

**AGENDA**  
**CITY OF ST. CHARLES**  
**PLANNING & DEVELOPMENT COMMITTEE**  
**ALD. PAUL LENCIONI – CHAIR**  
**MONDAY, FEBRUARY 12, 2024 - 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. Presentation regarding Draft Downtown Parking Study from Consultant Desman Inc.
- b. Recommendation to approve a Sales Tax Sharing Agreement with Fox Valley Buick-GMC, Inc
- c. Recommendation to approve Plats of Vacation and Plat of Easement for 2651 E Main St.
- d. Consideration of a request to amend the Natural Area Easement at 818 Fox Glen Drive.
- e. Presentation regarding Affordable Housing Policy
  - i. 2023 St. Charles Housing Affordability Analysis & Illinois Housing Development Authority's 2023 Statewide Report on Local Government Affordability
  - ii. St. Charles Housing Trust Fund Update
  - iii. Recommendation regarding 2024 Inclusionary Housing Fee
- f. Feedback Regarding City-owned Dean Street Parcel Identified for Donation to Habitat for Humanity of Northern Fox Valley.

**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](mailto: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).

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 4a
	Title:	Presentation for DRAFT Downtown Parking Study	
	Presenter:	<b>Derek Conley, Economic Development Director</b>	
<b>Meeting:</b> Planning & Development Committee		<b>Date:</b> February 12, 2024	
<b>Proposed Cost:</b>		<b>Budgeted Amount:</b> \$	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>In June, 2023 the City approved an agreement with Desman Inc to conduct a Downtown Parking study in the amount of \$43,750. The need for the study comes after years of new development, new businesses, and expanded community events that have attracted more people to the downtown and resulted in more stress on the current downtown parking supply.</p> <p>The study incorporated public engagement through focus groups, community open houses, a business survey, and an online community survey. In tandem with public involvement, Desman conducted an Existing Conditions Report, encompassing off-street and on-street inventory analyses, as well as an occupancy analysis. The report also includes an analysis of future developments and recommendations for improving the downtown parking experience.</p> <p>This will be a presentation conducted by Desman to provide the findings of the study.</p>			
<b>Attachments</b> (please list):			
Draft Downtown Parking Study			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Presentation Only			

## MEMORANDUM

**DATE:** January 5, 2024

**TO:** Derek Conley

Economic Development Director, City of St. Charles, IL

**FROM:** Gerald Salzman

Maria Berg

George Kandathil

**RE:** Final Report

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### EXECUTIVE SUMMARY

The City of St. Charles has commissioned DESMAN to conduct a parking needs and operations assessment for downtown on-street and off-street parking. The study focuses on inventory, occupancy, adequacy, operations, technology, wayfinding, and enforcement. Downtown St. Charles offers a mix of commercial, office, retail, government, and residential space. The city is currently responsible for three parking garages, 20 surface parking lots, and curbside parking located in and around downtown. This report provides existing conditions, future conditions, and recommendations for its parking system. Future parking needs were projected based on planned developments, and recommendations were provided to create a more visitor friendly, financially sustainable, and efficient parking system. These actions will ultimately support the growth and continued vitality of St. Charles, IL.

The parking space inventory accounted for on-street parking spaces and off-street parking facilities (both lots and garages) in the downtown area of St. Charles. Occupancy counts were conducted during August of 2023 on both a typical weekday and weekend. A total of ten counts were taken, four main counts and six supplementary counts. The six supplementary counts were taken on Friday and Saturday evenings to capture parking demand during the busiest time period. While the highest demand from these Friday and Saturday counts are shown in this report, averages of these counts were used as “typical” peak period demand in order to provide a true representation of parking demand. In addition, local stakeholder interviews were conducted to understand the dependence on and perception of the parking system by community patrons, businesses, and government leaders. These first-hand insights on parking issues, challenges, and opportunities helped the analysis when considering the anticipated development plans in St. Charles. The following list is a brief summary of our findings. For additional information with a detailed break-down, please refer to the recommendations section of the report.

- The highest occupancy of on-street parking spaces was 55% west of the river and 76% east of the river.
- For off-street lots and garages, the average scenario occupancy was 80% both west and east of the river. Peak occupancies occurred on Saturday evening.

- Of the three parking garages, only the five-story parking garage (79%) is under practical capacity (85% standard) during the peak period of occupancy. Including this garage, there are 11 total off-street parking facilities that are under practical capacity during the highest occupancy period. This means that overall, there are a significant number (209) of available parking spaces in downtown during the peak period, despite perception.
- Downtown visitors have trouble finding parking spaces, especially when their first parking choice is unavailable. General parking information, signs, and wayfinding is inadequate. This includes information about available spaces in multistory parking garages.
- There are a number of downtown surface lots that are unused outside of business hours. These surface lots are either owned by a private business or a public entity (such as the public library lot). These lots can provide additional parking space after business hours for downtown visitors during the evenings and weekends.
- Future Conditions
  - St. Charles currently has seven downtown development projects planned for the future, one of which (Plaza Project) is nearing completion.
  - The projects are a mix of commercial, residential, and office development. These five developments expected to be completed by 2028. Parking demand has been estimated individually in Table 14.
  - Plaza Expansion project includes the permanent closure of 1st Street to vehicles from Walnut St. to Main St. to accommodate a contiguous public plaza. This project is scheduled to be completed in February of 2024. In comparison to the other uses, public plazas do not generate high parking demand, but indirectly attract more traffic to the downtown or result in visitors staying longer.
  - The Whole Foods will meet parking requirements according to industry parking standards. Furthermore, during peak times for Whole Foods, patrons can utilize one of the adjacent parking lots or on-street parking spaces. Peak demand for the grocery is during the afternoon when there is the most available parking in the downtown.
  - The River East Loft, which is an approved mixed-use building, will include 51 parking spaces and meet the City's parking requirement. This is privately-owned property however the current property owner allows the parking lot to be used by the general public. Once the River East Lofts is completed it will be perceived as a displacing public parking, even though it is privately owned.
  - The Baker Church owns two parking lots which are currently used for public parking except on Sunday's morning. Those lots have a parking inventory of 46 and 36, respectively. The Church has indicated to the City that the two parking lots are available for sale and development. Development of these sites would decrease the parking supply on the east side of the Fox River if developed and public parking isn't replaced or expanded.
  - River 504 (Milestone Row 2) is a proposed mixed-use development on First Street with the parking for the residential units being provided internally. The project would also include the addition of 15 angles public parking spaces on First Street. The proposed number of parking spaces would exceed the estimated parking demand.

- Lot 4 is a city-owned vacant 0.13-acre grass lot in the downtown. In the past there has been mixed-use developments proposed on the property. Any proposed project could include some internal parking on site or utilize the adjacent five-story parking garage, which is under practical capacity.
- Some of the proposed developments are less solidified, for example the former Police Department site. The unknown of future of projects makes it difficult to determine parking demand. Included in this report is a table of general estimated parking ratios based on development type. As projects evolve or new projects are proposed, the City can utilize parking ratios to determine appropriate amount of parking needed and whether it can be absorbed by currently parking supply.
- Recommendation Summary
  - St. Charles has adequate parking supply for current demand, but future demand may change based on factors such as population growth, commercial development, and residential development.
  - Wayfinding and signage improvements are needed to improve the parking experience, especially for visitors from out-of-town.
  - To make parking in garages more efficient, digital parking space availability signs should be installed in multistory parking garages.
  - Parking time limit categories need to be reduced to provide clarity for both parkers and enforcement.
  - In high-density areas, there should be designated pick-up and drop-off parking stalls that are prioritized for the elderly or those that are physically challenged.
  - Parking time restrictions are not enforced in downtown. To discourage overstaying and to encourage the appropriate amount of turnover, the City can consider enforcing parking violations.,
  - A number of street segments are at or over 100% capacity during the highest peak period. Metering these segments would discourage excess parking and encourage parkers to find off-street lots, but could negatively impact residents living in the adjacent neighborhoods.
  - Electric vehicles and their charging stations are becoming prevalent nationwide. Installing charging stations in parking garages and other surface lots as well as seeking state and federal sources of funding should be investigated.
  - The 1<sup>st</sup> Street five-story parking garage does not provide good access to neighboring activity sites for walkers after parking. Expanded elevator access, signage and design improvements should be considered.
  - Shared parking is an effective, easy-to-implement method of increasing the parking supply. A number of candidate locations exist in the downtown area, and they should be explored.
  - The city should promote alternative transportation modes such as biking and walking by providing improved facilities, with the goal of encouraging visitors to access downtown without a vehicle.
  - A downtown trolley could serve as a strategic solution during peak parking demand hours, encouraging individuals to park in peripheral downtown areas with available parking.

## **BACKGROUND**

### *DESMAN*

DESMAN is a national specialist in parking planning, design, and restoration. We offer a full range of services including Master Planning, Economic Feasibility Studies, Site/Size Selection Analysis, Cost Estimating, Parking Functional Design, Architectural Design, Structural Engineering, Revenue/Access Control System Design, Condition Survey/Due Diligence Studies, and Restoration Engineering. We have been in existence since 1973 and currently operate on a national basis out of nine principal offices. We have a total staff of over 80 people, comprised mostly of Parking Planners, Architects, and Structural Engineers. We have been involved in the planning, design, and restoration of over 5,000 parking projects throughout the United States and abroad. We have a broad range of municipal parking planning expertise. In addition, our staff has been extensively involved in the development of the ULI Shared Parking methodology.

### *St. Charles, IL*

St. Charles, IL is a city that lies approximately 40 miles west of downtown Chicago, IL and within both Kane and DuPage counties. Its downtown is divided by the Fox River which runs north-south through the city. The major roadways traversing St. Charles are: State Routes 31 and 25 running north-south, and State Routes 64 and 38 running east-west. State Routes 31 and 25 follow the contour of Fox River through the downtown, and State Route 64 becomes Main St. as it traverses downtown St. Charles. As of 2020, the population of St. Charles was approximately 33,000 and the city area is about 15 square miles. Major private sector employers include RR Donnelley & Sons, Bison Gear, and Smithfield Foods, LLC.

### *Study Area*

The study area lies primarily within downtown St. Charles, both east and west of the river. It is generally bounded by State St. to the north, Prairie St. to the south, 5<sup>th</sup> Ave. (Route 25) to the east, and 5<sup>th</sup> St. to the west. The study area is shown in **Figure 1** below.

**Figure 1: Study Area**



Source: DESMAN

## EXISTING CONDITIONS

### *Off Street Parking Inventory*

The downtown area consists of 20 surface parking lots and three parking garages. These off-street parking lots and garages are open to the public and free of charge, but have time restrictions ranging anywhere from 90 minutes to 24 hours. The lots and garages are shown in **Table 1** below. The tables show that the number of off-street parking spaces on the west side is more than double that of the east side (1,065 to 394). This is largely due to the five-story parking garage at South 1<sup>st</sup> St. and Illinois St. which contains 429 spaces.



**Table 1: Off Street Parking in St. Charles, IL**

West Side of River				East Side of River			
Map Letter	Location	Facility Type	Spaces	Map Letter	Location	Facility Type	Spaces
C	2nd St & Illinois St	surface lot	29	A	Riverside Ave & Main St	surface lot	16
E	S 2nd St & W Main St	surface lot	20	B	2nd Ave & Walnut St	surface lot	52
F	S 2nd St & W Main St	surface lot	28	J	N Riverside Ave & Cedar Ave	surface lot	91
G	N 2nd St & State St	surface lot	82	K	E Main St & N 3rd Ave	surface lot	36
H	N 2nd St & State St	surface lot	38	N	State Ave & N 3rd Ave	surface lot	46
L	N 3rd St & Cedar St	surface lot	40	P	N Riverside Ave near cul-de-sac	surface lot	46
O	N 3rd St & State St	surface lot	80	U	N Riverside Ave near cul-de-sac	surface lot	29
Q	Walnut St & S 4th St	surface lot	33	S	Walnut Ave & S 3rd Ave	3 story garage	78
R	Walnut St & S 3th St	surface lot	48		<b>Total</b>		<b>394</b>
T	S 2nd St & Walnut St	surface lot	27				
V	Illinois St & S 1st St	surface lot	52				
X	Illinois St & S 1st St	surface lot	34				
Y	Indiana St & S 1st St	surface lot	19				
I	S 1st St & Illinois St parking garage	5 story garage	429				
Z	Illinois St River West parking deck	2 story deck	106				
	<b>Totals</b>		<b>1,065</b>				

Source: DESMAN

*On Street Parking Inventory*

The on-street parking inventory is shown in **Table 2** below. As the table shows, there is a total of 356 on-street spaces west of the river and a total of 256 spaces east of the river. A significant number of on-street spaces have time restrictions lasting anywhere from 15 minutes to 8 hours. Since a number of street segments contained unstriped parking spaces, the consultant team estimated the availability of parking spaces on these street segments. West of Fox River, 1<sup>st</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> Streets have the greatest number of on street parking spaces. Along with the lots, these parking spaces service the parking for restaurants in the area and the Cedar Fox wedding venue on Cedar St.

**Table 2: On Street Parking Inventory in St. Charles, IL**

On Street West of Fox River			On Street East of Fox River		
Street	Segment	Inventory	Street	Segment	Inventory
1st St	Cobblestone Dr to Prairie St	4	Indiana Ave	Riverside Ave to 2nd Ave*	0
1st St	Indiana St to Cobblestone Dr	29	Indiana Ave	2nd Ave to 3rd Ave*	6
1st St	Illinois St to Indiana St	4	Walnut Ave	Riverside Ave to 2nd Ave*	10
1st St	Walnut St to Illinois St	19	Walnut Ave	2nd Ave to 3rd Ave*	4
1st St	Main St to Walnut St	0	Walnut Ave	3rd Ave to 4th Ave*	6
State St	3rd St to 2nd St*	3	Walnut Ave	4th Ave to 5th Ave*	5
3rd St	State St to Cedar St	18	Main St	4th Ave to 5th Ave	0
3rd St	Cedar St to Main St	18	Main St	3rd Ave to 4th Ave	15
3rd St	Main St to Walnut St	9	Main St	2nd Ave to 3rd Ave	13
3rd St	Walnut St to Illinois St	10	Main St	Riverside Ave to 2nd Ave	6
3rd St	Illinois St to Indiana St	8	Main St	Riverside Ave to west bridge end	22
4th St	Illinois St to Indiana St*	8	Riverside Ave	Cedar Ave to Main St	3
4th St	Walnut St to Illinois St*	4	Cedar Ave	2nd Ave to 3rd Ave	1
4th St	Main St to Walnut St*	1	Cedar Ave	3rd Ave to 4th Ave	6
4th St	Cedar St to Main St	18	Cedar Ave	4th Ave to 5th Ave	6
4th St	State St to Cedar St*	8	State Ave	3rd Ave to 4th Ave*	4
State St	5th St to 4th St*	6	State Ave	2nd Ave to 3rd Ave*	2
5th St	Cedar St to Main St	10	Riverside Ave	Great Western Trail to State Ave	57
5th St	Main St to Walnut St*	7	Riverside Ave	Main St to Walnut Ave	15
5th St	Walnut St to Illinois St*	6	Riverside Ave	Walnut Ave to Illinois Ave	10
Indiana St	4th St to 3rd St*	7	2nd Ave	Walnut Ave to Illinois Ave*	8
Indiana St	3rd St to 2nd St*	12	2nd Ave	Main St to Walnut Ave*	12
Illinois St	2nd St to 1st St	0	2nd Ave	Cedar Ave to Main St	12
Illinois St	4th St to 3rd St*	9	Chestnut Ave	2nd Ave to 3rd Ave	5
Walnut St	5th St to 4th St*	16	3rd Ave	Cedar Ave to Main St	6
Walnut St	4th St to 3rd St*	14	3rd Ave	Main St to Walnut Ave*	6
Walnut St	3rd St to 2nd St	16	3rd Ave	Walnut Ave to Illinois Ave*	5
Cedar St	3rd St to 2nd St	11	3rd Ave	South Ave to Riverside Ave*	3
Cedar St	4th St to 3rd St	12	4th Ave	Walnut Ave to Illinois Ave*	1
Cedar St	5th St to 4th St	15	4th Ave	Main St to Walnut Ave*	0
State St	4th St to 3rd St*	9	4th Ave	State Ave to Cedar Ave*	7
Indiana St	1st St to Fox River	8	<b>East Side Total Inventory</b>		<b>256</b>
Cobblestone Dr	Limestone Dr to Brownstone Dr*	5			
Limestone Dr	Indiana to Cobblestone Dr	2			
Limestone Dr	Cobblestone Dr to Bluestone Dr*	14			
Bluestone Dr	Limestone Dr to Brownstone Dr*	6			
Brownstone Dr	Cobblestone Dr to Bluestone Dr*	4			
Brownstone Dr	Indiana St Cobblestone Dr	6			
Main Street	5th Street to 4th Street	0			
Illinois Street	1st Street to Fox River	0			
Prairie Street	2nd Street to 1st Street	0			
<b>West Side Total Inventory</b>		<b>356</b>			

(Note: Some of the streets included in Table 2 were included even though they were not part of the original scope area)

Source: DESMAN

*Occupancy Data Collection*

On-site data collection was performed to capture off-street parking occupancy. The counts were performed during ten time periods in the summer and fall of 2023: These time periods are shown in **Table 3** below.

**Table 3: Data Collection Time Periods and Locations**

Day	Time	Scope
Wed, Aug 9, 2023	10am - noon	on- and off-street; all facilities
Thu, Aug 10, 2023	1pm - 3pm	on- and off-street; all facilities
Sat, Aug 12, 2023	1pm - 3pm	on- and off-street; all facilities
Sat, Aug 12, 2023	6pm - 8 pm	on- and off-street; all facilities
Fri, Sep 22, 2023	6:30pm	off-street lots J,K,N,P,U,G,O,V,X,Y,I
Fri, Sep 22, 2023	7pm	off-street lots J,K,N,P,U,G,O,V,X,Y,I
Sat, Sep 23, 2023	6pm	off-street lots N,P,O,V,X,Y,I
Sat, Sep 23, 2023	6:30pm	off-street lots N,P,O,V,X,Y,I
Sat, Sep 23, 2023	7pm	off-street lots N,P,O,V,X,Y,I
Sat, Sep 23, 2023	7:30pm	off-street lots N,P,O,V,X,Y,I

Source: DESMAN

These time periods were purposefully selected to ensure that peak parking was captured on both weekdays and weekends. The data collection helped determine the where, when, and how much of parking demand. Industry standards indicate that occupancy should not exceed 85 to 90% of capacity. This concept, known as *practical capacity*, refers to the operational efficiency of a parking area. Ideally, between 10 and 15% of the parking spaces in a facility would be available to accommodate peak surges of demand. **Tables 4 and 5** below presents parking occupancy for off-street facilities in St. Charles.

*Off Street Parking Occupancy*

East of the Fox River, six of the eight facilities exceeded the 85% occupancy threshold at some point during the week (highlighted in blue in Table 4). As expected, all of these occurred on Friday and Saturday, when parking demand is greatest. Lots N (30%) and U (83%) were the only two that never exceeded this threshold. Lot N in particular is difficult to find and recognize, is poorly lit, and is uphill from the downtown area. These factors most likely contribute to its underutilization.

West of the Fox River, seven of the 15 facilities exceeded the 85% occupancy threshold (also highlighted in blue in Table 5) at some point during the week. While this mostly happened on Friday and Saturday, off-street facilities E, V, and Z met this threshold on weekdays as well.

While both east and west of the Fox River 13 of the 23 off-street facilities are above the 85% occupancy threshold at some point, it is very important to note that these peaks do not occur simultaneously. Therefore, it is not wise to look at each off-street lot/garage in isolation. Rather, it is more accurate and informative to look at the entire parking supply during one time period. Since weekend (Friday and Saturday) evening parking was sampled multiple times at a number of key locations, averages of these locations were calculated and utilized with the other Saturday, Aug 12<sup>th</sup> evening values to provide a

“representative” weekend parking sample. A summary of total average weekend parking space vacancies is in **Table 6**. In the worst-case scenario, where maximum values are used regardless of time and day, off-street parking on the east side of the Fox River is at 88% occupancy with 47 vacancies and on the west side of the river is at 85% with 157 vacancies. When average values are used for the peak period, there are 209 off-street vacant spaces on the west side and 80 vacant spaces available on the east side for a total of 289 vacant off-street spaces even during the busiest period of the week.

**Table 4: Off Street Parking Occupancy in St. Charles, IL East of Fox River**

Map Letter	Location	Spaces	Wed, Aug 9, 2023		Thu, Aug 10, 2023		Sat, Aug 12, 2023				Fri, Sep 22, 2023				Sat, Sep 23, 2023								Peak Period		
			10am - noon		1pm - 3pm		1pm - 3pm		6pm - 8 pm		6:30pm		7pm		6pm		6:30pm		7pm		7:30pm		Count	%	Vacancies
			Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%					
A	Riverside Ave & Main	16	3	19%	12	75%	16	100%	16	100%												16	100%	0	
B	2nd Ave & Walnut	52	16	31%	39	75%	44	85%	52	100%												52	100%	0	
J	N Riverside Ave & Cedar	91	59	65%	65	71%	54	59%	74	81%	89	98%	90	99%								90	99%	1	
K	E Main St & N 3rd Ave	36	13	36%	18	50%	22	61%	24	67%	31	86%	33	92%								33	92%	3	
N	State Ave & N 3rd Ave	46	6	13%	14	30%	12	26%	9	20%	11	24%	13	28%	6	13%	6	13%	6	13%	6	13%	14	30%	32
P	N riverside Ave near	46	0	0%	1	2%	3	7%	13	28%	16	35%	41	89%	15	33%	15	33%	19	41%	23	50%	41	89%	5
U	N riverside Ave near	29	18	62%	19	66%	24	83%	24	83%	16	55%	22	76%								24	83%	5	
S	Walnut Ave & S 3rd Ave	78	36	46%	40	51%	72	92%	77	99%												77	99%	1	
	<b>Totals</b>	394	151	38%	208	53%	247	63%	289	73%												347	88%	47	

(Note: High occupancy lots are highlighted in light blue.) Source: DESMAN

**Table 5: Off Street Parking Occupancy in St. Charles, IL West of Fox River**

Map Letter	Location	Spaces	Wed, Aug 9, 2023		Thu, Aug 10, 2023		Sat, Aug 12, 2023				Fri, Sep 22, 2023				Sat, Sep 23, 2023								Peak Period										
			10am - noon		1pm - 3pm		1pm - 3pm		6pm - 8 pm		6:30pm		7pm		6pm		6:30pm		7pm		7:30pm		Count	%	Vacancies								
			Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%											
C	2nd St & Illinois St	29	21	72%	15	52%	0	0%	9	31%																	21	72%	8				
E	S 2nd St & W Main St	20	8	40%	19	95%	18	90%	20	100%																	20	100%	0				
F	S 2nd St & W Main St	28	21	75%	17	61%	15	54%	22	79%																	22	79%	6				
G	N 2nd St & State St	82	45	55%	64	78%	63	77%	78	95%	82	100%	81	99%																	82	100%	0
H	N 2nd St & State St	38	16	42%	9	24%	18	47%	28	74%																	28	74%	10				
L	N 3rd St & Cedar St	40	16	40%	15	38%	34	85%	38	95%																	38	95%	2				
O	N 3rd St & State St	80	9	11%	12	15%	23	29%	64	80%	80	100%	80	100%	78	98%	78	98%	78	98%	78	98%	80	100%	0								
Q	Walnut St & S 4th St	33	13	39%	15	45%	3	9%	9	27%																	15	45%	18				
R	Walnut St & S 3th St	48	11	23%	12	25%	12	25%	18	38%																	18	38%	30				
T	S 2nd St & Walnut St	27	21	78%	19	70%	15	56%	19	70%																	21	78%	6				
V	Illinois St & S 1st St	54	48	89%	30	56%	29	54%	34	63%	50	93%	52	96%	54	100%	48	89%	49	91%	49	91%	54	100%	0								
X	Illinois St & S 1st St	34	22	65%	14	41%	11	32%	33	97%	34	100%	33	97%	33	97%	30	88%	29	85%	28	82%	34	100%	0								
Y	Indiana St & S 1st st	19	6	32%	7	37%	0	0%	8	42%	1	5%	19	100%	14	74%	15	79%	13	68%	9	47%	15	79%	4								
I	S 1st St & Illinois St	429	168	39%	156	36%	118	28%	239	56%	254	59%	359	84%	323	75%	361	84%	359	84%	362	84%	362	84%	67								
Z	Illinois St west of river	106	102	96%	77	73%	89	84%	100	94%																	100	94%	6				
	<b>Totals</b>	1,067	527	49%	481	45%	448	42%	719	67%																	910	85%	157				

(Note: High occupancy lots are highlighted in light blue.) Source: DESMAN

**Table 6: Peak Period (Weekend Evening) Off-Street Parking Vacancies**

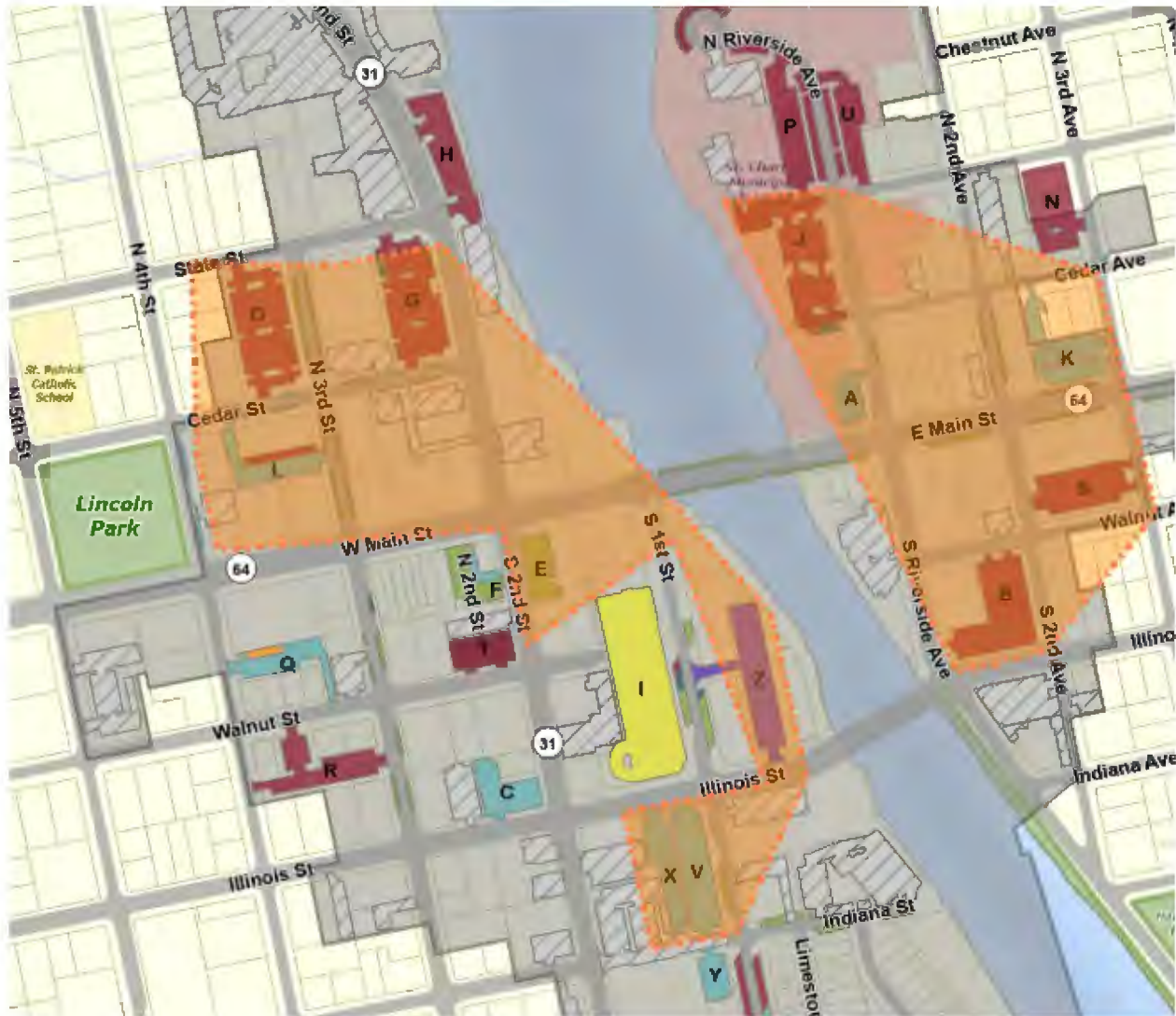
Location	Worst Case Scenario		Average Scenario	
	Occupancy	Vacancies	Occupancy	Vacancies
West of Fox River	85%	157	80%	209
East of Fox River	88%	47	80%	80
<b>Total</b>	<b>86%</b>	<b>204</b>	<b>80%</b>	<b>289</b>

Source: DESMAN

**Figure 2** below gives a geographical snapshot of parking congestion and shows that parking is most congested in the most central areas of downtown St. Charles where there are the most activity sites. Directly east of the Fox River, Flagship on the Fox and Arcada Theatre which lie along S. Riverside Ave. just south of E. Main St. are two venues that generate substantial weekend traffic and thus a large demand for parking. Patrons use lots A, B, S, and K for these venues, but Lots N, P, and U are also available and undercapacity despite their proximity to these three congested lots. A total of 73 spaces are vacant in these three lots during the Saturday evening time period. This underutilization could be due to their distance from the activity sites both along Main St. and south of Main St. as respondents in an online survey mentioned that distance to their final destination was a significant parking issue.

On the west side of the Fox River, Cedar Fox Weddings and Events (on Cedar St. between N 3<sup>rd</sup> and 4<sup>th</sup> streets), Hotel Baker (on Main St. alongside Fox River), along with various other restaurants, bars, and nightlife are major generators of weekend traffic. Parking demand is generated in lots nearby the Fox River starting at State St. going southward to Indiana St. Despite this demand, at its peak during the weekend evening, the five-story parking garage along with other west side surface lots have over 200 parking spaces vacant. During the peak period, the five-story parking garage still has approximately 67 parking spaces available. A majority of the vacant parking spaces of the parking garage are on the fifth level. Reallocating parking demand from more crowded lots to less crowded ones is a strategy that should be pursued. For example, when Lots O, G, X, and V are crowded, visitors would be well-served by using nearby lots C, Q, R, and I which have a total of over 160 available parking spaces during the weekend peak period.

**Figure 2: Off Street Public Parking Facilities with at least 85% Occupancy**



Source: DESMAN

*On Street Parking Occupancy*

On-site data collection was also conducted to obtain on-street parking occupancy. As with off street data collection, the counts were performed during four time periods in the summer of 2023: Wednesday, August 9 from 10 am to noon, Thursday, August 10 from 1 pm to 3 pm, Saturday, August 12 from 1 pm to 3 pm, and Saturday, August 12 from 6 pm to 8 pm. The practical capacity rate of 85% was used, and once this rate is exceeded, potential parkers find it difficult to locate open spaces and are more likely to continue to search for an available space, creating traffic flow problems, frustrating drivers, and ultimately leading them to park elsewhere. **Tables 7 and 8** below present on-street parking occupancy in St. Charles. Saturdays have the greatest number of street segments that exceed practical capacity. This is especially true east of the Fox River, which has 22 time-location windows that exceed practical capacity, compared with 14 for west of the Fox River. These time-location windows are highlighted in orange. Despite these high-occupancy street segments on Saturday evenings, Tables 5 and 6 show that there are still a number



of segments that are below practical capacity during the same time frame, particularly west of the Fox River.

**Table 7: On Street Parking Occupancy in St. Charles, IL East of Fox River**

Street	Segment	Inventory	Wed, Aug 9, 2023, 10am - 12pm		Thu, Aug 10, 2023, 1pm - 3pm		Sat, Aug 12, 2023 1pm - 3pm		Sat, Aug 12, 2023, 6pm - 8 pm)	
			Count	%	Count	%	Count	%	Count	%
Indiana Ave	Riverside Ave to 2nd Ave*	0	0	-	0	-	0	-	1	-
Indiana Ave	2nd Ave to 3rd Ave*	6	0	0%	0	0%	1	17%	5	83%
Walnut Ave	Riverside Ave to 2nd Ave*	10	1	10%	1	10%	5	50%	9	90%
Walnut Ave	2nd Ave to 3rd Ave*	4	0	0%	0	0%	1	25%	5	125%
Walnut Ave	3rd Ave to 4th Ave*	6	4	67%	4	67%	4	67%	5	83%
Walnut Ave	4th Ave to 5th Ave*	5	3	60%	4	80%	4	80%	4	80%
Main St	4th Ave to 5th Ave	0	0	-	0	-	0	-	0	-
Main St	3rd Ave to 4th Ave	15	2	13%	1	7%	1	7%	8	53%
Main St	2nd Ave to 3rd Ave	13	3	23%	1	8%	7	54%	9	69%
Main St	Riverside Ave to 2nd Ave	6	4	67%	2	33%	4	67%	5	83%
Main St	Riverside Ave to bridge west end	22	7	32%	11	50%	16	73%	18	82%
Riverside Ave	Cedar Ave to Main St	3	2	67%	6	200%	3	100%	3	100%
Cedar Ave	2nd Ave to 3rd Ave	1	0	0%	0	0%	0	0%	0	0%
Cedar Ave	3rd Ave to 4th Ave	6	3	50%	3	50%	1	17%	3	50%
Cedar Ave	4th Ave to 5th Ave	6	1	17%	0	0%	1	17%	0	0%
State Ave	3rd Ave to 4th Ave*	4	1	25%	1	25%	2	50%	4	100%
State Ave	2nd Ave to 3rd Ave*	2	0	0%	0	0%	1	50%	1	50%
Riverside Ave	Great Western Trail to State Ave	57	15	26%	0	0%	17	30%	29	51%
Riverside Ave	Main St to Walnut Ave	15	10	67%	17	113%	15	100%	15	100%
Riverside Ave	Walnut Ave to Illinois Ave	10	2	20%	8	80%	10	100%	10	100%
2nd Ave	Walnut Ave to Illinois Ave*	8	0	0%	1	13%	7	88%	8	100%
2nd Ave	Main St to Walnut Ave*	12	4	33%	3	25%	10	83%	12	100%
2nd Ave	Cedar Ave to Main St	12	8	67%	11	92%	6	50%	13	108%
Chestnut Ave	2nd Ave to 3rd Ave	5	1	20%	2	40%	0	0%	0	0%
3rd Ave	Cedar Ave to Main St	6	0	0%	0	0%	0	0%	4	67%
3rd Ave	Main St to Walnut Ave*	6	2	33%	1	17%	1	17%	8	133%
3rd Ave	Walnut Ave to Illinois Ave*	5	0	0%	0	0%	2	40%	7	140%
3rd Ave	South Ave to Riverside Ave*	3	0	0%	1	33%	0	0%	0	0%
4th Ave	Walnut Ave to Illinois Ave*	1	1	100%	3	300%	0	0%	1	100%
4th Ave	Main St to Walnut Ave*	0	3	-	3	-	1	-	2	-
4th Ave	State Ave to Cedar Ave*	7	6	86%	3	43%	5	71%	6	86%
<b>East Side Total</b>		256	83	32%	87	34%	125	49%	195	76%

(Note: High occupancy segments are highlighted in orange.)

Source: DESMAN

**Table 8: On Street Parking Occupancy in St. Charles, IL West of Fox River**

Street	Segment	Inventory	Wed, Aug 9, 2023, 10am - 12pm		Thu, Aug 10, 2023, 1pm - 3pm		Sat, Aug 12, 2023 1pm - 3pm		Sat, Aug 12, 2023, 6pm - 8 pm)	
			Count	%	Count	%	Count	%	Count	%
1st St	Cobblestone Dr to Prairie St	4	2	50%	2	50%	2	50%	2	50%
1st St	Indiana St to Cobblestone Dr	29	18	62%	19	66%	9	31%	18	62%
1st St	Illinois St to Indiana St	4	3	75%	3	75%	2	50%	4	100%
1st St	Illinois St to Walnut St	19	17	89%	16	84%	9	47%	18	95%
1st St	Walnut St to Main St	0	0	-	0	-	0	-	0	-
State St	3rd St to 2nd St*	3	0	0%	2	67%	0	0%	0	0%
3rd St	State St to Cedar St	18	3	17%	7	39%	4	22%	14	78%
3rd St	Cedar St to Main St	18	6	33%	14	78%	15	83%	17	94%
3rd St	Main St to Walnut St	9	4	44%	5	56%	5	56%	9	100%
3rd St	Walnut St to Illinois St	10	4	40%	2	20%	3	30%	7	70%
3rd St	Illinois St to Indiana St	8	3	38%	2	25%	1	13%	1	13%
4th St	Illinois St to Indiana St*	8	2	25%	3	38%	2	25%	3	38%
4th St	Walnut St to Illinois St*	4	0	0%	1	25%	1	25%	1	25%
4th St	Main St to Walnut St*	1	0	0%	0	0%	0	0%	0	0%
4th St	Cedar St to Main St	18	3	17%	7	39%	9	50%	18	100%
4th St	State St to Cedar St*	8	1	13%	1	13%	6	75%	5	63%
State St	5th St to 4th St*	6	0	0%	0	0%	0	0%	0	0%
5th St	Cedar St to Main St	10	7	70%	7	70%	5	50%	5	50%
5th St	Main St to Walnut St*	7	0	0%	3	43%	0	0%	0	0%
5th St	Walnut St to Illinois St*	6	2	33%	1	17%	3	50%	3	50%
Indiana St	4th St to 3rd St*	7	2	29%	2	29%	2	29%	2	29%
Indiana St	3rd St to 2nd St*	12	7	58%	5	42%	6	50%	6	50%
Illinois St	2nd St to 1st St	0	0	-	0	-	0	-	0	-
Illinois St	4th St to 3rd St*	9	0	0%	1	11%	0	0%	0	0%
Walnut St	5th St to 4th St*	16	1	6%	2	13%	2	13%	3	19%
Walnut St	4th St to 3rd St*	14	3	21%	1	7%	0	0%	1	7%
Walnut St	3rd St to 2nd St	16	9	56%	11	69%	2	13%	15	94%
Cedar St	3rd St to 2nd St	11	9	82%	9	82%	9	82%	11	100%
Cedar St	4th St to 3rd St	12	5	42%	4	33%	8	67%	11	92%
Cedar St	5th St to 4th St	15	8	53%	3	20%	6	40%	10	67%
State St	4th St to 3rd St*	9	2	22%	0	0%	0	0%	0	0%
Indiana St	1st St to Fox River	8	4	50%	2	25%	7	88%	9	113%
Cobblestone Dr	Limestone Dr to Brownstone Dr*	5	0	0%	0	0%	0	0%	0	0%
Limestone Dr	Indiana to Cobblestone Dr	2	1	50%	1	50%	2	100%	2	100%
Limestone Dr	Cobblestone Dr to Bluestone Dr*	14	3	21%	0	0%	1	7%	0	0%
Bluestone Dr	Limestone Dr to Brownstone Dr*	6	0	0%	0	0%	0	0%	1	17%
Brownstone Dr	Cobblestone Dr to Bluestone Dr	4	1	25%	0	0%	1	25%	0	0%
Brownstone Dr	Indiana St Cobblestone Dr	6	1	17%	2	33%	1	17%	0	0%
Main Street	5th Street to 4th Street	0	0	-	0	-	0	-	0	-
Illinois Street	1st Street to Fox River	0	0	-	0	-	0	-	0	-
Prairie Street	2nd Street to 1st Street	0	0	-	-	-	0	-	0	-
<b>West Side Total Occupancy</b>		<b>356</b>	<b>131</b>	<b>37%</b>	<b>138</b>	<b>39%</b>	<b>123</b>	<b>35%</b>	<b>196</b>	<b>55%</b>

(Note:

High occupancy segments are highlighted in orange.)

Source: DESMAN

### *On Street and Off-Street Parking Occupancy Summary*

In summary, there are total of 2,071 public parking spaces, including on and off-street, in the downtown area and the highest parking occupancy is on Saturday evenings. On a peak Saturday evening, approximately 1,648 of the 2,071 total downtown parking spaces are occupied, or about 80% of the total parking spaces.

On a typical Saturday evening, the east side of the Fox River has an average off-street parking of 80% occupancy (88% in the worst-case scenarios), with a majority of the vacant parking spaces in Lot N. On-street parking on the east side is at 76% occupancy, with a majority of the vacant parking space between State Ave and the Great Western Trail. As depicted in Figure 2, parking occupancy is highest closer to Main Street however there is available parking in lots one or two blocks north of Main Street. The data presented here confirms the observations and comments of city staff, citizens, and the consulting team, namely, parking is most difficult on Saturday evenings on the east side of the Fox River. Parkers on the east side do not experience significant congestion during any of the other three time-intervals for weekday mornings, weekday afternoons, and Saturday afternoons.

The west side of the Fox River, 7 of the 15 off-street parking facilities reached above the practical capacity occupancy threshold at some point. It is important to note that the five-story parking garage never reached above the practical capacity. On-street parking occupancy reached a 55% occupancy at peak, with the highest occupancy on First Street, Cedar Street, and Third Street.

The data shows that even in the worst-case scenario, there is both on- and off-street parking available. Wherever and whenever there is a high-occupancy facility, there is always a lower-occupancy facility nearby. However, this second and third parking option is not always readily apparent to visitors or is inconvenient from a pedestrian standpoint if you have to cross a barrier such as Route 64.

### *Parking Rates*

The City of St. Charles currently does not charge for parking at any of its public surface lots, garages, or on-street spaces. Visitors may park wherever they like so long as space is available.

### *Parking Equipment*

The City of St. Charles currently does not use any equipment for parking purposes. Since parking is not charged, there is no need for meters, gates, mobile apps, or pay stations.

### *Time Restrictions*

Of the 23 off-street parking facilities, 12 provide 24-hour parking. Others provide a mix of parking time limits, ranging from 30 minutes to eight hours. **Figure 3** below gives a snapshot of the off-street parking facilities, colored according to time restrictions. These time restrictions are listed in **Table 9** below. Time restrictions are also an element of on-street parking with time limits ranging from 15 minutes to eight hours. One major drawback is that there are too many categories of these parking time restrictions making it hard for downtown visitors to remember how long they can park and where.

**Table 9: Parking Time Restrictions in Downtown St. Charles, IL**

Color	Parking Time Limits
Maroon	24 hrs
Yellow	1,3, & 24 hrs
Other colors	30 min to 8 hrs

Source: DESMAN

**Figure 3: Off Street Parking in Downtown St. Charles According to Time Restrictions**



Source: DESMAN

### *Signage and Wayfinding*

Both on-street and off-street parking and wayfinding signage exists in downtown St. Charles. However, both the quantity and quality of signage and wayfinding is not adequate to clearly direct downtown visitors to designated public parking. This was especially true in the five-story parking garage where drivers are more hesitant to park on the 4<sup>th</sup> and 5<sup>th</sup> floors due to the circular ramp and poor maneuverability on the first three levels. Wayfinding after vehicles have been parked is also difficult because the north-end elevator does not access the 2<sup>nd</sup> and 3<sup>rd</sup> floors.

Wayfinding and signage in the surface lots are also insufficient. Signs in a number of lots are not placed in easily visible locations, do not contain easy-to-understand information, and are hard to discern whether or not the lot is public or private. A sample of currently used signage and their potential drawbacks are below in **Figures 4 to 7**. Figure 4 is a wayfinding sign, but does not clearly indicate that public parking is available in the lot directly behind the sign. Figure 5 is also a wayfinding sign, but it is not specific enough. There are four public parking surface lots in the direct vicinity of the sign, and the public would be better served if the signs were positioned clearly in each of the lot's entrances. Figures 6 and 7 are examples of signage that is too difficult to see. The sign in Figure 6 is too small and far from the road, and the sign in Figure 7 is emblematic of signs in the parking garage that should be made more visible.

**Figure 4: No Clear Indication of Public Parking at Lot Entrance**



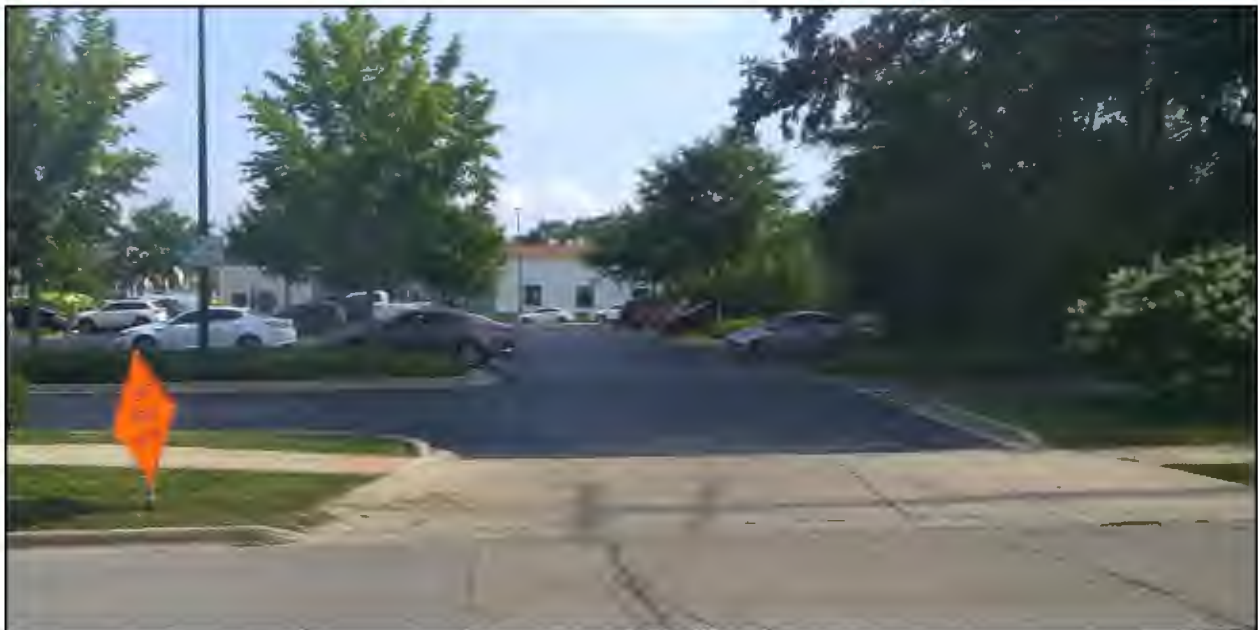
Source: DESMAN

**Figure 5: Unclear Wayfinding Signage**



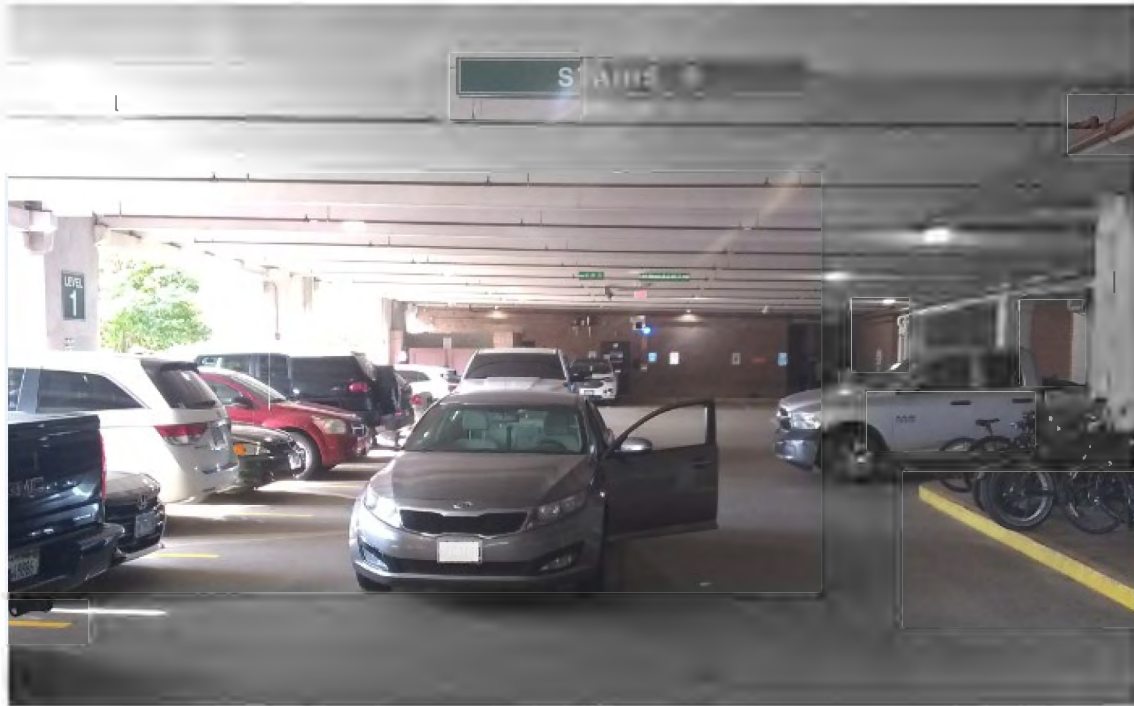
Source: DESMAN

**Figure 6: Small Sign Size, Suboptimal Location, and Unclear Meaning**



Source: DESMAN

**Figure 7: Difficult to Find Directional Signage in Parking Garage**



Source: DESMAN

### *Enforcement*

Parking ordinances are spelled out in the City of St. Charles Municipal Code Book, Title 10, “Vehicles and Traffic”, Section 10.40 – Stopping, Standing, and Parking. These ordinances apply to both the operator and owner of any vehicle in question. Parking enforcement falls under the responsibility of the St. Charles Police Department. Since parking is free of charge in St. Charles, there are no code violations regarding cost. However, code violations can occur due to time restrictions, prohibited parking locations, loading zones, snow conditions, and so on. Citizens, government, and police all agree that there is a lack of enforcement of parking violations.

### *Parking Facility Misuse*

While technically not a violation, vehicles being stored in public parking lots has been noticed. This “warehousing” of vehicles over multiple days is a misuse of public parking lots and can cause problems during periods of high occupancy. **Figure 8** shows two business vehicles parked over multiple days in a public lot.

In addition, due to its high vacancy levels, the 1<sup>st</sup> St. parking garage has experienced numerous incidents of youth joyriding their vehicles on its top floor. While this is also technically not a parking violation, it defaces the parking garage, discourages parking on the top floor, and is a nuisance to the public. **Figure 9** shows skid marks on the top floor of the 1<sup>st</sup> St. parking garage.

**Figure 8: Multi-Day Continuous Parking in Publicly Owned Lots**



Source: DESMAN

**Figure 9: Skid Marks Due to Joyriding on Top Floor in Parking Garage**



Source: DESMAN



*Online Parking Survey - Residents*

An online survey was conducted during the study timeframe and over 390 responses were received. The overwhelming majority of respondents were from St. Charles and its western suburbs and most were above the age of 41. Consistent with expectation, visitors found parking during the weekend evenings to be most troublesome, with many finding parking availability and the distance to their final destination as the two biggest problems. Nearly 80% of respondents went downtown for eating or other entertainment and about 7 in 10 parked in an off-street public lot or garage. Finally, visitors responded that they would be very unwilling to pay for parking. Highlights of the survey are shown in **Table 11** below.

**Table 11: Online Visitor Parking Survey Highlights**

Question	Response Highlight
Where downtown visitors live...	93% were either from zip code 60175 or 60174
Visitor age...	80% were 41 years old or above
How often visitors go downtown...	97% visit downtown at least a few times a month
Days which visitors find parking most challenging...	91% find weekends to be most challenging for parking
Time of day visitors find parking most challenging...	83% find parking most challenging after 5 pm
How visitors go downtown...	91% go by car, 6% walk, and 2% use a bicycle
Reason visitors go downtown...	79% of visitors go downtown for eating or recreation
Where visitors park their cars...	71% park in an off-street public lot or garage, 13% park on-street alongside a curb
How easy visitors can find a parking space in downtown...	Visitors scored this only about 3.5 out of 10
How safe visitors feel parking downtown...	Visitors scored this about 5.7 out of 10
How willing visitors would be to pay a small fee for parking downtown...	Visitors scored this only about 1.5 out of 10
Problems visitors have when parking downtown...	72% of visitors find parking availability and distance to their destination as the biggest problems

Source: DESMAN

*Online Parking Survey - Businesses*

An online survey was also conducted for business owners in downtown St. Charles. Close to 30 businesses responded, and responses mirrored those of the residents. Highlights of the business survey are in **Table 12** below.

**Table 12: Online Business Parking Survey Highlights**

Question	Response Highlight
How easy it is for their customers to find a parking space...	Businesses scored this at about 5 out of 10
How easy it is for their employees to find a parking space...	Businesses scored this at about 6 out of 10
Biggest problem their patrons have with parking...	Many businesses wrote that patrons' biggest problems were inconvenient distances from destinations and the time needed to park
Days which patrons find parking most challenging...	89% of business owners selected weekends as the most challenging for their patrons...
Time of day patrons find parking most challenging...	93% responded that afternoons and evenings are most challenging for patrons

Source: DESMAN

## STAKEHOLDER INTERVIEWS AND PUBLIC OPEN HOUSES

A series of stakeholder interviews on August 9 and 10, 2023 as well as two public open houses on August 14 and September 6, 2023 were conducted. The interviews as well as the open houses provided community input and first-hand experience of parking-related issues in downtown St. Charles. Open house visitors came from a broad cross section of St. Charles with a total of over 30 visitors at the August and September open houses. The following is a list of stakeholders and their respective organizations.

### *Stakeholders*

- Laura Purdy – St. Charles Business Alliance
- Amy Curione – St. Charles Business Alliance
- Mike Kies – St. Charles Park District
- Sue McDowell – Arts Council
- Debbie Gurley – St. Charles Area Chamber of Commerce
- John Rabchuk – River Corridor Foundation of St. Charles
- Tom Anderson – Developer/Property Owner
- Amber Grove– Developer/Property Owner
- Nick Smith– Developer/Property Owner
- Megan Curren - The Graceful Ordinary (restaurant)
- Mike Carney – The Office/Whiskey Bend (restaurant)
- Dino Sisto – La Zaza’s (restaurant)
- Jayme Muenz – Ward 2 Alderperson
- Bryan Wirball – Ward 4 Alderperson
- Billy Metzger – The Diamondaire (business)
- Lance Ramella – Cedar Fox (business)
- Bob Gehm – Ward 3 Alderperson
- Ed Bessner – Ward 5 Alderperson
- David Pietryla – Ward 4 Alderperson

Among major employers, minor employers, developers, and public works, the stakeholders gave varying feedback on the public parking system. The following describes common issues brought about during the interviews.

#### *General Comments*

- *St. Charles has a lot of popular dining places so evenings are especially bad for parking.*
- *Weekend and event traffic is the problem, especially in the Lincoln Park neighborhood. I've found that people will accept festival-related traffic and parking, but not typical weekend traffic and parking.*
- *The lot alongside N 2<sup>nd</sup> St. between State St. and Cedar St. could fill a few garbage cans after a weekend night. Cleaning it more frequently should be considered.*
- *The city needs to provide numbers about the costs of solutions such as parking garages and enforcement.*
- *Parking decks are good, but if they are built north of Main St. on the east of the river, I wonder if people will be willing to cross to the south side of Main St. to access Arcada Theatre and other businesses. Main St. is not easy to cross for either pedestrians or cars.*
- *One issue is the problem of perception. Parking needs to be presented as an increase in spaces for the public, not as a revenue generator for the government.*
- *In the northeast quadrant of downtown, parking is challenging on the weeknights and weekends when the Arcada is in use.*
- *Recommendations should take into consideration the quality of life issues of current residents.*
- *Please! We are the "Pride of the Fox". Stop giving the parking lots the river view!*
- *I am amazed at how many people park at the old police station and city hall during evenings to come in town for dining, etc. It's actually very cool and we can capitalize on that space somehow.*
- *Maintain the current parking characteristics of the neighborhoods even if new developments go in.*
- *There should be free shuttles/trolleys on Fridays, Saturdays, and Sundays around town.*
- *Why do we have a parking issue when there is so much vacancy on 1<sup>st</sup> and Main?*
- *The city should be cognizant of river quality and runoff.*
- *Perceived safety is an issue.*
- *The SE quadrant is always full!*
- *A circulating shuttle would be better than valet service.*

#### *Signage & Wayfinding*

- *During events, if lots near my business are filled, customers don't know where to park even though I tell them beforehand where they can park. Signage is important.*
- *Wayfinding is a big issue. It's inconsistent throughout the downtown area, and perhaps a parking app would help.*
- *Parkers need real-time information about parking space availability.*
- *Downtown needs better signs and wayfinding.*

- *There definitely needs to be wayfinding that directs people from more crowded lots to less crowded lots.*
- *There needs to be signage in the deck that indicates how full each floor is.*
- *There needs to be electronic signage and an app that indicates the number of spaces available.*
- *There is a general lack of information about parking. People who visit downtown don't know who to ask or where to look to find information about parking.*
- *Better signage in parking deck!*
- *There should be electronic signage showing open parking spots in garages. Especially on 1<sup>st</sup> St, people should be encouraged to drive into where parking spots are available.*
- *Please add more and better signage to direct drivers to major parking sites!*
- *Top levels of decks are sometimes empty.*
- *Traffic on Main St. gets blocked by delivery trucks; better signage would help.*
- *Large, lighted parking signs are needed. Some lots are barely marked.*

#### *Enforcement*

- *I think enforcement is an issue. I see that 24-hour lots are being taken advantage of. I've seen some commercial trucks that park continuously in some lots.*
- *I also see that 24 hour lots are being taken advantage of. I've seen some vehicles left in these lots for over one month!*
- *Enforcement of time limits is low-hanging fruit – that's something that could be done pretty easily.*
- *I've heard of car break-ins in the parking garage. The police need to be involved.*
- *Hiring enforcement officers is better than spending \$10 to \$20 million on a parking deck.*
- *Because time restrictions need to be enforced, I wonder if parking tickets are a good way to enforce this.*
- *Nowadays, with delivery services less reliable, delivery trucks are blocking traffic. This needs to be managed better.*
- *People who park in our lots don't always patronize our businesses. I see some parking in our lot who use Pottawatomie Park trails, which go across the river.*
- *Please enforce current parking regulations and limit parking on residential streets.*
- *Parking enforcement does not need to be increased unless it becomes a serious issue. It's a waste of resources.*

#### *Physical Parking Infrastructure Supply, Equipment*

- *The city needs to install more speed bumps in the parking deck to prevent bad driving.*
- *Rideshare spots for Uber and Lyft are a waste of space – get rid of them!*
- *Combine the two parking lots between State St. and Cedar St. into one.*
- *There is not enough striping to indicate parking stalls.*
- *Parking in the Arcada area is underserved for parking patrons.*
- *Our customers use the lot alongside N 3<sup>rd</sup> St. between State St. and Cedar St. During our events it's filled to capacity and our employees and subcontractors have to park on the street sometimes blocks away from our venue.*

- *For aesthetic reasons, I am opposed to any parking garage being built riverside. I prefer something further away from the river.*
- *I don't think we need new parking garages, and if we do build them, I want them pushed to the outskirts. The city needs to think more about micro-mobility, trolleys, and the like.*
- *Arcada Theatre and breweries bring in younger crowds. This brings a lot of youth to the big parking garage, and there needs to be a gate system to regulate the flow of traffic in and out of the parking garage.*
- *There is room for putting a parking garage in a number of candidate locations. In particular, I think the lot west of Baker Memorial Church across 3<sup>rd</sup> Ave is a good location.*
- *I think there is more land to convert into parking than the city is willing consider.*
- *Bicycle parking is needed. Bicyclists shouldn't have to lock their bicycles to lampposts.*
- *It seems to make sense to utilize the parking lots between 2<sup>nd</sup> and 3<sup>rd</sup> Avenue better. And remove the old houses because they look awful!*
- *There needs to be handicap accessibility on 2<sup>nd</sup> Ave and in the Main area.*
- *I hate the thought of giving up the parking lot directly north of the government office for a multistory parking deck. Try to be more creative!*
- *The lot on N 3<sup>rd</sup> Ave between Cedar Ave and E Main St. could have underground parking.*
- *No tall parking garages! I do not like the 1<sup>st</sup> St. five-decker!*
- *Residential parking for homeowners (or renters) on streets near town is needed.*
- *I like the idea of the parking lot on N 3<sup>rd</sup> Ave between Cedar Ave and E Main St. becoming some kind of garage.*
- *A gate system in the parking garage is needed.*
- *Add an east side parking garage on 2<sup>nd</sup> Avenue.*
- *There should be more drop-off locations in downtown.*
- *Obtain more federal money to build EV stations.*
- *More multi-level, off-river parking is needed in the southeast quadrant of downtown.*
- *Parking is needed on the east side because of the Arcada and new restaurants.*
- *More parking is needed for the Baker Community Center. Some events fill its capacity and parking spills into the streets.*
- *Do not save the old police station!*
- *Bicycle trail parking is needed near the bridge to Pottawatomie Park.*
- *Expand the downtown northeast quadrant parking deck to incorporate the neighboring housing property!*
- *Parking on the Main St. bridge should be eliminated!*
- *QR codes can be used instead of or in addition to a parking app. This can be used to direct parkers to lots with vacancies.*
- *Another parking garage is possibly needed in the SE quadrant near Pollyanna Brewing.*

#### *Parking Pricing, Time-Restrictions, Permits, Ordinances*

- *On-street metered parking is needed. If we use this, we can push free parking into the garages. More parking turnover means more profit.*

- *Charging a parking fee is not a bad idea, but businesses and their employees will feel punished. Therefore, if parking in some places in downtown is charged, I would like to see different fees for employees and customers.*
- *I moved my business here from a neighboring city because the parking there was horrendous! Here parking isn't as bad, but my customers don't know where to park. Channeling them to available parking locations would help. Parkers spend about 45 minutes in my store, and Thursdays and weekends get busy. With some parking only available for only 30 minutes, it's hard to do anything.*
- *The city needs to create permit parking according to neighborhood.*
- *I think there will be resistance to paid parking because people aren't accustomed to it.*
- *There needs to be parking spaces dedicated to employees of businesses, so they don't need to walk far to get to work. Also, spaces with time restrictions are tough for employees because they may have to move their cars mid-shift.*
- *Customers of small stores should be able to park in front of the store using short-term parking.*
- *At our restaurant, we don't do lunch business because of 90-minute parking nearby. This is too short for lunch-goers and people don't want to park in the parking deck for lunch.*
- *Increase the cost of on-street parking to force cars into the city's parking garages.*
- *Change zoning so that all new buildings downtown accommodate all needed parking.*
- *No on-street parking facing the river!*
- *Maintain liberal green space between the municipal building and Pottawatomie Park.*
- *When the riverfront is closed for the art fair, businesses struggle.*
- *The 90-minute parking restriction is unnecessary.*
- *Pick-up and drop-off zones need to be established on the west side.*
- *Either all parking should be 24 hours or overnight parking should be allowed. Otherwise, people will try to drive while intoxicated.*

#### *Shared Parking*

- *Shared parking is low-hanging fruit and a great idea, but it's a cultural shift. I think it could work at some banks as well as the public library.*
- *Ultimately, lower cost options need to be explored first. Start with shared parking and enforcement before considering expensive parking decks.*
- *Shared parking at the library or at other businesses when they're not open is needed. 362*
- *Allow the public library as well as St. Mark's Church parking lots to be used by private valet services.*
- *Protect current library parking for patrons during library hours. Open it to be utilized after hours only.*
- *On Friday and Saturday evenings, use church parking and provide shuttle service.*
- *The city should try to arrange to have private parking lots used during their non-business hours.*
- *Support utilizing existing capacity during late hours (Ex: public library with shuttles). Oppose building a new parking structure.*

## SHARED PARKING POTENTIAL

Shared parking can be one efficient solution to the parking problems currently faced by St. Charles. Shared parking is when parking spaces can be used to serve two or more individual land uses or purposes without conflict or encroachment. Shared parking can happen when there are variations in the peak accumulation of parked vehicles as the result of different activity patterns of adjacent or nearby land uses (by hour, by day, by season), or when there are relationships among land use activities that result in people visiting two or more land uses on a single auto trip to a given area or development. In the case of St. Charles, some candidate businesses would be banks, funeral homes, daytime shops, and public facilities. These businesses attract visitors at different hours than bars and restaurants. The physical infrastructure (lots) is already available, and there are a number of potential locations throughout the study area. **Table 13** and **Figure 10** below shows candidate shared parking locations in the downtown area of St. Charles. These locations would be used outside of conventional business hours (8 am to 5 pm) and would help to serve the abundance of visitors that frequent the restaurants and bars during the evenings and weekends. The location with the largest potential is the St. Charles Public Library. This is due to its large lot size (125 spaces) and its location near the southeast quadrant which is the area that is experiencing the most parking congestion. Other locations are scattered throughout the area and contain around 10 to 60 parking spaces. In order to utilize these spaces, contractual arrangements must be made with the property owners.

**Table 13: Candidate Shared Parking Locations**

<b>West of Fox River</b>			
	<b>Business/Organization Name</b>	<b>Location</b>	<b>Estimated Parking Spaces</b>
1	St. Patrick's Catholic Preschool	State St & N 4th St	58
2	St. Charles Bank & Trust	W Main St & S 5th S	45
3	Shelby School	Indiana St & S 5th St	38
4	Dick Pond Athletics St. Charles	State St & N 2nd St	54
5	Moss-Norris Funeral Home	Illinois St & S 3rd St	20
6	Doc Morgan Inc.	Walnut St & S 2nd St	30
7	Law Offices of Jotham S. Stein P.C.	Indiana St & S 3rd St	8
<b>East of Fox River</b>			
8	Directions in Clothing	State Ave & N 2nd Ave	20
9	Joseph M. Wiedemann & Sons Inc	E Main St & 3rd Ave	15
10	Yurs Funeral Homes Inc.	E Main St & 4th Ave	44
11	Public Library & St. Mark's Lutheran Church Shared Parking	E Main St & 5th Ave	125

Source: DESMAN

**Figure 10: Candidate Shared Parking Locations**



Source: DESMAN

## FUTURE DEVELOPMENTS

A number of future developments are planned in St. Charles within the next five years, most of which will be the redevelopment of previously or currently used properties. St. Charles provided information on proposed developments in the downtown area. This included information about the development type, location, size, land use elements. Based on this information, projected parking need was estimated as shown in **Table 14**. Developments for which specific numerical information about size were provided, parking estimates were generated using industry standard calculation methodology. For other developments which specific numerical information was not available, parking ratios are provided in **Table 15** below as a general estimate of parking demand needs. These recommended ratios are based on industry standards. Descriptions for each proposed project are below:

- Plaza Expansion project includes the permanent closure of 1st Street to vehicles from Walnut St. to Main St. to accommodate a contiguous public plaza which will essentially triple the existing plaza space. The project will feature a meandering walkway to allow for unobstructed pedestrian passage through the site. This project is scheduled to be completed in February of 2024. In comparison to the other uses, public plazas do not generate high parking demand, but indirectly attract more traffic to the downtown or result in visitors staying longer.



- Whole Food Market has been approved and the developer is working with City staff to obtain building permits. Whole Foods is forecasted to need 132 spaces, there will be a total of 144 parking spaces dedicated to the grocery store. The methodology used to calculate the Whole Foods parking need is based on the methodology developed by the Urban Land Institute which calculates parking demand based on factors such as development square footage, seasonality, and captive customer ratios. Whole Foods peaks during the afternoon, and if there aren't any available dedicated parking spaces then customers can park in one of the surrounding public parking spaces. There will still be a total of 30 public parking spaces in Lot V and Lot X. Per the Whole Foods site plan, the developer will also be converting parallel parking on First Street to angled parking, which will result in a net gain of five public parking spaces. It is important to note that that parking occupancy is at its lowest during the day, below 50% occupancy. The five-story parking garage on the west side of the river is only 28% occupied during the afternoon timeframe.
- Former Police Department Site, spanning approximately two acres and owned by the City, has been the subject of development considerations in recent years. The City has yet to approve a project however proposals have included multi-family housing and hotels to restaurants, all incorporating a public space component. The absence of a specified development type makes it challenging to estimate parking demand accurately. In planning for the site's development, the City should consult Table 15, which outlines the recommended parking spaces needed per development type. This reference will be crucial in determining the appropriate parking infrastructure when a specific proposal takes shape. Additionally, the City can leverage this development opportunity to bolster downtown parking availability by strategically increasing the overall parking supply.
- The River East Lofts project is a planned mixed-use building at the southeast corner of Illinois & Riverside Ave and consists of a 4-story building, with retail space and parking on the first floor and 42 total residential units on the upper floor. This property is privately-owned and currently consists of one building and 48 parking spaces (11 public parking stalls). The completed development will include 51 parking spaces (2 public parking stalls). This property is included in both downtown SSAs, per City code the developer needs to replace the existing parking. This is a typical practice for downtowns as meeting the industry standards is difficult given the limited available land. In many cases, meeting the industry standards would result in fewer buildings, more surface lots, and thus a less vibrant urban environment. The developer is increasing the total parking supply of the property from 48 to 51, thereby meeting the City's requirement. This is a privately-owned lot; however, the current property owner allows it to be used by the general public. Once the River East Lofts is completed it will be perceived as a displacing public parking, even though it is privately owned.
- River 504 (Milestone Row 2) is a four-story building incorporates 3,330 square feet of commercial space fronting S. 1st St. and 41 internal parking spaces on the first floor, with up to 20 residential condominium units on floors 2-4, and a partial 5th-floor penthouse. The project is would also include the addition of 15 angled public parking spaces on First Street. The proposed number of

parking spaces would exceed the estimated parking demand.

- Lot 4 is a city-owned vacant grass lot at the northeast corner of Illinois St. and IL Route 31 (2nd St.). The lot is approximately 0.13 acres and, in the past, has been considered for a mixed-use with first floor commercial and second and third floor office or residential. Ideally, this development would include internal parking however given the size of the property that may not be possible. As this property is in the downtown Special Services Areas it would not be required to provide parking. The adjacent five-story parking garage could accommodate a development here as the garage is not currently at practical capacity. If in the future, the garage parking occupancy exceeds the practical capacity threshold then the City could consider a development that generates less parking demand during peak parking times.
- The Baker Church is located four blocks east of the Fox River on Main Street. The Church owns two parking lots which are currently used for public parking except on Sunday mornings. The two lots are identified as Lots N and Lot K on Figure 1. Those lots have a parking inventory of 46 and 36, respectively. Lot N never reached an occupancy count above 30%. This is likely due to it being difficult to find and recognize, and is poorly lit. Lot K is considered to be above practical capacity during peak hours during weekend nights. The Baker Church has indicated to the City that the two parking lots are available for sale and development. It has been suggested by the Church that either lot could accommodate a private mixed-use development and/or a public parking garage. In the event the lots are both developed without a public parking component it would result in a loss of 82 parking spaces. Both lots are partially included in the downtown SSAs, meaning any of the parking spaces in the SSA would need to be replaced in the event a development occurs. The replaced parking spaces would not be required to be public spaces.

**Table 14: Planned Developments and Parking Need in St. Charles, IL**

Development	Location	Development Type	Development Scale (sq ft, units)			Development Timeframe	Parking Demand	Parking Spaces Proposed
			Residential	Commercial	Other			
Plaza Project	Main St & South 1st St	public plaza			≈30,000 sqft	by 2028	0	0
Whole Foods Market	Indiana St & Geneva Rd	supermarket		35000 sqft		by 2025	132	144 <sup>(1)</sup>
Former PD Site	Riverside Ave & State St	TBD	TBD	TBD		after 2028	TBD	TBD
River East	Riverside Ave & South 2nd Ave	multifamily residential, commercial	42 units	6500 sqft		by 2028	68	50
River 504 (Milestone Row 2)	Limestond Dr & Prairie St	multifamily residential, commercial, garage parking	24 units	4000 sqft		by 2028	40	provided internally
Lot 4	Illinois St & South 2nd St	potentially commercial, residential, office		3500 sqft	7000 sqft <sup>(2)</sup>	by 2028	40	TBD
Baker Church Properties	North 3rd Ave b/t East Main St & State Ave	potentially commercial, residential	TBD	TBD		TBD	TBD	TBD
<b>Total:</b>							280	

**Notes:** (1) Includes 12 employee spaces. (2) Assumed to be office space.

Source: DESMAN

**Table 15: General Parking Ratios**

<b>Development Type</b>	<b>Recommended Parking Spaces Needed</b>
public plaza	0.13/1000 sq ft
supermarket	4.75/1000 sq ft
multi-family development (one bedroom units)	1.05/unit
multi-family development (two bedroom units)	1.8/unit
hotel (50-175 rooms)	1.15/room
conference center	5.5/1000 sq ft
restaurant	17.4/1000 sq ft
retail	4/1000 sq ft
park	5.5/acre
concert bandshell	0.4/seat
office	3.93/1000 sq ft
bar/nightclub	19/1000 sq ft

Source: DESMAN

## **FINDINGS AND RECOMMENDATIONS**

The following recommendations were developed by DESMAN, in consultation with the City of St. Charles, to address the issues identified throughout the course of this study. Recommended changes to the supply, management, operations, and technology of the parking system are intended to address both current and anticipated needs of the downtown area. No recommendation alone will alleviate all existing or future parking issues. However, incremental improvements that delay or eliminate the need for additional physical parking structures will be cost-effective, improve the user experience, and address concerns raised by the stakeholders and citizens alike. City staff should consider conducting annual parking counts using the same methodology as this study. The annual counts would be beneficial in determining the actual impacts of both future developments and the parking solutions that are implemented.

While the impacts of the recommendations are predictable to an extent, parking system changes have the potential to impact parking in unknown ways. Due to this uncertainty, the implementation of parking system changes should have leeway for the impact to take effect before additional changes follow. Based on experience, this approach is successful in avoiding unintended consequences in a piecemeal way. This will allow a methodical approach that conserves resources for St. Charles. Simple, low-cost solutions can be implemented in the immediate/short-term. Complex, expensive solutions are assumed to be implemented over the course of several years.

Cost estimates that are provided below are for high-level planning purposes only. Actual costs can vary significantly depending on the circumstances. Despite this, it is hoped that these cost estimates will provide guidance for decision-making into the future.

### *Peak Period Off-Street Parking Availability*

The study has shown that, despite perception, there is parking available in the downtown area even during times of heavy usage. Of the 394 available off-street spaces east of the Fox River and the 748 spaces west of the Fox River, an average of 80% are occupied on both sides during the peak weekend time period. This gives a total of 289 unoccupied spaces during peak parking space usage – 209 on the west side and 80 on the east side. On the east side, Lot P, near city hall, and Lot N, near Baker Church, have 25 and 28 available spaces during the peak period, respectively. On the west side, Lot C, Q, R, and I have a total of 160 parking spaces available during the peak. The city would be well served by making better use of existing parking facilities. How to do this is discussed subsequently.

### *Wayfinding and Signage Improvements*

A lack of large, clear, and understandable signage was a concern for many citizens. Citizens and business-owners alike expressed concern about knowing where to park and what to do if their first parking choice was unavailable. New wayfinding and parking facility ID signage should be created for all City-owned parking facilities. Wayfinding signage is needed to direct drivers to off-street parking facilities in St. Charles. Signs could be as simple as the universal “P” symbol with an arrow pointing toward the route to a parking facility, or include the name of the facility on it too. New signage should also be unique in design or color as to not blend in with the other downtown signage. In most cases, these directional signs can be located on existing light poles to minimize costs. In addition to external signage, informational and instructional signage posted inside St. Charles parking facilities should conform to an easily recognizable design scheme, the messaging should be clear and direct, and sign placement should be in an optimal location. Signs within the facility should only include vital information and be legible for drivers. The style should be consistent across all city facilities. In the event that parkers cannot find space in an off-street lot, wayfinding signage that directs parkers to nearby lots should exist.

<i>Estimated Cost to Implement:</i>	<i>\$7,000-\$15,000 per lot location</i>
<i>Estimated Timeframe</i>	<i>6 months</i>
<i>Action Steps:</i>	<i>Evaluate existing signage, identify locations for additional or improved signage, create design for new signage that is consistent with the city’s existing signage, solicit bid proposals from service providers, execute contract.</i>

### *Parking Space Availability Signs in Parking Garages*

St. Charles currently has three multi-story parking garages, none of which have digital signs showing real-time parking availability. While the five-story parking garage is under capacity during its peak parking period on Saturday evenings, the remaining two parking garages are both near capacity during the same peak parking period. We recommend St. Charles install digital parking signs showing real-time parking availability at the entrance of each multi-story garage. Since these digital signs give information about parking availability on each floor, this would significantly reduce the time drivers waste looking for parking on floors where it doesn’t exist. At the five-story garage in particular, parkers can waste a lot of time

ascending and descending the ramps as well as driving around each floor looking for vacant spaces. Out of frustration, parkers may exit the garage midway through their search and look for parking and entertainment opportunities elsewhere. Installing these digital signs can greatly reduce driver frustration as well as wasted time, especially in the five-story garage. These digital signs can either be those that indicate the number of spaces vacant on each floor of the garage, or those that simply show the words “full” or “available” on each floor. A similar system can also be installed in surface lots where a sensor detects the number of cars in the lot and provides that information to a parking app used by downtown visitors. An example of a digital sign that indicates the number of vacancies is shown below.



<i>Estimated Cost to Implement:</i>	<i>\$80,000 - \$120,000 (five story garage)</i>
<i>Estimated Timeframe:</i>	<i>3 months (five story garage)</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract.</i>

**Parking Time Restriction Improvements**

As mentioned in a previous section of this report, St. Charles currently has a wide range of parking time restrictions for both their on- and off-street facilities. Some of these time restrictions are: 30 minutes, one hour, three hours, eight hours, and 24 hours. These time restrictions are too numerous and difficult to follow. To provide more clarity to downtown visitors, these time restrictions can be reduced to three different categories based on location. For locations where high turnover is needed, one-hour time limits are appropriate. For visitors staying for longer periods of time, i.e., events, shopping, employment, etc., three-hour or 12-hour time restrictions are more appropriate. The City may consider keeping 24-hour time restrictions in areas that are heavily utilized by residents in the surrounding neighborhoods.

<i>Estimated Cost to Implement:</i>	<i>\$50 per sign</i>
<i>Estimated Timeframe:</i>	<i>1 month</i>
<i>Action Steps:</i>	<i>Remove, reallocate, and/or replace existing parking time limit signs. Utilize standard design templates.</i>

*Establish Pick-up/Drop-off Locations in Core Restaurant/Shop Areas*

Downtown restaurant owners voiced concerns that some of their older and physically challenged customers had difficulty visiting their restaurants due to the challenge of walking from their parked vehicle to the restaurant. Official pickup/drop-off zones in downtown core locations should be established to ensure safety for the elderly and physically challenged. These zones should also be accessible to transportation network companies (TNCs) such as Uber and Lyft. The pickup/drop-off zone should be clearly identifiable and protected from on-going traffic. The signage should also notify drivers of the maximum duration of stay to prevent excessive vehicle “standing”. When the Plaza Project is complete, locations alongside South 1<sup>st</sup> St. and the west side of the plaza with easy access to the restaurants and shops would be very advantageous. A number of curbside parking spots along Riverside Ave. and Main St. can also be re-designated as pick-up/drop-off locations.



*Estimated Cost to Implement:*

*\$100/sign*

*Estimated Timeframe:*

*6 – 8 weeks*

*Action Steps:*

*Establish location, signage, and striping necessary for pick up/drop off areas, solicit bid proposals from service providers for sign design and manufacture, execute contract.*

*Enforcement of Existing Parking Code Violations*

St. Charles does not strictly enforce parking violations. Parkers that overstay their time in a parking spot are not ticketed, giving little to no incentive to follow the city code. Since continuous multi-day parking in public lots has also been spotted, it is imperative that the city enforce its code for parking violations. Parking violations that can be issued to a vehicle for failure to comply with city legal requirements should be clearly stipulated through city code, administered through the finance department, and enforced through the traffic section of the police department. In order to enforce time restrictions, one possibility is for St. Charles to implement Automatic License Plate Recognition (ALPR) technology, which is widely used today. Communities that have transitioned from manual enforcement to ALPR enforcement have significantly increased the productivity and efficiency of their parking systems. It is recommended that if on-street parking meters are introduced, at least one city vehicle be outfitted with LPR hardware and software for use by the City’s parking enforcement officers. In lieu of installing ALPR technology, the City deploy staff from the Police Department to enforce parking violations manually, however this is often less effective and more time consuming.



<i>Estimated Cost to Implement:</i>	<i>Mobile Unit: \$40,000 to \$60,000 (excluding the lease or purchase cost of a vehicle) Handheld Unit: \$5,000 per unit plus system software platform</i>
<i>Estimated Timeframe:</i>	<i>Program should be implemented if and when a pay-to-park on-street program is enacted.</i>
<i>Action Items:</i>	<i>Create a specific document to be bid on by potential vendors ensuring that the enforcement system works in conjunction with the on- and off-street revenue collection equipment, solicit bids and choose preferred technology.</i>

### *Metered Parking on Major Streets*

Saturdays have the greatest number of street segments that exceed practical capacity (85%), with the majority of these being east of the Fox River. All of these street segments are located alongside major activity sites such as restaurants, bars, and the Arcada Theatre. Parking on Saturday evenings even exceeds capacity (over 100%) on some of these segments. On-street parking during times of congestion can be a safety issue and it also interrupts traffic flow. To discourage parking over capacity and encourage parking in off-street lots and garages, metering is the best method. Metering also creates more turnover which is better for businesses, and encourages longer-term parkers such as employees to park in off-street facilities. A number of street segments are candidates for parking meters. Some of these include Main St. from the west end of the bridge to 5<sup>th</sup> Ave. as well as the streets east of the Fox River running north-south between Cedar Ave. and Walnut Ave. There are over 100 parking spaces in this area that could be metered.

St. Charles can accomplish this by installing credit-card payment enabled single-space meters and/or multi-space pay stations at selected on-street parking spaces. It is also possible to establish a pay by cell phone app that would also allow visitors to know about on-street parking vacancies in real time. In total, downtown St. Charles has over 600 on-street parking spaces, none of which are metered and hence they receive no income. By installing single-space meters, multi-space pay stations, and/or a pay-by-cell app for the highest demand areas, the city could generate parking revenue and reroute longer term parkers to off-street facilities thereby optimizing use of the city's parking assets.

<i>Estimated Cost to Implement:</i>	<i>\$550 per single space meter, \$6,500 per multi-space kiosk</i>
<i>Estimated Timeframe:</i>	<i>3-6 months</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract, implement a public relations campaign, adapt internal operations and management practices and policies as warranted.</i>

*Electric Vehicle Charging Stations*

Electric vehicles are growing substantially in popularity throughout the country and will continue to do so for years to come. This growth in popularity has led to many cities in the U.S. adding more electric vehicle charging stations within their parking facilities, and St. Charles has the opportunity to be one of them. The benefits of electric vehicles and charging stations include reduced CO<sub>2</sub> emissions, new revenue and branding opportunities, and reduced fuel costs. With that in mind, some drawbacks include maintenance and installation costs, longer fueling times, often times higher costs to purchase, and displaces non-electric charging vehicle spaces. However, the benefits outweigh the drawbacks in that the environmental impact benefits everyone and the additional revenue opportunities can be a source of funding for the city.

Electric vehicle charging stations normally consist of payment mechanisms, monitors, and charging power cords. Having charging stations that are connected to the same network, allow owners to track payments and utilization, and are easy to navigate for users are essential to their success. They can be placed on streets, in parking lots, and in garages. We recommend that St. Charles place charging stations in lots and



garages rather than on streets because when they are placed on streets, they are more vulnerable to damage and can be more expensive to maintain. When choosing the locations of these stations there are important factors to consider. These include proximity to power sources and building entrances, lighting and security, visibility and signage, and accessibility. The City did install an electric charger station on the fourth-level of the parking garage on First Street a few years ago. The City purchased the equipment, funded the installation, and eats the cost of the usage. The equipment has also been damaged in the past and required repairs. The City should continue to pursue additional electric vehicle charging stations based on these recommendations and experience of the one station previously installed.

In addition to investing in this initiative with their own funds, we recommend that the city also investigate funding opportunities at both the state and federal levels. For example, the Illinois Environmental Protection Agency (IEPA) offers grants to public agencies to install and maintain publicly available Level 2 and direct current fast charging (DCFC) stations. Funding may cover up to 80% of the project costs.

<i>Estimated Cost to Implement:</i>	<i>\$11,795 per station (charges two vehicles)</i>
<i>Estimated Timeframe:</i>	<i>3 – 6 months</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract, adapt internal operations and management practices and policies as warranted.</i>

*1<sup>st</sup> Street Parking Garage Access*

The five-story parking garage at the intersection of 1<sup>st</sup> St. and Illinois St., is the city’s major parking facility with over 400 spaces, and is centrally located near many shops, restaurants, and bars. However, walking



access to restaurants after parking is an issue. The parking deck has elevators on both its north and south sides, but the elevator on the north side does not access Floors 2 and 3 and the south side elevator is a further walk from shops and restaurants. This makes it somewhat confusing and difficult, especially for the elderly and physically challenged as well as out-of-towners that may have to walk longer distances as well as up and down stairwells to access their destination. We recommend that the parking garage north side elevator be improved to provide access to all floors. For Floor 2, a door can be provided for access to the corridor to the elevator. Providing Floor 3 access to the elevator would cause more disruption, and would be significantly more expensive, because a corridor would need to be built. Negotiations with the owners of the 2<sup>nd</sup> and 3<sup>rd</sup> floor offices would have to be conducted prior to this operation.

<i>Estimated Cost to Implement:</i>	<i>\$40,000 for each Floor</i>
<i>Estimated Timeframe:</i>	<i>3 – 6 months</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract, adapt internal operations and management practices and policies as warranted.</i>

#### *Shared Parking Potential*

Shared parking is one fast, cost-effective solution to the parking problems currently faced by St. Charles. The existing conditions section found that there are potentially 11 locations in the downtown area at which shared parking is possible. Shared parking is possible only if parking spaces can be used to serve multiple land uses without conflict. The candidate parking lots (for the most part) operate during normal business hours and would not conflict with bar and restaurant visitors on the weekends and in the evenings. The 11 potential locations have a combined total of approximately 457 parking spaces which is more spaces than the five-story parking garage (429 spaces). The location with the largest potential is the St. Charles Public Library. This is due to its large lot size (125 spaces) and its location near the southeast quadrant which is the area that is experiencing the most parking congestion. For this to happen, St. Charles would have to enter into shared parking agreements with property owners that explicitly state conditions for using the parking space. These would include: designated parking area, approved usage, maintenance of the facility including snow, garbage, and debris removal, utility costs, taxes, signage, and parking enforcement.

<i>Estimated Cost to Implement:</i>	<i>Minimal – will depend on individual contracts</i>
<i>Estimated Timeframe:</i>	<i>Minimal</i>
<i>Action Steps:</i>	<i>Contact property owner, develop proposal for property use, create and execute contractual agreement, adopt operations to be implemented and monitored.</i>

*Improve Alternative Transportation Options*

The City should promote alternative transportation modes such as biking and walking. This can be achieved through measures such as installing additional bike racks, enhancing pedestrian infrastructure, improving overall accessibility, and promoting these options to the public. Addressing sidewalk gaps and expanding bike lanes, especially in the downtown area, should be prioritized to create a more pedestrian and bike-friendly environment.

The City has taken significant steps in this direction by finalizing a comprehensive Pedestrian/Bike plan and adopting a Complete Street Policy in 2023. The plan and policy outline potential infrastructure projects aimed at encouraging biking and walking to and in the downtown area. By successfully encouraging more alternative transportation modes the City would reduce the total number of parked cars and improve the downtown parking experience.



Additionally, the proposed improvements would facilitate safer pedestrian crossings and could encourage people to park further away from their final destinations. These improves should be considered and addressed as the Public Works Department implements the annual road improvement plan or as funding is made available during the budgeting process or grants.

*Estimated Cost to Implement:*

*Estimated Timeframe:*

*Action Steps:*

*Minimal to Expensive – depending on particular project*

*Dependent of individual projects*

*Follow the recommendations of the Bike/Pedestrian Plan. The City can tackle low hanging fruit projects first such as adding more bike racks to the downtown or restriping streets to include bike lanes. Others projects will take years to design, engineer, and potentially give IDOT approval.*

*Downtown Trolley Service*

A downtown trolley could serve as a strategic solution during peak parking demand hours, encouraging individuals to park in peripheral downtown areas with available parking. This approach effectively expands the effective parking supply by encouraging visitors to park in underutilized lots. For instance, the St. Charles Library parking lot is an approximately 15-minute walk from downtown, including a crossing at Route 25 that may dissuade some visitors. By offering a faster and safer alternative, the trolley not only addresses safety concerns but also enhances accessibility. Additionally, the trolley becomes an attractive feature in itself, potentially drawing more attention and visitors to the downtown area.

<i>Estimated Cost to Implement:</i>	<i>\$2,000 - \$2,500 for 3-hours per night – including advertising of service</i>
<i>Estimated Timeframe:</i>	<i>Minimal</i>
<i>Action Steps:</i>	<i>The City could simply test the trolley service for a matter of one summer month and determine if usage of the service is worth the costs.</i>

*Increase Parking Supply – considerations for reference only and not a recommendation*

The study has shown that there is parking available in the downtown area even during times of heavy usage. Implementing the recommendations outlined in this study could substantially enhance the current parking experience. In the event that future demand rises to the point where practical capacity is reached and other suggested measures are applied, and the City contemplates the construction of an additional parking structure, the following factors should be taken into account:

- Location of garage - If a multistory parking garage is considered, a key location would be in the direct vicinity of the St. Charles City Hall building. This parking lot is nearby popular destinations which include The Arcada Theater and other popular restaurants which attract significant nighttime traffic on the weekends. The east side of the river also has 773 fewer parking public parking spaces than the west side river. When determining locations, consideration should be given to walking distance tolerances, with typical ranges of 200 to 300 feet for shoppers, visitors, and restaurant patrons, 500 to 800 feet for downtown employees, and 1,500 to 2,000 feet for special event patrons from parking to their primary destination.
- Typical Site Requirements - Optimal parking structures are characterized by large, rectangular sites. While flat terrains are usually more cost-effective for development, sloped areas present design possibilities, such as multi-level access without the need for ramps. Considering the downtown St. Charles topography and the scarcity of available land parcels, constructing a multi-level access garage appears to be the most practical choice for the city.
- Capacity and dimensions of garage – The size of a proposed parking garage is largely dependent on available land. At a minimum, a garage should be three stories with about 50 spaces per level, giving a total of 150 spaces. Although parking garages can be custom designed to fit most sites of adequate size, in general, the minimum footprint dimensions for an “efficient parking garage” is approximately 125 ft x 300 ft. Given that there are often available land constraints in downtowns, parking garages can still be designed smaller however are typically at least 90 ft x 160 ft. The approximate dimensions of the existing parking garages are below for comparison:
  - Five-Story Parking Garage on South First Street (Lot I) – 122 ft x 400 ft - 429 parking spaces
  - Three-Story Parking Garage on South Second Ave (Lot S) – 85 ft x 185 ft - 78 parking spaces
  - Two-Story Parking Garage on First Street and Illinois Street (Lot Z) – 60 ft x 280 ft – 106 parking spaces)

- Garage costs – The cost to build a parking garage can vary widely depending on various factors such as location, size, design, construction materials, and current labor costs. A rough estimate for a parking garage is about \$25,000 to \$35,000 per parking stall. However, this is a general range, and costs can be higher or lower based on specific project details. When evaluating the need and type of parking garage, the City should also consider the annual maintenance costs. Generally, maintenance costs can range from \$1,500 to \$3,000 per parking space per year depending on factors such as the size of the garage, its age, design complexity, location, and the level of wear and tear. This estimate includes routine maintenance tasks such as cleaning, lighting, signage, security, and repairs to structural or mechanical components.



**AGENDA ITEM EXECUTIVE SUMMARY**

**Agenda Item number:**

**Title:**

**Recommendation to approve a Sales Tax Sharing Agreement with Fox Valley Buick-GMC, Inc**

**Presenter:**

**Derek Conley, Economic Development Director**

**Meeting:** Planning & Development Committee

**Date:** February 12, 2024

**Proposed Cost:** N/A

**Budgeted Amount:** N/A

**Not Budgeted:**

**TIF District:** None

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

Fox Valley Buick-GMC is an existing car dealership located at 1411 E. Main Street and is adjacent to the former Honda dealership, which relocated in 2023. Buick-GMC dealership intends to expand its footprint to allow for a greater selection of vehicles and to bring offsite operations onto the subject property. The expansion plans entail purchasing the property and making interior and exterior renovations. Improvements include new epoxy flooring, a new car wash, interior painting, LED lighting system, new carpeting, exterior façade improvements, parking lot improvements and branding away from the former Honda brand. Fox Valley’s total anticipated investment is \$4,000,000.

The Buick-GMC generated an average of \$245,450.67 sales tax for the City between 2020 and 2022. The expansion will effectively double its availability of vehicles to see and anticipates the business sales to grow by 30%. The increase in vehicle sales increases ultimate benefits the City in additional sales tax.

**Incentive Request and Agreement**

The incentive request is in the form of a sales tax rebate. The rebated amount would not apply to the sales tax level the City already collects from the Buick-GMC; this level is called the annual sales tax floor. The rebate would only apply to the increment sales tax generated above the sales tax floor. The sales tax floor is \$245,450.67 for Year 1 and increases 3% per year. The sales tax floor was determined by the average sales tax generated between years 2020-2022. The sales tax rebate percentage is 75% (above the sales tax floor), with the remaining 25% going to the City. The agreement would be limited to 10 years and a maximum rebate of \$860,000.00.

This expansion and rebate agreement would result in a net gain of sales tax for the City. The amount of sales tax generated from the Buick-GMC during the duration of the agreement (10 years) is \$4,064,735.11. The City would retain \$2,857,063.80 in sales tax in that time period or approximately 79% of the total sales tax. Fox Valley Buick would be rebated \$860,000 or approximately 21%.

**Similar Past Agreements**

- McGrath Honda relocated to the Pheasant Run property and received a sales tax rebate valued at \$5,256,000. The incentive included a \$1,256,000 reimbursement to McGrath for public utility improvements. Additionally, McGrath received a \$4,000,000 sales tax rebate with 75%. This agreement did not include a sales tax floor. (2020)
- St. Charles Toyota converted the Richards Car Dealership to a certified pre-owned Toyota dealership. The dealer received a sales tax rebate incentive valued at \$1,400,000. Toyota was required to make at least \$500,000 of improvements to the property. The rebate percentage ranged from 75% - 100%. The agreement included a sales tax floor of \$300,000. (2012)

- Fox Valley Auto Volkswagen open a new Volkswagen dealership and received a sales tax rebate incentive valued at \$1,500,000. Additionally, the dealership received \$800,000 loan. The dealer received a rebate percentage ranging from 60% -75%.

**Other Benefits**

- The expansion of the Buick-GMC means activating a currently vacant and underutilized building. Activate the site will increase property taxes collected.
- The Buick-GMC currently employs 42 workers. The expansion would result in an additional 11-13 new employees.
- The expansion will solidify Fox Valley Auto Group's commitment to the St. Charles community.
- The dealership will enhance the streetscape and overall aesthetics along Main Street.

**Attachments** (please list):

Sales Tax Sharing Agreement

Incentive Application and Project Narrative

**Recommendation/Suggested Action** (briefly explain):

Recommendation to approve a Sales Tax Sharing Agreement with Fox Valley Buick-GMC, Inc

**SALES TAX REVENUE SHARING  
AGREEMENT**

This **Sales Tax Revenue Sharing Agreement (the “*Agreement*”)** is entered into on this \_\_\_\_ day of \_\_\_\_\_, 2024 (the “*Effective Date*”) by and between the City of St. Charles, Illinois, an Illinois home rule municipal corporation (the “*City*”), and Fox Valley Buick-GMC, Inc., an Illinois corporation (“*Fox Valley*”). (The City and Fox Valley are sometimes referred to herein collectively as the “*Parties*,” and individually as a “*Party*.”)

**RECITALS**

- A. The City is a home rule Illinois municipality, and hereby enters into this Agreement pursuant to its home rule powers; and, pursuant to Section 6(a) of Article VII of the Constitution of the State of Illinois of 1970, the City has determined that it has the authority to enter into this Agreement.
- B. The City deems it to be of significant importance to encourage development and redevelopment within the City, so as to maintain a viable real estate tax and sales tax base and employment opportunities.
- C. On May 26, 2022, Schaumburg VW Real Estate, LLC, an Illinois Limited Liability Company which has affiliate ownership with Fox Valley purchased the real estate and building, relative to the former McGrath Honda automobile dealership at 1411 East Main Street, St. Charles, Illinois 60174 for Two Million Eight Hundred Thousand and 00/100 Dollars (\$2,800,000.00), with said location being legally described on Exhibit A-1 and depicted on Exhibit A-2, each attached hereto and made a part hereof (the “Subject Property”).

- D. Fox Valley currently operates a Buick-GMC dealership which adjoins the Subject Property, and intends to repurpose the Subject Property to expand its Buick-GMC dealership footprint to allow for a greater selection of used vehicles, to bring offsite operations onto the Subject Property, and to expand its service facilities in the existing Buick-GMC dealership (“*Dealership*”).
- E. Fox Valley intends to improve the Subject Property by an exterior façade remodel, site improvements and certain interior improvements, as depicted on Group Exhibit B attached hereto and made part hereof (the “*Project*”).
- F. The cost of the Project is currently estimated to be approximately One Million Two Hundred Thousand and 00/100 Dollars (\$1,200,000.00), as more fully set forth on Exhibit C attached hereto and made part hereof, (although the cost of the Project may be higher or lower depending upon the actual cost of the construction of the Project), bringing Fox Valley’s total anticipated investment in the Project to be approximately Four Million and 00/100 Dollars (\$4,000,000.00) (the “*Total Investment Cost*”).
- G. The Parties anticipate that the Project will enhance the City’s real estate and sales tax bases, and create additional employment opportunities in the City, by creating additional used automobile sales, which will require the need for additional employees.
- H. Fox Valley and the City acknowledge that Fox Valley requires economic assistance from the City in order to complete the Project, given the Total Investment Cost, and that the Project would not be economically feasible, but for the economic assistance promised by the City in this Agreement.
- I. In light of the Total Investment Cost, and because the Project would not be economically feasible but for the economic assistance promised by the City in this Agreement, the City agrees, pursuant to the terms of this Agreement, to rebate to Fox Valley up to Eight Hundred Sixty Thousand and 00/100 Dollars (\$860,000.00) over a



ten (10) year period, in Fox Valley Sales Taxes, (as defined in Section 3.0(A)(4) below), generated by the Dealership (the “*Maximum Reimbursement Amount*”), subject to the other terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the foregoing recitals, the mutual covenants and agreements herein made, and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties hereto, the City and Fox Valley hereby agree as follows:

**ARTICLE I**  
**RECITALS AS PART OF AGREEMENT**

The Parties acknowledge that the statements and representations contained in the foregoing recitals are true and accurate, and incorporate such recitals into this Agreement as if fully set forth in this Article I.

**ARTICLE II**  
**OBLIGATIONS OF FOX VALLEY**  
**CONDITION PRECEDENT TO CITY UNDERTAKINGS**

2.01 Condition Precedent. Each of the obligations specified in this Article II shall be a condition precedent to the City’s financial undertakings in this Agreement. The City shall have no financial obligation to Fox Valley under this Agreement until the satisfaction by Fox Valley of each and every condition of this Article II.

2.02 Construction of the Project.

(A) Fox Valley shall (i) apply or have applied for all necessary permits, and (ii) have commenced construction relative to the Project, within fifteen (15) days of the Effective Date of this Agreement, subject to the *force majeure* provisions of Section 4.01 hereof.

(B) Fox Valley shall receive a certificate of project completion for the Project on or before the date which is three (3) full months after the Effective Date, subject to the *force majeure* provisions of Section 4.01 hereof, and further subject to:

- (i) Delays caused by the City not granting the required approvals, except delays caused as a result of the acts or omissions of Fox Valley, which cause the delay by the City; and
  - (ii) Delays caused by the City not issuing the required certificate of Project completion, except delays caused as a result of the acts or omissions of Fox Valley, which cause the delay by the City.
- (C) The Project shall be built in accordance with all applicable ordinances, rules and regulations of the City. Fox Valley shall not knowingly cause or permit the existence of any violation of City ordinances, rules or regulations, including, but not limited to, the Building Code, the Zoning Ordinance, the Fire Code, and all rules and regulations thereunder applicable to the Dealership and the Project.
- (D) Fox Valley shall pay the prevailing rate of wages (as established under 820 ILCS 130/0.01 *et seq.* – the “Prevailing Wage Act”) to all workers involved with the Project, as may be required under the Prevailing Wage Act.

2.03 State Sales Taxes Information. Upon request by the City, Fox Valley shall supply the City with State Sales Taxes (as defined in Section 3.01(A)(5) below) information for the Dealership, certified as true by an officer of Fox Valley, in the format, and in compliance with the timing, as requested by the City’s Director of Finance, or designee. Fox Valley represents and warrants that all such information produced to the City pursuant to this provision is, and will be at all times in the future, true and accurate, and agrees and acknowledges that the City relies on the truth and accuracy of said information as a basis for its entering into this Agreement. Upon request by the City, Fox Valley shall submit to the City an executed Illinois Department of Revenue form PTAX 1002-21 for the Dealership with a reporting period from the Effective Date through December 31, 2033.

2.04 State Sales Taxes Reporting, Audits and Confidentiality.

- (A) Upon request by the City, Fox Valley shall provide the City with written reports of all the State Sales Taxes (as defined in Section 3.01(A)(4) below) generated by the Dealership during each calendar year of the Revenue Sharing Term (as defined in Section 3.01(B) below), as requested by the City's Director of Finance, or designee. Such reports shall be certified as true by an officer of Fox Valley. Upon request by the City, Fox Valley shall deliver said reports to the City on an annual basis before the fifteenth (15th) day following the end of the calendar quarter for which Fox Valley is reporting.

The parties acknowledge that the City has entered into a reciprocal agreement for access to State Sales Tax records with the Illinois Department of Revenue (IDOR). The City may verify the information submitted by Fox Valley by comparing sales tax data with the information maintained by IDOR. In the event of any discrepancy, the amounts maintained by IDOR will be deemed to be the correct amount of State Sales Tax revenue remitted to the City and will be the basis for calculation of any reimbursement which may be due to Fox Valley.

- (B) Upon request, the City shall have the right to audit Fox Valley's records of Project costs, sales, and State Sales Taxes (as defined in Section 3.01(A)(5) below) returns from time-to-time. The City hereby represents and warrants that any and all information regarding sales and State Sales Taxes (as defined in Section 3.01(A)(5) below) shall be confidential and used only for the purpose of calculating any amounts due and owing to Fox Valley pursuant to this Agreement. The City and Fox Valley acknowledge that Fox Valley's sales and State Sales Taxes (as defined in Section 3.01(A)(5) below) information is financial information obtained from a business that is proprietary, privileged and/or confidential, and that disclosure of the sales and State Sales Taxes (as

defined in Section 3.01(A)(5) below) information would cause competitive harm to Fox Valley, and, therefore, would not be subject to disclosure pursuant to a request under the Illinois Freedom of Information Act, 5 ILCS 140/1, *et seq*, as amended (the "FOIA"). Fox Valley agrees to reimburse the City for the reasonable attorneys' fees and costs incurred by the City in responding to any requests for information under FOIA, subpoena or otherwise relating to this Agreement or Fox Valley's sales and State Sales Taxes (as defined in Section 3.01(A)(5) below) information supplied under this Agreement. Fox Valley agrees that the City's compliance with any court order to produce information shall not subject the City to any liability hereunder for said information release; *provided, however*, the City will promptly notify Fox Valley, in writing, so that Fox Valley may seek a protective order or other appropriate remedy.

- (C) In the event Fox Valley amends any sales and use tax return upon which Fox Valley Sales Tax Allocations were made to Fox Valley pursuant to this Agreement, Fox Valley shall notify the City of such amendment within ten (10) days of filing such amended return and the City shall use its reasonable best efforts to obtain such information from the State. If, as a result of an amended return, the City owes additional Fox Valley Sales Tax Allocations to Fox Valley, such rebate shall be made promptly upon receipt by the City of such additional Sales Taxes. If, as a result of an amended return, the City is entitled to receive a portion of a Fox Valley Sales Tax Allocation back, Fox Valley shall repay such amount to the City within thirty (30) days of written notice from the City. In the event that Fox Valley is audited by the State, Fox Valley shall notify the City of such audit within ten (10) days of completion of said audit. If such audit results in adjustment to sales and use tax returns previously submitted upon which Fox Valley Sales Tax Allocations were made, upon final disposition of any changes

made as a result of such audit, any amount due and owing to a Party shall be made in the manner described above.

- 2.05 Guaranteed Occupancy and Operation of the Dealership. Fox Valley agrees that it, or its successors and assignees, shall occupy and operate the Dealership, on the Subject Property for a minimum of ten (10) years from the Commencement Date (as defined in Section 3.02 below). Fox Valley or its successors and assignees further agrees that the City shall receive State Sales Taxes (as defined in Section 3.01(A)(5) below) and Home Rule Sales Taxes (as defined in Section 3.01(A)(2) below) from the Dealership, for a minimum of ten (10) years from the Commencement Date (as defined in Section 3.02 below).
- 2.06 Real Estate Taxes and Other Charges. Fox Valley hereby covenants and agrees to promptly pay or cause to be paid before becoming delinquent, subject to any appeal rights, any and all real estate taxes and governmental charges of general applicability that may at any time be lawfully finally assessed with respect to the Project and any portion of the Dealership which is owned and controlled by Fox Valley.
- 2.07 Certification of Project Costs. Fox Valley shall supply the City with a statement of the costs of the Project certified as true by an officer of Fox Valley, and such other information reasonably requested by the City. Fox Valley represents and warrants that all such information produced to the City pursuant to this provision is, and will be at all times in the future, true and accurate, and agrees and acknowledges that the City may, and does, rely on the truth and accuracy of said information as a basis for its entering into this Agreement.
- 2.08 No Default. Fox Valley shall not be in default of any term of this Agreement.

**ARTICLE III**  
**CITY OBLIGATIONS AND UNDERTAKINGS**

3.01 Economic Assistance.

(A) Definitions.

- (1) "Annual Sales Tax Floor" shall be Two Hundred Forty-Five Thousand Four Hundred Fifty and 00/100 Dollars (\$245,450.00), to be increased three percent (3%) every twelve (12) months after the Commencement Date, during the term of this Agreement.
- (2) "Fox Valley Sales Tax Allocation" shall be seventy-five percent (75%) for years 1 through 10.
- (3) "Fox Valley Sales Taxes" shall be: (i) those State Sales Taxes generated by the Dealership, which are distributed to the City by the State of Illinois, in excess of the Annual Sales Tax Floor, after the Commencement Date, during the Revenue Sharing Term of this Agreement, multiplied by (ii) the Fox Valley Sales Tax Allocation.
- (4) "State Sales Taxes" shall mean only those taxes imposed and collected by the State of Illinois, collected by the City and generated by Fox Valley, pursuant to the Retailers' Occupation Tax Act, 35 ILCS 120/1 *et seq.*, the Service Use Tax Act,, 35 ILCS 110/1 *et seq.*, the Service Occupation Tax Act, 35 ILCS 115/1 *et seq.*, the Use Tax Act, 35 ILCS 105/1 *et seq.*, and 66.66% of the Home Rule Municipal Retailers' Occupation Tax, 65 ILCS 5/8-11-1.

(B) Assistance.

Upon satisfaction by Fox Valley of all of the conditions stated in this Agreement, the City shall rebate to Fox Valley the Fox Valley Sales Taxes. Said payments shall be made by the City to Fox Valley for a period of ten (10) years from the

Commencement Date (as defined in Section 3.02 below) or until the Maximum Reimbursement Amount is reached, whichever occurs first (the "Revenue Sharing Term").

- 3.02 Commencement Date. Upon Fox Valley giving the City written notice that it has satisfied all of the conditions of Article II of this Agreement, the Revenue Sharing Term shall commence the first calendar day of the succeeding month (the "Commencement Date"). The City shall thereafter confirm whether Fox Valley has satisfied all of the conditions of Article II of this Agreement and determine whether Fox Valley is entitled to receive the Fox Valley Sales Taxes.
- 3.03 Payment Procedure. After the Commencement Date, subject to and so long as the City has confirmed that Fox Valley has satisfied all the conditions of Article II of this Agreement, during the Revenue Sharing Term, the City shall pay to Fox Valley the Fox Valley Sales Taxes, on an annual basis, within thirty (30) days of receipt of State Sales Taxes in an amount which results in Fox Valley Sales Taxes due to Fox Valley after calculation of the amount due based on the current Annual Sales Tax Floor for that annual period.
- 3.04 Limitations on Rebates. The Fox Valley Sales Taxes set forth herein shall be subject to the following additional terms and conditions:
- (A) Such Fox Valley Sales Taxes shall be payable to Fox Valley solely from the City's Share of State Sales Taxes actually received by the City and originating from the taxable sales activities from the Dealership, and the City shall not be obligated to pay any Fox Valley Sales Taxes identified herein from any other fund or source.
  - (B) If at any time during the term of this Agreement Fox Valley (i) relocates or otherwise transfers its operations occurring on the Subject Property to a site

located outside the corporate limits of the City, or (ii) should the Dealership be closed or vacated and not re-established within the corporate limits of the City within thirty (30) days of such closure/vacation, then in either case this Agreement shall terminate and Fox Valley shall not be entitled to any other Fox Valley Sales Taxes.

**ARTICLE IV**  
**GENERAL PROVISIONS**

- 4.01 Delay and Force Majeure. For the purposes of any of the provisions of this Agreement, neither the City nor Fox Valley, as the case may be, nor any successor in interest, shall be considered in breach of, or default in, its obligations under this Agreement in the event of any delay caused by damage or destruction by fire or other casualty, shortage of material, unusually adverse weather conditions such as, by way of illustration and not limitation, severe rain or storms or below freezing temperatures of abnormal degree or quantity for an abnormal duration, tornados and other events or conditions beyond the reasonable control of the Party affected which in fact interfere with the ability of such Party to discharge its respective obligations hereunder.
- 4.02 Assignment of Agreement. This Agreement may not be assigned without the City's consent, such consent not to be unreasonably withheld, and in any event, such consent shall be granted in the event such assignment does not result in a violation of 65 ILCS 5/8-11-21 or other applicable law, and said assignment is to a vehicle dealer (i) maintaining the then existing Dealership on the Subject Property in substantially the same manner, or (ii) having a principal activity on the Subject Property of the sale of new and/or used vehicles and which Dealership is not already located within the City. Fox Valley hereby agrees to indemnify and hold the City harmless from all liability, loss, cost or expense, including court costs and attorneys' fees, relating to any such judgments, awards, litigation, suits, demands, or proceedings with regard to any



assignment that violates this Section. Upon any such assignment, any reference to Fox Valley hereunder shall from and after the effective date of the assignment be deemed such assignee and Fox Valley shall thereupon have no further rights or obligations hereunder, except for the indemnification provisions set forth herein or as specifically provided for in the document governing such assignment. Notwithstanding the foregoing, Fox Valley may collaterally assign its rights hereunder to any Fox Valley lenders as security for loans to Fox Valley and/or the title holder of the Subject Property. The Parties acknowledge that this Agreement is an obligation which is for the benefit of Fox Valley, or permitted assignee, and is not a covenant running with the land.

4.03 Fox Valley Authority. Fox Valley hereby represents and warrants that it is a corporation authorized to do business in, and in good standing with, the State of Illinois. Fox Valley further represents and warrants that all corporate action necessary to make Fox Valley's obligations hereunder enforceable against Fox Valley have been taken, and that no further approvals or actions are required.

4.04 Defaults; Remedies.

- (1) In the event of any default under or violation of this Agreement (the "Default"), the Party not in Default shall serve notice upon the Party in Default (the "Defaulting Party"), which notice shall be in writing and shall specify the particular Default (the "Default Notice"). The Defaulting Party shall have the right to cure the Default within thirty (30) days from written notice of such Default; provided, however, if such Default cannot practically be cured within said thirty (30) days, provided the Defaulting Party has commenced the cure within such thirty (30) day period, and is actively and diligently proceeding with such cure, the Defaulting Party shall be granted such additional time to cure the Default as shall be reasonable under the circumstances. In this regard, the Defaulting Party

shall advise the other Party, in writing, during the initial thirty (30) day cure period, of the amount of time needed to cure said Default, and why the additional time is needed. After issuance of the Default Notice, and the Defaulting Party's failure to cure within the time frame required, the Party which served the Default Notice may terminate this Agreement, or may proceed to seek a cure of the Default by any action or proceeding at law or in equity, including seeking specific performance of the covenants and agreements herein contained, and/or an award for money damages for failure of performance. Notwithstanding the foregoing, in the event of a Default by the City, relative to its obligations to Fox Valley under Article III, Fox Valley's sole and exclusive remedies shall be to terminate this Agreement or seek specific performance from a court of competent jurisdiction of any sums due under this Agreement, if any, and Fox Valley shall not be entitled and expressly waives any claims to any monetary damages from the City.

(B) In the event that Fox Valley fails to meet its obligations as set forth in Sections 2.05 and 3.04B above, other than as a result of the termination of Fox Valley's franchise by GMC-Buick, through no fault of Fox Valley, or GMC-Buick going out of business as a manufacturer of motor vehicles, the City shall have the following additional remedies, after giving Fox Valley the notice required by Section 4.04(A) above:

- (1) In the first (1st) year after the Commencement Date, the City shall be repaid one-hundred percent (100%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
- (2) In the second (2nd) year after the Commencement Date, the City shall be repaid ninety percent (90%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.

- (3) In the third (3rd) year after the Commencement Date, the City shall be repaid eighty percent (80%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
  - (4) In the fourth (4th) year after the Commencement Date, the City shall be repaid seventy percent (70%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
  - (5) In the fifth (5th) year after the Commencement Date, the City shall be repaid sixty percent (60%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
  - (6) In the sixth (6th) year after the Commencement Date, the City shall be repaid fifty percent (50%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
  - (7) In the seventh (7th) year after the Commencement Date, the City shall be repaid forty percent (40%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
  - (8) In the eighth (8th) year after the Commencement Date, the City shall be repaid thirty percent (30%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
  - (9) In the ninth (9th) year after the Commencement Date, the City shall be repaid twenty percent (20%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
  - (10) In the tenth (10th) year after the Commencement Date, the City shall be repaid ten percent (10%) of any sums paid or rebated to Fox Valley pursuant to this Agreement.
- (C) Fox Valley shall make any repayment owed to the City under this Agreement within thirty (30) days of a written demand from the City. Any amounts not repaid within said thirty (30) day period shall accrue interest at the rate of two percent (2%) per month, with the minimum interest payment being for a one (1) month period.
- (D) The provisions of Section 4.04(B) and (C) above shall survive the termination of this Agreement.

4.05 Notices. All notices, certificates, approvals, consents or other communications desired or required to be given hereunder shall be given in writing at the addresses set forth

below, by any of the following means: (a) personal service, (b) electronic communications, (c) overnight courier, (d) registered or certified first class mail, postage prepaid, return receipt requested, or (e) priority mail with delivery confirmation

If to Fox Valley: Emir Abinon  
4050 E. Main St.  
St. Charles, IL 60174  
E-Mail: [Emir@foxvalleyag.com](mailto:Emir@foxvalleyag.com)

with a copy to: Scott Richmond  
Ariano, Hardy, Ritt, Nyuli, Richmond, Lytle & Goettel, P.C.  
2000 McDonald Road, Suite 200  
South Elgin, Illinois 60177  
E-Mail: [sgr@attorneys-illinois.com](mailto:sgr@attorneys-illinois.com)

If to the City: City Administrator  
City of St. Charles  
2 East Main Street  
St. Charles, Illinois 60174  
E-Mail: [hmcguire@stcharlesil.gov](mailto:hmcguire@stcharlesil.gov)

with copies to: Nicholas S. Peppers  
Storino, Ramello & Durkin  
9501 West Devon Avenue, Suite 800  
Rosemont, Illinois 60018  
E-Mail: [npeppers@srd-law.com](mailto:npeppers@srd-law.com)

or at such other addresses as either Party may indicate in writing to the other Party. Service by personal or overnight delivery shall be deemed to occur at the time of the delivery, and service by certified mail, return receipt requested, shall be deemed to occur on the third (3rd) day after mailing.

4.06 Law Governing. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois. Venue for any legal action brought by either Party as a result of entering into the Agreement shall be in the Circuit Court of Kane County, Illinois.

4.07 Time. Time is of the essence under this Agreement and all time limits set forth herein are mandatory, and cannot be waived except by a lawfully authorized and executed written waiver by the Party excusing such timely performance.

4.08 Limitation of Debt. Any obligations of the City created by or arising out of this Agreement shall not be a general debt of the City on, or a charge against, the City's general credit or taxing powers, but shall be a limited obligation payable solely out of the Fox Valley Sales Taxes as set forth in Article III. Provided, however, if the City no longer receives State Sales Taxes from the Dealership due to a law change by the State of Illinois, then the City shall make payments to Fox Valley from any alternate sources of revenue provided to the City, by the State of Illinois, specifically as a replacement or substitute for State Sales Taxes presently received by the City (the "Alternate Source Revenues") and, in that event, the payment to Fox Valley shall be calculated as if the City were continuing to receive the State Sales Taxes at a rate equal to the sales tax rate applicable to the City's share of the State Sales Taxes immediately prior to the elimination of the City's State Sales Taxes, multiplied by Fox Valley's sales that would have been subject to State Sales Taxes. The amount to be tendered to Fox Valley from any Alternate Source Revenues shall be subject to a proportionate reduction in the event that the Alternate Source Revenues do not constitute, or are not intended to constitute, a one hundred percent (100%) replacement of the State Sales Taxes previously received by the City. The City's obligation to provide Fox Valley with Fox Valley Sales Taxes is restricted to State Sales Taxes generated by Fox Valley and actually received by the City, or Alternate Source Revenues actually received by the City.

4.09 No Waiver or Relinquishment of Right to Enforce Agreement. Failure of either Party to this Agreement to insist upon the strict and prompt performance of the terms covenants, agreements, and conditions herein contained, or any of them, upon the other Party imposed, shall not constitute or be construed as a waiver or relinquishment of the Party's right thereafter to enforce any such term, covenant, agreement or condition, but the same shall continue in full force and effect.

- 4.10 Article and Section Headings. All Article and Section headings or other headings in this Agreement are for the general aid of the reader and shall not limit the plain meaning or application of any of the provisions thereunder whether covered or relevant to such heading or not.
- 4.11 Amendments. There are no promises, agreements, conditions or understandings, either oral or written, express or implied, between them, other than those set forth in this Agreement. No subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the Parties hereto unless authorized in accordance with law and reduced to writing and signed by them.
- 4.12 Counterparts. This Agreement may be executed in two (2) or more counterparts, each of which, taken together, shall constitute one and the same instrument.
- 4.13 Severability. If any provision of this Agreement is held invalid by a court of competent jurisdiction, such provision shall be deemed to be excised herefrom and the invalidity thereof shall not affect any of the other provisions contained herein.
- 4.14 Changed Conditions. In the event it is finally determined by any court of competent jurisdiction (after exhaustion of all regular appeals) that any of the covenants of this Agreement cannot legally be performed by the City or are not within the constitutional authority conferred upon the City as a home rule municipality, or the State of Illinois constitutional or statutory scheme shall become inconsistent with this Agreement, notwithstanding such judicial determination, or constitutional or statutory change, the City agrees to make every reasonable effort within its lawful authority to carry out the intention of the Parties as hereinabove agreed. The City shall, after such judicial determination, or constitutional or statutory change, make every reasonable effort to substitute a mechanism to accomplish the intent of this Agreement within its power as a home rule municipality. Notwithstanding anything to the contrary contained herein,

the City shall not be obligated to pay any sums to Fox Valley hereunder, in the event the City no longer receives State Sales Taxes, unless Alternate Source Revenues are provided to the City from the State of Illinois, and provided payment hereunder from Alternate Source Revenues is not illegal.

4.15 Indemnification. In the event that a claim is made against the City, its officers, officials, agents and employees, or any of them (or if the City, its officers, officials, agents and employees or any of them is made a party-defendant in any proceeding), arising out of or in connection with (1) this Agreement, or (2) the operation of Fox Valley at the Subject Property, Fox Valley shall defend and hold the City, its officers, officials, agents and employees harmless from all claims, liabilities, losses, taxes, judgments, costs, fines, fees, including expenses and reasonable attorneys' fees. In such event, the City and its officers, officials, agents and employees shall have the right to retain independent counsel, should it choose to defend any action resulting from the indemnification obligations under this Section. In such event, Fox Valley shall reimburse the City for all legal expenses incurred in connection with such defense. The City and its officers, officials, agents and employees shall cooperate in the defense of such proceedings and be available for any litigation-related appearances which may be required. Further, Fox Valley shall be entitled to settle any and all claims for money, in such amounts and upon such terms as to payment as it may deem appropriate, with the prior approval or consent of the City, its officers, officials, agents and employees, as the case may be, provided the City shall not be required to contribute to such settlement.

4.16 Limitation of Liability. No recourse under or upon any obligation, covenant or agreement of this Agreement, or for any claim based thereon or otherwise in respect thereof shall be had against any officer, agent or employee of the City, and all and any such rights or claims of Fox Valley against any officer, agent or employee of the City are hereby expressly waived and released as a condition of and as consideration for the execution

of this Agreement by the City.

4.17 Attorney Fees. Should it become necessary to bring legal action or proceedings to enforce this Agreement, or any portion thereof, or to declare the effect of the provisions of this Agreement, the prevailing party shall be entitled to recover or offset against sums due, its costs, including reasonable attorney's fees, in addition to whatever other relief the prevailing party may be entitled.

**City of St. Charles,**  
an Illinois home rule municipal corporation

**Fox Valley Buick-GMC, Inc.,**  
an Illinois corporation,

By: \_\_\_\_\_  
Lora A. Vitek, Mayor

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Authorized Officer

**ATTEST:**

By: \_\_\_\_\_  
Nancy Garrison, City Clerk



**EXHIBIT A-1**

**Legal Description of the Subject Property**

LOT 1 IN MCGRATH AUTOPARK SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF KANE COUNTY, ILLINOIS ON FEBRUARY 13, 2008 AS DOCUMENT NO. 2008K011521

EXCEPTING THEREFROM THE FOLLOWING CONDEMNED BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION IN CASE 11 ED 94 DESCRIBED AS FOLLOWS:

THAT PART OF LOT 1 IN MCGRATH AUTOPARK SUBDIVISION, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 13, 2008 AS DOCUMENT NO. 2008K011521 IN KANE COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1; THENCE EAST ON THE NORTH LINE OF SAID LOT 1 AND ON A 9466.15 FOOT RADIUS CURVE CONCAVE TO THE SOUTH 20.01 FEET; THE CHORD OF SAID CURVE BEARS NORTH 75 DEGREES, 18 MINUTES 09 SECONDS EAST ON A BEARING BASED ON THE ILLINOIS (STATE PLANE COORDINATE SYSTEM EAST ZONE NAD 83) A DISTANCE OF 20.01 FEET; THENCE SOUTH 16 DEGREES 13 MINUTES 40 SECONDS EAST, 19.47 FEET; THENCE SOUTH 73 DEGREES 46 MINUTES 20 SECONDS WEST, 20.00 FEET TO THE WEST LINE OF SAID LOT 1; THENCE NORTH 16 DEGREES 13 MINUTES 40 SECONDS WEST ON THE WEST LINE OF SAID LOT 1, A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING.

PIN: 09-26-302-014

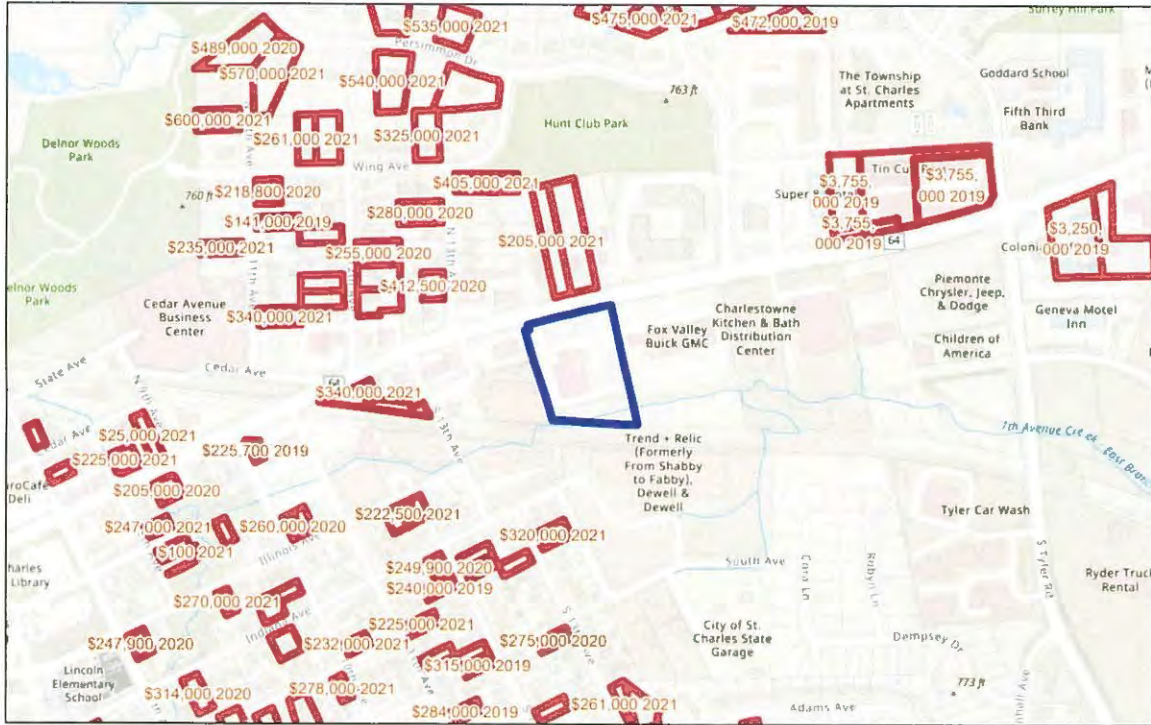
Commonly known as: 1411 East Main St., St. Charles, IL 60174

P.I.N.: \_\_\_\_\_

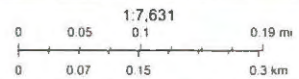
Common Address: 1411 East Main Street, St. Charles, Illinois 60174

# EXHIBIT A-2

## Depiction of the Location of the Dealership



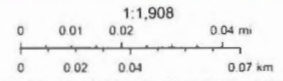
4/4/2023



Esri, NASA, NOAA, USGS, FEMA, Esri Community Maps Contributors, City of St. Charles, Illinois, County of Kane, © OpenStreetMap, Microsoft, Esri  
These layers do not represent a survey. No Accuracy is assumed for the data records including data, surveys, recorded deeds, and contracts, and only contains information required for local government purposes. See the recorded documents for more detailed legal information.



4/4/2023

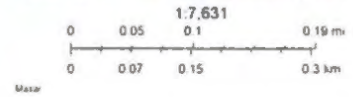


Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N, Robinson, NCEAS, NLS, OS, NMA, Geodatasystemen, Rijkswaterstaat, GSA, Geoand, FEMA

These layers do not represent a survey. No Accuracy is assumed for the data records, including plats, surveys, recorded deeds, and contracts, and only contains information required for local government purposes. See the recorded documents for more detailed legal information.



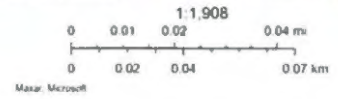
4/4/2023



These layers do not represent a survey. No Accuracy is assumed for the data records including plats, surveys, recorded deeds, and contracts, and only contains information required for local government purposes. See the recorded documents for more detailed legal information.



4/4/2023



These layers do not represent a survey. No Accuracy is assumed for the data records, including plats, surveys, recorded deeds, and contracts, and only contains information required for local government purposes. See the recorded documents for more detailed legal information.

## **GROUP EXHIBIT B**

### **Description and Depiction of the Project**

**DESCRIPTION:** Fox Valley Buick-GMC, Inc. currently operates a Buick-GMC dealership which adjoins the former McGrath dealership property. Fox Valley Buick-GMC, Inc. intends to use the former McGrath Honda site to expand its Buick-GMC dealership footprint to allow for a greater selection of used vehicles and to bring offsite operations onto the subject property and expand its service facilities in the existing Buick-GMC dealership.

Fox Valley Buick-GMC, mc. plans to improve the existing facility on the Property through interior and exterior improvements including electrical upgrades, painting, extensive interior cleaning, new epoxy flooring, a new car wash, new LED lighting, new carpeting, façade repairs and rebranding away from the prior Honda brand. The parking lot will be repaired, sealed and striped.

Additionally, exterior concrete will be repaired. By improving the Property, Fox Valley Buick-GMC will use the extended parking frontage for Used Vehicle Inventory. This will allow it to grow its sales and revenue. Fox Valley Buick-GMC, Inc. plans to increase its investment in Used Vehicle Inventory by an additional \$1,500,000.00, effectively doubling its availability of vehicles to sell. The business anticipates sales to grow by 30%.

**Depiction:** See attached plans and drawings

GROUP EXHIBIT B

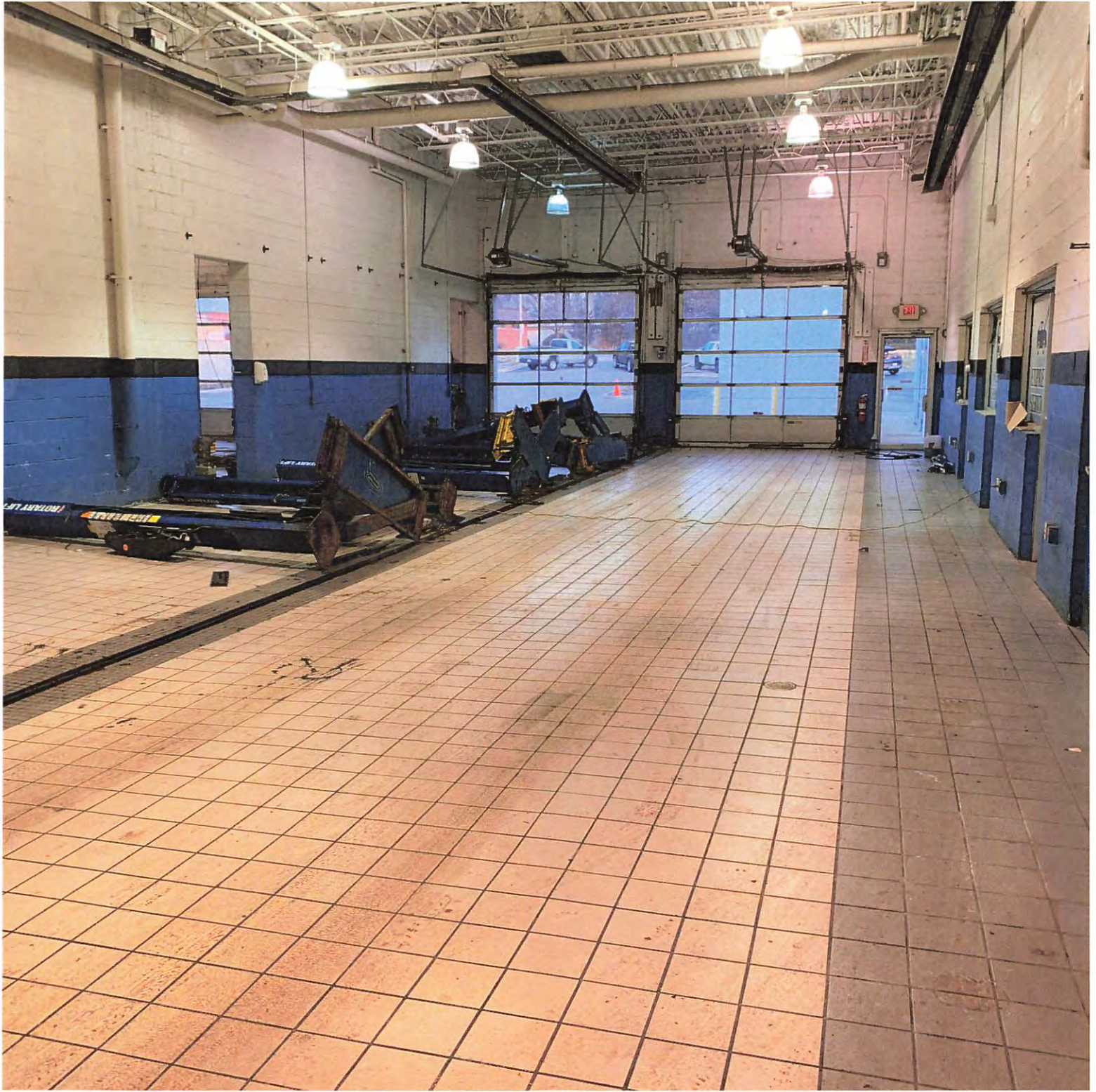




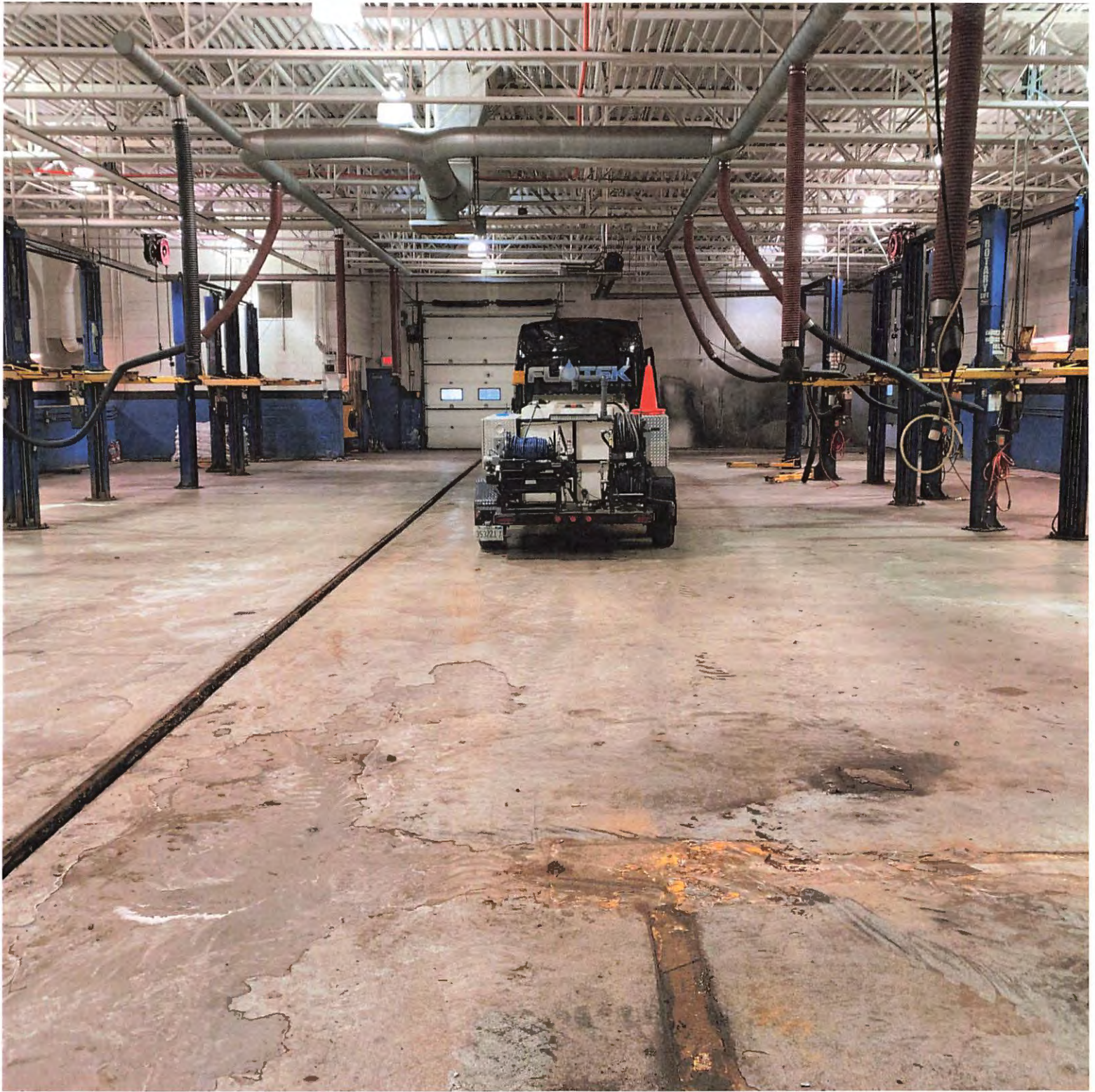












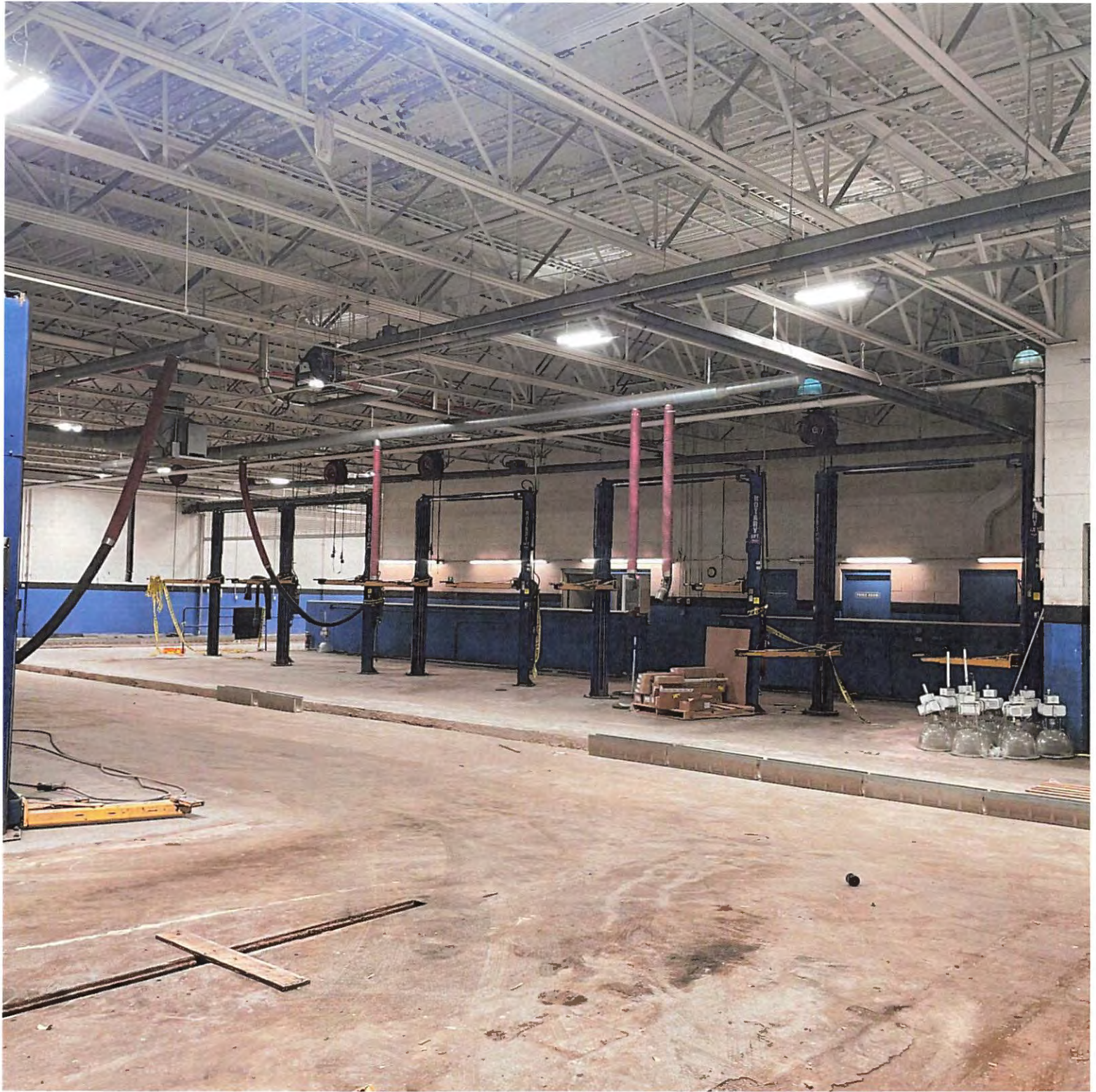






















**EXHIBIT C**

**Estimated Project Costs**



## GROUP EXHIBIT C

## BUILDING CHARGES

DATE	PAY TO	EXPENSE	REPAIR	DESCRIPTION
5/2/2022	TINY BARN		8575.00	CONCRETE DRAIN REPAIR
5/17/2022	TINY BARN		3750.41	CAST TRENCH DRAINS
6/13/2022	TINY BARN		4768.79	TRENCH DRAIN INSTALL
6/29/2023	TINY BARN		1238.00	REPAIR STAIR RISERS
7/13/2022	TINY BARN		1350.00	CHARGING STATION ISLAND REPAIR
12/5/2022	RENT	15000.00		RENT
12/2/2022	ALARM DETECTION	511.25		EXT DOOR ALARMS
12/6/2022	TOWN&COUNTRY ELEC		164.20	REMOVE CONDUIT/CARWASH
12/27/2022	BGMC 90500	(500.00)		SALE OF OLD PARTS BINS
12/11/2022	ALARM DETECTION	159.00		QRTLY CHARGES
12/8/2022	ALARM DETECTION	41.03		FIRE ALARM MONITOR DEC
12/16/2022	ALARM DETECTION	511.25		REKEY EXT DOORS
12/8/2022	ALARM DETECTION	1735.00		ALARM SYSTEM
12/31/2022	NICOR GAS	2759.72		GAS BILL 11/24-12/21
1/2/2023	RENT	15000.00		
1/4/2023	FLOTEK PLUMBING		281.25	REMOVE FLOOR DRAIN GATES
1/11/2023	TINY BARN		2850.00	
1/12/2023	VONS ELECTRIC		8825.00	REPLACE CARWASH ELECTRICAL
12/29/2022	ALARM DETECTION	1989.03		ALARM SYSTEM UPGRADE
1/13/2023	FLOTEK PLUMBING		6965.00	INSTALL NEW WATER LINE
1/21/2023	CITY OF ST CHARLES	3384.97		ELECTRIC BILL
1/23/2023	AAA DOOR TEK		2604.77	ROLLERS & SPRINGS GARAGE DOORS
1/24/2023	BGMC 8200	(3500.00)		SALE OF LIFT
1/25/2023	TINY BARN		26816.00	REPLACE TRENCH DRAINS
1/25/2023	TINY BARN		6650.00	DRAIN & TILE REMOVAL
1/31/2023	AMAZON		194.39	THERMOSTAT
1/31/2023	NICOR GAS	3153.85		GAS BILL 12/21-01/23
2/2/2023	FLOTEK PLUMBING		1644.50	ROD BRANCH DRAINS FOR NEW TRENCH DRAIN
2/2/2023	RENT	15000.00		RENT
2/13/2023	TINY BARN		10436.54	LOCKING GRATEDS FOR DRAINS
1/11/2023	TINY BARN		2850.00	REMOVE CIDERBLOCK WALL
1/18/2023	FLOTEK PLUMBING		4485.00	REPLACE WATER HEATER
2/7/2023	FLOTEK PLUMBING		4300.00	PROVIDE & INSTALL DRINKING/FILLER FOUNTAIN
2/13/2023	360 PHOTO BOOTH		9033.12	RELOCATE BOOTH FROM VW TO 1411
2/13/2023	TINY BARN		9786.54	LOCKING GRATES FOR DRAINS
2/13/2023	TINY BARN		650.00	CLEAN & REPAIR WALL CRACKS
2/14/2023	AAA DOOR TEK		1150.00	DEPOSIT FOR HOIST OPERATOR
2/13/2023	MIDWEST MECHANICAL		1256.09	SHOWROOM EAST & WESTSIDE HEATER REPAIR
2/15/2023	FLOTEK PLUMBING		1106.50	REMOVAL OF BATHROOM FIXTURES FOR NEW WALL
2/16/2023	AAA DOOR TEK		1192.00	BALANCE OF HOIST OPERATOR REPLACEMENT
2/20/2023	CITY OF ST CHARLES	4237.77		ELECTRIC BILL
2/22/2023	TINY BARN		31300.00	COMPLETION OF TRENCH DRAINS & FOOTAGE DRAINS
2/23/2023	briteomatic		900.00	CARWASH REMOVAL
2/28/2023	NICOR GAS	2435.93		
1/24/2023	E & J DISPOSAL		445.00	DUMPSTER RENTAL
1/24/2023	E & J DISPOSAL		445.00	DUMPSTER RENTAL
1/26/2023	E & J DISPOSAL		335.00	CONSTRUCTION DEBREE
1/31/2023	E & J DISPOSAL		165.90	CONSTRUCTION DEBREE
3/1/2023	TOWN&COUNTRY ELEC		523.30	PARKING LOT LIGHT FIXTURE NOT WORKING
3/6/2023	RENT	15000.00		MARCH
3/10/2023	LAKESHORE GARBAGE	1121.66		GARBAGE PICK UP 3 MONTHS

3/16/2023	ALARM DETECTION	384.00		BUILDING ALARM
3/16/2023	FLOTEK PLUMBING		547.62	PARTS DRAIN CLEAN OUT
3/20/2023	MENARDS		999.24	WHITE FRP WALL PANELS/MLDG
3/30/2023	MENARDS		111.68	WALL PANEL ADDTNL SUPPLIES
3/22/2023	TINY BARN		5150.00	REMOVE & REPLACE 6 BOLLARDS
3/22/2023	TINY BARN		1050.00	REMOVE CLEAN OUT DRAIN COVERS
3/22/2023	CITY OF ST CHARLES	3027.63		ELECTRIC BILL
3/24/2023	REDMOND CONSTR		158570.00	1411 CONSTRUCT (EMIR PY1)
3/28/2023	FLOTEK PLUMBING		4634.00	TOILET/URINAL CLEAN AND REINSTALL
3/29/2023	MENARDS		166.81	FAST GRAB ADHESIVE
3/30/2023	NICOR GAS	1710.98		
3/31/2023	TINY BARN		2351.00	23 YELLOW BOLLARD COVERS
4/3/2023	CITY OF ST CHARLES		7000.00	ST CHARLES TAX ASSISTANCE FEE
4/3/2023	RENT	15000.00		
4/20/2023	TINY BARN		20000.00	REMOVE & READJUST 10 MANHOLE FRAMES
4/23/2023	NICOR GAS	2214.89		
12/28/2022	CRYSTAL CLEAN		3197.49	TRIPLE TRAP CLEAN OUT
4/26/2023	CITY OF ST CHARLES		375.00	BUILDING PERMIT FOR CARWASH
4/28/2023	AAA DOOR TEK		1150.00	DEPOSIT FOR HOIST OPERATOR
4/19/2023	ORION LANDSCAPE	773.00		LAWN CLEAN UP
4/29/2023	ST CHLS HRDWR		12.87	KEY
5/1/2023	REDMOND CONSTR		72942.00	1411 CONSTRUCT (EMIR PY2)
5/3/2023	RENT	15000.00		
5/10/2023	PETES A TOWING	320.00		SCISSOR LIFT TRANSPORT
5/10/2023	AAA DOOR TEK		1992.60	HOIST OPERATOR
5/11/2023	NICOR GAS	890.48		
5/15/2023	AUTO OWNERS	2410.00		FLOOD INSURANCE
5/17/2023	CITY OF ST CHARLES	3204.07		ELEC/WATER
5/17/2023	CITY OF ST CHARLES	640.00		CARWASH PERMIT FEE
5/10/2023	AMAZON		172.79	THERMOSTAT
5/15/2023	GABI CAP ONE		92.74	KEY BOX
5/25/2023	LAKESHORE GARBAGE	507.44		2 months garbage pickup
5/25/2023	TINY BARN		97278.00	50% PARKING LOT REPAIR
5/31/2023	MATRIX COATING		3750.00	2ND FLOOR STORAGE AREA COATING
6/1/2023	RENT	15000.00		
6/9/2023	LAKESHORE GARBAGE	267.62		garbage
6/9/2023	NICOR GAS	432.31		
6/14/2023	TINY BARN		9375.00	50% PARKING LOT REPAIR
6/15/2023	FLOTEK PLUMBING		2347.80	BACKFLOW INSTALL AND TEST
6/7/2023	AMAZON		35.63	FIRE EXTIGUISHER MOUNTS
6/19/2023	TINY BARN(53232)		15000.00	PARKING LOT REPAIRS
6/22/2023	PROVIGIL	947.64		BUILDING ALARMS
6/23/2023	ALARM DETECTION	1093.20		qrtrly July-Sept plus Annual
6/25/2023	LAKESHORE GARBAGE	250.66		TRASH PICK UP
6/25/2023	ALARM DETECTION	714.00		ADD STROBE IN WASH BAY
6/28/2023	TINY BARN		9375.00	REMAINING 50% PARKING LOT
6/30/2023	REDMOND CONSTR		166125.00	REMODEL
7/7/2023	NICOR GAS	198.49		
07/08/23	FOUR STAR ELECTRIC		574.00	INSTALL EXIT SIGNS BATTERY LIGHTS & BATTERY
7/12/2023	CITY OF ST CHARLES	2277.33		ELECTRIC BILL
7/12/2023	TINY BARN		97278.00	REMAINING 50% PARKING LOT
7/25/2023	FLOTEK PLUMBING		1848.25	REPAIR BAD VALVE/FIX LEAK/INSTALL WASHER/DRYER
7/1/2023	HOME DEPOT		654.01	EXIT LIGHTING
7/27/2023	COSTCO		357.95	LUNCH ROOM TABLE / CHAIRS






# Cost Summary: Fox Valley Automotive Exterior Renovations

12/20/2022

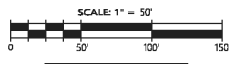
Labor	Bid Package	Location	Base Bid	Notes	Adjustment	SCOPED BID	FINAL COST	BUDGET
07-0000	<b>Exterior Cleaning</b>						\$5,752.00	\$0.00
	Imperial Service Systems, Inc.	Lombard, IL	\$6,752.00			\$6,752.00		
						\$0.00		
						\$0.00		
07-2410	<b>EIFS</b>						\$19,100.00	\$0.00
	JPP Construction	Franklin Park, IL	\$19,100.00			\$19,100.00		
						\$0.00		
						\$0.00		
07-4200	<b>ACM</b>						\$7,100.00	\$0.00
	DK Metals Ltd	Sycamore, IL	\$7,100.00			\$7,100.00		
						\$0.00		
						\$0.00		
09-8100	<b>Painting</b>						\$12,180.00	\$0.00
	Lankford Construction Company	Johnsburg, IL	\$12,180.00			\$12,180.00		
						\$0.00		
						\$0.00		
10-7313	<b>Awnings</b>						\$5,147.00	\$0.00
	ASL Metal Fabricators	Addison, IL	\$5,147.00			\$5,147.00		
						\$0.00		
99-0001	<b>LIST ALLOWANCES</b>						\$5,000.00	\$0.00
	Wall Prep Allowance		\$5,000.00			\$5,000.00		
01-0000	<b>General Conditions</b>						\$20,301.00	\$0.00
	General Conditions		\$20,301.00			\$20,301.00		
<b>SUBTOTAL</b>							<b>\$75,580</b>	<b>\$0</b>
OWNER CONTINGENCY - 10.0%							<b>\$7,558</b>	<b>\$0</b>
CONSTRUCTION FEE 10.0%							<b>\$8,314</b>	<b>\$0</b>
<b>TOTAL PROJECT DESIGN/BUILD COST</b>							<b>\$91,452</b>	<b>\$0</b>
<b>ALTERNATE:</b>								
Alternate #1 - Paint existing exterior blue metal panel at entrance								
							<b>\$3,839</b>	



 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 4c
	Title:	<b>Recommendation to approve Plat of Vacation and Plat of Easement for 2651 E Main St.</b>	
Presenter:	<b>Rachel Hitzemann</b>		
<b>Meeting:</b> Planning & Development Committee		<b>Date:</b> February 12, 2024	
<b>Proposed Cost:</b> \$	<b>Budgeted Amount:</b> \$	<b>Not Budgeted:</b> <input type="checkbox"/>	
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>A plat of Vacation and Easement have been submitted as required for improvements associated with the Toyota Dealership building expansion project located at 2651 E Main St.</p> <p>A Plat of Vacation has been provided to vacate an existing detention easement and unused watermain/ sanitary easement.</p> <p>A Plat of Easement has been provided to cover the modified detention area. The Community Development engineer has reviewed the proposed plans and confirmed the revised detention area and easement are acceptable.</p> <p>Construction is underway. The Plats of Easement are required to be recorded prior to the City granting final occupancy for the building project.</p>			
<b>Attachments</b> (please list):			
Plats of Easement and Vacation			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve Plat of Vacation and Easement 2651 for E Main St.			

# EASEMENT VACATION PLAT

PLEASE RETURN THE RECORDED MYLAR TO:  
CITY OF ST. CHARLES  
2 E. MAIN STREET  
ST. CHARLES, IL 60174



**BASIS OF BEARINGS:**  
BEARINGS SHOWN HEREON BASED ON  
ILLINOIS STATE PLANE COORDINATES,  
ZONE EAST, N.A.D. 83

**LEGEND**  
PROPERTY LINE  
EASEMENT HEREBY VACATED  
P.O.B. POINT OF COMMENCEMENT  
P.O.B. POINT OF BEGINNING

### COUNTY CLERK 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 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 HAND AND SEAL AT \_\_\_\_\_, ILLINOIS,  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

COUNTY CLERK

### COUNTY RECORDER CERTIFICATE

STATE OF ILLINOIS )  
COUNTY OF KANE ) SS.  
THIS INSTRUMENT WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF KANE COUNTY, ILLINOIS, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_, AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M. AND WAS RECORDED IN THE PLAT ENVELOPE NO. \_\_\_\_\_.

COUNTY RECORDER

### CITY COUNCIL CERTIFICATE

APPROVED AND ACCEPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_,  
CITY COUNCIL OF CITY OF ST. CHARLES, ILLINOIS

MAYOR

ATTEST:  
CITY CLERK

### SURVEYOR'S AUTHORIZATION TO RECORD

STATE OF ILLINOIS )  
COUNTY OF OGLE ) SS.  
I HEREBY DESIGNATE \_\_\_\_\_ AND/OR REPRESENTATIVES THEREOF TO RECORD THIS PLAT, A TRUE COPY OF WHICH HAS BEEN RETAINED BY ME TO ASSURE NO CHANGES HAVE BEEN MADE TO ASSURE NO CHANGES HAVE BEEN MADE TO SAID PLAT.  
DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024, A.D., AT ROCHELLE, OGLE COUNTY, ILLINOIS.  
BY: \_\_\_\_\_  
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003832  
MY LICENSE EXPIRES NOVEMBER 30, 2024.  
ILLINOIS PROFESSIONAL DESIGN FIRM NUMBER 007859-0010



### LEGAL DESCRIPTION - DETENTION EASEMENT VACATION

PART OF THE WESTERLY 350.00 FEET (MEASURED ALONG THE CENTERLINE OF ILLINOIS STATE ROUTE NO. 64) OF THAT PART OF THE WEST HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTHERLY OF SAID CENTERLINE AND NORTHERLY OF THE NORTH LINE OF UNIT 2 IN THE ST. CHARLES "ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT", ST. CHARLES, KANE COUNTY, ILLINOIS (EXCEPTING THEREFROM THAT PART THEREOF LYING WITHIN THE RIGHT OF WAY OF SAID ILLINOIS STATE ROUTE NO. 64), BEING DESCRIBED AS FOLLOWS:

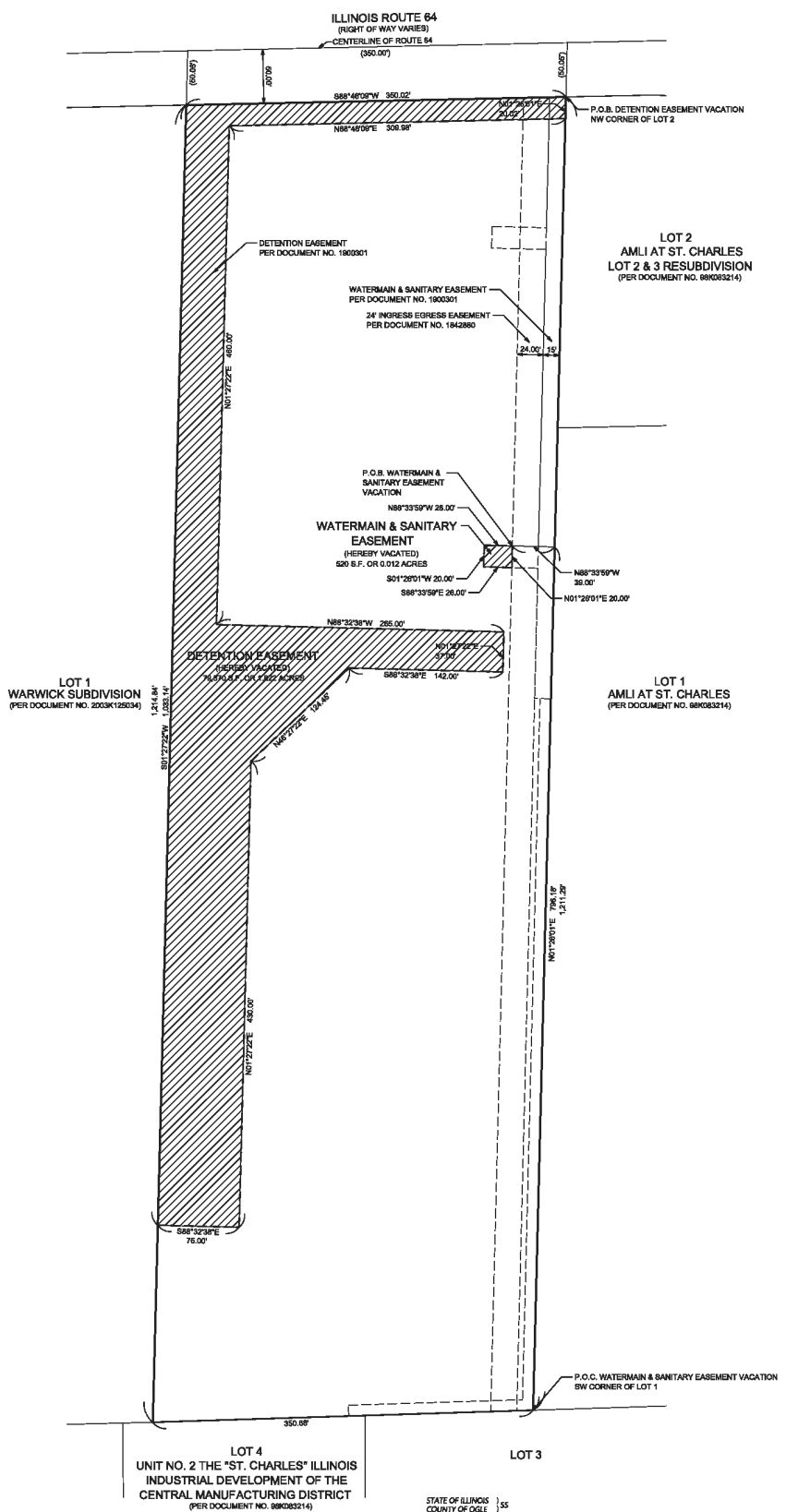
BEGINNING AT NORTHWEST CORNER OF LOT 2 IN AMLI AT ST. CHARLES LOT 2 & 3 RESUBDIVISION PER DOCUMENT NO. 08003214; THENCE SOUTH 88 DEGREES 48 MINUTES 09 SECONDS WEST ALONG THE SOUTHERLY RIGHT OF WAY LINE OF SAID ILLINOIS STATE ROUTE NO. 64, 350.00 FEET TO THE NORTHEAST CORNER OF LOT 1 IN WARWICK SUBDIVISION PER DOCUMENT NO. 2009K125034; THENCE SOUTH 01 DEGREES 27 MINUTES 22 SECONDS WEST ALONG THE EAST LINE OF SAID LOT 1, 1,038.34 FEET; THENCE SOUTH 88 DEGREES 32 MINUTES 58 SECONDS EAST, 76.00 FEET; THENCE NORTH 01 DEGREES 22 SECONDS EAST, 430.00 FEET; THENCE NORTH 46 DEGREES 27 MINUTES 22 SECONDS EAST, 124.45 FEET; THENCE SOUTH 88 DEGREES 32 MINUTES 58 SECONDS EAST, 142.00 FEET; THENCE NORTH 01 DEGREES 22 SECONDS EAST, 37.00 FEET; THENCE NORTH 88 DEGREES 32 MINUTES 58 SECONDS WEST, 265.00 FEET; THENCE NORTH 01 DEGREES 22 MINUTES 22 SECONDS EAST, 460.00 FEET; THENCE NORTH 88 DEGREES 48 MINUTES 09 SECONDS EAST, 309.98 FEET TO THE WEST LINE OF SAID LOT 2; THENCE NORTH 01 DEGREES 26 MINUTES 01 SECONDS EAST ALONG SAID WEST LINE, 30.00 FEET TO THE POINT OF BEGINNING, IN ST. CHARLES TOWNSHIP, KANE COUNTY, ILLINOIS.

### LEGAL DESCRIPTION - WATERMAIN & SANITARY EASEMENT VACATION

PART OF THE WESTERLY 350.00 FEET (MEASURED ALONG THE CENTERLINE OF ILLINOIS STATE ROUTE NO. 64) OF THAT PART OF THE WEST HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTHERLY OF SAID CENTERLINE AND NORTHERLY OF THE NORTH LINE OF UNIT 2 IN THE ST. CHARLES "ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT", ST. CHARLES, KANE COUNTY, ILLINOIS (EXCEPTING THEREFROM THAT PART THEREOF LYING WITHIN THE RIGHT OF WAY OF SAID ILLINOIS STATE ROUTE NO. 64), BEING DESCRIBED AS FOLLOWS:

COMMENCING AT SOUTHWEST CORNER OF LOT 1 IN AMLI AT ST. CHARLES PER DOCUMENT NO. 08003214; THENCE NORTH 01 DEGREES 26 MINUTES 01 SECONDS EAST ALONG THE WEST LINE OF SAID LOT 1, 796.35 FEET; THENCE NORTH 88 DEGREES 39 MINUTES 59 SECONDS WEST, 30.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING 88 DEGREES 39 MINUTES 59 SECONDS WEST, 26.00 FEET; THENCE SOUTH 01 DEGREES 26 MINUTES 01 SECONDS WEST, 20.00 FEET; THENCE SOUTH 88 DEGREES 39 MINUTES 59 SECONDS EAST, 26.00 FEET; THENCE NORTH 01 DEGREES 26 MINUTES 01 SECONDS EAST, 20.00 FEET TO THE POINT OF BEGINNING, IN ST. CHARLES TOWNSHIP, KANE COUNTY, ILLINOIS.

**LEGAL DESCRIPTION**  
THE WESTERLY 350.00 FEET (MEASURED ALONG THE CENTERLINE OF ILLINOIS STATE ROUTE NO. 64) OF THAT PART OF THE WEST HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTHERLY OF SAID CENTERLINE AND NORTHERLY OF THE NORTH LINE OF UNIT 2 IN THE ST. CHARLES "ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT", ST. CHARLES, KANE COUNTY, ILLINOIS (EXCEPTING THEREFROM THAT PART THEREOF LYING WITHIN THE RIGHT OF WAY OF SAID ILLINOIS STATE ROUTE NO. 64), IN ST. CHARLES TOWNSHIP, KANE COUNTY, ILLINOIS.



STATE OF ILLINOIS )  
COUNTY OF OGLE ) SS.

WE, REGIONAL LAND SERVICES, LLC, ILLINOIS PROFESSIONAL DESIGN FIRM NUMBER 184-007859-0010, DO HEREBY DECLARE THAT WE HAVE SURVEYED THE TRACT OF LAND SHOWN HEREON AND THIS VACATION PLAT IS A CORRECT REPRESENTATION OF SAID SURVEY.  
GIVEN UNDER MY HAND AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, JANUARY, A.D. 2024, AT ROCHELLE, ILLINOIS.

RUDY P. DIXON  
LICENSE NO. 035-003832  
ILLINOIS PROFESSIONAL LAND SURVEYOR  
LICENSE EXPIRES NOVEMBER 30, 2024

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.



**REGIONAL LAND SERVICES**  
9512 E. FOWLER ROAD  
ROCHELLE, ILLINOIS 61088  
PHONE: (618) 559-2280

CLIENT:  
**CAGE CIVIL ENGINEERING**  
2200 CABOT DRIVE, SUITE 325, LISLE, IL 60532  
PHONE: 1 (630) 598-0007

**SURVEYOR'S NOTES:**

- ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
- BEFORE CREATING ANY CONSTRUCTION OF IMPROVEMENT OR TRACT, RESURVEYING, AND/OR RECORDING OF THE SAME, THE SURVEYOR SHALL BE ADVISED BY THE CLIENT OF ANY CHANGES TO THE ORIGINAL PLAN AND THE SURVEYOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ANY SUCH CHANGES.
- BEFORE TO YOUR SITE, THE SURVEYOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
- THE SURVEYOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
- THE SURVEYOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

NO.	DESCRIPTION	DATE
1	PER CITY COMMENTS	1/23/2024
REV	DESCRIPTION	DATE

PROJECT NUMBER	DRAWN BY
23-0200	RPD
CHECKED BY	DATE
1/19/2024	1/19/2024
PROJECT COMPLETED	DATE
1/19/2024	1/19/2024
PROPERTY ADDRESS	2651 E. MAIN ST. ST. CHARLES, IL 60174

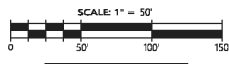


# DETENTION EASEMENT PLAT

PLEASE RETURN THE RECORDED MYLAR TO:  
CITY OF ST. CHARLES  
2 E. MAIN STREET  
ST. CHARLES, IL 60174

### LEGAL DESCRIPTION

THE WESTERLY 350.00 FEET (MEASURED ALONG THE CENTERLINE OF ILLINOIS STATE ROUTE NO. 64) OF THAT PART OF THE WEST HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTHERLY OF SAID CENTERLINE AND NORTHERLY OF THE NORTH LINE OF UNIT 2 IN THE ST. CHARLES "ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT", ST. CHARLES, KANE COUNTY, ILLINOIS (EXCEPTING THEREFROM THAT PART THEREOF LYING WITHIN THE RIGHT OF WAY OF SAID ILLINOIS STATE ROUTE NO. 64), IN ST. CHARLES TOWNSHIP, KANE COUNTY, ILLINOIS.



**BASIS OF BEARINGS:**  
BEARINGS SHOWN HEREON BASED ON ILLINOIS STATE PLANE COORDINATES, ZONE EAST, NAD 83

**LEGEND**  
PROPERTY LINE  
--- DETENTION EASEMENT HEREBY GRANTED  
--- P.O.B. POINT OF BEGINNING

**COUNTY CLERK 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 FORFEITED TAXES AND NO REDEMPTIBLE 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 HAND AND SEAL AT \_\_\_\_\_, ILLINOIS, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

**COUNTY CLERK**

**COUNTY RECORDER CERTIFICATE**  
STATE OF ILLINOIS )  
COUNTY OF KANE ) SS.

THIS INSTRUMENT WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF KANE COUNTY, ILLINOIS, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_, AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M., AND WAS RECORDED IN THE PLAT ENVELOPE NO. \_\_\_\_\_.

**COUNTY RECORDER**

**CITY COUNCIL CERTIFICATE**

APPROVED AND ACCEPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_, CITY COUNCIL OF CITY OF ST. CHARLES, ILLINOIS

**MAYOR**

**ATTEST:**  
CITY CLERK

**SURVEYOR'S AUTHORIZATION TO RECORD**

STATE OF ILLINOIS )  
COUNTY OF OGLE ) SS.  
I HEREBY DESIGNATE \_\_\_\_\_ AND/OR REPRESENTATIVES THEREOF, TO RECORD THIS PLAT, A TRUE COPY OF WHICH HAS BEEN RETAINED BY ME TO ASSURE NO CHANGES HAVE BEEN MADE TO ASSURE NO CHANGES HAVE BEEN MADE TO SAID PLAT.  
DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024, A.D., AT ROCHELLE, OGLE COUNTY, ILLINOIS.

BY: \_\_\_\_\_  
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003832  
MY LICENSE EXPIRES NOVEMBER 30, 2024.  
ILLINOIS PROFESSIONAL DESIGN FIRM NUMBER 007859-0010



### STORMWATER DETENTION EASEMENT PROVISIONS

STORMWATER DETENTION EASEMENT PROVIDES A REMAINDANT NON-CONCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO THEIR SUCCESSORS AND ASSIGNS, IN, UPON, ACROSS, OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "STORMWATER DETENTION EASEMENT" ON THE PLAT OF SUBDIVISION HEREON DRAWN FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, REPLACING, RENEWING, ALTERING, ENLARGING, REMOVING, REPAIRING, CLEANING, AND MAINTAINING STORM SEWERS, DRAINAGEWAYS, STORM WATER DETENTION AND RETENTION AND ANY AND ALL MANHOLES, PIPES, CONNECTIONS, CATCH BASINS, AND WITHOUT LIMITATION, SUCH OTHER INSTALLATIONS AS MAY BE REQUIRED TO FURNISH STORMWATER DETENTION. THE RIGHT OF ACCESS ACROSS THE REAL ESTATE PLATED HEREIN FOR THE NECESSARY PERSONNEL AND EQUIPMENT TO MAKE ANY OR ALL OF THE ABOVE WORK. NO BUILDING SHALL BE PLACED ON SAID EASEMENT PREMISES WITHOUT PRIOR WRITTEN CONSENT FROM THE CITY OF ST. CHARLES. THE RESPONSIBILITY OF MAINTAINING THE DETENTION AREA EASEMENT SHALL BE BINDING ON THE HEIRS, EXECUTORS, ADMINISTRATORS, SUCCESSORS AND ASSIGNS OF THE LANDOWNER. NO PERSON SHALL DESTROY OR MODIFY SLOPES OR OTHERWISE AFFECT THE DETENTION VOLUME WITHOUT HAVING FIRST RECEIVED WRITTEN APPROVAL FROM THE CITY OF ST. CHARLES. THE CITY SHALL HAVE THE RIGHT BUT NOT THE OBLIGATION TO RESTORE ANY DETENTION VOLUME LOST THROUGH UNAUTHORIZED ACTIVITIES.

### LEGAL DESCRIPTION - DETENTION EASEMENT

PART OF THE WESTERLY 350.00 FEET (MEASURED ALONG THE CENTERLINE OF ILLINOIS STATE ROUTE NO. 64) OF THAT PART OF THE WEST HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTHERLY OF SAID CENTERLINE AND NORTHERLY OF THE NORTH LINE OF UNIT 2 IN THE ST. CHARLES "ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT", ST. CHARLES, KANE COUNTY, ILLINOIS (EXCEPTING THEREFROM THAT PART THEREOF LYING WITHIN THE RIGHT OF WAY OF SAID ILLINOIS STATE ROUTE NO. 64), BEING DESCRIBED AS FOLLOWS:

BEGINNING AT NORTHWEST CORNER OF LOT 2 IN AMLI AT ST. CHARLES LOT 2 & LOT 3 RESUBDIVISION PER DOCUMENT NO. 2020020084; THENCE SOUTH 88 DEGREES 49 MINUTES 09 SECONDS WEST ALONG THE SOUTHERLY RIGHT OF WAY LINE OF SAID ILLINOIS STATE ROUTE NO. 64, 350.00 FEET TO THE NORTHWEST CORNER OF LOT 1 IN WARWICK SUBDIVISION PER DOCUMENT NO. 2003012094; THENCE SOUTH 00 DEGREES 55 MINUTES 04 SECONDS EAST, 499.54 FEET; THENCE SOUTH 44 DEGREES 04 MINUTES 56 SECONDS WEST, 261.11 FEET TO THE EAST LINE OF SAID LOT 1; THENCE SOUTH 01 DEGREES 27 MINUTES 22 SECONDS WEST ALONG SAID EAST LINE, 785.01 FEET TO THE SOUTHEAST CORNER OF SAID LOT 1; THENCE NORTH 88 DEGREES 11 MINUTES 58 SECONDS EAST ALONG NORTH LINE OF UNIT NO. 2, THE "ST. CHARLES" ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT PER DOCUMENT NO. 984089324, 355.62 FEET; THENCE NORTH 06 DEGREES 14 MINUTES 56 SECONDS WEST, 76.01 FEET; THENCE NORTH 01 DEGREES 27 MINUTES 11 SECONDS EAST 566.29 FEET; THENCE NORTHWESTERLY 87.62 FEET ON A CURVE TO THE LEFT HAVING A RADIUS OF 80.00 FEET, THE CHORD OF SAID CURVE BEARS NORTH 29 DEGREES 55 MINUTES 20 SECONDS WEST, 83.50 FEET; THENCE NORTH 61 DEGREES 17 MINUTES 53 SECONDS WEST, 29.11 FEET; THENCE NORTH 17 DEGREES 53 MINUTES 06 SECONDS WEST, 37.43 FEET; THENCE NORTH 00 DEGREES 55 MINUTES 55 SECONDS WEST, 437.38 FEET; THENCE NORTH 88 DEGREES 46 MINUTES 09 SECONDS EAST 334.30 FEET TO THE WEST LINE OF SAID LOT 2; THENCE NORTH 01 DEGREES 26 MINUTES 01 SECONDS EAST ALONG SAID WEST LINE, 200.00 FEET TO THE POINT OF BEGINNING, IN ST. CHARLES TOWNSHIP, KANE COUNTY, ILLINOIS.

STATE OF ILLINOIS )  
COUNTY OF OGLE ) SS.

WE, REGIONAL LAND SERVICES, ILLINOIS PROFESSIONAL DESIGN FIRM NUMBER 194-007859-0010, DO HEREBY DECLARE THAT WE HAVE SURVEYED THE TRACT OF LAND SHOWN HEREON AND THIS EASEMENT PLAT IS A CORRECT REPRESENTATION OF SAID SURVEY.  
GIVEN UNDER MY HAND AND SEAL THIS 4TH DAY OF JANUARY, A.D. 2024, AT ROCHELLE, ILLINOIS.

RUDY P. DIXON ILLINOIS PROFESSIONAL LAND SURVEYOR  
LICENSE NO. 035-003832  
THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.



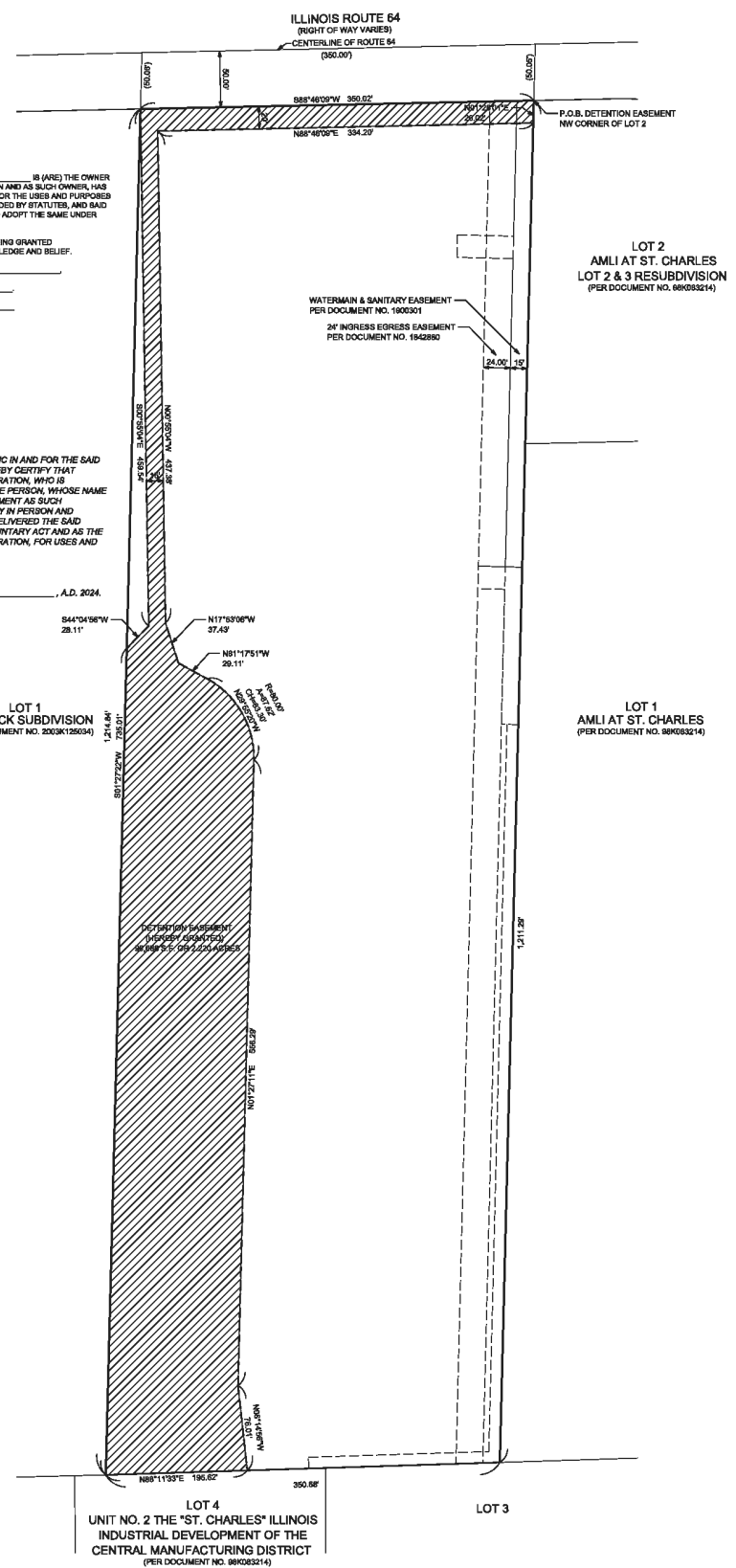
**REGIONAL LAND SERVICES**  
9512 E. FOWLER ROAD  
ROCHELLE, ILLINOIS 61088  
PHONE: (618) 559-2280

CLIENT:  
**CAGE CIVIL ENGINEERING**  
2200 CABOT DRIVE, SUITE 325, LISLE, IL 60532  
PHONE: 1 (630) 598-0007

**SURVEYOR'S NOTES:**

- ALL DIMENSIONS ARE GIVEN AS PER THE PLAT AND ORIGINAL PART THEREOF.
- NO OTHER CONSTRUCTION OF IMPROVEMENTS OF WHICH THIS REPRESENTATION IS A PART IS SHOWN.
- NO RECORDS OF PREVIOUS SURVEYS OR RECORDS OF PREVIOUS EASEMENTS OR EASEMENTS ARE SHOWN.
- NO RECORDS OF PREVIOUS EASEMENTS OR EASEMENTS ARE SHOWN.
- NO RECORDS OF PREVIOUS EASEMENTS OR EASEMENTS ARE SHOWN.
- NO RECORDS OF PREVIOUS EASEMENTS OR EASEMENTS ARE SHOWN.


PUBLIC UTILITY EASEMENT	PROJECT NUMBER	23-0200	DRAWN BY: RPD
PLANS, UTILITIES & SURVEYING DEPARTMENT	DATE: 1/19/2024	CHECKED BY: RPD	
SCALE: 1" = 50'	DATE: 1/19/2024	PROJECT MANAGER	
DESIGNED BY: TOM FETTERMAN	DATE: 1/19/2024		
PROPERTY ADDRESS:	2651 E. MAIN ST.		
	ST. CHARLES, IL 60174		



**OWNER'S CERTIFICATE**  
STATE OF ILLINOIS )  
COUNTY OF KANE ) SS.  
THIS IS TO CERTIFY THAT \_\_\_\_\_ IS (ARE) THE OWNER(S) OF THE PROPERTY DESCRIBED AND SHOWN HEREON AND AS SUCH OWNER(S), HAS (HAVE) CAUSED THE EASEMENT TO BE SHOWN HEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH AND AS ALLOWED AND PROVIDED BY STATUTES, AND SAID CORPORATION DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE TITLE AND TITLE ADDRESS.  
ALSO, THIS IS TO CERTIFY THAT THE EASEMENT BEING GRANTED AFORESAID AND, TO THE BEST OF OWNER'S KNOWLEDGE AND BELIEF.  
DATED AT \_\_\_\_\_  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_  
BY: \_\_\_\_\_  
PRESIDENT

**NOTARY CERTIFICATE**  
STATE OF ILLINOIS )  
COUNTY OF KANE ) SS.  
I, \_\_\_\_\_, A NOTARY PUBLIC IN AND FOR THE SAID COUNTY IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT \_\_\_\_\_ OF SAID CORPORATION, WHO IS PERSONALLY KNOWN TO ME TO BE THE SAME PERSON, WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH PRESIDENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT AND AS THE FREE AND VOLUNTARY ACT OF SAID CORPORATION, FOR USES AND PURPOSES THEREIN SET FORTH.  
GIVEN UNDER MY HAND AND NOTARIAL SEAL.  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 2024.

NOTARY PUBLIC SIGNATURE \_\_\_\_\_  
PRINT NAME: \_\_\_\_\_

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 4d
	Title:	<b>Consideration of a request to amend the Natural Area Easement at 818 Fox Glen Drive.</b>	
	Presenter:	<b>Ellen Johnson, Planner</b>	
<b>Meeting:</b> Planning & Development Committee		<b>Date:</b> February 12, 2024	
<b>Proposed Cost:</b> N/A		<b>Budgeted Amount:</b> N/A	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>Muhammad Choudhry, owner of 818 Fox Glen Drive, is requesting approval from the City to modify the “Natural Area Easement” in his rear yard.</p> <p>The subject property is part of the Woods of Fox Glen subdivision. The rear yards of lots within the subdivision have a Natural Area Easement as designated on the plat of subdivision. The Natural Area Easement restricts the removal of living trees and shrubs, grade, grub, excavate, fill or construction of a structure of any kind on or within the area designated on the attached plat as “Natural Area Easements” except as may be approved in writing by the City of St Charles.</p> <p>The lot at 818 Fox Glen Drive is 280 feet deep, and the rear 100 feet is encumbered by the Natural Area Easement. Mr. Choudhry is requesting to reduce the Natural Area Easement by 60 feet in order to expand the usable area of the rear yard. He intends to construct a patio with pergola and hot tub, walkway, swing set, and create open space for play. He intends to retain mature trees greater than 4” in diameter.</p> <p>Historically, the City has allowed for limited reductions of Natural Area Easements within the Wood of Fox Glen based on unique circumstances specific to the lot, including whether any quality vegetation was present in the easement. A Tree Inventory has been prepared which surveyed 47 trees of 4”+ in diameter within the 60’ reduction area. The inventory identifies areas for the planned improvements. It appears that no large trees will need to be removed for these projects.</p> <p>The City reduced the Natural Area Easement on neighboring lots in the past to allow for space to construct rear yard improvements including pools and patios. The proposed reduction would allow for a usable area of the backyard similar in depth to many of the other properties within this portion of the subdivision.</p>			
<b>Attachments</b> (please list):			
Request letter, Plat of Survey, Aerial photo, Tree Survey, Subdivision Plat			
<b>Recommendation/Suggested Action</b> (briefly explain):			
<p>Based on this comparison with nearby lots, Staff believes the easement reduction request is reasonable, but would recommend it be scaled back to the area of the proposed improvements only. This would allow for the proposed improvements, but would limit the extent of usable backyard area behind the house that the owners are seeking.</p> <p>Once the Committee provides a recommendation, the owner will need to obtain written approval from the Woods of Fox Glen Homeowners Association, and provide a Plat of Easement Vacation, prior to City Council action. The Homeowners Association is aware of the request and has not expressed any significant concerns.</p>			

Muhammad Choudhry  
818 Fox Glen Drive  
St. Charles, IL 60174

Dated: October 24, 2023

Ms. Ellen Johnson  
Building and Code Enforcement Division Director  
City of Saint Charles, IL 60175

Ref: Natural Easement Variance

Ms. Ellen

We shall be applying for permits for the improvement of my property located at 818 Fox Glen Drive, St. Charles, IL 60174.

- Deck, Patios and Pergolas & Gazebos with Fireplace (See attachment 1)
- Spas and Hot Tub (see Attachment 2)
- Cleaning of the property line from broken branches, leaves, and weeds. (See attachment 3)

After receiving the Plat of Survey that shows the natural easement is few feet away from my home and goes back more than 100 feet to the edge of the property line (See Plat of Survey attachment 4). As per our telephonic conversation we are prevented from cutting the trees, clearing the growth of vegetation, removal of weeds, and other nuisance shrubs. We are also prevented to remove dead trees that are close to my home and property line. The current Natural Easement within my property line creates a hardship for my grandkids, they barely have a place to run around in the backyard to enjoy the woods.

We would like to make a humble request to you that the natural easement be pushed back 60 feet to the property line, that would allow us to have a small pergola patio, a walkway to pergola with a fireplace, and allow us to keep the property clean, remove the broken branches, leaves, and weeds. It will also allow me to have some backyard for my grandkids to run around and enjoy the woods.

The movement of natural easement is not to cut down any mature trees, may require to remove few trees less than 4 inches in diameter, that would allow us to create enough area for pergola, patio and walkway.

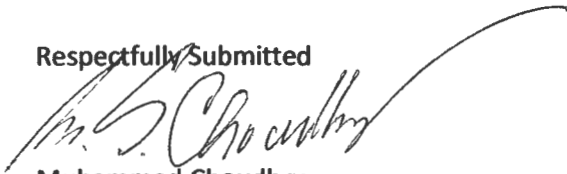
We love the city of Saint Charles, lived 18 years in Silver Glen Estate, St. Charles and moved to WFG to enjoy our retired life in the beautiful woods and fresh air of Fox Glen.

The current natural easement does not allow for reasonable development of our backyard-a significant portion of our property line. ( see the photographs 1-6) that shows at present we don't have any backyard for my grandkids. We assure you that any trees that are removed will be replaced with new trees, and reclaiming 60 feet of the easement will not jeopardize the purpose of the easement. We would like to submit the following for your approval:

1. The push back 60 feet of natural easement to recover the property lines that ensure me to keep my property clean from vegetation, removal of broken branches, removal of fallen leaves, trimming of trees to look good, and removal of nuisance weed and shrubs.
2. Allow me to build a natural walkway to pergola patio with fireplace, Hot Spa, and develop a beautiful backyard for my grandkids to enjoy, without compromising the ecology of natural easement.

We sincerely appreciate your approval of reclaiming 60 feet of natural easement. I will submit permit applications to WFG for final approval.

Respectfully Submitted



Muhammad Choudhry  
818 Fox Glen Dr  
St. Charles, IL 60174  
847 648 0739

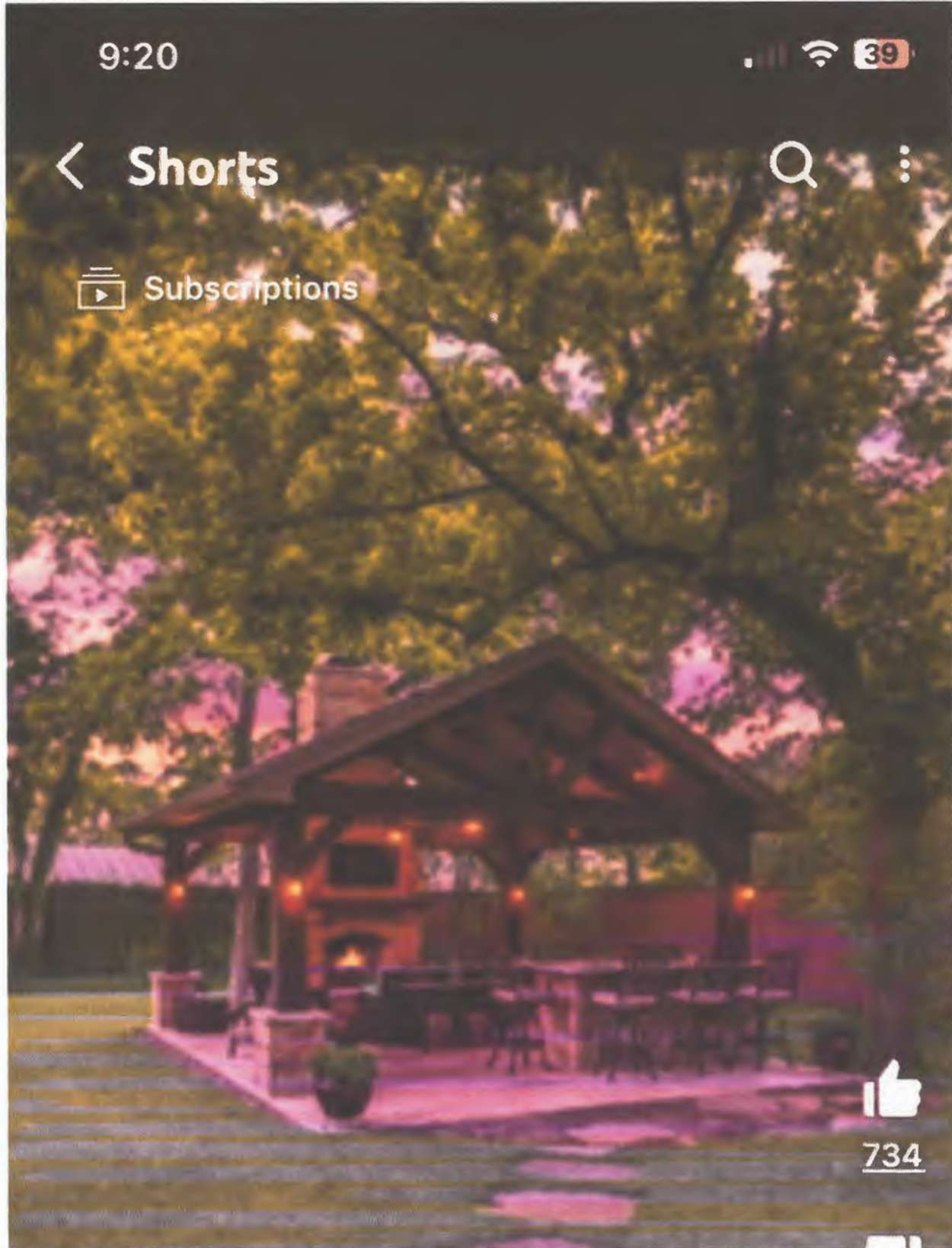
Atachment (1) Patio e Kergola

(No subject)

muhammad choudhry <laboost@hotmail.com>

Sat 10/21/2023 8:20 PM

To:muhammad choudhry <laboost@hotmail.com>



Attachment 2) Spa Hot tub

**(No subject)**

muhammad choudhry <laboost@hotmail.com>

Tue 10/24/2023 3:03 PM

To: muhammad choudhry <laboost@hotmail.com>



Attachment 3) Backyard  
Broken Branches  
Dead Leaves & Weeds.

(No subject)

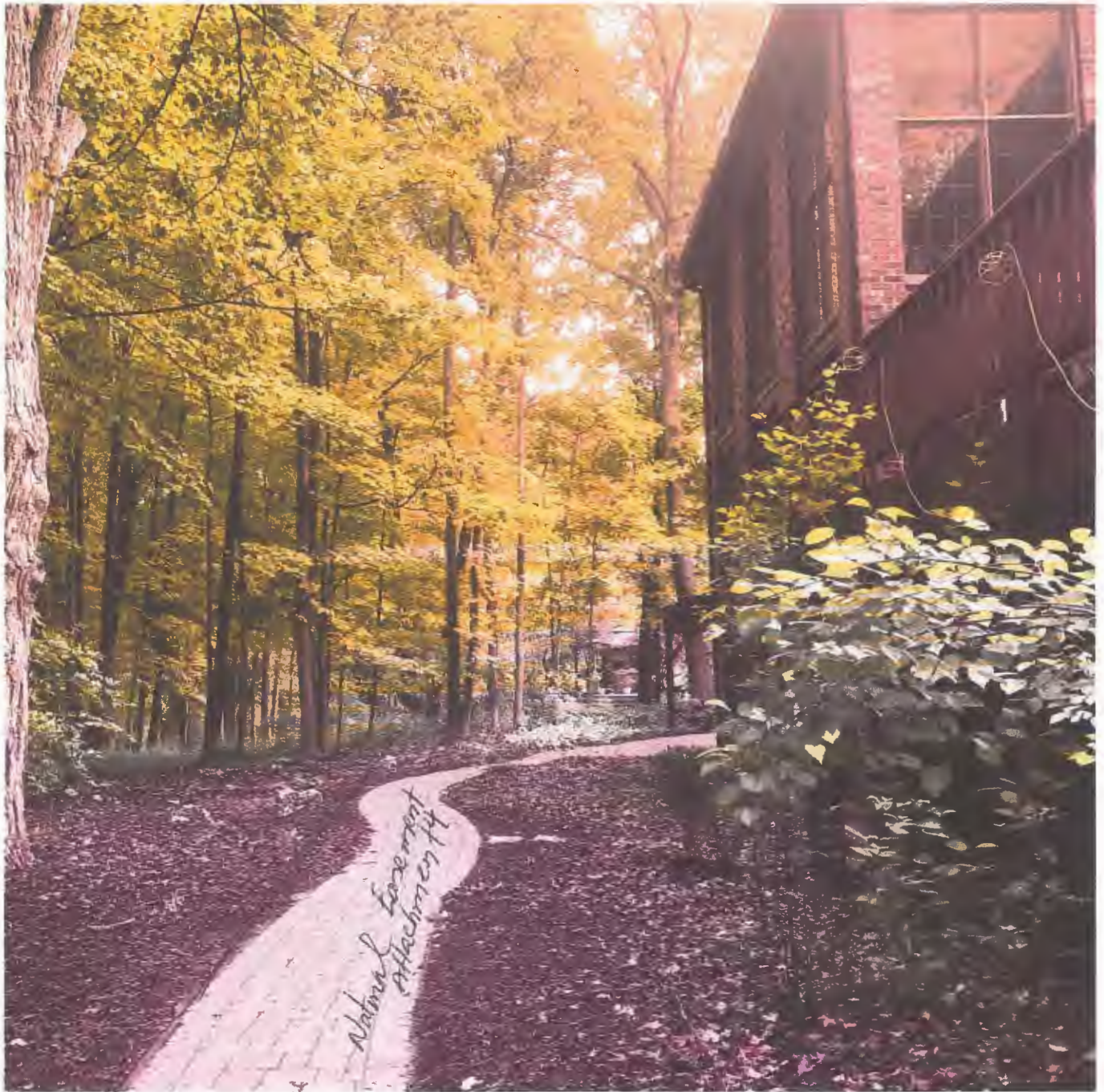
muhammad choudhry <laboost@hotmail.com>

Sat 10/21/2023 8:36 PM

To: muhammad choudhry <laboost@hotmail.com>



Sent from my iPhone



Natural Easement  
Attachment #4

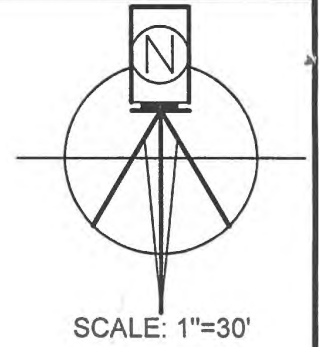
Sent from my iPhone

Natural easement 5-10ft  
See Plat Survey

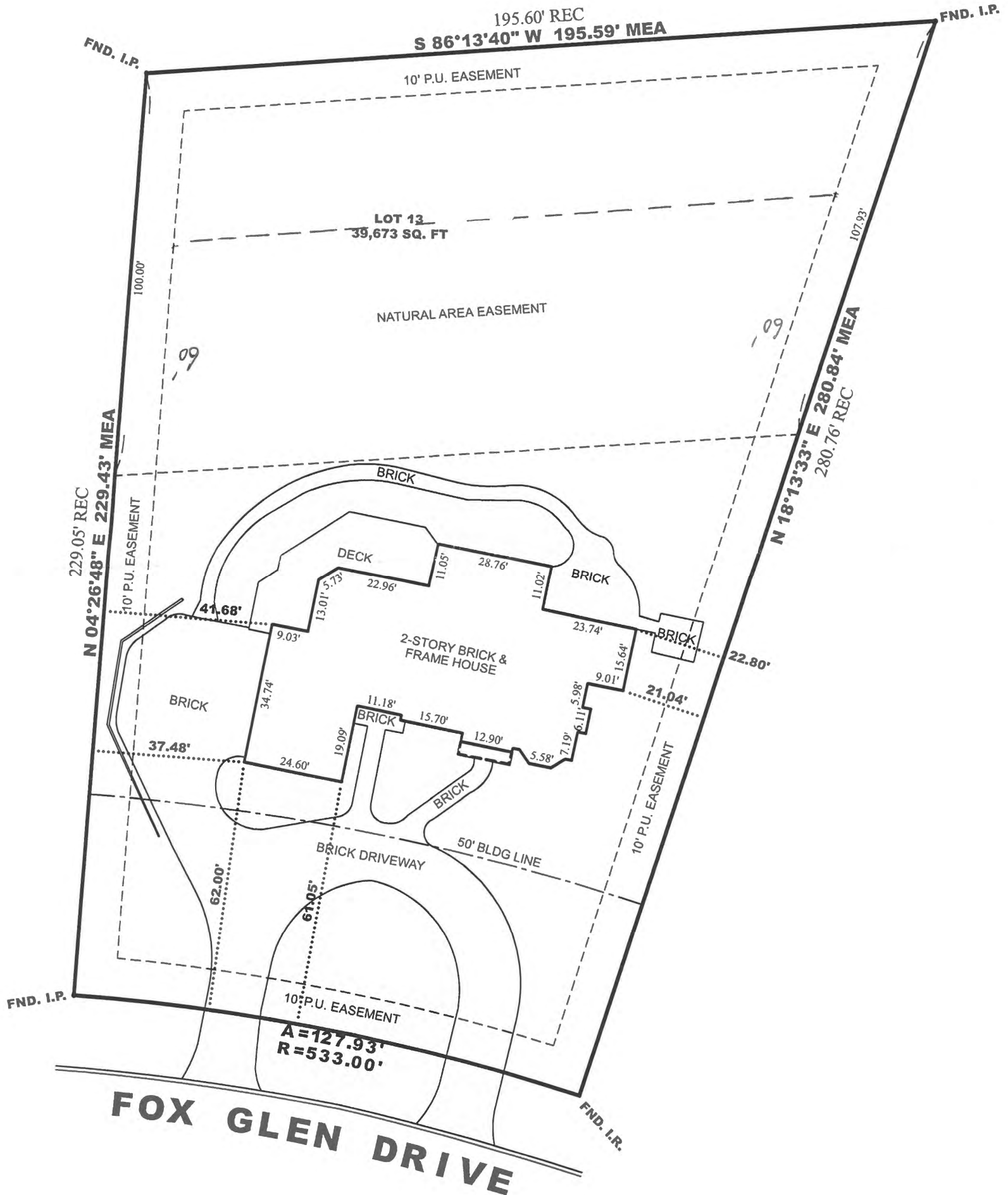


# PLAT OF SURVEY D.F.L.S.

DALE FLOYD LAND SURVEYING L.L.C.  
2600 KESLINGER ROAD SUITE A  
GENEVA, ILLINOIS 60134  
PHONE: 630-232-7705 FAX: 630-232-7725  
E-MAIL: DFLS@SBCGLOBAL.NET



LOT 13 IN WOODS OF FOX GLEN UNIT ONE, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS  
COMMONLY KNOWN AS: 818 FOX GLEN DRIVE, ST. CHARLES, ILLINOIS



### LEGEND

FND.I.R.	= FOUND IRON ROD	P.U. =	PUBLIC UTILITY
FND.I.P.	= FOUND IRON PIPE	M.U. =	MUNICIPAL UTILITY
---	FENCE	▭	ASPHALT
.....	BLDG. TIE	▭	CONCRETE
---	BLDG. LINE	▭	BUILDING
---	EASEMENT		

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

COMPARE ALL POINTS BEFORE BUILDING BY THE SAME AND AT ONCE REPORT ANY DIFFERENCE.

JOB NO. 823-65

License expiration date 11-30-2024

FIELD WORK COMPLETED: 8-28-2023

PREPARED FOR VANЕК, LARSON & KOLB



STATE OF ILLINOIS

S.S.

COUNTY OF KANE  
WE, DALE FLOYD LAND SURVEYING L.L.C., A PROFESSIONAL DESIGN FIRM, LICENSE NO. 184-007094 DO HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED IN THE MANNER REPRESENTED ON THE PLAT HEREON DRAWN.

DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

GENEVA, ILLINOIS 8-29 A.D. 2023

ILLINOIS PROFESSIONAL LAND SURVEYOR  
NO. 035-003908

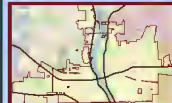


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Data Source:

City of St. Charles, Illinois  
Kane County, Illinois  
DuPage County, Illinois  
Projection: Transverse Mercator  
Coordinate System: Illinois State Plane East  
North American Datum 1983

Printed on: February 1, 2024 04:09 PM



81 Feet

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Powered by Precision GIS

## Tree Inventory

**Location:** 818 Fox Glen Dr, St. Charles, IL. 60174

**Completed by:** Matthew Thompson ISA #IL-9600A

**Date Completed:** 11/12/2023

**Completed For:** Muhammed Choudhry

Below you will find a list of trees numbered 1-47. A Level I risk assessment was completed on each of these trees after Identifying the species and diameter at Breast height. All tree locations were plotted using google maps and are located in the backyard of 818 Fox Glen Dr. There are 2 boxes located on the map. The blue box is 20'x 24' and is where Mr. Choudhry would like to install a concrete pad and pergola. The black box is 8'x 12' and is where Mr. Choudhry would like to install a swing set with concrete footers. The Red Line shows where the current easement is located, and the green line is the requested new location of the easement line which would be a 60ft reduction in the natural area easement. If approved Mr. Choudhry plans to maintain all current trees in this area

It will not be necessary for any tree above 4" DBH to be removed for either of these projects. The Red Oak #8 should have a tree protection fence installed and a growth regulator applied before construction begins to ensure its health is maintained outside of this, I do not foresee any impact to the neighboring trees no additional tree preservation measures will be needed.

If any additional information is needed, please reach out to Matthew Thompson at [matt@treecareandconsulting.com](mailto:matt@treecareandconsulting.com) or via phone at (815) 263-8346

1

**Species:** Sugar maple

**DBH:** 4"

**Condition:** Healthy good condition

**Location:** -88.3016806,41.9496797,0

2

**Species:** Sugar maple

**DBH:** 4"

**Condition:** Healthy good condition

**Location:** -88.3016431,41.9497116,0

3

**Species:** Sugar maple

**DBH:** 6"

**Condition:** Healthy good condition

**Location:** -88.3016808,41.949716,0

4

**Species:** Sugar maple

- 5  
**DBH:** 13”  
**Condition:** Healthy good condition  
**Location:** -88.301672,41.949706,0
- Species:** Sugar maple  
**DBH:** 5”  
**Condition:** Minor canopy die-back from shade overall fair condition.  
**Location:** -88.3016981,41.94973,0
- 6  
**Species:** Sugar maple  
**DBH:** 7”  
**Condition:** Healthy good condition  
**Location:** -88.3016686,41.9497434,0
- 7  
**Species:** Sugar maple  
**DBH:** 9”  
**Condition:** Fair condition canopy die-back from shade.  
**Location:** -88.3016606,41.9497355,0
- 8  
**Species:** Red Oak  
**DBH:** 33.5”  
**Condition:** Healthy good condition  
**Location:** -88.3016741,41.9497554,0
- 9  
**Species:** Sugar maple  
**DBH:** 7.5”  
**Condition:** Healthy good condition  
**Location:** -88.3016539,41.9497619,0
- 10  
**Species:** Sugar maple  
**DBH:** 12.5”  
**Condition:** Healthy good condition  
**Location:** -88.3017183,41.9497011,0
- 11  
**Species:** Sugar maple  
**DBH:** 4.5”  
**Condition:** Healthy good condition  
**Location:** -88.3017109,41.9496926,0

12

**Species:** Sugar maple  
**DBH:** 10”  
**Condition:** Healthy good condition  
**Location:** -88.3017149,41.9496966,0

13

**Species:** Sugar maple  
**DBH:** 5”  
**Condition:** Healthy good condition  
**Location:** -88.3018101,41.949728,0

14

**Species:** Sugar maple  
**DBH:** 4”  
**Condition:** Healthy good condition  
**Location:** -88.3017753,41.9497365,0

15

**Species:** Sugar maple  
**DBH:** 4”  
**Condition:** Healthy good condition  
**Location:** -88.3018041,41.9497434,0

16

**Species:** Sugar maple  
**DBH:** 5”  
**Condition:** Healthy good condition  
**Location:** -88.301788,41.9497494,0

17

**Species:** Sugar maple  
**DBH:** 14”  
**Condition:** Healthy good condition  
**Location:** -88.3018001,41.9497459,0

18

**Species:** Sugar maple  
**DBH:** 12”  
**Condition:** Healthy good condition  
**Location:** -88.3018276,41.9497529,0

19

**Species:** Sugar maple  
**DBH:** 6”  
**Condition:** Healthy good condition  
**Location:** -88.3018034,41.9497888,0

20

**Species:** Sugar maple  
**DBH:** 15”  
**Condition:** Healthy good condition  
**Location:** -88.301782,41.9497794,0

21

**Species:** Sugar maple  
**DBH:** 11”  
**Condition:** Healthy good condition  
**Location:** -88.3017639,41.9497978,0

22

**Species:** Sugar maple  
**DBH:** 5.5”  
**Condition:** Healthy good condition  
**Location:** -88.3017914,41.9498028,0

23

**Species:** Sugar maple  
**DBH:** 16”  
**Condition:** Healthy good condition  
**Location:** -88.3018188,41.9498407,0

24

**Species:** Sugar maple  
**DBH:** 4.5”  
**Condition:** Healthy good condition  
**Location:** -88.3018551,41.9498067,0

25

**Species:** Sugar maple  
**DBH:** 5”  
**Condition:** Minor canopy die-back from shade overall fair condition.  
**Location:** -88.3018852,41.9498142,0

26

**Species:** Sugar maple  
**DBH:** 5”  
**Condition:** Healthy good condition  
**Location:** -88.3018839,41.9497962,0

27

**Species:** Shagbark Hickory  
**DBH:** 25”  
**Condition:** Hollow at base some signs of internal decay but maintains structural integrity annual inspection recommended. Overall, the tree’s health is good.  
**Location:** -88.3018698,41.9497399,0

28

**Species:** Sugar maple  
**DBH:** 16”  
**Condition:** Healthy good condition  
**Location:** -88.3019516,41.9497633,0

29

**Species:** Sugar maple  
**DBH:** 16.5”  
**Condition:** Healthy good condition  
**Location:** -88.3019409,41.9497832,0

30

**Species:** Sugar maple  
**DBH:** 6”  
**Condition:** Dead top caused by shade die-back. Overall, the condition is poor.  
**Location:** -88.3019268,41.9497832,0

31

**Species:** Sugar maple  
**DBH:** 23”  
**Condition:** hollows throughout main stem signs of internal decay present. Included bark on main branch unions and hazardous deadwood within the canopy this is a moderate risk tree for storm damage or failure during major wind events. The overall condition of tree is fair.  
**Location:** -88.3019483,41.9498142,0

32

**Species:** Sugar maple  
**DBH:** 11”

**Condition:** Healthy good condition  
**Location:** -88.3019429,41.9498316,0

33

**Species:** Sugar maple  
**DBH:** 11.5”  
**Condition:** Healthy good condition  
**Location:** -88.3019711,41.9498451,0

34

**Species:** Sugar maple  
**DBH:** 14.5”  
**Condition:** Storm Damaged cracked/hanging limber otherwise the tree is healthy and in good condition  
**Location:** -88.3019979,41.9498271,0

35

**Species:** Sugar maple  
**DBH:** 6.5”  
**Condition:** Healthy good condition  
**Location:** -88.3020133,41.9497608,0

36

**Species:** Norway maple  
**DBH:** 16”  
**Condition:** Healthy good condition  
**Location:** -88.3020746,41.9497767,0

37

**Species:** Black Cherry  
**DBH:** 13.5”  
**Condition:** Healthy good condition  
**Location:** -88.3020679,41.9498365,0

38

**Species:** Sugar maple  
**DBH:** 6”  
**Condition:** Healthy good condition  
**Location:** -88.3020759,41.9498665,0

39

**Species:** Black Cherry  
**DBH:** 10”  
**Condition:** Bacterial gummosis on the main stem otherwise the tree is healthy and in good condition  
**Location:** -88.3020505,41.9498795,0



40

**Species:** Sugar maple  
**DBH:** 5”  
**Condition:** Healthy good condition  
**Location:** -88.3020813,41.9498912,0

41

**Species:** Sugar maple  
**DBH:** 14”  
**Condition:** Healthy good condition  
**Location:** -88.3020531,41.9499022,0

42

**Species:** Black Cherry  
**DBH:** 13.5”  
**Condition:** Leaning tree, moderate risk of failure during storm events due to species characteristics. Otherwise, the tree is healthy and in good condition.  
**Location:** -88.302088,41.9498832,0

43

**Species:** Sugar maple  
**DBH:** 6.5”  
**Condition:** Healthy good condition  
**Location:** -88.3020773,41.9498982,0

44

**Species:** American Elm  
**DBH:** 4”  
**Condition:** Healthy good condition  
**Location:** -88.3021176,41.9498782,0

45

**Species:** Black Cherry  
**DBH:** 13”  
**Condition:** Leaning tree and has large deadwood within the canopy. Otherwise, Healthy and in good condition.  
**Location:** -88.3021143,41.9498433,0

46

**Species:** Sugar maple  
**DBH:** 11.5”  
**Condition:** Healthy good condition  
**Location:** -88.3021196,41.9498274,0

47

**Species:** Sugar maple

**DBH:** 4.5"

**Condition:** Healthy good condition

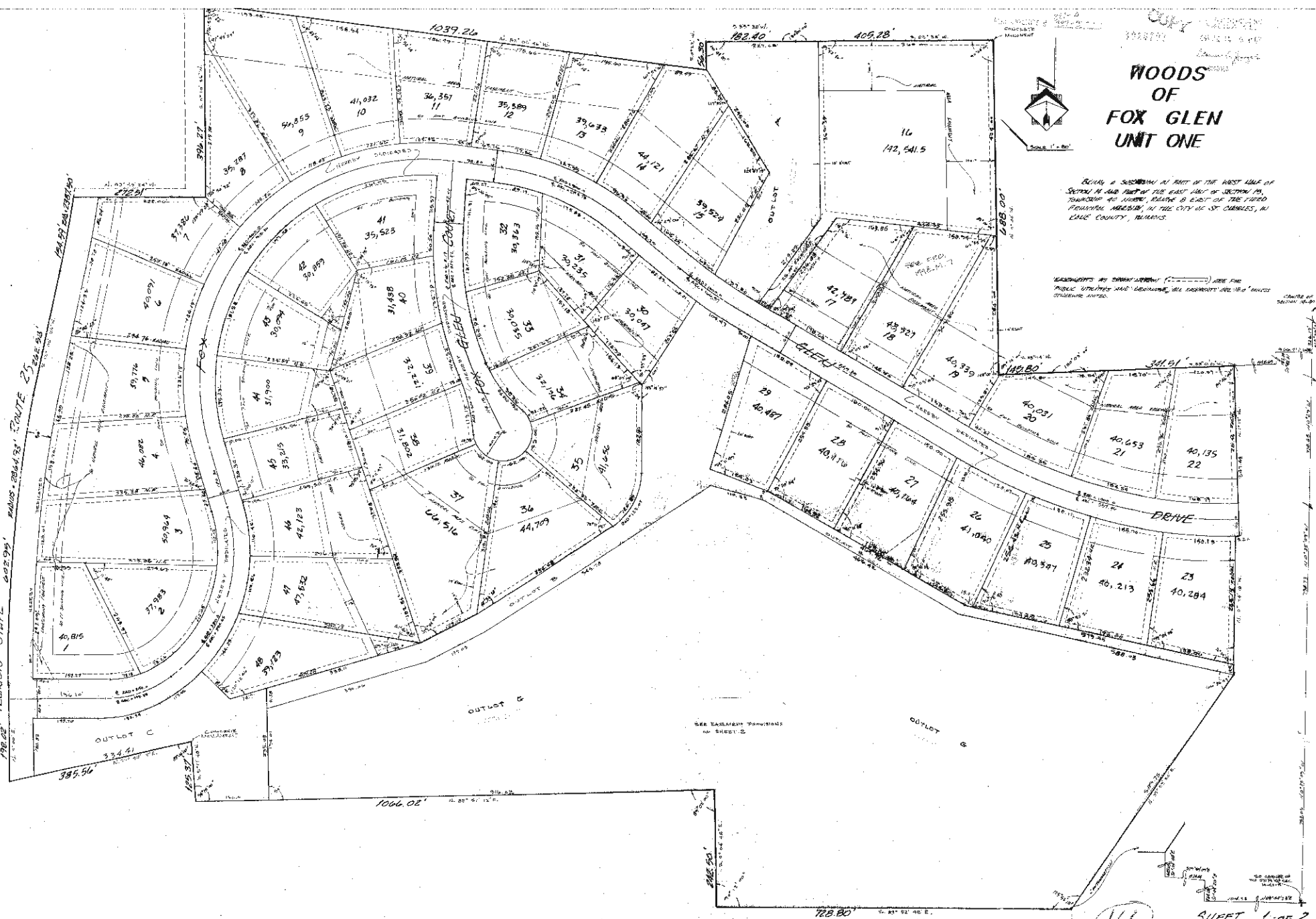
**Location:** -88.3021236,41.9498124,0



Fox Cl

ILLINOIS STATE

ROUTE 25



**WOODS OF FOX GLEN UNIT ONE**

BEING A SUBDIVISION IN PART OF THE WEST HALF OF SECTION 14 AND PART OF THE EAST HALF OF SECTION 15, TOWNSHIP 40 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE CITY OF ST. CHARLES, IN LAKE COUNTY, ILLINOIS.

SEPARATIONS BY SHOWN HEREIN (---) ARE FOR PUBLIC UTILITIES AND RECORDING, ALL DIMENSIONS ARE TO BE TAKEN EXCEPTING THEREOF.





**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 4e-1

Title: **Introduction to Presentations regarding Affordable Housing Policy**

Presenter: **Russell Colby, Community Development Director**

**Meeting:** Planning & Development Committee

**Date:** February 12, 2024

**Proposed Cost:** N/A

**Budgeted Amount:** N/A

**Not Budgeted:**

**TIF District:** None

“Affordable Housing” as defined in the City Code is based upon definitions set by the Illinois Housing Development Authority and the state’s Affordable Planning and Appeal Act, which directs municipalities to maintain or enact program/policies to reach at least 10% of all housing units as affordable.

The recent five-year State report provides an opportunity for the City to consider our current standing with respect to the State requirement, and based on this information, consider how to set and implement affordable housing policy for the next five years.

**Strategic Plan:**

Within the 2023-2027 Strategic Plan, Housing Policy is referenced:

- “Balanced and Thoughtful Development” Strategic Priority
- *Support economic growth that respects our unique character and contributes to a diverse local economy by facilitating developments that enhance the community’s quality of life.*
  - Strategic Goal:
  - *Promote and encourage the development of diverse and quality housing options to help ensure all can live in our community.*
  - Outcome Objective:
  - *Review existing development programs, policies, and codes and update as needed:*
  - *--Affordable Housing requirements and programs by the end of 2024.*

The agenda items that follow will provide an opportunity for the Committee to provide initial feedback on any potential changes to Affordable Housing Programs or policies.

**Background on Programs and Policies:**

The subsequent agenda items are interrelated and pertain to:

- **The Inclusionary Housing Ordinance (IHO)**, Title 19 of the City Code, requiring 10% of all new residential units within a project be affordable, or alternately, the City Council can accept payment of fee-in-lieu of units. While the requirement is set within the code, for most projects, the Council implements this policy on a per-project basis by deciding whether to require units or fees for a given project. (Small projects which typically do not require review by City Council simply pay a fee, which is often a smaller fraction of the per unit fee-in-lieu amount)
- **The Fee-in-Lieu amount** set by the City Council on a yearly basis, with the advice of the Housing Commission. The fee is based on a formula recommended by Housing Commission that is intended to

reflect a hypothetical “value” of an affordable unit. The fee is also intended to act as a *disincentive* to encourage units to be provided in a project, instead of a fee a payment. (Affordable units are further incentivized with other permit-related fee waivers under the code)

- **The Housing Trust Fund**, which his collects Fee-in-Lieu payments and program reimbursements, in order to fund programs for providing and maintaining affordable units, including:
  - **Grants to qualified owners of affordable units** (First Time Homebuyer and Home Rehab programs)
  - **Grants to developers of affordable units** (through participation in the Kane County Affordable Housing Fund, where local Housing Trust Fund money is pooled with other funding sources and offered to applicants through the County’s HOME Commission)

#### **Staff Commentary on Affordability:**

Although housing affordability in general has improved over the past few years, it is important to consider the context of recent economic trends. Affordability has risen due to rising incomes and only moderate owner-occupied housing value growth in the Chicago region. While rental rate increases have recently slowed, the number of affordable rentals in St. Charles has dropped, despite increasing supply. Higher than normal inflation and interest rates also negatively impact how the real costs translate to residents.

Over the long term, the interplay of these trends is difficult to predict, however St. Charles is a desirable community in the region and is likely to see demand that may continue to drive up housing costs. Prices are also constrained by limited supply availability.

#### **Policy Considerations:**

Historically, the City has supported affordable housing initiatives as a matter of policy, separate from the State Act and its 10% threshold. Staff believes that it will continue to be in the City’s interest to be proactive with affordable housing policy going forward, but we may want to consider how to best implement these policies.

The City has imposed affordable housing requirements (in the form of units or fees to the Housing Trust Fund) for most residential development projects going back to the mid-2000s. For early projects, the requirement was implemented as a policy and negotiated into new annexations or PUD developments. Adoption of the IHO in 2008 created a binding requirement for all projects. However, the actual implementation has fluctuated over the years as market conditions have shifted. IHO was suspended from 2013 to 2016.

The City has been willing to accept fees-in-lieu of units for recent projects. This has been the preference of recent developers, as they either don’t have the background, resources, or interest to own and manage affordable units, or the projects are not at a large enough scale to support the replacement of market-rate units with affordable units over the term of the project financing. Where units have been created, they are within a portion of the project that is set aside from the remainder of the market-rate development and may be developed separately by a housing provider.

Recent residential projects that are now in build out have resulted in an influx of money into the Housing Trust Fund. Turning these funds into affordable housing has been challenging. As discussed in the subsequent agenda items, the Housing Commission encourages finding more creative opportunities to incorporate units into projects, particularly larger or multi-phase projects, instead of continuing to collect substantial additional fees.

The City may see potential larger projects that could accommodate an affordable component, such as Charlestowne Mall on the east side and the Bricher Commons property behind Meijer on the west side. These

locations are in the vicinity of other business/services and transportation that can support residents of such a project.

Going forward, if incorporating affordable units within larger projects is not supported or required, then the City may want to consider whether a substantial fee is productive, or whether this type of impact fee could be collected for some other purpose that would benefit the community and perhaps indirectly support diverse housing opportunities.

Currently, the Affordable Housing Fee-in-lieu is a significant cost line item for a development project, and it is viewed together with other "impact fees", including:

- School and Park Fee-in-lieu of land contributions
- Water and Sewer Utility Connection Fees
- Electric Utility System installation costs
- Kane County Transportation Impact Fee


The City's affordable housing requirement is unique in our immediate area, and our closest neighbors with affordable housing policies (Geneva and Naperville) only have voluntary standards and incentives.

**Attachments** (please list):

**Recommendation/Suggested Action** (briefly explain):

The agenda items that follow will provide an opportunity for the Committee to provide initial feedback on any potential changes to Affordable Housing Programs or policies.



 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 4e-1
	Title:	<b>2023 St. Charles Housing Affordability Analysis &amp; Illinois Housing Development Authority's 2023 Statewide Report on Local Government Affordability</b>	
	Presenter:	<b>Ellen Johnson, Planner Russell Colby, Community Development Director</b>	
<b>Meeting:</b> Planning & Development Committee		<b>Date:</b> February 12, 2024	
<b>Proposed Cost:</b> N/A		<b>Budgeted Amount:</b> N/A	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<p><b>Executive Summary</b> (if not budgeted, please explain):</p> <p>The St. Charles Housing Affordability Analysis is prepared by staff on an annual basis to inform City decisions regarding housing policies and programs and to track the City's standing with respect to the State of Illinois Affordable Housing Planning &amp; Appeals Act (AHPAA), which requires communities to have a housing stock that is at least 10% affordable. The information is also used to inform the City's decisions regarding our local affordable housing requirements and programs.</p> <p>"Affordable housing" is defined as housing that has a sales price or rental amount that is within the means of a household with an income at or below 80% Area Median Income for owner-occupied units and at or below 60% Area Median Income for rental units. To be considered affordable, housing costs cannot exceed 30% of a household's annual income.</p> <p><b>City Report (annual)</b></p> <p>Based on the calculations outlined in the report, a total of <b>12.9%</b> of St. Charles' housing stock is considered affordable. This represents a decrease in affordability from the 2022 finding of 17%. On the ownership side, 13.2% of housing units are affordable, down from 17.3% in 2022. For rental housing, 12.2% of units are affordable, down from 16.1% last year.</p> <p><b>State Report (Every 5 years)</b></p> <p>In Dec. 2023, Illinois Housing Development Authority (IHDA) released the <a href="#">2023 Statewide Report on Local Government Affordability</a> which lists each municipality's affordable housing share. This is used by IHDA to determine compliance with the Affordable Housing Planning and Appeals Act. The report is issued every 5 years. According to the report, <b>17.2%</b> of St. Charles' housing stock is affordable. This is nearly unchanged from the 2018 finding of 17.1%. With an affordable housing share above 10%, St. Charles remains an Exempt Local Government under AHPAA. This means St. Charles does not need to submit an Affordable Housing Plan to the State and is not subject to appeals to the State Housing Appeals Board. The next update is expected in 2028.</p> <p><b>Analysis</b></p> <p>As in years past, Staff's affordability finding (12.9%) differs from the State's finding (17.2%). Reasons for the difference relate to the data points and sources used for the calculations, as detailed in the Affordability Analysis. Staff believes that the housing affordability situation in St. Charles is more accurately represented by Staff's finding due to the use of more localized and current data.</p>			
<p><b>Attachments</b> (please list):</p> <p>2023 St. Charles Housing Affordability Analysis</p>			
<p><b>Recommendation/Suggested Action</b> (briefly explain):</p> <p>Provide any comments or questions. Information Only – No action needed</p>			



**2023 St. Charles Housing Affordability Analysis**  
**December 2023**

**I. BACKGROUND & PURPOSE**

City staff has performed an analysis of St. Charles’ housing stock beginning in 2009 and in most years thereafter for two primary reasons:

1. To provide the Housing Commission and City Council with an assessment of the state of housing affordability in the community, and to track basic housing market indicators, in order to inform decisions regarding housing policies and programs. (This includes periodic adjustments to the Inclusionary Housing Ordinance requirements, such as setting the yearly fee-in-lieu requirement for new development.)
2. To track the City’s standing with respect to the State of Illinois’ Affordable Housing Planning & Appeals Act (AHPAA).

***Affordable Housing Planning & Appeals Act (AHPAA)***

Every five years, Illinois Housing Development Authority (IHDA) releases a list of each community’s affordable housing share. This report is used by IHDA to determine a community’s standing with respect to the Affordable Housing Planning & Appeals Act. Per the law:

- “Non-Exempt Local Governments” have less than 10% of the local housing stock that is considered affordable. These communities must adopt an Affordable Housing Plan and may be subject to developer appeals to the State Housing Appeals Board.
- “Exempt Local Governments” have more than 10% of the local housing stock that is considered affordable. These municipalities do not need to adopt an Affordable Housing Plan and would not be subject to developer appeals.

***Affordable Housing Definition***

For the purposes of this report and consistent with the City’s Inclusionary Housing Ordinance and AHPAA, “affordable housing” is defined as housing that has a sales price or rental amount that is within the means of a household with an income at or below 80% of the Area Median Income (AMI) for owner-occupied units and at or below 60% AMI for rental units, based on household size. To be considered affordable, housing costs cannot exceed 30% of gross annual household income.

***Summary of Findings 2009-2023***

Table 1 lists staff’s findings of St. Charles’ affordable housing share since 2009. This is the percentage of rental and owner-occupied housing units within the City limits that are considered affordable. The method used to calculate the affordable housing share is discussed further in Section II.

**Table 1 – Staff**

	2009*	2010*	2011*	2013	2014	2017	2018	2019	2020	2021	2022	2023
Staff’s Findings – St. Charles’ Affordable Housing Share <sup>1</sup>	16.3%	16.6%	18%	16.8%	13.8%	12.7%	14.7%	13.7%	12%	11.3%	17%	12.9%

*No report was completed in 2012, 2015, or 2016 due to availability of Township Assessor data.*

<sup>1</sup> From 2009-2020, the affordable housing share was calculated based on the formula outlined in IHDA’s 2004 Report on the Affordable Housing Planning & Appeals Act. IHDA changed its methodology in 2013. In 2021, Staff began utilizing IHDA’s annual Affordability Charts to determine the affordable home price and retroactively re-calculated the affordable housing share back to 2013. The results identified for 2009-2011 reflect the original formula.

Table 2 lists IHDA’s findings of St. Charles’ affordable housing share. IHDA’s most recent report, released in December 2023, found St. Charles’ housing stock to again be around 17%. St. Charles remains an Exempt Local Government under AHPAA because its affordable housing share is over 10%. The next update is expected in five years.

**Table 2 – IHDA**

	2004	2013	2018	2023
IHDA’s Findings – St. Charles’ Affordable Housing Share	16.3%	11.2%	17.1%	17.2%

Staff’s finding of St. Charles’ affordable housing share has differed from IHDA’s determination in the years both entities have conducted analyses. The 2013 report released by IHDA, and each report thereafter, reflected a different methodology to calculate each community’s affordable housing share than used for the initial report in 2004. The methodology is also slightly different than the method IHDA uses to create its annual Affordability Charts, which are now used as the basis for Staff’s analysis. Reasons for the difference between staff’s and IHDA’s findings are related to the data points and sources used for the calculations, including:

- Median income: Staff uses median income adjusted for a four-person household while IHDA uses the overall area median income.
- Home prices and rents: Staff uses local Township Assessor data to determine the assessed market value of owner-occupied homes in St. Charles and actual collected rents from each apartment complex in the city. IHDA uses American Community Survey (ACS) 5-year estimates to determine home prices and rents. The 2023 report used 2017-2021 ACS 5-year estimates.
- Housing unit count: Staff uses Township Assessor data for this information, while IHDA uses ACS 5-year estimates.
- Property taxes: Staff uses a formula provided by IHDA in the 2004 AHPAA report to determine the affordable owner-occupied housing price. The property tax rate is built into this formula. IHDA uses the median real estate taxes per month for all houses within St. Charles, based on ACS 5-year estimates, resulting in a monthly tax that is higher than would be expected for a house valued at a price affordable to a household at 80% AMI.

Staff believes that the housing affordability situation in St. Charles is more accurately represented by staff’s affordability finding due to the use of more localized and up-to-date data.

## **II. AFFORDABILITY IN ST. CHARLES – 2023 UPDATE**

This analysis separates owner-occupied (purchased) and rental housing units and combines the results to determine the total percentage of housing in St. Charles that is considered affordable.

### ***Affordable Purchase Price***

In order to determine the number of affordable owner-occupied units in St. Charles, the affordable purchase price must first be determined.

Each year, IHDA publishes Owner-Occupied and Rental Unit Affordability Charts as supplemental guidance for communities wishing to track exemption status under the Affordable Housing Planning & Appeals Act. The chart provides the affordable purchase prices for households at 80% of the Area Median Income adjusted for the number of people in a household, as well as affordable rents.

IHDA utilizes a mortgage-industry standard measure to estimate the affordable purchase price for households at 80% AMI. The family of four income limit is divided by .36 to give a rough idea of a

purchase price that would result in an affordable monthly mortgage payment that includes principal, interest, taxes, insurance and assessments.

Table 3 details the calculation. The affordable purchase for a family of 4 earning 80% of AMI is **\$245,139**, up 5.9% from \$231,528 in 2022. This increase is due to a 5.9% rise in Area Median Income. This change in AMI is within the typical percent increase experienced year-to-year over the past 6 years, with the outlier being the 12% AMI increase experienced from 2021-22.

**Table 3**

Chicago Metropolitan Statistical Area Median Income (four-person household) <sup>2</sup>	\$110,300
80% of AMI	\$88,250 <sup>3</sup>
<b>Owner-Occupied Purchase Price Affordable to Family Earning 80% of AMI (income/.36)</b>	<b>\$245,139</b>

### **Affordable Rents**

Affordable rents are determined by IHDA on a yearly basis in the aforementioned Owner-Occupied and Rental Unit Affordability Charts. Table 4 shows the maximum rent affordable to a household earning 60% of AMI, adjusted for family size. For example, the affordable rent for a 3-bedroom unit is based upon 60% AMI for a four-person household (\$66,180). Since last year, the amount of rent considered affordable increased by approx. 6% across the board, from \$64-\$117 more per month depending on bedroom size, again due to the increase in Area Median Income. This marks less of an increase than the sharper rise experienced from 2021-22.

**Table 4**

<b>Affordable Rental Units for Chicago Metro Area – 2023</b>						
	0 Bedroom	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom
<b>Affordable Rent Limits for HH @ 60% AMI</b>	\$1,159	\$1,242	\$1,489	\$1,721	\$1,920	\$2,118

*Source: IHDA's 2023 Owner-Occupied and Rental Unit Affordability Charts*

### **2023 Affordability Findings & Analysis**

St. Charles Township Assessor data was collected to determine the number of owner-occupied units that fall at or below the affordable home purchase price, based on the market value assigned by the Assessor. The Assessor data used is for the 2022 calendar year to account for a full year of data.

The number of affordable rental units was derived using local rental rates collected by staff. These rates were then compared to the maximum rent thresholds established by IHDA.

Table 5 breaks down the number of affordable housing units and total housing units by type, followed by the resulting percentage of affordable units. The total percentage of affordable units was determined by combining the owner-occupied and rental findings.

<sup>2</sup> Source: IHDA's 2023 Income and Rent Limits – 6/15/2023

<sup>3</sup> 80% of AMI equates to \$88,240. IHDA appears to have miscalculated and used \$88,250 to calculate the affordable home price for a household at 80% AMI per the 2023 IHDA Affordability Charts.

Table 5

Unit Type <sup>4</sup>	Affordable Units	Total Units	% Affordable
<b>Owner-Occupied Units</b>			
Single-Family	720	7,758	9.3%
Two-Family Duplex	3	50	6.0%
Condo	543	945	57.5%
Townhome	31	1,054	2.9%
<b>Owner-Occupied Total</b>	<b>1,297</b>	<b>9,807</b>	<b>13.2%</b>
<b>Rental Units</b>			
<b>Rental Units</b>	<b>555</b>	<b>4,562</b>	<b>12.2%</b>
<b>COMBINED TOTAL</b>			
<b>Total Owner-Occupied &amp; Rental Units</b>	<b>1,852</b>	<b>14,369</b>	<b><u>12.9%</u></b>

On the ownership side, 13.2% of owner-occupied housing falls below the \$245,139 affordable purchase price and is considered affordable, based on market values assigned by the Assessor's Office. This is down from 17.3% in 2022, marking a 24% decrease in affordability (405 fewer affordable homes). The greatest loss in affordable units was experienced for condos and townhomes. The decrease in owner-occupied affordability is due to home value increases outpacing the rise in Area Median Income.

On the rental side, affordability fell from 16.1% in 2022 to 12.2% in 2023. This was caused by a loss of 170 affordable rentals at two apartment complexes, all of which were 1- or 2-bedroom units. Rents at most of the apartment complexes in St. Charles have gone up over the past year, although the increases were generally to a smaller degree than was experienced last year. Only three market-rate complexes offer affordable units, comprising just 57 units. All other affordable rentals are within income-restricted, subsidized developments.

In total, 12.9% of housing units in St. Charles are considered affordable. This is down from the 2022 finding of 17%, however it is more in line with the findings of years previous. This finding is over the 10% affordable housing rate required under the Affordable Housing Planning & Appeals Act.

### III. ST. CHARLES HOUSING MARKET TRENDS – 2022

St. Charles Township Assessor sales data was used to analyze the price of homes sold in St. Charles in 2022. Figure 1 shows the median home sale price over the past 15 years. The median sale price in 2022 was \$369,500, topping last year's high of \$329,500. This marks the second year in a row in which housing prices have risen sharply, reflecting nationwide housing market trends characterized by limited supply and soaring prices.

In terms of affordability, the median sale price is about \$124,000 over the affordable home price (\$245,139). Only 43 homes sold in 2022 (10.6%) would be considered affordable, reflecting the high sales prices being demanded in the current market.

<sup>4</sup> Two-unit or more conversions and single-family rentals identified in the Assessor data were added to the total number of rental units. However, staff cannot readily determine the rents charged for these units so they were only counted as part of the total rental units; none were counted as affordable.

Figure 1

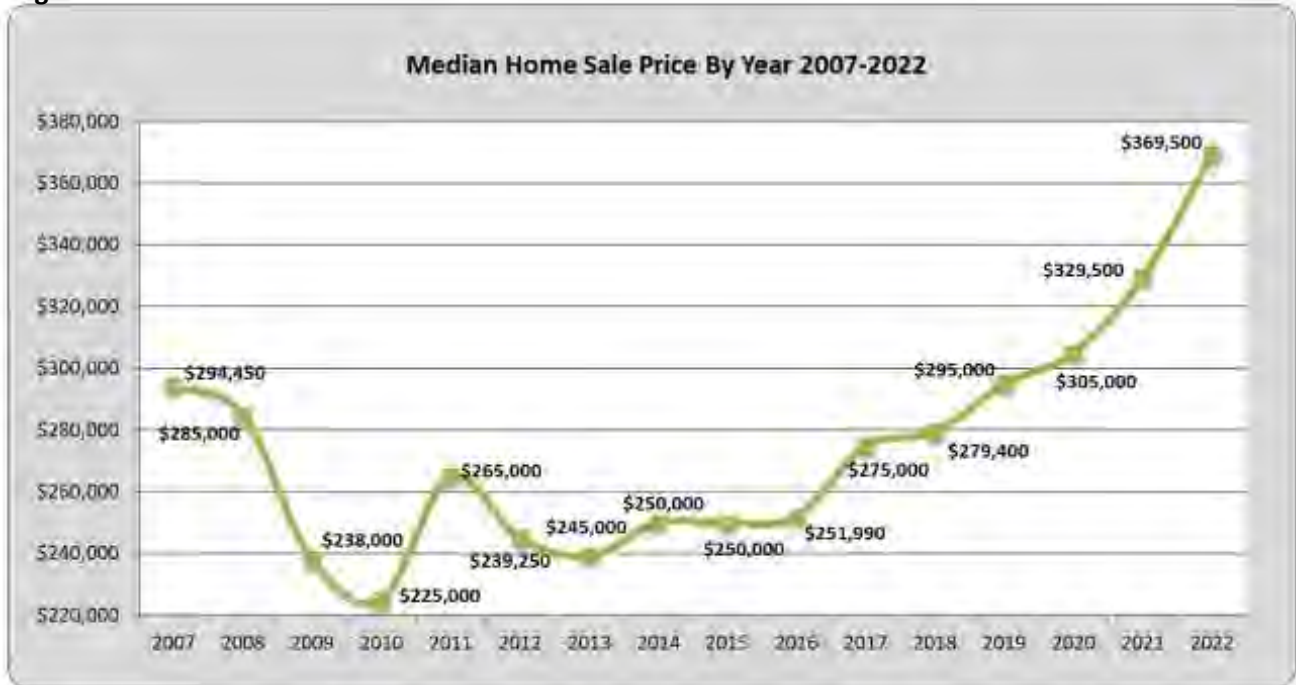
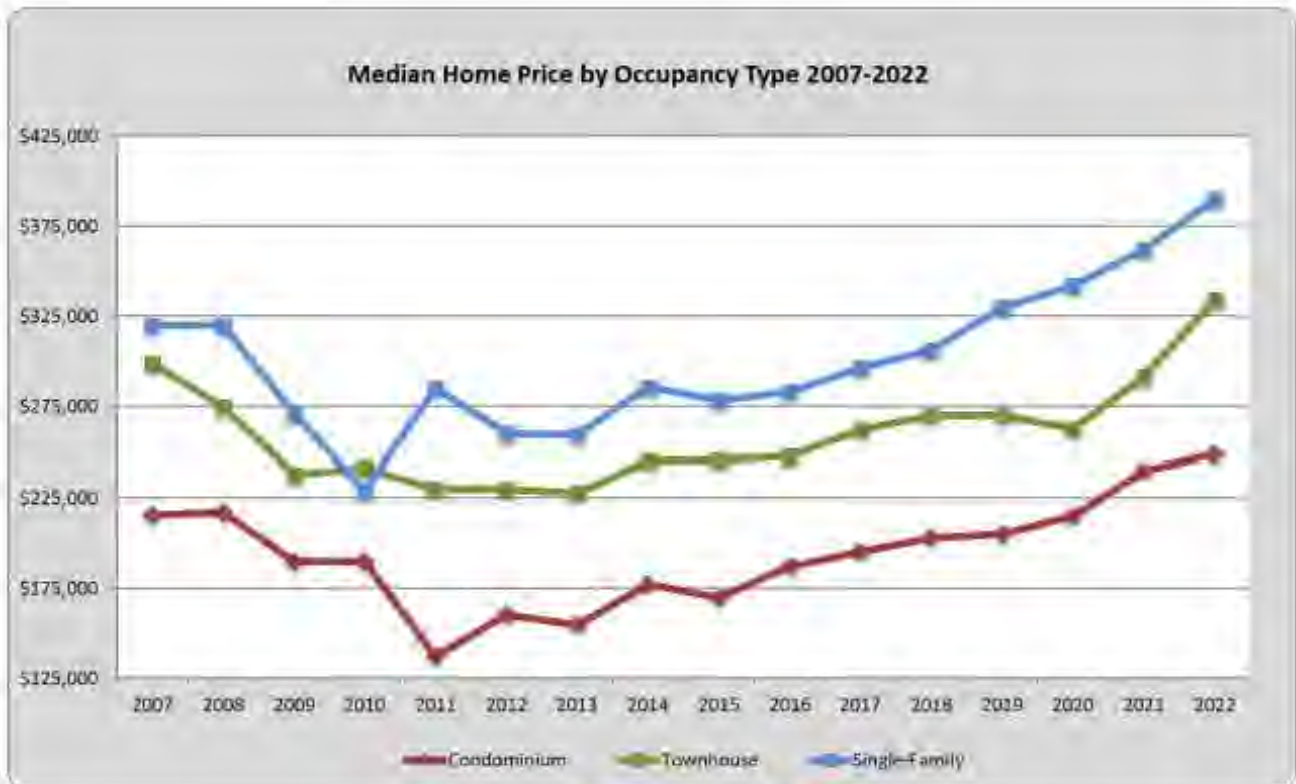


Figure 2 shows the median home sale price separated by unit type. This figure reflects a steady increase in the sale price of single-family homes, townhomes, and condos since 2015. Of the 323 single-family homes sold in 2022, only 9% were under the affordable price of \$245,139, compared to 43% of condos and 0% of townhomes.

Figure 2



#### **IV. CONCLUSIONS**

This report finds that 12.9% of St. Charles' housing stock is affordable. While significantly lower than last year's finding, this finding is consistent with findings from 2017-2021. This drop in affordability is due to rent increases and home values outpacing the rise in Area Median Income.

On the homeownership side, Staff expects affordability to continue to fall in the coming years if current housing market trends characterized by limited supply and high prices continue. In addition, St. Charles Township Assessor market values are determined based on the previous three years of sales data. Thus, the full impact of today's housing market is not yet reflected in the data. On the other hand, the relatively high interest rates imposed by the Federal Reserve over the past year may dampen demand and cause home prices to level off and decrease over time. Also not reflected in the data is the impact higher interest rates have on relative affordability; higher interest rates lead to increased monthly payments for home buyers, reducing "affordable" options for buyers and potentially causing more cost-burdened households.

On the rental side, affordability fell to 12.2%. This finding is based on actual current rents and unit counts, resulting in a more concrete finding than on the ownership side. A total of 66 new apartment units were added in the past year (Prairie Centre and 333 Lofts on 1<sup>st</sup> Street). The supply of market-rate units will continue to grow in the coming year; build-out carries on at Prairie Centre (approx. 350 units are left to construct) and construction is underway at The Springs at St. Charles (320 units). A decrease in the rental affordability rate in coming years is expected as a result of these new market-rate units.



**AGENDA ITEM EXECUTIVE SUMMARY**

**Agenda Item number: 4e-II**

**Title: St. Charles Housing Trust Fund Update**

**Presenter: Ellen Johnson, Planner**

**Meeting:** Planning & Development Committee

**Date:** February 12, 2024

**Proposed Cost:** N/A

**Budgeted Amount:** N/A

**Not Budgeted:**

**TIF District:** None

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

**Background & Use**

The Inclusionary Housing Ordinance (IHO), Title 19 of the City Code, requires developers of new residential development to build a proportionate share of affordable housing units on site, or to pay a fee in-lieu of providing affordable units. The Housing Trust Fund was formed upon adoption of the Inclusionary Housing Ordinance in 2008. Fee in-lieu payments made by developers are placed into the Housing Trust Fund.

The current balance of the Housing Trust Fund is \$2,161,349. This includes recent contributions from the Springs and partial contributions from Munhall Glen and Charlestowne Lakes. As build-out continues on these developments, an additional \$45,000 is expected from Munhall Glen and \$358,000 from Charlestowne Lakes.

Use of the Housing Trust Fund (HTF) is governed by [Ch. 3.50](#) of the City Code. The HTF was created to address the affordable housing needs of moderate-income households in St. Charles. Funds are to be used to create and preserve affordable housing. The City offers three programs which are funded by the HTF:

1. Home Rehab & Accessibility Loan Program – 0% interest, deferred payment loan for income-eligible homeowners.
2. First-Time Homebuyer Loan Program – 0% interest, deferred payment loan for income-eligible prospective homebuyers.
3. Kane County Affordable Housing Fund – development financing to developers of affordable housing; developers apply through Kane County for County CDBG & HOME funding and St. Charles Housing Trust Funds.

Past Projects funded by the Housing Trust Fund (completed projects):

Project	Funds Used	Year Approved
Home Rehab Loans – 6 total	\$61,557 (\$28,378 paid back due to property sale)	2011-2020
Affordable Housing Fund- 1432 Dean St.	\$59,173 (\$36,921 paid back upon sale)	2018
Affordable Housing Fund- 704 Adams Ave.	\$49,378 (\$29,316 paid back upon sale)	2019
Affordable Housing Fund- 106 Moore Ave.	\$45,361 (\$23,431 paid back upon sale)	2020
<b>Net Total Spent</b>	<b>\$97,423</b>	

Projects approved for funding by the Housing Trust Fund (not yet completed):

Project	Funds Approved	Year Approved
Affordable Housing Fund- Anthony Place II	\$1,100,000	2023
Affordable Housing Fund- Habitat for Humanity Project on Dean St.	\$115,000	2023
<b>Total Approved</b>	<b>\$1,215,000</b>	



**Update on Approved Projects**

- **Anthony Place II** – This project is a 60-unit affordable senior apartment building located on the south side of Rt. 38 between Randall and Bricher Roads. The developer is GC Housing Development, developer of Anthony Place at Prairie Centre. This project received an allocation of \$1.1 million from the Housing Trust Fund, approved last January, becoming the most significant use of the HTF to date. Kane County provided an additional \$1.1 million. The project was dependent on Low Income Housing Tax Credits from Illinois Housing Development Authority. Last summer, the City was informed that IHDA did not approve LIHTC for the project. The future of this project is unknown. It is our understanding that the developer is currently looking into alternative locations and the Rt. 38 location will not be pursued. Should the developer move forward with this project elsewhere in St. Charles, they would need to re-apply for County/City funding. The \$1.1 million HTF allocation is not being reserved.
- **Habitat for Humanity – Dean Street Parcel** – An update will be provided following this item.

**Future Use of the Housing Trust Fund**

Staff wishes to provide commentary on future use of the HTF in relation to new residential development.

Per the Inclusionary Housing Ordinance, 10% of units in a new residential development must be affordable, or the developer must pay a fee in-lieu. A developer that elects to provide affordable units would be eligible to request Housing Trust Fund resources to help fund construction of the affordable units. The developer would apply through the Kane County Affordable Housing Fund utilizing the existing partnership between the City and County.

Redevelopment of the Charlestowne Mall property presents potential for an affordable housing component. There may be an opportunity for the Mall developer to partner with an affordable housing developer to build the affordable units for the project in a stand-alone building, similar to Anthony Place at Prairie Centre. The affordable housing developer could then apply for HTF resources to help finance the project. Approx. half of the current balance of the HTF came from recent east side developments. Utilizing a significant portion of the HTF for affordable housing at Charlestowne Mall would provide a nearby investment in affordable housing.

There is also the potential for affordable housing developers to apply for HTF resources through the Kane County Affordable Housing Fund for stand-alone projects not in connection with market-rate projects. GC Housing Development has expressed interest in finding another location for the Anthony Place II project. The Burton Foundation has also been interested in local sites. The HTF remains available to such developers.

The City’s other loan programs have seen limited usage due to high land and housing costs and limited supply and availability of units that would qualify for the programs:

- Purchase/Rehab and new construction projects from developers such as Spillane & Sons have slowed due to the housing market. However, HTF resources could be utilized for more such projects in the future.
- The Home Rehab & Accessibility Loan Program and First-Time Homebuyer Program remain available for existing and prospective St. Charles home owners. Utilization of these programs has been low, but funds remain available to those who apply and qualify for these programs.

**Attachments** (please list):

N/A

**Recommendation/Suggested Action** (briefly explain):

Provide feedback on future use of the Housing Trust Fund.

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 4e-III
	Title:	<b>2024 Inclusionary Housing Fee</b>	
	Presenter:	<b>Ellen Johnson, Planner</b>	
<b>Meeting:</b> Planning & Development Committee		<b>Date:</b> February 12, 2024	
<b>Proposed Cost:</b> N/A		<b>Budgeted Amount:</b> N/A	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> (if not budgeted, please explain):			
<b><u>Background</u></b>			
<p>The Inclusionary Housing Ordinance (IHO), Title 19 of the Municipal Code, requires developers of new residential developments to build a proportionate share of affordable housing units on site, or pay a fee in-lieu of providing affordable units. Fee in-lieu payments made by developers are placed into the City's Housing Trust Fund to be used to provide and preserve affordable housing opportunities in St. Charles. The IHO fee in-lieu may be set on an annual basis at the discretion of the City Council. Council typically sets the fee at the beginning of each calendar year.</p>			
<p><b><u>Current Fee</u></b> – The current IHO fee has a three-tier structure based on housing type. Each fee is per required affordable unit in the development. These fees have been in place since 2021:</p> <ul style="list-style-type: none"> <li>• Multi-Family Developments: \$39,665.75 (cost of a 25% downpayment for an affordable home priced at \$158,663)</li> <li>• Townhome Developments: \$27,766.03 (cost of a 17.5% downpayment)</li> <li>• Single-Family Developments: \$15,866.30 (cost of a 10% downpayment)</li> </ul>			
<p><b><u>2024 Fee</u></b> – The fee is calculated based on various downpayment percentages for an affordable home. The affordable home price used is \$158,663, which is the affordable home price for St. Charles identified by Illinois Housing Development Authority (IHDA) in the 2018 Report on Statewide Local Government Authority. It was noted that the intent would be for the fee to be recalculated when a new affordable home price is identified upon release of the 2023 Report.</p>			
<p>IHDA has provided Staff with details of the calculation used to determine St. Charles' updated affordable housing share. The affordable home price is \$209,817, up significantly from \$158,663 in 2018 due to increases in household income. Recalculating the fees based on the new affordable home price results in the following fees:</p> <ul style="list-style-type: none"> <li>• Multi-Family Developments: \$52,454.19 (cost of a 25% downpayment for an affordable home priced at \$209,817)</li> <li>• Townhome Developments: \$36,717.93 (cost of a 17.5% downpayment)</li> <li>• Single-Family Developments: \$20,981.67 (cost of a 10% downpayment)</li> </ul>			
<p>The Housing Commission discussed the fee at their meeting on 1/11/24. Commissioners expressed a preference for updating the fees based on the new affordable home price. They also discussed the importance of requiring developments to provide affordable units as opposed to accepting fee in-lieu, particularly for large, multi-family projects.</p>			
<b>Attachments</b> (please list):			
IHO Fee Memo			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Provide a recommendation on the 2024 Inclusionary Housing Fee			



## MEMO

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### COMMUNITY DEVELOPMENT DEPARTMENT

DATE: February 2, 2024

TO: Chairman Paul Lencioni and the Members of the Planning & Development Committee

FROM: Ellen Johnson, Planner

RE: **2024 Inclusionary Housing Fee**

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Staff is seeking direction from the Committee on setting the Inclusionary Housing fee In-lieu for calendar year 2024.

Under Title 19 of the City Code, the Inclusionary Housing fee in-lieu may be set on an annual basis at the discretion of the City Council. Section 19.02.060 states:

*The amount of the per-unit fee in-lieu of Affordable Units shall be determined annually by the City Council. If no fee has been determined by the City Council for the current year, the fee most recently determined by the City Council shall apply.*

#### I. Background

The Inclusionary Housing Ordinance (IHO), Title 19 of the City Code, requires developers of new residential developments to build a proportionate share of affordable housing units on site, or to pay a fee in-lieu of providing affordable units.

Fee in-lieu payments made by developers are placed into the City's Housing Trust Fund. The Housing Trust Fund is to be used to create and preserve affordable housing opportunities in St. Charles. Currently, the City's Home Rehab & Accessibility Loan Program and First-Time Homebuyer Loan Program are funded by the Housing Trust Fund. In addition, a significant portion of the fund has been earmarked for the Kane County Affordable Housing Fund, through which developers of affordable housing can request funding for proposed projects. So far, this has enabled two purchase/rehab/resale projects and construction of a new affordable home. A Habitat for Humanity home has been approved for funding with construction expected this year.

#### II. Previous IHO Fees

When the IHO was first adopted in 2008, the IHO fee was set at \$140,000 per required affordable unit. After being reduced in 2010 to \$104,500, the IHO was suspended for three years beginning in 2013. The IHO was reinstated in 2016 with a reduced fee of \$72,820 per required affordable unit. This fee was calculated as the cost of providing a 25% downpayment for two affordable units, a calculation that has been used each year since, with some modification based on the affordable home price as designated by IHDA. In 2019, the fee was set at \$39,665.75, calculated as the cost of providing a 25% downpayment for a single affordable unit priced at \$158,663.

#### III. Current IHO Fee

In 2021, City Council for the first time instituted a three-tiered fee structure based on unit type, as opposed to a single fee for all unit types. This was done to take into account the relative ease of incorporating affordable units within multi-family developments and the greater likelihood of being able to take advantage of the density bonus allowed under the code for

developments that incorporate affordable units, as well as a lower per-unit construction cost for multi-family vs. single-family developments. The cost of constructing a townhome unit generally falls between multi-family and single-family.

The fee for multi-family developments was kept the same as the 2020 fee: \$39,665.75, calculated as the cost of a 25% downpayment for an affordable house priced at \$158,663. Townhomes: \$27,766.03, calculated as the cost of a 17.5% downpayment for an affordable house. Single-family developments: \$15,866.30, calculated as a 10% downpayment for an affordable house. The fee was kept the same for 2022 and 2023.

The calculation upon which the three fees are determined is based upon St. Charles' affordable home price as determined by IHDA in its 2018 Report on Statewide Local Government Affordability. It was discussed that the fee would be updated based on the new affordable home price identified by IHDA in its next report; IHDA releases the report every 5 years. IHDA released the 2023 Report in December 2023.

#### IV. 2024 IHO Fee

The three-tiered fee structure has been utilized for determining developer contributions for the past three years. Staff has not experienced issues with administration of the fee structure. The lower fee for single-family developments has resulted in lower contributions required for the Munhall Glen single-family subdivision currently under construction. The fee collected for the Springs of St. Charles apartment community was calculated based on the highest tier, resulting in a fee payment of over \$1.2 million.

IHDA's 2023 Report on Statewide Local Government Affordability released in December set an updated affordable home price for St. Charles: \$209,816.74, up from \$158,663 per the 2018 Report. The higher home price reflects increasing Area Median Income.

The table below shows the current fees and new fees based on the \$209,816.74 affordable home price. This is the fee required per required affordable unit (5-10% of total units in a development).

	Current (2021-2023)	Updated Fee for 2024
<b>Multi-family</b> <i>25% downpayment on affordable home</i>	\$39,665.75	\$52,454.19
<b>Townhome</b> <i>17.5% downpayment on affordable home</i>	\$27,766.03	\$36,717.93
<b>Single-Family</b> <i>10% downpayment on affordable home</i>	\$15,866.30	\$20,981.67

If it is determined that the current fee calculation should remain in place utilizing the updated affordable home price, the 2024 fees would be: **\$52,454.19 for multi-family, \$36,717.93 for townhomes and \$20,981.67 for single-family.**

Alternatively, the Committee could decide not to update the fee calculation and retain the current fees. Or, the Committee could recommend changes to the fee structure and/or fees, including a return to a single fee. The fee(s) could be based on a different formula or not based on a formula. The Ordinance does not provide direction as to how the fee should be determined.

The table on the next page shows the current IHO fees and the resulting developer contributions for various sized developments, followed by the updated fee for 2024. After that, possible fees are listed which are not based on a formula, from \$70,000 down to \$5,000 per required affordable unit.

	<b>1-unit development</b>	<b>50-unit development</b>	<b>100-unit development</b>	<b>250-unit development</b>	<b>500-unit development</b>
<b>Affordable Units Required</b>	<i>0.05 unit</i>	<i>5 units</i>	<i>10 units</i>	<i>25 units</i>	<i>50 units</i>
<b>Current Fees:</b>					
<i>Multi-family</i>	<b>\$39,665.75</b>	\$1,983	\$198,329	\$396,658	\$991,644
<i>Townhomes</i>	<b>\$27,766.03</b>	\$1,388	\$138,830	\$277,660	\$694,151
<i>Single-Family</i>	<b>\$15,866.30</b>	\$793	\$79,332	\$158,663	\$396,658
<b>Updated 2024 Fees:</b>					
<i>Multi-family</i>	<b>\$52,454.25</b>	\$2,623	\$262,271	\$524,542	\$1,311,355
<i>Townhomes</i>	<b>\$36,717.98</b>	\$1,836	\$183,590	\$367,179	\$917,948
<i>Single-Family</i>	<b>\$20,981.70</b>	\$1,049	\$104,908	\$209,817	\$524,542
<b>Other Possible Fees:</b>					
	<b>\$70,000</b>	\$3,500	\$350,000	\$700,000	\$1,750,000
	<b>\$60,000</b>	\$3,000	\$300,000	\$600,000	\$1,500,000
	<b>\$50,000</b>	\$ 2,500	\$250,000	\$ 500,000	\$1,250,000
	<b>\$40,000</b>	\$ 2,000	\$200,000	\$ 400,000	\$1,000,000
	<b>\$30,000</b>	\$ 1,500	\$150,000	\$ 300,000	\$750,000
	<b>\$20,000</b>	\$ 1,000	\$100,000	\$ 200,000	\$500,000
	<b>\$10,000</b>	\$ 500	\$50,000	\$ 100,000	\$250,000
	<b>\$5,000</b>	\$ 250	\$25,000	\$ 50,000	\$125,000

## V. Housing Commission Discussion

Housing Commission discussed the IHO fee for 2024 at their meeting on 1/11/24. The consensus among members was that the existing fee structure and fee calculation should remain in place, with the fees updated according to the new affordable home price per IHDA's 2023 Report.

## VI. Attachments

- Inclusionary Housing Fee History
- Summary of Other IHOs in Illinois

## Inclusionary Housing Fee History

The table below lists the past and current fee in-lieu amounts since the Inclusionary Housing Ordinance was adopted in 2008:

<b>Year Fee Established</b>	<b>Fee Amount</b>
2008	\$140,000 / required affordable unit
2010	\$104,500 / required affordable unit
2016	\$72,819.50 / required affordable unit
2017	\$72,819.50/ required affordable single-family, townhome, or duplex unit \$5,000 / required affordable multi-family unit
2018	\$36,409.75 / required affordable unit
2019	\$39,665.75 / required affordable unit
2020	\$39,665.75 / required affordable unit
2021	\$39,665.75 / required affordable multi-family units \$27,766.03 / required affordable townhome units \$15,866.30 / required affordable single-family units

The fee in-lieu that was set upon adoption of the IHO in 2008 was **\$140,000** per required affordable unit. The following calculation was used to determine the fee:

St. Charles' Median Home Sale Price (from Assessor's data) – 2/3 of the IHDA Affordable Price for a 4-person Household

In 2010, the fee in-lieu was lowered to **\$104,500** after IHDA released an updated affordability chart with a lower affordable price for a 4-person household. The same calculation as used in 2008 was used to determine the new fee.

In 2013, the IHO was suspended after a determination by staff that over 25% of the City's housing stock was affordable, per the provisions of the IHO at that time.

In March of 2016, the IHO was reinstated in an amended form. A new fee in-lieu was set due to concern expressed by City Council members that the fee of \$104,500 was too high. The Housing Commission recommended the fee in-lieu be calculated as the cost of providing a 25% downpayment for two affordable units priced at \$145,639, which is the affordable home price for St. Charles determined by IHDA in 2013. This resulted in a fee of **\$72,819.50**.

In February 2017, City Council established a different fee for multi-family housing developments due to concerns that the fee of \$72,819.50 was too high for multi-family projects. This resulted in a dual fee structure: **\$5,000 for multi-family developments and \$72,819.50 for single-family/duplex/townhome developments.**

In March of 2018, upon discussion with the Housing Commission at a joint meeting, City Council returned to a single fee for all types of residential units and set the fee at **\$36,409.75**, calculated as the cost of a 25% downpayment for one affordable unit priced at \$145,639.

In January 2019, based upon the Housing Commission's recommendation, City Council kept the previous methodology for establishing the fee, but recalculated it based on the new affordable home price for St. Charles determined by the Illinois Housing Development Authority in its 2018 Report on Statewide Local Government Affordability. The fee was increased to **\$39,665.75**, calculated as the cost of a 25% downpayment for one affordable unit priced at \$158,663.

In February 2020, City Council kept the previous year's fee of **\$39,665.75**, as recommended by the Housing Commission. IHDA is expected to release its next Report on Statewide Local Government Affordability in 2023. Unless the Council sees a need to change the fee and/or method for calculating the fee, the existing fee could remain in place until the updated affordable home price is determined by IHDA in 2023.

In October 2020, City Council set the fee for 2021. A new three-tiered fee structure was established to take into account the relative ease of incorporating affordable units within multi-family developments and the greater likelihood of being able to take advantage of the density bonus allowed under the code for developments that incorporate affordable units, as well as a lower per-unit construction cost for multi-family vs. single-family developments. The fee for multi-family developments was kept the same as the 2020 fee: **\$39,665.75**, calculated as the cost of a 25% downpayment for an affordable house priced at \$158,663. Townhomes: **\$27,766.03**, calculated as the cost of a 17.5% downpayment for an affordable house. Single-family developments: **\$15,866.30**, calculated as a 10% downpayment for an affordable house. The same fee remained in place for 2022 and 2023.

## **Other Inclusionary Housing Ordinances in Illinois (updated Jan 2024)**

### **Highland Park**

- Requirements apply to new developments, 5 units and larger
- 20% of units must be affordable
- Fee in-lieu only accepted for single-family developments under 20 units.
- Fee in-lieu = \$185,400 per unit; goes into Housing Trust Fund
- Demolition tax = \$10,000 per single-family home; goes into Housing Trust Fund
- 2023 AHPAA % affordable: 6.3%

### **Lake Forest**

- Requirements apply to new developments 5 units and larger; requirements do not apply to single-family developments.
- 15% of units must be affordable
- Fee in-lieu is accepted
- Fee in-lieu = \$130,000 per unit;
- Demolition tax = \$10,000; goes into Housing Trust Fund
- 2023 AHPAA % affordable: 5.8%

### **Evanston**

- Requirements apply to for-sale developments 25 units and larger.
- 10% of units must be affordable
- Fee in-lieu is accepted.
- Fee in-lieu = Rental: \$179,310-\$209,195 depending on zoning district; For-sale: \$268,964-\$313,792 depending on zoning district (*fees currently under consideration- Jan 2024*)
- 2023 AHPAA % affordable: 19.7%

### **Chicago**

- Only required for developments that receive city financial assistance or involve city-owned land, or if a zoning change is granted that increased density or allows a residential use not previously allowed, or if a PUD within downtown area.
- Residential developments of 10 or more units
- 10% of units must be affordable
- Fee in lieu is accepted.
- Fee in lieu = between \$53,697 and \$375,878 per unit, depending on location, set aside, and tenure.
- 2023 AHPAA % affordable: 47.2%

### **Arlington Heights**

- Affordable units only required in multi-family developments 10+ units
- Linkage fee for new single-family developments and teardowns (fee in lieu and demo fee): \$3,500 per market-rate unit
- For multi-family developments: 9 or fewer- pay fee of \$3,500 per market-rate unit
- For multi-family developments: 10+ units- provide 10% affordable units or pay \$75,000 per required affordable unit
- 2023 AHPAA % affordable: 19.8%



## St. Charles

- Requirements apply to all new residential development
- 5% - 10% of units must be affordable, depending on size of development
- Fee in-lieu is accepted.
- Fee in-lieu = \$39,666 for multi-family; \$27,766 for townhome; \$15,866 for single-family
- 2023 AHPAA % affordable: 17.2%

## Oak Park

*\*New IHO currently under consideration (as of Jan 2024). Would require 20% of units to be affordable; fee in-lieu to be accepted for no more than half of required affordable units. Would apply to all residential developments of 5+ units. Increase fee-in-lieu (proposed amount TBD). Current regulations:*

- Requirements apply to new rental developments of 24+ units
- TOD areas only
- 10% affordable to 60% AMI
- Fee in-lieu: \$100,000 per required affordable unit
- 2023 AHPAA % affordable: 23.4%

## Northbrook

- Requirements apply to new developments over 5 units
- 15% affordable
- Single-family subdivisions with 6-19 units are not required to provide units; can pay a fee based on 15% of the number of lots.
- Fee in lieu: \$125,000/required affordable unit
- Demolition tax = \$10,000 per single-family home; goes into Housing Trust Fund
- 2023 AHPAA % affordable: 5.0%


## Geneva

- Voluntary ordinance; not mandatory
- Provides incentives for creation of affordable housing- fee waiver, TIF funds available if in existing TIF district, City owned land contributed if available, density bonus not to exceed 115% base density
- To be eligible for incentives, 15% of units must be affordable
- 2023 AHPAA % affordable: 7.3%

## Naperville

*\*Incentives for creating affordable housing currently under consideration (as of Jan 2024):*

- Voluntary ordinance; not mandatory
- Provides incentives for creation of 20% affordable housing within townhome/condo/apartment developments of 5+ units or larger- density bonus, parking decrease, exterior material exemption, reduction of park land/cash requirements, 50% reduction of entitlement and permitting fees
- 2023 AHPAA % affordable: 10.3%

	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		Agenda Item number: 4f
	Title:	<b>Feedback Regarding City-owned Dean Street Parcel Identified for Donation to Habitat for Humanity of Northern Fox Valley</b>	
	Presenter:	<b>Ellen Johnson, Planner</b>	
<b>Meeting:</b> Planning & Development Committee		<b>Date:</b> February 12, 2024	
<b>Proposed Cost:</b> N/A		<b>Budgeted Amount:</b> N/A	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> None			
<b>Executive Summary</b> <i>(if not budgeted please explain):</i>			
<p>In September, the Housing Commission approved funding in the amount of \$115,000 to Habitat for Humanity of Northern Fox Valley for construction of an affordable home in St. Charles, with a recommendation that City Council donate a City-owned parcel at the SW corner of Dean and 15<sup>th</sup> Streets for the project. Kane County also awarded \$115,000 to the project.</p> <p>At the October meeting, P&amp;D Committee recommended donation of the parcel to Habitat. At the time, it was identified that the lot was over 5,000 square feet in size based on GIS parcel data. A lot area of at least 5,000 sf is required for a parcel to be buildable in the subject zoning district.</p> <p>A Plat of Survey was prepared following the Committee's recommendation. The Plat identifies the parcel as 4,604 sf. It is therefore not buildable. Based on the width of the lot, it may also be difficult to site a house and meet the 15' building setback required from the east (15<sup>th</sup> Street) lot line.</p> <p>There are two options to allow a house to be built on the parcel:</p> <ol style="list-style-type: none"> <li>1. Request a variance from the Zoning Board of Appeals – This could be requested by the City or Habitat. The request would be for a variance from the 5,000 sf lot area requirement. There may also be a need to request a variance from the 15' east side setback.</li> <li>2. Vacate adjacent City right-of-way – There is approx. 762 sf of City right-of-way between the east lot line and to 0.5' from the sidewalk, in addition to a 12' wide parkway between the sidewalk and 15<sup>th</sup> St. The ROW on the west side of the sidewalk (minus a 0.5' buffer along the sidewalk) could be vacated and added to the City-owned parcel; the total parcel size would become 5,366 sf. The total width of 15<sup>th</sup> St. ROW along the parcel is 80'. However, for the rest of N. 15<sup>th</sup> St. south to Main St., the ROW is 66' wide. Vacating a portion of the ROW would also widen the lot, creating more flexibility for siting a house. A variance from the Zoning Board of Appeals would not be required for this option.</li> </ol> <p>Staff is seeking direction from the Committee on whether there would be interest in vacating ROW adjacent to the parcel. If so, a Plat of Vacation will be prepared for City Council approval.</p>			
<b>Attachments</b> (please list): Dean Street Parcel Plat of Survey w/ ROW Exhibit			
<b>Recommendation/Suggested Action</b> (briefly explain): Provide feedback on the potential to vacate City right-of-way adjacent to the City-owned Dean Street Parcel.			

# PLAT OF SURVEY

## LEGAL DESCRIPTION

THAT PART OF LOT 2 OF WILLIAM BALIS SUBDIVISION, ACCORDING TO THE PLAT THEREOF, RECORDED SEPTEMBER 5TH, 1911 IN BOOK 20 OF PLATS, PAGE 21, LYING WESTERLY OF 15TH STREET, PER DEDICATION RECORDED APRIL 6TH, 1983 AS DOCUMENT 1634667, IN KANE COUNTY, ILLINOIS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
 BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 2; THENCE SOUTH 66 DEGREES 05 MINUTES 41 SECONDS EAST, ALONG THE NORTH LINE OF SAID LOT 2, 69.10 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF SAID 15TH STREET; THENCE SOUTH 23 DEGREES 54 MINUTES 19 SECONDS WEST, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 90.21 FEET TO THE SOUTHERLY LINE OF SAID LOT 2; THENCE NORTH 89 DEGREES 54 MINUTES 58 SECONDS WEST, ALONG SAID SOUTHERLY LINE, 26.93 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2; THENCE NORTH 00 DEGREES 09 MINUTES 44 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 2, 110.43 FEET TO SAID POINT OF BEGINNING.

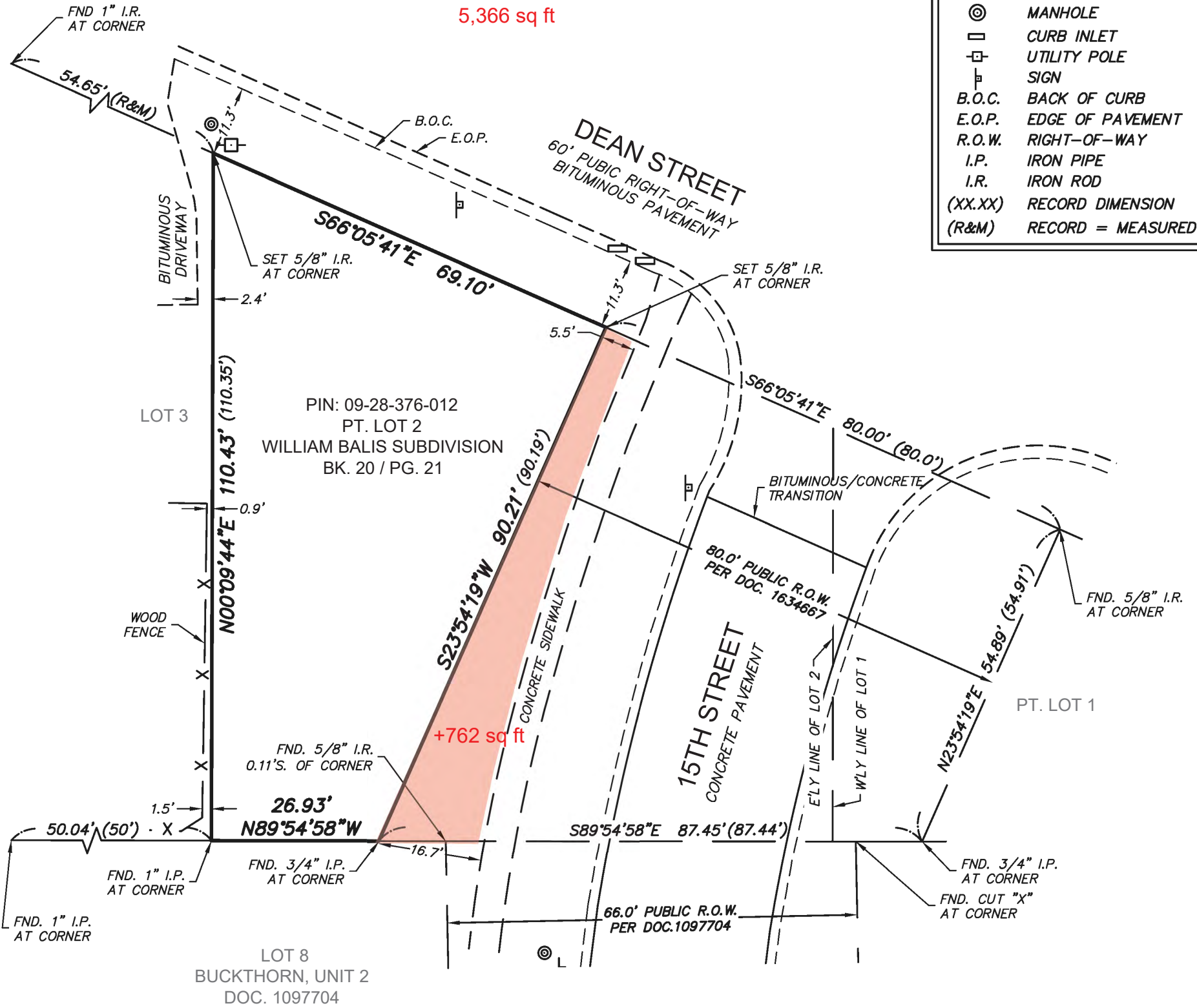
## LAND AREA

4,604± SQ.FT. OR 0.106± ACRES

Land Area w/ additional ROW:  
 5,366 sq ft

## LEGEND

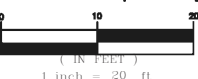
- ⊙ MANHOLE
- ▭ CURB INLET
- ⊠ UTILITY POLE
- ⊥ SIGN
- B.O.C. BACK OF CURB
- E.O.P. EDGE OF PAVEMENT
- R.O.W. RIGHT-OF-WAY
- I.P. IRON PIPE
- I.R. IRON ROD
- (XX.XX) RECORD DIMENSION
- (R&M) RECORD = MEASURED



NOTE: Only those Building Line Restrictions or Easements shown on a Recorded Subdivision Plat are shown hereon unless the description ordered to be surveyed contains a proper description of the required building lines or easements  
 \* Basis of bearings for this survey: *IL SPC EAST (NAD83-2011)*  
 \* No distance should be assumed by scaling.  
 \* No underground improvements have been located unless shown and noted.  
 \* No representation as to ownership, use, or possession should be hereon implied.  
 \* This Survey and Plat of Survey are void without signature and seal affixed.  
 \* This professional service conforms to the current Illinois minimum standards for a boundary survey and was performed for:

### CITY OF ST. CHARLES

Compare your description and site markings with this plat and AT ONCE report any discrepancies which you may find.



## SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS )  
 ) S.S.  
 COUNTY OF KANE )

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED AT AURORA, KANE COUNTY, ILLINOIS, DECEMBER 7TH, 2023.



*[Signature]*

BERNARD J. BAUER, P.L.S. (bbauer@hrgreen.com)  
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3799  
 LICENSE EXPIRATION DATE: 11/30/2024  
 FIELDWORK COMPLETED: 11/15/2023

HORIZ. SCALE:	DATE:	
1" = 20'	12/04/2023	
VERT. SCALE:	SUBMITTAL:	
DWN. BY:	DSN. BY:	CHK. BY:
BJB		NAB
PROJECT NO.		
2303828		
SHEET NO.		
1 OF 1		



**PLAT OF SURVEY**  
**SOUTHWEST CORNER 15TH STREET**  
**& DEAN STREET,**  
**CITY ST. CHARLES,**  
**KANE COUNTY, ILLINOIS**



2363 Sequoia Drive, Suite 101  
 Aurora, Illinois 60506  
 t. 630.553.7560 f. 630.553.7646  
 www.hrgreen.com  
 Illinois Professional Design Firm # 184-001322

REVISIONS		
#	DATE	DESCRIPTION
1		
2		
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