CITY OF ST. CHARLES ILLINOIS • 1834	AGEN	IDA ITEM EXECUTIVE SUMMARY	Agenda Item number: 4b
	Title:	Plan Commission recommendation to approve a Mi Subdivision Final Plat for 407 S. 5 <sup>th</sup> St. Subdivision	
	Presenter:	Rachel Hitzemann, Planner	

### Meeting: Planning & Development Committee

Date: August 14, 2023

 $\square$ 

Not Budgeted:

Proposed Cost: N/A

Budgeted Amount: N/A

# TIF District: None

Executive Summary (if not budgeted, please explain):

The subject property is a single lot located at the corner of Oak St. and S. 5<sup>th</sup> St. The property is currently improved with a single-family home and detached garage. The property is locally landmarked.

Zach Derrico, owner of ZJD LLC, proposes to split the parcel. The existing house will remain on Lot 1 and the detached garage will be relocated to Lot 1. Mr. Derrico is proposing to construct a new single-family home on Lot 2. 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.

# Historic Commission Review

The Historic Commission reviewed the project at their 8/2/23 meeting and had three main points they wanted addressed;

- 1. Relocation of the garage
- 2. One architectural style for the house
- 3. Transitional setback between the neighboring property, new house and the existing landmark

The Commission commented that the provided plans for the new house meet these requirements and are supportive of the subdivision. The new house will be required to obtain COA approval from the Historic Commission at the time of building permit.

# Plan Commission Review

The Plan Commission reviewed the application on 8/8/23 and unanimously recommended approval.

# Attachments (please list):

Plan Commission Resolution, Staff Memo, Application, Plat, Proposed house site plan and elevations

# Recommendation/Suggested Action (briefly explain):

Plan Commission recommendation to approve a Minor Subdivision Final Plat for 407 S.  $5^{\text{th}}$  St. Subdivision.

# City of St. Charles, Illinois Plan Commission Resolution No. <u>6-2023</u>

# A Resolution Recommending Approval of a Final Plat of Subdivision (Minor Subdivision) for 407 S. 5<sup>th</sup> Street Subdivision (Derrico Builders, LLC)

### Passed by Plan Commission on August 8, 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 407 S. 5<sup>th</sup> Street Subdivision (Derrico Builders, LLC); 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 407 S. 5<sup>th</sup> Street Subdivision (Derrico Builders, LLC); contingent upon the resolution of all staff comments prior to City Council action.

Roll Call Vote: Ayes: Moad, Hibel, Funke, Weise, Rosenberg, Studebaker Nays: Absent: Vargulich, Gruber, Ewoldt Motion carried: 6-0

PASSED, this 8th day of August 2023.

Chairman St. Charles Plan Commission



# Staff Report Plan Commission Meeting – August 8, 2023

Applicant:	Zach Derrico	407 S 5 <sup>th</sup> St.
Property Owner:	ZJD, LLC	315 318 412
Location:	407 S. 5 <sup>th</sup> St.	522 514 321
Purpose:	Subdivision	Oak St
Application:	Final Plat of Subdivision (Minor Subdivision)	403 407 Subject Property
Public Hearing:	N/A	S en s s s s s s s s s s s s s s s s s s
Zoning:	RT-2 (Traditional Single Family)	
Current Land Use:	Single-Family	410 410 427
Comprehensive Plan:	Single Family Detached Residential	- 425 Subject Property
Summary of Proposal:	current parcel int	requested approval of a Final Plat of Subdivision to subdivide the to two lots. Lot 1 will contain the current house and the relocated be developed with a new single-family home.
Info / Procedure on Application:	formally cre Recommen (including Z Report. A public hea	Subdivision) the actual plat document that will be recorded with the County to eate new lots, dedicate streets, and provide easements, etc. dation is based on compliance with all other code requirements coning & Subdivision Codes). Staff has provided an analysis in the Staff aring is not required for this type of application. of fact are applicable to this application.
Suggested Action:		Plat of Subdivision. ne application materials to be complete and the Final Plat to be in
	compliance with s	the Zoning and Subdivision Codes. Is approval of the Final Plat of Subdivision, subject to resolution of all prior to City Council action.

Staff Contact: Rachel Hitzemann, Planner

### I. PROPERTY INFORMATION

#### A. History / Context

The subject property is a .6448 acre parcel. The lot contains a large house and detached garage. The home is historic and is locally landmarked under the City's Historic Preservation Ordinance. The additional home on the property will need to be reviewed by the Historic Commission.

The adjacent lots contain single-family homes.

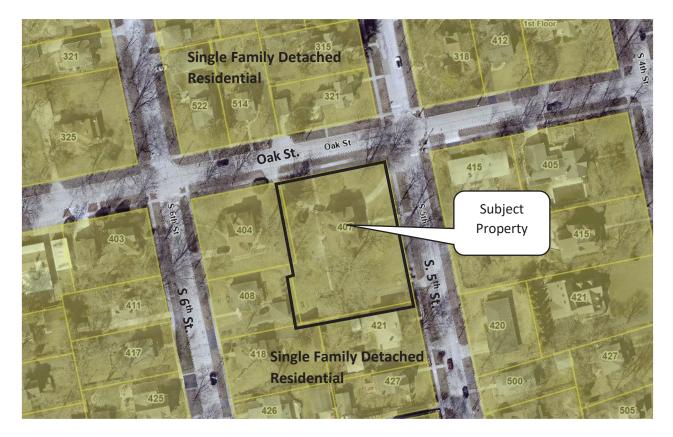
#### B. Zoning

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

Zach Derrico recently purchased the property and is seeking approval of a Final Plat of Subdivision to subdivide the parcel into two lots. Mr. Derrico plans to relocate the freestanding garage to Lot 1 and build a single-family home Lot 2.

#### 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	16,437 sf	11,671 sf
Min. Lot Width	50 ft.	114.7 ft.	73.30 ft
Max. Building Coverage	30% for structures 1 ½ stories or less 25% for structures over 1 ½ stories	14%	TBD
Max. Building Height	Lesser of 34 ft. or 2 stories	2 stories	1 ½ stories
Min. Front Yard	25 ft.	62.15 ft	40 ft

Min. Exterior Yard	20ft	24 ft	N/A
Min. Side Yard	Greater of 6 ft or 10% of lot width for 1 ½ stories or less Greater of 8ft or 10% of	11.5 ft	7.5 ft
	lot width for over 1 ½ stories		
Min. Rear Yard	30 ft.	40.66 ft	37 ft

### B. Plat Review

Planning staff have reviewed the Final Plat and have one comment. A front setback should be outlined on the plat.

### C. Engineering Review

The engineering review provided the following comment. City Code requires sump pump discharge to connect to public storm sewer. The nearest storm sewer is located at 5th St and Oak St. There is currently not a public storm sewer adjacent to Lot 2. The developer shall extend the public storm sewer to the southern limits of Lot 2. Submit engineering design, engineer's opinion of cost and financial guarantee for the public improvements.

### D. Historic Commission

The Historic Commission reviewed the project at their 8/2/23 meeting and had three main points they wanted addressed. One, relocation of the garage. Two, one architectural style for the house and three a transitional setback between the neighboring property, the new house and the existing landmark. The Commission commented that the provided plans for the new house meet these requirements and are supportive of the subdivision.

### E. Inclusionary Housing

This subdivision is subject to the Inclusionary Housing Ordinance, Title 19 of the City Code. The lot will be subject to the 2023 fee in-lieu amount of \$15,866.30 per required affordable unit. The fee worksheet is attached. A total fee in-lieu amount of \$793.31 will be due at the time of building permit.

### F. School and Park Contributions

The applicant is required to provide the School and Park Districts with a cash contribution in lieu of physical land per the standards established in the Subdivision Code, Chapter 16.10 "Dedications". The attached worksheets calculate the cash contribution based on one 4-bedroom home. The resulting fees are required to be paid before the building permit is issued for the house. These amounts are subject to change depending on changes to the bedroom counts at the time of permit, but are currently calculated at \$12,208.31 for the school fee and \$9,052.42 for the park fee.

### 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 7/11/23
- Final Plat of Subdivision
- House Plans

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



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

Community Development

# MINOR SUBDIVISION – FINAL PLAT APPLICATION

[		Received Date
For City Use		necerved Date
Project Name:	407 5. 5th St.	DECENT
Project Number:	2023 -PR- 007	RECEIVED
Cityview Project Nur	nber: PLM 5202300118	JUL 1 1 2023
		City of St. Charles

- 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: 407 S. 5th Street Parcel Number (s): 09-34-152-005 Proposed Subdivision Name: 407 S Fifth Street Subdivision	
2.	Applicant Information:	Name: Derrico Builders, LLC Address 211 Walnut Avenue St. Charles, IL 60174	Phone: 630-675-4017 Email: DerricoBuilders & Yahoo.com
3.	Record Owner Information:	Name: ZJD, LLC Address: 311 Walnut Avenue St. Charles, IL 60174	Phone: 630-675-4017 Email: Derrico Builders @ Yahco, com

STATE OF ILLINOIS )
) SS. Kane County )
I, Zachary Derrico, being first duly sworn on oath depose and say that I am
I, <u>Zackary</u> <u>Derrico</u> , being first duly sworn on oath depose and say that I am Manager of <u>ZJD</u> , LLC, an Illinois Limited Liability
Company (L.L.C.), and that the following persons are all of the members of the said L.L.C.:
By:, Manager
- /·
Subscribed and Sworn before me this $29+h$ day of
June, 20 23.
, 20
Rosein a. Sam
Notary Public
ROSEMARIE A TRUE OFFICIAL SEAL Notary Public - State Of Illinois My Commission Expires January 18, 2026

City of St. Charles Ownership Disclosure Forms

# SUBDIVISION PLAT - DRAWING REQUIREMENTS/CHECKLIST

#### Name of Proposed Subdivision:

#### **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. 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":

Signature – Applicant

Date

City of St. Charles Subdivision Plat Drawing Requirements /Checklist

**PLANS:** All required plans shall be urawn 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.

) \_ member"

7/7/23

Record Owner

Date

Applicant or Authorized Agent

Date

#### PARK LAND/CASH WORKSHEET

City of St. Charles, Illinois

Name of Development: Date Submitted: Prepared by:

**Total Dwelling Units:** 

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

Total Dwelling Units w/ Deduction:

1

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

#### Estimated Population Yield:

Type of Dwelling	# Dwelling Units (DU)	Population Generation per Unit	Estimated Population				
Detached Single Family							
> 3 Bedroom		DU x 2.899	=				
> 4 Bedroom	1	DU x 3.764	= 3.764				
➢ 5 Bedroom		DU x 3.770	=				
Attached Single Family							
➢ 1 Bedroom		DU x 1.193	= .				
2 Bedroom		DU x 1.990	=				
> 3 Bedroom		DU x 2.392	=				
> 4 Bedroom		DU x 3.145	=				
Apartments							
Efficiency		DU x 1.294	=				
➢ 1 Bedroom		DU x 1.758	=				
2 Bedroom		DU x 1.914	=				
> 3 Bedroom		DU x 3.053	=				
Totals: (wi	<b>I</b> Total Dwelling Units th deduction, if applicab	le)	3, 76 4 Estimated Total Population				
Park Site Requirements: Estimated Total Population: Cash in lieu of requirements		10 Acres per capita =	03764 Acres				
	40.40.000 (0.1	ir Market Value per Improv	ved Land) = \$ 9,052,42				
.0376	Total Site Acres: $03769$ x \$240,500 (Fair Market Value per Improved Land) = \$ $9,032,72$						

## SCHOOL LAND/CASH WORKSHEET

City of St. Charles, Illinois

Name of Development: Date Submitted: Prepared by:

Total Dwelling Units:

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

Total Dwelling Units w/ Deduction:

1

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

#### Estimated Student Yield by Grades:

Type of Dwelling	# of dwelling Units (DU)		mentary des K to 5)		Middle des 6 to 8)		High les 9 to 12)
Detached Single Famil	у						
> 3 Bedroom		DU x .369	=	DU x .173	=	DU x .184	=
> 4 Bedroom	1	DU x .530	= ,53	DU x .298	= ,298	DU x .360	= ,310
> 5 Bedroom		DU x .345	=	DU x .248	=	DU x .300	=
Attached Single Family	/						
> 1 Bedroom		DU x .000	=	DU x .000	=	DU x .000	=
> 2 Bedroom		DU x .088	=	DU x .048	=	DU x .038	=
> 3 Bedroom		DU x .234	=	DU x .058	=	DU x .059	=
A Bedroom		DU x .322	=	DU x .154	=	DU x .173	=
Apartments							
Efficiency		DU x .000	=	DU x .000	=	DU x .000	=
➢ 1 Bedroom		DU x .002	=	DU x .001	=	DU x .001	=
> 2 Bedroom		DU x .086	=	DU x .042	=	DU x .046	=
> 3 Bedroom		DU x .234	=	DU x .123	=	DU x .118	=

School Site Requirements:

Туре	# of students	Acres per student	Site Acres
Elementary (TE)	,53	x .025	= ,01325
Middle (TM)	.298	x .0389	= .01159
High (TH)	360	x .072	= 02592
	n (1997) - 1999 (1997) - 1999 (1997) - 1997 (1997) - 1997 (1997) - 1997 (1997) - 1997 (1997) - 1997 (1997) - 19	Total Site Acres:	05076

#### Cash in lieu of requirements:

15071

(Total Site Acres) x \$240.500 (Fair Market Value per Improved Land) = \$ 17 267 78

## CITY OF ST. CHARLES INCLUSIONARY HOUSING REQUIREMENTS

#### Background:

St. Charles Municipal Code Title 19 "Inclusionary Housing", requires developers of new residential developments to provide a proportionate share of affordable housing units within the development, or to pay a fee in-lieu of providing affordable housing units. Developers may also provide a mix of affordable housing units and fee in-lieu.

Affordable housing is defined as housing that has a sales price or rental amount that is within the means of a household with income at or below 80% Area Median Income (AMI) for for-sale units and at or below 60% AMI for rental units, adjusted for household size. See Title 19 for complete definitions.

The maximum price of affordable for-sale units and affordable rental units required by Title 19 shall be no greater than the affordable purchase price and affordable rent established annually by the Illinois Housing Development Authority (IHDA). Contact the Planning Division for the most recent affordable prices from IHDA.

#### **Development Cost Offsets:**

Developments that provide affordable housing units may be eligible for the following:

- Density Bonus equivalent to one bonus unit for each affordable unit constructed, up to 120% of base density.
- Waiver of building permit, demolition, plan review, and sewer/water connection fees for the required affordable units.
- Waiver of School and Park cash contributions (when required in lieu of park and land dedications) for the required affordable units.

#### **Submission Requirements:**

Submit information describing how the residential development will comply with the requirements of Title 19, "Inclusionary Housing". <u>Use the Inclusionary Housing Worksheet</u> to calculate the number of required affordable units to be incorporated within the residential development, or the required fee in-lieu payment.

If the development will include affordable units, submit the following additional information:

- The number of market-rate and affordable for-sale and rental units to be constructed, including type of dwelling, number of bedrooms per unit, proposed pricing, and construction schedule, including anticipated timing of issuance of building permits and occupancy certificates.
- Documentation and plans regarding locations of affordable units and market-rate units, and their exterior appearance, materials, and finishes.

#### **City Council Determination:**

City Council will review the proposal to comply with the requirements of Title 19 "Inclusionary Housing" and will determine whether affordable units, fee in-lieu, or a mix of affordable units and fee in-lieu will be accepted.

# **INCLUSIONARY HOUSING WORKSHEET**

Name of Development:

Date Submitted:

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

#### 1) Calculate the number of affordable units required:

Unit Count Range	# of Units Proposed in Development		% of Affordable Units Required		# of Affordable Units Required
1 to 15 Units	1	X	5%	=	,05
More than 15 Units	×	x	10%	=	

### 2) How will the Inclusionary Housing requirement be met?

- Provide on-site affordable units
- **Pay a fee in-lieu of providing affordable units (calculate fee in-lieu below)**
- Provide a mixture of affordable units and fee in-lieu
  - # of affordable units to be provided:
  - Amount of fee in-lieu to be paid (calculate below):

#### **Fee In-Lieu Payment Calculation**

### **Multi-Family Development:**

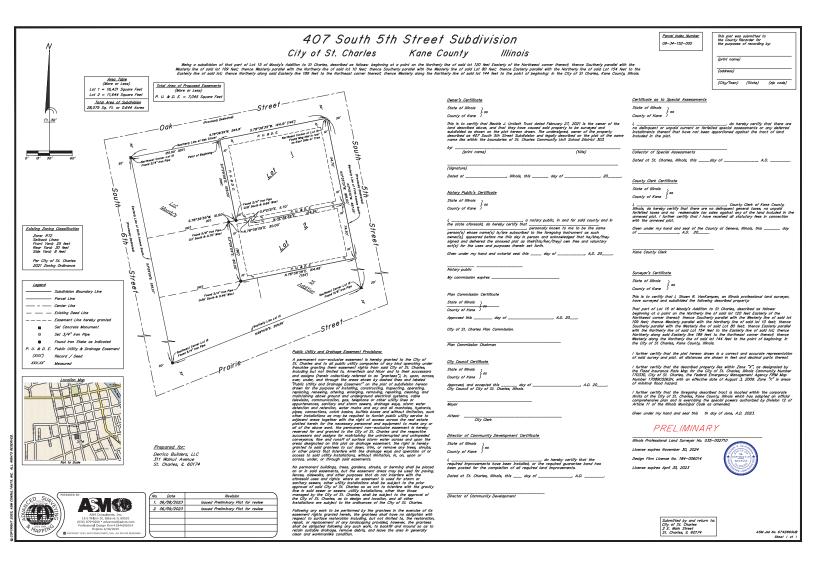
# of Affordable Units Required	# of Affordable Units Proposed to Pay the Fee-In-Lieu		Fee-In-Lieu Amount Per Affordable Unit		Total Fee-In-Lieu Amount
		X	\$39,665.75	=	

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

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

### **Single-Family Development:**

# of Affordable Units Required	# of Affordable Units Proposed to Pay the Fee-In-Lieu		Fee-In-Lieu Amount Per Affordable Unit		Total Fee-In-Lieu Amount
¥ .05	-05	x	\$15,866.30	=	793,31







PRELIMINARY RIGHT SIDE (NORTH) ELEVATION 4115.5th STREET . ST. CHARLES, IL. 7.28.23 DERMICO BUILDERS, LLC. MARSHALL ARCHITECTS, INC.

