



ST. CHARLES  
SINCE 1834

## AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve the Munhall School Final Plat of Subdivision (1304 and 1400 Ronzheimer Avenue)

Presenter: Matthew O'Rourke

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development – (3/12/12)		City Council
	Public Hearing		

Estimated Cost:	NA	Budgeted:	YES		NO	
-----------------	----	-----------	-----	--	----	--

If NO, please explain how item will be funded:

### Executive Summary:

St. Charles School District CUSD # 303, represented by John Baird, has submitted an Application for a Final Plat of Subdivision. The Munhall Elementary and Mades Johnstone Schools are located on one property. The School District is proposing to subdivide this property into individual school lots. The School District owns the entire property. However, the Mades Johnstone building is owned by a cooperative. CUSD #303 will continue to own the property that the Munhall School is located on (Lot 1). The cooperative will own the property around the Mades Johnstone School (Lot 2). The details of this proposal are as follows:

- The subject property will be split into two total parcels.
  - Lot 1 (15.026 acres) will be made up of the Munhall Elementary School, the exiting sports fields, and playgrounds areas.
  - Lot 2 (6.977 acres) will be made up of the Mades Johnstone School and surrounding greenspace.
  - Ingress/Egress for both schools is located at the intersection of Ronzheimer Ave. and S. 13<sup>th</sup> Ave.
- There is an ingress/egress access easement proposed on Lot 1 to provide permanent access to the Mades Johnstone property.

The Plan Commission reviewed the application for a Plat of Subdivision for the Munhall School Subdivision on February 21, 2012.

The Plan Commission recommended approval of the application. The vote was 6-AYE 0-NAY.

### Attachments: (please list)

Staff Report dated 3-2-12

Final Plat of Subdivision; County Engineers Inc.; received 2-23-12

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

Staff recommends approval of the Munhall School Subdivision Application for a Final Plat of Subdivision.

For office use only:

Agenda Item Number: 4a

Community Development  
Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



**Staff Report**

**TO:** Chairman, Cliff Carrignan and  
Members of the Planning & Development Committee

**FROM:** Matthew O'Rourke, AICP  
Planner

**RE:** Plat of Subdivision of the Mades Johnstone and Munhall School properties.

**DATE:** March 2, 2012

---

**APPLICATION INFORMATION**

**Project Name:** Munhall School Subdivision

**Applicant:** St. Charles School District CUSD # 303

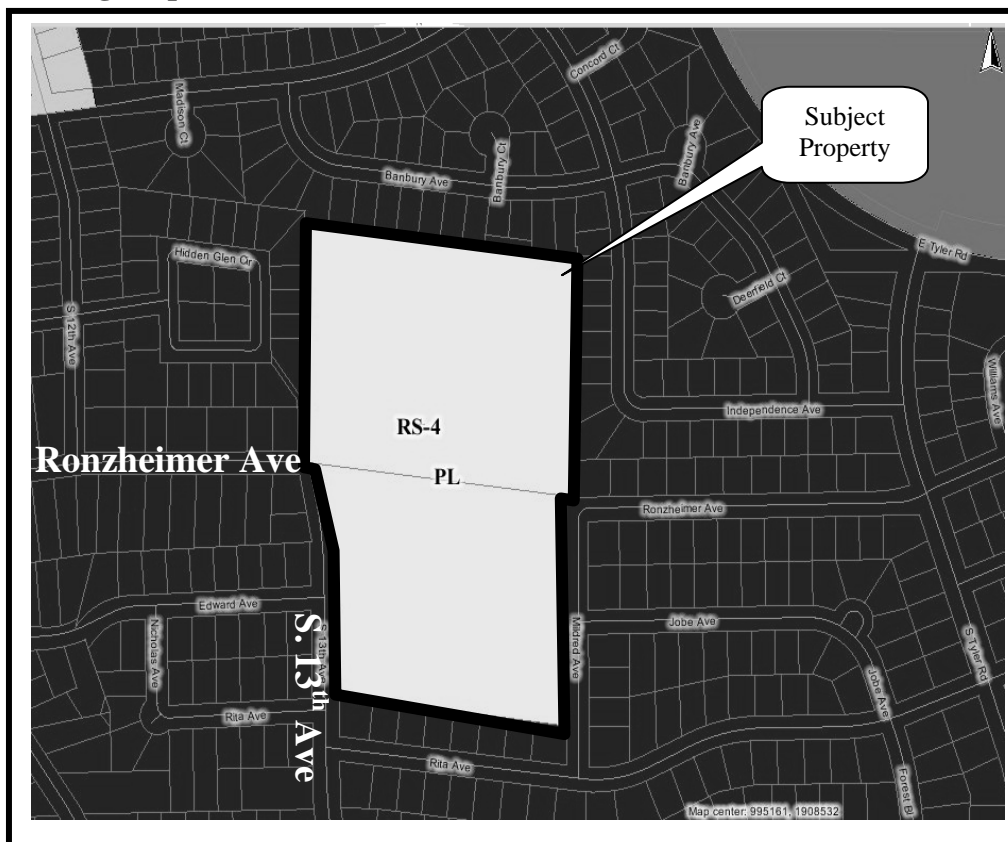
**Purpose:** Subdivide the existing school district property at the intersection of Ronzheimer Ave. and S. 13<sup>th</sup> Ave.

<b>General Information:</b>		
<b>Site Information</b>		
<b>Location</b>	1304 and 1400 Ronzheimer Ave	
<b>Acres</b>	22.409	
<b>Applications</b>	<b>1) Application for Final Plat of Subdivision</b>	
<b>Applicable Zoning Code</b>	Title 16, Chapter 24-Final Plats	
<b>Sections/ Ordinances</b>	Table 17.16-2 Office, Manufacturing , and Public Lands Bulk Standards	
<b>Existing Conditions</b>		
<b>Land Use</b>	Munhall Elementary and Mades Johnstone Schools	
<b>Zoning</b>	PL-Public Land	
<b>Zoning Summary</b>		<b>Current Land Uses</b>
<b>North</b>	RS-4 Suburban Single-Family Residential District	Single-Family Homes
<b>East</b>	RS-4 Suburban Single-Family Residential District	Single-Family Homes
<b>South</b>	RS-4 Suburban Single-Family Residential District	Single-Family Homes
<b>West</b>	RS-4 Suburban Single-Family Residential District	Single-Family Homes
<b>Comprehensive Plan Designation</b>		
Public and Semi Public		

## Aerial Photo



## Zoning Map



## II. PROPOSAL

The St. Charles School District CUSD # 303, represented by John Baird, has submitted an Application for a Final Plat of Subdivision. The Munhall Elementary and Mades Johnstone Schools are located on one property. The School District is proposing to subdivide this property into individual school lots. The details of this proposal are as follows:

- The subject property will be split into two total parcels.
  - Lot 1 (15.026 acres) will be made up of the Munhall Elementary School, the exiting sports fields, and playgrounds areas.
  - Lot 2 (6.977 acres) will be made up of the Mades Johnstone School and surrounding greenspace.
  - Ingress/Egress for both schools is located at the intersection of Ronzheimer Ave. and S. 13<sup>th</sup> Ave.
    - There is an ingress/egress access easement proposed on Lot 1 to provide permanent access to the Mades Johnstone property.
  - The School District will also be dedicating a portion of their existing property along Mildred Ave and Ronzheimer Ave. to the City of St. Charles. This property already functions as right-of-way and this dedication will give the City the ability to ensure maintenance is provided for Mildred Ave.

## III. ZONING ANALYSIS

The underlying zoning district for this property is PL-Public Land. Staff has reviewed the proposed subdivision to ensure that the proposed lots meet the applicable standards of the Zoning Ordinance. **Table 1** details Staff's review.

**Table 1**

ZONING CATEGORY	ZONING ORDINANCE STANDARD	LOT - 1	LOT - 2
<b>Minimum Lot Area (Acres)</b>	None	15.026 Acres	6.977 Acres
<b>Minimum Lot Width (Feet)</b>	None	751.72'	429.76'
<b>Maximum Building Coverage</b>	60%	9.2%	5.6%
<b>Building Setbacks</b>			
<i>Front Yard</i>	30'	30'	123.11'
<i>Side Yard</i>	10'	74'	105.1'
<i>Rear Yard</i>	30'	90'	298'
<i>Exterior Side Yard</i>	30'	N/A	131.6
<b>Parking Setbacks</b>			
<i>Front Yard</i>	30'	237'	N/A
<i>Side Yard</i>	0'	0'	0'
<i>Rear Yard</i>	0'	225'	N/A
<i>Exterior Side Yard</i>	30'	N/A	N/A

<b>Required Parking Spaces</b>	1.5 Spaces per Classroom	<i>26 Classrooms (39 Spaces Required)</i> <b>82 Existing Spaces</b>	<i>9 Classrooms (13.5 Spaces Required)</i> <b>55 Existing Spaces</b>
--------------------------------	--------------------------	--	---

Staff also reviewed this plat for conformance with **Title 16 Subdivision and Land Development**. The necessary perimeter easements, property lines, etc. are shown on the Final Plat.

Since no site improvements or extension of utilities are proposed at this time there are no engineering plans to review.

#### **IV. PLAN COMMISSION RECOMMENDATION**

The Plan Commission Reviewed the Application for a Plat of Subdivision for the Munhall School Subdivision on February 21, 2012.

The Plan Commission recommended approval of the Application. The vote was 6-Aye 0-NAY.

#### **V. RECOMMENDATION**

Staff is recommending approval of the Final Plat of Subdivision for the Munhall School Subdivision.

#### **VI. ATTACHMENTS**

Final Plat of Subdivision of Munhall School Subdivision; Trotter & Associates.; received 2-23-12

Cc: Russell Colby, Planning Division Manager



# MUNHALL SCHOOL SUBDIVISION

PAR. OF THE WEST HALF OF SECTION 35, TOWNSHIP 13, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS

## SPECIAL FLOOD HAZARD AREA CERTIFICATE

STATE OF ILLINOIS  
COUNTY OF KANE

This is to certify that according to the Flood Insurance Rate Map (FIRM) No. 17030C0000H dated August 2, 2008 and Map No. 17030C0000H dated August 2, 2008 this site appears to be located in a Special Flood Hazard Area to be outside the 100-year floodplain to the best of my knowledge and belief.

*[Signature]* February 23, 2012  
John J. Harkins, P.E.  
Firm Registered and No. 005-003247



## OWNER'S CERTIFICATE

STATE OF ILLINOIS  
COUNTY OF KANE

This is to certify that Community Action Unit District 303 is the owner of the property described in the foregoing Surveyor's Certificate and has caused the same to be surveyed, subdivided and plotted as indicated herein for the uses and purposes therein set forth as allowed and provided by statute. The subdivision is the Munhall School Subdivision in the City of St. Charles, Kane County, Illinois, and does hereby acknowledge and accept the same under the State and Federal laws indicated.

Paragraph 14, Section 1005 of the Plat Act, 605 B.C.D. 1913, has declared that serve as the Survey District of St. Charles for Munhall Subdivision, in the City of St. Charles, Kane County, Illinois.

To the best of our knowledge the foregoing is a true and correct statement of the facts as the same are known to us.

St. Charles Community Unit School District 303  
205 S. 7th Street  
St. Charles, Ill. 62254  
Phone 620-515-3000

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012

Owner Address

By \_\_\_\_\_  
Title \_\_\_\_\_  
Attest \_\_\_\_\_  
Title \_\_\_\_\_

## NOTARY CERTIFICATE

STATE OF ILLINOIS  
COUNTY OF KANE

I, \_\_\_\_\_, do hereby certify that \_\_\_\_\_, personally known to me to be the same person whose name is subscribed to the foregoing instrument, has been duly qualified before me to do in and about the premises and I have signed and delivered the annexed plat as their own free and voluntary act for the uses and purposes therein set forth.

GIVEN UNDER MY HAND AND NOTARY SEAL this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012, at \_\_\_\_\_, Illinois.

Notary Public

## MORTGAGE CERTIFICATE

STATE OF ILLINOIS  
COUNTY OF KANE

Accepted and approved by \_\_\_\_\_, Trust Mortgage

Dated at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012

By \_\_\_\_\_

Attest \_\_\_\_\_

## CITY COMMISSION CERTIFICATE

STATE OF ILLINOIS  
COUNTY OF KANE

Agreed and attested this \_\_\_\_\_ day of \_\_\_\_\_, 2012  
City of St. Charles, Illinois

Mayor

Attest

City Clerk

## PLAT COMMISSION CERTIFICATE

STATE OF ILLINOIS  
COUNTY OF KANE

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2012  
City of St. Charles, Illinois

Mayor

Attest

City Clerk

## CERTIFICATE AS TO SPECIAL ASSESSMENTS

STATE OF ILLINOIS  
COUNTY OF KANE

This hereby certifies that there are no delinquent or unpaid current or forfeited special assessments or other collected assessments thereof that have not been apportioned against the tract of land indicated in the plat.

Dated at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012

GIVEN UNDER MY HAND AND SEAL OF THE CITY OF ST. CHARLES, ILLINOIS, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012

Mayor of the City of St. Charles, Illinois

State of Illinois

County of Kane

I, \_\_\_\_\_, do hereby certify that the required improvements have been apportioned to the indicated parcels and have been posted for the completion of all required land improvements.

Director of Public Works

Dated at \_\_\_\_\_, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012

County Clerk of Kane County

State of Illinois

County of Kane

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 no fee or other statutory fees in connection with the annexed plat have been paid and received.

GIVEN UNDER MY HAND AND SEAL OF THE COUNTY OF KANE, ILLINOIS, this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012

County Clerk

## PLAT ATTORNEY CERTIFICATE

STATE OF ILLINOIS  
COUNTY OF KANE

This instrument was duly executed and acknowledged by the parties to the same in the presence of me, an attorney at law, in the County of Kane, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, at \_\_\_\_\_, Illinois, and was recorded in the records of the County of Kane, Illinois, on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, at \_\_\_\_\_, Illinois.

County Records

PREPARED FOR:  
COMMUNITY UNIT SCHOOL DISTRICT 303  
201 SOUTH 7th STREET  
ST. CHARLES, IL 62254-2884



Headquarters: St. Charles, Illinois  
201 South 7th Street  
St. Charles, Illinois 62254-2884  
Phone: 620-515-3000  
Fax: 620-515-3001  
E-mail: info@trotterassoc.com

# CITY OF ST. CHARLES

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

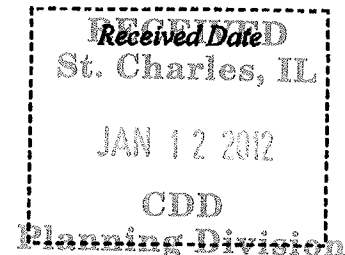


COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

## FINAL PLAT APPLICATION

<b>CITYVIEW</b>	
Project Name:	<u>Munhall School Subdv.</u>
Project Number:	<u>2012</u> -PR- <u>001</u>
Application Number:	<u>2012</u> -AP- <u>002</u>



### Instructions:

To request approval of Final Plat for a Subdivision or Planned Unit Development (PUD), complete this application and submit it with all required attachments to the Planning Division. For PUDs, a PUD Final Plan Application should normally be submitted at the same time. For all other subdivisions, a Subdivision Final Engineering Plan Application should normally be submitted at the same time.

When the application is complete and the engineering plans are substantially in compliance with requirements, the final plat will be placed on a Plan Commission agenda for review.

<b>1. Property Information:</b>	Parcel Number (s): <u>09-35-176-012, 09-35-177-033, 09-35-330-001</u>		
	Proposed Subdivision Name: <u>MUNHALL SCHOOL SUBDIVISION</u>		
<b>2. Applicant Information:</b>	Name	<u>St. Charles CUSD #303</u>	Phone <u>630-443-5639</u>
	Address <u>201 South 7th Street</u> <u>St. Charles IL 60174</u>		Fax
			Email <u>john.bairst@d303.org</u>
<b>3. Record Owner Information:</b>	Name	<u>St. Charles CUSD #303</u>	Phone <u>630-377-4819</u>
	Address <u>201 South 7th Street</u> <u>St. Charles IL 60174</u>		Fax <u>630-513-8506</u>
			Email <u>brad.cantelman@d303.org</u>
<b>4. Billing:</b> To whom should costs for this application be billed?	Name	<u>Same As Above</u>	
	Address		Phone
			Fax
		Email	



### Attachment Checklist

- ☐ **APPLICATION:** Completed application form signed by the applicant
- ☐ **APPLICATION FEE:** Refer to attached Schedule of Application Fees
- ☐ **REIMBURSEMENT OF FEES AGREEMENT:** An original, executed Reimbursement of Fees Agreement and deposit of funds in escrow with the City, as provided by Appendix B of the Zoning Ordinance.

☒ **PROOF OF OWNERSHIP and DISCLOSURE:**

- a) a current title policy report; or
- ☒ b) a deed and a current title search. *CONTACT PROPERTY INSIGHT TO GET COPIES OF DEEDS*

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

☒ **LEGAL DESCRIPTION:** For entire subject property, on 8 1/2 x 11 inch paper *SUBMITTED TO CUSD303*

☒ **FINAL PLAT SUBMITTAL CHECKLIST (Completed)**

☐ **PLANS:** *N/A*

All required plans shall be drawn on sheets no larger than 24" x 36", unless the Director of Community Development permits a larger size when necessary to show a more comprehensive view of the project. All required plans shall show north arrow and scale, and shall be drawn at the same scale (except that a different scale may be used to show details or specific features). All plans shall include the name of the project, developer or owner of site, person or firm preparing the plan, and the date of plan preparation and all revisions.

**Copies of Plans:**

- Initial Submittal - Fifteen (15) full size copies, Three (3) 11" by 17", and a PDF electronic file on a CD-ROM.
- Revision Submittal for Planning Commission - Twenty-Two (22) full size copies, Three (3) 11" by 17" and a PDF electronic file on a CD-ROM.

☐ **COVENANTS:** One copy of proposed agreements, provisions, or covenants which will govern the use, maintenance, and continued protection of the planned development and any of its common open space. *N/A*

☒ **WORKSHEETS (For residential developments):**

- Park and School land/cash worksheets in accordance with Title 16 of the St. Charles Municipal Code with population projections establishing anticipated population and student yields.
- Inclusionary Housing Worksheet

☒ **ADDITIONAL APPLICATION:**

- For Planned Unit Developments, a PUD Final Plan Application has been submitted.
- For all other Subdivisions, a Subdivision Final Engineering Plan Application has been submitted. *N/A*

**ITEMS TO BE SUBMITTED PRIOR TO CITY COUNCIL APPROVAL:** *N/A*

- ☐ Guarantee for completion of Land Improvements, consisting of proposed form, amount and provider of completion guarantee collateral (bond, cash, or letter of credit)
- ☐ Illinois EPA Water Pollution Control Permit for sanitary sewer extension
- ☐ Illinois EPA Division of Public Water Supplies Permit for water mains
- ☐ Notice of Intent (NOI) letter/permit for NPDES Stormwater Discharge for sites 5 acres and larger
- ☐ IDNR Office of Water Resources Permit (for work in flood plain)
- ☐ Wetlands Permit from Army Corps of Engineers
- ☐ Kane County DOT and/or IDOT signature on Final Plat (if applicable)
- ☐ Offsite easements and right of way necessary to construct the required Land Improvements

**I (we) certify that this application and the documents submitted with it are true and correct to the best of my (our) knowledge and belief.**

*Brad Carlman, Treasurer BOE* *1/4/12*  
Record Owner Date

*Paul - West Sep. Agency* *1/4/12*  
Applicant or Authorized Agent Date

LEGAL DESCRIPTION

PARCEL 1:

THAT PART OF THE WEST HALF OF SECTION 35, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, BEGINNING AT A POINT ON THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION, 23.75 FEET NORTH OF THE SOUTHEAST CORNER THEREOF; THENCE SOUTH ALONG THE EAST LINE OF THE WEST HALF OF SAID SECTION, 620 FEET; THENCE EASTERLY ALONG A LINE FORMING AN ANGLE OF 83 DEGREES 5 MINUTES MEASURED FROM NORTH TO WEST WITH THE LAST DESCRIBED LINE 752.22 FEET TO THE CENTER LINE OF THIRTEENTH AVENUE; THENCE NORTHERLY ALONG THE SAID CENTER LINE 412.05 FEET TO THE SOUTHEAST CORNER OF SEVENTH AVENUE SUBDIVISION; THENCE NORTHERLY ALONG THE EASTERLY LINE OF SAID SUBDIVISION, 219.80 FEET; THENCE SOUTHEASTERLY 806 FEET TO THE POINT OF BEGINNING (EXCEPT THE WESTERLY 30 FEET THEREOF MEASURED AT RIGHT ANGLES TO THE WESTERLY LINE THEREOF) IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

09-35-330-001

PARCEL 2:

THAT PART OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE CENTER OF SAID SECTION 35; THENCE NORTH 23.75 FEET ALONG THE QUARTER SECTION LINE FOR THE POINT OF BEGINNING; THENCE NORTH 83 DEGREES WEST 806 FEET; THENCE NORTH 653 FEET; THENCE SOUTH 83 DEGREES EAST 806 FEET TO THE QUARTER SECTION LINE; THENCE SOUTH 653 FEET TO THE POINT OF BEGINNING, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

09-35-176-012

PARCEL 3:

THAT PART OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTHERLY OF THE SOUTH LINE OF LOT 231 IN PHASE NO.4, CAMBRIDGE, ST. CHARLES, KANE COUNTY, ILLINOIS, NORTHERLY OF THE NORTH LINE OF A TRACT OF LAND CONVEYED TO KANE COUNTY BOARD OF SCHOOL TRUSTEES BY DOCUMENT 1132218, WESTERLY OF THE EAST LINE OF SAID LOT EXTENDED SOUTHERLY AND EASTERLY OF THE WEST LINE OF SAID LOT EXTENDED SOUTHERLY, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

AND ALSO

THAT PART OF THE NORTHWEST QUARTER OF SECTION 35, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTHERLY OF THE SOUTH LINE OF LOT 232 IN PHASE NO.4, CAMBRIDGE, ST. CHARLES, KANE COUNTY, ILLINOIS, NORTHERLY OF THE NORTH LINE OF A TRACT OF LAND CONVEYED TO KANE COUNTY BOARD OF SCHOOL TRUSTEES BY DOCUMENT 1132218, WESTERLY OF THE EAST LINE OF SAID LOT EXTENDED SOUTHERLY AND EASTERLY OF THE WEST LINE OF SAID LOT EXTENDED SOUTHERLY, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

09-35-177-033