

DRAFT St. Charles Urgent-Need Home Rehab Program

Partnership with Habitat for Humanity of Northern Fox Valley

Program Parameters:

- Type of Assistance: Grant, with 5% homeowner contribution (*Habitat requirement*)
- Funds Available: Up to \$20,000 per household. Maximum grant amount shall not exceed \$20,000 per grant recipient within any three-year period.
- Income Eligibility: At or below 60% AMI, adjusted for household size
- Eligible Improvements:
 - Repairs & Replacements must be for Code Violation or Health and Safety Reasons (*Habitat requirement*)
 - Repair & Replacement of failed mechanical, heating, plumbing, structural, and electric systems
 - Repair & Replacement of failed or broken windows
 - Repair & Replacement of failed or leaking roofs
 - Repair & Replacement of failed or damaged entrance doors
 - Improvements for physical disabled persons (grab bars, railings, chair lifts, door widening, walk-in showers, ramps, lowered counters, etc.)
- Location Requirement: Within St. Charles corporate limits
- Home Value Limitation: Cannot exceed \$524,225 (FHA mortgage limit for Kane County)
- Type of Unit: Any owner-occupied residential property (single-family home, townhome, condo). A property shall not be eligible for exterior work (repair/replacement of windows, roofs, exterior doors, etc.) if the property is part of an owner's association that is responsible for those items.
- Ownership Status: Recipient must live in the unit; cannot be a rental. Recipient must be current on mortgage payments or have paid off the mortgage in full.
- Recipient must be current on property taxes and homeowners insurance.
- Homeowner certification that the property is not in foreclosure, and the homeowner is not planning to sell the property within 3 years. (*Habitat requirement*)

Administrative Process:

- City to pay Habitat an administrative fee of 5% of project cost.
- Habitat to answer inquiries, assist with application process, review applications, verify eligibility including income, location, home value, ownership status, etc.
- Habitat to approve applications, obtain building permits, hire contractors, oversee work, pays the contractor, etc.
- Habitat to collect homeowner contribution. Homeowner contribution to be deducted from the City reimbursement request.
- Habitat to request City reimbursement upon project completion. City to provide 5% administrative fee to Habitat along with reimbursement.
- Habitat to provide quarterly reports to City, with information to include:
 - Pending projects
 - Status of approved projects
 - Work completed
 - Count of inquiries received

Program Budget:

- Budget to be set annually by City Council. City's fiscal year begins May 1.
- Budget for FY 2025-26: \$85,000 (approx. 5% of Housing Trust Fund available balance)
- City to retain budgeted funds and reimburse Habitat upon receipt of reimbursement request for each project.

Program Comparison – Proposed Urgent Need Home Rehab Program vs. Current Home Rehab Program

	Proposed Urgent Need Home Rehab Program	Current Home Rehab Program
Type of Assistance	Grant	Loan (0% interest, paid back upon sale of property)
Max. Assistance	\$20,000 from City	\$20,000 from Kane County; \$10,000 from City
Income Eligibility	60% AMI* (at or below)	80% AMI* (at or below)
Eligible Improvements	Repair/Replacement of mechanicals, plumbing, structural issues, windows, roofs, exterior doors, improvements for physically disabled persons	Same as Proposed program, plus: exterior painting, drainage improvements, yard clean-up, insulation, other exterior work that will improve neighborhood appearance

All other eligibility requirements are the same between the two programs.

*Area Median Income (AMI), adjusted for Household Size (per Illinois Housing Development Authority, 4/1/25):

	60% AMI	80% AMI
1-person household	\$50,400	\$67,150
2-person household	\$57,600	\$76,750
3-person household	\$64,800	\$86,350
4-person household	\$71,940	\$95,900
5-person household	\$77,700	\$103,600
6-person household	\$83,460	\$111,250



We build strength, stability, self-reliance, *and* shelter.

July 10, 2025

Ellen Johnson, City Planner II
City of St. Charles
2 E. Main Street
St. Charles, IL 60174

Dear Ellen,

Habitat for Humanity of Northern Fox Valley would be pleased to partner with the City of St. Charles on the proposed Urgent Need program. We appreciate the City's leadership in responding to critical housing-related needs in the community and are confident this program will help improve health and safety conditions for residents facing urgent repairs.

We look forward to working together to make a meaningful impact through this initiative.

Sincerely,

A handwritten signature in black ink that reads "Barbara Beckman". The script is cursive and fluid.

Barbara Beckman
Executive Director