



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 8a

Title: Recommendation to Approve a Corridor Improvement Grant for 423 S. Second Street (Ryan Corcoran – Corcoran Commercial Real Estate)

Presenter: Rita Tungare

Meeting: Government Operations Committee

Date: April 2, 2018

Proposed Cost: \$8,050.00

Budgeted Amount: \$20,000
(CIC Program Budget)

Not Budgeted:

Executive Summary (if not budgeted please explain):

Ryan Corcoran, representing Corcoran Commercial Real Estate, has purchased the property located at 423 S. Second Street, to occupy as their new office location. The applicant is proposing to install new landscape and hardscape features along S. Second (Rt. 31) and Prairie Street to add more visual interest and soften the building’s appearance from these public right-of-ways.

This item was discussed at the 3/12/2018 Planning & Development Committee Meeting and continued. At that meeting, the Committee requested additional information regarding how this property relates to the program’s definition of a corridor and which street frontages are considered eligible.

Eligibility:

Per Section 12.40.020 “Definitions”, Eligible Properties are defined as follows:

“Properties located with the corporate limits of the City of St. Charles and have frontage on Main Street (Route 64), Randall Road, Lincoln Highway (Route 38), Kirk Road, are located in the Downtown Special Service Area (SSA-1B), located in a public right-of-way adjoining and Eligible Property, or in one of the Key Gateway areas identified in Exhibit A”.

*To see the Corridor Program Description listed on the City’s website, please follow this link:

<https://www.stcharlesil.gov/sites/default/files/documents/Corridor%20Improvement%20Program%20Description.pdf>

As this property is entirely located in the SSA-1B, staff and the Commission determined that the areas visible along Prairie and S. Second Streets are eligible.

The applicant has identified highly visible areas along Prairie and S. Second Streets to install new landscape features that will add aesthetic value to the SSA-1B corridor and soften the appearance of this property. The following lists describe the improvements to each area. The attached revised Contractors Cost is broken down by landscaping area to highlight the locations and items considered as eligible improvements. (Staff has included exhibits that show the landscaping locations on an aerial photo, existing view from the adjoining street, and rendering of proposed conditions):

Area 1 (along Prairie Street)

- Cost of Improvements for Area 1 - \$5,500.00 (City’s portion \$2,750.00)
(New decorative boulders, plant materials, granite chip ground cover)

Area 2 (Pergola Area)

- Cost of Area 2 improvements - \$10,600 (City’s portion \$5,300.00)
 - Screening wall made up of:
 - 6 rectangular planter boxes and each filled with perennial grasses
 - Brick corner column base
 - Asphalt removal (in eligible Area 2 location only)
 - The wooden pergola structure shown and any landscape elements not visible from Rt. 31 are not eligible for grant funding and not included in the proposed grant amount.

The Corridor Improvement Commission reviewed the design and grant proposal at their 3/7/2018 meeting, and recommended approval of the grant. The vote was 5-Aye to 0-Nay. The total cost of the proposed eligible improvements is \$16,100.00 and the City’s share of the total project cost will be a maximum of \$8,050.00.

Attachments *(please list):*

Contractors Estimate, Plan, and Aerial Photograph Location Exhibits

Draft Corridor Improvement Commission Resolution 2-2018

Draft Corridor Improvement Grant Agreement

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a Corridor Improvement Grant for 423 S. Second Street (Ryan Corcoran – Corcoran Commercial Real Estate)



B&L Landscape Contractors LLC
 25 S 13th Ave
 St. Charles, IL 60174
 630-377-2700

Estimate

Date	Estimate #
3/19/2018	467

Name / Address
Ryan Corcoran Complex Management 409 Illinois Ave. Suite 1D St. Charles, IL 60174

Project
423 S 2nd Street

Item	Description	Price	Qty	Total
01	Area 1 -Install New Plantings (1) Rivers Purple Weeping Beech / 2.5-3" (6) Low Growing Blue Juniper / 5 gal. (1) Knock Out Rose / 3 gal. (50) Burgundy Bunny Dwarf Fountain Grass / 1 gal. -Granite Chips Decorative Gravel Mulch (All Planting Areas) -Landscape Fabric Under All Gravel Mulch Areas -Decorative Boulder Accents (8-10 Tons)	5,500.00	1	5,500.00
01	Area 2 Cut & Remove Asphalt as required	4,000.00	1	4,000.00
01	Install Unilock Brussels Dimensional Pillar w/Ledgestone Pillar Cap for Pergola -Note: Paver Color - TBD	2,750.00	1	2,750.00
01	Patio Planters: -Supply & Install (6) Toscana 39" Rectangular Planter w/ Planting Media -Install (12) Shenandoah Grasses Note: No Warranty on Plant Material in Planters	3,850.00	1	3,850.00
01	Area 3 -Install New Plantings (1) Weeping Norway Spruce / 4-5 ft. (2) Knock Out Rose / 3 gal. (20) Burgundy Bunny Dwarf Fountain Grass / 1 gal. -Granite Chips Decorative Gravel Mulch (All Planting Areas) -Landscape Fabric Under All Gravel Mulch Areas -Decorative Boulder Accents (2-4 Tons)	2,000.00	1	2,000.00
		Grant Eligible Total:		\$16,100.00
		Total		\$18,100.00

Not part of grant proposal

2- KNOCK OUT ROSE

1 - WEEPING NORWAY SPRUCE

Area 2

BURGUNDY BUNNY DWF. FTN. GRASS

BRICK PILLAR W/ CAP

2- GREEN MTN. BOXWOOD / PLANTERS

PERGULA TYPE
BRICK PAVER PATIO AREA

KNOCK OUT ROSE

BURGUNDY BUNNY DWF. FTN. GRASS

BURGUNDY BUNNY DWF. FTN. GRASS

PLANTER W/ ANNUAL ACCENT

6 - LOW GROWING BLUE JUNIPER

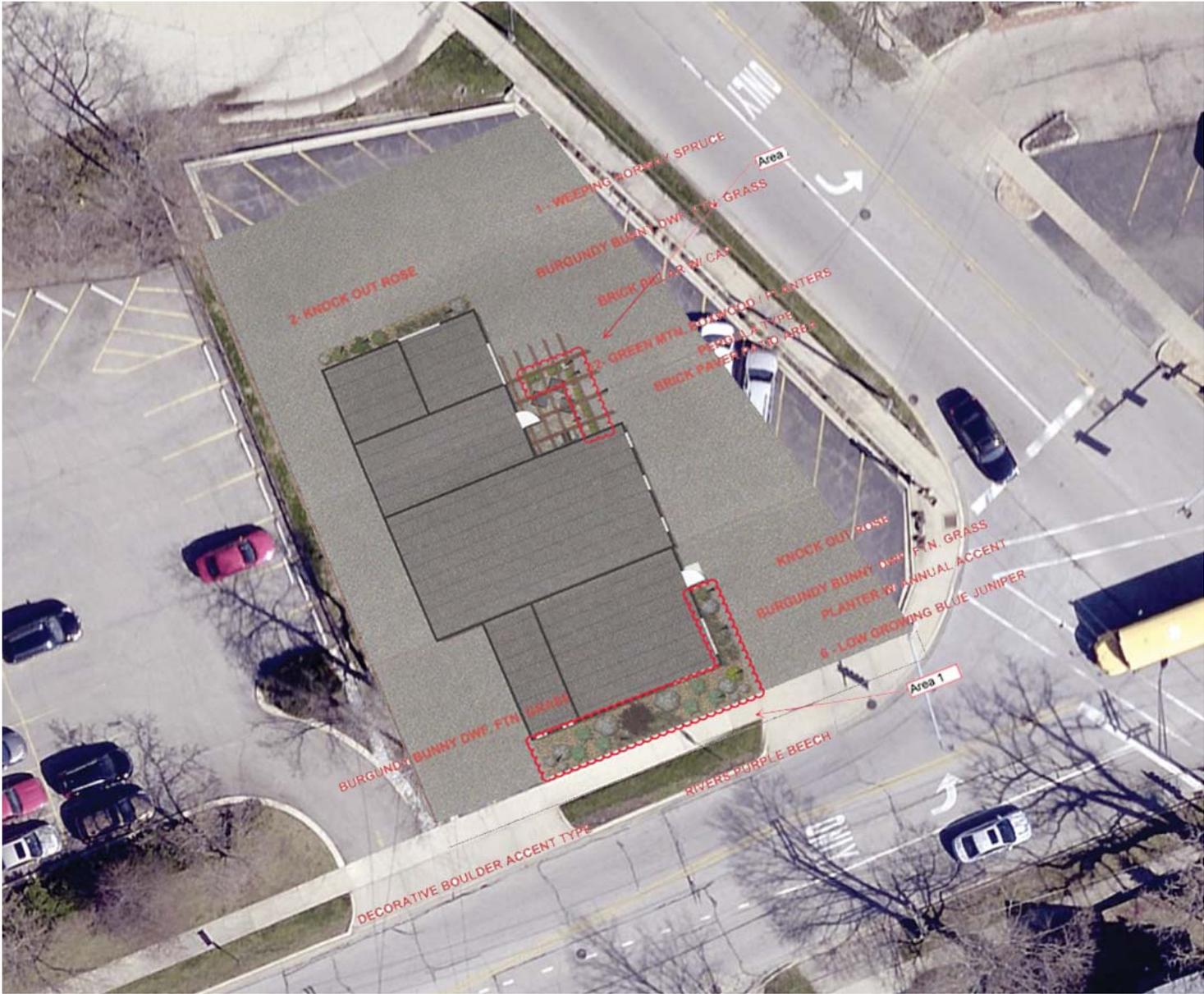
DECORATIVE BOULDER ACCENT TYPE

RIVERS PURPLE BEECH

Area 1

CORCORAN OFFICE
CONCEPT LANDSCAPE PLAN
FEBRUARY - 2018
B&L LANDSCAPING / MP

Corridor Improvement Grant Proposal 423 S. Second Street- Plan Overlaid on Aerial Photo



Corridor Improvement Grant Proposal 423 S. Second Street- Area 1 Aerial Photo Location, Existing Condition, and Proposed Rendering

Existing Conditions



Proposed Rendering



Aerial Photo Location



Corridor Improvement Grant Proposal 423 S. Second Street- Area 2 Aerial Photo Location, Existing Condition, and Proposed Rendering

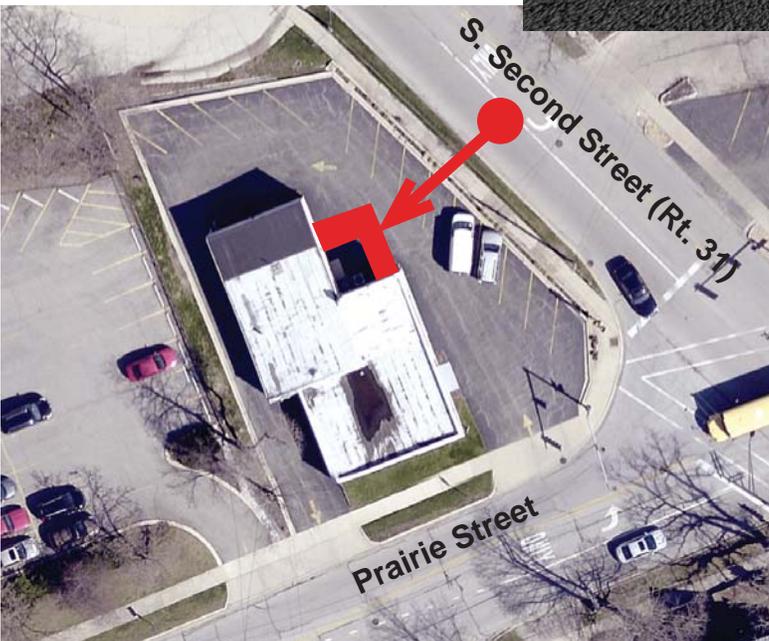
Existing Conditions



Proposed Rendering



Aerial Photo Location



City of St. Charles, Illinois

Corridor Improvement Commission Resolution No. 2-2018

A Resolution Recommending Approval of a Corridor Improvement Grant Application

423 S. Second Street

Ryan Corcoran (Corcoran Commercial Real Estate)

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

WHEREAS, the Corridor Improvement Commission has reviewed the following Corridor Improvement proposal for: 423 S Second Street; and

WHEREAS, the Corridor Improvement Commission finds approval of said Corridor Improvement proposal to be in the best interest of the City of St. Charles and provided the applicant complies with the specific conditions listed in Exhibit "A" attached hereto:

NOW THEREFORE, be it resolved by the St. Charles Corridor Improvement Commission to recommend to the City Council approval of the Corridor Improvement application listed above with the conditions listed in Exhibit "A".

Roll Call Vote:

Ayes: English, Hauser, Potts, Nelson, and Shimkus.

Nays: None

Abstain: None

Absent: ~~Senneker and Spill~~
PASSED this 7th day of March, 2018.

Chairman

EXHIBIT A

REVIEW COMMENTS

1. Follow plan as presented. Any changes must be reviewed and approved by the Corridor Improvement Commission

City of St. Charles
CORRIDOR IMPROVEMENT AGREEMENT

423 S. Second Street
Ryan Corcoran (Corcoran Commercial Real Estate)

THIS AGREEMENT, entered into this 19th day of March 2018, as authorized by Resolution No. _____ and approved by the City Council on March 19th, 2018, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Ryan Corcoran, Corcoran Commercial Real Estate**

Address of Property to be Improved: **423 S. Second Street**

PIN Number(s): **09-34-131-019**

Property Owner's Name: **Ryan Corcoran, Corcoran Commercial Real Estate**

WITNESSETH:

WHEREAS, the CITY has established a **Corridor Improvement Program** to provide matching grants for landscaping and related improvements within the Randall Road, Main Street, Kirk Road, Lincoln Hwy, Special Service Tax District SSA-1B, and Specified Gateway corridors of the CITY; and

WHEREAS, Ryan Corcoran, APPLICANT(S), desires to install landscaping and related improvements to the above-described property that are eligible for reimbursement under the Corridor Improvement Program; and

WHEREAS, said Corridor Improvement Program is administered by the CITY with the advice of the Corridor Improvement Commission and is funded from the general fund for the purposes of improving the aesthetics of the commercial corridors of the CITY and preventing blight and deterioration; and

WHEREAS, the above-described property for which the APPLICANT seeks a grant is located within the area eligible for participation in the Corridor Improvement Program.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained

herein, the CITY and the APPLICANT do hereby agree as follows:

SECTION 1: The APPLICANT understands and agrees that only the cost of eligible improvements located east of the right-of-way on parcels with the following PIN(s) 09-34-131-019 and landscape design fees associated with those improvements, shall be considered reimbursable as shown in Exhibit II and Exhibit III. The CITY will reimburse the APPLICANT up to \$9,050.00 of the cost of materials to install landscaping and related improvements in accordance with the approved plans, specifications and cost estimates attached hereto as Exhibit “II” (the “Improvements”), but in no event more than the maximum amounts as defined below:

Landscape Improvements Cost: \$16,100.00	City’s Share @ 50% up to a maximum of \$8,050.00
Total Project Cost: \$16,100.00	City’s Share up to a maximum of \$8,050.00

Labor by the APPLICANT (“sweat equity”) is not a reimbursable expense. All Improvements shall be installed in accordance with Exhibit I, subject to minor revisions as may be approved by a representative of the Corridor Improvement Commission due to availability of landscape plants, field conditions not known at the time of design, and similar circumstances beyond the APPLICANT’s control.

SECTION 2: The Director of Community & Economic Development, or designee, shall inspect the Improvements installed pursuant to this Agreement. Such inspection shall not replace any required permit inspections by the CITY. All work that is not in conformance with the approved plans and specifications shall be remedied by the APPLICANT and deficient or improper work shall be replaced and made to comply with the approved plans and specifications and the terms of this Agreement.

SECTION 3: Upon completion of the Improvements and upon their final inspection and approval by the Director of Community & Economic Development, or designee, the APPLICANT shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the Improvements as well as each separate component amount due to the contractor and each

and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the APPLICANT shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The CITY shall, within thirty (30) days of receipt of the contractor's statement, proof of payment and lien waivers, the landscape architect's statement, and "before" and "after" pictures of the property, reimburse the APPLICANT for the 50% of the actual construction and materials cost or the maximum amount specified in this Agreement, whichever is less, and for 75% of the landscape designer's fee or the maximum amount specified in this Agreement, whichever is less.

At its sole discretion, CITY may reimburse APPLICANT in two payments. The first reimbursement may be made only

- 1) upon completion of Improvements representing 40% or more of the maximum reimbursement specified in Section 1 hereof and,
- 2) upon receipt by CITY of the landscape designer's invoices, contractor's statements, proof of payment and notarized final lien waivers for the completed Improvements and,
- 3) upon a determination by the Director of Community & Economic Development, or designee, that the remainder of the Improvements are expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the APPLICANT. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 4: All Improvements must be completed within 270 days after the approval of this Agreement by the City Council, unless otherwise authorized by the CITY. Extensions may be approved by the Director of Community Development, prior to the expiration of the said 270 days. Projects which have not received an extension and have not been completed within 270 days will not receive funding.

SECTION 5: If the APPLICANT or his contractor fails to complete the Improvements provided for herein in conformity with the approved plans and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community & Economic Development to the APPLICANT, by certified mail to the address listed above, this Agreement shall

terminate and the financial obligation on the part of the CITY shall cease and become null and void.

SECTION 6: Upon completion of the Improvements pursuant to this Agreement and for a period of five (5) years thereafter, the APPLICANT shall be responsible for properly maintaining such Improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the APPLICANT shall not enter into any Agreement or contract or take any other steps to alter, change or remove such Improvements, or the approved design thereof, nor shall APPLICANT undertake any other changes, by contract or otherwise, to the Improvements provided for in this Agreement unless such changes are first approved by the Corridor Improvement Commission. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the Improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement.

If within the 5-year maintenance period plant materials are damaged by automobiles, wildlife, acts of nature, or stolen or any other cause, the APPLICANT shall install and pay for replacements.

OWNER agrees to provide regular maintenance of the property for a minimum of five years following completion of construction in a condition that is weed free, properly edged and mulched as specified in the original design, and maintained with the same type and quantity of plant material initially installed, unless a modification to the plan is approved by the Corridor Improvement Commission.

In the event of inadequate maintenance, the CITY shall give the owner reasonable notice of conditions to be corrected. In the event that substandard maintenance still exists after thirty (30) days, OWNER shall repay the CITY all grant funds received pursuant to this Agreement and pay all costs and fees, including attorney fees, of any legal action taken to enforce the maintenance of the Improvements.

SECTION 7: The APPLICANT covenants and agrees to indemnify and hold harmless the CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising

out of, resulting from or in any way connected with directly or indirectly with the Corridor Improvement(s) which are the subject of this Agreement, including but not limited to actions arising from the Prevailing Wage Act (820 ILCS 30/0.01 et seq.) The APPLICANT further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said Corridor improvement(s).

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

SECTION 9: This Agreement shall be binding upon the CITY and upon the APPLICANT and its successors and assigns with respect to the property on which the Improvements are installed, for a period of five (5) years from and after the date of completion and approval of the Corridor improvement provided for herein. It shall be the responsibility of the APPLICANT to inform subsequent owners and lessees of the provisions of this Agreement.

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

APPLICANT

PROPERTY OWNER
(if different from APPLICANT)

CITY OF ST. CHARLES: _____

Mayor

ATTEST: _____

City Clerk

Applicant contact information:

Phone: _____

Fax: _____

Email: _____

Property Owner's information, if different than applicant:

Phone: _____

Fax: _____

Email: _____

Exhibit I

The Corridor Improvement Grant Program will reimburse property owners for design consultant fees according to which of the three grant programs the property owner has applied for:

Corridor & Downtown Grants

Corridor Grants are chosen each year by the Corridor Improvement Commission and approved by the City Council. The grant recipient will pay for the first 25% of the design cost and the grant would pay up to a cap amount based upon linear footage of the property along the Corridor Roadway (Main, Kirk, Lincoln Highway, or Randall, SSA1B); as noted in the chart below:

Grant Funding for Design of Corridor Grants		
Linear Footage of Property on a Corridor Roadway (Main, Kirk, Randall, SSA1B)	Owner Pays	Commission will Pay
< 200 feet	First 25% of Total design Costs	Up to \$2,000
201 – 500 feet	First 25% of Total design Cost	Up to \$3,000
501 + feet	First 25% of Total design Cost	Up to \$4,000

Four Season Grants

The Corridor Improvement Program does not pay for design services. These grants provide up to \$1,000 for soil, labor, plant materials and mulch.



B&L Landscape Contractors LLC
 25 S 13th Ave
 St. Charles, IL 60174
 630-377-2700

Estimate

Date	Estimate #
3/19/2018	467

Name / Address
Ryan Corcoran Complex Management 409 Illinois Ave. Suite 1D St. Charles, IL 60174

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423 S 2nd Street

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Not part of grant proposal

Exhibit III

2- KNOCK OUT ROSE

1 - WEEPING NORWAY SPRUCE

Area 2

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BRICK PILLAR W/ CAP

2- GREEN MTN. BOXWOOD / PLANTERS

PERGULA TYPE
BRICK PAVER PATIO AREA

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PLANTER W/ ANNUAL ACCENT

6 - LOW GROWING BLUE JUNIPER

DECORATIVE BOULDER ACCENT TYPE

RIVERS PURPLE BEECH

Area 1

CORCORAN OFFICE
CONCEPT LANDSCAPE PLAN
FEBRUARY - 2018
B&L LANDSCAPING / MP

Exhibit IV
Agreement to Engage in Maintenance for Five Years

OWNER agrees to maintain the property in a condition substantially similar to the condition prevalent when final inspection is made by the City's Landscape Architect Consultant and approval is granted by the City's Community & Economic Development Director for a period of at least five (5) years. The property will remain weed free, properly edged and mulched, as specified in the original design, and maintained at a minimum with the same type and quantity of plan material initially installed unless a modification to the plan is brought to and agreed upon by the Commission.

In the event of substandard maintenance, the CITY shall give the owner reasonable notice of conditions to be corrected within thirty (30) days. In the event that substandard maintenance still exists, OWNER agrees to repay the CITY the monies initially allocated to the OWNER by the CITY and to pay all costs and fees, including attorney fees, of any legal action taken to enforce this maintenance agreement.