



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 4c

Title: Recommendation to approve an amendment to Title 16 of the St. Charles Municipal Code (Subdivisions and Land Improvement) regarding subdivision benchmarks.

Presenter: Russell Colby

Meeting: Planning & Development Committee

Date: July 8, 2019

Proposed Cost: TBD

Budgeted Amount: Expected next FY

Not Budgeted:

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

State Statute requires monuments be installed in the ground at the corners of newly subdivided properties in order to mark the locations for land survey purposes. These are typically iron pipes, which may be encased in concrete. The City’s Subdivision Ordinance, Title 16 of the City Code, requires that one or two of these monuments be an upgraded form of monument known as a City “benchmark”. The City benchmarks are intended to eventually form a citywide network to improve the accuracy of land surveys conducted in St. Charles, for both horizontal location and vertical elevations. The network is growing but is not yet dense enough to benefit all areas of the community.

For a number of years, the City Code has required these benchmarks be installed by developers; however the track record at having these installed successfully has been mixed, due to difficulty finding qualified contractors or improper installation. Recently, a developer asked to provide a payment in lieu of installation so that the City could contract to have the benchmark installed properly.

Staff has reached the conclusion that it would be more equitable and efficient for developers of subdivisions to simply pay a fee, based on site acreage, for the City to install these benchmarks. For smaller subdivisions, a partial fee would be collected, and the fees could be pooled together to install the benchmarks, making the requirement less onerous for small subdivisions. Additionally, with the City installing the benchmarks, the location can be decided based on the optimum location within the benchmark network.

The fee for the benchmarks would be collected by Community & Economic Development at the time of subdivision final plat application and would be passed on to the Information Systems - GIS Division to administer the installation of the benchmarks. A proposed fee schedule is attached.

For reference, a 20+ acre site, the category requiring 2 benchmarks, would include developments of the size of Anthem Heights, Prairie Centre or Prairie Winds. A similar system is followed in the City of Batavia.

Attachments *(please list):*

Amendment draft

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve an amendment to Title 16 of the St. Charles Municipal Code (Subdivisions and Land Improvement) regarding subdivision benchmarks.

Appendix F

Payment for installation of City benchmarks

At the time of application for Minor Subdivision or Final Plat of Subdivision, applicants shall submit a payment for installation of City benchmarks, based on the table below:

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

The cost per benchmark is based on the estimated cost for installation of the City standard benchmark described below:

2nd order Class II, Berntsen, or equal, permanent benchmarks:

- *6 inch x 3 foot Schedule 40 PVC*
- *Access cover – screw lock*
- *¾ inch aluminum rod – driven till refusal*
- *3 foot top security sleeve*
- *Rod magnet*
- *Spiral point*
- *City of St. Charles Benchmark Cap*

The City shall collect the fees and utilize the funds solely for installation of City benchmarks. The actual location shall be determined by the City based the existing City benchmark network.