	<b>HISTORIC PRESERVATION COMMISSION AGENDA ITEM EXECUTIVE SUMMARY</b>			
	<b>Agenda Item Title/Address:</b>		214 Walnut St. – Lazarus House	
	<b>Proposal:</b>		Special Use for Homeless Shelter	
	<b>Petitioner:</b>		Lazarus House	
<b>Please check appropriate box (x)</b>				
<b>PUBLIC HEARING</b>			<b>MEETING 8/2/17</b>	<b>X</b>
<b>AGENDA ITEM CATEGORY:</b>				
	Certificate of Appropriateness (COA)		Façade Improvement Plan	
	Preliminary Review		Landmark/District Designation	
	Discussion Item	X	Commission Business	
<b>ATTACHMENTS:</b>				
Application for Special Use Architectural Survey page				
<b>EXECUTIVE SUMMARY:</b>				
<p>Section 17.04.150 of the Zoning Ordinance requires the Historic Commission to provide a recommendation to the Plan Commission on Special Use applications concerning property within a historic district.</p> <p>Lazarus House, located at 214 Walnut St., has submitted a Special Use application to permit expansion of the homeless shelter. Lazarus House currently occupies the second floor of the building, with St. Charles Free Methodist Church occupying the remainder. Lazarus House also currently utilizes two neighboring properties, 15 S. 3<sup>rd</sup> St. and 308 Walnut St., for its operations. Lazarus House is seeking to consolidate their operations into 214 Walnut St., utilizing the space currently occupied by St. Charles Free Methodist Church. The expansion of the homeless shelter use into the remainder of the building requires approval of a new Special Use.</p> <p>The Plan Commission will hold a public hearing on the Special Use on August 8, 2017.</p> <p>Per Section 17.04.040, the Historic Commission’s recommendation shall address the potential impact of the application on the historic resources of the City, particularly with regard to designated landmarks and historic districts directly affected.</p>				
<b>RECOMMENDATION / SUGGESTED ACTION:</b>				
Review the Special Use application and provide a recommendation to the Plan Commission.				

# CITY OF ST. CHARLES

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



COMMUNITY & ECONOMIC DEV./PLANNING DIVISION

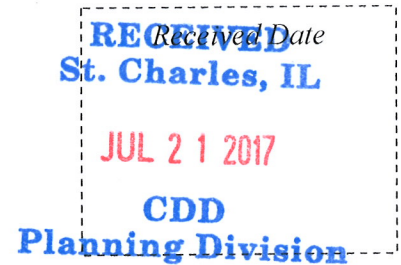
PHONE: (630) 377-4443 FAX: (630) 377-4062

## SPECIAL USE APPLICATION

(To request a Special Use or Amendment, or a Special Use for PUD or Amendment)

### For City Use

Project Name: Lazarus House  
Project Number: 2017 -PR- 012  
Application Number: 2017 -AP- 029



To request a Special Use for a property, or to request to amend an existing Special Use Ordinance for a property, complete this application and submit it with all required attachments to the Planning Division.

City staff will review submittals for completeness and for compliance with applicable requirements prior to establishing a public hearing date for an application.

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.

<b>1. Property Information:</b>	Location: 214 Walnut Street, St. Charles, IL	
	Parcel Number (s): 09-27-364-011 and 09-27-364-012	
	Proposed Name: Lazarus House	
<b>2. Applicant Information:</b>	Name Lazarus House	Phone 630-587-2144
	Address 214 Walnut Street, St. Charles, IL 60174 Attn: Elizabeth Eakins, Executor Director	Fax
		Email
<b>3. Record Owner Information:</b>	Name St. Charles Free Methodist Church	Phone 630-584-1906
	Address 214 Walnut Street, St. Charles, IL 60174 Attn: Pastor David Mann	Fax
		Email

**Please check the type of application:**

- ☐ **Special Use for Planned Unit Development - PUD Name:** \_\_\_\_\_
- ☐ New PUD
- ☐ Amendment to existing PUD- Ordinance #: \_\_\_\_\_
- ☐ PUD Preliminary Plan filed concurrently
- ☒ **Other Special Use (from list in the Zoning Ordinance):** \_\_\_\_\_
- ☒ Newly established Special Use \*
- ☐ Amendment to an existing Special Use Ordinance #: \_\_\_\_\_
- \* See attached September 22, 2016 letter from St. Charles Planning Division Manager Russell Colby to Lazarus House Chairperson Betsy Penny

**Information Regarding Special Use:**

Comprehensive Plan designation of the property: CBD-1 Central Business District

Is the property a designated Landmark or in a Historic District? yes

What is the property's current zoning? CBD-1 Central Business District

What is the property currently used for? Church and homeless shelter

If the proposed Special Use is approved, what improvements or construction are planned?

Interior remodeling only.

**For Special Use Amendments only:**

Why is the proposed change necessary?

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What are the proposed amendments? (Attach proposed language if necessary)

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**Note for existing buildings:**

If your project involves using an existing building, whether you plan to alter it or not, please contact the St. Charles Fire Department (630-377-4458) and the Building and Code Enforcement Division (630-377-4406) for information on building, life safety and other code requirements. Depending on the proposed use, size of structure and type of construction, these requirements can result in substantial costs.

**Attachment Checklist:**

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

**☒ APPLICATION FEE:**

Application fee in accordance with Appendix B of the Zoning Ordinance. (Special Use for PUD \$1,000; all other Special Use requests \$750)

**☒ 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 site:

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

**☒ PROOF OF OWNERSHIP and DISCLOSURE:**

- a) A current title policy report; or
- b) A deed and a current title search.

If the owner is not the applicant, an original letter of authorization from the owner permitting the applicant to act on his/her behalf is required. If the owner or applicant is a Trust, a disclosure of all beneficiaries; if the owner or applicant is a Partnership, a disclosure of all partners; if the owner or applicant is a Corporation, a disclosure of all owners with an interest of at least ten percent (10%).

*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.*

**☒ LEGAL DESCRIPTION:** For entire subject property, on 8 1/2 x 11 inch paper**☐ PLAT OF SURVEY:** *to come*

A current plat of survey for the Subject Realty showing all existing improvements on the property, prepared by a registered Illinois Professional Land Surveyor.

**☒ FINDINGS OF FACT:**

Fill out the attached forms or submit responses on a separate sheet (*Submit "Criteria for PUD" for any PUD application; "Findings for Special Use" for all other Special Use applications.*)

**☒ LIST OF PROPERTY OWNERS WITHIN 250 FT.:**

Fill out the attached form or submit on a separate sheet. The form or the list must be signed and notarized.

❑ **SOIL AND WATER CONSERVATION DISTRICT APPLICATION:**

Copy of completed <sup>waived</sup> Land Use Opinion application as required by state law, as submitted to The Kane-Dupage Soil and Water Conservation District. <http://www.kanedupageswcd.org/>

*Submit the application form and fee directly to the Kane-DuPage Soil and Water Conservation District. Provide a copy with this application.*

❑ **ENDANGERED SPECIES REPORT:**

Copy of <sup>waived</sup> Endangered Species Consultation Agency Action to be filed with the Illinois Department of Natural Resources. <http://dnr.illinois.gov/EcoPublic/>

*Fill out the online form, print the report and submit with this application.*

❑ **TRAFFIC STUDY:** If requested by the Director of Community Development.

<sup>waived</sup>  
*Staff will advise you whether a traffic study is recommended based on the project. Regardless, the Plan Commission or City Council may request a traffic study as a part of the review process.*

**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 of Plans:**

Initial Submittal - Ten (10) full size copies, Three (3) 11" by 17", and a PDF electronic file (On a CD-ROM or may be emailed to the Project Manager). For subsequent submittals, please contact the Project Manager to determine how many copies are required.

**SITE PLAN (Note: For a Special Use for PUD, submit PUD Preliminary Plan Application in lieu of Site Plan)**

A plan or plans showing the following information:

1. Accurate boundary lines with dimensions
2. Streets on and adjacent to the tract: Name and right-of-way width
3. Location, size, shape, height, and use of existing and proposed structures
4. Location and description of streets, sidewalks, and fences
5. Surrounding land uses
6. Date, north point, and scale
7. Ground elevation contour lines
8. Building/use setback lines
9. Location of any significant natural features
10. Location of any 100-year recurrence interval floodplain and floodway boundaries
11. Location and classification of wetland areas as delineated in the National Wetlands Inventory
12. Existing zoning classification of property
13. Existing and proposed land use
14. Area of property in square feet and acres
15. Proposed off-street parking and loading areas
16. Number of parking spaces provided, and number required by ordinance
17. Angle of parking spaces
18. Parking space dimensions and aisle widths
19. Driveway radii at the street curb line
20. Width of driveways at sidewalk and street curb line

21. Provision of handicapped parking spaces
22. Dimensions of handicapped parking spaces
23. Depressed ramps available to handicapped parking spaces
24. Location, dimensions and elevations of freestanding signs
25. Location and elevations of trash enclosures
26. Provision for required screening, if applicable
27. Exterior lighting plans showing:
  - a. Location, height, intensity and fixture type of all proposed exterior lighting
  - b. Photometric information pertaining to locations of proposed lighting fixtures

**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.**

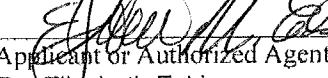
St. Charles Free Methodist Church

 \_\_\_\_\_

July 19, 2017  
Date

Record Owner  
By: Pastor David Mann

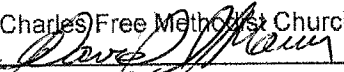
Lazarus House

 \_\_\_\_\_  
Applicant or Authorized Agent  
By: Elizabeth Eakins

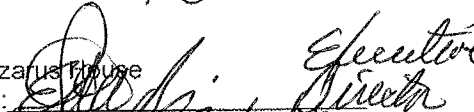
Executive Director  
July 21, 2017  
Date

#### ATTORNEY AUTHORIZATIONS

St. Charles Free Methodist Church: St. Charles Free Methodist Church designates as its attorney in this Application: Frederick P. Tetreault, 201 Park Place, Suite 12, Bourbonnais, IL 60914

St. Charles Free Methodist Church  
By:  \_\_\_\_\_  
Pastor David Mann

Lazarus House: Lazarus House designates as its attorneys in this Application: William Grabarek, PO Box 8022, Elburn, IL 60199-8022 (630) 365-9255  
williamgrabarek@sbcglobal.net  
James D. Skaar, Skaar Law Office, 220 South Third Street, Geneva, IL 60134 (630) 232-6000  
jim@skaarlaw.com


Lazarus House  
By:  \_\_\_\_\_  
Elizabeth Eakins, Executive Director

To: the City of St. Charles, IL.  
Re: Lazarus House Special Use Application  
214 Walnut St., St. Charles, IL.

OWNER'S AUTHORIZATION

St. Charles Free Methodist Church, as the owner of the real estate parcel located at 214 Walnut St., St. Charles, IL. (PIN 09-27-364-011 and 09-27-364-012) hereby authorizes Lazarus House to apply for and obtain a special use permit to allow the real estate parcel to be used as a homeless shelter.

St. Charles Free Methodist Church

By:   
Pastor David Mann

July 19, 2017



## FINDINGS OF FACT – SPECIAL USE

*\*Use this form for all Special Uses, except for PUDs or PUD Amendments\**

*The St. Charles Zoning Ordinance requires the Plan Commission to consider the factors listed below in making a recommendation to the City Council.*



*As the applicant, the “burden of proof” is on you to show how your proposed Special Use will comply with each of the applicable standards. Therefore, you need to “make your case” by explaining specifically how your project meets each of the following standards.*

\_\_\_\_\_  
*Project Name or Address*

\_\_\_\_\_  
*Date*

### **From the Charles Zoning Ordinance, Section 17.04.430.C.2:**

No Special Use or amendment to Special Use shall be recommended by the Plan Commission unless it finds that the proposed Special Use or amendment to Special Use will conform with each of these standards. The Plan Commission shall submit its written findings together with its recommendations to the City Council after the conclusion of the Public Hearing, and also may recommend such conditions as it may deem necessary to ensure conformance with these standards.

On the basis of the evidence presented at the public hearing, the Plan Commission shall record its reasons for recommending approval or denial of the petition (findings of fact) in accordance with the following standards:

**A. Public Convenience: The Special Use will serve the public convenience at the proposed location.**

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**B. Sufficient Infrastructure: That adequate utilities, access roads, drainage and/or necessary facilities have been, or are being, provided.**

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**C. Effect on Nearby Property: That the Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish or impair property values within the neighborhood.**



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- D. Effect on Development of Surrounding Property:** That the establishment of the Special Use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

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- E. Effect on General Welfare:** That the establishment, maintenance or operation of the Special Use will not be detrimental to or endanger the public health, safety, comfort or general welfare.

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- F. Conformance with Codes:** That the proposed Special Use conforms to all existing Federal, State and local legislation and regulation and meets or exceeds all applicable provisions of this Title, except as may be varied pursuant to a Special Use for Planned Unit Development.

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**A. Public Convenience: The Special Use will serve the public convenience at the proposed location.**

Since 1999 the Petitioner, Lazarus House, has operated its Emergency Shelter on the subject property at 214 Walnut Street as a permissible ancillary ministry of the Free Methodist Church's mission and, since 2002, operated its Center for Transitional Living as a further extension of that ancillary ministry.

The popular demand and support for the Petitioner's two service programs permitted their expansion to include Community Outreach under Kane County's Continuum of Care program. Such expansion resulted in creating satellite operations at its nearby property parcels at 15 S. Third Street (2006) and at 308 Walnut Street (2008).

The Petitioner's Continuum of Care statistics for the years 2007 through June of 2017 indicate 3,126 individuals were accommodated in the Petitioner's Emergency Shelter and Center for Transitional Living. Of this number, 1,644 were from the St. Charles 60174 & 60175 zip codes, which represents 52.59% of those served. 52% of those from St. Charles are men, 29% are women and 19% are children

The geographical convenience of the proposed location provides ample public parking and access to public transportation allowing ready access to the Petitioner's services and to other nearby service providers, including medical, mental health and substance abuse providers

It is in close proximity to employment opportunities and to Police and Fire Departments.

**B. Sufficient Infrastructure: That adequate utilities, access roads, drainage and/or necessary facilities have been, or are being, provided.**

The proposed location at 214 Walnut Street is legally described as Lots 5 and 6 of the "Original Town of St. Charles" (emphasis mine) in the City of St. Charles, Kane County, Illinois. As such, it has gone through initial settlement, development and redevelopment several times over, the latest being the ongoing redevelopment pursuant to the First Street Redevelopment Project.

As a result, substantial street, lot and garage parking is now available for the Petitioner's staff, volunteers and clients.

For the past 18 years, Petitioner has successfully conducted its operations with the existing utilities and municipal services, including water, sewer and energy. The necessity of additional or improved public services or infrastructure are not contemplated by the Petitioner.

### **C. Effect on Nearby Property**

There will be no external structural changes to the property, except for a contemplated fence across the current church courtyard to serve as a replacement area for the Women and Children area at the 15 S. Third Street facility.

It is anticipated that others will not notice any other change to the Petitioner's consolidation of its operations.

To insure that there are no negative incidents affecting nearby properties after consolidation, the Petitioner will continue to screen all new guests, denying admission to registered sex offenders, for example, and impose guest adherence with all rules and procedures.

After consolidation of the functions at its two satellite properties at 15 S, Third Street and at 308 Walnut Street, and when they are sold, the physical footprint and visual impact of the Petitioner's operation will diminish, all operations then being contained in a single structure.

- D. Effect on Development of Surrounding Property: That the establishment of the Special Use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

The Surrounding Property to the immediate East of the subject property has gone through substantial redevelopment pursuant to the First Street Development Project.

The Petitioner is not aware that operation of its Emergency Shelter and Center for Transitional Living operations on the subject property at 214 Walnut Street has impeded the normal and orderly development of the First Street Development Project.

It is ~~not~~ anticipated, therefore, that establishment of the Petitioner's Special Use will not impede any other normal and orderly development of the other surrounding property for uses permitted in the district as the Petitioner will continue to conduct its Emergency Shelter and Center for Transitional Living operations on the subject property at 214 Walnut Street with the same careful oversight it has exercised for the past fifteen years.

- E. Effect on General Welfare: That the establishment, maintenance or operation of the Special Use will not be detrimental to or endanger the public health, safety, comfort or general welfare.

Since 1999 the Petitioner, Lazarus House, has operated its Emergency Shelter on the subject property at 214 Walnut Street as a permissible ancillary ministry of the Free Methodist Church's mission and, since 2002, operated its Center for Transitional Living as a further extension of that ancillary ministry.

The granting of the Petitioner's Special Use will not change the nature of its operations.

The Petitioner's experience and its guest outcomes demonstrate that since starting operations in 1997 at the subject property, its programs have not been detrimental to or endanger the public health, safety, comfort or welfare, but have enhanced them by providing our guests:

- 1) Safe shelter, food, personal hygiene items and shower and laundry facilities, access to clothing and healthcare;
- 2) Case management;
- 3) Employment assistance/skills upgrades;
- 4) Twelve dormitory-type rooms in the Center for Transitional Living (CTL);
- 5) Classes that support successful living; and
- 6) Outreach: To help households attain and retain housing; provide one time and ongoing government funded rental and utility assistance to qualifying low income households; help those in need but not homeless by providing telephone and in person support and referrals to community resources; and provide hot meals for the food insecure within the community.

Of those homeless persons with the following specific needs, the Petitioner's Fiscal Year 2017 Outcomes were:

- 100% to receive case management
- 98% to obtain independent transportation
- 82% to receive medical care
- 80% to receive dental care
- 86% to achieve continuing education or job training goals
- 63% to receive mental health services
- 85% to access legal services
- 68% to obtain or improve employment
- 77% to receive substance abuse services
- 86% to move into transitional or independent housing



F. Conformance with Codes: That the proposed Special Use conforms to all existing Federal, State and local legislation and regulation and meets or exceeds all applicable provisions of this Title, except as may be varied pursuant to a Special Use for Planned Unit Development.

As a not for profit 501(c)(3) charitable organization, the Petitioner depends not only on private monetary and in-kind donations, corporate gift and matching donations, as well as proceeds from special fundraising events, but also to a large degree on public funding sources.

Such public funding sources, whether Federal, State, County or local funding sources, almost universally require full compliance with all the applicable Federal and State laws and regulations. Housing and Urban Development (HUD) requires such compliance with Federal mandates, as does the Illinois Housing Development Authority (IHDA) which is the source for our rental assistance program. Generally, any funding having its source derived from tax receipts require such compliance with all the non-discrimination laws and mandates for equal access to our services and for employment, including ADA compliance for public access which the 214 Walnut Street building has available by elevator, stair lift, and wheelchair lift. Additionally, local codes require the Petitioner's facilities and services comply with all safety and health mandates when the public is served. The Petitioner has been and plans to remain diligent in complying with these mandates.



# ARCHITECTURAL SURVEY

## CENTRAL HISTORIC DISTRICT

### ST. CHARLES, ILLINOIS

ST. CHARLES HISTORIC PRESERVATION COMMISSION

#### Primary Structure

ADDRESS 214 Walnut St

1994 Photo

Roll: 2, 12

Negative: 11, 18

Photo:



#### ARCHITECTURAL SIGNIFICANCE

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

#### BUILDING CONDITION

- ☒ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

#### ARCHITECTURAL INFORMATION

Architectural Style/Type: Greek Revival

Exterior Walls (Current): Stucco

Architectural Features: \_\_\_\_\_

Exterior Walls (Original): Stone

Date of Construction: 1848

Foundation: \_\_\_\_\_

Source: \_\_\_\_\_

Roof Type/Material: Gable/Asphalt Shingle

Overall Plan Configuration: \_\_\_\_\_

Window Material/Type: \_\_\_\_\_

**ARCHITECTURAL FEATURES:** Simple gable front Greek Revival style with flat roof portico with four square columns. Aluminum spire replaced with wood spire in late 1980s. Stone building built by mason William Beith, later clad in stucco.

**ALTERATIONS:** Clad in stucco. Addition at rear.



# ARCHITECTURAL SURVEY

## CENTRAL HISTORIC DISTRICT

### ST. CHARLES, ILLINOIS

ST. CHARLES HISTORIC PRESERVATION COMMISSION

Continuation Sheet

#### HISTORIC INFORMATION:

ARCHITECT:

Source

BUILDER:

Source

William Beith

ASSOCIATED EVENTS, PEOPLE & DATES:

Source

#### REPRESENTATION IN EXISTING SURVEYS:

FEDERAL:

STATE:

Yes

COUNTY:

LOCAL:





# ARCHITECTURAL SURVEY

## CENTRAL HISTORIC DISTRICT

### ST. CHARLES, ILLINOIS

ST. CHARLES HISTORIC PRESERVATION COMMISSION

#### Primary Structure

ADDRESS 214 Walnut St

1994 Photo

Roll: 2

Negative: 12

Photo: Aug. 2003



#### ARCHITECTURAL SIGNIFICANCE

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

#### BUILDING CONDITION

- ☒ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

#### ARCHITECTURAL INFORMATION

Architectural Style/Type:	<u>Neocolonial</u>	Exterior Walls (Current):	<u>Brick</u>
Architectural Features:	<u></u>	Exterior Walls (Original):	<u>Brick</u>
Date of Construction:	<u>1960-1970s</u>	Foundation:	<u></u>
Source:	<u></u>	Roof Type/Material:	<u>Gable/Asphalt</u>
Overall Plan Configuration:	<u></u>	Window Material/Type:	<u>Casement</u>

**ARCHITECTURAL FEATURES:** Front gable roof, single story masonry structure built to be compatible with Greek Revival church. Three pairs of tripe casement windows. Semi circular louver in gable.

**ALTERATIONS:** Second story added in late 1990s.



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

ST. CHARLES HISTORIC PRESERVATION COMMISSION

Continuation Sheet

**HISTORIC INFORMATION:**

**ARCHITECT:**

Source

**BUILDER:**

Source

**ASSOCIATED EVENTS, PEOPLE & DATES:**

Source

**REPRESENTATION IN EXISTING  
SURVEYS:**

**FEDERAL:**

**STATE:**

**COUNTY:**

**LOCAL:**