

AGENDA
CITY OF ST. CHARLES
PLANNING & DEVELOPMENT COMMITTEE
ALD. PAUL LENCIONI – CHAIR
MONDAY, DECEMBER 11, 2023 - 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. Plan Commission recommendation to approve a Minor Subdivision Final Plat for Maple Norway Resubdivision (505& 511 Prairie St.)
- *b. Historic Preservation Commission recommendation to approve Historic Landmark Designation for 720 Prairie St., “Bernard Snelling”
- *c. Historic Preservation Commission recommendation to approve Historic Landmark Designation for 838 N. 5th Ave., “Saxony Terrace”
- d. Recommendation to authorize Master Engineering Services Agreements with Clark-Dietz, Inc.; Thomas Engineering Group; and WBK Engineering, LLC and approve Flat and Hourly Rates for Engineering Plan Review and Construction Inspection Services for Private Development.
- e. Recommendation to approve an amendment to Title 18 “Stormwater Management Ordinance”, Section 18.04.010 “– Stormwater Management Ordinance - Adopted – Modifications”, Section C (Fences)
- f. Recommendation to amend Title 15 “Buildings and Construction” and Title 18 “Stormwater Management Ordinance” to establish a Site Development/Stormwater Permit fee.
- g. Recommendation to amend Title 15 “Buildings and Construction” regarding Engineering requirements for Building Permits.

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 (TDD), 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).



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4a

Title:

Plan Commission recommendation to approve a Minor Subdivision Final Plat for Maple Norway Resubdivision (505 & 511 Prairie St.)

Presenter:

Rachel Hitzemann

Meeting: Planning & Development Committee

Date: December 11, 2023

Proposed Cost: N/A

Budgeted Amount: N/A

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

The subject property is two lots. Lot One (505 Prairie St.) is .413 acres and lot two (511 Prairie St.) is .220 acres. Up until recently, each lot contained a single-family home; both homes have been demolished as part of this project.

Avondale Custom Homes has purchased the property and is seeking approval of a Final Plat of Subdivision to resubdivide two lots (three parcels) with frontage on Prairie St. into two lots with frontage on S. 5th Street. Avondale Custom Homes plans build two new single-family homes on the lots.

This subdivision qualifies as a “Minor Subdivision” under the Subdivision Code, and therefore no preliminary or final engineering plan is required to be submitted with the plat.

The Plan Commission reviewed the application on 12/5/23 and unanimously recommended approval.

Attachments *(please list):*

Plan Commission Resolution, Staff Memo, Application, Plat

Recommendation/Suggested Action *(briefly explain):*

Plan Commission recommendation to approve a Minor Subdivision Final Plat for Norway Maple Resubdivision (505 & 511 Prairie St)

City of St. Charles, Illinois
Plan Commission Resolution No. 9-2023

A Resolution Recommending Approval of a Final Plat of Subdivision (Minor Subdivision) for Norway Maple Resubdivision, 505 & 511 Prairie Street (Maurice McNally, Avondale Custom Homes)

Passed by Plan Commission on December 5, 2023

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

WHEREAS, the Plan Commission has reviewed the Final Plat of Subdivision (Minor Subdivision) for Norway Maple Resubdivision, 505 & 511 Prairie Street (Maurice McNally, Avondale Custom Homes); and

WHEREAS, the Plan Commission finds the Final Plat of Subdivision to be in conformance with the requirements of Title 16 of the City Code entitled, "Subdivisions and Land Improvement" and Title 17, Chapter 17.12-Residential Districts.

NOW, THEREFORE, be it resolved by the St. Charles Plan Commission to recommend to the City Council approval of the Final Plat of Subdivision (Minor Subdivision) for Norway Maple Resubdivision, 505 & 511 Prairie Street (Maurice McNally, Avondale Custom Homes); contingent upon the resolution of all staff comments prior to City Council action.

Roll Call Vote:

Ayes: Moad, Hibel, Ewoldt, Studebaker, Vargulich

Nays:

Absent: Funke, Wiese, Rosenberg, Gruber

Motion carried: 5-0

PASSED, this 5th day of December 2023.

Chairman
St. Charles Plan Commission



Applicant:	Maurice McNally (Avondale Custom Homes)
Property Owner:	McNally Construction Management LLC
Location:	505 & 511 Prairie St.
Purpose:	Subdivision
Application:	Final Plat of Subdivision (Minor Subdivision)
Public Hearing:	N/A
Zoning:	RT-2 (Traditional Single Family)
Current Land Use:	Single-Family
Comprehensive Plan:	Single Family Detached Residential

Norway Maple Resubdivision



Subject Property

Summary of Proposal: Avondale Custom Homes has requested approval of a Final Plat of Subdivision to subdivide the three current parcels (two lots) with frontage on Prairie St. into two lots with frontage on S. 5th St. Both lots will be developed with single family homes.

- Info / Procedure on Application:** Final Plat (Minor Subdivision)
- 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). Staff has provided an analysis in the Staff Report.
 - A public hearing is not required for this type of application.
 - No findings of fact are applicable to this application.

Suggested Action: Review the Final Plat of Subdivision.

Staff has found the application materials to be complete and the Final Plat to be in compliance with the Zoning and Subdivision Codes.

Staff recommends approval of the Final Plat of Subdivision, subject to resolution of all staff comments prior to City Council action.

Staff Contact: Rachel Hitzemann, Planner

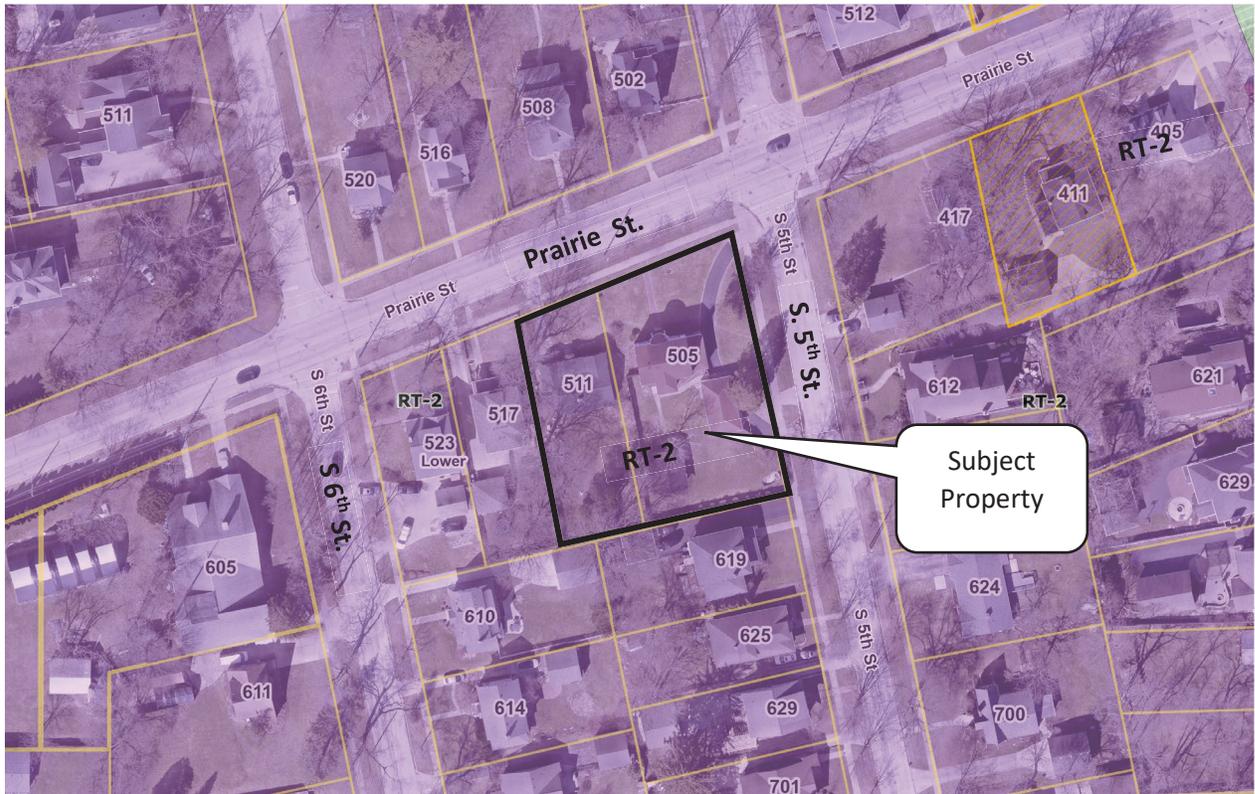
I. PROPERTY INFORMATION

A. History / Context

The subject property is two lots. Lot one (505 Prairie St.) is .413 acres and lot two (511 Prairie St.) is .220 acres. Up until recently, each lot contained a single-family home; both homes have been demolished as part of this project. The lots are located just outside of the Historic District, so no Historical review is required for demolition or new homes.

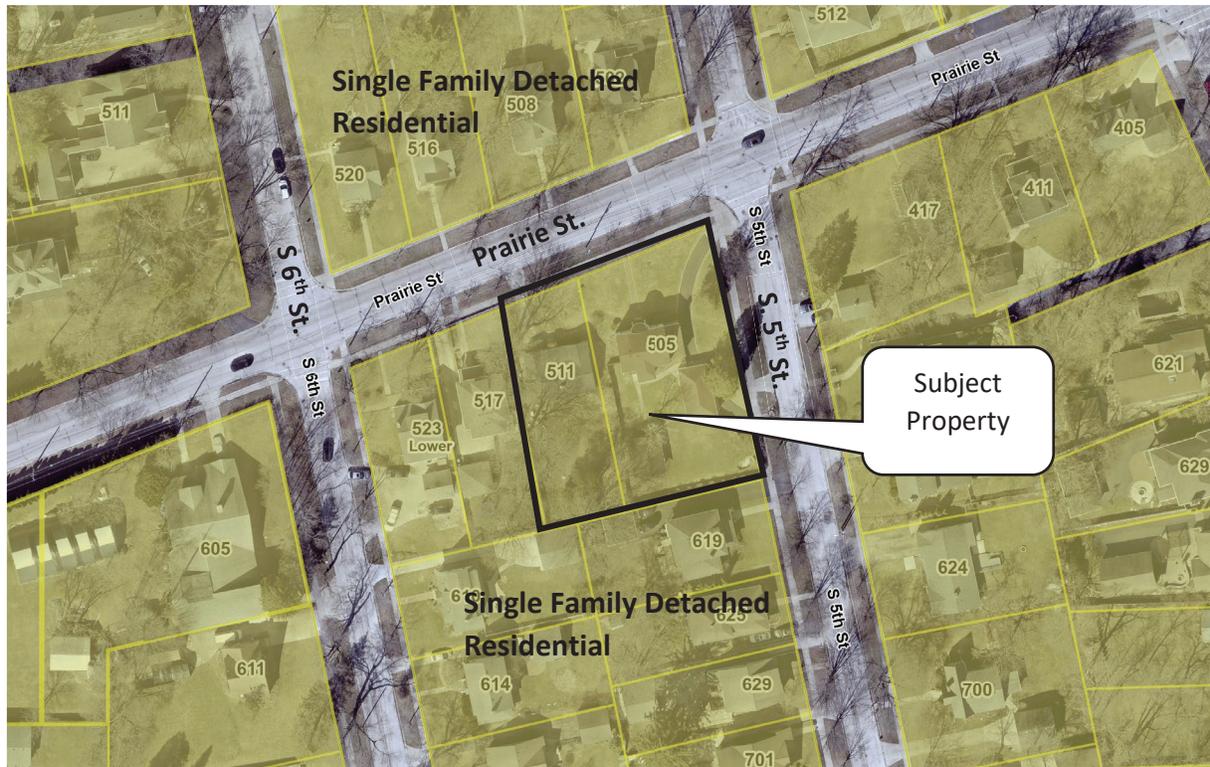
B. Zoning

The subject property is zoned RT-2 Traditional Single Family. The same zoning designation exists adjacent to the property on all sides. The surrounding properties all contain single-family homes.



C. Comprehensive Plan

The subject property is designated Single Family Detached Residential in the Land Use Plan adopted as part of the 2013 Comprehensive Plan. All surrounding properties have the same designation.



II. PROPOSAL

Avondale Custom Homes has purchased the property and is seeking approval of a Final Plat of Subdivision to resubdivide two lots (three parcels) with frontage on Prairie St. into two lots with frontage on S. 5th Street. Avondale Custom Homes plans build two new single-family homes on the lots.

III. ANALYSIS

A. Bulk Standards

The table below compares the bulk requirements of the RT-2 district with the proposed lots.

	RT-2 District Standard	Lot 1	Lot 2
Min. Lot Area	6,600 sf	14,054 sf	12,147 sf
Min. Lot Width	50 ft.	102.18 ft.	78.46 ft
Max. Building Coverage	30% for structures 1 ½ stories or less 25% for structures over 1 ½ stories		
Max. Building Height	Lesser of 34 ft. or 2 stories		
Min. Front Yard	25 ft.	25 ft	25 ft
Min. Exterior Yard	20ft	20 ft	N/A

Min. Side Yard	Greater of 6 ft or 10% of lot width for 1 ½ stories or less	8 ft.	8 ft
	Greater of 8ft or 10% of lot width for over 1 ½ stories		
Min. Rear Yard	30 ft.	30 ft	30 ft

B. Plat Review—Staff Comments

Planning staff has reviewed the Final Plat and has the following comments:

1. Interior side yard setback for the proposed Lot 1 must be 9.85 ft. (10% of lot width measured at the front setback line).
2. 5 ft P.U and D.E. easements must be added along both interior lot lines.
3. Revise plat to say “Norway” instead of “No-way”

C. Other Reviews

City Staff from other departments reviewed the plat and had no additional comments.

D. Inclusionary Housing

Residential subdivisions are typically subject to the Inclusionary Housing Ordinance, Title 19 of the City Code. In this case, the proposed resubdivision will replace two existing lots with the same number of new lots. Recently, the houses on the two existing lots were demolished. Under Title 19, a fee in-lieu is required in demolition situations when the house was considered an “affordable unit” based on the sale price or equalized market value at the time of demolition. One of the two houses demolished for this subdivision was considered an affordable unit. Therefore, a fee in-lieu will be charged for one of the new houses. A fee of \$793.32 will be due at the time of building permit for the first house in the subdivision.

E. School and Park Contributions

School and Park land-cash fees per Title 16 of the City Code will not be due for this development. A credit is granted for existing lots within a proposed subdivision. The two proposed lots are replacing two existing lots; a credit shall be granted for both lots.

IV. SUGGESTED ACTION

Staff recommends approval of the Final Plat of Subdivision subject to resolution of all staff comments prior to City Council action.

V. ATTACHMENTS

- Application for Minor Subdivision – Final Plat; received 10/19/23
- Final Plat of Subdivision

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



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

MINOR SUBDIVISION – FINAL PLAT APPLICATION

For City Use	
Project Name:	<u>Norway Maple Resubdivision</u>
Project Number:	<u>2023 -PR- 015</u>
Cityview Project Number:	<u>PLMS202300136</u>



- *File this application to request approval of a Minor Subdivision – Final Plat.*
- *Per City Code Section 16.04.040, a Minor Subdivision must meet the following criteria:*
 - 1) *Compliance with subdivision design standards in the City Code;*
 - 2) *No more than 4 lots;*
 - 3) *No public utility extensions or new streets are required to serve the subdivision;*
 - 4) *No stormwater detention is required to serve the subdivision;*
 - 5) *All lots meet minimum zoning standards.*
- *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 Final Plat will be scheduled for Plan Commission review when staff has determined the plat is ready.*

1. Property Information:	Location: Addresses (2)—505 and 511 Prairie Street, St. Charles, Illinois. 60174	
	Parcel Number (s): 505 Prairie is 09-34-157-004 511 Prairie is 09-34-157-003	
	Proposed Subdivision Name: NA	
2. Applicant Information:	Name: Maurice McNally, Avondale Custom Homes.	Phone: 630-584-7106
	Address C/O Avondale Custom Homes, 360 S 1st Street, St Charles, IL, 60174	Email: office@avondalecustomhomes.com
3. Record Owner Information:	Name: McNally Construction Management	Phone: 630-584-7106
	Address: 360 S 1st Street, St Charles, IL, 60174	Email: office@avondalecustomhomes.com

4. 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

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

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.

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.

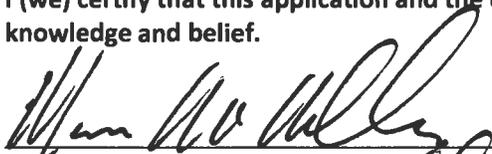
INCLUSIONARY HOUSING WORKSHEET: *For residential developments only.* Use the attached worksheet to calculate the affordable unit requirement and indicate how the development will comply with Title 19 of the St. Charles Municipal Code.

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

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).

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

9/29/23

Date



Applicant or Authorized Agent

9/29/23

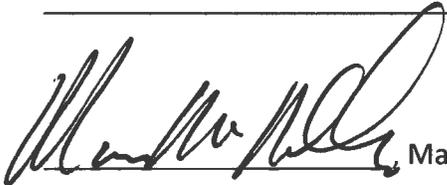
Date

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

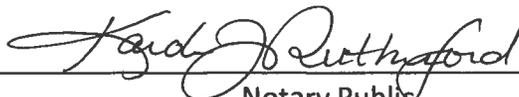
STATE OF ILLINOIS)
) SS.
KANE COUNTY)

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

- MAURICE Mc. Dally. 100% _____
- _____
- _____
- _____
- _____
- _____
- _____

By: , Manager

Subscribed and Sworn before me this 29th day of
September, 20 23.


Notary Public



SUBDIVISION PLAT - DRAWING REQUIREMENTS/CHECKLIST

Name of Proposed Subdivision: McNally Construction Management

INSTRUCTIONS: To properly execute this checklist:

1. Indicate compliance with applicable requirements by initialing in all spaces where applicable.
2. Indicate those items that the subdivider considers "not applicable" with abbreviation "N.A."

Include the following on Preliminary Plats and Final Plats:

- 1. Name of proposed subdivision
- 2. Location given by town, range, section, or other legal description
- 3. Scale (minimum one inch equals 100 ft.)
- 4. Name and address of owner, trust, corporation or subdivider having control of project
- 5. Name and address of the designer of the plan
- 6. North direction
- 7. Date of preparation and date of revision, if any
- 8. Location map
- 9. Total approximate acreage and square footage of the subdivision and each proposed lot
- 10. Boundary lines of proposed subdivision including all section and corporate lines
- 11. Proposed Conditions:
 - a. Block layout
 - b. Proposed lots, including dimensions and area
 - c. Rights-of-way
 - d. Proposed easements, numbered and dimensioned.
 - i. Minimum 10 ft. wide perimeter utility and drainage easement around each lot. Where the side lot line of a single-family residential lot abuts the side lot line of another single-family residential lot, the minimum easement width may be reduced to 5 ft. on each side, provided no utilities exist or are planned along the side lot line.
 - ii. Easements over all existing and proposed overhead or underground utility services or water drainage.
 - iii. Drainage easements over detention/retention basins, watercourse, drainage way, channel, or stream that traverses the subdivision or where a wetland exists. The easement shall include an additional area of at least 15 ft. wide adjoining both edges of the area that has been affected by floodwaters or containing wetland conditions.

Additional Requirements for Final Plats:

General Requirements for Final Plats

1. All plats shall be prepared by a professional land surveyor licensed by the State of Illinois, and shall bear the surveyor's signature and seal.
 2. All plans shall describe an adequate number of benchmarks, with elevations referenced to mean sea level and the City's Geodetic Control Station Network so that elevations may be checked at any point without more than one setup of a surveyor's level.
-
- 1. Section corners and section lines accurately tied into subdivision by distances and angles
 - 2. Official survey monuments shown and dimensioned
 - 3. An accurate legal description of the entire area receiving Final Plat of Subdivision approval

- 4. An open space easement on the common area assuring that the open space shall remain open for perpetuity
- 5. Street names
- 6. Areas to be dedicated or reserved for public use shown and described with the purpose designated
- 7. Protective covenants lettered on the plat or appropriately referenced
- 8. Chart identifying the easement area (in square feet) within each lot. Different easements must be listed separately.
- 9. Easement provision language including utility, drainage, stormwater, and access, as specified in Appendix B of Title 16, "Subdivisions and Land Improvements".
- 10. Certificates as provided in Appendix B of Title 16, "Subdivisions and Land Improvements":
 - a. Surveyor's certificates (including signature and seal)
 - b. Owner's certificate (including signature)
 - c. Notary certificate (including signature and seal)
 - d. County Clerk certificate (including signature)
 - e. Certificate as to special assessments (including signature)
 - f. Certificate of County Engineer, if applicable (including signature)
 - g. Plan Commission certificate (including signature)
 - h. Director of Community Development or designee certificate (including signature)
 - i. City Council certificate (including signature)
 - j. Special Flood Hazard Area certificate (including signature)
 - k. Mortgagee certificate, as required
 - l. IDOT certificate, if applicable (including signature)
- Accurate angular and lineal dimensions for all lines, angles, and curvatures with functions used to describe all boundaries including perimeter survey of tract, streets, easements, areas to be reserved for public use, and other important features. Error of closure of boundary line surveys shall not exceed one in ten thousand (one foot for each ten thousand feet of perimeter survey). Lot lines to show dimensions in feet and hundredths, and when an angle occurs in any lot line between lot corners the measurement of the angle shall be shown.
- An identification system for all lots and blocks.
- True angles and distances to the nearest established street lines and official monuments (not less than two), which shall be accurately described in the plat by location, size and elevation.
- Municipal, township, county, or section lines and section corners accurately tied to lines of the subdivision by distances and angles, if the section lines or corners lie within the subdivision.
- Accurate locations of permanent monuments:
 - a. Pipes of three-fourths-inch diameter or steel rods one-half-inch diameter, by eighteen-inch lengths, placed at the corners of each lot and block, at angle points, and at the ends and suitable intervals along curves.
 - b. All U.S., state, county, City, or other official benchmarks, monuments, or triangulation stations in or adjacent to the property are preserved in precise position.

Signature – Applicant

Date

Exhibit A.
Legal Descriptions

505 Prairie St. Index # 09-34-157-004

LOT 1 AND THE EASTERLY 46 FEET OF LOT 2 (MEASURED ON THE NORTHERLY LINE OF SAID LOT) IN BLOCK 2 OF NORWAY MAPLE ADDITION TO ST. CHARLES, IN THE CITY OF ST CHARLES, SOUTH KANE COUNTY, ILLINOIS COMMONLY KNOWN AS: 505 PRAIRIE STREET, ST. CHARLES, ILLINOIS.

511 Prairie St. Index # 09-34-157-003

PARTS OF LOTS 2 AND 3 IN BLOCK 2 OF NORWAY MAPLE ADDITION TO ST CHARLES ST. CHARLES KANE COUNTY ILLINOIS

Chicago Title and Trust Company

1795 West State Street, Geneva, IL 60134
Phone: (630)232-2750 | Fax: (630)232-2341

MASTER STATEMENT

Settlement Date: January 17, 2023
Disbursement Date: January 17, 2023

Escrow Number: 22CND786003GV
Escrow Officer: Justyna Michalski
Email: Justyna.Michalski@ctt.com

Buyer: McNally Construction Management, LLC
126 N 11th Ave
Saint Charles, IL 60174

Seller: Stephen A Vanthournout, Trustee of the Arthur Vanthournout and Dorothy Vanthournout Trust
dated September 8, 1996
511 Prairie St.
Saint Charles, IL 60174

Property: 511 Prairie St.
Saint Charles, IL 60174
Parcel ID(s): 09-34-157-003

SELLER		BUYER	
\$	DEBITS	\$	CREDITS
FINANCIAL CONSIDERATION			
	190,000.00	190,000.00	
			5,000.00
TITLE & ESCROW CHARGES			
		150.00	
		25.00	
		50.00	
		1,650.00	
		150.00	
		16.00	
		3.00	
100.00			
		50.00	
		1,850.00	
Policies to be issued: Owners Policy Coverage: \$190,000.00 Premium: \$1,850.00 Version: ALTA Owner's Policy 2006			
GOVERNMENT CHARGES			
		62.00	
		95.00	

MASTER STATEMENT - Continued

SELLER			BUYER	
\$	DEBITS	\$ CREDITS	\$	DEBITS \$ CREDITS
		GOVERNMENT CHARGES		
	0.00	State Transfer Tax to Chicago Title Company, LLC		190.00
		PAYOFFS		
	92,416.48	Payoff of First Mortgage Loan to First State Bank		
		Total Payoff		92,416.48
		MISCELLANEOUS CHARGES		
		Buyer Attorney Fee to Griffin Williams McMahon Walsh LLP		600.00
	98,934.52	Proceeds per Direction to Stephen A Vanthournout		
	550.00	Seller Attorney Fee to The Doherty Law Firm, LLC		
190,000.00		Subtotals	194,890.00	5,000.00
		Balance Due FROM Buyer		189,890.00
190,000.00	190,000.00	TOTALS	194,890.00	194,890.00

I have carefully reviewed the Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a copy of the Settlement Statement.

SELLER:

Stephen A Vanthournout, Trustee of the Arthur Vanthournout and Dorothy Vanthournout Trust dated September 8, 1998

BY: Stephen A. Vanthournout
Stephen A Vanthournout
Trustee

BUYER:

McNally Construction Management, LLC

BY: Maurice McNally
Maurice McNally
just

To the best of my knowledge, the Settlement Statement which I have prepared is a true and accurate account of the funds which were received and have been or will be disbursed by the undersigned as part of the settlement of this transaction.

Justyna Michalski
Chicago Title and Trust Company
Settlement Agent

2022K059797

**SANDY WEGMAN
RECORDER - KANE COUNTY, IL
RECORDED: 12/22/2022 10:36 AM
REC FEE: 53.00 RHSPS: 9.00
PAGES: 2**

STATE OF ILLINOIS

COUNTY OF KANE

*Prepared by and return
after recording to:*

Joseph McMahon
Griffin Williams McMahon & Walsh LLP
21 N. Fourth Street
Geneva, Illinois 60134

Mail Subsequent Tax Bills to:

McNally Construction
Management, LLC
125 N. 11th Avenue
St. Charles, Illinois 60174

PIN: 09 34 157 004

(above space reserved for recorder's use)

QUIT CLAIM DEED

The GRANTOR, Avondale Custom Homes, Inc., an Illinois Corporation, of 125 N. 11th Avenue, St. Charles, Illinois 60174 ("Grantor"), for the consideration of Ten Dollars and no/100ths (\$10.00) and other good and valuable consideration in hand paid, does hereby remise, release, convey and quit claim (without any covenant, representation or warranty of any kind), to: McNally Construction Management, LLC, an Illinois limited liability company, of 125 N. 11th Avenue, St. Charles, Illinois 60174 ("Grantee"), the real estate described as follows:

Legal Description: LOT 1 AND THE EASTERLY 46 FEET OF LOT 2 (MEASURED ON THE NORTHERLY LINE OF SAID LOT) IN BLOCK 2 OF NORWAY MAPLE ADDITION TO ST. CHARLES, IN THE CITY OF ST. CHARLES, SOUTH KANE COUNTY, ILLINOIS.

Common Address: 505 Prairie Street, St. Charles, Illinois 60174

**NO TITLE SEARCH WAS
PERFORMED IN THE PREPARATION OF THIS QUIT CLAIM DEED**

IN WITNESS WHEREOF, said Grantor has executed this Quit Claim Deed this 22nd day of December, 2022.

Maurice A. McNally

Avondale Custom Homes, Inc.
By: Maurice A. McNally, President

EXEMPT under provision e, Section 4,
Real Estate Transfer Act

Maurice A. McNally
Maurice A. McNally

Date: 12/22, 2022

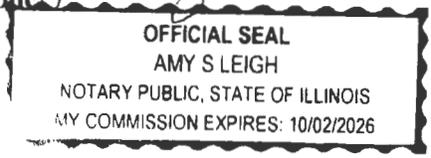
STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

I, the undersigned, a Notary Public in and for the County and State aforesaid, do hereby certify that Maurice A. McNally, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledge that he signed and delivered the said instrument as his free and voluntary act for the uses and purposes set forth.

Given under my hand and official seal, this 22nd day of December, 2022.

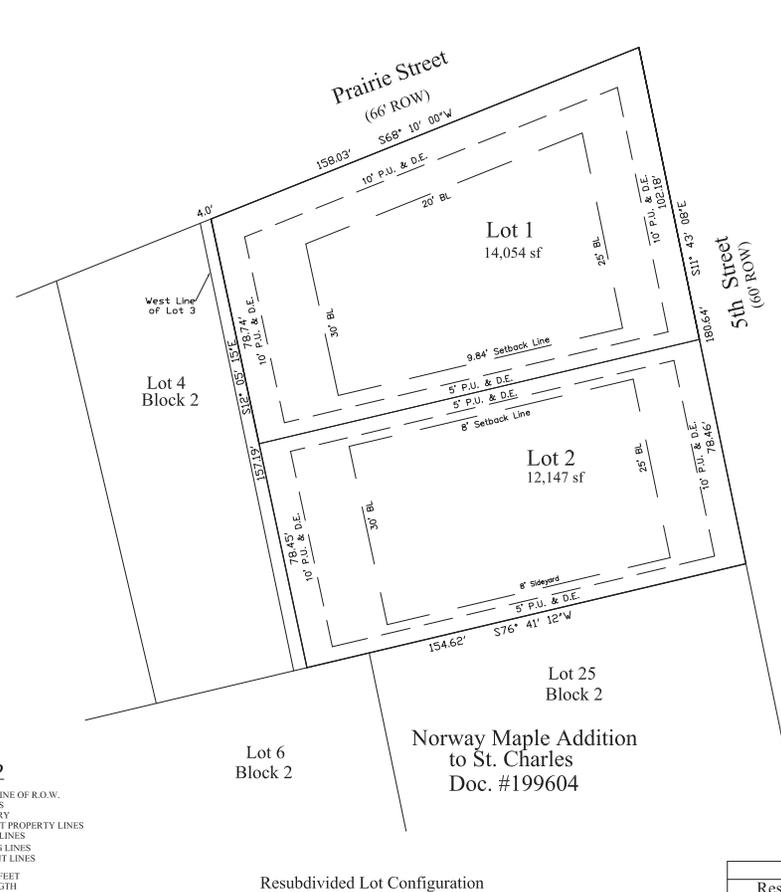
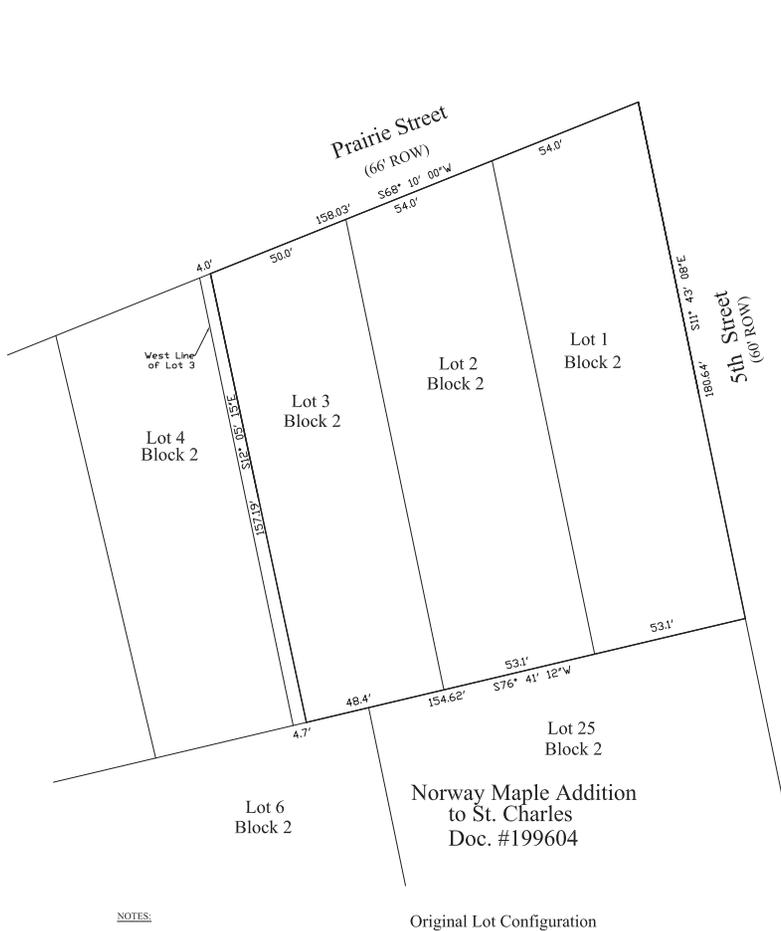
[Seal]

Amy S Leigh
Notary Public



Plat of Resubdivision of Lots 1, 2 and part of Lot 3 in Norway Maple Addition to St. Charles

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



LEGEND

- CENTERLINE OF R.O.W.
 - LOT LINES
 - BOUNDARY
 - ADJACENT PROPERTY LINES
 - SECTION LINES
 - BUILDING LINES
 - EASEMENT LINES
-
- sf SQUARE FEET
 - L = ARC LENGTH
 - R = RADIUS LENGTH
 - C = CORD LENGTH
 - CB = CORD BEARING
 - D = CURVE DELTA
 - P.U.E. PUBLIC UTILITY & DRAINAGE EASEMENT
 - BL BUILDING LINE
 - FI FOUND IRON PIPE
 - SET CONCRETE MONUMENT
 - ⊙ SECTION CORNER

NOTES:

Interior lot corners shall be monumentated prior to the conveyance thereof. All monuments shall be set upon the completion of the construction operations but no later than 12 months after the recording of the plat of subdivision. 3/4 inch iron pipe stakes shall be placed at all lot corners and at all curve control points as permanent monuments from which future surveys may be made. All measurements are shown in feet and decimal parts of a foot.

Norway Maple Addition to St. Charles
Doc. #199604

Resubdivided Lot Configuration

Taurus Engineering, L.L.C.

5N557 Route 59
Bartlett, IL 60103
630-549-5506
tauruseng@stbcglobal.net

Final PLAT		
Resubdivisions of Norway Maple Addition to St. Charles		
August 28, 2023	Scale 1" = 20'	
Sheet Number: 1 of 2		
Prepared For:	Revision:	Date:
Avondale Custom Homes, Inc.	per City review	11-30-23
125 W 11th Avenue St. Charles, IL 60114		
Project #21-105		

PREPARED FOR:
Avalonide CustomHomes, Inc.
125 N 11th Avenue
St. Charles, IL 60174
Phone: 630-584-7106

PREPARED BY:
TAURUS ENGINEERING
5N57 Route 59
Bartlett, IL 60103
Phone: 630-549-5506

P.I.N. 09-34-157-003
09-34-157-004

Plat of Resubdivision of Lots 1, 2 and part of Lot 3 in Norway Maple Addition to St. Charles

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

Owner's Certificate

State of Illinois)
County of Kane) ss

This is to certify that the undersigned is the owner of the land described in the annexed plat, and that he has caused the same to be surveyed and subdivided as indicated therein, for the uses and purposes therein set forth, and does hereby acknowledge and accept the same under the style and title therein indicated.

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

St. Charles Community Unit School District 303

Dated this ____ day of _____, A.D. 202__.

Notary Certificate

State of Illinois)
County of Kane) ss

I, _____, a Notary Public in and for said County in the State aforesaid, do hereby certify that _____ who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed and delivered the said instrument as his own free and voluntary act, as given under my hand and notarial seal.

This ____ day of _____, A.D., 2023.

My commission expires _____.

Notary Public _____

County Clerk's Certificate

State of Illinois)
County of Kane) ss

I, _____, County Clerk of Kane County, Illinois, do hereby certify that there are no delinquent general taxes, no unpaid current 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 name and seal of the County Clerk at _____, Kane County, Illinois, this ____ day of _____, A.D., 2023.

By: _____
County Clerk

Recorder's Certificate

State of Illinois)
County of Kane) ss

This instrument was filed for record in the Recorder's Office of Kane County, Illinois, this ____ day of _____, A.D., 2023, at ____ o'clock ____ m., and recorded in Map Book _____, Page _____, ss Document No. _____.

By: _____
County Recorder

City Council Certificate

State of Illinois)
County of Kane) ss

Approved and accepted this ____ day of _____, A.D. 2023.

City Council of City of St. Charles, Illinois.

By: _____
Mayor

Attest: _____
City Clerk

Plan Commission Certificate

State of Illinois)
County of Kane) ss

Reviewed by the Plan Commission of the City of St. Charles, Kane County, Illinois this ____ day of _____, A.D. 2023.

By: _____
Plan Commission Chairman

Attest: _____
Secretary

Certificate as to Special Assessments

State of Illinois)
County of Kane) ss

I do hereby certify that there are no delinquent or unpaid current or forfeited special assessments or any deferred installments thereof that have been apportioned against the tract of land included in the annexed plat.

Dated this ____ day of _____, A.D. 2023.

By: _____
Collector of Special Assessments

Director of Community Development

State of Illinois)
County of Kane) ss

I, _____, the Director of Community Development for the City of St. Charles, Kane County, Illinois, certify that the required improvements have been installed, or that the required guarantee bond has been posted for the completion of all required land improvements.

Dated this ____ day of _____, A.D. 2023.

Director of Community Development _____

Public Utility Easement Provisions:

A perpetual easement is hereby granted to the City of St. Charles, Kane County, Illinois, its successors and assigns, over, upon, across, through and under those portions of the above described real estate designated Public Utility Easement on this plat, for the purpose of installing, laying, constructing, operating, maintaining, repairing, renewing and replacing watermains, sanitary sewer lines, storm sewer lines, street light cables and any other Village utilities, together with all appurtenant structures, including, but not limited to: manholes, wet wells, lift stations, fire hydrants, valve vaults, street lights and any and all other fixtures and equipment required for the purpose of serving the above described real estate with water service, sanitary sewer service, storm water collection, street lighting and other municipal services and for the purpose of providing ingress to and egress from the property shown hereon for emergency vehicles of any and all types whatsoever. In no event shall any permanent building(s) be placed upon the said easement areas, but the easement areas may be used for gardens, shrubs, landscaping and other such purposes that do not, and will not in the future, interfere unreasonably with the easement rights herein granted to the City of Geneva.

A non-exclusive easement is also hereby reserved for and granted to Ameritech, Northern Illinois Gas Company, Comcast, other public utilities, and holders of existing franchises granted by the City of Geneva, Illinois, and their respective successors and assigns within the areas shown on the plat as "Public Utility Easement" to construct, install, reconstruct, repair, remove, replace, inspect, maintain, and operate underground transmission and distribution systems and lines under the surface of the "Public Utility Easement", including without limitation telephone cables, gas mains, electric lines, and cable together with the right of access thereto for the personnel and equipment necessary and required for such uses and purposes, and together with the right to install required service connections under the surface of each lot to serve improvements thereon.

DRAINAGE EASEMENT PROVISIONS

A NON-EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO THEIR SUCCESSORS AND ASSIGNS TO HAVE THE RIGHT, BUT NOT THE DUTY, TO INSTALL AND MAINTAIN SURFACE DRAINAGE, SUBSURFACE DRAINAGE AND/OR STORM SEWERS, WITH ALL NECESSARY MANHOLES, CONNECTIONS, AND OTHER APPURTENANCES IN, UPON, OVER OR ALONG THE STRIPS OF LAND DESIGNATED ON THE PLAT MARKED "DRAINAGE EASEMENT" FOR THE PURPOSE OF PROVIDING, INSTALLING AND MAINTAINING SURFACE DRAINAGE, SUBSURFACE DRAINAGE AND STORM SEWER SERVICE TO THE PUBLIC IN GENERAL, TOGETHER WITH THE RIGHT TO, BUT NOT THE DUTY, ENTER UPON THE SAID EASEMENT AT ALL TIMES FOR ANY AND FOR ALL OF THE PURPOSES AFORESAID AND TO TRIM AND KEEP TRIMMED ANY TREES, SHRUBS OR SAPLINGS THAT INTERFERE WITH SUCH STORM SEWERS AND/OR DRAINAGE. NO PERMANENT BUILDINGS SHALL BE PLACED ON SAID EASEMENT, BUT SAME MAY BE USED FOR GARDENS, SHRUBS, LANDSCAPING, AND OTHER PURPOSES THAT DO NOT INTERFERE WITH THE USE OF SAID EASEMENT FOR DRAINAGE AND STORM SEWER PURPOSES INCLUDING ANY PURPOSES APPROVED BY THE CITY OF GENEVA WITH THIS DEVELOPMENT PLAN.

Drainage Overlay Certificate

State of Illinois)
County of Kane) ss

To the best of our knowledge and belief the drainages of surface waters will not be changed by the construction of such subdivision or any part thereof, or, that if such surface water drainage will be changed, reasonable provision has been made for collection of such surface waters into public areas, or drains which the subdivider has a right to use, and that such surface waters will be planned for in accordance with generally accepted engineering practices so as to reduce the likelihood of damage to the adjoining property because of the construction of the subdivision.

Dated this ____ day of _____, 2023.

Raymond G. Ulrich
Raymond G. Ulrich

Design Engineer _____

Owner or Attorney _____

Surveyor Certificate

This is to certify that I, Raymond G. Ulrich, an Illinois Professional Land Surveyor, have surveyed, subdivided and platted for the Owners thereof the following parcels of land that are located in the Southwest Quarter of the Northeast Quarter of Section 34, Township 39 North, Range 8 East of the Third Principal Meridian, described as follows:

Lots 1, 2 and the westerly 50 feet of Lot 3 (measured along the Northerly line) in Block 2 of Norway Maple Addition to St. Charles, in the City of St. Charles, Kane County, Illinois.

Total Area of Survey = 26,201 square feet (0.6015 Acres) more or less.

I further certify that iron stakes have been set at all lot corners, points of curvature and tangency, except where concrete monuments are indicated, and that the plat hereon drawn correctly represents said survey and subdivision. Dimensions are given in feet and decimal parts thereof.

I further certify that the foregoing property falls within the corporate limits of the City of St. Charles, and I further certify that no part of the property covered by this subdivision is located within a Special Flood Hazard Area as identified by the Federal Emergency Management Agency per Flood Insurance Rate Map, Community Panel Number 17089C0264H, effective date August 3, 2009.

Dated at Bartlett, Illinois, this 22nd day of November, 2023.

Raymond G. Ulrich
Raymond G. Ulrich

Illinois Land Surveyor Number: #2674



Expires 11-30-2024

PLEASE RETURN RECORDED MYLAR TO:

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

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: *4b

Title:	Historic Preservation Commission recommendation to approve Historic Landmark Designation for 720 Prairie St., “Bernard Snelting”
Presenter:	Rachel Hitzemann

Meeting: Planning & Development Committee

Date: December 11, 2023

Proposed Cost: N/A

Budgeted Amount: N/A

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

Brandon Gerber and Amy Petrak have nominated their property at 720 Prairie St. for Landmark status.

In accordance with the Zoning Ordinance, the Historic Preservation Commission held a public hearing on the landmark nomination on 10/18/2023. The Commission recommended approval of the nomination by a vote of 6-0, based on the criteria listed in the attached resolution.

The house was built in the Colonial Revival style circa 1930. The home was built by Bernard Snelting for his own family. The Snelting family building business was established in the 1900s. The home contributes to the architectural significance of the neighborhood. Original exterior features include the brick chimney, wood doors, wood windows and clapboard walls.

If the Landmark designation is approved by City Council, a Certificate of Appropriateness from the Historic Preservation Commission will be required prior to issuance of a permit for construction, alteration, repair, demolition, relocation, or other material change that affects the exterior architectural appearance of the structure.

Attachments *(please list):*

Historic Commission Resolution, Landmark Nomination

Recommendation/Suggested Action *(briefly explain):*

Historic Preservation Commission recommendation to approve a Historic Landmark Designation for 720 Prairie St., “Bernard Snelting”.

City of St. Charles, Illinois

Historic Preservation Commission Resolution No. 9-2023

A Resolution Recommending Approval for Landmark Designation (720 Prairie St. – Bernard Snelting)

WHEREAS, per Section 17.32.060 of the St. Charles Zoning Ordinance, it is the responsibility of the St. Charles Historic Preservation Commission to evaluate applications for Landmark Designation and to make recommendations to the City Council regarding them; and

WHEREAS, the Historic Preservation Commission has reviewed the application for designation of 720 Prairie St. and hereby finds that the Landmark nomination meets one or more of the criteria for Landmark Designation listed in Section 17.32.060.C of the St. Charles Zoning Ordinance based on the historical and architectural significance as described in the following findings:

1. The property has character, interest or value which is part of the development, heritage or cultural character of the community.

Good representative of the Early Modern Era- Automobile period. The house is located on Prairie St., which is was an early connecting street from downtown to Lincoln Highway. Collectively with its neighbors, the house is one of the first homes on the block built before electricity.

2. Structure embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials.

The structure is built in the Colonial Revival Style. The structure contains many of the distinguishing architectural elements including a center gable over the front door that is covered by an open porch with a pediment centered below.

3. Property has a unique location that make it a familiar visual feature.

Property is part of the North Side Prairie St. Expansion. The house is very visible and sets itself apart architecturally from its neighbors.

4. The property is suitable for preservation or restoration.

Yes.

NOW THEREFORE, be it resolved by the St. Charles Historic Preservation Commission to recommend to the City Council that the property known as 720 Prairie St. as

legally described in Exhibit “A”, be designated as a Landmark, and that it be referred to as the
“Bernard Snelting”, with a construction date of circa 1930.

Roll Call Vote:

Ayes: Malay, Kessler, Pretz, Smunt, Rice, Kramer

Nays: None

Absent: Dickerson

Abstain: None

Motion Carried.

PASSED, this 18th day of October, 2023.

Chairman

Exhibit "A"
Legal Description

THAT PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 40 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 13 IN MOODY'S ADDITION TO THE TOWN OF ST CHARLES: THENCE WESTERLY ALONG THE NORTHERLY LINE OF PRAIRIE STREET 314.34 FEET TO THE SOUTHWEST CORNER OF A TRACT OF LAND CONVEYED TO JAMES L. RICH AND ALLIE RICH BY DOCUMENT 399653 FOR A POINT OF BEGINNING; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID RICH TRACT FORMING AN ANGLE OF 82 DEGREES 02 MINUTES 53 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 119.41 FEET; THENCE WESTERLY AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE 19.19 FEET; THENCE WESTERLY ALONG A LINE FORMING AN ANGLE OF 187 DEGREES 57 MINUTES 07 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 46.24 FEET; THENCE SOUTHWESTERLY ALONG A LINE FORMING AN ANGLE OF 214 DEGREES 37 MINUTES 15 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 21.17 FEET; THENCE SOUTHERLY ALONG A LINE FORMING AN ANGLE OF 129 DEGREES 15 SECONDS 06 MINUTES WITH THE LAST DESCRIBED COURSE (MEASURED CLOCKWISE THEREFROM) 109.25 FEET TO SAID NORTHERLY LINE; THENCE EASTERLY ALONG SAID NORTHERLY LINE 74.97 FEET TO THE POINT OF BEGINNING, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS

PIN #09-33-277-061

Exhibit "A"
Legal Description

THAT PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 40 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 13 IN MOODY'S ADDITION TO THE TOWN OF ST CHARLES: THENCE WESTERLY ALONG THE NORTHERLY LINE OF PRAIRIE STREET 314.34 FEET TO THE SOUTHWEST CORNER OF A TRACT OF LAND CONVEYED TO JAMES L. RICH AND ALLIE RICH BY DOCUMENT 399653 FOR A POINT OF BEGINNING; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID RICH TRACT FORMING AN ANGLE OF 82 DEGREES 02 MINUTES 53 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 119.41 FEET; THENCE WESTERLY AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE 19.19 FEET; THENCE WESTERLY ALONG A LINE FORMING AN ANGLE OF 187 DEGREES 57 MINUTES 07 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 46.24 FEET; THENCE SOUTHWESTERLY ALONG A LINE FORMING AN ANGLE OF 214 DEGREES 37 MINUTES 15 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 21.17 FEET; THENCE SOUTHERLY ALONG A LINE FORMING AN ANGLE OF 129 DEGREES 15 SECONDS 06 MINUTES WITH THE LAST DESCRIBED COURSE (MEASURED CLOCKWISE THEREFROM) 109.25 FEET TO SAID NORTHERLY LINE; THENCE EASTERLY ALONG SAID NORTHERLY LINE 74.97 FEET TO THE POINT OF BEGINNING, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS

PIN #09-33-277-061

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



COMMUNITY DEVELOPMENT/PLANNING DIVISION

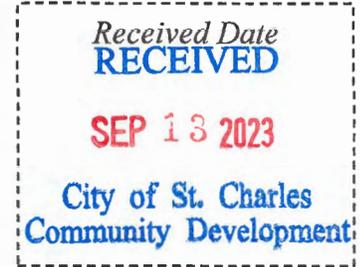
PHONE: (630) 377-4443 FAX: (630) 377-4062

HISTORIC LANDMARK NOMINATION

Instructions:

To nominate a property for Historic Landmark Designation, complete this application and submit all required documentation to the Planning Division. Based on a review of the application by City staff and the Historic Preservation Commission, additional detailed information to support this application may be required.

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



1. Property Information:	Parcel Number(s): <p align="center">09-33-277-061</p>	
	Property Name (Historic or common name of the property): <p align="center">BERNARD SNELTING HOME</p>	
	Property Site Address <p align="center">1720 PRAIRIE STREET</p>	
2. Record Owner:	Name <p align="center">BRANDON GERBER / AMY PETRAK</p>	Phone <p align="center">815-503-1292</p>
	Address <p align="center">SAME</p>	Email <p align="center">AMYK.PETRAK@GMAIL.COM</p>
3. Applicant (if different from record owner):	Name	Phone
	Address	Email
4. Legal Description of Property: The legal description should be obtained from the deed, mortgage, title insurance, or other recorded document (attach sheets if necessary). <p align="center">SEE ATTACHED</p>		

I. Classification of Property (Check all that apply):

a) Ownership:

- private
 public-local
 public-state

b) Category:

- building
 district
 site

c) Integrity:

- original site
 moved: date _____
 unaltered

d) Function or Use:

Historic/Current

- / agriculture
 / commercial
 / educational
 / government
 / entertainment

Historic/Current

- / industrial
 / military
 / museum
 / private residence
 / park

Historic/Current

- / religious
 / scientific
 / transportation
 / other(specify

e) Architecture: (Based on "A Field Guide to American Houses")

National Folk Style
circa 1850-1930

Romantic Styles: circa 1820-1880

 Greek Revival
 Gothic Revival
 Italianate
 Exotic Revival

Victorian Styles: circa 1860-1910

 Second Empire
 Stick
 Queen Anne
 Shingle
 Richardsonian Romanesque
 Folk Victorian

Eclectic Styles: 1880-1940
Colonial Revival
 Neoclassical, Classical Revival
 Tudor Revival
 Chateausque
 Beaux Arts
 French Eclectic
 Italian Renaissance
 Mission
 Spanish Revival
 Monterey
 Pueblo Revival

Modern Styles: circa 1900- present

 Prairie
 Craftsman
 Modernistic
 Minimal Traditional
 Ranch
 Split-Level
 International
 Contemporary
 Shed
 Other 20th Century Modern
 21st Century Modern

Styled Houses since 1935:

 Mansard
 Styled Ranch
 Millenium Mansion
 New Traditional
 American Vernacular

Other Architecture:
*A FIELD GUIDE TO
 AMERICAN HOUSES
 PAGES 321-341*

II. Building Materials:

Please mark the appropriate boxes listing the materials that exist on the building. Possible options are provided below.

Inventory of Original Architectural Elements

Item:	Original (yes only)	Material	Location if Required
Chimney	X	BRICK	
Door(s)	X	WOOD	
Exterior Walls	X	CLAP BOARD	
Foundation	X	CONCRETE BLOCK LIKE	
Roof		ASPHALT	
Trim	X	WOOD	
Window (s)	X	WOOD	

Materials List

Adobe	Aluminum	Asbestos	Asphalt	Brick	Bronze
Canvas	Cast Iron	Ceramic	Clapboard	Cloth	Concrete
Concrete Board	Copper	Dryvit	EIFS	Engineered	Fiberglass
Glass	Granite	Iron	Lead	Limestone	Log
Marble	Metal	Nickel	Plastic	Plywood	Rubber
Sandstone	Shake	Shingle	Slate	Steel	Stone
Stucco	Synthetics	Terra Cotta	Tin	Vinyl	Weatherboard
Wood	Other:				

III. Significance of Property:

Please indicate source of documentation, if available.

- a) Original Owner: BERNARD SNEETING
- b) Architect/ Builder: BERNARD SNEETING
- c) Significant Person(s): _____
- d) Significant Dates (i.e., construction dates): 1930

e) Criteria for Designation:

Please indicate which of the following criteria apply to the property and attach supporting documentation for each criteria. (check all that apply)

- 1. Property has character, interest, or value which is part of the development, ~~heritage~~, or ~~cultural character of the community, county, or nation~~.
Notes:
- 2. Property is the site of a significant local, county, state, or national event.
Notes:
- 3. Property is identified with a person who significantly contributed to the development of the community, county, state, or nation.
Notes:
- 4. Structure embodies distinguishing characteristics of an architectural style valuable for the study of a period, ~~type, method of construction, or use of indigenous materials~~.
Notes:
- 5. Property is identified with the work of a master builder, designer, architect, or landscape architect whose work has influenced the development of the area, the county, the state, or the nation.
Notes:

6. ___ Structure embodies elements of design, detailing, materials, or craftsmanship that are of architectural significance.

Notes:

7. ___ Structure embodies design elements that make it structurally or architecturally innovative.

Notes:

8. Property has a unique location or ~~physical characteristics~~ that make it a familiar visual feature.

Notes:

NORTH SIDE PRAIRIE ST. EXPANSION

9. ___ Structure is a particularly fine or unique example of a utilitarian structure with a high level of historical or architectural significance.

Notes:

10. Property is suitable for preservation or restoration.

Notes:

11. ___ Property is included on the ___ Illinois and/or ___ National Register of Historic Places.

Notes:

12. ___ Property has yielded, or is likely to yield information important to prehistory, history, or other areas of archaeological significance.

Notes:

IV. Attachments

1. Descriptive Statement: Attach a narrative statement describing the property and its historical architectural significance as indicated in Sections I, II, and III above. Describe structural changes, additions, and decorative modifications or material changes and dates of such work if known. State the reasons it should be designated as a Historic property. *SEE ATTACHED*
2. Plat of Survey: Attach a plat of survey showing the boundaries and location of the property. This may be obtained from the County Recorder (630-232-5935) at the Government Center. You may also have one from your house closing. *SEE ATTACHED*
3. Photographs: Attach photographs showing the important structures or features of the property and a photograph as viewed from the public way. Black and white or color prints. A minimum of one photograph of the structure as viewed from the public way is required. *SEE ATTACHED*
4. Chronological list of historical owners. *SEE 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.

Applicant

Date

If Owner authorizes application to be filed for their property:

[Signature] _____ *06/27/23*
Owner Date

amykpetrek@gmail.com
(815) 503-1292

Description – 720 Prairie Street

Built in 1930 by Bernard Snelting for his own family, this Colonial Revival (“A Field Guide to American Houses, pages 321-341”) is the westward expansion beyond Third Street (known as the Early Modern Era movement to the suburbs influenced by the automobile, Frank Lloyd Wright, and Le Corbusier, and sometimes called Carchitecture) in St Charles along the north side of Prairie Street. The Snelting family building business was an established company operating in and around St. Charles in the early 1900’s. With the advent of the 1929 financial market crash it was common for builders at that time to use their existing wood inventory for personal construction as demand for commercial construction had disappeared. The “Architectural Features” description used in the 1990’s STC survey can be applied to the home today. “The center gable is on axis with the front door that is covered by an open porch with a pediment centered below. The pediment is not elaborately detailed having only a niche where a fan detail might have been and a small acroterion at the peak. Two full height square columns support it. There is leaded glass in the windows of the center gable. The rest of the porch is supported at the corners with partial height square columns. The front elevation also features paired windows, which are sometimes seen in this style.” This is a contributing structure for architectural significance to the neighborhood. Original exterior features are chimney (brick), doors (wood), exterior walls (clapboard), foundation (concrete like block), trim (wood), and windows (wood).

The criteria used include a contributing, original material Colonial Revival and a fine representative of the Early Modern Era – automobile period.

Additionally, the following Criteria for Designation apply:

Property has character, interest, or value which is part of the development of the community - #1.

Structure embodies distinguishing characteristics of an architectural style valuable for the study of a period - #4.

Property has a unique location that makes it a familiar visual feature - #8.

Property is suitable for preservation or restoration - #10.















ST. CHARLES
SINCE 1820

ST. CHARLES HISTORIC PRESERVATION COMMISSION

ARCHITECTURAL SURVEY
NEAR WEST HISTORIC DISTRICT
ST. CHARLES, ILLINOIS

Primary Structure

ADDRESS 720 Prairie Street

ROLL-IMAGE # 70549 - 11

CD-IMAGE # 0601 - 16



ARCHITECTURAL SIGNIFICANCE

- Significant
- Contributing
- Non-Contributing
- Potential for Individual National Register Designation

BUILDING CONDITION

- Excellent
- Good
- Fair
- Poor

ARCHITECTURAL INFORMATION

Architectural Style/Type: Colonial Revival

Exterior Walls (Current): Clapboard

Architectural Features: _____

Exterior Walls (Original): Clapboard

Date of Construction: 1929

Foundation: Concrete

Source: Township Assessor's Office

Roof Type/Material: Side gable w/ lower center gable /Asphalt shingle

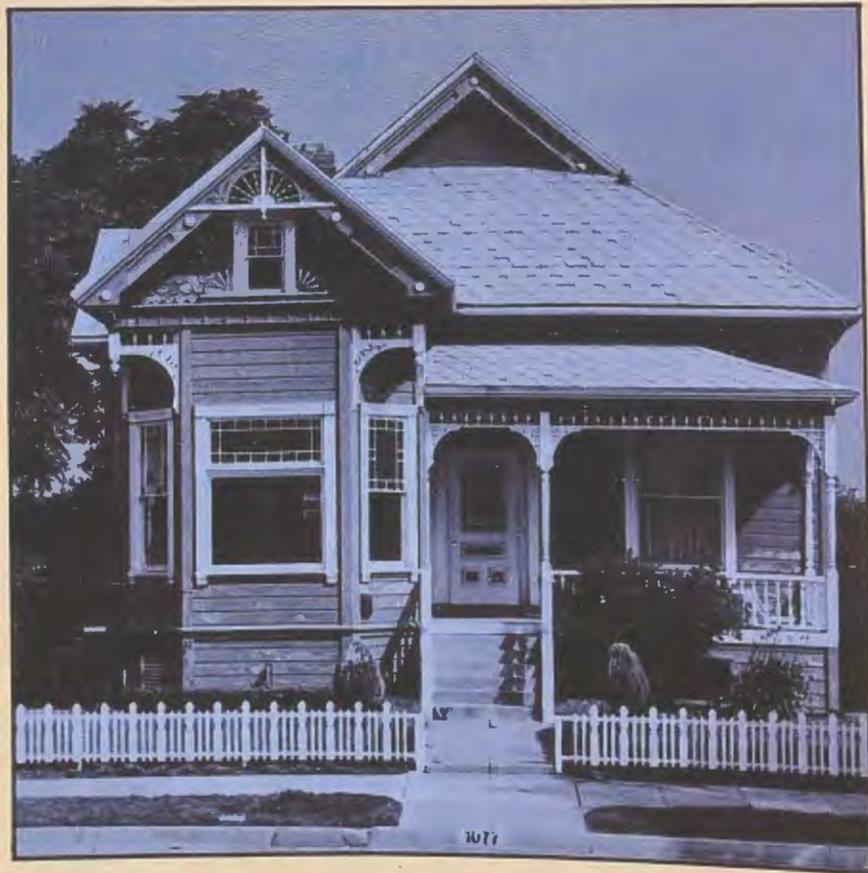
Overall Plan Configuration: Simple rectangle

Window Material/Type: Wood/Alum/DbI. Hung

ARCHITECTURAL FEATURES: The center gable is on axis with the front door that is covered by an open porch with a pediment centered below. The pediment is not elaborately detailed having only a niche where a fan detail might have been and a small acroterion at the peak. Two full height square columns support it. There is leaded glass in the windows of the center gable. The rest of the porch is supported at the corners with partial height square columns. The front elevation also features paired windows, which are sometimes seen in this style.

A FIELD GUIDE TO AMERICAN HOUSES

THE GUIDE THAT ENABLES YOU TO IDENTIFY, AND PLACE IN THEIR HISTORIC AND ARCHITECTURAL CONTEXTS, THE HOUSES YOU SEE IN YOUR NEIGHBORHOOD OR IN YOUR TRAVELS ACROSS AMERICA—HOUSES BUILT FOR AMERICAN FAMILIES (RICH, POOR, AND IN-BETWEEN), IN CITY AND COUNTRYSIDE, FROM THE 17TH CENTURY TO THE PRESENT



PAGES
321-341

VIRGINIA & LEE MCALESTER

IDENTIFYING FEATURES

Accentuated front door, normally with decorative crown (pediment) supported by pilasters, or extended forward and supported by slender columns to form entry porch; doors commonly have overhead fanlights or sidelights; facade normally shows symmetrically balanced windows and center door (less commonly with door off-center); windows with double-hung sashes, usually with multi-pane glazing in one or both sashes; windows frequently in adjacent pairs.

PRINCIPAL SUBTYPES

Nine principal subtypes can be distinguished. Some examples may be almost identical to their colonial (particularly Georgian and Adam) prototypes. Clues for distinguishing Revival copies from early originals are given below under Variants and Details.

ASYMMETRICAL—About 10 percent of Colonial Revival houses have asymmetrical facades, a feature rarely seen on their colonial prototypes. These asymmetrical examples range from rambling, free-form houses resembling the free classic Queen Anne style (see pages 276-9) to simple boxes with asymmetrical window or porch arrangements. Prior to 1900 this subtype accounted for about one-third of all Colonial Revival houses. After 1910 few examples were constructed until the 1930s, when irregular facades reappeared with less elaborate detailing. These were, in part, inspired by the desire for attached garages, which were difficult to incorporate within a balanced facade.

HIPPED ROOF WITH FULL-WIDTH PORCH—About one-third of Colonial Revival houses built before about 1915 are of this subtype, which is sometimes called the Classic Box. These have a one-story, full-width porch with classical columns, which is added to a symmetrical, two-story house of square or rectangular plan. Two-story pilasters are common at the corners; dormers, hipped or gabled, are usually present. Doors may be centered or placed to the side. These houses have both Neoclassical and Colonial Revival influences, but lack the full-height porches of typical Neoclassical houses.

HIPPED ROOF WITHOUT FULL-WIDTH PORCH—About 25 percent of Colonial Revival houses are simple two-story rectangular blocks with hipped roofs; porches are usually absent or, if present, are merely small entry porches covering less than the full facade width. This subtype, built throughout the Colonial Revival era, predominates before about 1910. On early examples, the colonial detailing tended to be highly exaggerated and of awkward

Eclectic Houses: Colonial Revival

HIPPED ROOF WITH FULL-WIDTH PORCH
1. Galveston, Texas; ca. 1911. Lawrence House. On narrow urban lots a front-gabled roof occasionally replaces the more common hipped roof.

2. Dallas, Texas; ca. 1910. This early, two-ranked house with an off-center entrance is adapted from the simple four-square folk plan with a pyramidal roof.

3. Ashe County, North Carolina; ca. 1920. Livesy House. This example, like figures 5, 6, and 7, has a centered entrance and a three-ranked facade, indicating the likelihood of a central-hall plan rather than the simple four-square plan seen in figures 2 and 4.

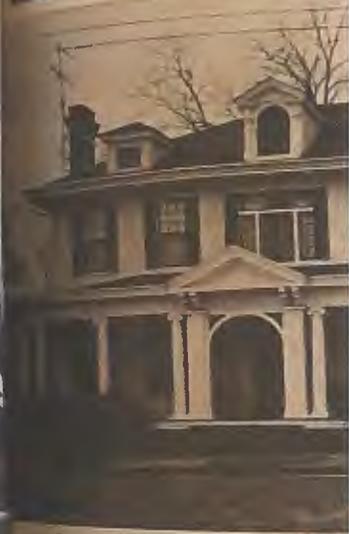
4. Buffalo, New York; ca. 1900. Foster House. A simple, early two-ranked example; note the corner pilasters.

5. Union Springs, Alabama; ca. 1910. Note the elaborate pedimented entranceway moved to the front of the porch, rather than around the doorway as in Colonial examples. Less grand pediments are seen in figures 2 and 3.

6. Winston-Salem, North Carolina; ca. 1910. Note the grouped columns on pedestals. This pattern of porch supports was uncommon before about 1900.

7. Brooklyn, New York; 1900. John J. Petit, architect. Paired windows and a front door with sidelights, but no fanlight, are common Revival details seen clearly in this example.

8. Buffalo, New York; ca. 1900. White House. An unusually elaborate example with roof and upper porch balustrades, upper-story bay windows, and a heavily detailed cornice with a solid railing above.



720 Prairie Street

09-33-277-061

Sec 33/40/8

1841 United States to F. Connor
1842 Darwin Millington to Cicero Millington
1844 Cicero Millington to Darwin Millington
1845 Darwin Millington to Robert Moody
1847 Robert Moody to James Miller
1869 Alexander Miller ET AL to Charles A. Miller
1885 Charles A. Miller and wife to Martha Carlisle
1885 Charles A. Miller and wife to Alfred L. Carlisle
end of Miller family ownership
1917 Alfred L. Carlisle to Burke E. Thompson
1922 Burke E. Thompson to John H. Olsen
1922 John H. Olsen to Edward E. Keating
1923 WD Edward E. Keating to Jennie N. Tilton
1929 WD Jennie N. Tilton to Bernard G. Snelting and wife
1929 MTG Mortgage structure built
1969 WD Theodore Snelting to Anthony C. and Diana M. Valent
end of Snelting family ownership
1994 WD Anthony C. Valent to Mary P. Jungels
2007 WD Mary P. Jungels to Prairie Development Partners LLC
2015 WD Prairie Development Partners LLC to Linda M. Koenig
2022 WD Linda M. Koenig to Brandon Gerber

All support documents located at Kane County Recorder Office

Exhibit A

Legal Description

THAT PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 40 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 13 IN MOODY'S ADDITION TO THE TOWN OF ST. CHARLES: THENCE WESTERLY ALONG THE NORTHERLY LINE OF PRAIRIE STREET 314.34 FEET TO THE SOUTHWEST CORNER OF A TRACT OF LAND CONVEYED TO JAMES L. RICH AND ALLIE RICH BY DOCUMENT 399653 FOR A POINT OF BEGINNING; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID RICH TRACT FORMING AN ANGLE OF 82 DEGREES 02 MINUTES 53 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 119.41 FEET; THENCE WESTERLY AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE 19.19 FEET; THENCE WESTERLY ALONG A LINE FORMING AN ANGLE OF 187 DEGREES 57 MINUTES 07 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 46.24 FEET; THENCE SOUTHWESTERLY ALONG A LINE FORMING AN ANGLE OF 214 DEGREES 37 MINUTES 15 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 21.17 FEET; THENCE SOUTHERLY ALONG A LINE FORMING AN ANGLE OF 129 DEGREES 15 SECONDS 06 MINUTES WITH THE LAST DESCRIBED COURSE (MEASURED CLOCKWISE THEREFROM) 109.25 FEET TO SAID NORTHERLY LINE: THENCE EASTERLY ALONG SAID NORTHERLY LINE 74.97 FEET TO THE POINT OF BEGINNING, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

720 Prairie Street, St. Charles, IL 60174

09-33-277-061-0000

1925 7/9/179

W9

85561

179

WARRANTY DEED

~~This instrument is hereby~~ the Grantors, Edward E. Keating and Minnie Keating, his wife,

of the - of Huntley in the County of McHenry and State of Illinois

for and in consideration of ~~the sum of~~ One Dollar, and other good and valuable considerations ~~the sum of~~

in hand paid CONVEY and WARRANT to Jennie N. Tilton

of the City of St., Charles County of Kane and State of Illinois

the following described Real Estate, to-wit:

Part of Lot 13 of Moody's Addition to St. Charles, and part of the Northeast quarter of Section 33, Township 40 North, Range 8 East of the Third P.M., described as follows, commencing at the South East corner of Lot 13 aforesaid for place of beginning, thence North 10 degrees 5' West along the Westerly line of West Seventh Street 151.1 feet to the Southerly line of the premises conveyed to Harry G. Hempstead and Georgia Hempstead by deed dated August 29, 1911 and recorded September 1, 1911 as Document 118808 in Book 536, page 172, thence South 79 degrees 55' West along the Southerly line of said premises 302.5 feet, thence South 74 degrees 57' West along the said Southerly line 234.6 feet, thence South 10 degrees 5' East 228.96 feet to the Northerly line of Prairie Street, thence North 69 degrees 30' East along the Northerly line of said Street 539.88 feet to the place of beginning in the City of St. Charles, Kane County, Illinois.

Subject to trust deed thereon to Oscar Nelson, Trustee, dated June 1, 1922, with interest thereon from and after March 1, 1923, said mortgage or trust deed being given to secure the principal sum of Thirty five hundred dollars.

Subject also to unpaid special assessments against said premises, with the interest thereon from and after January 1, 1923.

Subject to general taxes levied or assessed subsequent to the year 1922.

Situated in the City of St. Charles, in the County of Kane in the State of Illinois, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

Dated this 26 day of May A. D. 1923.

Edward E. Keating [Seal]

Minnie Keating [Seal]

[Seal]

[Seal]

Revenue \$3.50

STATE OF ILLINOIS, }
County of McHenry } ss.

I, Edward H. Cook, -

in and for said county, in the state aforesaid, DO HEREBY CERTIFY, That Edward E. Keating and Minnie Keating, his wife.

~~WARRANTY DEED~~ ~~JOINT TENANCY.~~

~~THIS INDENTURE WITNESSETH~~ ~~XXXXXXX~~ the Grantor Jennie N. Tilton, widow,

1929

W9

of the City of St. Charles in the County of Kane and State of Illinois
for and in consideration of ~~XXXXXX~~ other good and valuable considerations and Ten (\$10.00) DOLLARS

in hand paid, CONVEYS and WARRANTS to

10/1/29

Bernard G. Snelting and Anne Snelting, husband and wife,
of the City of St. Charles, County of Kane and State of Illinois
not in tenancy in common, but in joint tenancy,
the following described Real Estate, to-wit:

That part of the Northeast quarter of Section 33, Township 40 Range 8 East of the 3d. Principal Meridian, bounded and described as follows: Commencing at the Northwest corner of Prairie Street and Seventh Street South in the City of St. Charles, Kane County, Illinois, (said corner being also the Southeast corner of Lot 13 of Moody's Addition to St. Charles), thence running South 68°32' West along the North line of said Prairie Street 314.65 feet for a place of beginning, thence North 9°11' West 206.7 feet, thence South 73°24' West 98.5 feet, thence South 9°11' East 215.3 feet to the said North line of Prairie Street, thence North 68° 32' East 100.0 feet along the said North line to the place of beginning.

Situated in the City of St. Charles ~~xxxx~~ County of Kane in the State of Illinois, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of ~~xxxx~~ the State of Illinois.

To have and to hold the above granted premises unto the said parties of the second part forever, not in tenancy in common, but in joint tenancy.

Witness the hand and seal of the said Grantor,
~~xxxx~~ this seventeenth day of August

A. D. 1929.

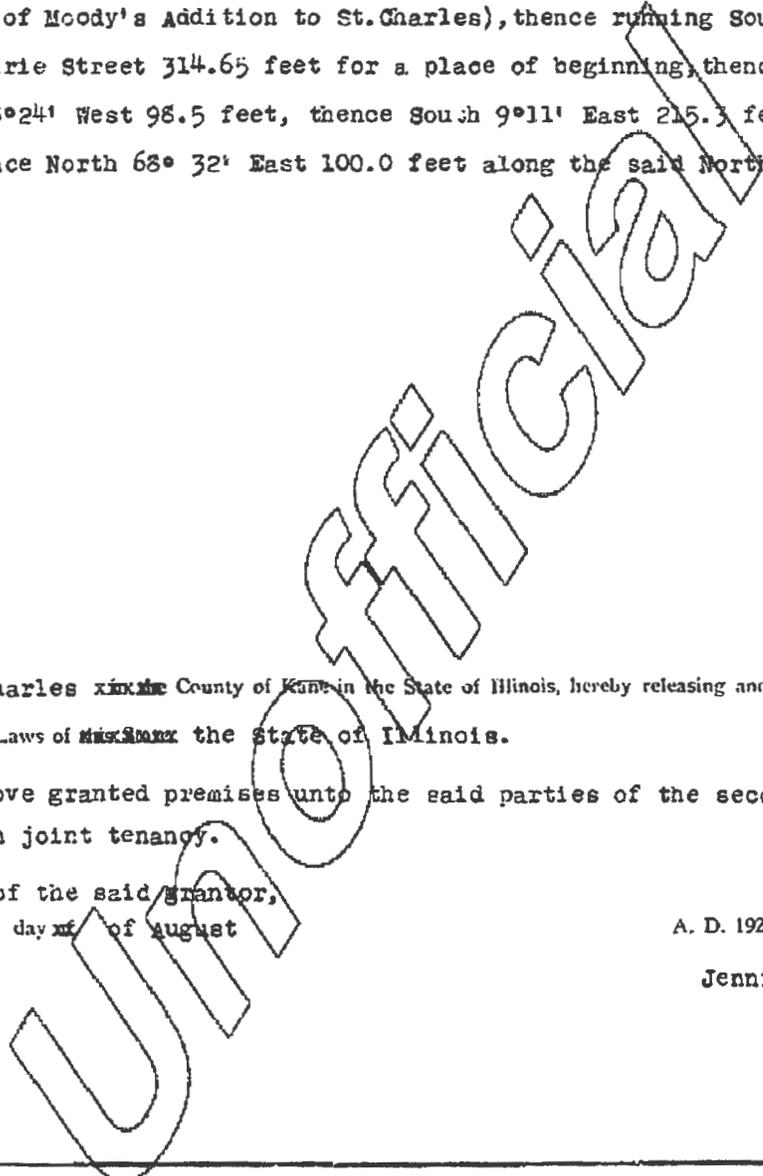
Jennie N. Tilton [SEAL]
[SEAL]
[SEAL]
[SEAL]

STATE OF ILLINOIS, }
County of Kane } ss.

I, James H. Rockwell a Notary Public
and residing in
in and for said County, in the State aforesaid, DO HEREBY CERTIFY, That

Jennie N. Tilton, widow,

James H. Rockwell
Notary Public
(Kane County, Illinois)



This Indenture, Witnesseth that the mortgagee, JENNIE N. TILTON, widow,

of the Township of St. Charles, in the County of Kane and State of Illinois, mortgages and warrants to the ST. CHARLES BUILDING & LOAN ASSOCIATION, a Corporation, of St. Charles, Kane County, Illinois, to secure the payment of a certain principal promissory note, executed by said Jennie N. Tilton, widow,

bearing even date herewith, payable to the ST. CHARLES BUILDING & LOAN ASSOCIATION, for the sum of

Twenty-six Hundred (\$2600.00)

Dollars, together with interest thereon at the rate of seven and one-half percent per annum, payable in equal monthly installments of sixteen & 25/100 Dollars, on or before the 15th of each month, according to the tenor and effect of said note;

Also to secure the payment on or before the 15th of each month of thirteen and no/100 Dollars, being fifty cents per share on 26 shares of the capital stock of said Association, this day transferred to said Association by said mortgagee as collateral security, said payments to continue until said principal note is fully paid, or until said shares of stock shall have reached par value of one hundred dollars per share.

The following described real estate, to-wit: The Westerly 65 feet of the following described premises, viz: part of Lot 13 of Maddy's Addition to St. Charles, and part of the North East quarter of Section 33, Township 40 North, Range 8 East of the Third Principal Meridian, described as follows: beginning at the South East corner of Lot 13 aforesaid, thence North 10°05' West along the West line of West Seventh Street 151.1 feet to the South line of the premises conveyed to Harry G. Remstead and Georgia E. Remstead by deed dated August 29, 1911, and recorded September 1, 1911 as Document 118608 in Book 536, Page 178; thence South 78° 22' West along the South line of said premises 302.5 feet; thence South 73° 24' West along the South line of said premises 234.6 feet; thence South 10°05' East 226.96 feet to the Northerly line of Prairie Street; thence North 85°00' East along the Northerly line of said Street 539.88 feet to the point of beginning

sheweth the City of St. Charles, County of Kane, State of Illinois, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

The mortgagee covenants and agrees as follows: (1) to pay said indebtedness, and the interest thereon, and all fees assessed in accordance with by-laws of said Association, as herein and in said note provided; (2) to pay, prior to the first day of May in each year, all taxes and assessments against said premises, and as directed, to exhibit receipts thereof; (3) within sixty days after destruction or damage by fire or other cause to buildings or improvements on said premises that may have been destroyed or damaged; (4) that no title to said premises shall not be committed or abandoned; and (5) to keep all buildings on said premises insured against loss by fire in Companies to be approved of by the holder of, and in amount equal to, said indebtedness, and deliver to the holder of said indebtedness the insurance policies, so written as to require all loss to be applied in reduction of said indebtedness. In the event of fire or loss, or pay taxes or assessments, the mortgagee may receive such insurance, or pay taxes or assessments, or discharge or purchase any lien, or relinquish said premises, and all money so paid, the mortgagee agrees to repay immediately without demand, and the same, with interest thereon from the date of payment at a legal interest rate, shall be so much additional indebtedness secured hereby.

It is expressly provided and agreed that if default for the cause of any herein is made in the payment of the monthly installments on the principal note herein described, or any part thereof, or the interest thereon, or any part thereof, or any fees assessed by said Association, or in case of waste or non-payment of taxes or assessments levied on said premises, or breach of any of the covenants of this mortgage herein contained, then, in such case, the whole of such principal sum remaining unpaid, and the interest thereon remaining unpaid, secured by this mortgage instrument, shall thereupon, at the option of said mortgagee, his successors, assigns or Attorneys, become immediately due and payable, and the mortgagee may immediately foreclose to pay the same, and the SECURED PARTY SHALL BE RESPONSIBLE TO THE FULFILLMENT OF THE OBLIGATION OF THE LOAN.

IT IS AGREED by the mortgagee that all costs and disbursements, paid or incurred in behalf of complainant in connection with the foreclosure herein, including reasonable collector's fees, outlays for documentary stamps, recorder's charges, cost of procuring or completing abstract showing the whole title to said premises embraced in the foreclosure decree, shall be paid by the mortgagee and the like expenses and disbursements, occasioned by any suit or proceeding against the mortgagee, or any holder of any part of said indebtedness, if lost, may be paid by a party, shall also be paid by the mortgagee. All such expenses and disbursements shall be an additional lien upon said premises, shall be taxed as costs of litigation in any decree that may be entered in such foreclosure proceedings which proceedings, whether decrees of sale shall have been entered or not, shall not be discharged, nor a release therefrom, until all such expenses and disbursements, and the costs of suit, including solicitor's fees, have been paid. The Mortgagee waives all rights to the possession of, and income from said premises, pending such foreclosure proceedings, and until the period of redemption from any sale thereunder expires, and agrees that, upon the filing of any bill to foreclose this mortgage, a Receiver shall and may at once be appointed to take possession or charge of said premises, and collect such income, and the same, less receiving expenses, including repairs, insurance premiums, taxes, assessments, and his commissions, to be disbursed in accordance with the order of the Court appointing said Receiver.

Witness the hands and seals of the mortgagee this Eighth day of February, 1930.

Jennie N. Tilton (SEAL)

(SEAL)

(SEAL)

(SEAL)

STATE OF ILLINOIS, I, Katherine M. Rockwell, a Notary Public, in and for said county, in the state aforesaid, DO HEREBY CERTIFY, That

JENNIE N. TILTON, widow,

Katherine M. Rockwell Notary Public St. Charles Kane Co. Ill. personally knows to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed and delivered the said instrument as their free and voluntary act for the uses and purposes therein set forth, including the release and waiver of the right of redemption. GIVEN under my hand and Notarial Seal, this 6th day of February, A. D. 1930, Katherine M. Rockwell (SEAL) Notary Public.

My Commission Expires May 31, 1932

No. 332526 Filed for Record this 3rd day of March, A. D. 1930, at 8 o'clock A. M. Charles Doetschman. Recorder

1930 MTC 875/131

1134285

FEB 27 1969

2507/423
425
429
429

131765

INDENTURE made this 12th day of January, A.D. 1969, between Theodore Snelting, of the City of Batavia, County of Kane, State of Illinois, hereinafter referred to as grantor, and Anthony C. Valenti and Diana M. Valenti, Husband and Wife, of the City of St. Charles, County of Kane, State of Illinois, hereinafter referred to as grantee, not as tenants in common but in JOINT TENANCY, with right of survivorship,

WITNESSETH:

WHEREAS, the grantor, Theodore Snelting was duly appointed Conservator Anna Snelting, incompetent, by the Circuit Court of the Sixteenth Judicial Circuit, located in Geneva, Illinois on the 30th day of April, A.D. 1968, and has duly qualified as such conservator, and

WHEREAS, the conservator on the 23rd day of October, A.D. 1968 filed his petition in said Court for an order to sell the real estate belonging to said Anna Snelting, incompetent, and

WHEREAS, the Circuit Court for the Sixteenth Judicial Circuit has approved by order of said Court Dated the 23rd day of October, A.D. 1968 the sale of the real estate of said incompetent described as follows, to-wit:

That part of the Northeast quarter of Section 33, Township 40 North, Range 8 East of the Third Principal Meridian, described as follows: Commencing at the Northwest corner of Prairie Street and Seventh Street South in the City of St. Charles, as located by Survey of E. Roy Wells, County Surveyor, dated May 1, 1922; being also the Southeast corner of Lot 13 of Moody's Addition to St. Charles; thence South 68° 32' West along the Northerly line of the said Prairie Street, 411.89 feet for a point of beginning; thence North 68° 32' East along said Northerly line of Prairie Street 100 feet; thence North 9° 11' West 208.55 feet to the Southerly line of the premises conveyed to Harry G. Hempstead and Georgia E. Hempstead by deed dated Aug. 29, 1911 and recorded Sept. 1, 1911 as Document 118808 in Book 536, Page 172; thence Southwesterly along the Southerly line of said premises 98.5 feet; thence South 9° 11' East 217.87 feet to the point of beginning, in the City of St. Charles, Kane County, Illinois, and

WHEREAS the grantee has complied with the terms of the decree of sale and posted the necessary bond as required,

NOW THEREFORE, this indenture witnesseth, that the grantor, in consideration of the premises and Twenty Four Thousand Five Hundred and no/100 Dollars (\$24,500.00) to him in hand paid, the receipt whereof is hereby acknowledged, does grant, bargain and sell, to the grantees, Anthony C.

2507

June, 1993

WARRANTY DEED
Joint Tenancy
Statutory (ILLINOIS)
(Individual to Individual)

FILED FOR RECORD
KANE COUNTY, ILL.

94 AUG 17 AM 11:00

94K064197

CAUTION: Consult a lawyer before using or acting under this form. Neither the publisher nor the seller of this form makes any warranty with respect thereto, including any warranty of merchantability or fitness for a particular purpose.

Synda M. Quinn
RECORDER

THE GRANTOR(S), ANTHONY C. VALENTI and DIANA M. VALENTI, his wife, a/k/a ANTHONY C. VALENT and DIANA M. VALENT, in joint tenancy,

City St. Charles County of Kane
of the Illinois State of Illinois for and in consideration of
TEN AND NO/100 (\$10.00) DOLLARS,
and other good and valuable considerations _____

_____ in hand paid,
CONVEY(S) _____ and WARRANT(S) _____ to ANTHONY C. VALENT, JR., divorced and not remarried and MARY JUNGELS,
328 North Fifth Street, St. Charles, IL 60174

(NAMES AND ADDRESS OF GRANTEE(S))

not in Tenancy in Common, but in JOINT TENANCY, the following described Real Estate situated in the County of Kane in the State of Illinois, to wit:

See attached Legal Description.

SUBJECT TO general real estate taxes accrued, but not yet payable on July 28, 1994; special assessments confirmed after May 17, 1994; building set-back lines and use or occupancy restrictions; covenants, conditions and restrictions of record provided they are not violated nor contain a reverter or the right of re-entry; zoning laws and ordinances; easements for public utilities, provided they do not underlie existing improvements except fences and portable sheds; drainage ditches, feeders, laterals and drain tile, pipe or other conduit

hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois. TO HAVE AND TO HOLD said premises not in tenancy in common, but in joint tenancy forever.
~~SUBJECT TO: covenants, conditions, and restrictions of record.~~

Document No.(s) _____ and to General Taxes
for _____ and subsequent years.

Permanent Real Estate Index Number(s): 09-32-277-028

Address(es) of Real Estate: 720 Prairie Street, St. Charles, IL 60174

PLEASE PRINT OR TYPE NAME(S) BELOW SIGNATURE(S)
Anthony C. Valenti DATED this 28th day of July 19 94
X *a/k/a Anthony C. Valenti* (SEAL) *X* *Diana M. Valenti a/k/a* (SEAL)
Anthony C. Valenti Diana M. Valenti a/k/a
a/k/a Anthony C. Valenti Diana M. Valenti

State of Illinois, County of Kane ss. I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that Anthony C. Valenti a/k/a Anthony C. Valent and Diana M. Valenti a/k/a Diana M. Valent

IMPRESS
SEAL
HERE

personally known to me to be the same person s whose name s are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that t hey signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth, including the

60159114/9411085

NE 33/408

1994
WD

0927 0224

STAMPS HERE
KANE COUNTY ILLINOIS
REAL ESTATE TRANSFER TAX
\$ 0.50
\$ paid

2789
KANE COUNTY ILLINOIS

INSURANCE CO.
Geneva, IL 60134



Chicago Title Insurance Company

2007K049324

SANDY WEGMAN
RECORDER - KANE COUNTY, IL

RECORDED: 5/7/2007 11:49 AM
REC FEE: 25.00 RHSPS FEE: 10.00
PAGES: 4

**WARRANTY DEED
ILLINOIS STATUTORY**

**INDIVIDUALS TO
LIMITED LIABILITY COMPANY**

HMP347651

27032838

2007
WD

THE GRANTORS, Anthony C. Valent, Jr. and Mary P. Valent of St. Charles, County of Kane, State of Illinois, for and in consideration of TEN & 00/100 DOLLARS, and other good and valuable consideration in hand paid, CONVEY(S) and Warrant(s) to Prairie Development Partners, LLC of St. Charles, County of Kane, State of Illinois all interest in the following described Real Estate situated in the County of Kane in the State of Illinois, to wit:

*i.e. Mary Pat Jungels, husband and wife,

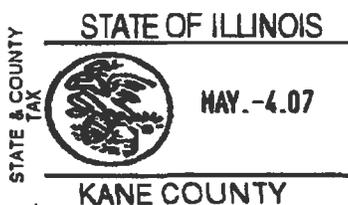
** an Illinois limited liability company

SEE ATTACHED EXHIBIT "A"

SUBJECT TO: General real estate taxes, special assessments; building set-back lines and use or occupancy restrictions; covenants, conditions and restrictions of record; zoning laws and ordinances; easements for public utilities, provided they do not underlie the existing improvements except fences and portable sheds; drainage ditches, feeders, laterals and drain tile, pipe or other conduit.

Hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

Permanent Real Estate Index Number(s): 09-33-277-028
Address(es) of Real Estate: 720 Prairie Street, St. Charles, IL



REAL ESTATE TRANSFER TAX
0050250
FP326704

0000034796

Chicago Title Insurance Company
1795 West State Street
Geneva, IL 60134

4

35

15NW57950480V



ACT 1/2

Chicago Title Insurance Company
**WARRANTY DEED
ILLINOIS STATUTORY**



**2015K021524
SANDY WEGMAN
RECORDER - KANE COUNTY, IL**

RECORDED: 4/28/2015 03:32 PM
REC FEE: 48.00 RHSPS FEE: 9.00
STATE TAX: 337.00 C
COUNTY TAX: 168.50 C
PAGES: 4

2015
W9

THE GRANTOR(S), Prairie Development Partners, LLC, of the City of St. Charles, County of Kane, State of IL for and in consideration of TEN & 00/100 DOLLARS, and other good and valuable consideration in hand paid, CONVEY(S) and Warranty to Linda M. Koenig (GRANTEE'S ADDRESS) 707 S. 2nd St. St. Charles, IL 60174 of the County of Kane, all interest in the following described Real Estate situated in the County of Kane in the State of Illinois, to wit:

THAT PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 40 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 13 IN MOODY'S ADDITION TO THE TOWN OF ST. CHARLES; THENCE WESTERLY ALONG THE NORTHERLY LINE OF PRAIRIE STREET 314.34 FEET TO THE SOUTHWEST CORNER OF A TRACT OF LAND CONVEYED TO JAMES L. RICH AND ALLIE RICH BY DOCUMENT 399653 FOR A POINT OF BEGINNING; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID RICH TRACT FORMING AN ANGLE OF 82 DEGREES 02 MINUTES 53 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 119.41 FEET; THENCE WESTERLY AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE 19.19 FEET; THENCE WESTERLY ALONG A LINE FORMING AN ANGLE OF 187 DEGREES 57 MINUTES 07 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 46.24 FEET; THENCE SOUTHWESTERLY ALONG A LINE FORMING AN ANGLE OF 214 DEGREES 37 MINUTES 15 SECONDS WITH THE LAST DESCRIBED COURSE (MEASURED COUNTERCLOCKWISE THEREFROM) 21.17 FEET; THENCE SOUTHERLY ALONG A LINE FORMING AN ANGLE OF 129 DEGREES 15 SECONDS 06 MINUTES WITH THE LAST DESCRIBED COURSE (MEASURED CLOCKWISE THEREFROM) 109.25 FEET TO SAID NORTHERLY LINE; THENCE EASTERLY ALONG SAID NORTHERLY LINE 74.97 FEET TO THE POINT OF BEGINNING, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

SUBJECT TO: Covenants, conditions and restrictions of record, Private, public and utility easements and roads and highways, Any confirmed special tax or assessment, General taxes for the year 2014 and subsequent years including taxes which may accrue by reason of new or additional improvements during the years

4

Chg

CHICAGO TITLE INSURANCE COMPANY
1785 W. STATE STREET
GENEVA, ILLINOIS 60134

57

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: *4c

Title:	Historic Preservation Commission recommendation to approve Historic Landmark Designation for 838 N. 5 th Ave., “Saxony Terrace”
Presenter:	Rachel Hitzemann

Meeting: Planning & Development Committee

Date: December 11, 2023

Proposed Cost: N/A

Budgeted Amount: N/A

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

Joyce Cregier has nominated the property at 838 N 5th Ave. for Landmark status.

In accordance with the Zoning Ordinance, the Historic Preservation Commission held a public hearing on the landmark nomination on 10/18/2023. The Commission recommended approval of the nomination by a vote of 6-0, based on the criteria listed in the attached resolution.

The house was built in the Prairie style circa 1930. The current owners believe that the property was built by the Wilson Brothers, who worked with Frank Lloyd Wright on as many as 100 structures throughout the Valley in the first half of the 1900. Dellora and Lester Norris resided in this structure.

The home remains original in both the exterior and interior, with any interior improvements keeping with the prairie style architecture. The exterior brick, stucco, wood windows/doors/storms remain today.

If the Landmark designation is approved by City Council, a Certificate of Appropriateness from the Historic Preservation Commission will be required prior to issuance of a permit for construction, alteration, repair, demolition, relocation, or other material change that affects the exterior architectural appearance of the structure.

Attachments *(please list):*

Historic Commission Resolution, Landmark Nomination

Recommendation/Suggested Action *(briefly explain):*

Historic Preservation Commission recommendation to approve a Historic Landmark Designation for 838 N 5th Ave., “Saxony Terrace”.

City of St. Charles, Illinois

Historic Preservation Commission Resolution No. 10-2023

A Resolution Recommending Approval for Landmark Designation (838 N. 5th Ave. – Saxony Terrace)

WHEREAS, per Section 17.32.060 of the St. Charles Zoning Ordinance, it is the responsibility of the St. Charles Historic Preservation Commission to evaluate applications for Landmark Designation and to make recommendations to the City Council regarding them; and

WHEREAS, the Historic Preservation Commission has reviewed the application for designation of 838 N 5th Ave. and hereby finds that the Landmark nomination meets one or more of the criteria for Landmark Designation listed in Section 17.32.060.C of the St. Charles Zoning Ordinance based on the historical and architectural significance as described in the following findings:

1. The property has character, interest or value which is part of the development, heritage or cultural character of the community.

In 1896, an Elgin trolley streetcar route was extended as an interurban south to St Charles and Geneva. It was later joined by an Aurora trolley route extending north through Batavia to become the Elgin, Aurora and Southern Traction Company. The company operated an interurban along the Fox River route from Carpentersville on the north to Yorkville on the south. The Fox River interurban was later merged into the Aurora, Elgin, & Chicago RR (A,E & C), and operated as The Fox River Division. The A,E & C was a high speed interurban which operated mostly upon private right-of-way, and mainly used a third rail for electrical pickup. The house is along that path.

2. Property is identified with a person who significantly contributed to the development of the community.

Carol and Gertrude Norris, parents of Lester, purchased the home from the original owners in 1924. However, they did not live in the structure, but Lester and Dellora did reside in the structure.

Dellora was the niece of Col. E. J. Baker and heir to the Texaco fortune. Along with her husband she formed the St. Charles Charities (now the Dellora A. and Lester J. Norris Foundation) in 1924 and funded multiple civic improvements throughout their lives including; the St. Charles Country Club, Arcada Theatre, Delnor Hospital, the Dellora A. Norris Cultural Arts Center, and the John B. Norris Recreation Center.

3. Structure embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials.

The home is built in the Prairie style. The identifying features are low pitched, hipped roof; wide overhanging eaves; two story with one story porch or wing; eaves; cornices; horizontal lines; and square porch supports.

4. Property is identified with the work of a master builder, designer, architect, or landscape architect whose work has influenced the development of the area, the county, the state, or the nation.

The current owners believe that August and Oscar Wilson (Chicago Tribune May 18, 2008) built this home. The Wilson Brothers worked with Frank Lloyd Wright and built as many as 100 structures throughout the valley during the first half of 1900 under their own Wilson name.

5. Structure embodies elements of design, detailing, materials, or craftsmanship that are of architectural significance.

Massive square piers to support the porch roof; horizontal decorative emphasis; small pane window glazing; broad flat chimney; contrasting wall and trim materials that emphasize the upper story; and decorative door surrounds.

6. Property has a unique location that make it a familiar visual feature.

The property is one the Norris Family Estates along North Fifth Avenue.

The landscape of the entire lot provides the proper mass, size, and space required for this structure, which should be considered as part of the overall landmark designation.

7. The property is suitable for preservation or restoration.

Yes. The home remains original both exterior and interior with any interior improvements keeping within the prairie style architecture. An interesting item is that the current ceramic tiles covering the roof which was added in 1926 still covers the original shake material when the home was constructed in 1913. Exterior brick, stucco, wood windows/doors/storms remain today.

NOW THEREFORE, be it resolved by the St. Charles Historic Preservation Commission to recommend to the City Council that the property known as 838 N 5th Ave. as legally described in Exhibit "A", be designated as a Landmark, and that it be referred to as the "Saxony Terrace", with a construction date of circa 1913.

Roll Call Vote:

Ayes: Malay, Kessler, Pretz, Smunt, Rice, Kramer
Nays: None
Absent: Dickerson
Abstain: None

Motion Carried.

PASSED, this 18th day of October, 2023.

Chairman

Exhibit "A"
Legal Description

THAT PART OF THE NORTHEAST QUARTER OF SECTION 27, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS; COMMENCING AT THE SOUTHEAST CORNER OF LOT 7, DELNOR PARK ADDITION ONE, ST. CHARLES, KANE COUNTY, ILLINOIS, BEING ON THE WEST LINE OF SIXTH AVENUE NORTH; THENCE SOUTHERLY ALONG SAID WEST LINE EXTENDED 790.16 FEET; THENCE WESTERLY ALONG A LINE FORMING AN ANGLE OF 88 DEGREES 27' WITH THE LAST DESCRIBED COURSE, MEASURED COUNTER- CLOCKWISE THEREFROM 331.82 FEET TO THE EAST LINE OF FIFTH AVENUE NORTH; THENCE SOUTHERLY ALONG SAID EAST LINE FORMING AN ANGLE OF 88 DEGREES, 27' WITH THE LAST DESCRIBED COURSE, MEASURED CLOCKWISE THEREFROM, 66.02 FEET; THENCE SOUTHERLY ALONG SAID EAST LINE FORMING ANGLE OF 180 DEGREES 06' 10" WITH THE LAST DESCRIBED COURSE, MEASURED COUNTER-CLOCKWISE THEREFROM 183.74 FEET FOR THE POINT OF BEGINNING; THENCE CONTINUING SOUTHERLY ALONG SAID EAST LINE 230 FEET; THENCE EASTERLY ALONG A LINE FORMING AN ANGLE OF 88 DEGREES 15' 20" WITH THE PROLONGATION OF THE LAST DESCRIBED COURSE, MEASURED COUNTER-CLOCKWISE THEREFROM, 295 FEET; THENCE NORTHERLY ALONG A LINE FORMING AN ANGLE OF 88 DEGREES 15' 20" WITH THE LAST DESCRIBED COURSE, MEASURED CLOCKWISE THEREFROM, 230 FEET; THENCE WESTERLY ALONG A LINE FORMING AN ANGLE OF 88 DEGREE 15' 20" WITH THE PROLONGATION OF THE LAST DESCRIBED COURSE, MEASURED COUNTER-CLOCKWISE THEREFROM, 295 FEET TO THE POINT OF BEGINNING, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

PIN #09-27-253-006

1/1/27

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



COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

HISTORIC LANDMARK NOMINATION

Instructions:

To nominate a property for Historic Landmark Designation, complete this application and submit all required documentation to the Planning Division. Based on a review of the application by City staff and the Historic Preservation Commission, additional detailed information to support this application may be required.

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

Received Date
RECEIVED
SEP 06 2023
City of St. Charles
Community Development

1. Property Information:	Parcel Number(s): 09-27-253-006	
	Property Name (Historic or common name of the property): SAXONY TERRACE	
	Property Site Address 838 N. 5TH AVENUE ST. CHARLES, IL 60174	
2. Record Owner:	Name JOYCE CREGIER	Phone 630-212-7933
	Address	Email JOYCECREGIER@ATT.NET
3. Applicant (if different from record owner):	Name	Phone
	Address	Email

4. Legal Description of Property: The legal description should be obtained from the deed, mortgage, title insurance, or other recorded document (attach sheets if necessary).

SEE ATTACHED

I. Classification of Property (Check all that apply):

2)

a) Ownership:
 private
 public-local
 public-state

b) Category:
 building
 district
 site

c) Integrity:
 original site
 moved: date _____
 unaltered

d) Function or Use:

Historic/Current
 / agriculture
 / commercial
 / educational
 / government
 / entertainment

Historic/Current
 / industrial
 / military
 / museum
 / private residence
 / park

Historic/Current
 / religious
 / scientific
 / transportation
 / other(specify

e) Architecture: (Based on "A Field Guide to American Houses")

National Folk Style
 circa 1850-1930

Romantic Styles: circa 1820-1880
 Greek Revival
 Gothic Revival
 Italianate
 Exotic Revival

Victorian Styles: circa 1860-1910
 Second Empire
 Stick
 Queen Anne
 Shingle
 Richardsonian Romanesque
 Folk Victorian

Eclectic Styles: 1880-1940
 Colonial Revival
 Neoclassical, Classical Revival
 Tudor Revival
 Chateausque
 Beaux Arts
 French Eclectic
 Italian Renaissance
 Mission
 Spanish Revival
 Monterey
 Pueblo Revival

Modern Styles: circa 1900- present
 Prairie "A FIELD GUIDE TO AMERICAN HOUSES" PAGES 438++
 Craftsman
 Modernistic
 Minimal Traditional
 Ranch
 Split-Level
 International
 Contemporary
 Shed
 Other 20th Century Modern
 21st Century Modern

Styled Houses since 1935:
 Mansard
 Styled Ranch
 Millenium Mansion
 New Traditional
 American Vernacular

Other Architecture:

3.)

II. Building Materials:

Please mark the appropriate boxes listing the materials that exist on the building. Possible options are provided below.

Inventory of Original Architectural Elements

Item:	Original (yes only)	Material	Location if Required
Chimney	YES	BRICK	
Door(s)	YES	WOOD	
Exterior Walls	YES	BRICK STUCCO	
Foundation	YES	BRICK CEMENT	
Roof UNDER: SHAKE OVER: CERAMIC TILE	YES	UNDER SHAKE VISIBLE CERAMIC TILE 1926	
Trim	YES	WOOD	
Window (s)/ Stoems	YES	WOOD	

Materials List

Adobe	Aluminum	Asbestos	Asphalt	Brick	Bronze
Canvas	Cast Iron	Ceramic	Clapboard	Cloth	Concrete
Concrete Board	Copper	Dryvit	EIFS	Engineered	Fiberglass
Glass	Granite	Iron	Lead	Limestone	Log
Marble	Metal	Nickel	Plastic	Plywood	Rubber
Sandstone	Shake	Shingle	Slate	Steel	Stone
Stucco	Synthetics	Terra Cotta	Tin	Vinyl	Weatherboard
Wood	Other:				

4.)

III. Significance of Property:

Please indicate source of documentation, if available.

- a) Original Owner: CHARLES JACOB SCHMIDT
- b) Architect/ Builder: UNKNOWN
- c) Significant Person(s): NORRIS FAMILY & CREGIER FAMILY
- d) Significant Dates (i.e., construction dates): 1913

e) Criteria for Designation:

Please indicate which of the following criteria apply to the property and attach supporting documentation for each criteria. (check all that apply)

- 1. Property has character, interest, or value which is part of the development, ~~heritage~~, or ~~cultural character~~ of the community, ~~county~~, or ~~nation~~.
Notes: NORTH EASTERN EXPANSION OF CITY.
- 2. Property is the site of a significant local, county, state, or national event.
Notes:
- 3. Property is identified with a person who significantly contributed to the development of the community, ~~county~~, ~~state~~, or ~~nation~~.
Notes: NORRIS FAMILY
- 4. Structure embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, ~~method of construction~~, or use of indigenous materials.
Notes: PRAIRIE STYLE ARCHITECTURE
WILSON BROTHERS CONSTRUCTION
- 5. Property is identified with the work of a master builder, designer, ~~architect~~, or ~~landscape architect~~ whose work has influenced the development of the area, the county, the state, or the nation.
Notes: FRANK LOYD WRIGHT / WILSON BROTHERS

5.)

6. ___ Structure embodies elements of design, detailing, materials, or craftsmanship that are of architectural significance.

Notes:

7. ___ Structure embodies design elements that make it structurally or architecturally innovative.

Notes:

8. ___ Property has a unique location or physical characteristics that make it a familiar visual feature.

Notes:

NORRIS FAMILY ESTATES ALONG NORTH
FIFTH AVENUE

9. ___ Structure is a particularly fine or unique example of a utilitarian structure with a high level of historical or architectural significance.

Notes:

10. ___ Property is suitable for preservation ~~or restoration~~.

Notes:

11. ___ Property is included on the ___ Illinois and/or ___ National Register of Historic Places.

Notes:

12. ___ Property has yielded, or is likely to yield information important to prehistory, history, or other areas of archaeological significance.

Notes:

6)

IV. Attachments

- 1. Descriptive Statement: Attach a narrative statement describing the property and its historical architectural significance as indicated in Sections I, II, and III above. Describe structural changes, additions, and decorative modifications or material changes and dates of such work if known. State the reasons it should be designated as a Historic property. *SEE ATTACHED*
- 2. Plat of Survey: Attach a plat of survey showing the boundaries and location of the property. This may be obtained from the County Recorder (630-232-5935) at the Government Center. You may also have one from your house closing. *SEE LEGAL DESCRIPTION*
- 3. Photographs: Attach photographs showing the important structures or features of the property and a photograph as viewed from the public way. Black and white or color prints. A minimum of one photograph of the structure as viewed from the public way is required. *SEE ATTACHED*
- 4. Chronological list of historical owners. *SEE 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.

Applicant Date

If Owner authorizes application to be filed for their property:

Yvonne Chugier *8-15-23*

Owner Date

838 N. 5th Avenue – Description

“Saxony Terrace”, built near the end of 1913 for Charles and Lillie Schmidt, is a fine example of the Prairie Style Architecture (A Field Guide to American Houses – pages 438++) influenced by Frank Lloyd Wright and others. The current owners believe that August and Oscar Wilson (Chicago Tribune May 18, 2008) built this home. The Wilson Brothers worked with Wright and built as many as 100 structures throughout the valley during the first half of 1900 under their own Wilson name.

The home remains original both exterior and interior with any interior improvements keeping within the prairie style architecture. An interesting item is that the current ceramic tiles covering the roof which was added in 1926 still covers the original shake material when the home was constructed in 1913. Exterior brick, stucco, wood windows/doors/storms remain today. Carol and Gertrude Norris (parents of Lester) purchased the home from the Schmidt’s in 1924 however they did not live in this structure. However, Lester and Dellora did reside in this structure.

Today, Joyce Cregier (remember the Early Modern – auto driven growth of the city west of Third Street and south of Prairie Street in the 1920’s-30’s was the Cregier Addition is the current owner for 47 years. She has been an excellent caretaker for this site.

The criteria used is as follows:

#1 Property has character, interest, or value which is part of the development of the community. In the early portion of the 20th century, Route 25 or 5th Avenue was a spur for the Chicago Aurora and Elgin Railroad. This was an electric rail line which was known as a first-class operation providing high speed service to Chicago. This rail line ran down this very prominent, brick paved street in the City

of St. Charles. When this home was built electricity was put on entry columns at a time when electricity was in its very early stages and common homes still had not installed this feature. Today 5th Avenue is still a main entry point into the city where this home sits proudly. By 1924 the motor car would have been entering the property to the amazement and curiosity of the public.

#3 Property is identified with a person who significantly contributed to the development of the community.

#4 Structure embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, or use of indigenous materials. The identifying features are low pitched, hipped roof; wide overhanging eaves; two story with one story porch or wing; eaves; cornices; horizontal lines; and square porch supports.

#5 Property is identified with the work of a master builder, designer whose work has influenced the development of the area, the county, the state, and the nation. While no proof has surfaced yet, the owners believe the Wilson Brothers built this home.

#6 Structure embodies elements of design, detailing, materials, or craftsmanship that are of architectural significance. Massive square piers to support the porch roof; horizontal decorative emphasis; small pane window glazing; broad flat chimney; contrasting wall and trim materials that emphasize the upper story; and decorative door surrounds.

#8 Property has a unique location of physical characteristics that make it a familiar visual feature. The landscape provides the proper mass, size, and space required for this structure, which should be considered as part of the overall landmark designation.

#10 Property is suitable for preservation.

9.)

838 N. 5th Avenue – Ownership

09-27-253-006

40/27/8 NE

All support documents located at Kane County Recorder office

- 1851 WD Ira Minard to Bela Hunt
- 1913 WD Frank and Barret Hunt to Lillie Schmidt
- 1924 WD Lillie Schmidt to Carroll and Gertrude Norris (Lester's parents)
- 1970 Trust Lester and Dellora Norris (for the purpose of selling)
- 1972 WD T-188 Trust to Robert and Lucille Cerny
- 1976 WD Robert and Lucille Cerny to Fred and Joyce Cregier

FILED FOR RECORD
KANE COUNTY, ILL.

This Instrument was
Prepared by:
Fawell, James & Brooks
Attorneys at Law
by: A.L. Vlazny III
101 N. Washington St.
Naperville, Ill. 60540

193291. QUIT CLAIM DEED

1367423

1976 JUN 21 PM 12:45

1976

Joint Tenancy Illinois Statutory

(Individual to Individual)

Eleanor E. Jurgens
(The Above Space For Recorder's Use Only)
RECORDER OF DEEDS

THE GRANTOR s, ROBERT KAUS and ROBERTA KAUS, his wife

of the City of St. Charles County of Kane State of Illinois
for the consideration of Ten and No/100 DOLLARS.
and other good and valuable consideration in hand paid.
CONVEY and QUIT CLAIM to FRED CREGIER and JOYCE A. CREGIER, his
wife

of the _____ of _____ County of _____ State of _____
not in Tenancy in Common, but in JOINT TENANCY, all interest in the following described Real Estate
situated in the County of KANE in the State of Illinois, to wit:

That part of the Northeast quarter of Section 27, Township 40 North, Range 8 East of the Third Principal Meridian, described as follows: Commencing at the Southeast corner of Lot 7, Delnor Park Addition One, St. Charles, Kane County, Illinois, being on the West line of Sixth Avenue North; thence Southerly along said West line extended 790.16 feet; thence Westerly along a line forming an angle of 88° 27' with the last described course, measured counter-clockwise therefrom, 331.82 feet to the East line of Fifth Avenue North; thence Southerly along said East line forming an angle of 88° 27' with the last described course, measured clockwise therefrom, 66.02 feet; thence Southerly along said East line forming angle of 180° 06' 10" with the last described course, measured counter-clockwise therefrom 183.74 feet for the point of beginning; thence continuing Southerly along said East line 230 feet; thence Easterly along a line forming an angle of 88° 15' 20" with the prolongation of the last described course, measured counter-clockwise therefrom, 295 feet; thence Northerly along a line forming an angle of 88° 15' 20" with the last described course, measured clockwise therefrom, 230 feet; thence Westerly along a line forming an angle of 88° 15' 20" with the prolongation of the last described course, measured counter-clockwise therefrom, 295 feet to the point of beginning; in the City of St. Charles, Kane County, Illinois.

LEGAK

1367423 - 3

Unofficial Copy

Streetcar Neighborhood Development in St. Charles

A **streetcar suburb** is a residential community whose growth and development was strongly shaped by the use of **streetcar** lines as a primary means of transportation.¹

Historically St. Charles and the neighboring communities along the Fox River developed as mill towns. Early Steam R.R. lines connected Chicago with the self-contained rail-stop cities of Elgin and Aurora. The first Railroad Suburbs developed along these routes.²

The Town of St. Charles at Mid-19th Century was platted circa 1837, and a dam was constructed to harness water power for industry. Moving forward, water powered industries continued to develop and mature in the downtown. Factories located away from water power often used coal-fired, steam boilers to provide the power to operate machinery.

During this mill and factory town development, horse drawn commercial transportation was prevalent, but horse & buggy use for personal transportation was limited to wealthier citizens. Many of the working-class, factory workers commuted to downtown jobs by walking. The early residential neighborhoods were limited in size due to walking distance to the industrial downtown and to the steam railway stations.

Working Class residential neighborhoods were dominated by smaller detached houses sited on narrow lots. Larger lots with corresponding spacious houses tended to develop along the outer boundaries of the city neighborhoods, along the main streets, or in the outlying township. The more affluent owners could own or hire horse drawn vehicles for private transport thus negating the need to walk.

The Late-19th Century, 1890's growth spurt in St. Charles coincides with the development of the Streetcar Suburbs. "The introduction of the first electric-powered streetcar system in Richmond, Virginia, in 1887 by Frank J. Sprague, ushered in a new period of suburbanization. The electric streetcar, or trolley, allowed people to travel in 10 minutes as far they could walk in 30 minutes. It was quickly adopted in cities from Boston to Los Angeles. By 1902, 22,000 miles of streetcar tracks served American cities; from 1890 to 1907, this distance increased from 5,783 to 34,404 miles." "By 1890, streetcar lines began to foster a tremendous expansion of suburban growth in cities of all sizes. In older cities, electric streetcars quickly replaced horse-drawn cars, making it possible to extend transportation lines outward and greatly expanding the availability of land for residential development. Growth occurred first in outlying rural villages that were now interconnected by streetcar lines, and, second, along the new residential corridors created along the streetcar routes."³

In 1896, an Elgin trolley streetcar route was extended as an interurban south to St Charles and Geneva. It was later joined by an Aurora trolley route extending north through Batavia to become the Elgin, Aurora and Southern Traction Company. The company operated an interurban along the Fox River route from Carpentersville on the north to Yorkville on the south. The Fox River interurban was later merged into the Aurora, Elgin, & Chicago RR (A,E & C), and operated as The Fox River Division. The A,E & C was a high speed interurban which operated mostly upon private right-of-way, and mainly used a third rail for electrical pickup. After WW I,

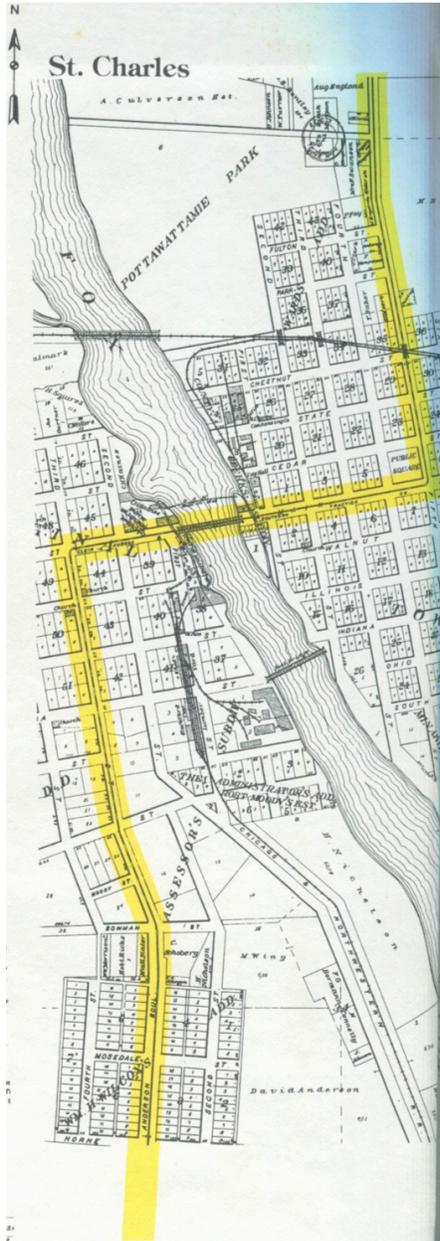
¹ Wikipedia, https://en.wikipedia.org/wiki/Streetcar_suburb

² A Field Guide to American Houses, Virginia McAlester, Knopf, New York, 2013, p.64

³ https://www.livingplaces.com/Streetcar_Suburbs.html

Streetcar Neighborhood Development in St. Charles

the Fox River Lines were split off as the Aurora, Elgin & Fox River Electric, and operated as an independent interurban until 3-31-1935.⁴ The Chicago, Aurora & Elgin RR operated on the Geneva-St. Charles route until 10-31-1937. The electric interurban allowed the working commuter to buy a home farther from downtown St. Charles, within walking distance of the streetcar route.



In the growing City of St. Charles, the 4 decades from 1890 to 1930 became a dominant era of new home construction. South of downtown, new neighborhoods within The Moody's and Wilcox's Additions developed a few blocks to each side along the streetcar route. The Wilcox's Addition is the best example of a streetcar neighborhood where new houses infill into the narrow lots fronting the streetcar line, and carriage barns or garages are accessed via alleys.⁵ More infill construction occurred in the Moody's Addition, west of 3rd Street and up hill to 7th St.

The prevalent and popular architectural styles of this time period were Queen Ann, Colonial Revival, National/Homestead, Craftsman, and Prairie. The prevalent early 20th Century house types and forms were Bungalow, Foursquare, Gable Front, and Catalog/Plan-book.

Even though efficient, electric transportation was within a 10 minute walk, some residents dabbled with the early automobile for personal transport, and constructed small garages to house the family car. Henry Ford's revolutionary mass production of the Model T allowed the middle-class affordable automobile ownership. By the 1920's, the ownership and use of the private automobile, along with extensive paving of streets and county roads, allowed people to live further from the downtown without the need for public transportation. Ridership on electric streetcars began to decline with the rise of the Early Automobile Neighborhood.⁶

Streetcar Neighborhood Development in St. Charles was researched and authored by Dr. Steven W. Smunt, St. Charles, IL. , 02/28/2022

⁴ Aurora-Elgin Area Street Cars & Interurbans, V.1, Fox River Division, Hopkins Stolp Peffers, American Slide-Chart Corp, Wheaton IL,1993, p.7-8

⁵Aurora-Elgin Area Street Cars & Interurbans, V.1, Fox River Division, Hopkins Stolp Peffers, American Slide-Chart Corp, Wheaton IL,1993, p. inside front cover map

⁶A Field Guide to American Houses, Virginia McAlester, Knopf, New York, 2013, p.67-68

A FIELD GUIDE TO AMERICAN HOUSES

THE GUIDE THAT ENABLES YOU TO IDENTIFY, AND PLACE IN THEIR HISTORIC AND ARCHITECTURAL CONTEXTS, THE HOUSES YOU SEE IN YOUR NEIGHBORHOOD OR IN YOUR TRAVELS ACROSS AMERICA—HOUSES BUILT FOR AMERICAN FAMILIES (RICH, POOR, AND IN-BETWEEN), IN CITY AND COUNTRYSIDE, FROM THE 17TH CENTURY TO THE PRESENT



PAGES 438+x

VIRGINIA & LEE MCALESTER

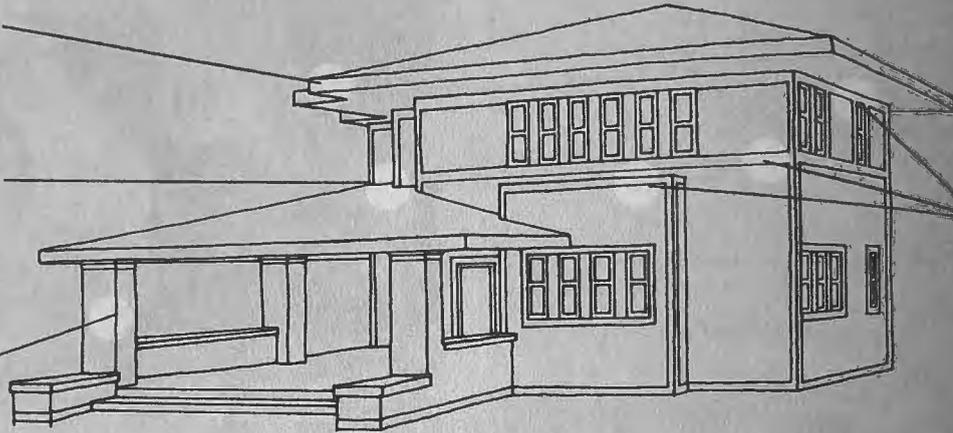
(12)

low-pitched roof with widely overhanging eaves

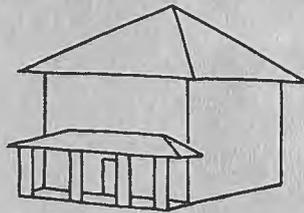
two stories with one-story porches or wings

massive square porch supports

detail emphasizing horizontal lines

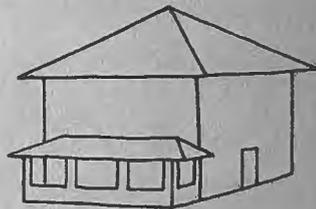


HIPPED ROOF, SYMMETRICAL, WITH FRONT ENTRY



pages 444-5

HIPPED ROOF, SYMMETRICAL, NO FRONT ENTRY



pages 446-7

HIPPED ROOF, ASYMMETRICAL



pages 448-9

GABLED ROOF



pages 450-1

PRINCIPAL SUBTYPES

(3.)

ECLECTIC HOUSES

Prairie

1900-1920

IDENTIFYING FEATURES

Low-pitched roof, usually hipped, with widely overhanging eaves; two stories, with one-story wings or porches; eaves, cornices, and facade detailing emphasizing horizontal lines; often with massive, square porch supports.

PRINCIPAL SUBTYPES

Four principal subtypes can be distinguished:

HIPPED ROOF, SYMMETRICAL, WITH FRONT ENTRY—This subtype, which is sometimes called the Prairie Box or American Foursquare, has a simple square or rectangular plan, low-pitched hipped roof, and symmetrical facade. One-story wings, porches, or carports are clearly subordinate to the principal two-story mass. The entrance, which may be centered or off-center, is a conspicuous focal point of the facade. This was the earliest Prairie form and developed into the most common vernacular version. In vernacular examples, hipped dormers are common, as are full-width, single-story front porches and double-hung sash windows. Many show Mission or Italian Renaissance secondary details, such as tiled roofs or cornice-line brackets.

HIPPED ROOF, SYMMETRICAL, NO FRONT ENTRY—Similar to the type just described but with inconspicuous entrances and facades dominated by horizontal rows of casement windows having sharply defined vertical detailing. This is a favorite form for smaller, architect-designed Prairie houses and also for those built on narrow urban lots.

HIPPED ROOF, ASYMMETRICAL—Most high-style examples are of this form. Typically a single two- or three-story, hipped-roof mass is contrasted with equally dominant, but lower, wings, porches, or carports with hipped roofs. The front entrance is usually inconspicuous, the facade being dominated by horizontal rows of casement windows having sharply defined vertical detailing. Many variations occur, but in all cases the facade is asymmetrical; most have masonry walls.

GABLED ROOF—In this subtype, gables replace the more typical hipped roofs. High-style examples typically have both front-facing and side gables, each with exaggerated eave overhangs. In some, the gables have swept-back profiles with the peaks projecting beyond the lower edges. The pitch of the roof edges may also be flattened to give a pagoda-like effect. Vernacular examples usually have simple front- or side-gabled roofs. Tudor secondary influences are common, particularly false half-timbering in gables.

detail emphasizing horizontal lines

14

1914



*May your Christmas Season be
a bright and happy one and may
the coming year be filled with the highest
joys of life is the sincerest wish of
Mr. and Mrs. Charles Jacob Schmidt
Luxury Terrace
Saint Charles, Illinois*

(15.)

May your Christmas Season be
a bright and happy one and may
the coming year be filled with the highest
joys of life is the sincerest wish of
Mr. and Mrs. Charles Jacob Schmidt
Saxony Terrace
Saint Charles, Illinois

(16)



11

12

13



Built to Last

By Annemarie Mannion and TRIBUNE REPORTER
Chicago Tribune

•

Published May 18, 2008 at 12:00 am

August and Oscar Wilson -- not Owen and Luke -- are names with cachet in west suburban Geneva.

Unlike the Wilson Brothers of film fame, the duo from Geneva merely built houses and commercial structures in the first half of the 20th Century that are still lauded for their quality today.

Living in a house that the brothers built is a point of pride in this city where approximately 70 of the structures still stand.

The Wilson Brothers built about 100 structures overall, some as far away as Wisconsin (where they built a creamery), according to Liz Safanda, director of Preservation Partners of the Fox Valley.

"People are still proud to say they live in a Wilson Brothers house," said David Oberg, director of the Geneva History Center.

Ask Betty Watanabe and her husband, Peter Barickman. Two years ago, they moved into a house built by Oscar Wilson for himself, his wife and six children in 1912.

Watanabe calls it "a Bungalloyd," showing the Wilsons' heavy influence by architect Frank Lloyd Wright. "It's done in the Arts and Crafts style."

She points to its charms -- ornate wood trim and a first-floor room with a concrete floor dubbed the "canary room" because Wilson kept the colorful birds.

Wide eaves, long and narrow windows, interior wood trim and glass bookcases common to Wilson houses further show the influence of Wright.

Another element borrowed from Wright, an internal gutter system, has not met Watanabe's fancy.

"The internal gutters are famous for not working well and leaking," she said.

That quirk aside, the Wilsons "have a reputation for being great builders," said Safanda.

18)

The Wilsons were immigrants from Sweden. August, the elder of the two, came in 1893 to Chicago to work in the Swedish Pavilion at the World's Columbian Exposition. Oscar followed six years later and joined August in the building business in 1903.

According to the Geneva history center, the Wilsons worked for approximately 40 years and built many of Geneva's older buildings including many Craftsman-style bungalows, Foursquare and Colonial-style homes, as well as larger houses on the south side.

Two of the brothers' homes were designed by Wright: the Hoyt House on Fifth Street in Geneva and the Gridley-Snow house on Batavia Avenue in Batavia. The Wilsons also built the Avery Coonley House in Riverside (this sentence as published has been corrected in this text).

In a house so built to last "every piece of woodwork has been redone," Watanabe said, pointing to the Douglas fir floor boards that you just don't find in contemporary construction.

"They go the length of the room. You just don't see them anymore. And the attention to detail, you don't see that anymore," she said.

The family also has replaced those Wright-inspired leaky gutters, gutted a bathroom to make it part of a master suite and added another bathroom.

"We stumbled into it," said Watanabe of the finding the house after living in a contemporary home in a golf-course community.

"It's been an expensive experience and an interesting lifestyle change. We call ourselves urban suburbanites."

And just as Oscar Wilson did, they call the room where he kept his birds the "canary room," which is still complete with a bird cage.

"We're trying to be good stewards and take care of the house so it will be here another 100 years," Watanabe said.

The Wright way

The Wilson Brothers built these structures for architect Frank Lloyd Wright:

Hoyt House: 1906, Prairie-style at 318 S. Fifth St. in Geneva

Joshel House: 1916, Brick Foursquare with Prairie influences at 127 S. Second St. in Geneva

(9.)

Avery Coonley House: 1907-08, Prairie-style at 281 Bloomingbank Rd. in Riverside

Riverbank: 1907, Farmhouse at 1511 Batavia St. in Geneva

OTHER WILSON STRUCTURES INCLUDE:

August Wilson House: 1907, Foursquare style at 202 N. Fourth St. in Geneva

Henry Bond Fargo House: 1898-1900, Mission style at 316 Elizabeth Pl. in Geneva

20.
1851

This Indenture, Made this First day of September in the year of our Lord One Thousand Eight Hundred and Ninety Eighty Five BETWEEN Ira Minard

of the Town of St Charles, Kane Co Ill. & Sarah Minard by Winfield F. DeGood Conservator party of the first part, and Pela J. Hunt also of the Town of St Charles, Kane County aforesaid party of the second part.

WITNESSETH, that the said party of the first part for and in consideration of the sum of Six Hundred and Thirty One Dollars, in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, and the said party of the second part forever released and discharged therefrom, has granted, bargained, sold, remised, released, conveyed, aliened and confirmed, and by these presents do grant, bargain, sell, remise, release, convey, alien and confirm unto the said party of the second part, and to his heirs and assigns FOREVER, all the following described lot, piece or parcel of land, situate in the County of Kane and State of Illinois, and known and described as follows, to-wit:

Being part of the North East quarter of Section No. 27 in Town 40 North Range 8 East 3rd principal meridian, and bounded as follows viz: Commencing at a stake having North 11 West 6 chains 81 links and North 13 chains 63 links from a point in the center of the road South 79 West and 45 links from the North West corner of Block 36 as laid down and recorded in the Town plat of St Charles on the East side of 3rd Street running thence South 88 East 20 chains 33 links to Mahlon Minards West line thence North 1 West 6 chains 23 links, thence North 78 West 20 chains 24 links to the center of the road leading to Elgin, thence South down said Road 6 chains 23 links to the place of beginning, containing 12 63/100 acres to the same more or less.

and especially under the Act entitled "An Act to Exempt Homesteads from sale on execution," passed by the General Assembly of the State of Illinois, A. D. 1851 and approved February 11, A. D. 1851, and an Act entitled "An Act to amend an Act entitled, 'An Act to Exempt Homesteads from sale on execution.'" passed by said Assembly A. D. 1851 - A. D. 1857

TOGETHER WITH ALL AND SINGULAR the hereditaments and appurtenances thereto belonging or in anywise appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof; and all the estate, right, title, interest, claim, or demand whatsoever, of the said party of the first part, either in law or equity, of, in and to the above bargained premises, with the hereditaments and appurtenances, TO HAVE AND TO HOLD the said premises above bargained and described, with the appurtenances, unto the said party of the second part

his heirs and assigns FOREVER. And the said Ira Minard party of the first part, for himself his heirs, executors and administrators, do so covenant, grant, bargain and agree, to and with the said party of the second part, his heirs and assigns, that at the time of the enrolling and delivery of these presents, that he is well seized of the premises above conveyed, as of a good, sure, perfect, absolute and indefeasible estate of inheritance in law, in fee simple, and has a good right, full power and lawful authority to grant, bargain, sell and convey the same in manner and form aforesaid, and that the same are free and clear from all former and other grants, bargains, sales, liens, taxes, assessments and encumbrances, of what kind or nature soever; and the above bargained premises, in the quiet and peaceable possession of the said party of the second part, his heirs and assigns, against all and every other person or persons lawfully claiming or to claim the whole or any part thereof, the said party of the first part shall and will WARRANT AND FOREVER DEFEND.

Ira Minard And the said party of the first part hereby expressly waive, and release any and all right, benefit, privilege, advantage and exemption, under or by virtue of any and all Statutes of the State of Illinois, providing for the exemption of homesteads from sale on execution or otherwise, as aforesaid IN WITNESS WHEREOF, the said party of the first part has hereunto set his hand and seal the day and year first above written.

Signed, Sealed and Delivered in the Presence of

(Revised \$1.00)

Ira Minard
Sarah Minard
By Winfield F. DeGood
Conservator



1913
WD
564/229

217

6303
229
229

~~This Indenture Witnesseth~~, that the Grantor, Frank B. Hunt and Berret Hunt, his wife,

of the City of St. Charles ~~in the~~ County of Kane and State of Illinois
for and in consideration of the sum of Fifty Two Hundred and Fifty (\$5250.00) DOLLARS,
in hand paid, CONVEY and WARRANT to

Lillie B. Schmidt

of the City of Elgin County of Kane and State of Illinois
the following described Real Estate, to-wit:

Part of the Northeast quarter of Section 27, Township 40th North Range 6 East of the Third P.M.,
bounded as follows, to-wit: Commencing at a stake bearing North eleven degrees West, six chains and
eighty one links, and North thirteen chains and sixty three links from a point in the centre of
the road, South seventy nine degrees West, and forty five links from the Northwest corner of Block
36 as laid down and recorded in the Town Plat of St. Charles, on the East side of Fox River, run-
ning thence South, eighty eight degrees East, twenty chains and thirty three links, to the West line
of the premises formerly owned by Mahlon Minard, thence North one degree West, six chains and twenty
three links, thence North eighty eight degrees West, twenty chains and twenty four links, to the
centre of the road leading to Elgin, thence South down said road, six chains and twenty three links
to the place of beginning, containing twelve and 63/100 acres more or less.
Also the following described premises, to-wit: Commencing at the Southeast corner of premises form-
erly owned by George W. Alarich, which point bears West sixteen chains and seven links, and South,
one degree East, eighteen chains and twenty eight links from the Northeast corner of Section 27
aforesaid running thence North eighty eight degrees West, nine chains and eighty eight links,
thence South one degree West, twelve chains and twenty two links, thence South eight degrees
East, ten chains and four links to the West line of premises formerly owned by Mahlon Minard,
thence North 2 degrees East, twelve chains and twenty two links to the place of beginning, contain-
ing twelve acres, more or less. All in the Township of St. Charles, Kane County, Illinois, situated
in the City of St. Charles,

under and by virtue of the Homestead Exemption Laws of the State of Illinois, hereby releasing and waiving all rights

Dated this 26th day of June A. D. 1915.

Signed, Sealed and Delivered in the Presence of Frank B. Hunt
Berret Hunt



STATE OF ILLINOIS } ss I, Frank C. Hunt a Notary Public
County of Kane
In and for said County, in the State aforesaid, DO HEREBY CERTIFY, That

Frank C. Hunt
Notary Public
St. Charles
Kane Co. Ill.

Frank B. Hunt and Berret Hunt, his wife, who are,
personally known to me to be the same person whose names are subscribed to the
foregoing instrument, appeared before me this day in person, and acknowledged that the signed, sealed and
delivered said instrument as their free and voluntary act, for the uses and purposes
therein set forth, including the release and waiver of the right of homestead.
Given under my hand and Notarial Seal, this 9th day of July A. D. 1915.

Frank C. Hunt,
Notary Public

My commission expires Oct. 28, 1916.

No. 132800 filed for record this 12th day of July A. D. 1915, at 9 o'clock A. M.
Frank E. George Recorder
S&G.

zh.

- Identify
- D**
- Reports
- Print
- Clear
- FullScreen
- About
- Help
- Layers

Kane County Illinois (8/3/2023)

1939

Pictometry

PinList

- Acreage Widget
- SubRealign Widget
- Change Widget
- Oblique Widget
- PinList Widget

1939Aerials



X: 992386.5247015578 Y: 1913538.2120382932 Lat: 41.920279 Lng: -88.303442
 XMin: 990358.74 YMin: 1912610.10 XMax: 992908.50 YMax: 1914475.13 (1689) Developed by GIS-Technologies

24.)

- Identify
- D**
- Reports
- Print
- Clear
- FullScreen
- About
- Help
- Layers

Kane County Illinois (8/3/2023)

1956



PinList

- Acreage Widget
- SubRealign Widget
- Change Widget
- Oblique Widget
- PinList Widget

Pin	Name
2023	Pictometry 0927253006

Tax Parcel Information (2)	
Parcel	09-27-253-00 (0927253006)
Construx/Ag	Active / N
Owner	JOHNSON, FRANK PIER TRUST & CREGIER JC A TRUST
Township	ST CHARLES
UseCode	0040 Resider Improved Lot
TaxCode	SC005
Acres/SqFt	1.56 / 67,953 (deed acreag
Acreege	1.56 / 67,953 (measured acreage)
Document	2001K110704 10/23/2001
Legal	
CountyBoard	12 Bill Rott
Municipality	Saint
CensusTract	852005
Permanent Address (GI)	
Address	838 N 5TH A
City	SAINT CHAF IL 60174-122
Mailing Address (Tax Rec)	
Address1	% JOHNSON FRANK PIER TRUSTEE
Address2	838 N FIFTH
City	ST CHARLES 60174

1956Aerials

X: 992320.6066530987 Y: 1914446.7145925944 Lat: 41.922772 Lng: -88.303683
 XMIn: 990589.48 YMIn: 1913008.19 XMax: 992718.50 YMax: 1914565.47 (1410)
 Developed by GIS-Technologies

1970
Trust

188

2593/497

25

Deed in Trust - Quit Claim

THIS INDENTURE WITNESSETH that the Grantors **LESTER JAMES NORRIS and DELLORA A. NORRIS**, his wife,

of the County of **Kane** and State of **Illinois**, for and in

consideration of **Ten and no/100 (\$10.00)** Dollars, and other good and valuable considerations ~~to be hereinafter~~ **CONVEY AND QUIT CLAIM** unto **STATE BANK OF ST. CHARLES**, an Illinois corporation organized as a banking association with trust powers, of St. Charles, Illinois, as trustee under the provisions of a trust agreement dated the 15th day of January 19 70, known as Trust Number T-188, the ~~trust agreement~~

~~trust agreement~~ **real estate in the county of Kane and State of Illinois which is legally described on Exhibit A attached hereto and hereby incorporated and made a part of this deed by this reference.**

and State of Illinois which is legally described on Exhibit A attached hereto and hereby incorporated and made a part of this deed by this reference.

JUN 26 1970

1167208

The Grantee's address is One East Main Street, St. Charles, Illinois.

TO HAVE AND TO HOLD the said premises with the appurtenances upon the trusts and for the uses and purposes herein and in said trust agreement set forth.

Full power and authority is hereby granted to said trustee to improve, manage, protect and subdivide said premises or any part thereof, to dedicate parks, streets, highways or alleys and to vacate any subdivision or part thereof, and to resubdivide said property as often as desired, to contract to sell, to grant options to purchase, to sell on any terms, to convey either with or without consideration, to convey said premises or any part thereof to a successor or successors in trust and to grant to such successor or successors in trust all of the title, estate, powers and authorities vested in said trustee, to donate, to dedicate, to mortgage, pledge or otherwise encumber said property, or any part thereof, to lease said property, or any part thereof, from time to time, in possession or reversion, by leases to commence in presenti or futuro, and upon any terms and for any period or periods of time, not exceeding in the case of any single demise the term of 198 years, and to renew or extend leases upon any terms and for any period or periods of time and to amend, change or modify leases and the terms and provisions thereof at any time or times hereafter, to contract to make leases and to grant options to lease and options to renew leases and options to purchase the whole or any part of the reversion and to contract respecting the manner of fixing the amount of present or future rentals, to partition or to exchange said property, or any part thereof, for other real or personal property, to grant easements or charges of any kind, to release, convey or assign any right, title or interest in or about or easement appurtenant to said premises or any part thereof, and to deal with said property and every part thereof in all other ways and for such other considerations as it would be lawful for any person owning the same to deal with the same, whether similar to or different from the ways above specified, at any time or times hereafter.

In no case shall any party dealing with said trustee in relation to said premises, or to whom said premises or any part thereof shall be conveyed, contracted to be sold, leased or mortgaged by said trustee, be obliged to see to the application of any purchase money, rent, or money borrowed or advanced on said premises, or be obliged to see that the terms of this trust have been complied with, or be obliged to inquire into the necessity or expediency of any act of said trustee, or be obliged or privileged to inquire into any of the terms of said trust agreement; and every deed, trust deed, mortgage, lease or other instrument executed by said trustee in relation to said real estate shall be conclusive evidence in favor of every person relying upon or claiming under any such conveyance, lease or other instrument, (a) that at the time of the delivery thereof the trust created by this indenture and by said trust agreement was in full force and effect, (b) that such conveyance or other instrument was executed in accordance with the trusts, conditions and limitations contained in this indenture and in said trust agreement or in some amendment thereof and binding upon all beneficiaries thereunder, (c) that said trustee was duly authorized and empowered to execute and deliver every such deed, trust deed, lease, mortgage or other instrument and (d) if the conveyance is made to a successor or successors in trust that such successor or successors in trust have been properly appointed and are fully vested with all the title, estate, rights, powers, authorities, duties and obligations of its, his or their predecessors in trust.

The interest of each and every beneficiary hereunder and of all persons claiming under them or any of them shall be only in the earnings, avails and proceeds arising from the sale or other disposition of said real estate, and such interest is hereby declared to be personal property, and no beneficiary hereunder shall have any title or interest, legal or equitable, in or to said real estate as such, but only an interest in the earnings, avails and proceeds thereof as aforesaid.

If the title to any of the above lands is now or hereafter registered, the Registrar of Titles is hereby directed not to register or note in the certificate of title or duplicate thereof, or memorial the words "in trust", or "upon condition", or "with limitations", or words of similar import, in accordance with the statute in such case made and provided.

And the said grantor B hereby expressly waive and release any and all right or benefit under and by virtue of any and all statutes of the State of Illinois, providing for the exemption of homesteads from sale on execution or otherwise.

In Witness Whereof, the grantor B aforesaid have hereunto set their hand B and seal B this 26th day of JUNE 19 70.

JUNE 19 70
Dellora A. Norris (SFAI)

Lester James Norris

1221709 APR 3 1972

160544

1972

This Indenture, made this 6th day of March, 19 72

between STATE BANK OF ST. CHARLES, an Illinois corporation duly organized and existing as a banking association with trust powers, of St. Charles, Illinois, not personally but as Trustee under the provisions of a deed or deeds in trust duly recorded and delivered to said banking association in pursuance of a certain Trust Agreement, dated the 15th day of January, 1970, and known as Trust Number T-188, party of the first part, and ROBERT CERNY and LUCILLE E. CERNY, husband and wife, of St. Charles, Illinois, party of the second part, not in Tenancy in Common but in **JOINT TENANCY**.

WITNESSETH, that said party of the first part, in consideration of the sum of TEN and no/100 (\$10.00)

----- Dollars, and other good and

valuable considerations in hand paid, does hereby grant, sell and convey unto said party of the second part,

Robert Cerny and Lucille E. Cerny, not in Tenancy in Common but in JOINT TENANCY,

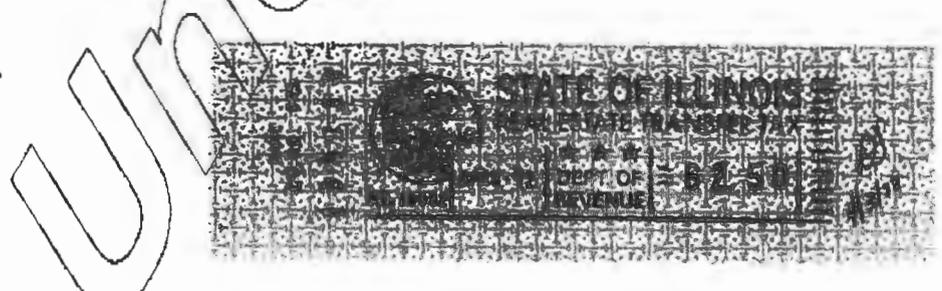
the following described real estate, situated in Kane County, Illinois, to-wit:

That part of the Northeast Quarter of Section 27, Township 40 North, Range 8 East of the Third Principal Meridian, described as follows: Commencing at the Southeast corner of Lot 7, DeLor Park Addition One, St. Charles, Kane County, Illinois, being on the West line of Sixth Avenue North; thence Southerly along said West line extended 790.16 feet; thence Westerly along a line forming an angle of 88° 27' with the last described course (measured counter-clockwise therefrom) 331.82 feet to the East line of Fifth Avenue North; thence Southerly along said East line forming an angle of 88° 27' with the last described course (measured clockwise therefrom) 66.02 feet; thence Southerly along said East line forming an angle of 180° 06' 10" with the last described course (measured counter-clockwise therefrom) 183.74 feet for the point of beginning; thence continuing Southerly along said East line 230.0 feet; thence Easterly along a line forming an angle of 88° 15' 20" with the prolongation of the last described course (measured counter-clockwise therefrom) 295.0 feet; thence Northerly along a line forming an angle of 88° 15' 20" with the last described course (measured clockwise therefrom) 230.0 feet; thence Westerly along a line forming an angle of 88° 15' 20" with the prolongation of the last described course (measured counter-clockwise therefrom) 295.0 feet to the point of beginning, in the City St. Charles, Kane County, Illinois.

together with the tenements and appurtenances thereto belonging.

TO HAVE AND TO HOLD the same unto said party of the second part, and to the proper use, benefit and behoof, forever, of said party of the second part.

This conveyance subject to: (1) General taxes for the year 1971 and subsequent years; (2) Zoning and building laws; and (3) Covenants, Easements and Restrictions of record.



This deed is executed by the party of the first part, as Trustee, as aforesaid, pursuant to and in the exercise of the power and authority granted to and vested in it by the terms of said Deed or Deeds in Trust and the provisions of said Trust Agreement above mentioned, and of every other power and authority thereunto enabling, SUBJECT, HOWEVER, to the following: liens of all trust deeds and/or mortgages upon said real estate, if any, of record in said county; all unpaid general taxes and special assessments and other liens and claims of any kind; pending litigation, if any, affecting the said real estate; building lines; building, liquor and other restrictions of record, if any; party walls, party wall rights and party wall agreements, if any; Zoning and Building Laws and Ordinances; mechanic's lien claims, if any; easements of record, if any; and rights and claims of parties in possession.

IN WITNESS WHEREOF, said party of the first part has caused its corporate seal to be hereunto affixed, and has caused its name to be signed to these presents by its _____ President and attested by its _____, the day and year first above written.

WARRANTY DEED

Joint Tenancy Illinois Statutory

(Individual to Individual)

FILED FOR RECORD
KANE COUNTY, ILL.

1367422

1976 JUN 21 PM 12:45

Edmond E. Jungler
RECORDER OF DEEDS

(The Above Space For Recorder's Use Only)

1976

THE GRANTOR ROBERT CERNY and LUCILLE E. CERNY, his wife

of the City of Tucson County of Pima State of Arizona

for and in consideration of TEN AND NO DOLLARS
and other good and valuable consideration

CONVEY and WARRANT to FRED CREGIER and JOYCE A. CREGIER,
his wife,

of the City of Geneva County of Kane State of Illinois

not in Tenancy in Common, but in JOINT TENANCY, the following described Real Estate situated in the
County of Kane in the State of Illinois, to wit:

That part of the Northeast quarter of Section 27, Township 40 North,
Range 8 East of the Third Principal Meridian, described as follows:
Commencing at the Southeast corner of Lot 7, Delnor Park Addition
One, St. Charles, Kane County, Illinois, being on the West line of
Sixth Avenue North; thence Southerly along said West line extended
790.16 feet; thence Westerly along a line forming an angle of 88°
27' with the last described course, measured counter-clockwise therefrom,
331.82 feet to the East line of Fifth Avenue North; thence Southerly
along said East line forming an angle of 88° 27' with the last
described course, measured clockwise therefrom, 66.02 feet; thence
Southerly along said East line forming angle of 180° 06' 10" with the
last described course, measured counter-clockwise therefrom 183.74
feet for the point of beginning; thence continuing southerly along
said East line 230 feet; thence Easterly along a line forming an angle
of 88° 15' 20" with the prolongation of the last described course,
measured counter-clockwise therefrom, 295 feet; thence Northerly along
a line forming an angle of 88° 15' 20" with the last described course,
measured clockwise therefrom, 230 feet; thence Westerly along a line
forming an angle of 88° 15' 20" with the prolongation of the last
described course, measured counter-clockwise therefrom, 295 feet
to the point of beginning; in the City of St. Charles, Kane County,
Illinois.

1367422-2

Unofficial Copy

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4d
	Title:	Recommendation to authorize Master Engineering Services Agreements with Clark-Dietz, Inc.; Thomas Engineering Group; and WBK Engineering, LLC and approve Flat and Hourly Rates for Engineering Plan Review and Construction Inspection Services for Private Development.	
	Presenter:	Russell Colby, Community Development Director	
Meeting: Planning & Development Committee		Date: December 11, 2023	
Proposed Cost: TBD – Hourly rates based on workload		Budgeted Amount: \$75,000 initial; \$200,000 current <i>Budget is increased as needed for reimbursable projects- Approx. 85% of expenses are developer-reimbursed</i>	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain): <p>The Community Development Department utilizes engineering consultants to supplement staff resources for engineering plan review and construction site inspection services for private development. The City has primarily contracted with the local engineering firm of WBK for these services for the past few years. The need for these services has increased recently due to staff vacancies and an increase in development activity. The majority of this work is for new development projects and the cost is a pass-through reimbursed by developers.</p> <p>In August of 2023, the Community Development Department issued a Request for Proposals (RFP) to seek competitive bids from engineering firms for future engineering consultant services. The Department received 10 proposals. City staff evaluated the submittals per the criteria of the RFP and selected 5 firms to interview in September. Based on the interviews, Community Development staff is recommending the approval of 3 firms and their associated rates (flat-rate and hourly): Clark-Dietz, Inc.; Thomas Engineering Group; and WBK Engineering, LLC. All three of these engineering firms demonstrated relevant knowledge and experience.</p> <p>Staff recommends WBK based on their experience and past consulting assistance to St. Charles (including review of complex stormwater management reports and sign-off on stormwater management permits); Clark-Dietz based on their construction-site inspections strengths; and Thomas based on their plan review knowledge. Awarding 3 firms provides staff with the flexibility to assign an engineering task based on the firm’s current workload. Community Development staff will utilize the selected firms on an as-needed basis and rotate assignments between the 3 firms.</p>			
Attachments (please list): 1) Resolution. 2) Except from RFP. 3) List of firms that submitted proposals. 4) Summary of proposed fees from 3 recommended firms. 5) Excerpt of Proposal Materials from 3 recommended firms.			
Recommendation/Suggested Action (briefly explain): Recommendation to authorize Master Engineering Services Agreements with Clark-Dietz, Inc.; Thomas Engineering Group; and WBK Engineering, LLC and approve Flat and Hourly Rates for Engineering Plan Review and Construction Inspection Services for Private Development.			

**City of St. Charles, Illinois
Resolution No. 2023-_____**

Resolution Authorizing Master Engineering Services Agreements with Clark-Dietz, Inc.; Thomas Engineering Group; and WBK Engineering, LLC, and approval of Flat and Hourly Rates for Engineering Plan Review and Construction Inspection Services for Private Development

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

WHEREAS, the Community Development Department is seeking consultant services for Engineering Plan Review and Construction Inspection Services for Private Development, which will substantially be reimbursed by development applicants; and

WHEREAS, on August 3, 2023, the City issued an RFP for these services and received 10 responses; and

WHEREAS, the City interviewed 5 firms and based on the RFP criteria, selected 3 firms, which will provide staff with greater flexibility to assign an engineering task based on the firm's current workload.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to authorize Master Engineering Services Agreements with Clark-Dietz, Inc.; Thomas Engineering Group; and WBK Engineering, LLC, and approval of Flat and Hourly Rates for Engineering Plan Review and Construction Inspection Services for Private Development.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this __ day of __ 2023.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this __ day of __ 2023.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this __ day of __ 2023.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Resolution No. _____

Page 2

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:



Notice to Professional Service Providers

Engineering Plan Review and Construction Inspection Services for Private Development CD2023-39

A **Formal Request for Proposal** for the above work is posted on our city website: <https://www.stcharlesil.gov/bids-proposals>

Brief Description: The City of St. Charles ("City") is requesting proposals for a Master Service Agreement that will cover miscellaneous engineering and inspection services for private development projects such as conceptual-preliminary-final engineering plan review, review of stormwater management reports, review of traffic studies, site development and utility construction oversight/inspection, engineering review for building permit submittals, and other miscellaneous development engineering related tasks throughout the City of St. Charles on an "as needed" basis.

Targeted Timeframe *(subject to change without notice)*

RFP published	https://www.stcharlesil.gov/bids-proposals	August 3, 2023
Questions due prior to 8:00am	Procurement@stcharlesil.gov	August 17, 2023
Answers published	https://www.stcharlesil.gov/bids-proposals	August 22, 2023
Responses to RFP due prior to 2:00pm	There will not be a public opening.	August 29, 2023
Invitations to Interview	notification via e-mail	TBD
Interviews	2 East Main St; St. Charles, IL	TBD
Council/City Administrator Award	Anticipated Award Date:	October 2023

Service Period Three (3) year contract: *Anticipated start date: October 17, 2023*

Options to renew for up to two (2) additional years in increments of one (1) year if vendor performs satisfactorily and provided there are no changes in the terms, conditions, specifications and pricing structure unless mutually agreed upon by both parties.

Solicitation Document includes

- Notice to Professional Service Providers
- Section 1: Instructions to Proposers for Professional Services
- Section 2: Special Provisions for Professional Services
- Section 3: Requirements and Specifications
- Section 4: Proposal Response Documents
 - Cover Page
 - Signature Page
 - Price Proposal Page
 - Certification of Compliance
 - Service Provider Response Requirements
 - Vendor Minority Reporting Form
- Section 5: Award Document – St. Charles Agreement for Professional Services
 - Exhibit A: This solicitation document and all addenda
 - Exhibit B: Awarded Response and Clarification Documents
 - Exhibit C: Insurance Requirements
 - Exhibit D: Change Order Document

Special Provisions for Professional Services

Part 1: REGARDING THE SOLICITATION PROCESS:

A) Required Submittal Documents

- 1) Cover Page
- 2) Signature Page
- 3) Price Proposal Page
- 4) Certification of Compliance
- 5) Service Provider Response Requirements
- 6) Vendor Minority Reporting Form

B) Evaluation Criteria

The awarded proposer will be selected based on:

- 1) Experience (30%)
Provide the firms experience with similar projects. Reference projects of similar size and scope; highlight problems and successes. Comment on experience completing projects on schedule and within budget.
- 2) Proposed Team (30%)
Provide evidence of the competency of staff who may be assigned to the projects. List the available personnel and reference their credentials and experience with similar projects; list the role of team members.
- 3) Quality of Response (15%)
Provide evidence of proposer's understanding and capability of providing the services as outlined in the RFP.
- 4) References (15%)
References of firm's previous clients requesting similar services, preferably municipalities or Government agencies.
- 5) Cost (10%)
Proposer's costs and options meeting City's objective and required services. Please note that price is only one factor for consideration of award.

C) Evaluation Process

- 1) An evaluation committee comprised of City staff will review, evaluate and score all proposals and interviews based on the criteria and weights defined below.
- 2) Proposals will be reviewed for compliance, and if compliant, will be deemed responsive.
 - i. Responsive proposals are inclusive of, but not restricted to: received prior to the due date and time, completed as stated in the solicitation request, inclusive of all requirements, able to meet delivery requirements, accepting of all contract terms and conditions.
 - ii. The degree to which a proposal meets the requirements is determined solely on the judgment of the Procurement Division.
- 3) Proposer Qualifications will be reviewed, and if qualified, will be deemed responsible.
- 4) Proposals deemed both Responsive and Responsible will be reviewed by the evaluation committee. The committee will utilize the Evaluation Criteria when reviewing proposals.
 - i. The City reserves the right to seek clarification of proposals.
- 5) Proposed Fees will be analyzed for totality of costs.
- 6) Finalists may be invited for an interview.
 - i. The City does not intend to interview all proposers.
 - ii. Proposers may be required to submit additional data during the interview process.

D) Basis of Award

- 1) Award is based on the best overall value to the City; and deemed most advantageous to the City, based on the totality of lawful considerations, price and other factors considered.
- 2) While numeric evaluations may be used in some aspects of the process to identify strengths and weaknesses of proposals, and to establish a ranking, the final decision will be a business decision by the City and will not be based on a numerical score. A recommendation to award will document the basis for the award decision.

- 3) Except as otherwise stated, proposers will be awarded within ninety (90) days from the opening date.
- 4) The City reserves the right to award a shorter term of service, by phase or deliverable, part or portion of a phase or deliverable, any line item or option regardless of order listed.

Part 2: REGARDING THE WORK

E) The Contract for Professional Services is attached for reference at the end of this document.

F) Contract Administration

- 1) A "Work May Proceed" order will be issued by Procurement upon confirmation of a properly executed contract.
- 2) Once the "Work May Proceed" order is issued, the work will be turned over to the City's Project Manager.
 - i. The Project Manager's primary responsibility is to assure the City receives the professional services in accordance to the requirements of the contract. The Project Manager will, but is not limited to: oversee the entire project from kick-off activities through close out and payment of final invoice; monitor project progress; address any quality issues and change orders; review and approve deliverables.

G) Communications Plan

The Service Provider is required to provide the City's Project Manager with updates of the project inclusive of but not limited to: portion of work completed, assumptions, problems encountered... The updates can be in person or over the phone, at the discretion of the City.

H) Change Order Procedure

The City reserves the right to make changes to the Scope of Work by altering, adding to, or deducting from the work, without invalidating the contract. All such changes shall be executed under the conditions of the original contract.

- 1) Issuance of a memo or verbal approval is not to be considered a Change Order and is not authorization to proceed.
- 2) Approved Change Orders are required with any/all changes in, the Scope of Work, the contract sum, the time for completion of services, renewal or any combination thereof.
- 3) Change orders will describe the City approved change(s), will refer to the service provider's recommended proposal for change, and will be signed by the City and the service provider prior to implementing the change.
- 4) All Change Orders shall clearly identify the impact of cost and the effect on time required to perform the work associated with the proposal.
- 5) If the service provider's proposal is found to be satisfactory and in proper order, and both parties agree upon cost or credit and timeframe for the change, the City will authorize the documented Change Order which will be confirmed as a contract amendment.

I) Payment

- 1) Services shall be invoiced monthly or on an agreed upon schedule.
- 2) Authorization of payment requires receipt of service provider's invoice, acceptance of services by Project Manager and receipt of other required paperwork.
- 3) The City complies with the Illinois Local Government Prompt Payment Act which states that any bill approved for payment shall be paid within 30 days after date of approval.

J) Service Issues

The service provider shall not be reimbursed until services are compliant.

Requirements and Specifications

Introduction

The City of St. Charles is requesting proposals for a Master Service Agreement that will cover miscellaneous engineering and inspection services for private development projects such as conceptual-preliminary-final engineering plan review, review of stormwater management reports, review of traffic studies, site development and utility construction oversight/inspection, engineering review for building permit submittals, and other miscellaneous development engineering related tasks throughout the City of St. Charles on an “as needed” basis.

The City anticipates contracting with up to three (3) firms. This is an anticipated requirement only – actual number of selected firms and project selection basis with contracted firms may vary.

General Information

The City of St. Charles, Illinois is located in Kane and DuPage Counties, 34 miles directly west of Chicago, with a population of approximately 33,000. The City’s Community Development Department provides engineering services for plan review and construction of all private development projects and permit projects, including stormwater permitting and site improvement inspections.

Scope of Work/Objectives

The City is seeking to utilize the services of an external provider(s) to augment and supplement City staff at different times on an “as needed” or project-specific basis, to provide effective and responsive reviews and inspections. The level and type of services needed will differ based on circumstances at any given time. The workload can be affected by various factors such as internal staff availability, volume and timing of construction work ongoing within the City, development project size/scope, or other special project needs from time to time, etc.

Services shall include, but will not be limited to the following:

- Conceptual-preliminary-final engineering plan review and coordination
- Review of stormwater management reports and permits, including sign-off for approval/issuance on behalf of the City under the Kane County Stormwater Ordinance
- Review of traffic studies and as-needed consulting/recommendations for development-related traffic concerns
- Site development oversight and inspection of erosion control, site mass grading, stormwater infrastructure construction; utility installation as needed (complete installation of City water and sanitary infrastructure; installation of developer-installed electric/communication duct for City Electric Utility)
- Engineering review for various building permit submittals (small to large projects)
- Inspections of existing stormwater detention basins for periodic monitoring and reporting
- Other miscellaneous development engineering related tasks on an “as needed” basis

NOTE: The City will accept and review proposals from firms that may provide certain services but do not provide all services listed above.

Qualifications

All staff provided by the selected provider shall be properly licensed and have the qualifications and experience necessary to perform the duties required by the City. Staffing will be the responsibility of the consultant/provider and all of the provider’s staff will be employees of the provider. Consultant may change personnel at will with reasonable notice to the City.

Primary Contact and Project Manager

Responses shall identify the firm's Primary Contact with the City and identify Project Coordinators to be assigned to oversee each of the services outlined above. Responses to include information on the qualifications and experience for these staff members specifically. Changes to Primary Contact or Project Managers will require prior notification and review and approval by the City.

Timeliness

Responses to include information on review timelines and turnaround for typical review assignments.

Conflict of Interest

Responses shall identify any projects in the City of St. Charles where the firm is working on behalf of a private developer.

Tabulation Sheet

Agency Name City of St. Charles

Bid Number RFP-CD2023-39-0-2024/BP

Bid Name Engineering Plan Review and Construction Inspection Services for Private Development

Bid Due Date 08/29/2023 14:00:00 Central

Bid Opening **Closed**

10 responses found.

✓ online,
 📄 offline,
 ● not submitting,
 🚫 not received

Company	Responded	Address	Bid Amount	Alt Bid Amount	Declared Attributes	Documents	Sent
Complete							
1. Chastain and Associates LLC	08/29/2023 13:27:01 Central	5 N. Country Club Road, Decatur, IL, 62521	\$0.0000	0.0000		Cover Page Signature Page Price Proposal Certification of Compliance Service Provider Response Requirements References Financial Report Certificate of Insurance W-9 Vendor Minority Reporting Form Price Proposal Worksheet	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
2. Clark Dietz	08/28/2023 16:21:04 Central	125 W. Church Street, Champaign, IL, 61820	\$0.0000	0.0000		Cover Page Signature Page Price Proposal Certification of Compliance Service Provider Response Requirements References Financial Report Certificate of Insurance W-9 Vendor Minority Reporting Form Price Proposal Worksheet	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
3. Engineering Resource Associates, Inc.	08/29/2023 12:53:18 Central	35701 West Avenue, Suite 150, Warrenville, IL, 60555	\$0.0000	0.0000		Cover Page Signature Page Price Proposal Certification of Compliance Service Provider Response Requirements References Financial Report Certificate of Insurance W-9 Vendor Minority Reporting Form Price Proposal Worksheet	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
4. Fehr-Graham & Associates	08/28/2023 14:29:27	200 Prairie St, Ste 208,	\$0.0000	0.0000		Cover Page Signature Page Price Proposal Certification of Compliance	✓ ✓ ✓ ✓

Engineering Plan Review and Construction Inspection Services for Private Development (CD2023-39) Price Proposal - Fee Schedule

Schedule of Engineer's Flat Rate and Hourly Rate Costs For Professional Engineering Services

All 10 responders
Range - High & Low

Services	Cost	Thomas	WBK*	Clark	High	Low
One: Entitlements: Engineering Plan Reviews						
Plat/Subdivisions	Hourly Rate =	\$163.77	\$90-\$200	\$175.00	\$200.00	\$119.00
Concept Plan Review (PD)	Hourly Rate =	\$163.77	\$90-\$200	\$175.00	\$220.00	\$119.00
Preliminary Engineering Review (PD or Sub)	Hourly Rate =	\$163.77	\$90-\$200	\$155.00	\$215.00	\$119.00
Final Engineering Review (PD or Sub)	Hourly Rate =	\$163.77	\$90-\$200	\$155.00	\$215.00	\$119.00
Misc. Reviews	Hourly Rate =	\$163.77	\$90-\$200	\$155.00	\$215.00	\$119.00

		Thomas	WBK*	Clark		
		YEAR 1	YEAR 1	YEAR 1		
Single Family - First Review	Flat Rate =	\$750.00	\$800.00	\$315.00	\$1,000.00	\$122.00
Subsequent SFR Reviews	Flat Rate =	\$400.00	\$300.00	\$225.00	\$500.00	\$61.00
Commercial--First Review	Hourly Rate =	\$163.77	\$90-\$200	\$175.00	\$1,200.00	\$119.00
Subsequent Reviews	Hourly Rate =	\$163.77	\$90-\$200	\$175.00	\$800.00	\$119.00

		Thomas	WBK	Clark		
		YEAR 1	YEAR 1	YEAR 1		
Three: Inspections: Engineering Inspections for Building Permits						
Single Family						
Erosion Control	Flat Rate =	\$200.00	\$375.00	\$350.00	\$500.00	\$200.00
Re-Inspection(s)	Flat Rate =	\$100.00	\$375.00	\$350.00	\$400.00	\$100.00
Underground Inspection	Flat Rate =	\$200.00	\$375.00	\$350.00	\$525.00	\$200.00
Re-Inspection(s)	Flat Rate =	\$100.00	\$375.00	\$350.00	\$445.00	\$100.00
Flatwork (Pre-pour or Base Course)	Flat Rate =	\$200.00	\$375.00	\$350.00	\$525.00	\$200.00
Re-Inspection(s)	Flat Rate =	\$100.00	\$375.00	\$350.00	\$445.00	\$100.00
BMPs	Flat Rate =	\$200.00	\$375.00	\$350.00	\$375.00	\$200.00
Re-Inspections (s)	Flat Rate =	\$100.00	\$375.00	\$350.00	\$375.00	\$100.00
Sport Survey Reviews	Flat Rate =	\$200.00	\$200.00	\$125.00	\$400.00	\$125.00
Spot Survey Re-Reviews	Flat Rate =	\$100.00	\$200.00	\$125.00	\$300.00	\$70.00

Final Grade Survey-Review and Inspection Re-Inspection(s)	Flat Rate =	\$300.00	\$560.00	\$350.00	\$600.00	\$200.00
	Flat Rate =	\$200.00	\$420.00	\$350.00	\$420.00	\$135.00
ROW Inspections Re-Inspection(s)	Flat Rate =	\$200.00	\$375.00	\$350.00	\$525.00	\$200.00
	Flat Rate =	\$100.00	\$375.00	\$350.00	\$445.00	\$100.00
Non-Residential (Including Multi-Family Residential)		Thomas	WBK	Clark		
		YEAR 1	YEAR 1	YEAR 1		
Erosion Control Re-Inspection(s)	Flat Rate =	\$250.00	\$500.00	\$350.00	\$500.00	\$211.00
	Flat Rate =	\$150.00	\$500.00	\$350.00	\$500.00	\$150.00
Underground Inspection Re-Inspection(s)	Flat Rate =	\$250.00	\$500.00	\$350.00	\$765.00	\$211.00
	Flat Rate =	\$150.00	\$500.00	\$350.00	\$525.00	\$150.00
Flatwork (Pre-pour or Base Course) Re-Inspection(s)	Flat Rate =	\$250.00	\$500.00	\$350.00	\$765.00	\$211.00
	Flat Rate =	\$150.00	\$500.00	\$350.00	\$525.00	\$150.00
BMP (Dry Well, Infiltration Trench, Etc...) Re-Inspections	Flat Rate =	\$250.00	\$500.00	\$350.00	\$500.00	\$211.00
	Flat Rate =	\$150.00	\$500.00	\$350.00	\$375.00	\$150.00
Record Drawing Review and Inspections Re-Inspection(s)	Flat Rate =	\$250.00	\$560.00	\$350.00	\$1,000.00	\$211.00
	Flat Rate =	\$150.00	\$420.00	\$350.00	\$500.00	\$150.00
ROW Inspections Re-Inspection(s)	Flat Rate =	\$300.00	\$375.00	\$350.00	\$765.00	\$211.00
	Flat Rate =	\$200.00	\$375.00	\$350.00	\$525.00	\$150.00
Commercial Spot Survey Reviews Re-Reviews	Flat Rate =	\$250.00	\$375.00	\$125.00	\$600.00	\$125.00
	Flat Rate =	\$150.00	\$375.00	\$125.00	\$500.00	\$125.00

Four: Engineering Inspections--Subdivision and Land Improvements

		Thomas	WBK*	Clark		
		YEAR 1	YEAR 1	YEAR 1		
Erosion Control	Hourly Rate =	\$106.00	\$90-\$200	\$140.00	\$200.00	\$100.00
Mass Grading	Hourly Rate =	\$106.00	\$90-\$200	\$140.00	\$200.00	\$106.00
Water Main	Hourly Rate =	\$132.50	\$90-\$200	\$140.00	\$200.00	\$110.00
Sanitary Sewer	Hourly Rate =	\$132.50	\$90-\$200	\$140.00	\$200.00	\$110.00
Storm Sewer	Hourly Rate =	\$132.50	\$90-\$200	\$140.00	\$200.00	\$110.00
Detention Facilities	Hourly Rate =	\$106.00	\$90-\$200	\$140.00	\$200.00	\$106.00
BMPs	Hourly Rate =	\$106.00	\$90-\$200	\$140.00	\$200.00	\$100.00
Street Construction	Hourly Rate =	\$132.50	\$90-\$200	\$140.00	\$200.00	\$110.00
Private Utilities	Hourly Rate =	\$132.50	\$90-\$200	\$140.00	\$200.00	\$110.00

NOTES: *WBK proposes a range to utilize the most cost-effective personnel based on hourly rate and experience necessary.

Engineering Plan Review & Construction Inspection Services for Private Development



City of St. Charles, IL

CD2023-39

August 29, 2023

August 29, 2023

Procurement Department
City of St. Charles
2 E. Main Street
St. Charles, IL 30174

Subject: Engineering Plan Review & Construction Inspection Services for Private Development - CD2023-39

Dear Selection Committee:

Thank you for the opportunity to provide our qualifications to provide Engineering Plan Review and Construction Inspection Services for Private Development in the City of St. Charles. Clark Dietz, Inc. has the expertise, experience, and availability to complete these services as needed by the City over the term of this three-year contract.

Clark Dietz has been providing engineering review and inspection services to local communities throughout our service area for over 35 years. We believe that our team's experience, expertise, and attention to customer service align with the City's Mission Statement and Guiding Principals to serve the residents and businesses who call St. Charles home.

Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

Clark Dietz, Inc.



Scott Drabicki, PE

CE Team Leader

P: 630.607.1513 | E: scott.drabicki@clarkdietz.com

“Clark Dietz has provided engineering services to the Village of Richton Park for approximately fifteen years.

Their services include, ordinance updates, plan review, capital infrastructure improvement planning, project design, project management, grant writing, and facilities management studies.

I have been directly involved with Clark Dietz and the services they have provided to the Village. Clark Dietz is professional, responsive, and I would highly recommend their services to any municipality.”

-De'Carlton Seewood, Former Village Manager

STATEMENT OF EXPERIENCE

CLARK DIETZ HISTORY AND FIRM INFORMATION

Our roots go back to the 1940's to three University of Illinois Engineering professors; James Clark, Eugene Daily, and Jess Dietz. These three formalized their association by incorporating in 1953. By the late 1970s Clark Dietz was a recognized leader among Midwest-based civil engineering companies. The original owners sold the firm and it was ultimately owned by CRS Sirrinc, one of the nation's largest engineering and architectural firms.

Through an employee buy-out of the Champaign office and the name, **Clark Dietz again became a privately held corporation in 1987.** Employee ownership has been a key factor in the success of the firm, with approximately 30 percent of current employees directly owning stock in the company and all employees participating through an ESOP.

VALUE OF WORK

The value of our work completed in the past 12 months is \$ 31,011,559. The value of work currently under contract firm-wide is \$31,177,178.

CLIENTS SERVED

In the past 12 months, Clark Dietz, Inc. has served 200 clients. We currently have open contracts with 175 clients.

SCOTT DRABICKI, PE - PROJECT MANAGER - 24 YRS.

Scott brings more than 24 years of experience in construction, engineering, operations, and municipal management. He is a results orientated leader that strives to find effective long-term solutions to provide the best value to the public. Scott will be the primary point of contact for the City and oversee all aspects of the engagement.

Scott is intimately familiar with the needs of municipalities having served as the Village Engineer for the Village of Gurnee prior to joining Clark Dietz in 2018. In that role he managed the engineering division and was responsible for all engineering permitting and inspection activity under the Community Development Department. In that role Scott was also responsible for programming and constructing infrastructure rehabilitation. From personal experience Scott knows the importance of quality plan review and initial construction inspection for both private and public infrastructure improvements. Infrastructure installed today is expected to serve the community well into the next century and it is critical that quality infrastructure be installed to provide the best value to residents and business owners.

A majority of our project team, including all of our key members, are all local to the Chicago suburbs.

WORK SPECIFIC KNOWLEDGE

REVIEW TIMELINES

Maximum review timelines for each of our Clients are customized based on the internal review performance standards of the permitting department. For example, if the City has a stated performance goal of permit turnaround in 15 business days, we recommend requiring that the engineering review be completed within 10 business days to allow City staff time to compile and coordinate comments as necessary.

Our current municipal clients do not have specific performance timeline requirements. Our internal goal is to provide plan reviews in 10 working days or less for commercial and 5 working days or less for single family residential. We understand the need to provide the best possible customer service to residents and businesses. We regularly receive special requests from City staff to prioritize reviews and we are happy to oblige. We are a professional service provider, and we understand the occasional need to provide exceptionally fast service to some members of the communities we serve.

For inspection scheduling we request a minimum 24-hour notice, and we generally see these requests coming directly from the contractor or developer if allowed by the city.



Scott Drabicki, PE

Project Manager

EXPERIENCE

24 Years

EDUCATION

BS, Civil Engineering, University of Illinois at Urbana Champaign

MS, Business Administration, University of Notre Dame

REGISTRATIONS

Professional Engineer - IL

Professional Engineer - WI

PROFESSIONAL AFFILIATIONS

APWA Chicago Metro Chapter, Officer
2022-2027

Clark Dietz, Inc., Oakbrook Terrace, Illinois

Professional engineering services firm serving Clients throughout the Midwest in the civil, structural, electrical, and mechanical disciplines.

Civil and Environmental Team Lead (2018-present)

Responsible for managing the Northern Illinois Civil and Environmental team of professionals working with municipal clients in Illinois and Wisconsin. This team provides complete municipal engineering services including City Engineer duties, site design, stormwater management, wet utility, and transportation facility design and rehabilitation. Municipal clients served with review and inspection activities similar to those sought by the City of St. Charles include:

- City of Crystal Lake, private development on-call review and inspection services to the community to supplement City staff as needed.
- Village of Richton Park, private development review and inspection services to the community as the Village Engineer.
- Village of Harwood Heights, engineering services to the Village for regulatory permitting and planning items.
- Village of Barrington, engineering services to the Village for regulatory permitting.
- County of Vermilion, engineering service to the Highway Department for regulatory permitting.

Municipal clients served with capital project development include:

- County of Kane
- Village of Buffalo Grove
- Village of Gurnee
- Village of Villa Park
- Village of Schaumburg
- City of Glendale, WI
- City of Elmhurst
- City of Oconomowoc, WI

Village of Gurnee, Gurnee, Illinois

Municipal Corporation for a community of 31,000 residents and 1,200 businesses providing comprehensive infrastructure services to the Village.

Village Engineer (2009-2018)

Responsible for all operations of the Engineering Division including subdivisions, traffic studies, capital project administration, permitting, review, and inspection.

Assistant Director of Engineering (2003-2009)

Responsible for the day-to-day review, inspection, and operating activities of the engineering division. Served as liaison between all Village permitting departments including Community Development, Police, Fire, and Public Works.

Village of Schaumburg, Schaumburg, Illinois

Civil Engineer (1999-2003)

Entry-level staff engineer with an emphasis on single family permit review and inspection, civil design, and construction management.

Personal References for Development Review and Inspection

Abby Wilgreen, City Engineer

City of Crystal Lake
815.356.3605
awilgreen@crystallake.org

Nicholas Leach, Village Engineer

Village of Gurnee
847.599.7550
NLeach@village.gurnee.il.us

Pete Saunders,

Community/Economic Dev. Director

Comm.
Village of Richton Park
708.481.8950
PSaunders@richtonpark.org

Glenn Westman, Retired

Lake County Stormwater Management
224.538.8027

STATEMENT OF EXPERIENCE

ENGAGEMENT TEAM

As a professional service company Clark Dietz understands the success of any project is a direct reflection of the skills of the project manager and the support team. As our proposed project manager, Scott Drabicki will be our principal representative in all matters concerning project administration and will have full authority to schedule staff resources, direct workflow to achieve scheduled commitments and seek subject matter experts as required for specialized tasks. Key members of the project team for this engagement will include other team leaders and experienced professionals to provide diversity and depth throughout the engagement.

Scott has worked alongside the members of this team since starting with Clark Dietz in 2018. He is personally familiar with everyone's strengths for development review and inspection and will delegate tasks to provide the best level of service to the City of St. Charles.

Ben Metzler, PE is an experienced municipal leader serving communities in Lake County, Illinois. His municipal development background includes subdivisions, stormwater permitting, and site development review and inspection. Ben and his team are expected to complement and supplement review and inspection capacity if workload requires additional resources. Years of Experience: 16 years.

Chris Gutkowski, PE, CFM is an experienced stormwater and wet utility expert serving communities throughout our service area. Chris recently relocated his family to northern Illinois and is now based in Oakbrook Terrace while still providing stormwater permitting and site development plan review services to communities in central Illinois including the Village of St. Joe and the City of Decatur. Chris is expected to provide senior level stormwater and site development reviews. Years of Experience: 18 years.

Emily Basalla, PE, CFM is a Vice President of Clark Dietz with extensive experience reviewing stormwater management reports, traffic studies, and site development plans throughout Illinois and Wisconsin. Emily and her team are expected to complement and supplement review and inspection capacity if workload requires additional resources. Years of Experience: 19 years.

Brandon Flunker, PE, CFM previously worked in the public sector for municipalities in Wisconsin including reviewing and permitting development plans and inspecting infrastructure installations. Brandon is expected to regularly review and permit stormwater management reports for developments. Years of Experience: 11 years.

Dan Powers, PE, CFM began his career reviewing plans and inspecting developments for the Village of Glenview and now works alongside our senior municipal engineers to provide complete stormwater review, plan review, and development site inspections. Dan is expected to review development plans and determine qualifications needed to staff day to day inspection activity for the City. Years of Experience: 7 years.

Andrew Torola, Engineering Technician has decades of experience in design, construction observation, survey, and layout for communities throughout Illinois. Andrew helps direct and supplement inspection staff as needed to ensure quality of construction. Years of Experience: 32 years.

TEAM RESUMES



EMILY BASALLA, PE, CFM
QA/QC, VICE PRESIDENT

Ms. Basalla is a Project Engineer with experience in civil, environmental, and municipal engineering projects. She takes a creative approach to every project with the goal of integrating

functional roadway, drainage, and storm sewer designs with sustainable solutions in a community context. Ms. Basalla will provide comprehensive solutions to drainage conveyance and maintenance issues, including permitting, with minimal community disruption. Emily brings a strong background facilitating municipal permitting and designing for green infrastructure.

Diverse Stormwater Experience

Emily has experience in stormwater design, water main relocations, sanitary sewer design, wastewater treatment processes, pavement replacement and roadway widening projects. Additional stormwater design experience includes drainage studies, storm sewer design and facilitating the permit process. Emily brings a strong background facilitating municipal permitting and designing for green infrastructure.

Floodplain Management

Emily is a Certified Floodplain Manager with a proven level of expertise in floodplain mapping, national and state level requirements, and the administrative procedures necessary for viable community floodplain management. She has assisted Illinois communities in the use of floodplains to help reduce flood risks, protect public health and safety, and improve the quality of the community while preserving the natural environment.

Stormwater Master Plan Update, Downers Grove, IL / Project Engineer

East Side Drainage Preliminary Engineering - Phase 1, Harwood Heights, IL / Project Engineer

McKinley Stormwater Pump Station Phase 2, Elmhurst, IL / Project Engineer

Uteley Stormwater Pump Station Rehabilitation, Elmhurst, IL / Project Engineer

EXPERIENCE

19 Years

EDUCATION

BS Civil Engineering

REGISTRATIONS

Professional Engineer - WI

Professional Engineer - IN

ASFPM Certified Floodplain Manager - MST

Professional Engineer - IL

ADDITIONAL TRAINING

WinSLAMM for Urban

Stormwater Quality

XP-SWMM Training, XP Software

PROFESSIONAL AFFILIATIONS

Wisconsin Association for

Floodplain, Stormwater, and

Coastal Management

American Public Works

Association

American Council of Engineering

Companies

Illinois Association of Floodplain

and Stormwater Management



BENJAMIN METZLER, PE
PROJECT ENGINEER

Mr. Metzler is a senior municipal engineer with experience performing plan reviews using local and county regulations, preparing capital plans, identified and implemented scope of

future projects, performs outreach to residents, attends board and commission meetings, and has responded to and documented conditions during significant storm events.

Service to Green Oaks

Ben has served as a trusted adviser to the Village and consultant to Green Oaks for over 12 years with familiarity and experience starting in 2004. He started full time in August of 2010, managing the yearly road program, addressing drainage complaints, permitting, and other day-day items. Ben has been involved with multiple public/private sewer and water extensions, many miles of roadway rehabilitation, local and regional drainage improvements. His experience includes designing sewer collection systems, lift stations, water distribution systems and roadway projects. He has permitting experience with local and state agencies including IEPA, IDOT, LCSMC, MWRD, IDNR, ACOE and others.

Relevant Experience

2023 Green Oaks General Services, Green Oaks, IL / Project Manager

2022 Water Master Planning, Elmhurst, IL / Project Engineer

2021 Asset Management Plan Update, Franklin Park, IL / Project Engineer

2022 Pavement Rejuvenator Program, Green Oaks, IL / Project Manager

Bradley Road Phase I Study, Green Oaks, IL / Project Manager

2022 General Services - Stormwater Ordinance Review, Kenosha, WI / Quality Assurance/Quality Control Reviewer

Crescent Knoll Storm Sewer Replacement - 2022 WMB, Green Oaks, IL / Project Manager

Triangle Parcel Drainage Study, Green Oaks, IL / Project Manager

2022 Crack Sealing Program, Green Oaks, IL / Project Manager

EXPERIENCE

16 Years

EDUCATION

BS Civil and Environmental Engineering Hydrology

REGISTRATIONS

Professional Engineer - IL

PROFESSIONAL AFFILIATIONS

Illinois Society of Professional Engineers

Lake County Environmental Health Advisory Committee

TEAM RESUMES



DANIEL POWERS, PE, CFM PROJECT ENGINEER

Mr. Powers is a civil engineer with planning, design, and construction inspection experience for municipal roadway, storm and sanitary sewers, and water main projects.

He works closely with his clients to ensure all project needs are met and an effective solution is put in place. Mr. Powers gained first-hand municipal engineering experience while with the Village of Glenview, where he reviewed and inspected residential and commercial developments and managed various public works contracts. Dan's practical knowledge gained through site visits and construction inspection translates to more accurate design plans, minimizing construction changes and unseen obstacles. His detailed approach to preparing plans, specifications, and estimates translates to time and cost savings over the project life cycle.

Relevant Experience

MS4 and Industrial Storm Water Discharge Permitting, Barrington, IL / Project Engineer

2022 ILR Permitting, Barrington, IL / Project Engineer

Garden Hills Drainage and Lighting Improvements, Champaign, IL /

2023-2024 Woodlore Inspection, Crystal Lake, IL / Construction Inspector

Edgewater Drainage Improvement, Crystal Lake, IL / Civil Engineer

Highland Avenue and Randall Road Water Main, Crystal Lake, IL / Project Engineer

Redwood Subdivision Engineering Review / Inspection, Crystal Lake, IL / Project Engineer

Woodlore Subdivision Engineering Review / Inspection, Crystal Lake, IL / Project Engineer

Green Oaks Drain Tile Replacement, Crystal Lake, IL / Project Engineer

2020 Water Main Improvements, Elmhurst, IL / Project Engineer

Brush Hill Road Construction Services, Elmhurst, IL / Project Engineer

EXPERIENCE

7 Years

EDUCATION

BS Civil Engineering

REGISTRATIONS

Certified Floodplain Manager - IL

Professional Engineer - IL

ADDITIONAL TRAINING

IDOT Erosion and Sediment Control (Module I and III)

PROFESSIONAL AFFILIATIONS

American Public Works Association



CHRISTOPHER GUTKOWSKI, PE, CFM PROJECT ENGINEER

With extensive experience in environmental engineering planning and design, Mr. Gutkowski specializes in stormwater and drainage projects

including master plan development as well as hydrologic/hydraulic modeling utilizing HEC-HMS, HEC-RAS, GeoHEC-RAS, PC-SWMM, XP-SWMM, StormCAD and EPA-SWMM. Some past projects include low impact design, site plan review, floodplain/floodway analysis, FEMA floodplain map revisions, and capital improvement plans. Chris' stormwater design experience includes open channel projects focusing on erosion issues and conveyance capacity in addition to analysis and design of storm sewers and wetland detention ponds. His combined and sanitary sewer experience includes overflow elimination studies, system and treatment plant modeling, and sewer design, while his water design work ranges from large transmission mains to local distribution mains, well design and pipeline integrity analysis.

Relevant Experience

Norfolk Southern Railroad Crossing Levee Restoration, Mt. Carmel, IL / Project Manager

Arbour Meadows Basin Sediment Evaluation Study, Savoy, IL / Project Manager

Locust Colton CSO Elimination and Water Main Replacement, Bloomington, IL / Drainage Engineer

Garden Hills Drainage and Lighting Improvements, Champaign, IL / Drainage Engineer

Interstate Drive Research Park Hydraulics, Champaign, IL / Project Engineer

West Washington Street, Phase 3, Construction Services, Champaign, IL / Project Engineer

Beaver Lake Watershed Master Plan Update, Champaign, IL / Project Engineer

Washington Street West Drainage Study, Champaign, IL / Environmental Engineer

CH7-9th Street Phase I, Coles County, IL / Project Engineer
Edgewater Drainage, Crystal Lake, IL / Project Manager

EXPERIENCE

18 Years

EDUCATION

MS Civil and Environmental Engineering

BS Civil and Environmental Engineering

REGISTRATIONS

Professional Engineer - IL

Certified Floodplain Manager - IL

Professional Engineer - WI

ADDITIONAL TRAINING

ArcGIS Desktop II

XP-SWMM Training

ArcGIS Desktop I

PROFESSIONAL AFFILIATIONS

American Public Works Association

American Society of Civil Engineers

Illinois Association for Floodplain and Stormwater Management

TEAM RESUMES



BRANDON FLUNKER, PE, CFM PROJECT ENGINEER

Mr. Flunker is a civil engineer who has developed a portfolio of municipal infrastructure experience with drainage, storm and sanitary sewers, and road reconstruction projects.

Brandon gained first-hand municipal engineering experience during his employment with the Village of Germantown and the City of Mequon.

Field Experience Translates to Efficient Designs

Brandon's practical knowledge gained through site visits and construction inspection translates to more accurate design plans, minimizing construction changes and unseen obstacles. His detailed approach to preparing plans, specifications and estimates translates to time and cost savings over the project life cycle.

Relevant Experience

- Village Engineering Services, Bayside, WI / Project Engineer
- Tennyson Drive Storm Sewer, Bayside, WI / Project Engineer
- Reuter Subdivision Improvements, Phases 3 and 4, Franklin Park, IL / Stormwater Engineer
- City Engineering, Glendale, WI / Project Engineer
- Floodplain Grant Management, Glendale, WI / Project Manager
- General Engineering, Shorewood, WI / Project Engineer
- General Services, Kenosha, WI / Project Engineer
- Uline Construction Inspection, Kenosha, WI / Project Engineer
- City of Milwaukee TMDL Planning, Milwaukee, WI / Project Engineer
- Komatsu Mining Storm Modeling, Kenosha, WI / Project Engineer
- Village Engineering Services, River Hills, WI / Project Engineer
- TMDL Stormwater Management Plan, Shorewood, WI / Project Manager
- Southside Roadway and Utility Construction, Whitefish Bay, WI / Project Engineer

EXPERIENCE

11 Years

EDUCATION

BS Civil Engineering-
Environmental /Water
Resources

REGISTRATIONS

Professional Engineer - IL
**ASFPM Certified Floodplain
Manager - MST**
Professional Engineer - WI

ADDITIONAL TRAINING

Using HEC-RAS to Model
Bridges, Culverts, and
Floodplains

PROFESSIONAL AFFILIATIONS

Illinois Association of
Floodplain and Stormwater
Management
Wisconsin Association for
Floodplain, Stormwater, and
Coastal Management
American Public Works
Association



ANDREW TOROLA ENGINEERING TECHNICIAN

Mr. Torola has experience in construction observation, survey, and CADD operation (AutoCAD and MicroStation). His construction experience includes water and

sewer extensions, water main construction, sewer overflow facilities, and drainage projects. Andy is also highly adept at developing accurate and precise survey information to assist in establishing boundaries and proper layouts water and sewer extensions as well as drainage conveyances. His construction experience includes staking and layout, street reconstruction, residential and downtown roadway improvement. Andy is also highly adept at developing accurate and precise survey information to assist in establishing boundaries and proper layouts for roadways and sidewalks.

Relevant Experience

- East Side Drainage Preliminary Engineering - Phase 1, Harwood Heights, IL / Engineering Technician
- Uteley Pump Station and City-Wide Fiber Construction, Elmhurst, IL / Engineering Technician
- Birch and Cherry Avenue Water Main Reconstruction, Franklin Park, IL / Engineering Technician
- Scott Street Basin Construction Engineering, Franklin Park, IL / Engineering Technician
- West Mannheim Residential Street & Utility Improvements, Franklin Park, IL / CADD Technician
- City Engineering Services, Glendale, WI / CADD Technician
- Capital Bill Streets Rehabilitation, Harwood Heights, IL / Engineering Technician
- Grandwood Park Watermain Replacement, Lake County, IL / Engineering Technician
- Karlov Water Main Project, Richton Park, IL / Engineering Technician
- Stimulus Sidewalk Construction Phase Engineering, Richton Park, IL / Engineering Technician
- Village Engineering Services, River Hills, WI / Engineering Technician
- Cullerton Drive Reconstruction, Franklin Park, IL / Engineering Technician
- WMRA Parking Improvements - Construction, Franklin Park, IL / CADD Technician

EXPERIENCE

32 Years

ADDITIONAL TRAINING

Civil 3D Roadway & Corridor,
Pipe Networks, and Site
Design
GIS for Public Works,
University of Madison

Village Engineering Services

Green Oaks, IL

OWNER CONTACT

Denise Kafkis
Village Administrator
Village of Green Oaks, IL
847.362.5363
denise.kafkis@greenoaks.org

PROJECT DURATION

2022 - Present

**Ben joined Clark Dietz in 2022.
Prior to that Ben provided Village
Engineering Services to the
Village since 2008.*

Clark Dietz serves as the Village Engineer for Green Oaks, assisting them from project inception through construction as well as with a myriad of day-to-day activities.

4,080 residents call Green Oaks home. They rely on small administrative staff to run the day-to-day operations at the Village. The planning, legal, building, and engineering departments are all contracted services. Ben Metzler with Clark Dietz has worked with the Village of Green Oaks for more than 15 years. The Village hired Clark Dietz to act as their Village Engineer in 2022 when Ben joined Clark Dietz.

As Village Engineers we work with the Village to identify and plan for capital improvement projects, seek and apply for grant and other funding opportunities, and manage the Village's day-to-day engineering matters. We have assisted the Village with obtaining over \$500,000 of grants. Our staff assists the Village with drainage complaints and surveys the Village after big rain events to document flooding.

We have also assisted the Village in passing a road referendum to fund large scale improvements, preparing a master plan to identify the scope of the referendum, presenting the proposed improvements and referendum to the public, and (after three referenda), implementing the master plan. Since 2019, over 30 of the 53 lane miles of road in the Village has been repaved and Ben has served as the project manager for every mile.

Additionally, Ben Metzler is the Village's Enforcement Officer and administers the Watershed Development Ordinance. The Village is a certified community that has adopted the Lake County Watershed Development ordinance and added more stringent development requirements as flooding is an issue. Ben and Clark Dietz assist the Village in reviewing development applications with respect to the stormwater ordinance and engineering matters. Moreover, there are several water and sewer system owners that Clark Dietz must coordinate with, ensuring that all agencies are involved and satisfied in the Village's permit process.

The Village has an active and prosperous TIF District along a state highway, which has generated a \$33M increment. We have assisted in reviewing all of the developments, including a gas station, two senior living facilities, U-Haul, and an upcoming tractor dealership.

Clark Dietz is used to operating as one cog in a larger machine, coordinating our efforts with planning, building, IDOT, county DOTs, water utilities, sewer utilities, and many other stakeholders. We understand our role and responsibilities and work collaboratively to deliver reliable, efficient, and reasonable review services.

Municipal engineering is a core service at Clark Dietz. Our clients rely on us as a trusted advisor and expert and we deliver.

On-Call Plan Review and Construction Inspection Services

Crystal Lake, IL



OWNER CONTACT

Abigail Wilgreen
City Engineer
City of Crystal Lake
815.356.3605
awilgreen@crystallake.org

PROJECT DURATION

5/1/2020 - Present

The Village of Crystal Lake contracted with Clark Dietz to provide On-Call Plan Review and Construction Inspection services to supplement City engineering staff beginning in 2020. Through 2023 the majority of this work has consisted of overseeing public infrastructure improvements associated with private development within the community including Mercy Health Hospital, Lennar's Woodlore Subdivision, and the Redwood multifamily residential development.

Inspection oversight has included over 2,000 LF of roadway reconstruction, 11,000 LF of new roadway installation, sanitary sewer, storm sewer, and more than 15,000 LF of water main installation. Clark Dietz coordinates with developers and City staff daily to coordinate review and inspection needs.

Public infrastructure is inspected to ensure conformance with local requirements and in accordance with IDOT or IEPA regulations as applicable. Our staff are responsible for overseeing and coordinating IEPA testing and operating permits for public water main and well as testing of sanitary sewer mains. Our goal is to ensure the improvements being installed for public dedication will provide decades of trouble-free service to the City.

Residential inspections associated with the subdivision developments include public walk pre-pour inspections, driveway pre-pave inspections, grading and drainage inspections. Upon completion of each home the as-built survey is reviewed, and final occupancy inspections are completed to ensure compliance with City requirements and to ensure the homeowner's interests are represented.

City Engineering Services

Glendale, WI

OWNER CONTACT

Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
c.imig@glendalewi.gov

PROJECT DURATION

2011 - Present

Highlights

- No surprises:
It is our duty to field residents' concerns so that the City is always prepared.
- We communicate like our mothers live in your community: We explain how projects will benefit each resident in straightforward language.
- Every penny in taxes belongs to the residents: We are stewards of the City's resources.

Clark Dietz has a long-standing relationship with the City of Glendale providing municipal engineering design and construction management services related to infrastructure improvement programs. Clark Dietz provides comprehensive infrastructure planning including feasibility studies, community design, zoning and ordinance review, agency compliance, needs assessments, impact fees, economic development, capital improvement, and public participation services. Specifically, we conduct cost estimation and engineering design for annual roadway improvements, LED street light conversions, sidewalk replacement, alley rehabilitation, streets, sewers, watermain, stormwater detention, and developer reviews among a host of other municipal engineering services as needed. Importantly, Clark Dietz offers grant and report writing to determine if the City's projects might be eligible for a wide range of funding assistance programs including grants and low interest loans.

The City of Glendale is a unique community characterized by its diverse residents, family friendly atmosphere and robust commercial and economic opportunities. Our commitment to the City is evident in the way we approach problems: not every problem requires an engineering solution. We gain the trust of residents by clearly communicating the benefits of how their taxes are being utilized. We are community advocates, serving as the City's legs, eyes, and ears to ensure projects happening in neighborhoods are executed with compliance and efficiency. When an engineering project arises, our commitment to the profession is apparent; our diverse in-house staff are highly trained in the specialized services we offer and provide straight-forward answers. Most importantly, we are flexible in our approach, adapting our style to deliver our services in the voice of the City's government.

CLARK DIETZ ADDED VALUE

- Clark Dietz is engrained in the community. As the appointed City Engineer, we are intimately involved with what is important to residents.
- As municipal engineers, we know how governments work and we are familiar with unique challenges.
- Our comprehensive services and planning provides ease of budgeting for government staff.

City Profile

Located in the heart of the North Shore, just one mile from Lake Michigan, the City of Glendale is a unique community characterized by its diverse residents, family friendly atmosphere and robust commercial and economic opportunities. Glendale is a well-connected community with vast transportation infrastructure and access to major regional thoroughfares, including interstate 43 and a number of state highways. The City is a member community of the Milwaukee Metropolitan Sewerage District and is served by both combined and separated sewer conveyance systems. The City is also a member of the North Shore Water Commission.

General Services - Stormwater Ordinance Review

Kenosha, WI



PROJECT DURATION

2015 - Present

PROJECT TEAM

Emily Basalla, PE, CFM
Christopher Beyer, PE
Benjamin Metzler, PE
Grace Newcomb, EIT
Kevin Risch, PE
Adam Ross, EIT
Tania Tkachuk, EIT

OWNER CONTACT

Kim Masura, PE, CFM
Senior Civil Engineer
City of Kenosha
262.653.4155
kmasura@kenosha.org

Since 2015, Clark Dietz has provided stormwater reviews for the City of Kenosha. Our team is tasked with reviewing development proposals as it relates to stormwater management to ensure new developments, if approved, would meet City ordinances. Clark Dietz provides services for Kenosha's engineering department, acting as an extension of City staff. When a new development is proposed, we review the submitted plans and engage in weekly meetings with the City to ultimately deliver a comment letter on our findings.

We believe that trust is paramount in the relationship between Kenosha and developers seeking to bring new opportunities to the City. Clark Dietz is responsible for consistency in enforcement of stormwater ordinances on all new developments while accounting for where the developments are located if identified as a floodwater affected area. However, the City's stormwater ordinances are becoming dated and provide unwanted room for interpretation. Our commitment to Kenosha includes revising stormwater ordinances to provide more prescriptive language and requirements.

HIGHLIGHTS

- Our flexibility during the Covid-19 pandemic led to meeting efficiencies and technology upgrades with the use of Bluebeam presentations and information sharing.
- We help the City stay compliant with two separate regional sewer commissions as it relates to stormwater discharge.
- Our community focus has helped bring business to Kenosha by reviewing several major corporate campus developments.
- Clark Dietz provides a bridge of understanding to developers, the City, and the engineering department, using a common language to promote trust and transparency.



City of St. Charles

REFERENCE FORM

Engineering Plan Review and Construction Inspection Services for
Private Development
CD2023-39

The following is a list of **FIVE (5)** references that have performed projects similar in size & scope within the last five (5) years.

1. Company Name and Address	Scope of Work:	Village Engineering
Village of Green Oaks	Date(s):	2010 to Present (Metzler)
2020 O'Plaine Road	Amount:	
Green Oaks, IL 60048	Project Manager:	Denise Kafkis
	Telephone No:	847.362.5363
	Email:	denise.kafkis@greenoaks.org
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

2. Company Name and Address	Scope of Work:	On-call review and inspection
City of Crystal Lake	Date(s):	2020-present
100 W. Woodstock Street	Amount:	
Crystal Lake IL 60014	Project Manager:	Abby Wilgreen
	Telephone No:	815.356.3605
	Email:	awilgreen@crystallake.org
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

3. Company Name and Address	Scope of Work:	Village Engineer (Drabicki)
Village of Gurnee	Date(s):	2004-2018
325 N. O'Plaine Road	Amount:	
Gurnee IL 60031	Project Manager:	Administrator, Pat Muetz
	Telephone No:	847.599.7500
	Email:	patm@village.gurnee.il.us
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

4. Company Name and Address	Scope of Work:	Village Engineering
Village of Glendale	Date(s):	2011 to Present
5909 N. Milwaukee River Parkway	Amount:	
Glendale, WI 53209	Project Manager:	Charlie Imig, Director of Public Works
	Telephone No:	414.228.1746
	Email:	c.imig@glendalewi.gov
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

5. Company Name and Address	Scope of Work:	Village Engineering
Village of Harwood Heights	Date(s):	2009-present
7300 W. Wilson Avenue	Amount:	
Harwood Heights, IL 60706	Project Manager:	Mayor Arlene Jezierny
	Telephone No:	708.867.7200
	Email:	ajezierny@yahoo.com
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

Company Name: Clark Dietz, Inc.

Failure to complete and return this form may be considered sufficient reason for rejection of the submittal.



Engineering Quality of Life®

Scott Drabicki, PE

Project Manager

Clark Dietz, Inc.
1815 S. Meyers Road, Suite 470
Oakbrook Terrace, IL 60181

 630.607.1513

 scott.drabicki@clarkdietz.com

clarkdietz.com

Join us on social media:



Engineering Plan Review and Construction Inspection Services for Private Development



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1

EXPERIENCE AND CAPABILITIES





Plan Reviews and Inspections

VILLAGE OF LOMBARD
COMMUNITY DEVELOPMENT



PROJECT DESCRIPTION

The purpose of this contract is to act as an extension of the Community Development Department to conduct construction site inspections and plan or permit reviews of privately initiated improvements to ensure that all public and private improvements comply with applicable Village requirements. The scope of work includes construction observation and final review of public improvements related to residential subdivisions/community developments for compliance with Municipal Code and approved plans. Thomas Engineering Group (TEG) provides inspection for all roadway, pavement, driveways, water main, sanitary sewer, force main, and storm sewer installation in accordance with the essential functions of a Development Services Inspector.

TEG conducts site inspections of privately initiated improvement projects; prepares daily inspection reports regarding conditions found, action taken, work performed and recommendations; prepares lists of deficiencies for project closeouts. TEG ensures public and private improvement compliance with standard construction procedures, approved review plans and municipal codes and ordinances. TEG staff coordinates proposed and ongoing site construction with supervisors, contractors, other departments, and government agencies.

TEG also provides plan reviews for individual permits and planned unit developments for compliance with Village Code and the DuPage County Countywide Stormwater and Floodplain Ordinance, providing prompt, yet thorough reviews, which protect the Village from poorly planned development without discouraging economic development. TEG also offers technical guidance to the community, extending technical guidance to residents to mitigate localized flooding issues and providing consultation services associated with the Village's backyard drainage grant program.

CLIENT INFORMATION

William Heniff
Director of Community Development
Village of Lombard
255 E. Wilson Avenue
Lombard, IL 60148
(630) 620-3599
heniffw@villageoflombard.org

PROJECT INFORMATION

Dates

03/2018 - Ongoing

Key Personnel

Kevin VanDeWoestyne, PE, ENV SP
Tomasz Tretowicz, EI





Private Development Plan Reviews and Inspections

VILLAGE OF CHANNAHON



PROJECT DESCRIPTION

Thomas Engineering Group (TEG) was selected by the Village of Channahon to update and refine the Village's infrastructure materials and specifications, engineering standard details, private development processes and checklists, and Code of Ordinances. TEG updated the water main, storm sewer, sanitary sewer, and street lighting approved material and construction specifications to reflect the Village's preferred materials, approved equivalent materials, and substituted materials. TEG reviewed existing standards and specifications in the Ordinance, reviewed recently permitted, approved plan developments, identified deviations between standards and alternative, equal materials, identified discrepancies, conflicts, and information gaps in the Ordinance, and recommended and prepared Ordinance and Standard revisions. TEG met with the Village to discuss findings, recommendations, and the Village's preferred method of resolving conflicts.

Since 2015, TEG has provided municipal reviews of public improvements related to commercial, industrial, and residential developments for compliance with Development Code and storm water management regulations. Responsibilities include review of all mass grading, site development, stormwater management, and utility infrastructure plan reviews. Within the last eight (8) years, TEG has provided development assistance to the Village on over forty (40) projects.

CLIENT INFORMATION

Edward Dolezal
Director of Public Works
Village of Channahon
24555 Navajo Drive
Channahon, IL 60410
(815) 467-2123
edolezal@channahon.org

PROJECT INFORMATION

Dates
2015 - Ongoing

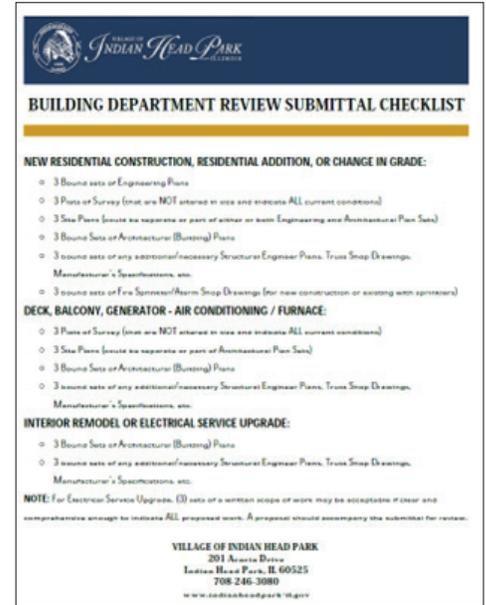
Key Personnel
Kevin VanDeWoestyne, PE, ENV SP
Donald Kinzler, PE, CFM
Mary Cave, PE





Plan Reviews and Construction Inspections

VILLAGE OF INDIAN HEAD PARK



PROJECT DESCRIPTION

The Village of Indian Head Park utilizes the services of a private consulting firm to provide building permit reviews, utility permit reviews, traffic studies and traffic study reviews, and construction inspection services for private developments. Thomas Engineering Group, LLC provides building department review and private development inspection services to the Village for residential and commercial developments, subdivisions, and private utility improvements.

Since 2023, TEG has assisted the Village with review and maintenance of the Building Department review submittal checklist, building permit application, and the Village's Guide to Obtaining a Permit. TEG has also reviewed the Village's Municipal Code for Building & Zoning for discrepancies between the Code and Village practices.

TEG offers "as needed" or "on call" services to the Village at fixed hourly billing rates for plan review and construction inspection services of all private development projects and permit projects according to the Consultant Employee Rate Listing for General On-Call Municipal Engineering Services Contract.

Services include, but are not be limited to the following:

- Review of new residential construction
- Review of residential additions
- Review of changes in grade
- Review of private flood relief and site drainage
- Review of driveway and patio building permits
- Conceptual-preliminary-final engineering plan review and coordination
- Review of stormwater management reports and permits
- Review of traffic studies
- Site development oversight and inspection

CLIENT INFORMATION

Andy Ferrini
Assistant Village Administrator
Village of Indian Head Park
201 Acacia Drive
Indian Head Park, IL 60525
(708) 246-3080
aferrini@indianheadpark-il.gov

PROJECT INFORMATION

Key Personnel

Kevin VanDeWoestyne, PE, ENV SP
Robert Flatter, PE





Plan Reviews and Inspections

CITY OF WEST CHICAGO



PROJECT DESCRIPTION

Thomas Engineering Group provides engineering plan review and construction inspection services “as needed” for private and public improvements related to residential subdivisions, commercial, and industrial community developments for compliance with Municipal Code and City Requirements. This includes quality control review of developer’s design plans, evaluation and review of engineering plan revisions, observation of construction activities, and private utility plan reviews and permitting within the City’s ROW in accordance with City Utility Permitting Requirements. During construction, TEG serves as the City’s liaison between Public Works, City Utilities, Community Development, the Developer and General Contractor.

In addition to private development engineering plan reviews and construction inspection, TEG performs traffic impact study reviews and engineering plan reviews on behalf of the City for interagency improvements such as IDOT and DuPage County highway improvements near City ROW, checking for geometric, hydraulic, traffic, and environmental impacts, ADA ramp upgrades, and ROW conflicts between State, County, and City interest.

The City recently hired TEG for construction inspection of the Trillium Farm subdivision development. The development consisted of a 3 phase, 84 residential single family home development by Pulte Home Company, LLC. The development is located on approximately 35 acres at the former Planter’s Palette Garden center at the southeast corner of Garys Mill Road and Purnell Road. TEG provided full-time inspection to bring water and sewer distribution systems to the Trillium Farm site development from Garys Mill and Roosevelt Road. TEG provided full-time inspection of all onsite utilities including water main, storm sewer, sanitary sewer, and detention outlets. The project included both open cut and horizontal directional drilling of buried utilities. TEG also provided inspection of all subgrade, PCC curb and gutter, and HMA pavement, and final testing of sewer and water utilities. Responsibilities also included erosion control inspections, construction site access control, and shop drawing reviews for conformance with Municipal Code and the approved engineering plans.

CLIENT INFORMATION

Mehul Patel
Director of Public Works
1400 W. Hawthorne Lane
West Chicago, IL 60185
(630) 293-2255
mpatel@westchicago.org

PROJECT INFORMATION

Key Personnel

Kevin VanDeWoestyne, PE, ENV SP
Don Kinzler, PE, CFM
Mary Cave, PE

Private Development Projects To-Date

- Industrial Drive Box Culvert Replacement (DuPage County)
- Tower Station (commercial)
- DuPage National Technology Park
- Pioneer Prairie – Habitat for Humanity (residential)
- Snowberry Outlot at Prestonfield Subdivision (residential)
- Thorntons Gas Station
- DuPage Airport Authority’s Ingenuity Way Development (industrial)
- QuikTrip Travel Center
- IL Route 59 at Gary’s Mill Road (IDOT)
- The Preserve at West Branch (residential)



Thomas Engineering Group's financials are reviewed by the Illinois Department of Transportation every year in order to remain prequalified to provide professional engineering and surveying services. As part of this review, IDOT assigned Thomas Engineering Group with an annual transportation fee capacity of \$14,400,000. A copy of our current/active Statement of Experience and Financial Condition (SEFC) is provided below.

TEG's Municipal Department has an annual workload capacity of approximately 30,000 hours, with a current backlog for 2024 at approximately 20,000 hours. Therefore, current resources are 67% allocated to existing contracts, leaving 10,000 hours of available workload in 2024.



Illinois Department of Transportation
 2300 South Dirksen Parkway / Springfield, Illinois / 62764

February 24, 2023

Subject: PRELIMINARY ENGINEERING
 Consultant Unit
 Prequalification File

Thomas Gill
 THOMAS ENGINEERING GROUP, LLC
 238 South Kenilworth Avenue
 Suite 100
 Oak Park, IL 60302

Dear Thomas Gill,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2021. Your firm's total annual transportation fee capacity will be \$14,400,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 166.48% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Bureau of Investigations and Compliance in a pre-award audit. Pursuant to 23 CFR 172.11(d), we are providing notification that we will post your company's indirect cost rate to the Federal Highway Administration's Audit Exchange where it may be viewed by auditors from other State Highway Agencies.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2022. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,
 Jack Elston, P.E.
 Bureau Chief
 Bureau of Design and Environment

SEFC PREQUALIFICATIONS FOR THOMAS ENGINEERING GROUP, LLC

CATEGORY	STATUS
Special Studies - Traffic Studies	X
Special Plans - Traffic Signals	X
Special Services - Construction Inspection	X
Hydraulic Reports - Waterways: Typical	X
Hydraulic Reports - Waterways: Complex	X
Special Studies- Location Drainage	X
Location Design Studies - New Construction/Major Reconstruction	X
Special Studies - Feasibility	X
Location Design Studies - Reconstruction/Major Rehabilitation	X
Special Services - Surveying	X
Highways - Freeways	X
Location Design Studies - Rehabilitation	X
Special Services - Sanitary	X
Special Studies - Safety	X
Highways - Roads and Streets	X

X	PREQUALIFIED
A	NOT PREQUALIFIED, REVIEW THE COMMENTS UNDER CATEGORY VIEW FOR DETAILS IN EPAS.
S	PREQUALIFIED, BUT WILL NOT ACCEPT STATEMENTS OF INTEREST





2

STATEMENT OF EXPERIENCE



POINT OF CONTACT

Kevin VanDeWoestyne
PE, ENV SP
kevinv@thomas-
engineering.com
(847) 815-9500

FIRM OFFICERS*President:*

Thomas Gill, PE
tomg@thomas-
engineering.com
(708) 533-1700

*Construction**Department Head:*

Gregory Benske
gregb@thomas-
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(847) 847-6181

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OFFICE LOCATIONS

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762 Shoreline Drive
Suite 200
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2625 Butterfield Road
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Oak Brook, IL 60523

Thomas Engineering Group, LLC (TEG), founded in 2008, is a professional engineering firm focused on providing planning, design, and construction engineering services to public sector clients. TEG's headquarters is located in Oak Park, with branch offices in Aurora and Oak Brook. After 15 years in business, TEG has grown to over 40 employees across three departments: Municipal, Construction, and Transportation.

TEG is a Limited Liability Company co-founded and owned by three partners (Thomas Gill, III, PE, President; Greg Benske, Principal; Kevin VanDeWoestyne, PE, Principal) since 2008. TEG executive team also includes Curtis Cornwell, PE, PTOE, Transportation Department Head; and Sujata Banerjee, MBA, Business Manager.

TEG has completed \$8.5 million of work in the past 12 months. The value of the remaining work under contract is \$8 million, excluding the General Engineering Services Contract in the City of West Chicago, which runs through 2027. The number of clients serviced by the Municipal Department in the last 12 months is approximately 35 clients, who are repeat customers, and remain under contract with TEG.

TEG has thoroughly read the RFP and Addendum #1 and is fully prepared to provide the City with Engineering Plan Review and Construction Inspection Services for Private Development. TEG is properly licensed and has the qualifications and experience necessary to perform the duties required by the City.

One of TEG's key talents, and a significant contributor to our growth as a firm, is providing quick solutions and turnaround to our municipal clients' day-to-day engineering needs. We have provided a broad range of services for repeat clients including:

- *City of West Chicago (2018 - 2027 General Engineering Contract, Plan Reviews and Inspections)*
- *Village of Channahon (Private Development Reviews and Inspection)*
- *Village of Indian Head Park (2019-2023 Engineering Services, Sanitary Sewer System Repair Plan, Plan Reviews and Inspections)*
- *Village of Lombard (Community Development Reviews and Inspections)*
- *Village of Westmont (2015-2023 Alley Reconstruction Program)*

Staff Qualifications: Licenses and Certifications

20	IL Licensed Professional Engineers	PE
3	Qualified Construction Stormwater Inspectors	QCSI
3	Professional Traffic Operations Engineers	PTOE
2	Certified Floodplain Managers	CFM
2	ISA Certified Arborists	
2	Licensed Drone Pilots	
2	Road Safety Professionals	RSP
2	Qualified MS4 LID/Green Infrastructure Inspector	QLIDI
1	Certified Inspectors of Sediment and Erosion Control	CISEC
1	IL Licensed Professional Land Surveyor	PLS
1	Envision Sustainability Professional	ENV SP
1	IL Herbicide and Pesticide Applicator	

Services Performed In-House

MUNICIPAL ENGINEERING

- Capital Improvement Planning
- Development Plan Review and Inspection
- Local Roadway and Street Design
- Pavement Preservation and Maintenance
- Sidewalk Preservation and Maintenance
- Site Development and Drainage
- IDOT, IEPA, and Stormwater Permitting
- Grant Writing/Funding Identification Assistance
- Assistance with CDBG Programming
- STP, LAPP, and ARRA Administration
- Municipal Phase I/II/III Program Management
- Management of MFT Programs
- Street Resurfacing and Reconstruction
- Street Condition Ratings
- Sidewalk Replacement Programs
- Crack Filling Programs
- Parking Lot Rehabilitation
- Pedestrian and Bicycle Facilities
- Bike/Multi-use Path Resurfacing and Reconstruction
- Storm Sewer Rehabilitation
- Watermain, Sanitary, and Storm Sewer Design
- Utility Coordination

CONSTRUCTION AND RESIDENT ENGINEERING

- Contract Documentation
- Constructability Review
- Public Relations and Outreach
- Schedule Review
- Construction Oversight and Inspection
- Timely Record Drawing Submittals
- Maintenance of Traffic and Staging
- Project Administration

TRANSPORTATION PLANNING AND DESIGN

- State-led and locally-led Phase I Studies
- Feasibility Studies/Alternatives Analyses
- Intersection and Interchange Design Studies
- Public Involvement
- Streetscape Planning and Design
- Traffic and Safety Engineering

DRAINAGE AND STORMWATER MANAGEMENT

- Hydrologic and Hydraulic Analyses
- Flood Control Projects
- Water Quality BMPs
- Detention/Retention/Infiltration Design
- LDS and Drainage Tech Memorandums
- Green Infrastructure Design

SURVEY

- Topographic Survey
- Legal Descriptions
- Plat and Deed Research
- Subdivision and Right-of-Way Survey and Plats
- Section Corner Resets
- Property Boundary Surveys
- Plat of Highways
- ALTA/NSPS Land Title Surveys
- Plats of Easement
- Dedication Plats
- Plats of Vacation
- Construction Layout (Roads, Utilities, Bridges)
- Control Setup
- As-built Surveys

ENVIRONMENTAL

- Tree Surveys/Tree Inventories
- Tree Risk Assessment and Mitigation
- Tree Preservation Plans and Plan Reviews
- Landscape Maintenance and Planting Inspections and Documentation
- Selective Clearing (Removing Invasive Species and Promoting Native and Beneficial Species)
- Erosion and Sediment Control Reviews/Inspections
- Environmental Survey Requests (ESR)
- NPDES Compliance



Proposed Staff Roles and Expectations

- Kevin VanDeWoestyne, PE, ENV SP (Project Principal):** Having coordinated funding, planning, design, and construction inspection of municipal projects for over 15 years exclusively in the adjacent City of West Chicago, Kevin understands the importance of taking an active ownership approach to project management. He will oversee and invoice all work requested by the City with Senior Project Manager, Mr. Donald Kinzler, PE, CFM and Ms. Mary Cave to fulfill the City's requests. Combined, Kevin, Don, and Mary have more than 60 years of experience.
- Donald Kinzler, PE, CFM (Primary Plan Reviewer and Client Liaison):** TEG will provide a single point of contact for this work. Mr. Kinzler, Senior Project Manager, will be responsive to any City staffing need within 24 hours. Don has 20 years of experience with 15 years serving as the Engineering Project Manager for the Village of Channahon. His experience includes managing both development and Village infrastructure projects from concept to closeout. *Prior to joining TEG, Don oversaw all private developments in the Village of Channahon, coordinating both plan reviews and construction inspection services by consultants such as TEG.*
- Mary Cave, PE (Secondary Plan Reviewer):** From her previous experience, including serving as the Assistant City Engineer for the City of Decatur, she has developed strong communication skills as well as the ability to organize, prioritize and work with multiple stakeholders and deadlines. Her 20+ experience includes public outreach, grant writing, land development design and review, drainage system modeling, design and review, capital improvement planning and budgeting, and sanitary sewer design and review. Mary will support Don by assisting with entitlement reviews (Subdivisions, Planned Unit Developments, and Large Commercial Developments). Most recently, she completed plan reviews for the Whispering Oaks Subdivision in the Village of Channahon and The Preserve at West Branch in the City of West Chicago.
- Tomasz Tretowicz, EI (Plan Review Support Staff):** Mr. Tretowicz will assist TEG plan reviewers and construction inspectors as necessary. As a representative of TEG, Tom has been providing on-call staffing assistance to the Village of Lombard Department of Community Development since 2017 and continues to provide this service to the Village today. Tom acts as an extension of the Department of Community Development by conducting proposed development site plan reviews, subdivision plan reviews, permit reviews, and performing construction site inspections for privately initiated improvements to ensure that all public and private improvements comply with applicable Village requirements, IEPA, IDNR, DPES, including stormwater conveyance and detention, and public or private infrastructure improvements.



PROJECT MANAGEMENT PHILOSOPHY

A tailored QA/QC process will be implemented to ensure high-quality deliverables that meet the City's expectations. This process may involve establishing quality standards, developing a quality management plan, defining roles and responsibilities, and creating procedures for conducting quality reviews. Regular review and assessment of progress and deliverables will be conducted to identify areas that need improvement.

TEG's past experience and comprehensive project management approach will ensure that these services are delivered with high-quality results and within established budgets and timelines.



3

**WORK SPECIFIC
KNOWLEDGE**



Review Turnaround Times

TEG will schedule and communicate each plan review or construction inspection task, within 24 hours from the time of notification to the appropriate construction inspector or plan reviewer. TEG understands the importance of being responsive during fast moving construction activities and we are committed to responding promptly. TEG wants to be an active part of the development process and therefore will strive to not be the reason that construction doesn't start on time. We will diligently work with the developer and the developer's engineer to keep projects from being delayed.

One of TEG's key talents, and a significant contributor to our growth as a firm, is providing quick solutions and turnaround to our municipal clients' day-to-day engineering needs. This type of work is our firm's niche. Our staff is adept at pivoting to assist municipalities with tasks or projects that cannot be completed by their current staff due to resource constraints or when outside expertise is required.

Proposed Staff Applicable Licensure



Out on Dotted Line



Out on Dotted Line



Out on Dotted Line



On-Going Community Development Assistance

We understand that the City of St. Charles is also seeking to augment and supplement City staff at different times on an “as needed” or project-specific basis. TEG offers “as needed” or “on call” services to the Village of Lombard, Village of Channahon, Village of Indian Head Park, Hanover Township, and Winfield Township at fixed hourly billing rates for plan review and construction inspection services under various master services contracts. We encourage you to call upon our references where our proposed team members have obtained applicable experience in similar roles.

Given our role in multiple communities of various sizes, we understand the wide range of services that the City may face and the importance of accepting project management responsibility at all levels. We also understand the fluctuations in workload and the volume and timing of construction work. TEG can offer efficiency by utilizing municipal staff from our Aurora office or West Chicago satellite office. Our Municipal Department also includes staff certified as ISA certified arborists, electrical engineer, and more.

TEG currently provides on-call civil engineering services for the City of West Chicago and has been an extension of the City’s staff since 2008. Thomas Engineering Group provides comprehensive design, planning, estimating, and conditional ratings upon request for various proactive Capital Improvement Programs including annual roadway resurfacing, roadway rehabilitation, crack sealing, traffic calming, sidewalk maintenance, pavement marking, and signing plans. Work includes:

- Securing all applicable permits needed from State, Local and Federal agencies
- Serving as the City’s engineering liaison on contractual issues during construction providing construction observation and contract administration for all CIP surface and infrastructure improvements
- Inspecting public and private construction projects (sanitary sewer service, storm sewer service, water service, site grading, pavements, etc.) for compliance with approved engineering plans and acceptable construction practices
- Performing review of private utility permit applications in accordance with the local ordinance and written utility requirements, including engineering plans and agreements, for proposed underground and overhead utility improvements and relocations in the City
- Researching and identifying participating funding through regional and state jurisdictions
- Developing comprehensive punch lists for residential and commercial developments in accordance with all local ordinances and standard engineering practices



VILLAGE OF
CHANNAHON
24555 S. NAVAJO DRIVE • CHANNAHON, ILLINOIS 60410-
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TO: Tom Scofield, W.O. Phase 2 Development, L.L.C, Brian Hertz, MG2A
FROM: Karen A. James, Planner
CC: Michael C. Petrick, Director of Community Development & Information Systems; Ed Dolezal, Director of Public Works; Donald Kinzler, Engineering Project Manager; Gabe Zavala, Engineering Technician
DATE: June 3, 2021
SUBJECT: Whispering Oaks Unit 2 – Final Engineering Review 1

The Village of Channahon has received the following:

- Site Improvement Plans prepared by MG2A, dated April 22, 2021
- Stormwater Management Report prepared by MG2A, dated April 22, 2021
- Pavement Design Calculations prepared by MG2A, dated April 22, 2021

Please provide a written response to these comments (including VOC comments), (2) two full-size hard copies and electronic copies of all site plans as well as all other materials submitted for review with an identical submittal to Mary Cave, P.E. at Thomas Engineering Group. Electronic submittals should include all plans, documents, correspondence and response letter.

Based upon village review of the submitted materials, we offer the following comments:

General

- 1.1 Provide submittal revision dates on the Title Sheet and sheets which include revision(s) from previous submittals. Revisions which were not generated from Village review comments must be called out.
- 1.2 All plan elevations shall be on NAVD88 datum, not NAVGD29.
- 1.3 Identify the benchmarks on all sheets showing said benchmarks. When shown, they are not identified as such.
- 1.4 Provide a subsurface drainage system evaluation for the site. Though the Village does not recommend a specific business for this work, Huddleston McBride is most commonly used. Final engineering will not be approved prior to this comment being addressed.
- 1.5 Submit an Engineer's Opinion of Construction Cost for these improvements.
- 1.6 Provide a copy of the IEPA Notice of Intent (NOI) ILRI10 Permit Application, including copies of HHPA and Endangered Species determinations. The executed ILRI10 permit is required prior to any construction activities.
- 1.7 Provide IEPA water and sanitary construction permit applications for the project. Executed construction permits are required prior to watermain or sanitary sewer construction activities.
- 1.8 Confirm that the recorded HOA documents make the HOA responsible for detention basin and maintenance per Will County Stormwater Management Ordinance Sec. 602(b) and (c).
- 1.9 Provide for funding of long-term maintenance of stormwater facilities per Will County Stormwater Management Ordinance Sec. 605.
- 1.10 Provide project specifications on plans for materials and construction review using appendices provided in Ch 154 of Village Ordinance. It is recommended you copy and paste to save review time. The text cannot be altered, but sections not applicable to the site can be struck through.

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Sample Review #1

- 1.11 Please at least slightly reduce the proposed line and text weight throughout plan views to make them more legible. Also make fire hydrant icons much smaller.
- 1.12 Access is needed to the existing U-1 detention basin outfall and weir. Provide a 15 ft outlot with Municipal Stormwater Detention Easement along the north rear property line of Lots 93-95. The outlot should be deeded to the Homeowners Association.
- 1.13 Revise the easement call-out on Outlot 164 to Municipal Stormwater Detention Easement.
- 1.14 Change name of Blue Ash Court on all necessary sheets and the Final Plat.
- 1.15 Show anticipated locations for free-standing centralized manholes (Cluster Box Units) to confirm no conflict with utilities and intersections/driveways. Contact the Channahon Post Office for location and quantity design guidelines.
- 1.16 Given that the wetland within Outlot 163 has had twelve (12) years to further mature and residents now occupy the adjacent lots to the east, it is strongly emphasized to not alter the grading within the area of the wetland and leave the wetland alone as much as possible. Provide seed mix information and maintenance plans for the areas that must be altered.
- 1.17 For future units, islands within the cul de sacs should be platted as outlots to be deeded to and maintained by the Homeowners Association. The outlots/cul de sac islands must be covered by PUDE.

Improvement Plans

2. Title Sheet and General Notes – Sheet C1

- 2.1 Provide benchmarks on NAVD88 datum. Benchmarks must be located so as to be considered permanent. If either of the sanitary manholes listed as benchmarks will be disturbed by U-2 construction, they may not be used as benchmarks.
 - 2.2 Submitted benchmarks are identical to those on U-1 final engineering plans. Verify these elevations are current.
 - 2.3 Provide required signatures on the Drainage Statement.
 - 2.4 Several symbols are missing in the Legend. Provide all symbols and confirm that no others should be added.
 - 2.5 Provide the different existing contour line types in the Legend.
 - 2.6 Provide the names and addresses of record for the land owner.
 - 2.7 Provide the names and addresses of record for the applicant or identify that the land owner is also the applicant.
 - 2.8 Identify Don Kinzler as the Village of Channahon contact using Village address and general phone number.
 - 2.9 Provide the seal and signature of the Design Engineer.
- ##### 3. Final Plat – Sheet C2 and C3
- 3.1 Identify the Point of Beginning on the Final Plat.
 - 3.2 Provide dimension for the portion of Outlot 163 adjacent to Lot 162.
 - 3.3 Identify Outlot 163 as a Municipal Stormwater Detention Easement.
 - 3.4 Clearly show Snow Storage Easement lines.
 - 3.5 A rear yard public utility and drainage easement is needed between Lots 155 and 156.
 - 3.6 Increase the PUDE to 15 feet where property lines are adjacent to outlots or other parcels without adjacent PUDE, and which are unlikely to have a PUDE in the future. (South side yard and rear yard for Lot 149, south rear yard and east side yard for Lot 162)
 - 3.7 Provide information in the Final Plat Legend for found or set pins and monuments. The square monument symbol is not listed in the key.

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- 4.6 Show offsite surveyed spot grades taken to verify existing grading beyond property boundaries.
 - 4.7 Show any existing pins or monuments along the north side of the proposed development.
 - 4.8 Provide a wetland jurisdictional determination for Outlot 163. If it is jurisdictional, provide a wetland delineation.
- ##### 5. Stormwater Pollution Prevention Plan – Sheet C5
- 5.1 Provide specifications for dust control during construction.
 - 5.2 Provide a location(s) for the temporary concrete washout.
 - 5.3 Provide a detail for temporary inlet protection.
 - 5.4 Provide inlet protection for the existing manhole southwest of Storm Structure F7.
 - 5.5 Provide erosion control for the area disturbed during storm sewer construction to the existing detention basin. (From Storm Structure B3)
 - 5.6 Sump discharge stubs to detention ponds or wetland areas must outfall 1 ft above normal water level or dry pond bottom with geofabric and rip-rap from outfall to NWL or dry pond bottom for permanent erosion control.
 - 5.7 Add a dimension for the Stabilized Construction Entrance (IL-630) along length. The minimum length shall be as needed but not less than 70-feet.
 - 5.8 Provide an NPDES Permit Inspector Certification with the following certification block, name, address, 24 hr. telephone contact and signature line for the NPDES Permit Inspector:
NPDES PERMIT INSPECTOR CERTIFICATION
I HEREBY CERTIFY UNDER PENALTY OF LAW THAT I UNDERSTAND THE TERMS AND CONDITIONS OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT FOR THIS SITE WHICH AUTHORIZES STORM WATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITIES. I FURTHER ACCEPT LEGAL RESPONSIBILITY FOR INSPECTION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL MEASURES AS PERTAINS TO SAID NPDES PERMIT BEGINNING WITH INITIAL SITE DISTURBANCE AND ENDING WHEN THOSE MEASURES ARE NO LONGER NECESSARY AS PROVIDED IN THE NPDES PERMIT AND VERIFIED BY THE VILLAGE OF CHANNAHON. NO OTHER NOTE OR PROVISION IN THE ASSOCIATED STORMWATER POLLUTION PREVENTION PLAN, FINAL ENGINEERING PLANS, OR OTHER DOCUMENT ELIMINATES THIS RESPONSIBILITY.

6. Plan and Profile Sheets – Sheets C6-C12

- 6.1 Provide 4 four-inch PVC conduits to accommodate public utility road crossings (ComEd, AT&T, Comcast, etc.).
- 6.2 Show valve vaults and fire hydrants in profile view. Effort should be made to locate fire hydrants at high points in watermain.
- 6.3 Provide structure data in plan views for sanitary and water structures.
- 6.4 Provide material, diameter, length and slope data in plan view for all storm and sanitary pipe.
- 6.5 Provide invert elevations for sump discharge connections to structures, and at outfall elevations to landscape areas.
- 6.6 All water and sanitary service connections must be perpendicular to the main, except where unavoidable, terminate at 6.5 ft from the front property line and be located 5 ft left of lot center (sanitary) and right of lot center (water), or either can be ≤ 5 ft from side property lines. Where sanitary main is ≤ 8 ft from the ROW, service ends should be shown not more than 2 ft past ROW boundary.
- 6.7 Sanitary services shall not connect to manholes, except at the end of cul-de-sacs. Where services connect to manholes, provide the service stub invert elevation which cannot be greater than 2.0 ft above mainline pipe invert.

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- 6.8 Call out design watermain elbows where shown, or where the radius of the main exceeds ductile iron pipe manufacturers recommendations.
- 6.9 Call out casing pipe or watermain quality storm sewer pipes to be used where storm sewers cross over watermains.
- 6.10 Please evaluate the sizes of storm structures throughout the project. There is only 1-6" manhole called out, yet there are several structures with pipes over 21".
- 6.11 Remove all reference to IDOT frames or grates. All structure castings must be E1WJ per Village Ordinance. Update callouts on each P&P sheet.
- 6.12 Add a note that specifies if the storm sewer structure rim elevations listed are top of curb or edge of pavement.
- 6.13 Provide distance between top and bottom of crossing pipes in Utility Crossing Tables; provide storm sewer pipe diameters. Asterisk crossings which require lowering of watermain; provide a note for referencing a watermain lowering detail to be added to a Details sheet.
- 6.14 Call out requirement for rebar in curb at all trench crossings and extending 2 ft beyond trench, and a minimum of 10 ft long.
- 6.15 Provide a designed vertical curve where gradient changes exceed 1.0%, i.e. end of Twinleaf Ct.
- 6.16 Provide centerline angles for all proposed intersections.
- 6.17 Provide dimensions for roadway design that are not a part of the typical cross section. For example, cul-de-sac radii and intersection corner radii.
- 6.18 Do not show sidewalk linework across road pavement.
- 6.19 Show snow removal easement boundaries, even those not being platted at this time.
- 6.20 Show proposed grading contours; remove existing contours from within site boundaries.
- 6.21 Call out mitigation of existing subsurface drainage systems found onsite. Mitigation may include removal of non-active tiles or those draining offsite, tie-in to proposed storm structures, regrading around site, etc.
- 6.22 On Sheet C6, the existing sanitary sewer size is shown as 6". This is below the minimum size of 8". Previous Whispering Oaks Plans indicated this pipe's proposed size was 8". Please Confirm what the true size is.
- 6.23 On Sheet C6, provide existing invert data for the existing manhole at the northwest corner of Old Kerry Grove Road and Settlers Court.
- 6.24 On Sheet C6, call out to adjust or reconstruct the existing manhole, as applicable per IDOT specs, that is on the west side of Settlers Court. It is shown below grade and will need to be raised.
- 6.25 On Sheet C6, identify the location where the proposed storm sewer from Structure C10 will connect to the existing storm sewer to the north. In addition, call out FES to be removed.
- 6.26 On Sheet C6, Storm Structures C18 and C19 shall use open castings, not closed lids.
- 6.27 On Sheet C6, Label utility crossings CR-28 and CR-29.
- 6.28 On Sheets C7 and C11, provide a sidewalk crossing across Cache Isle Circle from the east side of Redbad Ct to Lot 114 and as close as possible to Lot 115, and from the south side of Twinleaf Ct to Lot 119.
- 6.29 On Sheet C7, Structure F1.2 is called out as an Inlet, Type A6 and should be Type A.
- 6.30 On Sheet C7, Structure D9.3 is identified as an Inlet, Type A and should be a Catch Basin, Type C.
- 6.31 On Sheet C7, identify the casting number for Structure D9.3.
- 6.32 On Sheet, C8, Structures B4.1 and C6.3 should be Catch Basins, Type C.
- 6.33 On Sheet C8, Structure B3.3 is identified as an Inlet, Type A and should be a Catch Basin, Type C.
- 6.34 On Sheet C8, Structure B5.6 must be a 4 ft structure (minimum) or 5' due to multiple connecting RCP storm sewer and the angle of the pipe openings.

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- 3.8 Provide the line type for proposed easements and setback lines in the Final Plat Legend.
- 3.9 Show all pins to be set on the Final Plat.
- 3.10 Remove reference to easements not used on this plat, e.g. D.E., N.A., A.E.
- 3.11 Identify the start and stop of each measurement along curves of streets, ex: What curve does L=48.09 in Lot 152 refer to?
- 3.12 The bearing is needed for the rear yard of Lot 149.
- 3.13 Show ROW dimension for Old Kerry Grove and Justin Drive to the centerline.
- 3.14 Remove the separate SCHOOL DISTRICT CERTIFICATE. This information is provided in the Village's OWNERSHIP CERTIFICATE. The Elementary school district is Minooka #201, not Channahon.
- 3.15 Use/add attached Village specific provisions to the Final Plat.
- 3.16 Revise the County 9-1-1 Certificate to reflect Will County (Will County 9-1-1 covers the entirety of Channahon).
- 3.17 Provide or replace the following certifications with those provided at the end of this review:
SURVEY CERTIFICATION
CERTIFICATE OF OWNERSHIP
MORTGAGE CERTIFICATION (IF APPLICABLE)
GUARANTEE OF IMPROVEMENTS (does not reference engineering plans)
MAIL TO (required on all plans)
- 3.18 Remove Grundy County Recorder's Certificate, as they have indicated they do not need it.
- 3.19 Change the Address of Lot 160 to 26520 S Settlers Court.
- 3.20 Removal Old Kerry Grove address alternatives from the Address Table for Lots 155 and 156. The houses should front on Justin Drive and Settlers Court, but may have the option for a sideloaded garage to Old Kerry Grove.
- 3.21 Widen the extension of Outlot 163 adjacent to Lot 162 to 20'.

4. Existing Conditions – Sheet C4

- 4.1 Provide a note stating when existing conditions data was surveyed. All existing conditions data, including benchmarks and utilities, must be current.
- 4.2 Provide a legend for contour line types and other symbols used on this sheet.
- 4.3 Show all existing water main, sanitary main, services for both, and storm sewer constructed with U-1.
 - It is the Village's understanding the full watermain loop around Settlers Ct was constructed.
 - Two sanitary service connections are shown between San MH-2 and San MH-40, an asbuilt televising reports. One east facing service at 99.70 ft from San MH-2; one west facing service at 102.90 ft. Proposed engineering indicated a service connection for lot 137 from San MH-40.
 - Two sanitary service connections are shown between San MH-4 and San MH-22. One east facing service at 99.90 ft from San MH-4; another east facing service at 184.10 ft.
 - It is therefore presumed water services were also constructed to lots on Settlers Court.Show sanitary services as described. Survey for water service valve boxes and sanitary MH service connections. Also show and incorporate these services into plan & profile and utility plan sheets.
- 4.4 Show existing sidewalk along Old Kerry Grove Rd.
- 4.5 Provide the required existing topographic survey data extending a minimum distance of 100-ft beyond the parcel boundaries; include the existing wetland area with callout for water surface elevation when surveyed. Remove proposed contours from Pond B.

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- 6.35 On Sheet C8, include an intersection station equation for Cache Isle Circle and Twinleaf Court.
- 6.36 On Sheet C8, Structures B3, B3.1, B4, and C6 shall use open castings, not closed lids.
- 6.37 On Sheets C8 & C11, the Village has been given no schedule for park path construction or an understanding of who is responsible to construct it. Provide typical sidewalk along Justin Dr and Cache Isle Circle.
- 6.38 On Sheet C9, storm sewer and sanitary sewer should both fit in the Bluebell Ct Parkway per Village typical road section. Make this adjustment.
- 6.39 On Sheet C9, provide pipe information between Structures D30-D31 and D31-D32.
- 6.40 On Sheet C9, Structures D12.1, D12.4, D13.2, and D16 are identified as an Inlet, Type A and should be a Catch Basin, Type C.
- 6.41 On Sheets C9 & C12, both the Blue Ash Ct/Bluebell Ct (STA 11+99.20) and Justin Dr (STA 117+50.00) road profiles indicate a low point in the middle of the intersection. Provide detailed grading to verify runoff flows to nearby curb and storm structures. Provide $\geq 2.0\%$ slopes from all center line crowns and/or $\geq 1.0\%$ for pavement flowlines where one road meets the other.
- 6.42 On Sheet C10, provide information on the existing manhole that the pipe from Structure F7 will tie into. Include structure size, pipe inverts, and casting type.
- 6.43 Utility crossing CR-10 on Sheet C10 is incorrectly identified with the sanitary shown as the top utility. Please correct.
- 6.44 On Sheet, C10, Structure D25.3 can be an Inlet, Type A.
- 6.45 On Sheet C10, Structure B2 shall use an open casting, not closed lid.
- 6.46 On Sheet C11, a double line is shown for the storm sewer pipe between C6 and B73.
- 6.47 On Sheet C11, Structure C6.3 is identified as an Inlet, Type A and should be a Catch Basin, Type C.
- 6.48 On Sheet C11, include callouts for all existing storm structures and pipes from B73.4-B73. Include structure type, sizes, pipe inverts, pipe sizes, and pipe lengths.
- 6.49 On Sheet C11, the existing sanitary sewer size is shown at 6". This is below the minimum size of 8". Previous Whispering Oaks Plans indicated this pipe's proposed size was 8". Please confirm the true size is.
- 6.50 On Sheet C11, all out to adjust or reconstruct the existing manhole, as applicable per IDOT specs, that is on the west side of Justin Drive. It is shown below grade and will need to be raised.
- 6.51 On Sheet C11, Structure C6 shall use an open casting, not closed lid.
- 6.52 On Sheet C11, call out connection of proposed sidewalk to existing sidewalk at end of Justin Dr.
- 6.53 On Sheet C12, call out connection of proposed sidewalk to existing sidewalk at end of Justin Dr.
- 6.54 On Sheet C12, the intersection station equation is incorrectly identified as Old Kerry Grove Road; the Justin Dr station should be approximately 17+50; the Blue Ash Ct station should be approximately 11+99.
- 6.55 On Sheet C12, identify the casting number for Structures D9.1, D9.2, and D9.3.
- 6.56 On Sheet C12 or C15, provide information on the connection of proposed Justin Dr to existing Justin Dr. Callout connections for pavement, sidewalk and watermain.
- 6.67 Change bike path on the Park Lot to 5' sidewalk within the right of way. (Illustrated on C5, C8, C13, and C15)

7. Grading Sheets – Sheets C13-C14

- 7.1 Proposed 1 ft contours crossing site perimeter boundaries must connect to existing contours at the property line. No contours, existing or proposed, can end in space or tie into another contour. Add more contour labels.
- 7.2 Provide rim elevations for all structures, including invert elevations for sump discharge connections to structures, and all outfall elevations to landscape areas.

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Sample Review #1

- 7.3 All runoff from the site, whether through storm sewer, swales or overland flood routes, must be tributary to this development's detention ponds. Proposed contours and a lack of off-site topography do not confirm this is happening, especially around the perimeter of the site. Provide sufficient grading detail to verify all runoff complies with this comment.
- 7.4 Provide drainage slope data for landscape areas along property lines including one side and rear yard property line slope where a uniform grade is used, between grade changes, from high points to structures, etc. Side and rear yard drainage slopes should be $\geq 1.0\%$, though some lesser slopes may be allowed where 1.0% cannot reasonably be achieved.
- 7.5 Some side property line grades are arrowed to indicate a highpoint where none exists. Side yard spot grade should be shown at high points where applicable, or at mid-point of a uniform slope from back to front or vice versa.
- 7.6 Where lots are graded to drain from rear property lines to the front of the lot, provide additional spot grades to indicate drainage splitting around the house from center of lot to side yard swales, i.e. horseshoe drainage.
- 7.7 Show overland flood route arrows only at points where one inlet tributary area overlaps to the next.
- 7.8 There appears to be some rear yard drains that are at a higher elevation than the proposed grading plan. Correct these.
- 7.9 Provide detailed grading at all intersections to verify runoff flows to nearby curb and storm structures. Provide $\geq 2.0\%$ slopes from all center line crowns and/or $\geq 1.0\%$ for pavement flowlines where one road meets the other.
- 7.10 Provide center line slopes at gradient changes with spot grades at high and low points.
- 7.11 Provide proposed garage floor elevations, and driveway slopes from building to ROW where such slopes are $< 1.0\%$ or $\geq 6.0\%$.
- 7.12 Provide additional grading information along the south end of Pond D to determine what properties will be affected if the emergency overflow weir is used.
- 7.13 Provide side slope information for the Pond D detail on Sheet C14.
- 7.14 Show the 2-year and 100-year water elevations on the Pond D detail and in the Pond D plan view on Sheet C14. Use a different line type for the water surface elevation contours.
- 7.15 The 100-year HWL in Pond D on Sheet C14 does not point to the proposed contour line it is describing.
- 7.16 Provide the location where the pond cross section is taken from on Sheet C14.
- 7.17 Provide a minimum 15 ft wide access drive along the south side of Pond D from Justin Dr to 50 ft beyond the detention basin outfall. This access must be capable of supporting typical earth moving machinery such as dump trucks, backhoes, and other heavy equipment.
- 8. Overall Utility Sheet – Sheet C15**
- 8.1 Provide a Utility Crossing Table on this sheet including distance between top and bottom of crossing pipes in Utility Crossing Tables; provide storm sewer pipe diameters. Asterisk crossings which require lowering of watermain; provide a note for referencing a watermain lowering detail to be added to a Details sheet.
- 8.2 Provide a legend that includes all symbols used.
- 8.3 Provide 4 four-inch PVC conduits to accommodate public utility road crossings (ComEd, AT&T, Comcast, etc.).
- 8.4 Call out requirement for rebar in curb at all trench crossings and extending 2 ft beyond trench and a minimum of 10 ft long.
- 8.5 Provide PUDE easement dimensions.
- 8.6 On Sheet C12 and C15, provide information on the connection of the proposed watermain at the south end of Justin Drive to the existing main.

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- arrows at each point where one inlet tributary area overlaps to the next. Provide OFR weir cross sections and calculations where a larger area overlaps to the next. This includes providing data for the northeast section of Unit 1.
- 11.7 There seem to be discrepancies with tributary areas (8.36 ac tributary to Pond D where it appears only 7.57 ac drains to it and the original design had a drainage area of 6.64 ac). Provide a separate exhibit showing proposed drainage areas tributary to each pond using a grading plan sheet. All runoff for the site is required to go to Whispering Oaks detention ponds.
- 11.8 The original design for Pond D was made with a drainage area of 6.64 acres. The drainage area has now been increased to 8.36 acres. The designer shall either determine the downstream capacity of the storm sewer system in The Highlands, reduce the tributary area, or limit the release rate to what would be produced from 6.64 acres.
- 11.9 Provide a calculation showing that a release rate of 0.15 cfs/acre is less than the existing release rate of the drainage area to Pond D.
- 11.10 Per Section 203.2 of the WCSMO, the required detention volume shall be multiplied by 130%. It should also be noted the WCSMO allows methods other than the Modified Rational to calculate required stormwater detention.
- 11.11 According to Section 203.6.f of the WCSMO, storage facilities shall be designed so that the existing conditions pre-development peak runoff rate from the 100-year critical duration rainfall will not be exceeded assuming the primary restrictor is blocked. Provide this analysis.
- 11.12 Per WCSMO Section 202.4, the existing off-site outfall shall be evaluated with regard to its capacity and capability to convey site runoff. Provide this evaluation.
- 11.13 Provide additional grading information along the south end of Pond D to determine what properties will be affected if the emergency overflow weir is used. Include narrative describing the effects on downstream property owners. The 100-year storm Inundation Exhibit should show the extent of ponding in this area.
- 11.14 Provide Hydraulic Grade Line elevation for structures in storm sewer calculation spreadsheets. Provide a profile view of storm sewer which also depicts Hydraulic Grade Line.
- 11.15 Provide Storm Sewer Inlet capacity calculations.
- 11.16 There are errors in the Storm Sewer calculations. The drainage areas for B5.7-B5.6, B5.6-B5.5, B5.5-B5, B4-B3, B3.3-B3.2 are incorrect. This affects flow calculations for the run from B1-B5. Please revise.
- 11.17 Provide elevation-discharge data, and calculations specifically related to the outlet control structure depicted in the plan.
- 11.18 Per Section 600 of the WCSMO, provide a plan for the long-term management, operation and maintenance of the stormwater drainage system and a description of the sources of funding. The maintenance program for permanent stormwater management facilities shall describe maintenance tasks, schedule, and identification of responsible entities for maintenance activities.
- 11.19 Provide a Scheduled maintenance program for permanent stormwater facilities including BMP measures. (WCSMO Section 502.3.b)
- 11.20 Provide a planned maintenance tasks and schedule. (WCSMO Section 502.3.b)
- 11.21 Provide a list of maintenance tasks and schedule for sediment/erosion control measures. (WCSMO Section 502.3.c)
- 11.22 Provide identification of entities responsible for maintenance. (WCSMO Section 502.3.b)
- 11.23 Provide a minimum 15 ft wide access drive along the south side of Pond D from Justin Dr to 50 ft beyond the detention basin outfall. This access must be capable of supporting typical earth moving machinery such as dump trucks, backhoes, and other heavy equipment.

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- 8.7 Provide structure data for storm, sanitary and water structures.
- 8.8 Provide material, diameter, length and slope data for all storm and sanitary pipe.
- 8.9 All water and sanitary service connections must be perpendicular to the main, except where unavoidable, terminate at 6.5 ft from the front property line; and be located 5 ft left of lot center (sanitary) and right of lot center (water), or either can be ≤ 5 ft from side property lines. Where sanitary main is < 8 ft from the ROW, service ends should be shown not more than 2 ft past ROW boundary.
- 8.10 Sanitary services shall not connect to manholes, except at the end of cul-de-sacs. Where services connect to manholes, provide the service stub invert elevation which cannot be greater than 2.0 ft above mainline pipe invert.
- 8.11 Call out mitigation of existing subsurface drainage systems found onsite. Mitigation may include removal of non-active tiles or those draining offsite, tie-in to proposed storm sewer structures, rerouting around site, etc.
- 8.12 Provide invert elevations for sump discharge connections to structures, and at outfalls to landscape areas.
- 8.13 Lot 133 requires a sump pump discharge line.
- 9. Street Lighting and Signage Sheet – Sheets C16-17**
- 9.1 Provide striped pedestrian crosswalks for the west, south and east legs of the Justin Dr and Old Kerry Grove Rd intersection; and the Cache Isle Circle crossing of Justin Dr.
- 9.2 Provide pedestrian crossing signage north and south of the Cache Isle Circle crossing for Justin Dr.
- 9.3 The matchline between sheets C16 and C17 is not correct. The respective improvements overlap each other.
- 9.4 Show 4 four-inch PVC conduits to accommodate public utility road crossings (ComEd, AT&T, Comcast, etc.). These crossings should be aligned with front yard PUDE.
- 9.5 Remove Legend references not used on these plans. Add YIELD sign icon.
- 9.6 Use a streetlight icon that shows the direction the mast arm will extend to. All streetlights will be single residential streetlights.
- 9.7 Remove stop bar and crosswalk pavement marking; these will not be required.
- 9.8 Signs on streetlights are not shown using the Legend icon.
- 9.9 Replace stop signs with yield signs at all intersections, except where Justin Dr and Settlers Ct connect to Old Kerry Grove Rd. Twingleaf Ct and Redbud Ct do not require egress traffic signage.
- 9.10 In an effort to reduce excessive lighting in residential areas, please make the following streetlight removal and location changes which the Village considers in substantial conformance to Ordinance 154, Appx I:
- Remove streetlight at corner of Old Kerry Grove and Justin Dr; there is an existing streetlight at the NW corner of the intersection.
 - Remove streetlight at corner of Cache Isle Circle and Twingleaf Ct.
 - Move light on Twingleaf Ct to intersection with Cache Isle Circle.
 - Move light on Redbud Ct to intersection with Cache Isle Circle.
 - Move light from between 132/133 to between 130/131 to avoid fire hydrant.
 - Move light from between 127/128 to between 127/129 to avoid other utility structures.
 - Move light from between 101/102 to between 100/101.
 - Remove light from between 107/108.
- 9.11 Remove reference to streetlight controllers. Each streetlight must have its own disconnect per Ordinance 154 Appx I. Show proposed location of each disconnect with wire routing to the streetlight. Disconnects should be located in rear yard PUDE for anticipated ComEd power supply.
- 9.12 Include Electric Cable requirements in on Sheet C16 or C17 in accordance with Ordinance 154 Appendix I.A.1.d.
- 9.13 Identify the depth of light pole foundations in accordance with Ordinance 154 Appendix I.C.

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Pavement Design Calculations

- 12.1 Provide soil borings and analysis for roadway areas. Analysis must extend to 5 ft below applicable proposed sub-grade elevations.
- 12.2 Per Don Kinzler's email to Tom Scofield 04-14-21:
Submit a pavement design per Village ordinance and IDOT standards including, but not limited to: soil testing to determine sub-base stabilization design; determination of road classifications; use mechanistic design, etc. Excerpt from Ordinance 154:65:
- (B) All unsuitable sub-base material shall be removed and replaced with stable, compacted material in conformance with generally accepted engineering practices.
- (1) Soil test reports are to be submitted to the Village Engineer at the time of plan submittal.
- (2) Subgrade stability improvements will be required for soils with an IBR less than 6.
- (C) Vertical Curves...
- (D) All pavement thicknesses, including surface, base courses and sub-base courses, shall be designed in accordance with the Illinois Department of Transportation standards.
- (1) The minimum thicknesses for Class IV streets shall be as specified in Appendix C.
- (2) Proof roll of the sub-base and base course shall be conducted; and densities of the sub-base, base course, binder course and surface course of all streets shall be field-verified during construction with nuclear methods by a village-employed testing service, in accordance with the provisions set forth in § 154.76 of this chapter.
- (E) (1) Class III streets require design data to be submitted to the Village Engineer at the time of plan submittal, and shall always meet or exceed the minimum requirements in Appendix C.
- (2) However, alternate materials may be considered by the Planning and Zoning Commission, if recommended by the Village Engineer, if structurally equal:
- (a) Standard reinforced, portland cement concrete pavement, having a uniform thickness of eight inches. Concrete for such pavement shall conform to the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction; and
- (b) Five-inches-thick, bituminous-aggregate-mixture base course, a wearing surface of bituminous concrete binder, and a surface course having a minimum compacted thickness of three inches. Bituminous pavement shall conform to the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction.

Landscape Plan

- 13.1 Provide seed mix information for Pond D on the appropriate Sheet.
- 13.2 A simple landscape plan meeting the requirements of Municipal Code 158.36(F)(1)(d) for perimeter landscaping of Pond D must be submitted in conjunction with the Final Plan for that unit.
- 13.3 The extensive trees along the west property line of the development should be assessed for health and species. Should any trees need to be removed for subdivision development or construction of a home, trees determined to be preservation species as identified in Municipal Code Chapter 158 must be replaced per ordinance requirements. Staff must approve all removals and corresponding replacements PRIOR to removal of any tree. A note to this effect shall be added to the site improvement plans.
- 13.4 The extensive trees along the west property line of the development should be assessed for health and species. Should any trees need to be removed for subdivision development or construction of a home, trees determined to be preservation species as identified in Municipal Code Chapter 158 must be replaced per ordinance

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- 9.14 Identify PCC strength requirements for light pole foundations in accordance with Ordinance 154 Appendix I.D.
- 9.15 Add Village of Channahon specifications from Chapter 154 Appendices E, F, G, H and I. Add bolded notes as follows:
FOR RESIDENTIAL STREETLIGHT IMPROVEMENTS, LED LUMINAIRES GE EVOLVE ERL1007C340DGRAYAGILR SHALL BE USED WHERE 150W LUMINAIRS ARE REQUIRED BY ORDINANCE, AND GE EVOLVE ERL1010C340DGRAYAGILR SHALL BE USED WHEN 250W LUMINAIRS ARE REQUIRED BY ORDINANCE.
- 10. Construction Details Sheets – Sheets C18-C19**
- 10.1 Provide all dimensions in typical road sections as shown in the Village's typical section in ordinance. It is understood that utilities will not always be able to adhere to these dimensions, but every effort should be made to do so. The typical island should mimic the standard road cross section, though utilities can also be shown under island landscape areas.
- 10.2 Provide note in Curb and Gutter detail that the location of Water and Sewer services shall be stamped on the curbs.
- 10.3 Include reinforcement bar material requirements in details.
- 10.4 Provide separate trench details for water, storm and sanitary pipe. Details must include information for trench backfill and when its required.
- 10.5 Provide Typical Thrust Block Details from the Standard Specifications for Water and Sewer Construction in Illinois.
- 10.6 Revise the sanitary sewer connection detail to comply with Ordinance 154, Appx E, including, but not limited to, dimensioning the capped service stub 6.5 ft from the property line and 5 ft left of lot center, showing minimum 1.0% slope, removing cleanout, etc.
- 10.7 Remove the Sump Pump Connection Detail. All connections to storm sewer pipe must be made at a storm structure.
- 10.8 Identify that crosswalk striping is not required per the IDOT standard details except where required by other comments.
- 10.9 Revise typical road sections based on review comments.
- 10.11 Provide a watermain lowering detail.
- 10.12 Provide water and sewer separation detail(s).

Stormwater Management Report (SMR)

- 11.1 All runoff from this development, whether through storm sewer or overland flood routes, must be tributary to its detention ponds.
- 11.2 Provide full size exhibit sheets with all future SMR submittals.
- 11.3 Provide a wetland jurisdictional determination for Outlot 163. If it is jurisdictional, provide a wetland delineation.
- 11.4 Provide an Existing Drainage Plan showing existing drainage areas and patterns using the existing conditions topography map.
- 11.5 Provide a Vicinity Topographic Map per Will County Stormwater Management Ordinance (WCSMO) Section 502.3.d.
- 11.6 Provide a Major Stormwater System (overland flood routes) plan sheet(s) and analysis per Section 201.5 and 202.3. Include an Inundation Exhibit using the 100-yr storm with storm sewer taking only 50% of the 10 yr storm runoff (regardless of pipe capacities) and detention pond outfalls blocked. Show overland flood route

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requirements. Staff must approve all removals and corresponding replacements PRIOR to removal of any tree. A note to this effect shall be added to the site improvement plans.

PUBLIC UTILITY EASEMENT PROVISIONS
An easement for serving the subdivision and other property with electric communications, natural gas and cable television services is hereby reserved for and granted to:

**Commonwealth Edison Company, Nicor Gas, AT&T, Inc.,
Applicable Cable Television Company, and Telecommunications Companies ("Grantees")**

their respective licenses, successors and assigns, jointly and severally, to construct, operate, repair, maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, poles, guys, anchors, wires, cables, conduits, manholes, transformers, pedestals, equipment cabinets or other facilities used in connection with overhead and underground transmission and distribution of electricity, communications, sounds and signals, and underground transmission and distribution of natural gas in, over, under, across, along and upon the surface of the property shown within the dashed or dotted lines (or similar designation) on the plat and marked "Public Utility Easement", "P.U.E."; "Public Utility & Drainage Easement" or "P.U.D.E.", the property designated in the Declaration of Condominium and/or on this plat as "Common Elements", and the property designated on the plat as "common area or areas", whether public or private, together with the right to install required service connections over or under the surface of each lot and common area or areas to serve improvements thereon, or an adjacent lots, and common area or areas, the right to cut, trim or remove trees, bushes, roots, saplings and to clear obstructions from the surface as may be reasonably required incident to the rights herein given, and the right to enter upon the property for all such purposes. Obstructions shall not be placed over Grantees' facilities or in, upon or over the property within the dashed or dotted lines (or similar designation) marked "Public Utility Easement", "P.U.E.", "Public Utility & Drainage Easement" or "P.U.D.E." without the prior written consent of Grantees. After installation of any such facilities, the grade of the property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.

The term "Common Elements" shall have the meaning set forth for such term in the "Condominium Property Act", Chapter 765 ILCS 605/2(e), as amended from time to time.
The term "common area or areas" is defined as a lot, parcel or area of real property, the beneficial use and enjoyment of which is reserved in whole or as an appurtenment to the separately owned lots, parcels or areas within the planned development, even though such be otherwise designated on the plat by terms such as "common elements", "open space", "open area", "common ground", "parking" and "common area." The term "common area or areas" and "Common Elements" include real property surfaced with interior driveways and walkways, but excludes real property physically occupied by a building, Service Business District or structures such as a pool, retention pond, or mechanical equipment.

Relocation of facilities will be done by Grantees at cost of Grantor/Lot Owner, upon written request.

MUNICIPAL STORMWATER DETENTION EASEMENT PROVISIONS
All easements indicated as "Municipal Stormwater Detention Easement" on this plat are hereby reserved for and granted to the Village of Channahon ("Grantor") and to their successors and assigns, upon, across, over, under and through said easements for the purpose of installing, constructing, inspecting, operating, repairing, replacing, revising, altering and enlarging, removing, repairing, cleaning and maintaining stormwater detention facilities, storm sewer, overland drainage, and without limitation, such other installation as may be required to furnish the storage/free flow of stormwater, and such appurtenances and additions thereto as said Grantor may deem necessary, together with the right of access over, upon or across the lots and real estate on this plat for the necessary men and equipment to do any and all of the above work.

The right is also hereby granted to said Grantor to cut down, trim, or remove any trees, shrubs, or other plants that interfere with the operation of or access to said sewers, overland drainage areas, stormwater detention facilities or, without limitation, utility installations in, on, upon or across, under or through said Easements. No buildings or trees

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Sample Review #1

shall be placed on said Easements, but same may be used for gardens, shrubs, landscaping, and other purposes that do not then or later interfere with the aforesaid uses and rights.

Each owner or subsequent purchaser shall be equally responsible for maintaining the easement and shall not destroy or modify grades or slopes without having first received written approval of the Grantee. In the event any owner or subsequent purchaser fails to properly maintain the easement, the Grantee shall upon 10 days prior written notice, reserve the right to perform, or have performed on its behalf, any maintenance work to or upon the easement reasonably necessary to ensure adequate stormwater storage and the free flow of stormwater through the easement area.

In the event the Grantee shall be required to perform, or have performed on its behalf, any maintenance work to or upon the easement, the cost together with an additional sum of ten percent (10%) of said cost of completion of the work constitutes a lien against any lot or lots created by this plat which may require maintenance. The lien may be foreclosed by any action brought by or on behalf of the Grantee.

Except in cases of emergency, all other public utility installations within this easement are subject to the prior approval of the Grantee so as not to interfere with Grantee owned utilities, or adversely affect the storage/free flow of stormwater.

SURVEY CERTIFICATION:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, _____, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT, UNDER THE DIRECTION OF THE OWNER THEREOF, I HAVE SURVEYED, SUBDIVIDED AND PLATTED INTO (PLOTS) #(STREETS) _____, THAT PART OF THE (QUARTER SECTION, SECTION, TOWNSHIP, RANGE) _____ OF THE _____ PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS:

(PIN)

(LEGAL DESCRIPTION) containing _____ acres more or less.

I DO FURTHER CERTIFY THAT:

1. THE ACCOMPANYING PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY AND SUBDIVISION AS MADE BY ME.
2. (FLOOD HAZARD STATEMENT)
3. THE PROPERTY OR PLAT IS SITUATED WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF CHANNAHON.
4. THAT ALL REGULATIONS ENACTED BY THE SUBDIVISION AND PLAT ORDINANCE OF THE VILLAGE OF CHANNAHON HAVE BEEN COMPLIED WITH IN THE PREPARATION OF THIS PLAT.
5. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF AND ARE CORRECT AT 65 DEGREES FAHRENHEIT.
6. 9/16-INCH-BY-30-INCH IRON RODS SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.

BY: _____

ITS DULY AUTHORIZED OFFICER

ATTEST: _____

ITS DULY AUTHORIZED OFFICER

MORTGAGEE Address:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, THE UNDERSIGNED, A NOTARY PUBLIC, IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____, PERSONALLY KNOWN TO ME TO BE THE _____ OF _____, WHO IS THE MORTGAGEE, AND PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND SEVERALLY ACKNOWLEDGED THAT AS SUCH _____ AND _____, THEY SIGNED AND DELIVERED THE SAID INSTRUMENT AS _____ AND _____ TO BE AFFIXED THERETO, PURSUANT TO AUTHORITY GIVEN BY THE BOARD OF DIRECTORS OF SAID _____ AS THEIR FREE AND VOLUNTARY ACT, AND AS THE FREE AND VOLUNTARY ACT AND DEED OF SAID _____ FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS ___DAY OF _____, 20__.

_____ (SEAL)

NOTARY PUBLIC

GUARANTEE OF IMPROVEMENTS:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

THIS IS TO CERTIFY THAT PROVISIONS HAVE BEEN MADE IN ACCORDANCE WITH THE SUBDIVISION SITE PLAN REQUIREMENTS FOR THE GUARANTEE OF PERFORMANCE IN THE CONSTRUCTION OF THE FOLLOWING IMPROVEMENTS. (LIST IMPROVEMENTS or NAME OF ENGINEERING PLANS)

ATTEST: _____ BY: _____
VILLAGE CLERK VILLAGE ENGINEER

DATE _____ DATE _____

DATED AT _____, ILLINOIS THIS _____ DAY OF _____, 20__ A.D.

ILLINOIS REGISTERED LAND SURVEYOR NO. _____

(SEAL)

CERTIFICATE OF OWNERSHIP:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

THIS IS TO CERTIFY THAT _____ (AND _____) IS (ARE) THE OWNER(S) OF THE LAND DESCRIBED IN THE FOREGOING CERTIFICATE, AND HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED, AS INDICATED ON THE PLAT, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND THAT THE SAME ABOVE DESCRIBED PROPERTY IS LOCATED IN SCHOOL DISTRICT(S) _____, AND THAT I (WE) HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED, AS MY (OUR) OWN FREE AND VOLUNTARY ACT AND DEED.

BY: _____ BY: _____

OWNER OWNER
OWNER Address: OWNER Address:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, DO HEREBY CERTIFY THAT _____ (AND _____), PERSONALLY KNOWN TO ME TO BE THE SAME PERSON(S) WHOSE NAME(S) IS (ARE) SUBSCRIBED TO THE ABOVE CERTIFICATE, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE (SHE, THEY) SIGNED THE ABOVE CERTIFICATE AS HIS (HER, THEIR) OWN FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS ___DAY OF _____ A.D. 20__.

_____ (SEAL)

NOTARY PUBLIC

(Add additional CERTIFICATE OF OWNERSHIP signature blocks as applicable)

CERTIFICATE OF OWNERSHIP OF PROPERTY UNDER TRUSTEESHIP:

MAIL TO:

VILLAGE OF CHANNAHON
24555 S. NAVAJO DR.
CHANNAHON, IL 60410

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

THIS IS TO CERTIFY THAT _____ AS TRUSTEE ON PROVISION DATED _____ AND KNOWN AS TRUST NO. _____ IS THE HOLDER OF RECORD TITLE TO THE PROPERTY DESCRIBED IN THE PLAT, AND HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS SHOWN ON THE PLAT, FOR THE PURPOSES THEREIN SET FORTH AS ALLOWED BY THE STATUTE. AND THAT SAID _____, NOT PERSONALLY BUT AS TRUSTEE, DOES HEREBY ACKNOWLEDGE THAT THE SAME ABOVE DESCRIBED PROPERTY IS LOCATED IN SCHOOL DISTRICT(S) _____ AND ADOPT THE SAME UNDER THE STYLE AND TITLE HEREON SHOWN.

DATED THIS ___DAY OF _____, 20__ A.D.

BY: _____ BY: _____
TRUST OFFICER TRUST OFFICER

TRUST OFFICER Address: TRUST OFFICER Address:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, DO HEREBY CERTIFY THAT _____ (AND _____), TRUST OFFICER(S) PERSONALLY KNOWN TO ME TO BE THE SAME PERSON(S) WHOSE NAME(S) ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE FOREGOING INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT OF THE _____, AS TRUSTEE AFORESAID, FOR THE USES AND PURPOSES SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS ___DAY OF _____ A.D. 20__.

_____ (SEAL)

NOTARY PUBLIC

MORTGAGEE CERTIFICATION (IF APPLICABLE):

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

_____ (BANK), AS MORTGAGEE UNDER THE MORTGAGE RECORD AS DOCUMENT NO. _____ DATED _____, HEREBY CONSENT TO THE RECORDING OF THE SUBDIVISION HEREIN SHOWN.

DATED AT _____, ILLINOIS, THIS ___DAY OF _____, 20__ A.D.

Sample Review #2



Review Comments

DATE: August 11, 2021

PROJECT: The Preserve at West Branch – Pulte Residential Subdivision – Traffic Impact Study Review

REVIEWER: Mary Cave

The following comments are provided based upon a review of the Traffic Impact Study dated July 23, 2021 for the Pulte Residential Subdivision prepared by KLOA.

Comment #	Page #	Comment
1	5	Army Trail Road is described as having 2 through lanes in the eastbound and westbound directions. Please revise Figure 3 to show this.
2	6	Include the AADT of Petersdorf Road.
3	7	Describe the methods used to add school traffic to the 2021 base traffic volumes.
4	8	Confirm that the PM Peak Hour is 4:30-5:30. It appears than many traffic counts between 4:45-5:45 were used.
5	8	The NB through traffic at Rt 59 and Smith Road is not increased by 40% as the rest of the traffic is. Should be 1,717.
6	8	Provide more detailed calculations showing the counted and increased traffic volumes and added school traffic either in Figure 4 or as a separate Appendix.
7	14	Include more information on the directional distribution at other roads/intersections. Include the following: <ul style="list-style-type: none"> The percentage of trips going from Smith to Rt 59 to North Ave EB The percentage using Klein at the new eastern access point The percentage using Petersdorf Road.
8	15	Provide justification why traffic uses Petersdorf Road in the AM peak hour but not in the PM peak hour.
9	16	In Figure 6, show new trip movements at Rt 59 & North Avenue.

10	17	In Figure 7, the PM EB through movement at Army Trail Road & Petersdorf Road should be 601 trips, not 101.
11	17	In Figure 7, the AM WB through movement at Army Trail Road & Smith Road should be 728 trips, not 724.
12	17	In Figure 7, the AM SB through movement at Rt 59 & Smith Road should be 1816.
13	17	In Figure 7, the AM NB through movement at Rt 59 & Smith Road should be 1378.
14	17	In Figure 7, the AM WB through movement at North Avenue & Klein Road should be 1,622, not 1,616.
15	18	In Figure 8, the EB through movement at North Avenue & Klein Road is incorrect. Should be 2,149 (1,678).
16	18	In Figure 8, the NB through movement at Klein Road and the new access road should be 80.
17	18	In Figure 8, the NB right movement at Rt 59 & Smith Road should be 102.
18	23	The North Avenue & Klein Road LOS values appear to be incorrect and do not match the HCM results in the Appendices. This is the case for both the AM & PM peak hours.
19	24	The North Avenue & Klein Road LOS values appear to be incorrect and do not match the HCM results in the Appendices. This is the case for both the AM & PM peak hours.
20	25	The North Avenue & Klein Road LOS values appear to be incorrect and do not match the HCM results in the Appendices. This is the case for both the AM & PM peak hours.
21	28	The 3 rd bullet point under Klein Road/Proposed Access Road discusses Smith Road/Trinity lane and not Klein Road.
22	Capacity Analysis – 2021 Conditions	Traffic volumes were not input into the NB leg for the North Avenue & Klein Road intersection (PM peak hour)
23	Capacity Analysis – 2030 No Build Conditions	The Smith Road & Waterford Lane SW through movement should be 108. (AM peak hour)
24	Capacity Analysis – 2030 No Build Conditions	Traffic volumes were not input into the NB leg for the North Avenue & Klein Road intersection. (PM peak hour)
25	Capacity Analysis –	The North Avenue & Klein Road EB through traffic should be 2149. (AM peak hour)

	2030 Total Conditions	
26	Capacity Analysis – 2030 Total Conditions	The IL 59 & Smith Road NB right traffic should be 102. (PM peak hour)
27	Capacity Analysis – 2030 Total Conditions	The North Avenue & Klein Road EB through traffic should be 1,678. (AM peak hour)
28	Capacity Analysis – 2030 Total Conditions	Traffic volumes were not input into the NB leg for the North Avenue & Klein Road intersection (PM peak hour)
29	Capacity Analysis – 2030 Total Conditions	The Access Road & Klein Road NB through traffic should be 80. (PM peak hour)

Please call or email with any question to Mary Cave, at 217-201-9003 or maryc@thomas-engineering.com.

Thomas Engineer Group, LLC on behalf of the City of West Chicago.

Mary E. Cave, P.E.

5

RESUMES



Mr. Kinzler has over 20 years of engineering experience with 15 years serving as the Engineering Project Manager for the Village of Channahon. His experience includes managing both development and Village infrastructure projects from concept to closeout. Specific tasks included managing contractors and consultants, overseeing review and construction of public infrastructure projects, authoring bidding documents, and managing the Village's Road Management Program.

PRIVATE DEVELOPMENT PLAN REVIEWS AND INSPECTIONS, VILLAGE OF CHANNAHON

– Senior Project Manager. TEG provides municipal reviews of public improvements related to commercial, industrial, and residential developments for compliance with Development Code and storm water management regulations. Responsibilities include review of all mass grading, site development, stormwater management, and utility infrastructure plan reviews. Within the last eight (8) years, TEG has provided development assistance to the Village on over forty (40) projects.

PLAN REVIEWS AND INSPECTIONS, CITY OF WEST CHICAGO – Senior Project Manager. TEG provides inspection of public improvements related to residential subdivisions/ community developments for compliance with City requirements. This includes quality control review of developer's design plans, evaluation and review of engineering plan revisions, observation of construction activities, and private utility plan reviews and permitting within the City's R.O.W. in accordance with City Utility Permitting Requirements. TEG serves as liaison between Public Works, City Utilities, Community Development, the Developer and General Contractor during construction.

VILLAGE OF CHANNAHON, ILLINOIS – Engineering Project Manager (January 2007 - May 2022).

- Manage Village Road Program (82.6 CL miles) and annual budgeting:
 - Total Budget FY 2023 = \$2.2M (incl, MFT funds): Road Maintenance Project (\$1.4M), Crack Fill & Fog Seal (\$84k), Spray Patching (\$60k), Asphalt Preservation (\$145k), PCC Road Maintenance Project (\$500k).
 - Project Manager from start to finish: cost estimates; bidding documents; board actions; construction oversight; closeout.
 - Secure and manage professional consultants for survey, AutoCAD and material inspection.
 - Partner with local Townships and Park District on various projects.
 - Provide annual PASER condition rating of all roads.
 - Maintain Excel database with full histories of every road's construction and maintenance.
- Manage private development associated with infrastructure and Public Works:
 - Attend meetings between developers and Village administrative staff.
 - Review Annexation Agreements, Concept Plans, Final Engineering, IEPA Permit Applications, Record Drawings and insure IDOT Permitting and coordination as needed.
 - Estimate, secure and manage Improvement Completion Guarantees and Maintenance Guarantees.
 - Secure and manage consultant construction oversight of roadway, watermain, sanitary sewer and storm sewer.
 - Serve as POC and decision maker for all infrastructure installation questions during construction.
 - Streamline engineering review by instituting Village Specifications and Details sheets to be inserted into all final engineering submittals.
 - Manage final inspections, punch list completion, record drawing review and acceptance of improvements during closeout.

DON KINZLER

PE, CFM

Primary Plan Reviewer and Client Liaison

EDUCATION

University of Illinois at Chicago
Chicago, IL

Bachelor of Science,
Civil Engineering

PROFESSIONAL REGISTRATIONS

Professional Engineer:
Illinois 062-063193

Certified Floodplain Manager:
IL-08-00374

Ms. Cave has 20 years of work experience in project management, public outreach, policy planning and ordinance preparation, grant writing, asset management land development design and review, drainage system modeling, design and review, capital improvement planning and budgeting, sanitary sewer design and review, erosion and sediment control design and inspection, traffic analysis and modeling, transportation design, park planning and design, and survey.

PRIVATE DEVELOPMENT PLAN REVIEWS AND INSPECTIONS, VILLAGE OF CHANNAHON

– Project Manager. TEG provides municipal reviews of public improvements related to commercial, industrial, and residential developments for compliance with Development Code and storm water management regulations. Responsibilities include review of all mass grading, site development, stormwater management, and utility infrastructure plan reviews. Within the last eight (8) years, TEG has provided development assistance to the Village on over forty (40) projects.

PLAN REVIEWS AND INSPECTIONS, CITY OF WEST CHICAGO – Project Manager.

TEG provides inspection of public improvements related to residential subdivisions/ community developments for compliance with City requirements. This includes quality control review of developer's design plans, evaluation and review of engineering plan revisions, observation of construction activities, and private utility plan reviews and permitting within the City's R.O.W. in accordance with City Utility Permitting Requirements. TEG serves as liaison between Public Works, City Utilities, Community Development, the Developer and General Contractor during construction.

PHASE II, COLUMBIA STREET ROADWAY RECONSTRUCTION, CITY OF NAPERVILLE –

Project Manager. TEG is providing topographic survey and final design engineering services for this \$1 million roadway reconstruction project in the City of Naperville. The project will be funded using REBUILD Illinois funding and/or local funding. The project includes reconstruction of the roadway to the City's collector street standards, replacement of water main, replacement of undersized storm sewer, installation of underground detention storage to resolve localized flooding, and installation of new street lighting. TEG performed a drainage study of the area to determine the location and storage volume of in-line underground storage within the City's right-of-way. The project required extensive utility coordination to work around the numerous existing utilities and coordinate new electric duct banks along the corridor.

PHASE II, WILLIAM TIKNIS CAMPUS EXPANSION PROJECT, HANOVER TOWNSHIP –

Project Manager. Hanover Township is expanding its current township campus by developing a 17.5-acre lot. TEG is providing services to take the Township's vision to fruition. These services include a topographic site survey of the heavily wooded property, tree survey, wetland delineation, landscape design, drainage design including green infrastructure considerations, landscape design, roadway design, utility design, trail design, the preparation of construction documents, and bidding assistance to the Township.

PHASE II AND III, BERNER DRIVE, DALE DRIVE, AND WOLSFELD DRIVE RESURFACING PROJECT, HANOVER TOWNSHIP, ILLINOIS – Project Manager.

TEG provided final Phase II design engineering and Phase III resident engineering services for 1.71 miles of roadway resurfacing on local Township streets. The project generally consisted of rural roadway resurfacing, open ditch drainage improvements, aggregate shoulders, pipe underdrains, and landscape restoration along the length of Berner Drive from Route 58 north to Shoe Factory Road, east and west Dale Drive, and Wolsfeld Drive west of Rohrssen Road in Hanover Township, Cook County, Illinois. TEG coordinated pavement cores, soil sampling, and performed an alternatives analysis of the pavement section, resulting in a 3 inch pavement surface removal and 1 inch overlay to improve the structural number of the pavement.

MARY CAVE

PE

Secondary Plan Reviewer

EDUCATION

Bradley University

Peoria, IL

Bachelor of Science,

Civil Engineering

PROFESSIONAL REGISTRATIONS

Professional Engineer:

Illinois 062-060331

PROFESSIONAL ASSOCIATIONS & RECOGNITIONS

APWA-IL:

Chapter Awards Chair &

Director, Prairie Branch President,

Vice President & Secretary

(2008-Current)

Illinois Urban Flood Awareness Act Steering Committee: 2014-2015

Illinois Society of Professional Engineers Young Engineer of the Year – 2006

Mr. Tretowicz has over 16 years of civil engineering experience performing a wide scope of tasks associated with street resurfacing projects, sidewalk replacement program, and water and sewer main improvements. Some of his past duties have included site surveying, CAD drafting, plan review, construction oversight and inspection as well as utilities coordination, residential coordination and project management. He has also acted as a liaison with private utility companies where he administered permitting and conducted right-of-way restoration inspections.

COMMUNITY DEVELOPMENT INSPECTIONS AND PLAN REVIEWS, VILLAGE OF LOMBARD

— Development Engineer for municipal review of commercial and residential private development projects throughout the Village. The Village of Lombard hired TEG to support their Community Development staff and perform engineering plan reviews, NPDES /Erosion Control Inspections, and land, utility, roadway, and detention construction inspections. The scope of work includes construction observation and final review of public improvements related to residential subdivisions/community developments for compliance with Municipal Code and approved plans. Responsibilities include everything from engineering plan review, erosion control inspections, construction site access control, site adjacent to project sites, traffic control inspections, contractor notifications, sewer and water construction inspection, detention facility construction inspection, roadway construction inspection, lighting review and inspection, ADA sidewalk design and construction inspection to individual flooding/drainage concerns at single family homes and subdivision developments.

PHASE II AND III, 2022 WATER MAIN REPLACEMENT PROJECT, VILLAGE OF MOUNT PROSPECT

— Project Engineer. TEG is providing design and construction engineering services for the replacement of an estimated 10,400 linear feet (1.97 miles), or \$3,300,000 of water main within the Village-owned potable water distribution system. The purpose of the project is to replace pipe segments due to pipe age and water loss from main breaks. The project includes the replacement of all associated fire hydrants, water valves and water services from the water main to the b-box. Water main pipe sizes will be upsized at each location.

PHASE II, LAKE STREET SEWER AND WATER MAIN IMPROVEMENTS, VILLAGE OF OAK PARK

— Water and Sewer Design Engineer. TEG was hired by the Village to provide sewer and water utility design in advance of the Lake Street Streetscape Improvement. The sewer and water improvements consisted of 3,100 feet of sewer and water main replacement along Lake Street in the heart of the downtown. The design included suggested sequence of construction and staged MOT plans for Lake Street and the intersection of Lake Street and Oak Park Avenue. Work included the installation of over 700 feet of metallic zinc coated ductile iron water main and service lines, approximately 1,000 feet of combined sewer replacement with 18" to 30" PVC sewer, replacement of lateral services, and nearly 3,000 feet of cured-in-place pipe (CIPP) liner ranging from 12" to 24" in diameter. The project also included the installation of new precast manholes and catch basins, valve vaults, insertion valves, shotcrete manhole rehabilitation, and final restoration of including: PCC base course, HMA binder course, class-D pavement patches, partial curb and gutter patches, sidewalks trench patches, alley apron patches, and parkways restoration.

PHASE II, 2022 CDBG ROAD PROGRAM, CITY OF WARRENVILLE

— Project Engineer. TEG is providing Phase II design engineering services for the City's 2022 CDBG Road Program. The project is located in the Summerlakes Square Courts Area of Maplewood Drive, Maplewood Court, Cottonwood Court, Dogwood Court, Lindenwood Drive, Linden Square, Wood Court, and Wildwood Court. The work consists of asphalt resurfacing, asphalt pavement patching, sidewalk replacement, and curb and gutter replacement.

TOMASZ TRETOWICZ

EI

Project Support Staff

EDUCATION

University of Illinois at Urbana-Champaign
Champaign, IL
Bachelor of Science,
General Engineering

PROFESSIONAL ASSOCIATIONS & RECOGNITIONS

American Public Works Association

PROFESSIONAL ACCREDITATION

Engineer In Training, IL

SELECTED CONTINUING EDUCATION

IDOT

IDOT QC/QA PROGRAM
Documentation of Contract
Quantities

Survey I, II
Pavement Construction Inspection
Highway Engineering Principles

SAFETY TRAINING

Confined Space Regulation

DRAFTING/ENGINEERING SOFTWARE

MicroStation
AutoCAD
ArcGIS



STATEMENT OF QUALIFICATIONS

Engineering Plan Review and Construction Inspection

Services for Private Development

CD2023-39 | AUGUST 29, 2023, 2PM

CITY OF ST. CHARLES



Prepared By:
WBK Engineering, LLC.
116 West Main Street, Suite 201
St. Charles, IL 60174
630.443.7755
www.wbkengineering.com

Contact: Greg Chismark, PE
gchismark@wbkengineering.com
P: 630.338.8527 WBK Engineering, LLC



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

**RE: City of St. Charles
Engineering Plan Review and Construction Inspection Services for Private Development
CD2023-39**

To Whom it May Concern,

WBK Engineering, LLC (WBK), a certified DBE and SBA 8(a) firm, is pleased to submit our Statement of Qualifications providing Construction Inspection and Plan Review Services for the City of St. Charles. We appreciate the opportunity to continue to provide service to the City through construction inspection and plan review services.

We have enjoyed a decades-long relationship with the City and currently serve the City as both review engineers and construction inspectors for private development projects. Our staff also serve as primary review engineers and construction inspectors for numerous municipalities throughout Fox Valley. We understand the necessary balance of managing community development to meet community objectives and achieving code compliance and engineering standards. We bring a staff of engineering professionals with both design and construction expertise. Our staff are immediately available, and our current workload will allow us to provide review engineering and construction inspection services on behalf of the City.

I will serve as the primary contact for the City of St. Charles managing WBK team assignments and overseeing project management. I have over 40 years of professional experience related to a wide variety of civil engineering projects including plan review for counties and municipalities, site inspection/construction oversight for local agencies, and project design experience related to stormwater management, underground utilities, and roadway maintenance and construction.

WBK Engineering has been in St. Charles for more than 25 years, and we are minutes away from any project within the City. Because of our proximity, our staff will always be available and ready to act as an extension of City staff. We have ample capacity and resources to successfully respond to the ever-changing needs of development and construction projects.

Our ability to provide professional engineering services begins with the breadth and depth of resources available at WBK. We are part of the community and are intimately familiar with the City's infrastructure. Thank you for the opportunity to share WBK Engineering's qualifications. WBK has no additional Terms & Conditions that would apply to this contract. Please contact me at 630.338.8527 or gchismark@wbkengineering.com if you have any questions regarding our submittal, or desire additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Chismark".

Greg Chismark

WBK Engineering, LLC
WBKEngineering.com



Part of the Mno-Bmadson Family

St. Charles Office
116 West Main Street, Suite 201
St. Charles, IL 60174
630.443.7755

Battle Creek Office
68 E. Michigan Avenue
Battle Creek, MI 49017

Statement of Experience

Engineering Plan Review and Construction Inspection Services for
Private Development | City of St. Charles



Statement of Experience

How many years has your firm been in business under this name? Any other name? Other ownership? Provide details.

We have been operating under the name WBK Engineering LLC since 2016. Other names include Wills, Burke, Kelsey Associates, Ltd., and Christopher B Burke Engineering West. Ownership has been privately held from 1998 to 2016. In 2016, 51% of the company was purchased by the Pokagon Band of Potawatomi and in 2019, the Pokagan Band purchased the remaining 49% of the company, and now owns 100% through Mno Bmadsen.

What is the value of the Firm's work: completed in the past 12 months? WBK has completed approximately \$6.3 million of work in the past 12 months.

Now under contract? WBK holds contracts with a value of approximately \$7.1 million in current billings.

What is the number of clients in your firm: Serviced in the past 12 months? WBK has serviced 108 clients in the past 12 months.

Now under contract? WBK currently has 92 clients under contract.

How many years has the individual who will oversee our project worked in a leadership role on projects similar in scope and size? Greg Chismark, PE, will be the individual who will oversee the project and he has 40 years of experience. His resume is attached.

Provide: Resume and personal references from past related projects (even if associated with a different firm); Greg Chismark's resume is attached and WBK references include:

Tim Scott, AICP
Community Development Director
Village of West Dundee
100 Carrington Drive
West Dundee, IL 60118
(847) 551-3805
tscott@wdundee.org

Brian Richter
Public Works Director
Village of North Aurora
25 East State Street
North Aurora, IL 60542
(630) 897-8228 ext. 330
brichter@northaurora.org

Adam Peters
Utilities Superintendent
Village of West Dundee
900 Angle Tarn
West Dundee, IL 601183
(847) 551-3815
apeters@wdundee.org

Simona Hawk
Development Engineer II
City of St. Charles
2 E. Main Street
St. Charles, IL 60174
(630) 377-4400
shawk@stcharlesil.gov

Brandon Tonarelli
Village Engineer
Village of North Aurora
25 East State Street
North Aurora, IL 60542
(331) 385-6432
bronarelli@northaurora.org

Matt Asselmeier
Senior Planner
Kendall County
111 W Fox St # 203
Yorkville, IL 60560
(630) 553-4139
masselmeier@co.kendall.il.us



Greg Chismark, PE

PROJECT PRINCIPAL

About Greg

Greg Chismark has over 40 years of infrastructure and civil engineering project management experience. He is intimately familiar with the City of St. Charles serving as City Engineer for 15 years. Design and project management skills include projects related to streambank stabilization, stormwater management, utilities, transportation, regulation development, and subdivision and site development plan review, and construction management oversight. Greg has a proven ability to communicate with citizens, elected officials, government staff, engineers, architects and construction contractors resolving concerns and finding solutions.

Education

BS, Civil Engineering, University of Illinois

Professional Registrations

PE, Illinois 062-044133
PE, Wisconsin 42678-6
PE, Michigan 6201064156
Qualified Engineer Review Specialist, Kane County, IL

Related Project Experience

Review Engineer, Various Municipalities, IL

Lead Review Engineer assisting municipal staff with development review services. Reviews plans for conformance with local subdivision, floodplain and stormwater management ordinances. Coordinates with City/Village staff as well as the development consultants and applicants. Communities include: City of Elgin, City of St. Charles, City of Geneva, City of Batavia, Village of West Dundee, Village of Forest Park, Kendall County, Wasco Sanitary District, City of DeKalb and the Village of South Elgin.

City of DeKalb Engineering, DeKalb, IL

WBK is identified as the Acting City Engineer for the City of DeKalb, and Greg leads this effort. Acting as City Engineer involves interfacing with public works, community development, police, finance and administration departments as well as elected officials and the Mayor. WBK keeps regular office hours at City Hall and is typically in contact with a City staff person, resident or development applicant on a daily basis. WBK has a more significant role in managing day to day municipal engineering functions. Some of these functions include: plan review of proposed site development and subdivisions, construction inspection of development and redevelopment projects, review and negotiation of development and intergovernmental agreements, City representative and Project Manager for on-going infrastructure projects, City representative and liaison with IDOT, including MFT guidance when requested, NFIP – Community Rating System annual certification, building permit coordination, including review and inspection, response to resident questions and concerns regarding construction, drainage and floodplain, and resolution of traffic concern as requested by public works, including parking, signal timing and safety evaluations.

Kane County Drainage Studies and Improvements, Kane County Department of Water Resources

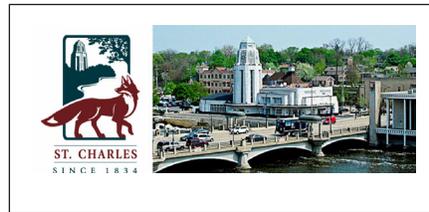
Project Manager working with Department of Water Resources staff to provide varying levels of support and engineering design. Involvement includes survey, construction plan preparation, construction observation, drainage studies and calculation and public meeting participation. Projects include the following from 2008 to present day: Wildwood Estates, Kaneland Estates, West Highland Subdivision, Plank Road Estates, Five Island Subdivision and Prairie Lakes.

Wasco Sanitary District, Village of Campton Hills, IL

Serves as the District Engineer for a utility providing potable water and wastewater utilities to approximately 1000 residents in the Village of Campton Hills and unincorporated Kane County. The water supply system consists of three wells and an elevated storage tank with a radium removal plant. The wastewater treatment system is an extended aeration-land application system facilitated through two primary irrigation fields.

Statement of Experience

The WBK team is an experienced group of inspectors and engineers selected to support the City of St. Charles with development construction inspections and plan review services. Depicted below are the roles of each staff member:



Greg Chismark
PE
 » PROJECT PRINCIPAL

Vince Di Prima
PE, CPESC
 » PROJECT MANAGER

Andy Sikich, PE, CFM
 » DEVELOPMENT REVIEW
 QA

SUPPORT STAFF/ADDITIONAL CITY RESOURCES

Sam Geevarghese
EIT
 » DEVELOPMENT REVIEW
 » CONSTRUCTION INSPECTION

Adam Giazzon
 » DEVELOPMENT REVIEW
 » CONSTRUCTION INSPECTION

Ryan Harth
EIT
 » DEVELOPMENT REVIEW
 » CONSTRUCTION INSPECTION

Chad McDaniel
EIT
 » DEVELOPMENT REVIEW
 » CONSTRUCTION INSPECTION

Ryan Sikes, PE, PTOE
 » TRAFFIC ANALYSIS REVIEW

Joanne Zuo, PHD, PE, SE
 » STRUCTURAL ENGINEERING

Natalie Paver
PWS
 » WETLAND DELINEATION
 » ENVIRONMENTAL REVIEW

Jeff Guerrero, PE, CFM
 » FLOOD PLAN REVIEW./
 CERTIFIED FLOOD PLAIN MANAGER



Vincent Di Prima, PE, CPESC

PROJECT MANAGER

About Vince

Vince has 16 years of experience in the field of civil engineering with a focus on construction oversight and municipal engineering. His responsibilities include construction observation and documentation, MFT program design and management, assisting with design and permitting of site development and municipal engineering plan reviews. Vince's experience includes hydraulic analysis of storm sewer, hydrologic analysis, and stormwater management permitting for Kane and DuPage Counties. Vince also has over 10 years of experience in construction observation and soil erosion and sediment control inspections for the Village of West Dundee and the City of Elgin respectively.

Education

BS, Agricultural Engineering,
University of Illinois

Professional Registrations

PE, IL #062-064196
CPESC #4979
Designated Erosion Control Inspector,
Lake County
IDOT Documentation of Contract
Quantities #22-19931
OSHA 30-Hour 24-602009874

Related Project Experience

Review Engineer, Various Municipalities, IL

As a Review Engineer, Vince assists municipal staff with development plan review and construction oversight services. Vince reviews plans for conformance with local subdivision, floodplain and stormwater management ordinances, and oversees construction operations in the field to verify construction of public infrastructure is in accordance with the approved plans. Vince coordinates with municipal staff as well as the development consultants, applicants, and contractors. Communities include: Village of North Aurora, City of St. Charles, City of Geneva, Village of West Dundee, Kendall County and the Village of South Elgin.

Silver Glen Road over Otter Creek Bridge Replacement, Kane County DOT, IL

Served as the full-time Resident Engineer for this project on behalf of the Kane County Division of Transportation. Construction consisted of removing the existing two-span pre-cast pre-stressed concrete deck beam superstructure & adjacent pedestrian bridge which was added to the roadway bridge in 2000. The existing bridge was replaced with a three-span reinforce concrete slab structure and separate steel truss pedestrian bridge. Throughout the duration of the project traffic was maintained using staged construction with temporary portable traffic signals. The full-time construction observation and inspection services included utility work coordination, pay estimates, change orders, project documentation and closeout in accordance with IDOT procedures utilizing the ICORS & MISTIC documentation systems.

Wasco Sanitary District - Village of Campton Hills, IL

The work consists of assisting the District Engineer (Greg Chismark, WBK) for a utility providing potable water and wastewater utilities to approximately 1,000 residents in the Village of Campton Hills and unincorporated Kane County. Responsibilities include construction inspection and observation of connection to the District's utilities and preparation of plans to retrofit the wastewater treatment facility with new blowers and dissolved oxygen sensors.

North 2nd Avenue & Delnor Avenue Utility Improvements, City of St. Charles, IL

Lead Design Engineer. The purpose of this project was to reconstruct two block of North 2nd Avenue and one block of Delnor Avenue on the east side of St. Charles. The proposed improvements consist of the complete removal and replacement of the City's water distribution and sanitary sewer systems via trenchless technologies including directional drilling and pipe bursting throughout the project limits and minor storm sewer improvements. During design we assisted the City in securing construction easements for side yard sanitary sewer replacement. In addition, all three blocks will be fully reconstructed with a uniform rural cross section including a ribbon curb along both sides of the street to confine the pavement and protect the edge. Minor roadway profiles adjustments and intersection improvements were made to improve the neighborhood drainage and flow of traffic.

Statement of Experience

DEVELOPMENT REVIEW/CONSTRUCTION INSPECTION



Sam Geevarghese, EIT

Sam has over 8 years of construction and design experience in the municipal engineering industry. His experience includes permitting, design, bidding, and construction observation of municipal water and sewer projects and construction observation with oil & gas directional drilled projects. Sam has managed IEPA state revolving funded water and sewer projects that have totaled \$22 Million. Sam is also experienced with infiltration & inflow engineering coordination with municipal public works and has developed water & wastewater planning reports and project plans for numerous infrastructure projects.

DEVELOPMENT REVIEW/CONSTRUCTION INSPECTION



Adam Giazon

Adam has experience in the land development and construction industry with both design and construction of municipal infrastructure. His experience includes an internship as a Resident Engineer for Ames Iowa overseeing roadway and intersection projects, and most recently served as resident engineer on a Will County Forest Preserve project for WBK. Adam has also assisted on several municipal land development review projects and assisted with several public infrastructure design projects for WBK.

DEVELOPMENT REVIEW/CONSTRUCTION INSPECTION



Chad McDaniel, EIT

Chad has served as the lead construction inspector on numerous large-scale, private developments on behalf of the Village of West Dundee and the Village of North Aurora for the last 2 years. He has over 5 years of design and construction experience including municipal clients, state, federal, and military agencies. His experience includes preparing bid documentation, performing cost estimates, construction observation and documentation, bridge inspections and culvert design, project site design, storm water studies, soil and concrete testing, surveying, and the design of natural gas distribution systems.

DEVELOPMENT REVIEW/CONSTRUCTION INSPECTION



Ryan Harth, EIT

Ryan has experience in the land development and construction industry. Her experience as a project engineer includes permitting, designing, and overseeing private site development improvements for commercial logistics centers and intermodal facilities in Illinois. She has experience as a resident engineer observing the construction of roadways and storm sewers. Ryan also has experience performing Stormwater Pollution Prevention Plan (SWPPP) inspections and generating SWPPP reports for active construction sites.

Statement of Experience



STORMWATER/FLOODPLAIN REVIEW

Jeff Guerrero, PE, CFM

Jeff's experience includes over 15 years in the civil engineering field, with a particular focus on water resources work. His project work includes management and design of stormwater green infrastructure improvements, stream restoration and bank stabilization projects, local drainage studies, dam removals and fish passage, and he regularly works for governmental and private clients. Jeff takes projects through the preliminary design stage, through final design and permitting, and provides construction oversight on select projects.



STRUCTURAL ENGINEERING

Jiahong (Joanne) Zuo, PhD, PE, SE

Joanne is a licensed Structural Engineer in Illinois. Through her 27-year career, Joanne has worked on numerous projects including design of bridges, culverts, retaining walls as well as buildings and various special structures for many agencies including IDOT, Illinois Tollway, DuPage County, Kane County, US Army Corps of Engineers (USACE), the City of Chicago, Geneva, N. Aurora and St. Charles, National Park Services (NPS), Chicago. Joanne is familiar with many design standards, including those of the AASHTO, AREMA, Illinois DOT, Illinois Tollway, Chicago DOT, Chicago Transit Authority, and several state departments of transportation bridge design manuals.



WETLAND DELINEATION/ENVIRONMENTAL REVIEW

Natalie Paver, PWS

Natalie has 17 years of experience and is responsible for conducting on-site floristic studies, evaluations, and preparing maintenance and monitoring reports; on-site soil investigations and assessments, soil interpretation records and reports and soil maps; preparing wetland delineation reports, functional assessments, mitigation plans, and other environmental compliance/permitting documents; assisting with stream, wetland and wildlife habitat assessments and delineations; preparing environmental resource assessments; monitoring of sediment and erosion control on project sites; and construction and native landscape observation and management.



TRAFFIC ANALYSIS REVIEW

Ryan Sikes, PE, PTOE

Ryan Sikes has over 10 years of experience in civil engineering and is a Transportation Project Manager at WBK located in our St. Charles office. He has a strong background in transportation engineering with a focus on intersection geometry and modeling for local, county, Illinois Department of Transportation and Illinois State Toll Highway Authority projects. Since joining WBK, Ryan has played a lead role on projects for KDOT, Kendall County, the Forest Preserves of DuPage and Kane Counties and the Cities of St. Charles, Geneva, and Aurora.

Work Specific Knowledge

Engineering Plan Review and Construction Inspection Services for
Private Development | City of St. Charles



Work Specific Knowledge

DEVELOPMENT ENGINEERING

WBK's approach to development and building permit review and construction inspection services begins with establishing a relationship with City of St. Charles' staff. Our goal is to continue to be an extension of City staff relative to development review, building review, and construction inspection. We believe we can best serve the City by providing an experienced primary point of contact with and a diverse and flexible team. Our team has been successful working with developers, attorneys, contractors, engineers and residents advocating the interests of municipalities for decades. All development review projects will receive a separate project number for billing as well as submittal tracking and project documentation purposes. We typically utilize a two-step review process to screen submittals for completeness and to identify resources necessary to facilitate a comprehensive review.

ENGINEERING PLAN REVIEW PROCESS

STEP ONE-TRIAGE

Each project review will be thorough and performed with diligence and accuracy. The first step in our review process is an evaluation of the submittal to ensure that it is complete and that a full review can be performed. We call this step the "triage" because we will also identify other permit requirements, WBK staff resources, and establish a priority and deadline for the project. It is at this stage we will identify any wetland, survey, traffic or structural review issues and coordinate review responsibility. The "triage" is typically complete within three days of receipt of the submittal. If the submittal is incomplete we typically provide a response to the City with written e-mail documentation for the project record. Once the submittal is complete and the review begins, we adopt the philosophy that the reviewer gets "one bite of the apple" to provide a complete and thorough review the first time.

STEP TWO-COMPREHENSIVE REVIEW

We will provide a complete written response within ten (10) business days (maximum) from the date a submittal is received. Resubmittals often require less time to review. We will provide formal written review comments directed to City staff and the petitioner as directed by City protocol. Our typical procedure is to provide comments via email the day they are completed. If the comments are significant to the project, we will offer a meeting with the development engineer to discuss our findings and to make sure they understand our concerns. This often clears up misinterpretations and provides for an expedited review process resulting in fewer resubmittals and subsequent reviews. WBK is intimately familiar with the City of St. Charles' Development Standards.

PLAN REVIEW PROCESS

Engineering Plan and Stormwater Submittal Triage



- Establish project number & budget
- Wetland, Survey, Traffic, Structural Coordination
- Determine Third Party Permit requirements
- Establish Review Deadline
- Communicate to applicant and City
- Three-day turn around

Initiate Full Review



- Utilize Checklists for QA
- Written comments provided via email in letter format
- Meetings for complex or expedited review situations
- Two week maximum review period (includes step one)

Resubmittals



- Evaluate budget and deadlines
- Perform review
- Coordinate third party permit approvals

Plan and Permit Approval



- Written approval
- Conditions for construction - identify inspection types and City / WBK contacts



Transition to Construction

ADDITIONAL REVIEW CONSIDERATIONS

Communication - Communication is the cornerstone of effective engineering plan review and coordination of the development process. At a minimum we will provide a weekly work task updates to City staff in an email format. This will provide an opportunity for communication and create a routine upon which City staff can rely. This includes a summary of active projects currently in review, their status, expected completion date and any communication (phone, email) that may have occurred. We have found through experience that the scheduled, recurring and deliberate communication provides an opportunity for dialogue and a better understanding of client and project needs.

Operational Understanding - Our review services includes the understanding of future maintenance and operation of public facilities. It is typical that the developer and their design team are focused on a project schedule and budget as the primary criteria. We have seen many designs that would be difficult to maintain and costly to replace. Oftentimes, a simple modification to the engineering plans can lead to improved operations and less maintenance for future owners (public or private). Some maintenance suggestions are not specific code requirements and the presentation of the comment and suggestion is important. Establishing a partnership approach during the review process is key. We have successfully practiced that approach for decades resulting in improved designs and successful projects.

SUBDIVISION AND LAND IMPROVEMENTS

CONSTRUCTION SERVICES SCOPE

Construction observation begins with the transition from plan approval to the start of physical construction. The plan approval process ends with consideration of construction inspection types and frequencies. This includes utilities, grading, paving, landscaping and final approval / close out of the project. An electronic project file will be set up for each project to include all documentation such as daily reports, meeting minutes, QC reports, soil erosion and sediment control inspections, shop drawings, punch lists and financial guarantee reductions / release. Upon completion of each project, we can provide an electronic copy of the project documentation for City records. We expect the scope of construction management services could include:

- Facilitate a pre-construction meeting with the contractor, City, and other parties including preparation of the agenda and meeting minutes.
- Provide liaison functions related to coordination of contractors, utilities, developers, other agencies and property owners engaged in or affected by the project. Identify third party permits and permit compliance measures.
- Attend all construction progress meetings and maintain records of all meetings.
- Provide construction observation and inspection of all work and contractor operations to verify that the construction is in accordance with approved plans and City requirements. This includes an inspector's daily diary recording hours on the job site, weather conditions, general and specific observations, daily activities, quantities placed, inspections, decisions, and list of visitors.
- Keep an electronic progress utility plan set that documents the status of utility installation on a daily basis for City staff reference.
- Coordinate and facilitate utility testing with contractor and City Public Works Department including:
 1. Water main pressure testing, fill and flush, and chlorination
 2. Sanitary Sewer air exfiltration, deflection test (mandrel), vacuum testing manholes, and televising for final review and acceptance
 3. Storm sewer televising for final review and acceptance

- Complete Soil Erosion and Sediment Control Inspections on behalf of the City of St. Charles in accordance with IEPA Notice of Intent permit.
- Inspect and document the adequacy of maintenance of traffic / traffic control and inform the contractor and the City of deficiencies.
- Ensure Quality Assurance services in accordance with IDOT QC/QA practices and procedures are provided by developer/contractor.
- Project close out including conducting final punch list inspection with the City and preparing a final list of items to be corrected. Review and verify the accuracy of the contractor's record drawings, lien waivers, and other documents required by the City for the completion of the project.
- Coordinate and review shapefiles provided for utilities for accuracy and inclusion in the City of St. Charles' GIS system. Assist with GIS input on an as need basis.
- Review contractor requests for reductions in financial guarantees and forward recommendation to the City. Verify that all items on the final list have been corrected and make recommendations to the City concerning final acceptance.
- Assist City with acceptance and final bill of sale for any public improvements constructed in conjunction with developments.

LOT PLAN REVIEW & FINAL ENGINEERING INSPECTION

Our objective for Lot Plan Reviews & Final Engineering Inspection is to function as an extension of City Staff and strive to ensure that each lot is developed in accordance with City standards and the approved subdivision plans. Each lot WBK reviews begins by collecting and reviewing the most current approved subdivision plans, record drawings, and final plat of subdivision. These three documents are critical in reviewing each lot to ensure that it is constructed as originally intended.

WBK has completed Lot Plan Review for the City of St. Charles in both the Munhall Glen and Charlestowne Lakes Subdivisions. There are three stages of review and inspection for Lot Plan Reviews which are outlined below:

1. The first step is to complete the review of the proposed site plan for the given lot to ensure compliance with approved subdivision plans. This step will include a review of the water and sanitary services, grading, setbacks, easements, ensuring that adjacent utilities are shown, and finally checking for conformance with City standards and approved plans. We will provide a detailed memorandum with outstanding items within 10 business days (maximum) from the date a submittal is received from the City.
2. The second step is a review of the foundation plan to ensure that the proposed residence was constructed in accordance with the required setbacks, avoids any encroachments on public utility easements, and that the top of foundation elevation was constructed within the allowable tolerance. Again, after our review we will provide a detailed memorandum either approving the foundation or requesting that any outstanding items are resolved before construction continues.
3. The final and most important review is the as-built plan review and final engineering inspection. As part of this review WBK will ensure that the as-built plan is in accordance with the approved site and foundation plan and complete a field inspection with the as-built plan in hand. WBK will verify the accuracy of the as-built plan and note any punch list items that need to be resolved prior to issuance of a Final Certificate of Occupancy. Ultimately, we will deliver a memorandum with all as-built plan and punch list related items that need to be finalized / resolved prior to approval.

AVAILABILITY STATEMENT

The WBK team was carefully selected based on upcoming commitments to ensure that WBK Engineering can facilitate the upcoming construction inspections and plan reviews as set forth by the City of St. Charles. In addition, we have provided a team with extensive depth, to allow us to manage multiple projects given the typical development cycles. Our team has a wealth of experience, depth, and versatility which enables us expedite plan reviews and facilitate seamless transitions to construction inspection. We look forward to assisting the City with the construction inspections and plan reviews. **All staff proposed work out of our St. Charles office.**

Work Specific Knowledge

CREDENTIALS/LICENSES/CERTIFICATIONS

PROFESSIONAL ENGINEERS

Greg Chismark, PE: PE, Illinois 062-044133; PE, Wisconsin 42678-6; PE, Michigan 6201064156
Qualified Engineer Review Specialist, Kane County, IL; PE, Oklahoma #9060

Vince Di Prima, PE, CPESC: PE, IL #062-064196; CPESC #4979
Designated Erosion Control Inspector, Lake County; IDOT Documentation of Contract Quantities #22-19931;
OSHA 30-Hour 24-602009874; Qualified Engineer Review Specialist, Kane County, IL

Jiahong (Joanne) Zuo, PhD, PE, SE: SE, Illinois 081006794; PE, Illinois 062054610; PE, Iowa 0564013

Jeff Guerrero, PE, CFM: PE, Michigan #6201059685; PE, Indiana #11800285; PE, Ohio #83155;
PE, New York #101941; FHWA-NHI-135095 Two-Dimensional Hydraulic Modeling

Ryan Sikes, PE, PTOE: PE, Illinois #062-068663; PTOE, Illinois #4381

Andy Sikich, PE, CFM: PE, Illinois #062-051270; PE, Wisconsin #44919-6; Certified Flood Plain Manager, IL-
16-00770

WBK FIRM LICENSES: Illinois Professional Engineering License: #062-044133; Illinois Professional
Structural Engineering License: #184.007317-0006

WORK THAT WILL BE PROVIDED BY SUB-CONTRACTOR OR OTHER FIRM

WBK Engineering, LLC, will not have any subcontractors on this project unless specifically required and/or necessary.



City of St. Charles

REFERENCE FORM

Engineering Plan Review and Construction Inspection Services for
Private Development

CD2023-39

The following is a list of **FIVE (5)** references that have performed projects similar in size & scope within the last five (5) years.

1. Company Name and Address	Scope of Work:	
	Date(s):	
	Amount:	
	Project Manager:	
	Telephone No:	
	Email:	
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

2. Company Name and Address	Scope of Work:	
	Date(s):	
	Amount:	
	Project Manager:	
	Telephone No:	
	Email:	
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

3. Company Name and Address	Scope of Work:	
	Date(s):	
	Amount:	
	Project Manager:	
	Telephone No:	
	Email:	
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

4. Company Name and Address	Scope of Work:	
	Date(s):	
	Amount:	
	Project Manager:	
	Telephone No:	
	Email:	
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

5. Company Name and Address	Scope of Work:	
	Date(s):	
	Amount:	
	Project Manager:	
	Telephone No:	
	Email:	
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

Company Name: _____

Failure to complete and return this form may be considered sufficient reason for rejection of the submittal.



Seasons at Randall Road

WEST DUNDEE, IL

The Seasons at Randall Road was a 35-acre multi-family development project located on the southwest corner of Randall Road and Recreation Drive in West Dundee consisting of 19 apartment buildings, a clubhouse, and significant public infrastructure improvements. These improvements included the widening of a local roadway, sanitary trunk sewer, water main, stormwater management and drainage improvements. The project also included traffic signal and roadway improvements on Randall Road adjacent to the project.

Construction of the project was initiated in 2019, and the Village relied entirely on WBK staff to complete plan and stormwater report reviews and approvals, manage the construction of public improvements including all underground improvements, and oversee the private development aspects of the project. The private element of project included 19 apartment buildings and a clubhouse for the property. Public improvements include:

- 3,000 LF of sanitary sewer & building services
- 4,600 LF of water main & building services
- Storm sewer pipes ranging from 12" to 30" diameter pipe
- Widening of Recreation Drive
- Traffic Signal & Roadway improvements on Randall Road

WBK's services were comprehensive relative to management of development approval and the construction process. Services provided included:

- Plan Review for Final Engineering Plans, Plats and Stormwater Management
- Pre-construction coordination with the Village KDOT, FRWRD, developer, design engineer, and selected contractors
- Facilitate Pre-Construction Meeting & Minutes
- Daily observation and documentation of plan compliance
- Communication and coordination of construction with various Village Departments (Fire, PW, Building, etc.)
- Resolution of utility conflicts and field changes
- Coordination and management of testing for final Village acceptance
- Coordination with other utilities (NICOR, AT&T, etc.)
- Address and respond to adjacent property owner concerns
- Financial Guarantee Reduction Request Reviews
- Final Punch List Inspection & Project Closeout
- Village Acceptance / Bill of Sale for Public Improvements
- Assistance with GIS data input for new underground utilities (water, sewer & storm)

Since the Village has no engineering staff, WBK's role went beyond the typical construction observation to include Village representative responsibilities. Understanding the Village Code and establishing construction inspection practices was an integral part of daily activities for this project.

Quick Facts

Time Period:
2019-2022

Client:
Tim Scott, AICP
Director of Community Development

Adam Peters
Utilities Superintendent
Village of West Dundee
102 S. Second Street
West Dundee, IL 60118
847.551.3800

WBK Team:
Greg Chismark, PE
Vince Di Prima, PE, CPESC
Chad McDaniel, EIT
Sam Geevarghese, EIT
Elizabeth Eboli, EIT
Adam Giazzon
Natalie Paver, PWS



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Valley Green Golf Course Redevelopment

NORTH AURORA, IL

The project is a 75+ acre redevelopment of the former Valley Green Golf Course located just west of Illinois Route 31 and north of the I-88 Tollway in North Aurora consisting of two large industrial warehouse facilities totaling more than 600,000 square feet, internal roads, parking lots and significant public infrastructure improvements. These improvements include the construction of water main, sanitary services, stormwater management and drainage improvements.

Construction of the project was initiated in 2021, and the Village relied entirely on WBK staff to complete plan and stormwater report reviews and approvals, manage the construction of public improvements including all underground improvements, and oversee the private development aspects of the project. The project included two industrial warehouse facilities approximately 500,000 SF and 100,000 SF in size. Infrastructure improvements include:

- 6,000 LF of water main
- Multiple Sanitary Sewer Services with direct connection to FMWRD interceptor
- 8,000 LF of storm sewer ranging from 12" to 54" diameter pipe
- Two Stormwater Detention Facilities
- Wetland mitigation

WBK's services were comprehensive relative to management of development approval and the construction process. Services provided included:

- Plan Review for Final Engineering Plans, Plats and Stormwater Management
- Pre-construction coordination with the Village KDOT, FMWRD, developer, design engineer, and selected contractors
- Facilitate Pre-Construction Meeting & Minutes
- Daily observation and documentation of plan compliance
- Communication and coordination of construction with various Village Departments (Fire, PW, Building, etc.)
- Resolution of utility conflicts and field changes
- Coordination and management of testing for final Village acceptance
- Coordination with other utilities (NICOR, AT&T, etc.)
- Address and respond to adjacent property owner concerns
- Financial Guarantee Reduction Request Reviews
- Final Punch List Inspection & Project Closeout

Since the Village has limited engineering staff, WBK's role went beyond the typical construction observation to include Village representative responsibilities. Understanding the Village Code and establishing construction inspection practices was an integral part of daily activities for this project.

Quick Facts

Time Period:
2020-Present

Client:

Brandon Tonarelli
Village Engineer
Village of North Aurora
25 East State Street
North Aurora, IL 60542
(331) 385-6432
bronarelli@northaurora.org

WBK Team:

Greg Chismark, PE
Vince Di Prima, PE, CPESC
Sam Geevarghese, EIT
Chad McDaniel, EIT
Rick Pace



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Munhall Glen Subdivision

ST. CHARLES, IL

The Munhall Glen Subdivision is a 16-acre residential development project located west of South Tyler Road and Munhall Avenue in St. Charles consisting of 50 lots and significant public infrastructure improvements. These improvements include the construction of new public roadways, relocation of an interceptor sanitary sewer, sanitary trunk sewer, water main, stormwater management and drainage improvements.

Construction of the project was initiated in 2021, and the City relied on WBK staff to complete plan and stormwater report reviews and approvals, assist with construction oversight of public roadway and utility improvements, and individual single family lot reviews. The private element of project includes 50 residential single-family lots and two detention facilities. Public improvements include:

- 2,000 LF of sanitary sewer main
- 2,600 LF of water main
- 4,700 LF of storm sewer ranging from 12" to 30" diameter pipe
- Relocation of 900 LF of interceptor sewer
- Wetland mitigation
- Construction of new public roads

WBK's services were comprehensive relative to management of development approval and the construction process. Services provided included:

- Plan Review for Final Engineering Plans, Plats and Stormwater Management
- Pre-construction coordination with the City, developer, design engineer, and selected contractors
- Assisted City staff with construction observation and documentation of plan compliance
- Communication and coordination of construction with various City Departments (Fire, PW, Building, etc.)
- Resolution of utility conflicts and field changes
- Record Drawing Plan Review
- Individual Single-Family Lot Plan Reviews

Quick Facts

Time Period:

2020-Present

Client:

Monica Hawk
Development Engineer II
City of St. Charles
2 E. Main Street
St. Charles, IL 60174
(630) 377-4400
mhawk@stcharlesil.gov

WBK Team:

Greg Chismark, PE
Vince Di Prima, PE, CPESC
Sam Geevarghese, EIT
Chad McDaniel, EIT



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Randall Road Redevelopment

NORTH AURORA, IL

The project is a 16-acre commercial redevelopment located on the northeast corner of Randall Road and Ice Cream Drive in North Aurora consisting of an industrial warehouse facility approximately 175,000 square feet, internal roads, semi-truck parking stalls, and significant public infrastructure improvements. These improvements include the construction of water main, sanitary services, stormwater management and drainage improvements.

Construction of the project was initiated in 2021, and the Village relied entirely on WBK staff to complete plan and stormwater report reviews and approvals, manage the construction of public improvements including all underground improvements, and oversee the private development aspects of the project. The project included the construction of an industrial warehouse approximately 175,000 SF and semi-truck parking. Project improvements included:

- 2,000 LF of water main
- Sanitary Sewer Service
- Storm Sewer ranging from 12" to 24" diameter pipe
- Northbound turn lane improvements on Randall Road
- Underground Detention
- Wetland mitigation

WBK's services were comprehensive relative to management of development approval and the construction process. Services provided included:

- Plan Review for Final Engineering Plans, Plats and Stormwater Management
- Pre-construction coordination with the Village KDOT, FMWRD, developer, design engineer, and selected contractors
- Facilitate Pre-Construction Meeting & Minutes
- Daily observation and documentation of plan compliance
- Communication and coordination of construction with various Village Departments (Fire, PW, Building, etc.)
- Resolution of utility conflicts and field changes
- Coordination and management of testing for final Village acceptance
- Coordination with other utilities (NICOR, AT&T, etc.)
- Address and respond to adjacent property owner concerns
- Financial Guarantee Reduction Request Reviews
- Final Punch List Inspection & Project Closeout

Since the Village has limited engineering staff, WBK's role went beyond the typical construction observation to include Village representative responsibilities. Understanding the Village Code and establishing construction inspection practices was an integral part of daily activities for this project.

Quick Facts

Time Period:

2021-Present

Client:

Brandon Tonarelli
Village Engineer
Village of North Aurora
25 East State Street
North Aurora, IL 60542
(331) 385-6432
bronarelli@northaurora.org

WBK Team:

Greg Chismark, PE
Vince Di Prima, PE, CPESC
Sam Geevarghese, EIT
Chad McDaniel, EIT



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City of Geneva Stormwater Management & Drainage Reviews

GENEVA, IL

WBK Engineering LLC has been providing stormwater management services for the City of Geneva through review of development projects since 2009. Engineering plan and stormwater report review services include critical evaluation of stormwater management reports that involve an understanding of contributing watersheds as well as downstream conveyance capacities. Review services include a keen understanding of the Kane County Stormwater Ordinance, floodplain regulation, storm sewer design, stormwater basin routing, overflow route evaluation, wetland and wetland impacts evaluation and an understanding of third party permits and adjacent property impacts. Through the years we have also developed an understanding of operational practices of the Geneva Public Works Department so the practical elements of maintenance and operations can be included in the design of the project. Projects since 2010 include:

- Geneva High School Expansion
- Burgess Field Improvements
- NW Med – Del Nor Campus – Various Expansion Projects
- Gary Lane Subdivision
- Geneva Business Park – Dearborn
- Northern Illinois Food Bank
- Roquette
- Green House Pointe (several development iterations)
- Aldi Expansion
- Williamsburg School Expansion
- UPRR Third Rail Expansion
- Midwest Industrial Fund
- Johnson Controls
- Fox Valley Presbyterian Church
- Resurrection Cemetery
- Meadowbrook Manor
- Cooper Woods
- Stanton Subdivision
- Peck Farm Parking Lot
- Home Depot Outlot
- Geneva Public Library
- First Street Row Homes
- Riverbank Lab

Quick Facts

Time Period:
2009 to Present

Client:
Rich Babica, Director of Public Works
City of Geneva
22 S. First Street
Geneva, IL 60134
(630) 232-1501

Funding:
Local

WBK Team:
Greg Chismark, PE
Vince Di Prima, PE, CPESC
Natalie Paver, PWS
John Witte, PE, CFM
Adam Rak
Sam Geevarghese, EIT
Chad McDaniel, EIT
Ryan Harth, EIT

We have also assisted City staff responding to floodplain regulation and building permit projects in various locations throughout the City.

Review services include:

Stormwater Report Review

- Kane County Ordinance Compliance
- Storm sewer design and evaluation
- Stormwater basin routing and design
- Overland flood route evaluation
- Wetland and maintenance plan review
- Cost Estimate
- Third party permit and approval assessment

Engineering Plan Review

- Grading Plan
- Utility Plans
- Plat and Easement Review
- Landscape and Planting Plans
- Consistency between plans and the stormwater report
- Implementation of maintenance and operations consideration



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Charlestowne Lakes

ST. CHARLES, IL

The Charlestowne Lakes project is a 30.5 acre single-family and multi-family development project located east of Smith Road and south of Foxfield Drive in St. Charles, consisting of 31 duplexes and 105 townhome units, a clubhouse, and significant public infrastructure improvements. These improvements included the construction and extension of a local collector roadway, sanitary trunk sewer, water main, stormwater management and drainage improvements. The project also included significant off-site tributary area and wetland protection and mitigation measures.

Construction of the project was initiated in 2022, and the City relied entirely on WBK staff to complete plan and stormwater report reviews and approvals, manage the construction of public improvements including all underground improvements, and oversee the private development aspects of the project. The private element of project included 31 duplexes, 105 townhome units, and a clubhouse for the property. Public improvements include:

- 4,350 LF of sanitary sewer & building services
- 5,700 LF of water main & building services
- Storm sewer pipes ranging from 12" to 48" diameter pipe
- 20,000 SY of Full-Depth Asphalt Roadway and 80,000 SF of Concrete Sidewalk
- 2.5 acres of wetland protection and native plantings

WBK's services were comprehensive relative to management of development approval and the construction process. Services provided included:

- Coordination with adjacent development projects and drainage reports
- Wetland compliance review and review of plantings and suitability of proposed drainage conditions
- Plan Review for Final Engineering Plans, Plats and Stormwater Management
- Pre-construction coordination with the City, developer, design engineer, and selected contractors
- Daily observation and documentation of plan compliance
- Communication and coordination of construction with various Departments (Fire, PW, Building, etc.)
- Resolution of utility conflicts and field changes
- Data collection for GIS data input for new underground utilities (water, sewer & storm)

WBK completed preliminary engineering and final engineering reviews of all site infrastructure. We have assisted with construction oversight of all primary infrastructure to date. We continue to assist with individual building/lot grading plans within this subdivision.

Quick Facts

Time Period:
2021-Ongoing

Client:
Simona Hawk
Development Engineer
2 E. Main Street
St. Charles, IL 60174
630.377.4400

WBK Team:
Greg Chismark, PE
Vince Di Prima, PE, CPESC
Chad McDaniel, EIT
Sam Geevarghese, EIT
Elizabeth Eboli, EIT
Adam Giazzon
Natalie Paver, PWS



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Municipal Individual Lot Reviews & Inspections

VARIOUS LOCATIONS, IL

WBK Engineering provides residential lot review and inspections engineering services to multiple communities at varying levels of service depending on the community resources and needs. WBK has been delivering accurate plan review and lot inspections services for single family, townhome, duplex, apartment developments, and senior targeted homes of varying sizes and complexities. Our knowledgeable staff takes the time to thoroughly understand the individual lot being developed/constructed and how it relates the surrounding residences and the neighborhood as a whole.

We work as part of seamless team with the review agency staff, the home builders, the home builder's surveyor and engineer, and the building department. Experience and flexibility are the keys to our successful, long-term relationships with a wide variety of local municipal clients. Over the years we have completed lot review and inspections for the following clients:

AGENCIES

City of St. Charles
Village of North Aurora
Wasco Sanitary District

SCOPE OF SERVICES

WBK Engineering, LLC (WBK) is responsible for the following tasks:

- Review of Lot Site Plan for conformance with approved subdivision plan & municipal codes
- Review of Lot Site Plan for conformance with recorded Final Plat of Subdivision
- Review of Lot Foundation Plan
- As-Built Lot Plan Review for conformance with approved Lot Site Plan
- Water and Sanitary Sewer Service Inspections
- On-site Final Engineering Lot Site Inspection

Time Period:
2019-Ongoing

Clients:
City of St. Charles
Simona Hawk
630.443.3677

Village of North Aurora
Paul Zabel
630.385.6173

WBK Team:
Greg Chismark, PE
Vince Di Prima, PE, CPESC
Sam Geevarghese, EIT
Adam Giazzon, EIT
Ryan Harth, EIT
Chad McDaniel, EIT



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WBK ENGINEERING, LLC
2023 Standard Charges for Professional Services

<u>Classification</u>	<u>Hourly Rate</u>
Principal	\$ 235
Engineer VI	\$ 200
Engineer V	\$ 180
Engineer IV	\$ 160
Engineer III	\$ 140
Engineer II	\$ 125
Engineer I	\$ 115
Urban Planner VI	\$ 215
Urban Planner V	\$ 185
Urban Planner IV	\$ 160
Urban Planner III	\$ 125
Urban Planner II	\$ 105
Environmental Resource Specialist V	\$ 152
Environmental Resource Specialist IV	\$ 130
Environmental Resource Specialist III	\$ 112
Environmental Resource Specialist II	\$ 100
Environmental Resource Specialist I	\$ 90
Technician V	\$ 170
Technician IV	\$ 140
Technician III	\$ 135
Technician II	\$ 105
Technician I	\$ 90
Intern	\$ 75
Administrative	\$ 85
Direct Costs: Copies & Prints, Messenger & Delivery Services, Mileage, etc.	Cost +10%

Charges include overhead and profit.

WBK Engineering, LLC reserves the right to increase these rates by 5% annually.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4e
	Title:	Recommendation to approve an amendment to Title 18 “Stormwater Management Ordinance”, Section 18.04.010 “– Stormwater Management Ordinance - Adopted – Modifications”, Section C (Fences)	
	Presenter:	Russell Colby, Community Development Director	
Meeting: Planning & Development Committee		Date: December 11, 2023	
Proposed Cost:		Budgeted Amount:	Not Budgeted: <input type="checkbox"/>
TIF District: None			
<p>Executive Summary (if not budgeted, please explain):</p> <p><u>Background</u></p> <p>Construction of a fence requires a building permit and all fences are subject to zoning standards for size and location. Fences proposed for locations in floodplains and drainage easements are also subject to further restrictions regarding the design of the fence panel, including limitations on fence style and ground clearance. The intent of these regulations is to prevent fences from adversely impacting drainage.</p> <p>The City imposes these regulations as a local amendment to the Kane County Stormwater Ordinance. The codes were last revised in 2019 to try to simplify the requirements, but the code continues to be difficult to consistently administer.</p> <p>For privacy-style fences located within easements, the current code requires a ground clearance of 4” below the fence panel. This 4” clearance has received frequent push back from homeowners who are unable to install a fence that meets their needs. A fence at 4” clearance may not be effective at keeping pets in a yard or may be aesthetically appealing, as the fence changes height around a yard, or crosses in and out of easements.</p> <p>Staff consistently receives requests to vary from this 4” clearance standard, which requires an engineering evaluation to determine if there would be any drainage impact. This exercise is time consuming for staff, and/or an added cost for a homeowner. Additionally, in many cases, a homeowner may later add chicken wire or screening within this 4” gap, or simply lower the fence later after the permit has been closed out. Neither are desirable outcomes.</p> <p>In evaluating yard drainage complaints, staff has rarely encountered an issue caused by a fence. Most yard drainage issues result from a lack of engineering or grading when a neighborhood was built, or modifications to engineered drainage ways from berms and landscaping.</p> <p><u>Proposal</u></p> <p>The proposal is to lower the clearance requirements for privacy fences to 2”, and adjust other fence clearance requirements accordingly. This height is sufficient to not block surface drainage, and is low enough to meet the needs of most homeowners seeking to enclose their yards for pets. This will also hopefully prevent fences from being later modified after a permit is closed out.</p> <p>As a back up to deal with potential drainage issues, the standard “Release and Indemnity Agreement” required to place fences within easements will be expanded to address drainage concerns from fences or other improvements that may impede drainage. This language is already in the City Code, but has not previously been part of the standard form agreement for fences within easements.</p>			
<p>Attachments (please list):</p> <p>Redlined code amendment draft, Redline Release and Indemnity Agreement</p>			
<p>Recommendation/Suggested Action (briefly explain):</p> <p>Recommendation to approve an amendment to Title 18 “Stormwater Management Ordinance”, Section 18.04.010 “– Stormwater Management Ordinance - Adopted – Modifications”, Section C (Fences).</p>			

Title 18 Stormwater

18.04.010 – Stormwater Management Ordinance - Adopted – Modifications

C. Article IV, 9-83.L shall be appended to Article IV, 9-83 and shall read as follows:

“Fences.”

1. Fences within drainage routes: Fences shall ~~not be permitted~~ be restricted or prohibited:
 - a. where they have the potential to impede the flow of storm water, or drainage; or,
 - b. when below the high water elevation of a detention storage facility; and/or,
 - b.c. within regulatory floodplain.
2. Fences within Easements – Affidavit and Release Certificate: Applications for fences installed in or across ~~an a drainage or utility~~ easement containing drainage rights shall have an affidavit and release attached, prepared by the property owner, stating that ~~he has~~ they have read the requirements for fences located in easements and ~~that he~~ agrees to comply with them and that ~~he does for himself~~ they as owner, his-their heirs, successors and assigns indemnify and hold harmless the City from any liability asserted by others in connection with the placement of the fence and that they permit the removal of any fence or any other structure or form of landscaping or patio structures within the easement area by the City if the fence ~~or~~ landscaping or patio impedes the flow of storm water or drainage. The affidavit ~~may shall~~ be recorded at the owner’s expense by the City in the County Recorder of Deeds Office. In the event the City shall determine it necessary to excavate or have access across the easement, or require the fence to be modified or removed to provide for necessary flow of stormwater, the owner shall modify or remove the fence at the City’s direction and in the event of failure thereof, the City may remove the same at owner’s expense and the City shall not be required to replace same.
- ~~3. Fences within Easements – Vertical Clearance: If the fence lies within an easement which contains drainage rights, a~~ A ~~minimum vertical clearance of four (4”) inches~~ from the ground surface to the bottom of the fence ~~must shall~~ be maintained per Table 9-83.L. The vertical clearance shall be maintained for the entire length of that portion of the fence that is installed in or across the Easements subject to the Vertical Clearance requirement. Requests for a reduced vertical clearance requirement may be submitted and will be considered in accordance with this section. Notwithstanding any guideline given herein, the City Administrator may deny or approve a reduced vertical clearance which is in the interest of public health and safety as he/she deems appropriate.
 - a. ~~The vertical clearance may not be reduced in the following instances:~~
 - i. ~~Fence around a storm water management basin or perpendicular to the emergency overflow route of a storm water management basin.~~
 - ii. ~~Fences that will impede the flow of storm water or drainage.~~
 - b. ~~For purposes of this section, the following definitions apply:~~

- i. ~~Privacy fence – less than 50% open surface area~~
- ii. ~~Non-Privacy fence – more than 50% open surface area and able to pass a one (1") inch diameter sphere~~
- iii. ~~Chainlink – more than 50% open surface area and able to pass a two (2") inch diameter sphere~~
- c. ~~Screening placed across the vertical clearances shall be more than 50% open surface area and able to pass a two (2") inch diameter sphere~~
- d. ~~The minimum vertical clearances shall be in accordance with the following:~~

Table 9-83.L

Minimum Vertical Clearance above ground			
Fence Type	Inside Easement	Outside Easement	In Floodplain
Privacy: <u>Less than 50% open surface area</u>	<u>4"2"</u>	<u>2"None</u>	not allowed
Non-Privacy: <u>More than 50% open surface area and able to pass a one (1") inch diameter sphere</u>	<u>2"None</u>	<u>0None</u>	2"
Chainlink: <u>More than 50% open surface area and able to pass a two (2") inch diameter sphere</u>	<u>0None</u>	<u>0None</u>	<u>0None</u>

Release and Indemnity Agreement
For Fences, ~~and Patios~~, Other Structures and Landscaping Located in Utility and/or
Drainage Easements in the City of St. Charles

I (We), the undersigned, certify that ~~I (we) am~~ (are) the owner(s) of record of the real estate described herein, that I (we) have read Section 17.22.030 and Section 18.04.010.C, "Fences", of the St. Charles Municipal Code and agree to comply with its requirements regarding fence and patios located in utility or drainage easement areas.

I (We) hereby release and agree to hold harmless the City of St. Charles, its officers, agents and employees from any liability or loss, including reasonable attorneys' fees, arising out of or in connection with the moving or removal of any fence, patio, or any other structure of form or landscaping within the easement area.

I (We) hereby agree to maintain the fence or patio so that flow of stormwater or drainage is not impeded at any time.

I (We) hereby further agree that in the event the City shall determine it necessary to excavate or have access across the easement, or require the fence or patio to be modified or removed to provide for necessary flow of stormwater, the owner shall modify or remove the fence or patio at the City's direction and in the event of failure thereof, the City may remove the same at owner's expense and the City shall not be required to replace same.

I (We) further agree that the City of St. Charles, its officers, agents, and employees shall not be required to replace any such fence, patio, structure or landscaping. If the fence, patio or landscaping impedes the flow of storm water or drainage at any time the owner of said real estate shall be responsible to remediate and maintain the structure so it does not continue to occur.

I (We) further agree ~~If the fence lies within an easement which contains drainage rights,~~ that the required minimum vertical clearance shall be provided from the ground surface to the bottom of the fence and ~~must~~ shall be maintained at all times.

This release and indemnity agreement shall be binding upon and inure to the benefit of my (our) heirs, successors, and assigns.

Signature(s) of Owners

Address

Date

This instrument prepared by:
Community Development Department
City of St. Charles, 2 East Main Street, St. Charles, IL 60174-1984

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 4f
	Title:	Recommendation to amend Title 15 “Buildings and Construction” and Title 18 “Stormwater Management Ordinance” to establish a Site Development/Stormwater Permit fee.	
	Presenter:	Russell Colby, Community Development Director	
Meeting: Planning & Development Committee		Date: December 11, 2023	
Proposed Cost:		Budgeted Amount:	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<u><i>Background</i></u>			
Community Development issues <i>Site Development/Stormwater Permits</i> for construction of Land Improvements. <i>Land Improvements</i> under City Code includes both private site work such as site grading and drainage work, and installation of public infrastructure to be accepted by the City, including streets and utilities.			
Construction of land improvements requires a significant amount of oversight by the City to ensure that project sites are being appropriately managed and that improvements are being installed correctly, per plans. This includes oversight and documentation of daily conditions/activities, review of materials (specifications and condition), monitoring the placement of base materials, and observing installation of infrastructure, all before items are buried underground.			
Inspection fees are currently collected based on hourly billing rates for staff inspectors. Staff in Community Development and Finance spend a significant amount of effort tracking staff time, processing invoices and collecting payment. Often times, once a project is underway, both the timeliness of the billing and payments lag.			
More recently, for large projects, Community Development has tried outsourcing some inspection work to consultants that have availability to be at a site for extended periods during critical phases of the project. For these services, a deposit is provided by the developer, based on estimated hours.			
<u><i>Proposal</i></u>			
Staff is proposing that we switch to a fee-based model for Site Development/Stormwater Permits.			
Developers recently have provided feedback that having these fees set upfront is preferred for their budgeting and financing purposes. Some developers are familiar with systems of paying an upfront percentage of construction cost, which is a payment model used by a number of nearby municipalities to cover inspection services.			
In conjunction with this change to a fee-based model, Community Development would discontinue requiring developers to fund and provide a Resident Engineer on site. In practice, this has not been consistent or effective, and we have found this to be unreliable at protecting the City’s interests.			

Instead, the developer fee would fund the City staff person or City consulting engineer to be on-site and act as an oversight engineer/inspector on behalf of the City. This will enable the City to provide more consistent oversight/inspection presence at project sites when there are multiple large projects occurring at the same time.

The table below provides examples of construction-cost percentage fee models:

Municipality	Percentage	Type
Aurora	2.25%	Fee
Batavia	2.00%	Fee
Elgin	3.00% (+0.5% increased as needed)	Deposit
<i>St. Charles – Proposed</i>	<i>2.50%</i>	<i>Fee</i>

Based on recent staff and consulting cost tracking, we estimate that the average cost of these services can be provided at a rate of 2.50% of the engineer’s estimate cost. This may be slightly higher or lower than actual cost depending on the project, but on average, City costs would be covered.

- A large subdivision with an Engineer’s Estimate of Probable Construction cost of \$4,000,000 would pay a permit fee of \$100,000.
- For a smaller project with \$250,000 construction cost, the permit fee would be \$6,250.

A fee based on construction cost is a similar model to how fees are collected for building permits.

Attachments (please list):

Code amendment draft

Recommendation/Suggested Action (briefly explain):

Recommendation to amend Title 15 “Buildings and Construction” and Title 18 “Stormwater Management Ordinance” to establish a Site Development/Stormwater Permit fee.

15.101.150 – Permit and inspection fees

B. Fee Schedule.

Permit Type	Fee
Site Development / Stormwater Permit	2.50% of the approved Engineer's Estimate of Proposed Construction (EOPC), due at permit issuance.

18.04.010 – Stormwater Management Ordinance - Adopted - Modifications

The provisions of the Kane County Stormwater Management Ordinance, originally adopted by the Kane County Board on November 14, 2000, effective January 1, 2002 and revised June 1, 2019, not less than three copies of which have been and now are filed in the Office of the Clerk of the City of St. Charles, Illinois, are hereby adopted in total, with the exception of the special regulations listed below which supplement and replace the concurrent sections of the Kane County Stormwater Management Ordinance as the regulations governing any activity that affects stormwater runoff or involves stormwater management. This Ordinance and the amendments noted hereafter shall become effective immediately.

Amendments to the Kane County Stormwater Management Ordinance.

A. Article II, 9-28.D is deleted in its entirety and the following inserted therefore:

~~“Permit Fees — Schedule.~~

~~The following schedule of fees is established for the filing and review of all Stormwater permit applications and the inspection of construction or maintenance activities related to required improvements:~~

- ~~1. Filing fee (payable when permit application is filed) fifty (\$50.00) dollars.~~
- ~~2. Reimbursement for professional services:
 - ~~1. Recording fees.~~
 - ~~2. Fees for attorney’s review and negotiations in connection with the filing, review and construction of the project.~~
 - ~~3. Fees for consultant’s review and consultation in connection with the filing, review and construction of the proposed work including meetings and~~~~

~~associated tasks. Consultants may include but are not to be limited to Engineers and Wetland specialists.~~

~~b. Reimbursement for City staff review: Cost per productive work hour of each City staff member involved in reviews, meetings, inspections or any associated task relative to a stormwater permit application. The applicant shall pay all fees within 30 days of invoice by the City subsequent to performance of said tasks. Any dispute of payment shall be sent in writing to the Administrator within 30 days of invoice by the City. Failure to respond within the 30 day period shall result in a default of permit obligation and allow the Administrator to revoke the permit."~~

"Fees for Site Development/Stormwater Permits

1. Review of Site Development/Stormwater Permits

Reimbursement shall be provided, either through a Reimbursement of Fees Agreement under Title 17, or through direct payment for:

- a. City staff review at the cost per productive work hour of each City staff member involved in reviews, meetings, or any associated task relative to a stormwater permit application.
- b. Fees for consultant's review and consultation in connection with the review of the proposed work including meetings and associated tasks. Consultants may include but are not to be limited to Engineers and Wetland specialists.

The applicant shall pay all fees within 30 days of invoice by the City subsequent to performance of said tasks. Any dispute of payment shall be sent in writing to the Administrator within 30 days of invoice by the City. Failure to respond within the 30-day period shall result in a default of permit obligation and allow the Administrator to revoke the permit.

2. Fee for issuance for Site Development/Stormwater Permits

Fee due upon permit issuance equal to 2.50% of the approved Engineer's Estimate of Proposed Construction (EOPC). Fees are intended to cover all costs for any task associated with construction oversight and inspection of the improvements approved under the Site Development / Stormwater permit. Professional services may be provided by City Staff or Consultants working on behalf of the City, including Construction Managers, Engineers, Wetland and Ecological Specialists.

In the event the total costs for Professional Services exceeds the permit fee, additional fees may be required to cover the excess costs. Any request for additional fees shall be accompanied by an accounting of the fees incurred."

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 4g

Title:

Recommendation to amend Title 15 “Buildings and Construction” regarding Engineering requirements for Building Permits

Presenter:

Russell Colby, Community Development Director**Meeting:** Planning & Development Committee**Date:** December 11, 2023**Proposed Cost:****Budgeted Amount:****Not Budgeted:** **TIF District:** None**Executive Summary** (if not budgeted, please explain):

The Building Code, Title 15, includes information regarding requirements and procedures for engineering approvals for building permit projects.

This proposed amendment is intended to clean up some redundant code language and better document processes used by staff to grant approvals for site engineering.

The most significant change is to formalize a process for temporary building occupancies for projects where some portion of the site improvements are incomplete. This frequently includes final site grading and landscaping.

Often, when a building is completed and fully inspected, a building, developer or business will want to occupy the building while the other site improvements remain incomplete. If the City’s building or engineering inspector determines that there are no safety issues, a Temporary Certificate of Occupancy may be issued, under the condition that there be a cash deposit provided.

This deposit is intended to motivate a builder/developer to complete the improvements, in order to have the funds returned. Alternately, if for whatever reason the work is not completed in a timely manner, these funds could be used by the City to complete the work. However, this rarely happens and the funds are almost always returned.

Currently, the code allows for this type of Temporary Occupancy during the winter months, when site work may not be possible. However, over the past two years, projects have encountered other issues with timing, such as a deadline for business opening or tenant move-in date, that have created a need for a Temporary Occupancy.

The code amendment would set a process and standard for the cash deposit as:

- \$5,000 or the cost of remaining improvements for single-family residential buildings
- \$50,000 or the cost of remaining improvements for multi-family or commercial buildings

Staff has been utilizing cash deposits within this range and has found these amounts to be acceptable.

Attachments (please list):

Code amendment draft

Recommendation/Suggested Action (briefly explain):

Recommendation to amend Title 15 “Buildings and Construction” regarding Engineering requirements for Building Permits.

15.101.010 – Administration provisions adopted

Add Sections 107.2.5.2, 107.2.5.3, and 107.2.5.4 as follows:

Section 107.2.5.2 Engineering Plan.

For building permit applications that include Land Improvements as defined in Title 16 “Subdivisions and Land Improvement”, an Engineering Plan shall be submitted with the Site Plan. The Engineering Plan shall be in substantial conformance to and show the necessary items identified in Title 16, “Appendix E - Drawing Requirements Checklist – Final Engineering Plans.” of the St. Charles Municipal Code.

For all other building permit applications that involve any grading or site improvements, an engineering plan shall be submitted showing information necessary to review the proposed project, as determined by the Building Official. The minimum required information shall be listed in the building permit application.

~~{Ord. 2013-M-15 § 4.}~~

Section 107.2.5.3 Guarantee for Completion of Land Improvements. For building permit applications that include public Land Improvements, a Guarantee for Completion of the Land Improvements shall be provided in accordance with the procedures and requirements of Title 16, “Subdivisions and Land Improvements”, Chapter 16.04 “Procedures”.

~~to the Director of Public Works or Development Engineering Division Manager prior to issuance a building permit.~~

~~The guarantee shall be in one of the following formats, with the form, amount and provider being subject to approval by the Development Engineering Division Manager or Designee.~~

- ~~1. Cash in the amount of 115% of the estimated cost of the Land Improvements remaining to be completed.~~
- ~~2. A performance letter of credit, in substantially the form attached as Appendix C in Title 16 Subdivisions and Land Improvements, in the amount of 115% of the estimated cost of the Land Improvements remaining to be completed, issued by a sound and reputable banking institution authorized to do business in the state of Illinois and meeting the criteria set forth below.~~
- ~~3. A surety bond in the amount of 115% of the estimated cost of the Land Improvements remaining to be completed, issued by a surety company authorized to do business in Illinois and meeting the criteria set forth below.~~

~~The form, amount and provider of the guarantee for completion shall be subject to the approval of the Director of Community Development, Development Engineering Division Manager or their Designee, and shall meet the following criteria:~~

- ~~1. Banks (for letters of credit): Each letter of credit shall be drawn on an institution 1) acceptable to the Director of Finance; 2) having assets of at least \$10 Million; 3) having an office in the Chicago Metropolitan Area; and 4) that is a member of the Federal Deposit Insurance Corporation; or~~

2. ~~Insurance Companies (for surety bonds): Must have an A.M. Best Company rating of Superior (A++ and A+), Excellent (A and A-), or Very Good (B++ and B+) (or equivalent).~~

~~Completed Land Improvements may be omitted from the amount of the guarantee. For purposes of this section, completed Land Improvements shall be those Land Improvements which have been previously accepted by the City Council, and, if applicable, conveyed to the City via a Bill of Sale substantially in the form set forth in Appendix C of Title 16 "Subdivisions and Land Improvement" of the St. Charles Municipal Code, pursuant to the terms and conditions of the Land Improvement Agreement.~~

~~The guarantee shall be accompanied by a Land Improvement Agreement in substantially the form set forth in Appendix D of Title 16 "Subdivisions and Land Improvement" of the St. Charles Municipal Code. The Mayor is authorized to execute a Land Improvement Agreement and authorization from the City Council is not required.~~

~~Section 107.2.5.4 Release of Guarantee for Completion~~

~~The guarantee for completion of the Land Improvements shall be released only upon fulfillment of the following conditions:~~

1. ~~The completion of the Land Improvements;~~
2. ~~The submission of one (1) set of reproducible (mylar) as-built drawings of the Land Improvements;~~
3. ~~A Bill of Sale for all Land Improvements that has been accepted by City Council;~~
4. ~~The acceptance of the Director of Community Development or Development Engineering Division Manager or designee of a guarantee for maintenance of land improvements (See Appendix C in title 16 Subdivisions and Land Improvement). The guarantee shall be in one of the following formats:
 - a. ~~Cash in the amount of 15% of the estimated cost or actual construction costs of the Land Improvements to be accepted or acknowledged as complete by the City.~~
 - b. ~~A maintenance guarantee in the amount of 15% of the estimated cost or actual construction costs of the Land Improvements to be accepted or acknowledged as complete by the City, issued by a sound and reputable banking authorized to do business in the State of Illinois and meeting the criteria set forth below.~~
 - c. ~~A surety bond in the amount of 15% of the estimated cost or actual construction costs of the Land Improvements to be accepted or acknowledged as complete by the City, issued by a surety company authorized to do business in the State of Illinois and meeting the criteria set forth below.~~~~
5. ~~The form, amount and provider of the guarantee shall be subject to the approval of the Development Engineering Division Manager or Designee shall meet the following criteria:
 - a. ~~Banks (for letters of credit): Each letter of credit shall be drawn on an institution a) acceptable to the Director of Finance; b) having assets of at least \$10 Million; c) having an office in the Chicago Metropolitan Area; and d) that is a member of the Federal Deposit Insurance Corporation; or~~~~

- b. ~~Insurance Companies (for surety bonds): Must have an A.M. Best Company rating of Superior (A++ and A+), Excellent (A and A-), or Very Good (B++ and B+) (or equivalent).~~
- 6. ~~Acceptance of the Land Improvements by the City Council of the City shall be as set forth in Title 16, "Subdivisions and Land Improvement Section 16.04.130, "Acceptance of Land Improvements" of the St. Charles Municipal Code.~~

Section 111: Add Section 111.5, as follows:

111.5 Grading Survey and As-Built Elevation Certification.

1. Requirement: This section applies to single- and multi-family dwelling units and commercial structures. A topographical survey of the construction site, as finally graded, prepared, and certified by a professional land surveyor or a registered professional engineer, shall be submitted to demonstrate compliance with approved plans, and that adequate provisions for drainage have been constructed. Required information on the survey shall be as determined by the Building Official, and shall be listed within the building permit application.
2. Submittal: The survey document shall be submitted as follows:
 - a. Foundation Spot Survey: To be submitted after construction of a foundation to verify foundation location and elevations. Construction shall not continue beyond the backfill of the foundation until the spot survey is approved to be in compliance with approved site grading/engineering plans.
 - b. Final As-Built Survey: To be submitted, reviewed and approved by the City Development Engineer, along with a satisfactory site inspection, prior to final occupancy approval.
3. Deviation from Approved Plans: If there are deviations from approved plans, the site shall be revised to comply with the approved plans, and the survey shall be updated and resubmitted. Alternately, the City Development Engineer may approve revisions to the approved plans, subject to the builder or developer having a Licensed Professional Engineer render an opinion and certify the as-built is in compliance with all applicable code requirements.
 - 1.a. ~~This topographical survey shall depict the location of the structure and the grade elevations designed for the site. The "as-built" elevation contours shall be at one (1) foot increments minimum and shall provide sufficient detail to adequately determine the proper final grading of a parcel as determined by the City Engineer or his designee. Additionally, a registered professional engineer shall certify the final grading of the site is in substantial compliance with the approved grading plans.~~
 - 2.4. Temporary Occupancy prior to completion of Final Grading: Weather Conditions: When weather or other conditions prohibit the final grading of the site in accordance with the approved plans and/or prevents an as-built survey from certifying the same; ~~the City Engineer or his/her designee~~ Building Official may allow Temporary Occupancy provided the following conditions are met:;

- a. The site/building has been inspected and the Inspector or Building Official has determined that the building may be occupied safely without endangering life or public welfare.
- b. A \$3,000 cash deposit or other suitable guarantee as determined by the City Engineer~~Building Official~~ is posted for each lot where grading or other site improvements cannot be completed or verified.
 1. Single Family Dwelling Units: \$5,000 or the cost of the remaining grading work or site improvements.
 2. Multi-family Dwelling Units and Commercial structures: \$50,000, or as determined by the Building Official or Development Engineer, based upon the cost of remaining grading work or site improvements.
- c. Occupancies allowed prior to completion of grading and verification of the same shall have a strict completion date as established by the City Engineer~~Building Official~~ at the time of occupancy. The City shall return the guarantee for the full amount (no interest) after completion of the lot grading, submittal of a final survey and acceptance by the ~~City inspector~~City Development Engineer.
- b-d. In the event that the final grading and site improvements are not completed prior to the expiration of the Temporary Occupancy, the cash deposit may be utilized to complete the remaining grading and site improvements. The builder or developer will receive the remainder of the financial guarantee with an itemized invoice of work completed within thirty days (30) of completion of work activities. A 10% administrative fee will be added to the direct services provided.