ST. CHARLES SINCE 1834	**PLAN COMMISSION AGENDA ITEM EXECUTIVE SUMMARY**			
	Project Title/ Address:	General Amendment – Identification Signs in OR Office Research District		
	City Staff:	Russell Colby, Planning Division Manager		
	Please check appropriate box (x)			
	PUBLIC HEARING 3/5/13	X	**MEETING 3/5/13**	X

APPLICATIONS UNDER CONSIDERATION:

General Amendment

ATTACHMENTS AND SUPPORTING DOCUMENTS

Staff Report and Attachments	Information on proposed sign
Application	

EXECUTIVE SUMMARY:

Jace Murray represents the Dunham Center office complex located at the southwest corner of Dunham Rd. and Foxfield Rd. Mr. Murray would like to replace an existing identification (freestanding) sign that is larger than currently allowed by the Zoning Ordinance. This sign advertises multiple tenants for the complex comprised of 5 buildings on over 5 acres.

Mr. Murray has applied for a General Amendment to the Zoning Ordinance to permit the installation of larger identification (freestanding) signs for properties in the OR Office Research District. The existing regulation permits signs of a maximum of 50 sq. ft. in face area and 8 ft. in height. The sign Mr. Murray would like to install at Dunham Center would be 100 sq. ft. in face area and 13 ft. in height.

Based on the request, staff is proposing to keep the existing identification sign standards intact and instead add a new category for a larger identification sign for office complexes of a size similar to Dunham Center. The proposed regulations would allow a sign face area of 100 sq. ft. and a height of up to 15 ft. Comparable OR sites where the new, larger sign would be permitted would include office complexes on Foxfield Rd. and office complexes along Dean Street west of Randall Rd., such as Randallwood and Windhill.

RECOMMENDATION / SUGGESTED ACTION *(briefly explain)***:**

Conduct the public hearing and close if all the testimony has been taken.

Staff has placed this item on the meeting portion of the agenda for a recommendation, should the Plan Commission feel they have adequate information to recommend on the item tonight.

Staff recommends approval of the General Amendment has provided the attached draft Findings of Fact to support that recommendation.

Community Development
Planning Division
Phone: (630) 377-4443
Fax: (630) 377-4062

ST. CHARLES
SINCE 1834

STAFF REPORT

TO: Chairman Cliff Carrignan
And Members of the Planning and Development Committee

FROM: Russell Colby, Planning Division Manager

RE: General Amendment to Title 17 (Zoning Ordinance) regarding Identification Signs in the OR Office Research District

DATE: March 1, 2013

I. GENERAL INFORMATION

Project Name: General Amendment – Identification Signs in OR

Applicant: Jace Murray, Atholl Group L.P.

Purpose: Amendment to increase the height and square footage of identification signs in the OR district.

II. BACKGROUND

Jace Murray represents Atholl Group L.P., owners of the Dunham Center office complex located at the southwest corner of Dunham Rd. and Foxfield Rd. Mr. Murray would like to replace an existing identification (freestanding) sign that is larger than currently allowed by the Zoning Ordinance. This sign measures approximately 15 ft. tall, with a sign face area around 100 square feet. The sign advertises multiple tenants for the complex comprised of 5 buildings on over 5 acres.

III. PROPOSAL

Mr. Murray has applied for a General Amendment to the Zoning Ordinance to permit the installation of larger identification signs for properties in the OR Office Research District. The existing regulation permits signs of a maximum of 50 sq. ft. in face area and 8 ft. in height. Mr. Murray has submitted a design for the sign he would like to install at Dunham Center, which measures approximately 13 ft. in height and 104 sq. ft. in sign face area.

IV. ANALYSIS

A. OFFICE RESEARCH ZONING DISTRICT

Per **Section 17.16.010 Purpose Statements** of the Zoning Ordinance, the following is the purpose of the OR Zoning District:

The O-R Office/Research District is designed to accommodate office and certain service uses that require a percentage of lower building coverage and larger setbacks than those types of office and service uses found within the commercial districts. The O-R District is designed to provide an open, landscaped appearance along public streets and to provide a buffer area between residential uses and other commercial or industrial uses.

B. PROPERTIES ZONED OFFICE RESEARCH

Most OR properties are clustered in the following areas:

- Along Foxfield Rd., from Dunham to Kirk Rd.
- Q Center on Rt. 25
- Dean Street west of Randall Rd. (Randallwood, Windhill, Leroy Oakes)
- Corporate Reserve on W. Main St.

Developments in these locations tend to be an office park or complex setting, with shared access and parking. Signage is shared and many tenants do not have their names listed on the identification sign for the complex.

Other properties zoned OR are more isolated pockets of one or more buildings that are not situated in an office-park setting:

- Smith Rd. & Charter One Dr. (bank & office building)
- Kirk Rd. & Cumberland Green Dr. (private school)
- Rt. 25/N. 5th Ave & Allen Lane (church & nursing home)
- Rt. 31/N. 2nd St. & Timbers Trail (small office complex & Boy Scout office)
- Randall Rd. & Prairie St. (bank & office building)
- Rt. 64/W. Main St. at Campton Hills Rd. (assisted living facility & vacant sites)

Given the two types of office development present in the City, staff felt that amending the sign requirements for all OR properties would not be appropriate. The smaller, isolated OR properties have adequate signage under the existing requirements, given that these buildings are typically occupied by one or a small number of tenants. These properties also tend to have public street frontage for each building, which provides adequate opportunity for visibility and signage.

C. OFFICE COMPLEXES IN OR

Based on the analysis of OR zoned properties, staff determined that an increase in signage would be warranted for the larger office complex properties that contain multiple tenants. A larger identification sign would enable office complexes to list their larger tenants along with the office complex name.

OR office parks under unified ownership or control:

• Dunham Center	5.3 acres
• Courtyards of St. Charles, 451-459 Dunham Rd.	3.8 acres
• St. Charles Executive Center, 2570-2580 Foxfield Rd.	3.9 acres
• Foxfield Square Executive Center, 2560 Foxfield Rd.	2.5 acres
• Charlestowne Medical, 2850-2900 Foxfield Rd.	3.8 to 7.6 acres

- Timbers Professional Center 2.6 acres
- Randallwood, 2200 Dean St. 5.4 to 9.8 acres
- Windhill, 2315-2325 Dean St. 8.0 acres
- Leroy Oakes, 2435-2475 Dean St. 5.7 acres
- Corporate Reserve 32 acres

V. PROPOSED AMENDMENTS

The applicant has proposed to increase the identification sign height to 15 ft. and face area to 100 sq. ft.

Staff is recommending a new category of identification signs for larger office parks be added to the Table 17.28-3, as shown below.

- The "office park" sign would be allowed in lieu of one identification sign in any office park over 3 acres.
- A monument sign would be required. A monument sign is more appropriate for the character of an office park than a pole sign.
- Staff is recommending a height between 12 and 15 ft. In looking at the hierarchy of sign heights in the other zoning districts, taller signs are allowed in the commercial and manufacturing districts (15 ft. in BL, BC, BR, M1, M2) and smaller/shorter signs are permitted in residential and downtown districts (8 ft. in Residential Districts; 8 to 12 ft. in CBD-1 & CBD-2; 15 ft. for shopping centers in CBD-1).

TABLE 17.28-3
PERMITTED SIGNS FOR OFFICE RESEARCH, MANUFACTURING, AND PUBLIC LAND DISTRICTS

	Maximum Number	Minimum ROW Setback	Maximum Area	Maximum Height	Other Requirements
O-R District:					
Identification Signs	1 per street frontage	10 ft.	50 sf.	8 ft.	
Office Park Sign	**1 per office park, in lieu of an Identification Sign**	**10 ft.**	**100 sf.**	**15 ft.**	**Office park under unified ownership or control over 3 acres. Monument sign only.**
Wall Signs	One per business or one per street frontage, whichever is greater	--	1.5 sf per linear ft of wall on which located	No higher than height of building	
Awnings and Canopies	One per business or one per street frontage, whichever is greater	--	Lettering = 1 sf per linear ft frontage of awning/canopy	--	Awnings shall be made of cloth. Backlit awnings are prohibited

VI. PLAN COMMISSION REVIEW

The Plan Commission is scheduled to hold a public hearing and make a recommendation on this application on 3/5/13.

VII. RECOMMENDATION

Staff recommends approval of the General Amendment Application and has provided the attached draft Findings of Fact to support that recommendation.

VIII. ATTACHMENTS

- Maps of OR Office Park locations

FINDINGS OF FACT
GENERAL AMENDMENT

1. **The consistency of the proposed amendment with the City's Comprehensive Plan.**

   The Comprehensive Plan does not directly address sign requirements. The proposed amendment is generally consistent with the recommendations for commercial signs in the Chapter 9, "Commerce."

2. **The consistency of the proposed amendment with the intent and general regulations of this Title.**

   The proposed amendment is consistent with the intent of Chapter 17.28 "Signs", to balance the need for business signage and economic development with the community's interest in regulating signs to enhance the attractiveness of the City. The amendment is consistent with the character of development described in the purpose statement of the OR district.

3. **Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, is more workable than the existing text, or reflects a change in policy.**

   The proposed amendment represents a change in policy. This amendment will permit larger signs for office complexes where the existing requirements may not provide adequate visibility for tenants.

4. **The extent to which the proposed amendment would be in the public interest and would not serve solely the interest of the applicant.**

   The amendment will apply to all properties in the OR Office Research Zoning District.

5. **The extent to which the proposed amendment creates nonconformities.**

   This amendment will not create any new nonconformities and it may reduce existing non-conformities by bringing larger OR signs into compliance with the ordinance standards.

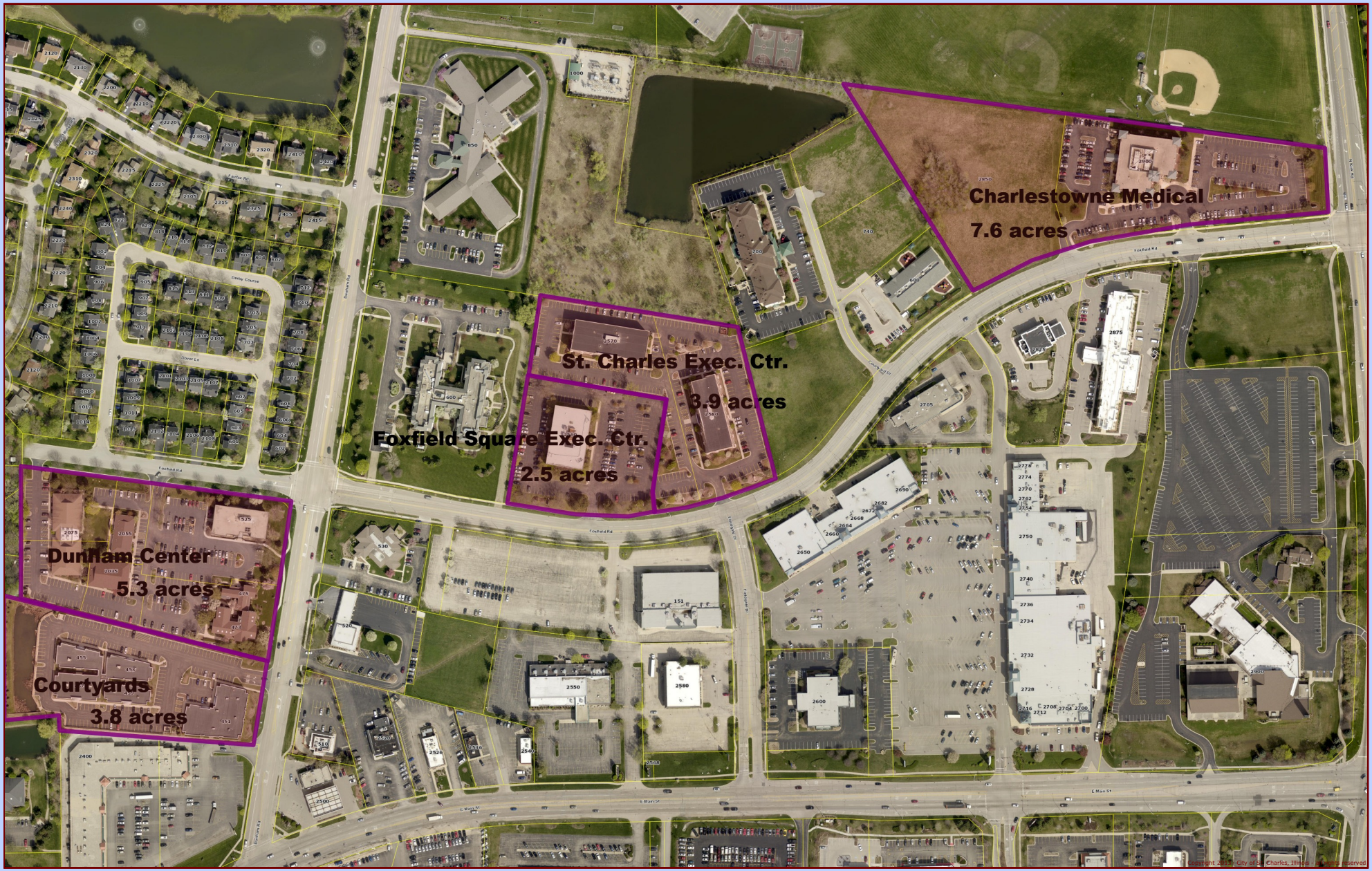
6. **The implications of the proposed amendment on all similarly zoned property in the City.**

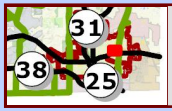
   This amendment will apply to all similarly zoned OR properties that meet the criteria for an office park sign.

City of St. Charles, Illinois
Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

OR Office Parks - East Side

DONALD P. DEWITTE Mayor
BRIAN TOWNSEND City Administrator





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

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City of St. Charles, Illinois
Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

OR Office Parks - Downtown Area

DONALD P. DEWITTE *Mayor*
BRIAN TOWNSEND *City Administrator*

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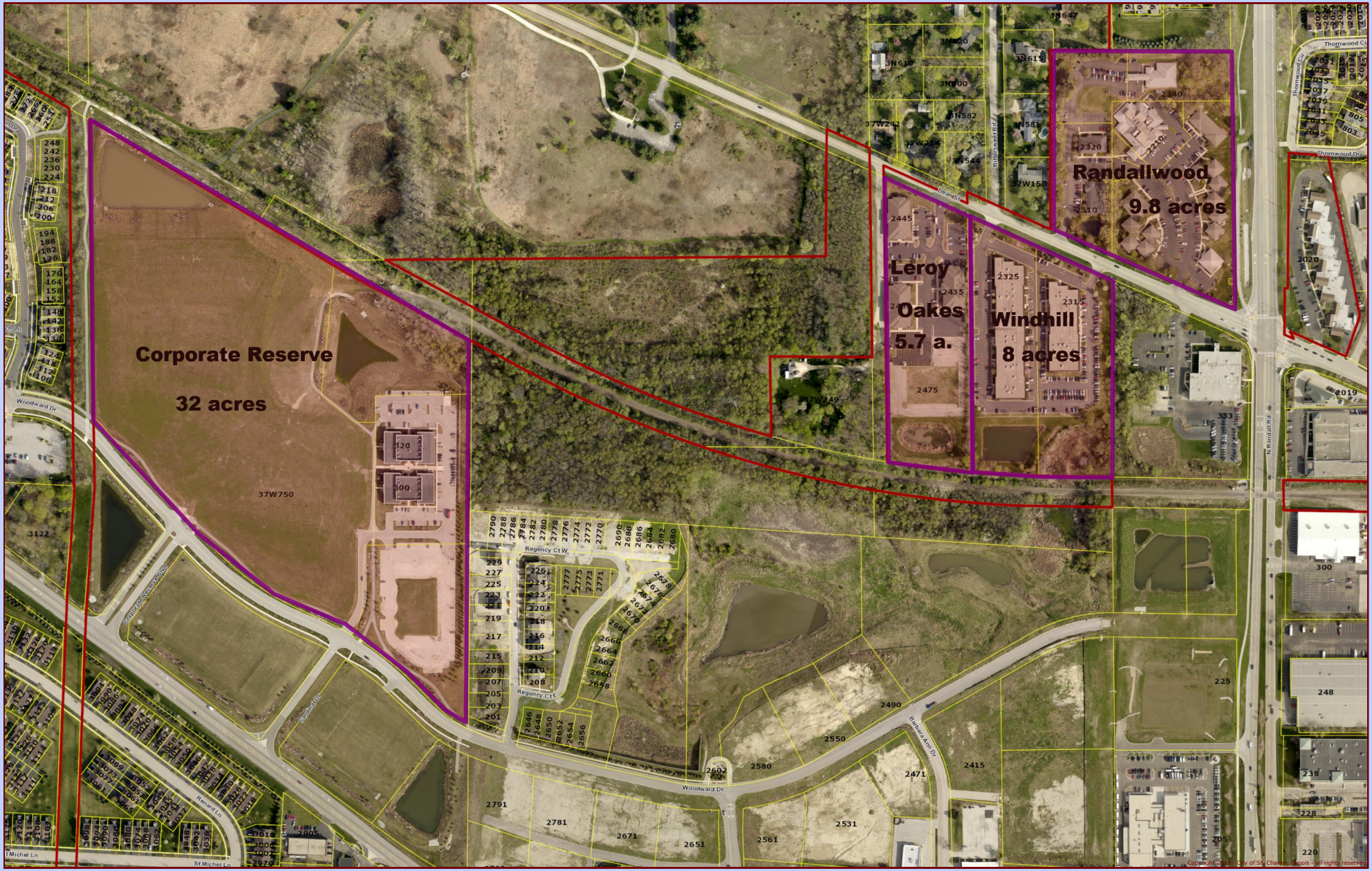
City of St. Charles, Illinois
Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

OR Office Parks - West Side

DONALD P. DEWITTE *Mayor*
BRIAN TOWNSEND *City Administrator*



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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

GENERAL AMENDMENT APPLICATION

Received Date
RECEIVED
St. Charles, IL
FEB 13 2013
CDD
Planning Division

CITYVIEW	
Project Name:	G.A. Identification Signs in OR
Project Number:	2013 -PR- 004
Application Number:	2013 -AP- 007

Instructions:

To request an amendment to the text of the St. Charles Zoning Ordinance, complete this application and submit it with all required attachments to the Planning Division.

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

The information you provide must be complete and accurate. If you have a question please call the Planning Division and we will be happy to assist you.

1. Applicant:	Name Jace Murray	Phone 630.513.0173
	Address 700 E. Main Street, Ste E St. Charles IL 60174	Fax 630.513.0259
		Email jace@murraycommercial.com
2. Billing: *Who is responsible for paying application fees and reimbursements?*	Name Atholl Group, L.P.	Phone Same
	Address 700 E. Main Street, Ste E St. Charles IL 60174	Fax Same
		Email Same

Attachment Checklist

- ❑ **APPLICATION:** Completed application form
- ❑ **APPLICATION FEE:** Application fee in accordance with Appendix B of the Zoning Ordinance.
- ❑ **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.
- ❑ **WORDING OF THE REQUESTED TEXT AMENDMENT**

  One (1) copy of Proposed Amendment (Letter Sized) and one (1) Electronic Microsoft Word version on CD-ROM

Requested Text Amendment

To amend Section(s) Table 17.28-3 of the St. Charles Zoning Ordinance. The wording of the proposed amendment is: (attach sheets if necessary)

To increase the height and square footage of the identification signs within the O-R District.

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.

James C Murray III 2/13/13

Applicant Date

Dated: February 12, 2013

FINDINGS OF FACT SHEET – GENERAL AMENDMENT

St. Charles Sign Ordinance, Table 17.28-3 for the zoning district of O-R Office Research

1. **The consistency of the proposed amendment with the City's Comprehensive Plan.**

    a. RESPONSE: Not applicable, as the desired signage size and/or height does not have a direct effect on the City's Comprehensive Plan

2. **The consistency of the proposed amendment with the intent and general regulations of this Title.**

    a. RESPONSE: Amending the signage size and/or height for the O-R district will enhance and provide further flexibility to all those within the O-R district, thus providing an improved architectural interest and curb appeal for the City and those occupants within the O-R District.

3. **Whether the proposed amendment corrects an error or omission, adds clarification to the existing requirements, is more workable than the existing text, or reflects a change in policy.**

    a. RESPONSE: Amending the signage size and/or height for the O-R District is "more workable than the existing text" thereby enhancing and providing further flexibility to all those within the O-R district, thus providing an improved architectural interest and curb appeal for the City and those occupants within the O-R District.

4. **The extent to which the proposed amendment would be in the public interest and would not serve solely the interest of the applicant.**

    a. RESPONSE: Amending the signage size and/or height for the O-R district will enhance and provide further flexibility to all those within the O-R district, thus providing an improved architectural interest and curb appeal for the City and those occupants within the O-R District.

5. **The extent to which the proposed amendment creates nonconformities.**

    a. RESPONSE: Amending the signage size and/or height for the O-R district will assist to minimize nonconformities.

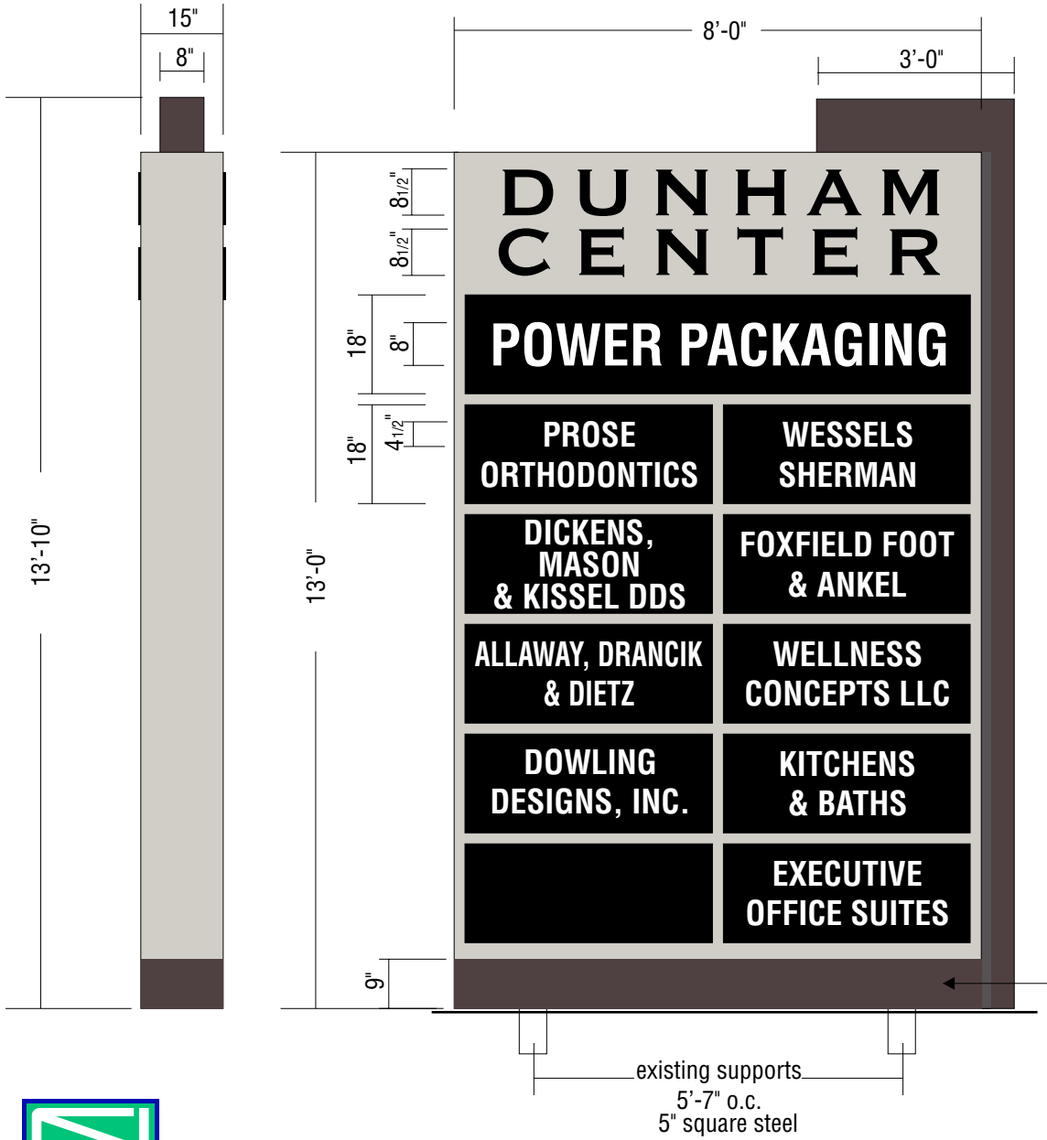
6. **The implications of the proposed amendment on all similarly zoned property in the City.**

    a. RESPONSE: Amending the signage size and/or height for the O-R district will provide further flexibility and architectural interest to other similarly zoned properties in the City.

Respectfully submitted,

Jace Murray, Applicant
Atholl Group, LP, Owner

Existing Sign for Dunham Center



FABRICATED ALUMINUM CABINET
LT. GREY (MATCH BLG. COLOR)
SATIN POLYURETHANE FINISH
INTERIOR FLUORESCENT ILLUMINATION

ROUTED-OUT / BACKED-UP WHITE
PLEXIGLAS COPY
1/2" THICK CLEAR PLEXIGLAS
PUSH-THRU COPY
OPAQUE BLACK VINYL ON 1ST
SURFACE.

(11) PLEXIGLAS CHANGEABLE
TENANT PANELS
BLACK BKD. / WHITE COPY

ALUMINUM VERTICAL TRIM
SATIN GREY (PMS 411) FINISH

DISPLAY ATTACHED TO EXISTING
5" SQUARE STEEL SUPPORTS

DOUBLE FACE ILLUMINATED DISPLAY
3/8" = 1'-0"

SATIN GREY (PMS 411) PAINTED BASE

NORTH SHORE SIGN
1925 Industrial Drive Libertyville, Illinois 60048 847-816-7020
"Quality Signage Since 1930"

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REVISED		COMMENTS
A	7/29/11	CHANGE LAYOUT / ADD ILLUMINATION

DUNHAM CENTER (MURRAY PROPERTIES)
DUNHAM CT. & FOXFIELD RD. ST. CHARLES, IL.

SCALE NOTED		SALESPERSON ART
DATE 6/14/11		DRAWING # 09424
DRAW BY: AS		

Proposed Sign for Dunham Center