

AGENDA
CITY OF ST. CHARLES
PLANNING & DEVELOPMENT COMMITTEE
ALD. DAN STELLATO – CHAIRMAN
MONDAY, APRIL 14, 2014 - 7:00 PM
CITY COUNCIL CHAMBERS
2 E. MAIN STREET

1. CALL TO ORDER

2. ROLL CALL

3. DOWNTOWN PARTNERSHIP

- a. Recommendation to approve funding for the Downtown St. Charles Partnership (DSCP) in the amount of \$250,500 for Fiscal Year 2014-2015.

4. MAYOR'S OFFICE

- a. Recommendation to approve a Class D1 Liquor License for Pheasant Run Resort located at 4051 E. Main Street, St. Charles.

5. COMMUNITY & ECONOMIC DEVELOPMENT

- a. Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding Pet Care Facilities and Kennels.
- b. Recommendation to approve a Special Use for a Pet Care Facility at 1317 E. Main St. (Fydoland).
- c. Recommendation to approve a PUD Preliminary Site Plan, Engineering Plan, and Final Plat of Subdivision for The Quad St. Charles (Charlestowne Mall PUD).
- d. Consideration of a Downtown Overlay Office Certification Appeal for ALE Solutions- 1 Illinois St.
- e. Presentation of a Concept Plan for 600-660 S. Randall Rd.
- f. Recommendation to approve a Façade Improvement Grant Agreement for 102 E. Main St. (Riverside Pizza).
- g. Recommendation to approve a Corridor Improvement Grant for 2536 and 2540 E. Main St. (Melia Linardos).
- h. Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding Regulations for Medical Cannabis Uses.

- i. Recommendation to approve a Minor Change to PUD for St. Charles Commercial Center PUD – Ashford St. Charles Monument Entry Signs (former Covington Court Apartments).
- j. Recommendation to approve a Façade Improvement Grant Agreement for 111 W. Main St. (Steel Beam Theater).
- k. Recommendation to approve a Corridor Improvement Grant for 1020 Cedar Avenue (Batavia Enterprises).

6. ADDITIONAL BUSINESS

- a. Update on Historic Preservation Mail Order Homes Project.

7. EXECUTIVE SESSION

- Personnel
- Pending Litigation
- Probable or Imminent Litigation
- Property Acquisition
- Collective Bargaining

8. ADJOURNMENT



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve funding for the Downtown St. Charles Partnership (DSCP) in the amount of \$250,500 for Fiscal Year 2014-2015

Presenter: Chris Minick, Finance Director

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (04/14/14)		City Council
	Public Hearing		

Estimated Cost:	\$250,500	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Each year the City allocates funding from Special Service Area 1B to support the activities of the Downtown St. Charles Partnership (DSCP). Representatives of the DSCP will make a brief presentation on their activities and financial status.

Special Service Area 1B was initiated to provide funding for downtown revitalization initiatives, projects, and programs. The activities of the DSCP are consistent with the activities outlined in the ordinance establishing SSA 1B.

The level of funding requested is budgeted and represents a decrease from the current level of funding (\$263,500) and represents all of the proceeds from SSA 1B for the 2013 tax levy to be collected in 2014.

Attachments: *(please list)*

2014-2015 Summary of Work – Goals and Objectives
DSCP Budget 2014-2015

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve funding for the Downtown St Charles Partnership in the amount of \$250,500 for Fiscal Year 2014-2015.

<i>For office use only:</i>	<i>Agenda Item Number: 3a</i>
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Fiscal Year 2014-2015

Summary of Work

Goals and Objectives

The Downtown St. Charles Partnership has built a program of work focused on enhancing the economic viability of the business and property within the downtown business district, and will continue to build on our recent successes. We will continue to support and complement the efforts of the City of St. Charles, providing additional resources for the downtown district, centered on the following areas: Marketing and Promotions, Business Development and Education, and Downtown Events.

Marketing & Promotions

Goal: Execute rollout of brand strategy, resulting in brand awareness among St. Charles constituents and surrounding communities

Services:

- Work in partnership with the City of St. Charles to develop and execute a marketing and communications plan for introducing the new brand.
- Through an RFP process, assess and recommend a third-party partner for creative development and execution.
- Utilize all community communications outlets for brand messaging.
- Put a team in place to develop and oversee brand management.

Goal: Build on our collaboration and partnership with the city's Economic Development Department in order to maximize resources and programming for the benefit of downtown.

Services:

- Partner with ED to develop an advertising campaign aimed at shopping, dining, entertainment and recreation in downtown St. Charles during the holiday season.
- Conduct regular business retention visits, with representation from the DSCP and ED.
- Collaborate with ED to develop a system for meeting with new businesses opening in downtown St. Charles.
- Communicate with ED regularly in the interest of information sharing and collaboration, where appropriate.

Goal: Drive traffic into downtown businesses through promotion programs.

Services:

- Organize the third annual Jazz Weekend in September 2014.
- Organize the second year of STC Live!, pairing downtown businesses and local talent in order to create activity and vibrancy downtown.
- Organize Art Around the Corner, starting the weekend of the Fine Art Show.
- Organize a winter promotion, such as an Indoor Sidewalk Sale, to promote shopping during the retail off-season.

Goal: Support the marketing efforts of our downtown businesses through our communications channels, marketing and promotions.

Services:

- Update the following materials in order to provide more up-to-date information about downtown amenities:
 - Downtown Business Directory
 - Bike Maps
 - Parking Kiosks
- Regularly update our website and ensure it is mobile-friendly for ease of use by consumers.
- Grow our e-newsletter and Facebook audiences, with a continued emphasis on shopping, dining, entertainment and recreational opportunities downtown.

Goal: Improve the image of downtown St. Charles through regular, positive communications about business openings, milestones, improvements; downtown promotions and activities; and other positive, newsworthy information.

Services:

- Distribute regular press releases to local media about local business achievements.
- Provide press releases and story ideas which highlight shopping, dining, and entertainment amenities and options downtown.
- Deliver regular press releases regarding downtown events and promotions.

Business Development & Education

Goal: Have regular communication with DSCP constituents about the DSCP program of work, educational and marketing opportunities, and business and property owner needs.

Services:

- As mentioned on page one, staff will continue conducting regular business retention visits as a touch point for connecting with our constituents, taking the pulse of the business community, and addressing questions or concerns of business owners.
- Meet with new downtown business owners as soon as possible to get them engaged in the downtown business community, provide information on opportunities, and begin marketing support.
- Distribute our Business Newsletter every other week, providing information on advertising and marketing opportunities, links to educational information and Talking Points for front line staff about downtown. We will include an opportunity for downtown businesses to share business-to-business ads, promotions and information as a means to communicate with their local target market.
- Conduct surveys with downtown businesses to assess their education and marketing needs, which will drive future DSCP programming, as needed.
- Coordinate outreach with commercial and residential realtors to provide information on downtown assets, driving the potential for increased occupancy and interest in St. Charles for businesses and residents.

Goal: Provide educational opportunities for our downtown business owners as a way to support retention efforts downtown.

Services:

- Organize five Business Exchanges during the course of the year, with content being driven by feedback from our business and property owners.
- Continue our *Retail Minded* Partner Program, delivering four electronic magazines and eight business tools throughout the year.
- Provide small group training to support our downtown business community.
- Continue the Mystery Shopper program, providing an opportunity for business owners to receive unbiased feedback on their individual businesses' strengths, weaknesses and opportunities for improvement.

- Oversee the Storefront Improvement Grant, providing regular reminders about this program on new business and retention visits, as well as in our Business Newsletter.

Goal: Support the city and property owners' efforts to attract new businesses downtown.

Services:

- Provide window panels for vacant storefronts, promoting shopping, dining, entertainment and recreation downtown.
 - Meet with prospective business owners, when appropriate, to share information on support services available through the Downtown St. Charles Partnership.
 - Ensure that property owners are receiving regular communications.
-

Events

Goal: Facilitate the Event Review process for new events proposed for downtown, ensuring that event components are consistent with our brand.

Services:

- Add information and questions to the application to ensure that the event concept and execution supports the downtown brand.
- Work with event organizers to better align the event with our brand, when necessary.
- Provide prospective event organizers feedback on how to most effectively work with downtown businesses to ensure a mutually beneficial experience.

Goal: Produce events that have a positive impact on the economics and/or image of downtown St. Charles.

Services:

- Organize the Fine Art Show, Holiday Homecoming, and St. Patrick's Parade with funding from sponsorships and other related event fees.
 - Provide business owners with ideas on how to best capitalize on foot traffic created by the events.
 - Facilitate partnerships between sponsors and businesses, where appropriate.
-

Downtown St Charles Partnership, Inc
Profit Loss Budget vs. Actual
May 1, 2013 through April 30, 2014

	<u>Budget</u> <u>FYE 15</u>
Income	
Income operating	
4000 - SSA-1B Revenues	253,200
4000.00 - Investor Dues	
4000.01 - Diamond Fox	
4000.02 - Platinum Fox	
4000.03 - Gold Fox	
4000.04 - Silver Fox	
4000.05 - Bronze Fox	
4000.06 - Family	
4000.07 - Non- Profit	
4000.00 - Investor Dues - Other	27,000
Total 4000.00 - Investor Dues	<u>27,000</u>
4000.10 - Miscellaneous Revenues	-
4090 - Interest Revenues	50
Total Income operating	<u>280,250</u>
Project Income	
Business Development&Education	
4110 - Public Art	
4110.05 - Note Cards	-
4110.06 - Snow Globes	-
4110.02 - Trinket Boxes	1,200
Total 4110 - Public Art	<u>1,200</u>
4200 - Grant Programs - Historical Markers	-
4201 - Education Curriculum	-
Total Business Development&Education	<u>1,200</u>
Marketing & Promotion Committee	
4330 - Holiday Home Homecoming Revenue	
4330.00 - Sponsorship - General	23,000
4330.05 - Business Entry	2,125
Total 4330 - Holiday Home Homecoming Revenue	<u>25,125</u>
4350 - Fine Art Show Revenues	
4350.02 - Sponsorships	8,000
4350.05 - Booth Fees	41,000
4350.06 - Jury Fees	6,300
Total 4350 - Fine Art Show Revenues	<u>55,300</u>
4351 - St. Patricks Day Parade Revenues	

Downtown St Charles Partnership, Inc
Profit Loss Budget vs. Actual
May 1, 2013 through April 30, 2014

	<u>Budget</u> <u>FYE 15</u>
4351.01 - Sponsorships	17,500
4351.03 - Business Entry Fees	2,500
4351.05 - Political Entry Fees	1,250
4351.06 - Fundraising	300
Total 4351 - St. Patricks Day Parade Revenues	<u>21,550</u>
Total Marketing & Promotion Committee	101,975
Total Project Income	<u>103,175</u>
Total Income	<u>383,425</u>
	383,425
Expense	
Operations	
5020 - Equipment Leasing & Rental	1,300
5021 - Software/Technology Fees	2,000
5023 - Equipment Purchases	500
5025 - Professional Developmt/Travel	1,750
5028 - Dues, Memberships	
5028.02 - Kiwanis	510
5028.03 - Rotary	
5028.06 - STC Chamber	100
5028 - Dues, Memberships - Other	-
Total 5028 - Dues, Memberships	<u>610</u>
5029 - Magazine, Newspapers etc.	275
5034 - Insurance & Bonding	
5034.00 - General Liability	4,471
5034.01 - Workers Compensation Insurance	791
5034.03 - Umbrella	
5034.04 - Auto Insurance	197
5034 - Insurance & Bonding - Other	-
Total 5034 - Insurance & Bonding	<u>5,459</u>
5035 - Accounting Services	10,250
5038 - Event Fees	1,200
5039 - Repairs & Maintenance	500
5040 - Office Supplies	2,000
5041 - Printing/Photo Processing	750
5042 - Postage	750
5043 - Miscellaneous	1,500
5044 - Office Furniture	

Downtown St Charles Partnership, Inc
Profit Loss Budget vs. Actual
May 1, 2013 through April 30, 2014

	<u>Budget</u> <u>FYE 15</u>
5049 - Bank Service Charge	
5049 - Bank Service Charge - Other	50
5400.13 - Annual Meeting Expense	500
5400.14 - Annual Report	250
Total Operations	<u>29,644</u>
 Personnel	
5010.01 - Salaries and Payroll Expense	185,500
5010.05 - Contractor/IT	5,000
5010.06 - Payroll Tax Expense	19,584
Total Personnel	<u>210,084</u>
 Project Expenses	
5110 - Public Art	
5100.01 - Bridge Flower Program	3,750
5100.07 - Grant Program - Historical Markers	-
5110 - Public Art - Other	5,827
Total 5110 - Public Art	<u>9,577</u>
 5200 - Business Development/Education	
5200.03 - Signage/Awning Program	5,000
5200.05 - Workshops & Training (Business Exchanges)	2,500
5206 - Vacant Storefront Panels	-
5xxx - Retail Minded	2,000
5xxx - Residential Realtor Program	1,000
5xxx - Parking Map	-
5xxx - Secret Shopper	900
Total 5200 - Business Development/Education	<u>11,400</u>
 5300 - Marketing & Promotion Committee	
5301 - Downtown STC Marketing	
5301.00 - Advertising	11,400
5301.18 - Promotions	3,600
5301.21 - Shop Local	-
5900.03 - Bike Map	1,800
5315 - Kiosks	2,000
5xxx - Website - Mobile App	1,200
5xxx - Photography	500
5xxx - Directories	2,500
5xxx - Branding	10,000
5301 - Downtown STC Marketing - Other	-
Total 5301 - Downtown STC Marketing	<u>33,000</u>

Downtown St Charles Partnership, Inc
Profit Loss Budget vs. Actual
May 1, 2013 through April 30, 2014

	<u>Budget</u> <u>FYE 15</u>
5312 · Sponsorships	
5312.06 · Sculpture In the Park	500
Total 5312 · Sponsorships	<u>500</u>
5330 · Homecoming & Electric Parade	
5330.01 · City of St Charles	8,000
5330.02 · Professional Floats	-
5330.05 · Horse Drawn Sleigh	-
5330.xx · Paid Elements	4,655
5330.xx · Video/Photography	550
5330.xx · Banners	400
5330.08 · Those Funny Little People	-
5330. · Marketing Materials	550
5330.13 · Advertising	5,100
5330.14 · Explorer Party	
5330.17 · Miscellaneous	400
5330.19 · Float Awards	
5330.xx · Santa Fees	2,000
5330.xx · Logistics	2,500
5330.23 · Santa House	-
5330.25 · Volunteer Acknowledgments	600
5330.26 · Sound System	-
Total 5330 · Homecoming & Electric Parade	<u>24,755</u>
5350 · Fine Art Show	
5350.00 · Judges	600
5350.01 · Artist's Lunches	3,500
5350.02 · Security	750
5350.03 · Artist's Awards	6,200
5350.04 · Banners	1,000
5350.05 · Hydro Ports and Dumpster	-
5350.06 · Tents	2,500
5350.08 · Advertising	18,000
5350.09 · Printing	4,000
5350.12 · Volunteer Expenses	500
5350.14 · Transportation/Trolley	2,500
5350.xx · Preview Party	1,000
5350.15 · Purchase Award Program	500
5350.16 · Music/Entertainment	2,000
5350.xx · Graphic Design	600
5350.xx · Labor	1,000
5350.xx · Contingency	500
5350 · Fine Art Show - Other	<u></u>

Downtown St Charles Partnership, Inc
Profit Loss Budget vs. Actual
May 1, 2013 through April 30, 2014

	<u>Budget</u> <u>FYE 15</u>
Total 5350 - Fine Art Show	45,150
5360 - Jazz Weekend	
5360.01 - Printing	350
5360.xx - Music Stipend	1,400
5360.xx - Advertising	1,600
5360 - Jazz Weekend - Other	
Total 5360 - Jazz Weekend	<u>3,350</u>
5351 - St. Patricks Parade	
5351.01 - Advertising	
5351.02 - Marketing	
5351.03 - Sponsors	
5351.04 - Other	
5351.06 - Paid Elements	
5351.07 - Sponsor Banners	
5351.08 - Logistics	
5351 - St. Patricks Parade - Other	21,500
Total 5351 - St. Patricks Parade - Other	<u>21,500</u>
Total 5300 Marketing Committee	128,255
5400 - Organization	
5400.04 - Investor Cultivation/Retention	2,000
5400.06 - Volunteer Recruitment	2,250
5400.17 - Annual Strategic Planning Sessi	1,500
5400.18 - Business Awards & Recognition	500
5xxx - Student Rep Program	200
5xxx - Stakeholder Engagement	250
5400.22 - Sponsorship Cultivation	1,200
Total 5400 - Organization	<u>7,900</u>
Total Project Expenses	<u>157,132</u>
Total Expense	<u>396,860</u>
	<u><u>(13,435)</u></u>



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve a Class D1 Liquor License for Pheasant Run Resort located at 4051 E Main Street, St. Charles

Presenter: Mayor Rogina

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (4/14/14)		City Council
	Public Hearing		

Estimated Cost:		Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

This is a request for a Class D1 liquor license for Pheasant Run Resort located at 4051 E Main Street, St. Charles. Recently this business establishment went through foreclosure and was purchased by new management, St. Charles Resort LLC, located in Florida.

Under this new management Pheasant Run was granted a temporary license on March 28, 2014 until the Police Department had time to process the formal application for a new license. All paperwork has been submitted and approved by the Police Department. Ms. Tracy Gniewek is currently acting manager and has been fingerprinted and the City has received a list of employees who are BASSET certified.

Attachments: *(please list)*

- Liquor License Application (front page) and list of officers
- Background Check
- Site Plans
- Menus

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a Class D1 Liquor License for Pheasant Run Resort located at 4051 E Main Street, St. Charles.

For office use only:

Agenda Item Number: 4a

Date: _____
 New Application
 Renewal Application

CITY OF ST. CHARLES
 LIQUOR CONTROL COMMISSIONER
 TWO EAST MAIN STREET
 ST. CHARLES, ILLINOIS 60174-1984



City Retail Liquor Dealer License Application (rev. 12/13) Non-Refundable

Ordinance 5.08.050.A1 Application must be completed in full Incomplete applications will be rejected

Business Type: Circle one Individual Partnership Corporation Other _____

Business Name Pheasant Run Resort Sales Tax # Applied For

Business Address 4051 E Main Street St Charles IL 60174 Business Phone # 630-584-6300

Contact Person Tracy Gniewek Title Acting GM Phone # 630-584-6300

If Corporation, Corporate Name Saint Charles Resort LLC

Corporation Address 1111 Lincoln Road Suite 802 Miami Beach, FL 33139

Corporate Officers, plus Manager of Establishment, Officers must include President, Vice President, Secretary and Treasurer Or Sole Proprietor

Have you had a business within the City of St. Charles under any other corporate name: Yes No

If yes, list address of business _____

Full Name, include Middle Initial See attached Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

Full Name, include Middle Initial _____ Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

Full Name, include Middle Initial _____ Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

Type of Establishment: Package Restaurant Tavern Hotel/Banquet/ Arcada/Q-Center Other _____

Check as Applicable to Type of Establishment: Holding Bar [5.08.010-F] Service Bar [5.08.010-O] Live Entertainment [5.08.010-H] Outside Dining [17.20.020-R]

Brief Business Plan Description based on type of establishment listed above:

Resort complex encompassing over 245 acres including 18-hole golf course, 3 pools, spa, 7 restaurants and lounges. The resort boasts catering and meeting facilities that include the 3500 sq.ft. Mega Center.

Initial: Liq Comm _____
 Police Chief

March 14, 2014

Manager of Establishment and Officers

Pheasant Run

Legal Entity Saint Charles Resort LLC

Acting Manager of Establishment

Tracy E Gniewek Director of Human Resources

Birth Date [REDACTED]

Birth Place Harvey, IL

Driver's License # [REDACTED]

Home Phone # [REDACTED]

Home Address [REDACTED]

President

Robert B Cherry

Birth Date [REDACTED]

Birth Place New York City, NY

Driver's License # [REDACTED]

Home Phone [REDACTED]

Home Address [REDACTED]

Vice President, Treasurer, Assistant Secretary

Brian A Tageson

Birth Date [REDACTED]

Birth Place Indianapolis, IN

Driver's License # [REDACTED]

Home Phone # [REDACTED]

Home Address [REDACTED]

Vice President, Secretary

Richard S Shannon

Birth Date [REDACTED]

Birth Place Highland Park, IL

Driver's license # [REDACTED]

Home Phone [REDACTED]

Home Address [REDACTED]

March 14, 2014

Manger of Establishment and Officers

Vice President

Jerome F Cataldo

Birth Date

[REDACTED]

Birth Place

Chicago, IL

Driver's License #


[REDACTED]

Home Phone #

Home Address




Memo

Date: 040714
To: Commander Gatlin
From: Detective Janis Schuessler #325 
Re: Pheasant Run Liquor License Application/Tracy Gniewek

Applicant:

Tracy Gniewek



- Gniewek currently lives at the above address. She had lived in Las Vegas for over twenty years prior to living in Illinois. She grew up in Illinois.
- This department does not have any contacts with Gniewek.
- Gniewek is a U.S. Citizen. She possesses a valid IL driver's license ()
- Gniewek was fingerprinted by this department at the time she applied for this liquor license.

On 040214, I spoke with Gniewek. She informed me that she is the Director of Human Resources at Pheasant Run. She told me she previously worked for Interstate Hotels. Interstate was the management company at Pheasant Run prior to 032814. On 032814, Hostmark became the Property Manager. Gniewek said her expertise prior to moving to Illinois was working in the Las Vegas gaming industry.

Gniewek advised that they recently hired Richard Remington to be their Director of food and beverage. He is scheduled to start on 041414. I asked her if he was Basset certified. She said she was unsure but if he wasn't, they would get him certified.

Remington currently works for Eagle Ridge Resort in Galena. He has been the Director of food and beverage there for two and a half years. Prior to that, he was the Director of food and beverage at Westin in Rosemont for two years and at a Crown Plaza for five years. He said he applied for the position at Pheasant Run because his home is in Arlington Heights and it was difficult to be away from his wife while he worked in Galena. He said he interviewed with Hostmark for a different property in the past and that is how he came across this job opening. He said it is a good company. He has lived in Arlington Heights for three years. I asked Remington if he was Basset certified. He said he had been three or four times in the past but his certification lapsed. He said he would have to recertify. Remington possesses a valid IL driver's license [REDACTED]. He resides at [REDACTED]. His date of birth is [REDACTED]. The Arlington Heights Police Department has no negative contacts with Remington.

Currently, Nicole Fleck is the Manager of food and beverage and oversees the day to day operations. She has been employed with Pheasant Run since 031312. Fleck is Basset certified.

Gniewek said that currently there are no changes planned in the near future for the bars, restaurants and the golf course who currently serve alcohol at Pheasant Run. They will continue to operate as they have been. She said that may change after the new Director gets acclimated but she is not expecting major changes.

Gniewek said that their servers are Basset certified. She also teaches the Basset certification course (certificate attached).

Gniewek has no police contacts with Roselle PD or Dupage County.

**Note: Criminal history on the applicant is pending receipt of conviction from the Illinois Bureau of Identification.*

This concludes this background investigation.

Jes #325

Harvest Restaurant

Restaurant: Harvest Rest | Shift: Dinner | Today: 3/12/2014 | 5:45 PM | Total Count: 2 | Next 15 min: 1

Now: 5:42 PM | Connection Status

Options: Add, Change, Status, Card

Reservations: All Slots, Waitlist

Time Pr: 5:45 | Name: JANE | # N Tbl: 1

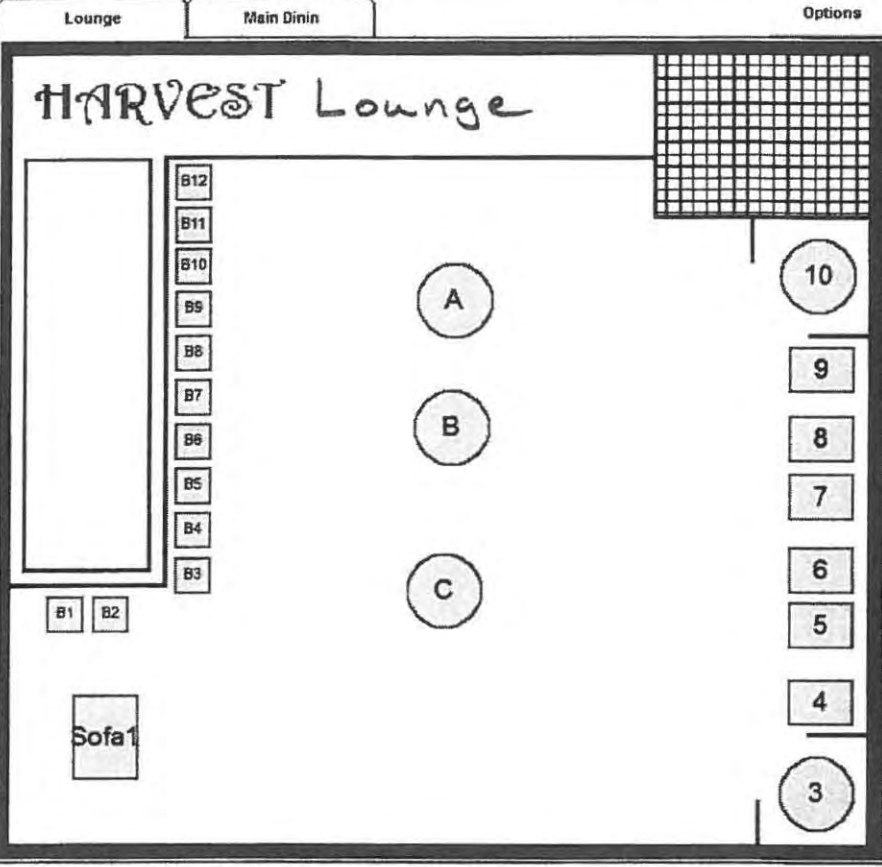
Servers, Sections, Floor Timers

Res Notes, Res Codes, Guest Notes, Guest Codes, Party Size: 1, Table, Arrived at, E.T.D., Server

Seat, Name, Block Table, Walk-in

Open Login

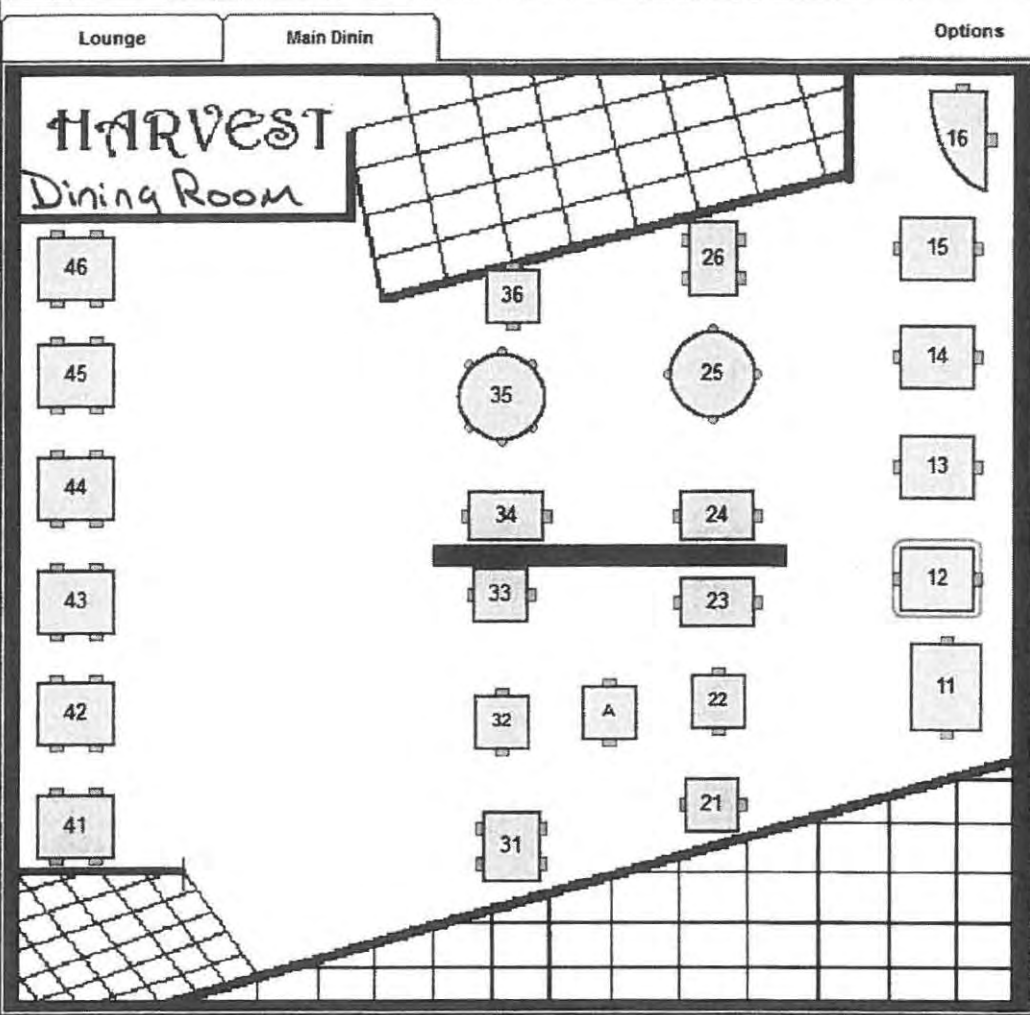
OT



Time Pr	Name	#	N	Tbl
5:45	JANE	1		

Res Notes	Res Codes	Guest Notes	Guest Codes	Party Size	Table	Arrived at	E.T.D.	Server	Seat	Name	Block Table	Walk-in
				1						JANE	Confirmed	

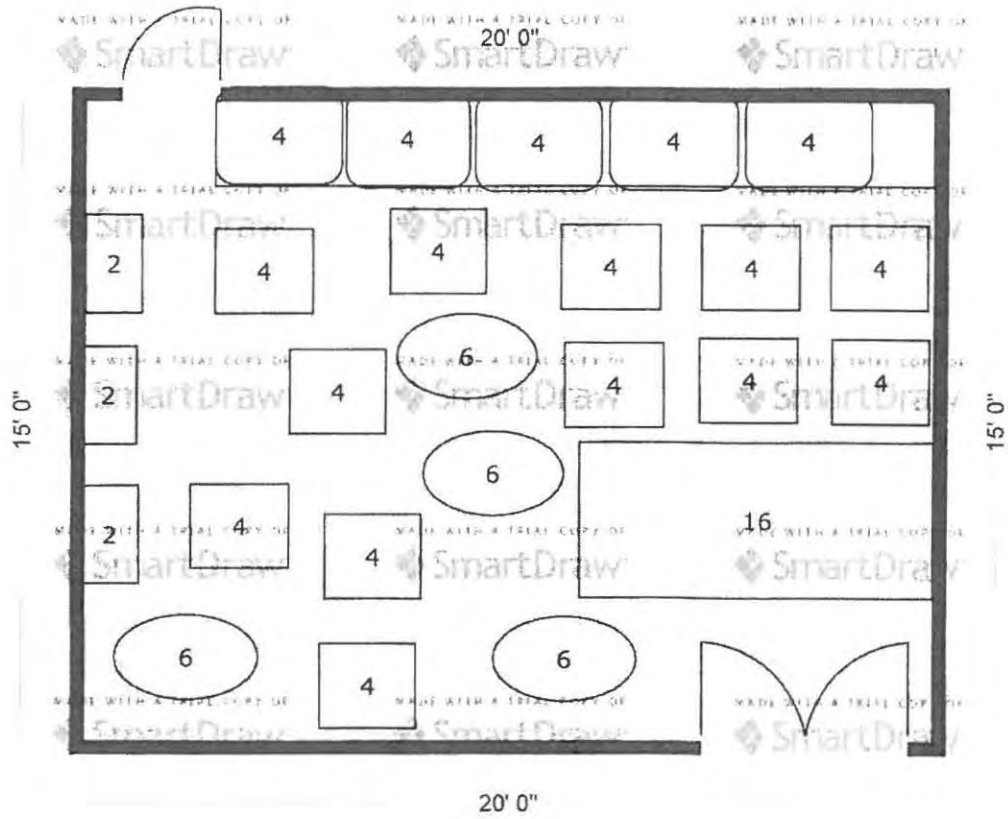
- Stats
- Sheet
- Book
- Waitlist
- Floor
- Future
- Guests
- Reserve
- Notes
- Admin
- Reports



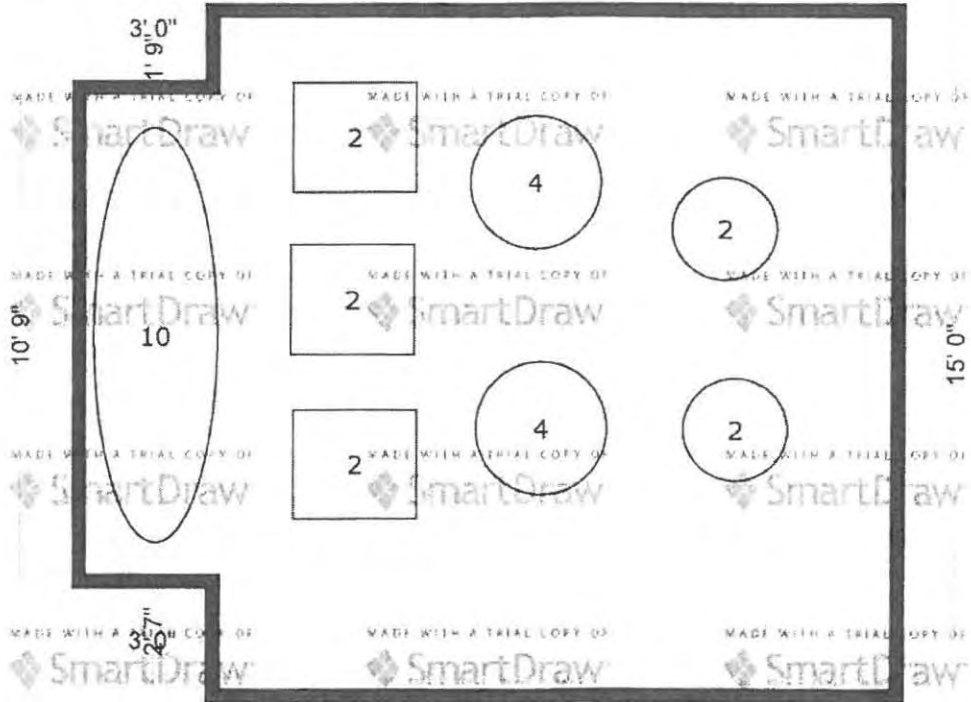
Reservations	All
* Time Pr	Na
5.45	JAN

Res Notes	Res Codes	Guest Notes	Guest Codes	Party Size	Table	Arrived at	E.T.D.	Server
				1				

Jambalaya 110ppl



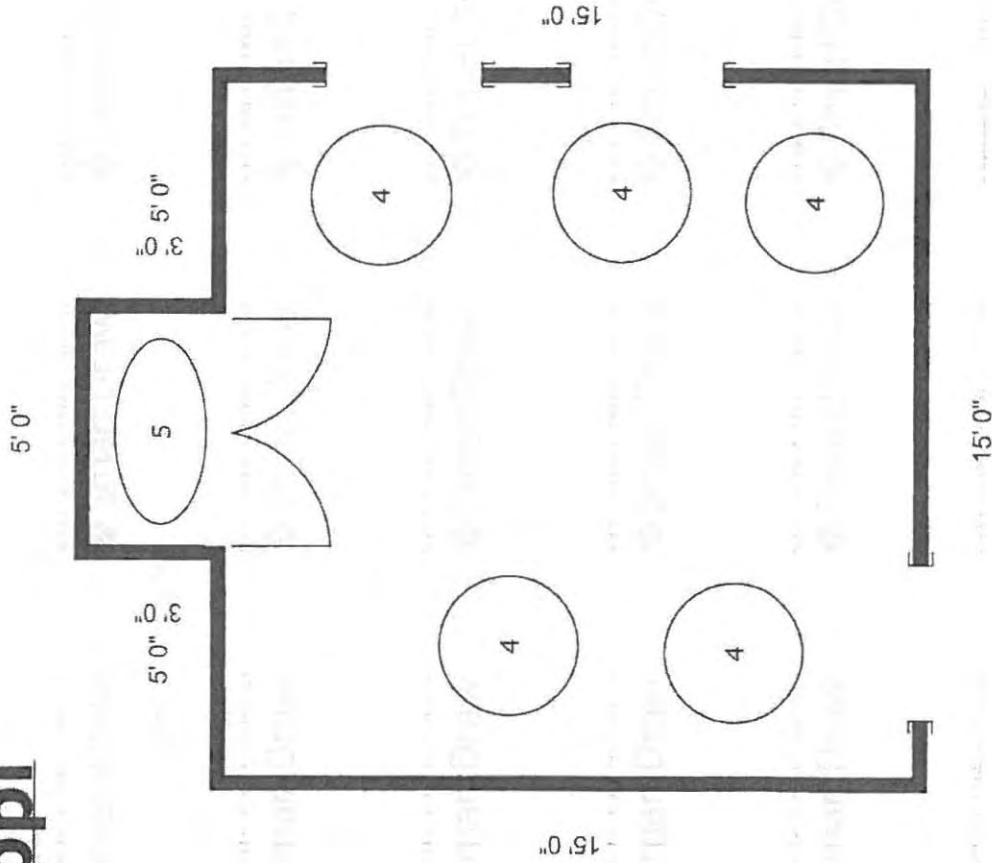
Club House 28ppl



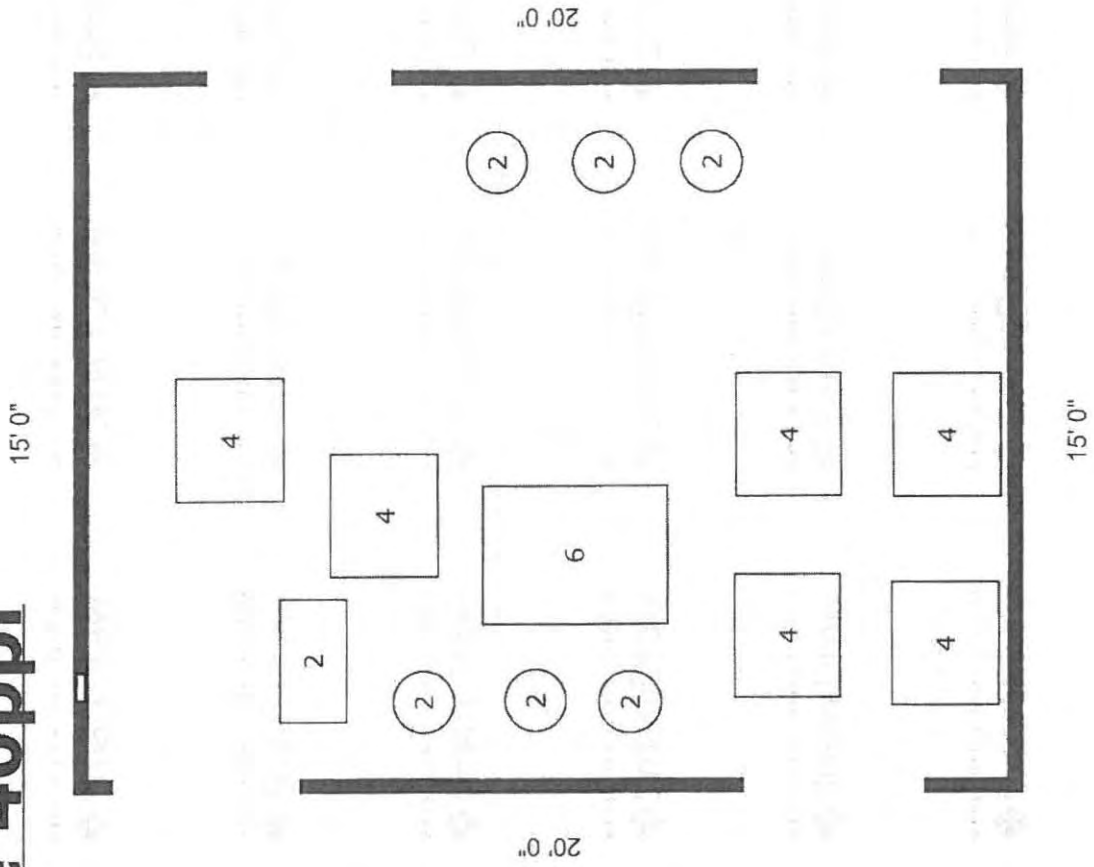
15' 0"

Zydeco Jacks

25ppi



Terrace Cafe 40ppl

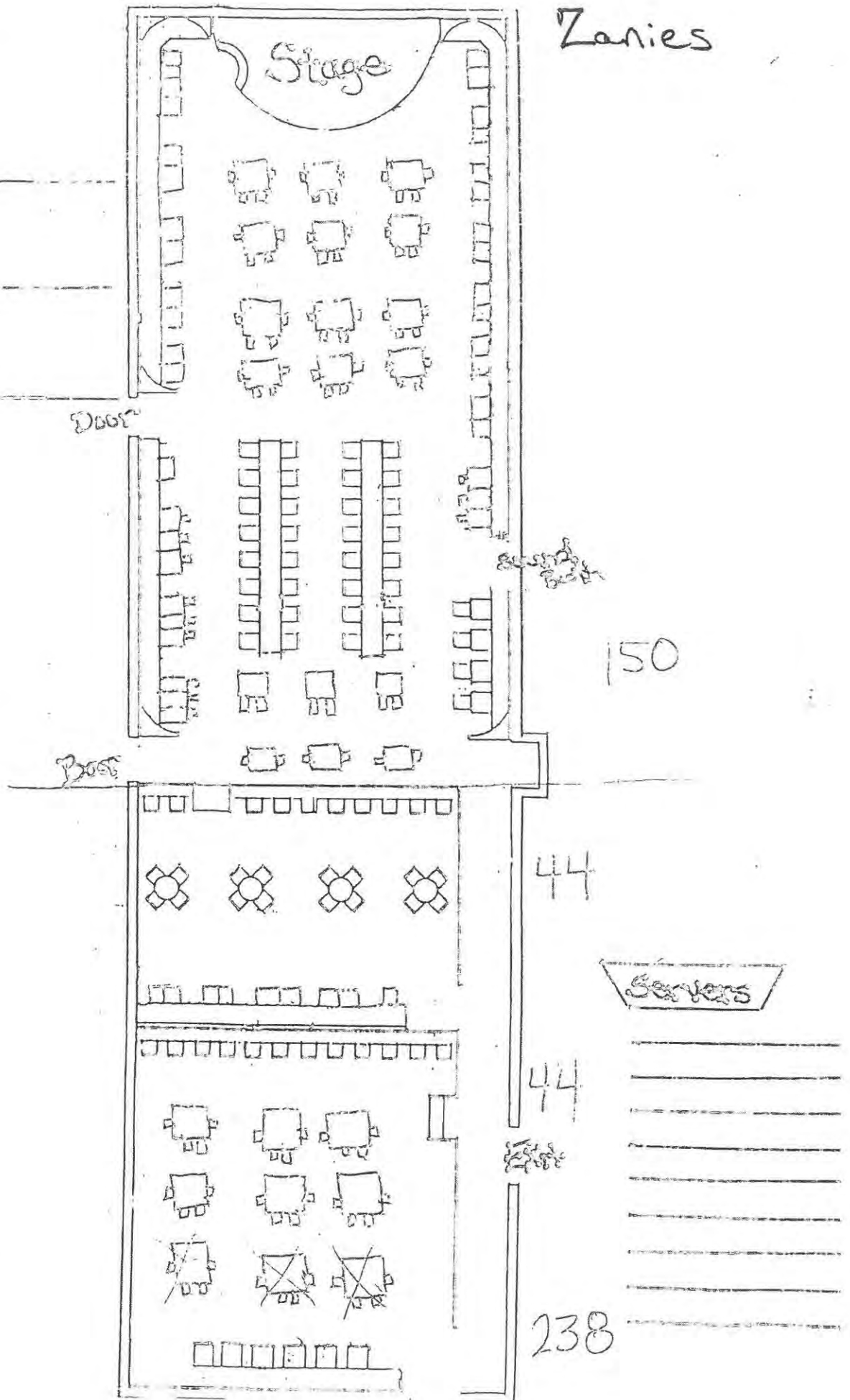


Zanies

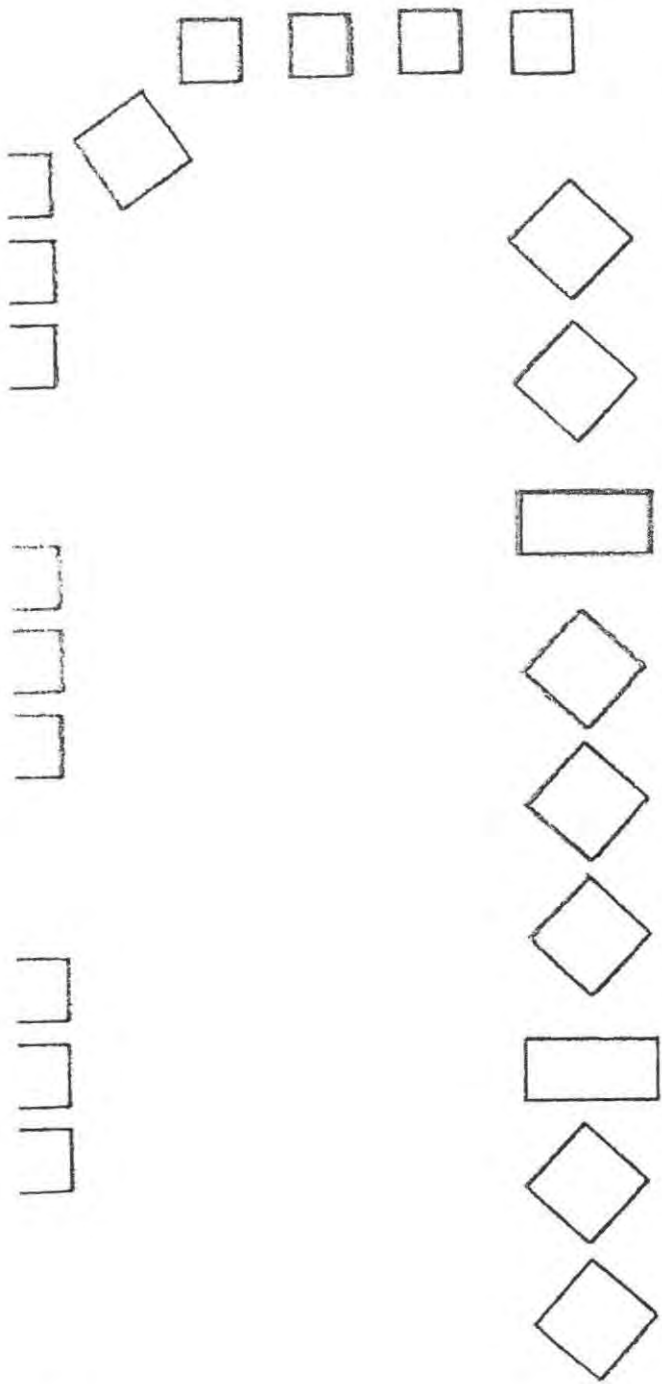
Date:

Day:

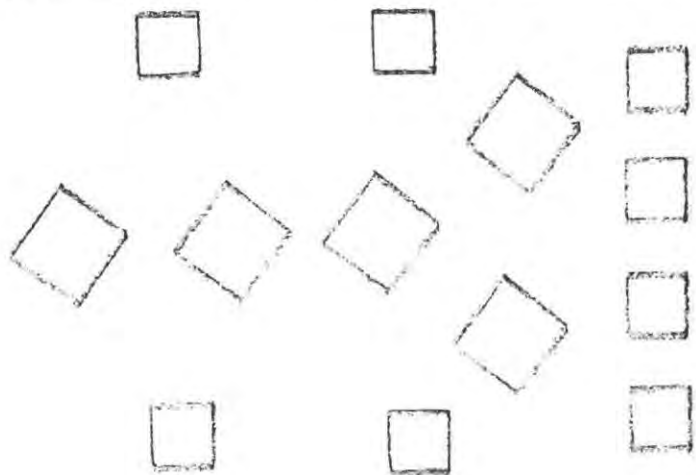
Show:



Garden Atrium
- Sunday Brunch



Buffet Area



server
station

Business Plan Pheasant Run March 2014

Pheasant Run will continue the current operational mix under the new ownership. The resort and conference center will continue its food and beverage (alcohol service) operations as they currently exist.

The outlets providing alcohol service are as follows:

Jambalaya – a full service restaurant open for lunch and dinner that at times offers live music.

Harvest – a full service restaurant open for breakfast and dinner.

Club Lounge – a full service bar serving light snacks that is open from noon to 1AM.

Zanies – a comedy club which has a liquor service.

Halfway House – a golf course venue which serves snacks and beverages.

Beverage Carts – provides snack and beverages on the golf course.

Banquets – provides breakfast, lunch and dinner service as required by groups.

Room Service – provides meals and beverages 7am-10pm to guest rooms.

Mega Center (convention center) – provides food and beverage concessions as required by group business.

Pool Side Service – a pool deck tiki bar which provides snacks and beverages.



Appetizers

***Steak Tartare** 14

freshly ground with shallots and capers topped with raw egg yolk

Shrimp 13

bleu cheese olive kabob, organic American harvest vodka cocktail sauce

Deconstructed Bruschetta 12

fresh herbed tomato, spicy shrimp and roasted tomato, baba ganoush

***Carpaccio** 14

seared peppercorn tenderloin, roasted mushrooms, port wine drizzle, ground asiago

Sea Scallops 14

apple bacon wrap, apricot sauce

Wild Mushrooms 12

baked with herbed crème, buttermilk bleu gratin, garlic crostinis

Oysters 14

rockefeller style, pernod, hollandaise glazed

Soup

French Onion au Gratin 7

gruyere, provolone, parmesan cheese

Bookbinder Soup 7

roasted seafood broth, sherry infused snapper

Salad

Wedge 8

apple smoked bacon, buttermilk bleu cheese, marinated tomatoes

Caesar for Two 15

hearts of romaine, grated asiago cheese, anchovy stuffed olives

Smoked Durham Ranch Duck 13

mesquite seared, roasted apples, nut crusted goat cheese, apple cranberry jam, creole mustard aioli

Beet Salad 9

salt roasted, goat cheese, candied pecans, maple sherry vinaigrette

There will be an 18% gratuity added to parties of 6 or more

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness



HARVEST

Specialties

MacFarlane Farms Pheasant Schnitzel 28
buttered spatzle, lemon caper glaze

Coleman Farms Raised Organic Chicken Breast 26
goat cheese, pancetta bacon and roasted tomato stuffing, mushroom risotto, madeira balsamic crème

***Wild Mushroom Crusted Twin Petite Filets** 32
seared spinach risotto, roasted asparagus and herb pan sauce

Steaks and Chops

Harvest proudly serves USDA certified aurora angus

Add a Crust: choice of peppercorn, buttermilk bleu cheese or asiago crust

***Filet of Beef** 34
balsamic caramelized onions and mushrooms, béarnaise sauce

***New York Strip** 40
balsamic caramelized onions and mushrooms

***Iowa Raised Roast Prime Rib** 28
(available thursday- saturday evening)
balsamic pan sauce, harvest popover

***Slow Braised Lamb Shank** 29
red wine, plum tomatoes, garlic mashed potatoes

***White Marble Farms Pork Chop** 28
mesquite rub, cranberry spatzle, bbq glaze with red onion and apple marmalade

***Horseradish Crusted Lamb Chops** 38
creamed spinach, garlic mashed potatoes, red wine butter

***The Cowboy Steak 18ounce** 42
balsamic caramelized onions and mushrooms, garlic mashed potatoes

There will be an 18% gratuity added to parties of 6 or more

**Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness*



HARVEST

Pasta

Penne Pasta and Roasted Vegetables 22
portobello mushrooms, zucchini, asparagus, roasted carrots, sun dried tomato broth, fresh goat cheese

Ravioli and Romano Garlic Crusted Sea Scallops 28
buffalo mozzarella stuffed ravioli, market fresh vegetables, pesto broth

Seafood

Mahi Mahi Puttanesca Style 29
grilled zucchini and portobello mushrooms, seared spinach and vesuvio potatoes

Citrus Crusted Salmon 28
stir fried vegetables, roasted red potatoes, soy maple glaze

Winter Specialties

Appetizer

Roasted Brussel Sprouts with Burrata Cheese 12
seared pancetta, roasted tomato and caramelized onion jam, balsamic drizzle

Salad

Stuffed Baked Brie with Candied Pecans and Arugula Salad 10
peppered bacon and wild mushrooms, cranberry apple jam, maple citrus vinaigrette

Entrees

Thai Seared Panko Crusted Halibut 30
gingered curry couscous, coconut pineapple broth, roasted asparagus

***Southwestern Spiced Rubbed Mango Glazed Pork Tenderloin** 26
grilled potatoes, roasted carrots, avocado relish

There will be an 18% gratuity added to parties of 6 or more

**Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness*

Terrace Cafe

BREAKFAST

Bacon, Egg & Cheese English Muffin	5.25
Sausage, Egg & Cheese Bagel	5.25
Hot Oatmeal	4.50
Dry Cereal w/Milk	4.50
Yogurt	2.50
Bagel	2.50
Cream Cheese Topping	.75
Assorted Pastries	2.50 - 3.00

SALADS

Caesar Salad	6.00
Romaine Lettuce, Croutons, Sliced Tomatoes, Red Onions, Caesar Dressing	
Grilled Chicken Caesar Salad	8.50
Grilled Chicken Romaine Lettuce, Croutons, Sliced Tomatoes, Red Onions, Caesar Dressing	
Large Fruit Plate w/Cottage Cheese	6.50

STARTERS

Soup of the Day	3.75
Chili	4.50
Served w/Cheese, Onions & Crackers	
Nachos	5.00
Tortilla Chips, Cheese Sauce	
Jalapeños	.75
Mozzarella Sticks	6.75

PIZZA

7 inch Pizza	7.95
12 inch Pizza	14.95
Each Additional Topping	1.25
Italian Sausage, Pepperoni, Tomatoes, Green Peppers, Mushrooms, Onions	

DELI BOARD

All Sandwiches Served with Potato Salad or Chips

Freshly Made To Order Sandwiches	7.75
Lettuce, Tomato, along with your choice of bread, one meat, and one cheese	

Each Additional Meat or Cheese	1.25
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Breads

Hoagie Roll
Sour Dough
Marble Rye
Honey Wheat

Meats

Honey Baked Ham
Oven Roasted Turkey
Roast Beef
Corned Beef
Chicken Salad
Tuna Salad

Cheese

Swiss
Provolone
Cheddar
American

SANDWICHES

All Sandwiches Served with French Fries

Grilled Angus Hamburger	6.00
5 oz. grilled patty with lettuce, tomato, onion, and a pickle on the side.	

Grilled Angus Cheeseburger	6.75
5 oz. grilled patty with your choice of cheese, lettuce, tomato, onion, and a pickle on the side.	

BBQ Chicken with Swiss and Bacon	8.00
6 oz. grilled chicken breast with BBQ sauce, Swiss and Bacon	

Grilled Vegetable Wrap	7.00
Mozzarella cheese, lettuce, tomato, mushrooms, carrots, zucchini, wrapped up in a flour tortilla	

Terrace Club	9.00
Turkey, Ham, Bacon, Lettuce, Tomato on your choice of bread	

Chicken Fingers	6.75
4 Chicken Fingers with either Sweet & Sour or BBQ Sauce	

Hot Dog	4.00
Condiments on the side	

Chili Dog	4.75
Add Cheese and/or Onions	.75

Grilled Cheese & Tomato Sandwich	6.00
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Italian Beef Sandwich	7.00
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JAMBALAYA

Appetizers

- Bourbon Street Nachos** 9.50
Cheddar, Tomatoes, Jalapeño Peppers,
Sour Cream and Guacamole
Add Beef or Pork 2.50
- Spicy Carnival Wings** 9.50
Tender Chicken Wings Tossed with our
Voodoo Sauce and Cajun Bleu Cheese Dip
- Spinach Fondaux** 11.50
Baked Parmesan Gratin with Louisiana
Garlic Bread for Mopping
- Jambo Burgers** 9.50
Three (3) Mini Cheeseburgers

Soup and Salad

- Baked French Onion Soup** 7
Brandy Enhanced Broth, Caramelized
Great Lakes Onions, Gruyere, Smoked
Provolone, Parmesan
- Dixie Land Chopped** 11.50
Seared Chicken, Apple Wood Bacon, Ditalini
Pasta, Tomatoes, Bleu Cheese, Green Onions,
Crisp Iceberg and Romaine tossed with our
Voodoo Vinaigrette
- Caesar Salad** 8.50
Hearts of Romaine, Grated Parmesan, and
Crostini's
Add Chicken 3.50
- Crab Cake Salad** 13.50
Pan Seared Lump Crab Cake on a bed of Mixed
Greens, Roasted Corn Relish, and Asparagus
with a Smoked Pepper and Buttermilk Dressing

Sweets and Treats

- Molten Lava Carrot Cake** 7.50
Individually Baked Cake with Warm Sweet
Cream Cheese Lava and Anglaise Sauce
- Brownie ala Mode** 7.50
Chocolate Fudge Brownie sauced with
Chocolate and Caramel, Topped with
Ben & Jerry's Vanilla Bean Ice Cream

House Specialties

- Big Easy Seafood Gumbo**
Cup 4.50 Bowl 5.50
Shrimp, Crawfish, Andouille and Okra
Cast Iron simmered in a Rich Seafood Broth
- Jambalaya** 16.50
Chicken, Shrimp, Andouille, Onion, Vegetables,
Smoked Ham in our Creole Broth.
Served with Garlic Bread
- New Orleans Poor Boy's**
Southern Style Pulled Pork 10.50
Crab Cake 12.50
Served with Southern Slaw on a Grilled French
Bread and Curly Fries

Sandwiches and Burgers

- Served with Curly Fries*
- Black Magic Chicken Wrap** 10.50
Spicy Blackened Chicken, Bacon, Avocado, Tomato
and Jack Cheese Twisted up in a Tomato Wrap
Smokey Buttermilk Dressing
- Voodoo Burger** 10.50
Angus Burger Blackened & topped with Bleu Cheese
- BYOB** 10.50
Build Your Own Burger with Your Choice of Three:
Mushrooms, Onions, Bacon, Avocado, Swiss,
American, Cheddar, Smoked Gouda or Provolone
- Steak Sandwich** 13.50
Smothered with Sautéed Mushrooms, Tomato Basil
Chutney, Smoked Gouda, Crispy Onions,
on Grilled French Bread

Friday Special

Fish Fry

5pm – 8pm \$11.99

All-U-Can-Eat

Mama's Salad Kitchen

Corn Flour Battered Atlantic Whitefish
and Bread Pud'n with Bourbon Sauce.

Saturday Special

Rib-Fest

5pm – 8pm \$14.99

All-U-Can-Eat

Mama's Salad Kitchen

Baby Back Ribs Dipped in Sweet BBQ
and Bread Pud'n with Bourbon Sauce.



Club House

PHEASANT RUN

RESORT

Chicken Caesar Salad 12

Hearts of Romaine, Grated Parmesan,
Tomato Basil Crostinis
With Creamy Caesar Dressing

Angus Burger 10.50

Served with Lettuce, Tomato,
Crisp Red Onion, Pickle, Served with Fries
Additional Toppings \$0.95

Chicken Wrap 10.50

Spicy Blackened Chicken, Bacon, Avocado,
Tomato and Jack Cheese, Twisted up in a
Tomato Wrap Smokey Buttermilk Dressing

Turkey Club 11.50

Turkey, Ham, Bacon, Tomato,
Piled High on Toasted White Bread
Served With Fries

Shrimp Cocktail 13

Six Jumbo Shrimp
Served with Cocktail Sauce

St. Charles Wings 9.50

Our Version of the Original,
Only Better!
Served with Tangy Blue Cheese Dipping Sauce

Nachos 12

Complete with Seasoned Ground Beef,
Refried Beans and Melted Cheddar Cheese,
Topped with Tomatoes, Jalapenos, Sour Cream,
Guacamole and Salsa

Mozzarella Cheese Sticks 9.50

10 Cheese Sticks
Served With Marinara Dipping Sauce



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) Regarding Pet Care Facilities and Kennels
Presenter:	Matthew O'Rourke

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development – (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
If NO, please explain how item will be funded:						

Executive Summary:

Background

Robin Massey, the applicant and owner of Fydoland, has submitted an application for a General Amendment to the Zoning Ordinance to permit Pet Care Facilities in the BL- Local Business District. The applicant has also submitted a Special Use Application for the property located at 1317 E. Main Street to permit a Pet Care Facility if this General Amendment is approved. (Separate Agenda Item)

Staff has worked with the applicant to determine how this proposed business fits into the current standards of Title 17 (Zoning Ordinance). Based on this review, staff determined that due to the overnight stays, this type of business is currently defined as a Kennel.

Proposal

Staff has determined that Fydoland represents a business model that is different from commercial kennels (offering other services in addition overnight boarding). Staff, in conjunction with the applicant, is proposing to accommodate the applicant's proposal by creating a new use category that more accurately reflects the proposed business. The details of the proposed amendments are as follows:

- Establish a new use category for Pet Care Facilities.
- This new use category is proposed as a special use in the BL, BC, and BR Zoning Districts.
- Remove Kennel as a Special Use in the BC & BR Zoning Districts.
- Create use/location standards specific to this use.
- Create parking standards for the proposed use.

Plan Commission Comments and Recommendation

The Plan Commission held a public hearing on 3/4/2014 to discuss this General Amendment. The Commission discussed the need for additional screening requirements around outside exercise areas. The Commission was concerned that pets not be able to see outside the exercise areas to minimize any barking.

The Plan Commission recommended approval of the proposed General Amendment on 3/4/2014 with the condition that an additional use standard that requires opaque (non-see-through) screening around outside exercise areas that abut or face residentially zoned properties, commercially zoned properties, and any public right-of-way. The Plan Commission vote was 8-aye to 0-nay.

Attachments: *(please list)*

Application for General Amendment

Recommendation / Suggested Action *(briefly explain):*

Recommend approval of the proposed application for a General Amendment to Title 17 of the City Code (Zoning Ordinance) Regarding Pet Care Facilities and Kennels

<i>For office use only:</i>	<i>Agenda Item Number: 5a</i>
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Community & Economic Development

Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



ST. CHARLES
SINCE 1834

STAFF REPORT

TO: Chairman Daniel P. Stellato
And Members of the Planning & Development Committee

FROM: Matthew O'Rourke, AICP, Planner

RE: General Amendments to Title 17 (Zoning Ordinance) Requirements for Pet Care Facilities and Kennels.

DATE: April 4, 2014

I. GENERAL INFORMATION

Project Name: General Amendments to Title 17 (Zoning Ordinance) - Requirements for Pet Care Facilities and Kennels

Applicant: Robyn Massy and Dalores Morrison

Purpose: Create regulations for a new use category "Pet Care Facilities" and to remove Kennels from the business Zoning Districts as a Special Use.

II. BACKGROUND

Robin Massey, the applicant and owner of Fydoland, has submitted an application for a General Amendment to the Zoning Ordinance to permit Pet Care Facilities in the BL - Local Business District. The applicant has also submitted a Special Use Application for the property located at 1317 E. Main Street to permit a Pet Care Facility if this General Amendment is approved. Fydoland is a business that offers the following services:

- Sale of pet products
- Pet grooming
- Pet birthday parties
- Pet daycare
- Overnight boarding

A. STAFF COMMENTS

Staff has worked with the applicant to determine how this proposed business fits into the current standards of Title 17 (Zoning Ordinance). Based on this review, staff determined that due to the overnight stays, this type of business is defined as a Kennel.

Kennels are defined in **Section 17.030.020** of the Zoning Ordinance as follows:

“Any lot or premises, or portion thereof, where more than four (4) dogs, cats and other household domestic animals, over four (4) months of age, are kept, or where more than two (2) such animals are boarded for compensation. This use includes animal day care establishments, but does not include the retail sale of household domestic animals unless animals are kept or exercised out of doors.”

Kennels are currently listed as special uses in the BC, BR, and M-2 Zoning Districts.

B. PROPOSAL

Based on the above analysis, staff has determined that Fydoland represents a business model that is different from commercial kennels (offering other services in addition overnight boarding). Staff, in conjunction with the applicant, is proposing to accommodate the applicant’s proposal by creating a new use category that more accurately reflects the proposed business. The details of the proposed amendments are as follows:

- Establish a new use category for Pet Care Facilities.
 - This new use category is proposed as a special use in the BL, BC, and BR Zoning Districts.
- Remove Kennel as a Special Use from the BC & BR Zoning districts.
- Create use/location standards specific to this use.
- Create parking standards for the proposed use.

III. STAFF ANALYSIS

A. USE RESEARCH

Staff examined the different aspects of the proposed business and determined it represents a different type of business than a traditional kennel. Staff inquired to the American Planning Association (APA) Planners Advisory Service (PAS) to determine if other communities also consider this type of business different from a “kennel” operation. The PAS staff responded and confirmed that other communities are creating standards for these types of facilities. They supplied staff with information regarding how other Illinois communities regulate businesses similar to Fydoland. The following table summarized this information:

Comparable Communities Pet Care Requirements	
City	Requirements
Forest Park	<ul style="list-style-type: none"> • Animal boarding, daycare, and grooming, when associated with a related retail use are a conditional (Special) use in the Downtown Business District. • Definitions: <ul style="list-style-type: none"> ○ ANIMAL BOARDING: A nonresidential facility offering care for four (4) or more domestic pet animals for more than twelve (12) hours per day. ○ ANIMAL DAYCARE: A nonresidential facility offering care for four (4) or more domestic pet animals for up to fourteen (14) hours per day between the hours of six thirty o'clock (6:30) A.M. and eight thirty o'clock (8:30) P.M. ○ ANIMAL GROOMING: Services provided to domestic pet animals including, but not limited to, clipping, bathing and related services, and excluding veterinary services.

<p>Mundelein</p>	<ul style="list-style-type: none"> • Pet day care service is permitted in mixed use districts and C-1 through C-4 districts; is a special use in downtown districts (versus "kennel", which is permitted in C-3 and is a special use in in C-2, and is not permitted in downtown districts). Both are permitted in O-R and M-MU districts. • Definitions: <ul style="list-style-type: none"> ○ KENNEL means an establishment where pet animals owned by another person are temporarily boarded overnight for a fee. "Kennel" shall not apply to animal hospitals operated by veterinarians duly licensed under the law where the boarding of animals is accessory to medical treatment. ○ PET DAY CARE SERVICE means an establishment where domestic animals owned by another person are temporarily boarded for pay or remuneration of any sort. "Pet "day care" service" is distinguished from a "kennel" as pets are typically boarded for the day, though overnight boarding may be available, and the establishment may offer accessory services, such as retail sales of pet care supplies, and services such as dog-walking and animal grooming.
<p>Naperville</p>	<ul style="list-style-type: none"> • In the B2 district, pet care establishments accessory to a principal use are permitted by right if they do not exceed 25% of the gross floor area and are conditional uses if they do exceed 25%. All activity must be indoors. • In the B3 district, both accessory and principal use pet care establishments are permitted by right; all activity must be indoors. With outdoor areas, requires a conditional use permit. • In the industrial district, principal use pet care establishments with indoor activity only are permitted by right. With outdoor areas, requires a conditional use permit. • No new pet care facilities are allowed in the office district. • Definition: <ul style="list-style-type: none"> ○ PET CARE ESTABLISHMENT: A building, structure or portion thereof designed or used for the boarding, training, daycare or kenneling of dogs, cats or other household domestic animals. Pet care establishments as an accessory use shall be defined as any pet care establishment which is subordinate and incidental to the principal permitted use of the building, structure or premises.
<p>Wilmette</p>	<ul style="list-style-type: none"> • Domestic pet service (daytime animal boarding, grooming, and training (not including overnight boarding) is considered a personal service establishment. • Overnight boarding kennels allowed as a special use in Village Center district according to standards (must be licensed by the state, and be 1,320' from another such use, and not exceed 12 animals boarded overnight).

Based on this information, staff confirmed that Illinois communities have created standards for uses similar to Fydoland in their commercial and downtown districts. These communities typically create additional standards to address potential impacts of the use. These standards vary from not locating any pet facilities with a certain distance to residential properties to how many animals can be boarded overnight.

Based on this review of other community’s regulations, and the details of the Fydoland business, staff is proposing the following amendments to the Zoning Ordinance:

B. AMENDMENTS TO TABLE 17.14-2 BUSINESS AND MIXED USE PERMITTED AND SPECIAL USES

Staff is proposing to amend **Table 17.14-2 Business and Mixed Use Permitted and Special Uses** to add the a new Pet Care Facility use as a special use in the BL-Local Business, BC-Community Business, and BR- Regional Business Zoning Districts. The new use category fits within the framework of the City’s business districts since Pet Care Facility will only permit overnight boarding in conjunction with other services such as retail sale of products.

Staff is also proposing that Kennels be removed as a Special Use in the BC and BR Zoning Districts where they are currently listed. Kennel uses will be only listed as Special Uses in the M-2 Limited Manufacturing district, as they are not as consistent with the commercial character of the City’s business districts.

C. AMENDMENTS TO CHAPTER 17.20 USE STANDARDS

Staff is proposing to amend section **17.20.030 Standards for Specific Uses** of the Zoning Ordinance. Staff is proposing the following use standards based on the review of the Fydoland proposal, existing standards for Kennels, and research of other community’s regulations.

Pet Care Facilities:

Pet Care Facilities shall comply with the following:

1. Outdoor exercise areas shall not be located on a property that abuts a residentially zoned property.
2. Outdoor exercise areas that directly abut or face any residentially zoned properties, commercially zoned properties, and any public right-of-way shall be screened with a 100% opaque non-see-through fence or wall.
3. All animals shall be kept either within completely enclosed structures or under direct control of the kennel operator or staff at all times, and shall be indoors between the hours of 7:00 PM and 7:00 AM.
4. The operation of the daycare and/or overnight boarding of the Pet Care Facility shall not allow the creation of noise by any animal or animals under its care which can be heard by any person at or beyond the property line of the lot on which the kennel is located, which occurs a) repeatedly over at least a seven-minute period of time at an average of at least twelve animal noises per minute, or b) repeatedly over at least a fifteen minute period of time, with one minute or less lapse of time between each animal noise during the fifteen-minute period.

D. AMENDMENTS TO CHAPTER 17.24 OFF-STREET PARKING, LOADING & ACCESS

Staff is proposing to amend **Table 17.24-3 Required Off-Street Parking** to create new parking categories for Pet Care Facilities. Staff is proposing that Pet Care Facilities have the same parking requirement as Personal Service uses. Personal Service currently permits dog grooming and other similar uses for pets that do not involve daycare or overnight boarding of animals.

TABLE 17.24-3 REQUIRED OFF-STREET PARKING	
USE	PARKING REQUIREMENT
RETAIL AND SERVICE USES	
Pet Care Facilities	3 per 1,000 of GFA

E. AMENDMENTS TO CHAPTER 17.30 “DEFINITIONS”

Staff is proposing to amend Section 17.30.020 “Use Definitions” to create the following new use definition for Pet Care Facilities:

Pet Care Facilities – A building, structure or portion thereof designed or used for the retail sale of pet products and food, grooming, boarding, training, daycare or overnight boarding of dogs, cats or other household domestic animals. The overnight boarding area of the establishment shall not exceed 50% of the total Gross Floor Area of the business. Establishments that only provide daycare and overnight boarding services, or establishments where these services exceed 50% of the Gross Floor Area, shall be considered a Kennel, not a Pet Care Facility.

VIII. PLAN COMMISSION MEETING

The Plan Commission held a public hearing on 3/4/2014 to discuss this General Amendment. The Commission discussed the need for additional screening requirements around outside exercise areas. The Commission is concerned that pets not be able to see outside the exercise areas to minimize any barking.

IX. PLAN COMMISSION RECOMMENDATION

The Plan Commission recommended approval of the proposed General Amendment on 3/4/2014 with the condition that an additional use standard requiring opaque (non-see-through) screening around outside exercise areas that abut or face residentially zoned properties, commercially zoned properties, and any public right-of-way. **This use standard has been added to the proposed General Amendment explained in Section III Subsection C, of this staff report.** The Plan Commission vote was 8-aye to 0-nay.

X. STAFF RECOMMENDATION

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

VII. ATTACHMENTS

1. Application for General Amendment

FINDINGS OF FACT
GENERAL AMENDMENT

(Amendments to Requirements for Pet Care Facilities and Kennels)

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

This use is not directly addressed in the Comprehensive Plan. The proposed amendment is consistent with the following Commercial Area Policy stated on page 48 of the Comprehensive Plan.

“Promote a mix of attractive commercial uses along the Main Street Corridor that provide a range of goods and services to the St. Charles community.”

The proposed use category creates opportunities for a new business model to occupy vacant buildings in the BL-Local Business, BC- Community Business, and BR- Regional Business Zoning Districts. The majority of the properties zoned BL, BC, and BR are located along the main street corridor and this amendment will provide an avenue to bring a new kind of service business to this corridor.

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

The proposed amendments fit within the structure of the Zoning Ordinance and do not change the intent of the existing ordinance requirements. The changes to **Table 17.14-1 Business and Mixed Use Permitted and Special Uses, Section 17.20.030 Specific Use Standards, Table 17.24-3 Required Off-Street Parking, and 17.30.020 “Use Definitions”** create regulations for the new Special Use Category Pet Care Facility. These amendments are consistent with the framework created in Title 17(the Zoning Ordinance) for all Special Uses and the use standards are similar to the existing standards for Kennels.

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 amendments will establish a new Special Use category Pet Care Facility. The proposed amendments reflect a change in policy to adapt to a new business model that incorporates the sale of pet related services and products, with overnight boarding as a portion of the business.

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

This amendment is not solely in the interest of the applicant. The proposed amendments will impact all properties in the BL, BC, and BR Zoning Districts. Any pet care or pet service businesses will be able to apply for a Special Use on any eligible property and will be subject to all the standards of the proposed amendments.

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

The proposed amendments will not create any new nonconformities. The proposed Special Use category of Pet Care Facility does not currently exist in the City of St. Charles. Therefore, any new Pet Care Facilities will have to meet the standards proposed in these amendments.

There are currently no Special Uses established for a Kennel in the BC or BR Districts; therefore, the proposed amendments to remove Kennel as a Special Use from the City's business districts will not create any nonconformities.

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

These amendments will apply to any proposed Pet Care Facility on any property in the BL- Local Business, BC – Community Business, and BR – Regional Business Zoning Districts, subject to the proposed use standards.

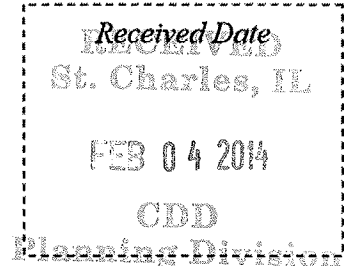
CITY OF ST. CHARLES
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

GENERAL AMENDMENT APPLICATION



CITYVIEW	
Project Name:	1317 E. Main St. Morrison - Property
Project Number:	2014 -PR-005
Application Number:	2014 -AP-008

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	Robin Massey	Phone	847-669-9300
	Address	1999 Larkin Ave. Elgin, IL 60123	Fax	
			Email	robinmassey@att.net
2. Billing: <i>Who is responsible for paying application fees and reimbursements?</i>	Name	Robin Massey	Phone	847-669-9300
	Address	1999 Larkin Ave. Elgin, IL 60123	Fax	
			Email	robinmassey@att.net

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) See Attached of the St. Charles Zoning Ordinance. The wording of the proposed amendment is: (attach sheets if necessary)

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.

R. Massey 1-29-14
Applicant Date

Chapter 17.14 “Business and Mixed Use Districts”

Chapter 17.16 “Office/Research, Manufacturing, and Public Land Districts”

Chapter 17.20 “Use Standards”

Chapter 17.24 “Off-Street Parking, Loading & Access”

Chapter 17.30 “Definitions”

Pertaining to requirements for Pet Care Facilities and Kennels.

FINDINGS OF FACT SHEET – GENERAL AMENDMENT

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



As an applicant, the "burden of proof" is on you to show why the proposed amendment is appropriate. Therefore, you need to "make your case" by explaining how the following factors support your proposal. If a factor does not apply to the amendment in question, indicate "not applicable" and explain why it does not apply.

See Attachment

Amendment Description/Ordinance Section Number

2/4/14

Date

From the Charles Zoning Ordinance, Section 17.04.320.C:

In making its recommendation to grant or deny an application for a Zoning Text Amendment, the Plan Commission shall consider:

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

The proposed amendment will facilitate implementation of the City's Comprehensive Plan for East Main Street, allow opportunities for use of this vacant building and property, and provide for economic development.

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

The proposed amendment clarifies and provides for additional specific uses that are consistent with similar permitted uses in the BL 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 clarifies existing requirements, it expands existing text by specifying other similar permitted uses, and reflects a policy of expanding economic development opportunities for underutilized properties on East Main Street.

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, as proposed, will provide for expanded job opportunities, increased sales tax, and more potential business traffic and exposure for other commercial land uses on East Main Street, in addition to this specific business plan for FYDOLAND.

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

None

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

Provides expanded opportunities for other properties in St. Charles.

Chapter 17.14 “Business and Mixed Use Districts”

Chapter 17.16 “Office/Research, Manufacturing, and Public Land Districts”

Chapter 17.20 “Use Standards”

Chapter 17.24 “Off-Street Parking, Loading & Access”

Chapter 17.30 “Definitions”

Pertaining to requirements for Pet Care Facilities and Kennels.



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve a Special Use for a Pet Care Facility at 1317 E. Main Street (Fydoland)
Presenter:	Matthew O'Rourke

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development – (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

Background

Robin Massey, the applicant and owner of Fydoland, and the property owner Dalores Morrison, have submitted an application for a Special Use for a Pet Care Facility at 1317 E. Main Street, pending approval of a General Amendment to the Zoning Ordinance to create the Special Use category and use standards for Pet Care Facilities.

Proposal

The details of the Special Use are as follows:

- Establish a Fydoland Pet Care Facility at 1317 E. Main Street which includes:
 - Pet grooming areas.
 - Indoor exercise rooms.
 - Two outdoor exercise areas to the east and south of the existing building.
 - Pet daycare services.
 - Overnight boarding.
 - Retail sales of pet care products.

The applicant is not proposing any exterior changes to the building or property other than cosmetic changes and fences for the outdoor exercise areas.

Plan Commission Comments and Recommendation

The Plan Commission held a public hearing on 3/4/2014 to discuss the proposed Special Use. The Plan Commission discussed screening concerns regarding the outside exercise areas. There was a concern that pets under the care of Fydoland might see patrons entering/exiting surrounding residents/businesses and this would create excess barking. *(This comment was addressed through the Plan Commission's condition attached to their recommendation for approval of the **Pet Care Facility General Amendment** that outdoor exercise areas be screened by a non-see-through fence or wall when abutting or facing properties zoned for residential and commercial uses or public rights-of-way).* The Plan Commission recommended approval of the Special Use on 3/4/2014. The vote was 7-aye to 1-nay.

Attachments: *(please list)*

Application for Special Use, received 2/3/2014; Fydoland Business Plan, dated 1/26/2014; Letter of Support, Anderson Animal Shelter, dated 1/28/2014; Letter of Support, Buffy Cramer-Hammann, Psy.D., dated 1/27/2014; Letter of Support, Kim Ashbaugh, Letter of Support, Nick Hanson - Village of Huntley, dated 1/23/2014; Letter of Support, Mike and Suzette Zell, dated 1/28/2014, Letter of Support, Laurl A. Vietzen, dated 1/27/2014; Pictures of Existing Fydoland Facilities in Huntley and Elgin; Letter from the Property Owner of 1307 E. Main Street - Mary Ann Krempel, dated 2/25/2014; Proposed Floor Plan for 1317 E. Main Street; Letter of Support; Joan and Dennis Junod, dated 3/14/2014; Letter of Support, Sarosh Saher, dated 1/30/2014; Comparison of Apartment Proximity - Larkin Ave, Elgin IL and E. Main Street St. Charles, IL

Recommendation / Suggested Action *(briefly explain):*

Recommendation to Approve a Special Use for a Pet Care Facility at 1317 E. Main Street (Fydoland)

<i>For office use only:</i>	<i>Agenda Item Number:</i> 5b
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Community & Economic Development

Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



ST. CHARLES
SINCE 1834

Staff Report

TO: Chairman Daniel P. Stellato
And Members of the Plan Commission

FROM: Matthew O'Rourke, AICP
Planner

RE: Proposed Special Use for a Pet Care Facility at 1317 E. Main Street (Fydoland)

DATE: April 4, 2014

I. APPLICATION INFORMATION:

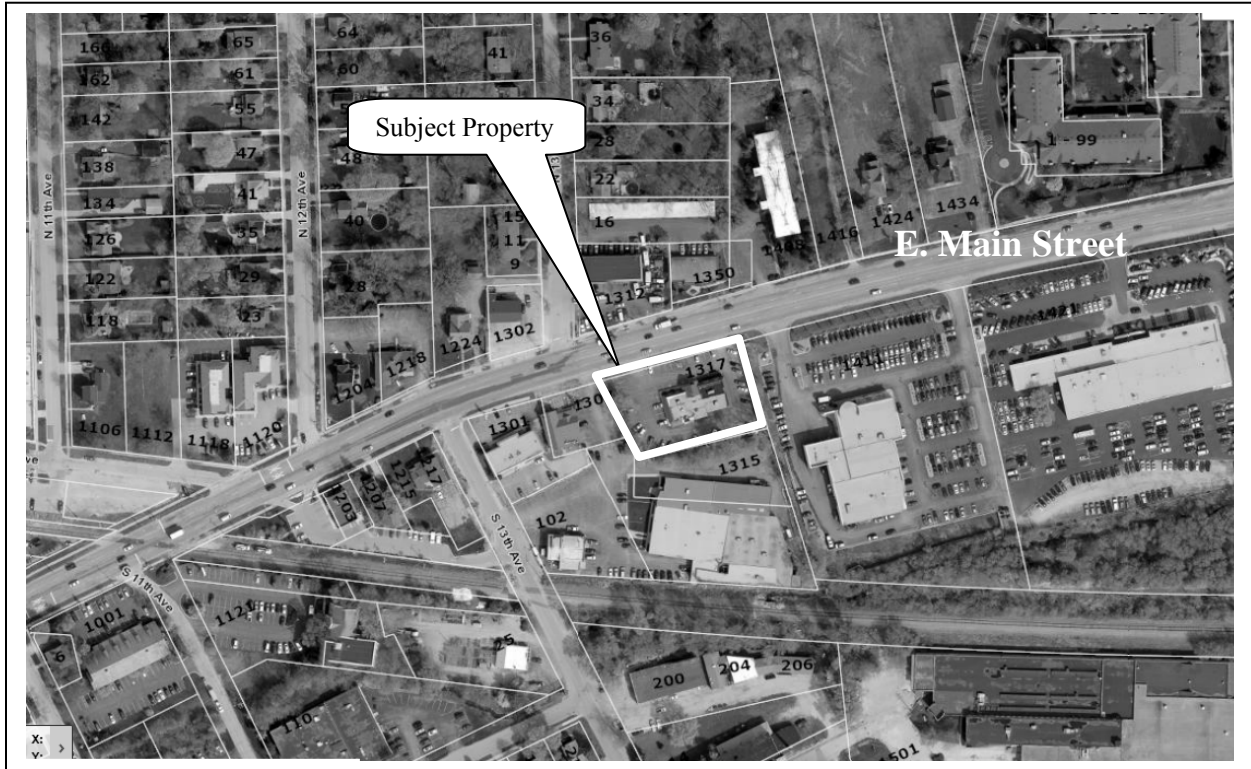
Project Name: 1317 E. Main Street (Fydoland)

Applicant: Robin Massey and Dalores Morrison.

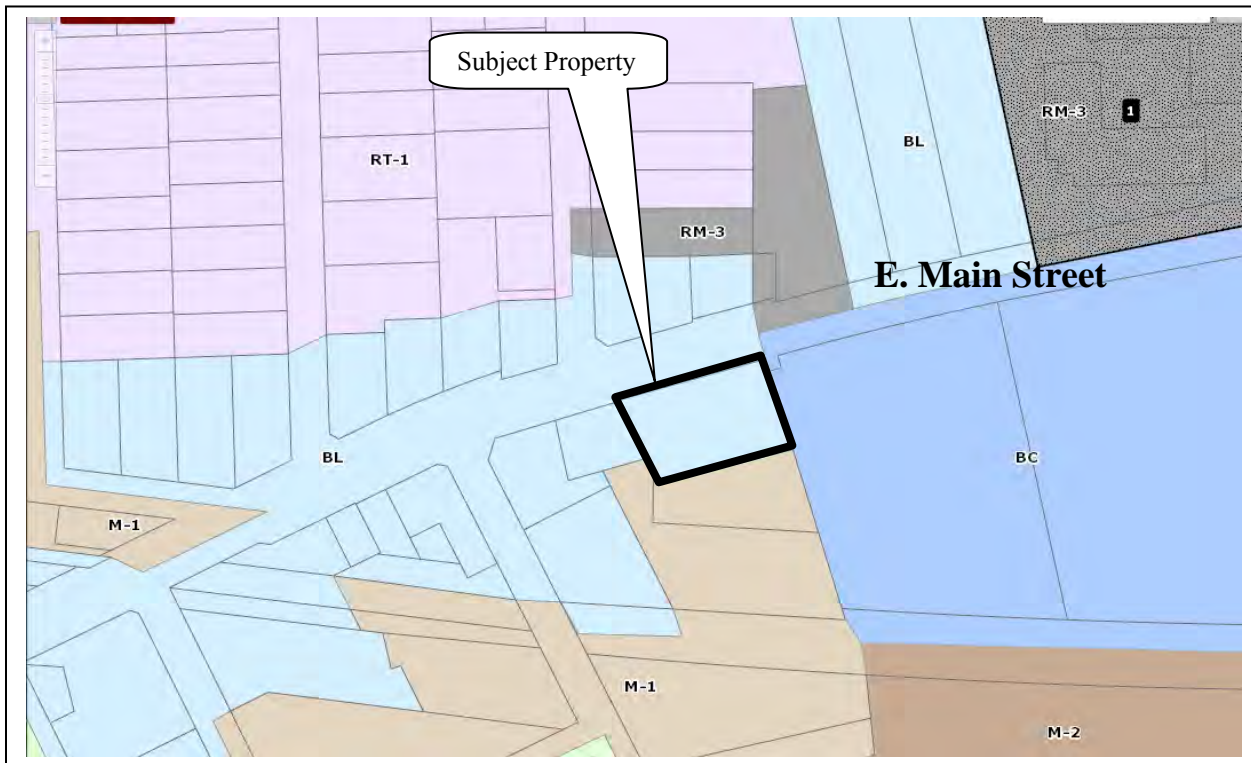
Purpose: Permit a Special Use for a Pet Care Facility at 1317 E. Main Street (Conditioned upon approval of a General Amendment for Pet Care Facilities)

General Information:		
Site Information		
Location	1317 E. Main Street	
Acres 0.	77	
Applications	1) Special Use for a Pet Care Facility	
Applicable Ordinances and Zoning Code Sections	17.04 "Administration" 17.14 "Business and Mixed Use Districts" 17.20 "Use Standards" 17.30 "Definitions"	
Existing Conditions		
Land Use	Vacant Building (Former Rex's Cork and Fork)	
Zoning	BL - Local Business	
Zoning Summary		
North	BL - Local Business	Commercial Buildings
East	BC - Community Business	McGrath Honda
South	M-1 - Special Manufacturing District	Existing Business
West	BL - Local Business	White Stag Restaurant
Comprehensive Plan Designation		
Neighborhood Commercial		

Aerial Photograph



Surrounding Zoning



II. BACKGROUND

Robin Massey, the applicant and owner of Fydoland, and the property owner Dalores Morrison, have submitted an application for a Special Use for a Pet Care Facility at 1317 E. Main Street pending approval of a General Amendment to the Zoning Ordinance to create the Special Use category and use standards for Pet Care Facilities.

III. PROPOSAL

The details of the Special Use are as follows:

- Establish a Fydoland Pet Care Facility at 1317 E. Main Street which includes:
 - Pet grooming areas.
 - Indoor exercise rooms.
 - Two outdoor exercise areas to the east and south of the existing building.
 - Pet daycare services.
 - Overnight boarding.
 - Retail sales of pet care products.
- The applicant is not proposing any exterior changes to the building or property other than cosmetic changes and fences for the outdoor exercise areas.

IV. STAFF ANALYSIS

A. PROPOSED USES

The site is zoned BL- Local Business. Based on the proposed General Amendment to the Zoning Ordinance, if approved, Pet Care Facilities will be a Special Use in the BL District.

B. PET CARE FACILITIES

1. Use Standards for Pet Care Facilities

If the proposed General Amendment is approved, all Pet Care Facilities will need to comply with the following standards established in **17.20.030 Standards for Specific Uses** of the Zoning Ordinance.

- Outdoor exercise areas shall not be located on a property that abuts a residentially zoned property.
- Outdoor exercise areas that directly abut or face any residential or commercially zoned property or any public right-of-way shall be screened with a 100% opaque non-see-through fence or wall.
- All animals shall be kept either within completely enclosed structures or under direct control of the kennel operator or staff at all times, and shall be indoors between the hours of 7:00 PM and 7:00 AM.
- The operation of the daycare and/or overnight boarding of the Pet Care Facility shall not allow the creation of noise by any animal or animals under its care which can be heard by any person at or beyond the property line of the lot on which the kennel is located, which occurs a) repeatedly over at least a seven-minute period of time at an average of at least twelve animal noises per minute, or b) repeatedly over at least a fifteen minute period of time, with one minute or less lapse of time between each animal noise during the fifteen-minute period.

2. Definition for Pet Care Facility

The following definition is proposed for Pet Care Facilities.

Pet Care Facilities – A building, structure or portion thereof designed or used for the retail sale of pet products and food, grooming, boarding, training, daycare or overnight boarding of dogs, cats or other household domestic animals. The overnight boarding area of the establishment shall not exceed 50% of the total Gross Floor Area of the business. Establishments that only provide daycare and overnight boarding services, or establishments where these services exceed 50% of the Gross Floor Area, shall be considered a Kennel, not a Pet Care Facility.

Based on the submitted floor plan and business information provided by the applicant Fydoland meets the proposed definition and proposed use standards for **Pet Care Facilities**.

V. PLAN COMMISSION PUBLIC HEARING

The Plan Commission held a public hearing on 3/4/2014 to discuss the proposed Special Use. The Plan Commission discussed screening concerns regarding the outside exercise areas. There was a concern that pets under the care of Fydoland might see patrons entering/exiting surrounding residents/businesses and this would create excess barking. *(This comment was addressed through the Plan Commission's condition attached to their recommendation for approval of the **Pet Care Facility General Amendment** that outdoor exercise areas be screened by a non-see-through fence or wall when abutting or facing properties zoned for residential and commercial uses or public rights-of-way).*

VI. PLAN COMMISSION RECOMMENDATION

The Plan Commission recommended approval of the Special Use on 3/4/2014. The vote was 7-aye to 1-nay.

VII. RECOMMENDATION

Staff recommends approval of the proposed Special use and has provided draft Findings of Fact based to support that recommendation.

VIII. ATTACHMENTS

- Application for Special Use; received 2/3/2014
- Fydoland Business Plan; dated 1/26/2014
- Letter of Support; Anderson Animal Shelter; dated 1/28/2014
- Letter of Support; Buffy Cramer-Hammann, Psy.D.; dated 1/27/2014
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- Letter of Support; Mike and Suzette Zell; dated 1/28/2014
- Letter of Support; Lauri A. Vietzen; dated 1/27/2014
- Pictures of Existing Fydoland Facilities in Huntley and Elgin
- Letter from the Property Owner of 1307 E. Main Street - Mary Ann Krempel; dated 2/25/2014
- Proposed Floor Plan for 1317 E. Main Street

- Letter of Support; Joan and Dennis Junod, dated 3/14/2014
- Letter of Support; Sarosh Saher; dated 1/30/2014
- Comparison of Apartment Proximity - Larkin Ave, Elgin IL and E. Main Street St. Charles, IL

SPECIAL USE FOR PET CARE FACILITY AT 1317 E. MAIN STREET
(FYDOLAND)

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

1317 E. Main Street is conveniently located on a busy arterial roadway that serves many commercial properties. The property is located within close proximity to other commercial properties and downtown St. Charles. This property is in a commercial district and can be easily accessed by patrons that will utilize this business's pet care related services.

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

The building is already constructed. The utilities and infrastructure already exist on and around the site and will not be altered by these modifications.

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

The proposed special use will permit a new business to occupy a vacant building and will enhance the commercial viability and vitality of the surrounding properties. The business will comply with the use standards to minimize any impact of the proposed Pet Care Facility.

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

This Special Use for a Pet Care Facility will permit a business to occupy an existing building and will not impact the development of the surrounding properties since the surrounding properties are already developed. There are no physical changes to the property except for the new outdoor exercise areas.

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

The proposed Special Use will meet the use standards established for Pet Care Facilities. Therefore the establishment of the Special Use will not be detrimental to or endanger the public health, safety, comfort or general welfare of the surrounding area.

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

The amendment will conform to all applicable regulations of the underlying BL –Local Business District and the specific use standards established for Pet Care Facilities.

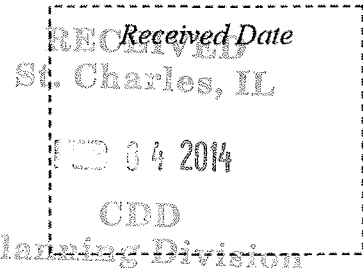
CITY OF ST. CHARLES
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

SPECIAL USE APPLICATION



CITYVIEW	
Project Name:	1317 E. Main St. - Morrison property
Project Number:	2014 -PR- 005
Application Number:	2014 -AP- 007

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

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

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

1. Property Information:	Parcel Number (s): 09-26-302-002	
	Street Address (or common location if no address is assigned): 1317 E. Main St. St. Charles, IL 60174	
2. Applicant Information:	Name Robin Massey	Phone 847-669-9300
	Address 1999 Larkin Ave. Elgin, IL 60123	Fax
		Email robinmassey@att.net
3. Record Owner Information:	Name Dolores Morrison, Trustee	Phone 630-258-7999
	Address 1317 E. Main St. St. Charles, IL 60174	Fax
		Email karen@thecomstocks.com
4. Billing: <i>To whom should costs for this application be billed?</i>	Name Robin Massey	Phone 847-669-9300
	Address 1999 Larkin Ave. Elgin, IL 60123	Fax
		Email robinmassey@att.net

Information Regarding Proposed Special Use:

Comprehensive Plan designation of the property: business/commercial

Is the property a designated Landmark or in a Historic District? No

What is the property's current zoning? BL

What is the property currently used for? vacant restaurant/commercial

What Special Use(s) are you applying for? Please select from the list of Special Uses in the Zoning Ordinance for the appropriate zoning district.

kennel

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

Interior remodeling, outdoor screened runs, sign, beautification

For Special Use Amendments only:

What Special Use ordinance do you want to amend? Ordinance No. 17.04.330

Why is the proposed change necessary?

Utilize existing BL zoning and structure for a dog care center including a kennel

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

Special use request for a kennel accompanying a text amendment to allow dog care centers in the BL district.

Note for existing buildings:

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

Attachment Checklist

- APPLICATION:** Completed application form signed by the applicant
- 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.
- PROOF OF OWNERSHIP and DISCLOSURE:**
 - a) A current title policy report; or
 - b) A deed and a current title search.

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

LEGAL DESCRIPTION: For entire subject property, on 8 1/2 x 11 inch paper

PLAT OF SURVEY:

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

SOIL AND WATER CONSERVATION DISTRICT APPLICATION:

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

ENDANGERED SPECIES REPORT:

Copy of Endangered Species Consultation Agency Action to be filed with the Illinois Department of Natural Resources. <http://dnrecocat.state.il.us/ecopublic/>

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

PLANS:

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

Copies of Plans:

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

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

A plan or plans showing the following information:

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

- 17. Angle of parking spaces
- 18. Parking space dimensions and aisle widths
- 19. Driveway radii at the street curb line
- 20. Width of driveways at sidewalk and street curb line
- 21. Provision of handicapped parking spaces
- 22. Dimensions of handicapped parking spaces
- 23. Depressed ramps available to handicapped parking spaces
- 24. Location, dimensions and elevations of freestanding signs
- 25. Location and elevations of trash enclosures
- 26. Provision for required screening, if applicable
- 27. Exterior lighting plans showing:
 - a. Location, height, intensity and fixture type of all proposed exterior lighting
 - b. Photometric information pertaining to locations of proposed lighting fixtures

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

Debra Morrison

Record Owner

2-3-2014

Date

Applicant or Authorized Agent

Date

17. Angle of parking spaces
18. Parking space dimensions and aisle widths
19. Driveway radii at the street curb line
20. Width of driveways at sidewalk and street curb line
21. Provision of handicapped parking spaces
22. Dimensions of handicapped parking spaces
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26. Provision for required screening, if applicable
27. Exterior lighting plans showing:
 - a. Location, height, intensity and fixture type of all proposed exterior lighting
 - b. Photometric information pertaining to locations of proposed lighting fixtures

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

Record Owner	Date
<i>R. Massey</i>	<i>1-29-14</i>
Applicant or Authorized Agent	Date

FINDINGS OF FACT SHEET – SPECIAL USE

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



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

FYDOLAND/1317 E. Main St.
Project Name or Address

02-04-14
Date

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

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

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

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

FYDOLAND will provide a full-service pet care facility dedicated to providing high customer satisfaction by rendering excellent service, quality pet care, premium dog food and supplies and furnishing a fun, clean, enjoyable environment for St. Charles area citizens and their dogs.

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

State Rt. 64 access, existing sewer and water, existing impervious surfaces for parking, and electric and gas are currently servicing the existing building and property.

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

The special use is consistent with adjoining properties and will not be injurious to the use or enjoyment of other properties in the area nor diminish property values. It has the potential to increase property values by making economic use of a currently vacant property.

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

The proposed special use has the potential for increase and improve the orderly development and economical improvement of the surrounding properties.

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

The special use will not be detrimental or endanger the public health, safety, comfort, or general welfare and will provide a necessary service to St. Charles area residents and provide economic development opportunities.

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

As proposed, the special use will conform to all Federal, State and local legislation and regulations and meet or exceed all provisions of this title.

**OWNERSHIP DISCLOSURE FORM
LIMITED LIABILITY COMPANY (L.L.C.)**

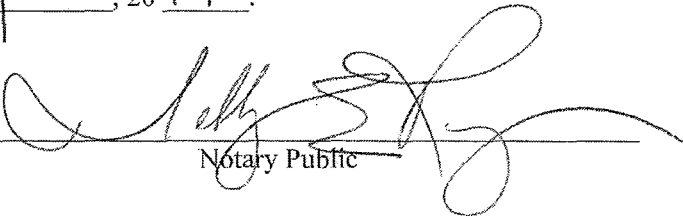
Florida
STATE OF ILLINOIS)
Lee) SS.
KANE COUNTY)

I, Debra Morrison, being first duly sworn on oath depose and say that I am
Manager of Morrison Property Group, an Illinois Limited Liability
Company (L.L.C.), and that the following persons are all of the members of the said L.L.C.:

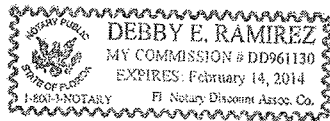
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

By: Debra Morrison, Manager

Subscribed and Sworn before me this 3RD day of
February, 2014.



Notary Public



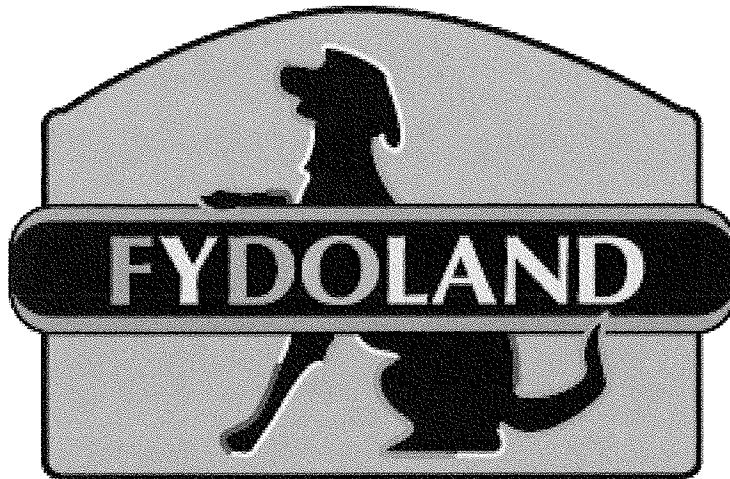
Dolores Morrison
9729 Willow Way
Estero, FL 33928
lori@thecomstocks.com

I, Dolores Morrison, as trustee/owner of 1317 East Main Street, St. Charles, IL 60174 hereby permit Robin Massey, the applicant, to act on my behalf concerning the proposed special use and text amendment proposed for 1317 East Main Street.

The beneficiaries of the trust are Karen Morrison-Comstock and Linda Morrison-Carter.


Dolores Morrison/Owner

2-1-2014
DATE



FYDOLAND

Business Plan

**Prepared by: Robin Massey
Richard Zelek**

Date: January 26, 2014

Executive Summary

1.0 Executive Summary

FYDOLAND is a full-service pet care facility dedicated to consistently providing high customer satisfaction by rendering excellent service, quality pet care, premium dog food and supplies and furnishing a fun, clean, enjoyable atmosphere at an acceptable price. We will maintain a friendly creative work environment which respects diversity, ideas, and hard work.

The timing is right for starting this new venture. Animals are playing a larger role in our lives, and working people are choosing to provide them with a good life. Loving families with active pets are in search of better lives for their pets and peace of mind for themselves. Busy animal lovers have chosen to flock to an ever-growing number of animal day care facilities across the nation. For customer convenience, in addition to day care, FYDOLAND will include overnight care, pet grooming, Self-service dog washes, pet training classes, dog specialty foods and products, low cost vaccination clinics, canine massage and special events all at one facility.

Robin Massey, owner, has worked in the pet industry for over seventeen years. She started her career in the pet industry as a pet training instructor. Robin has had a canine column in *The Huntley Patch* and is a professional Canine Specialist speaker. She is the Co-chair for the local chapter of the 2 Million Dogs Puppy Up! Cancer Walk and is the founder and co-coordinator for the Dundee Township Park District's "Dog Days of Dundee" festival, a festival celebrating the unique bond between canines and humans and also promotes responsible pet ownership.

Nine years ago, Robin started a pet training and in home pet sitting service called The Pet Squad. The Pet Squad was based in Elgin and serviced the Elgin, South Elgin, Gilberts and Dundee areas. Five years ago, Robin, along with her partner, Rich Zelek opened the first FYDOLAND in Elgin, IL. In 2010, the second FYDOLAND location was opened in Huntley, IL. With dedication, effort and offering excellent dog care services and products, FYDOLAND, Inc. has grown to have over 2000 satisfied clients. FYDOLAND has been featured in *The Daily Herald*, *The Courier News*, *The Huntley Patch*, *The Chicago Tribune*, and *McHenry County Magazine*. FYDOLAND has been recognized as one of the best in *The Daily Herald* and *The Kane County Chronicles*. Clients and colleagues alike believe that Robin has what it takes to expand her to business to include a friendly, neighborly facility that would be an asset to any community.

1.1 Mission

1. To provide excellent canine care in a pet friendly atmosphere while ensuring our customers, both pet and owner, receive excellent service in a safe, professional environment.
2. To create jobs and opportunities for Saint Charles citizens and businesses.

1.2 Objectives

1. Provide a top of the line, one stop pet care facility.
2. Educate the public on canine health and wellness.
3. Support our local community through creating jobs and organizing and participating in philanthropic events.
4. Set standards of professionalism, cleanliness, and service to which all other will strive to obtain.

1.3 Keys to Success

The keys to success in our business are:

Superior Customer Service: High-quality care and superior customer service.

Environment: provide a clean, upscale, odor free, enjoyable environment conducive to giving professional, trusting service.

Convenience: offering clients a wide range of services and products in one environment.

Location: provide an easily accessible location for customer convenience.

Reputation: credibility, integrity, and 100% dedication from 17+ years experience in the pet care industry.

Company Summary

2.0 Company Summary

FYDOLAND will provide or continue to provide high-level animal care and customer service in the following categories:

- Overnight care
- Day care
- Pet grooming
- Canine obedience classes
- All natural dog foods and supplies
- Low cost vaccination clinic
- Canine massage
- Canine education classes
- Self-service dog wash
- Special events
- Special requests
- Community Service

2.1 Company Ownership

FYDOLAND is an Illinois S Corporation, based in Kane County, privately owned by its principal operators.

2.2 Company Locations and Facilities

FYDOLAND currently has two successful locations:

1999 Larkin Avenue, Elgin, IL 60123

11221 Dundee Road, Huntley, IL 60142

This facility will be established at 1317 E. Main, Saint Charles, IL. We will service the Saint Charles, South Elgin, Geneva, Bartlett and surrounding areas.

The facility is currently zoned BL, with an amendment to the current zoning law and an approval of a special use permit, will allow day and overnight care.

2.3 Sound Proofing

We have taken into consideration that some may be concerned about barking and noise. We offer the following solutions that will keep noise to a minimum:

The building has low ceilings and insulated interior drywalls which are sound absorbing.

The interior of the building does not have windows that open to the public minimizing any exterior noise.

We will install a 6 ft chain link fence with privacy panels along the back of the property line.

There is a substantial amount of trees around the property to help absorb noise.

The building is currently higher than the buildings around it and noise rises, not falls.

Dogs will only be outside for a minimum amount of time.

There will never be more than 10 dogs outside at any one given time.

All areas where the dogs are will be supervised, trained personal who will be working to redirect any barking dogs.

2.4 Cleanliness

Providing a clean and safe environment for our employees, guests, and fellow neighbors is of the utmost importance to us. Extensive daily and weekly cleaning responsibility lists are maintained, carried out and updated as necessary. Examples of our thorough cleaning are listed below:

Outside garbage will be contained in a covered 4 yard receptacle which will be in the back of the building.

A waste management company will pick up our waste on a weekly basis or more if necessary.

All accidents, whether indoors or outdoors, will be immediately cleaned up, bagged with biodegradable bags and disposed of properly. The affected area will immediately be cleaned with a hospital grade sanitizer or bleach to insure a clean and healthy environment.

All indoor and outdoor flooring and crates will be cleaned and disinfected on a daily basis.

All disinfectants are of a hospital grade quality and not harmful to people, pets, or the environment.

Products and Services

3.0 Products and Services

FYDOLAND wants to continue to set itself apart from other animal service facilities that may offer only one or two types of services or they are so large that the pets and owners become numbers instead of individuals. After detailed research, we realized that many people desired the services we are proposing, but were frustrated because they had to go to several different businesses or they did not feel that their pets got the adequate time and attention that they would like or that knowledgeable, professional care from their current places was lacking. The focus of FYDOLAND will be to offer day care, overnight care, pet training, dog care supplies and general dog health and wellness education. However, the services we provide will be above and beyond what our competition can offer and with a personal touch.

Our business atmosphere will be intimate, clean, friendly and upscale where customers will be comfortable leaving their pets or seeking out the best products for them. We will offer a personal touch, such as photographs, birthday cards, loyalty programs, and personalized customer service.

3.1 Product and Service Description

FYDOLAND will be considered an upscale, full-service animal care facility. We will offer a wide range of services. Services are as follows:

Day Care: Provide 5000 sq. ft. for a fun, safe atmosphere for pets to spend the day exercising and enjoying the company of other pets.

Overnight Care: Leave your pet for as long as necessary for 24 hour care and attention. We will offer 25 large suites for overnight boarding to begin with.

Pet Grooming: Provide on-site professional pet grooming services.

Self Service Dog Wash: Clients can choose to wash their own dogs in our clean, fully stocked bathing rooms.

Dog Training Courses: Provide training courses for puppy, beginning, and intermediate levels.

High End Retail Shop: Provide all natural dog foods and supplies, specialty dog-related gifts and products.

Low Cost Vaccination Clinics: Provide low cost vaccinations to the community.

Canine Massage: Provide therapeutic massages to canines in need

Canine Education Classes: Provide nutritional, behavioral, and general need information to the community
Community Support: Support our local non-profit organizations through fund-raising and supply drives.
Special Events: Coordinate pet birthday parties or any other special occasions on-site or at a location of choice.

3.2 Competitive Comparison

There is not much competition in the Saint Charles area. There is currently only one organization that offers some similar services at their location but they are a large kennel and do not offer the full scale of professional services and products that we offer. They are also not conveniently located and are located on the far west side. There is nothing in the area that is a full service, one stop convenient location for the community.

3.3 Technology

FYDOLAND will maintain the latest Windows and Internet capabilities including complete email capabilities on the Internet to work directly with clients for reservations, purchasing products online, asking questions, providing information, etc., as well as a Web page that will provide information and maximum exposure of available services and use of social media.

4.0 Market Analysis Summary

FYDOLAND will focus on middle to high income, traveling professional families with hectic schedules. We wish to help those who are trying to strike a balance between the demands of their careers, personal lives and their pets. Our most important group of customers are those who do not have as much time as they desire to invest in their pets and are willing to seek additional help regardless of costs.

Although kennels have been around for many years, dog care centers which offer multiple service with a personal touch did not exist in Kane county let alone Saint Charles. There are now several such centers that offer some services and products but nothing like FYDOLAND.

4.1 Target Market Segment Strategy

We will not be successful waiting for the customer to come to us. Instead, we must focus on the specific market segments whose needs match our offerings. Focusing on targeted segments is the key to our future.

Therefore, our focus and marketing message will be the services and levels of professionalism offered. We will develop our message, communicate it, and fulfill our commitment to excellence.

4.2 Market Needs

Our target customers are pet owners, not restricted to only one pet per household. They are working professionals that need reliable, trusting and convenient pet care available to them to keep up with the demands of their hectic schedules. There is a need for one-stop convenience.

4.2.1 Market Trends

Today's trend consists of professionals having their families later in life or deciding not to have children at all. Pet owners are increasingly treating their pets as they would their children. Pets aren't just part of the family anymore. In some cases they are the family. They are willing to invest dollars to have them cared for in an environment that would mirror their home surroundings

Another important workplace trend is working longer hours and more days. There is also the traveling professional. Professionals are looking for help to care for their pets in a loving playful daycare. There is a need to have pets cared for over long periods of time while their owners are away on business trips. The increase in land development and population has created the need to provide a daily exercise and a playful environment for resident's pets in the Chicagoland area.

There are several magazines dedicated to the care of dogs such as: *Dog Fancy*, *Bark*, and *Dog World*. Chicagoland has its own pet publication called *Tails*, which is read by over 100,000 readers!

4.2.2 Market Growth

The benefit of sharing our lives with our pets offers owners affection, companionship and security. For busy families, professionals and single pet owners, FYDOLAND offers a peace of mind knowing there are informed professional individuals in one location to help them with all their canine care needs. The nation's 43 million pet owners spent an estimated 53 billion on their pets in 2011. People spent \$19.85 billion on food, \$13.41 billion on vet care, \$11.77 billion on supplies and over-the-counter medicines, \$3.79 billion on other services

A survey sponsored by the American Animal Hospital Association found that 94% of all the respondents felt that their dog had humanlike qualities and 40% of all respondents would choose their dog over a human if they were stranded on a deserted island and could only take one companion. Animals are playing a larger role in our lives and working people are choosing to provide them with a good life.

Pet owners can be confident that their pets are in the best of hands at FYDOLAND. Pets can socialize with buddies, revel in attention from expert care givers, and enjoy organized play activities. Owners can feel confident knowing that they are getting the best information on retail health and wellness products and services.

4.3 Service Business Analysis

The animal care service industry consists of many small individual facilities. FYDOLAND's direction is to establish itself as the best full-service facility dedicated to the health, wellness and happiness of canines and to create customer convenience and peace of mind.

4.3.1 Business Participants

The animal care industry is made up of many small participants that are function-specific. These businesses offer one or two services. There are no businesses that offer full care, including day care, overnight care, training, grooming, vaccination clinics, top quality foods and supplies and education. FYDOLAND will change these trends and offer "one stop convenience" for all their dog needs.

Strategy and Implementation Summary

5.0 Strategy and Implementation Summary

Build a Relationship-Oriented Business

Build long-term relationships with clients, not just an occasional visit. Let them become dependent on FYDOLAND to help out in many situations such as day care and overnight care, nutrition, health and wellness issues. Help them understand the value of the relationship.

Focus on Target Markets

We need to focus our offerings on the busy professionals, who want to save time to enjoy convenience, multiple services, and total satisfaction of services.

Differentiate and Fulfill the Promise

We can't just market and sell service and products; we must actually deliver as well. We need to make sure we have the knowledge-intensive business and service-intensive business we claim to have.

5.1 Competitive Edge

FYDOLAND starts with a critical competitive edge: There is no competitor that can claim as many multiple services, location, and customer conveniences at one location with the history of client satisfaction and experience that we have.

5.1.1 Marketing Strategy

Our marketing strategy is a simple one: satisfied customers are our best marketing tool. When a customer leaves our business with a happy dog knowing that it has had a fulfilled day, our name and service will stand on its own

5.1.2 Pricing Strategy

FYDOLAND will be competitively priced for the market it services, competing with similar businesses in the area.

Management

6.1 Management Team

Robin Massey: Owner and Chief Executive Officer

- Founder and President of FYDOLAND, Inc., a pet care company that has grown to service over 2000 clients.
- Over 17 years of progressive experience in canine behavior, nutrition and pack management.
- Co-Chairman of the local chapter of the 2 Million Dogs Puppy Up! Cancer walk.
- Founder and co-organizer of the Dundee Township Park District "Dog Days of Dundee" festival.
- Canine columnist for the Sun City newspaper.
- Highly regarding canine specialty public speaker.

Richard Zelek: Owner and Financial Manager

- Certified Project Manger/Financial Administrator for Fortune 500 Corporation.
- Vast knowledge of financial reporting systems in various industries.



A Humane Society

1000 South La Fox St. (Rt. 31)
South Elgin, IL 60177
(847) 697-2880

Officers

Laura Lingl, President
Cindy Green, Vice President Emeritus
Laura Lingl, Vice President
Andy Hanses, Treasurer
Dr. Amy Smith, Secretary

Directors

Todd Diven
Laurel Garza
Christopher J. Graham
Jonathan Gripe
Travis Thieme
Lydia Turgeon

Honorary Board Member

Mark Muscarello, Esq.

Anderson Animal Shelter's mission is to serve as a premier private facility dedicated to the compassionate and humane treatment of homeless companion animals through direct care, education and community outreach programs.

Special Events 2014:

Motorcycle Charity Ride
Golf Outing
Jewelry Faire
Gala Dinner & Auction

www.andersonanimalshelter.org

Follow us on Facebook
Connect on LinkedIn
Join our Email News List
Conduct a Donation Drive
Refer a Friend

January 28, 2014

City of St. Charles
2 East Main Street
St. Charles, IL 60174

To Whom It May Concern:

On behalf of Anderson Animal Shelter, I am pleased to submit this letter of recommendation for FYDOLAND in their efforts to open a facility in the City of St. Charles.

Our Shelter has worked with owner, Robin Massey and various members of her team over the past several years. Their dedication to animal welfare, customer service, support of the community where they live and work, and their programs and events are exemplary.

A number of our staff, volunteers and adoptive families who have had interactions with them speak highly of Robin and their experience. We wholeheartedly believe FYDOLAND would be an excellent addition to the city's marketplace and positively benefit the residents of your community and their canine family members.

Please feel free to contact our Shelter should you need any additional information.

Regards,

Holly Alcalá
Director of Development
Anderson Animal Shelter
(847) 697-2880 x33

Buffy Cramer-Hammann, Psy.D.
Licensed Clinical Psychologist

333 N. Randall Road
Suite 11
St. Charles, IL 60174
630.464.5824

608 S. Washington Street
Suite 200
Naperville, IL 60540
630.305.3020

January 27, 2014

To Whom It May Concern:

The purpose of this letter is provide the City of St. Charles with further evidence as to the importance of the services FYDOLand hopes to bring to the city by opening a facility that will cater to the pet owners of this city.

As you may already be aware, there are numerous pets abandoned or surrendered to local animal shelter, often more than the shelters can maintain. One of the main reasons for his epidemic is a lack of training and appropriate exercise for these animals as well as education for pet owners. Pet who lack proper training and exercise regimes tend to wreak havoc on their households and possibly neighborhood. Currently, FYDOLand addresses this issue by providing the residents of Elgin and Huntley with a variety of professionally lead training classes in order to educate the pet owner on how to guide that cute puppy into a well-adjusted family pet. The current facilities also provide the family pet with a well-supervised positive outlet for excessive energy and encourages healthy socialization.

As well as serving as a preventative measure for the community at large, FYDOLand indulges the pet owners who spare no expense in the care of their pet. With the current trend in many metropolitan areas to spend significant amounts of funds on one's four-legged family members, placing a FYDOLand in St. Charles can capture that trend through the clean and convenient environment of doggy daycare as well as the peace of mind daily dog walking services. The friendly and outgoing staff of FYDOLand will have the opportunity to pamper the pet owner as well as the cherished canine family member. These same clients will likely take advantage of the boarding options during family vacations and business trips as they will feel comfortable with the professional staff and facility.

I am able to provide this recommendation for FYDOLand as members of the company, as well as its owner, Robin Massey, have cared for my pampered canines for approximately ten years through daily dog walking and in-home pet sitting. I am heavily involved in conformation, obedience and therapy work with my Bernese Mountain Dogs and hold high standards for the care of my four-legged family members. FYDOLand has been responsive to the unique needs of my household and swiftly addresses any issues I have had with the care of my pets. Personally and as a St. Charles business owner, I am comfortable supporting Robin Massey as she embarks on this seemingly natural growth and development of her company, FYDOLand.

Thank you for allowing me this opportunity to provide support for a St. Charles FYDOLand.

Sincerely,

A handwritten signature in cursive script that reads "Dr. Buffy Cramer-Hammann". The signature is written in black ink and has a long, sweeping underline that extends to the right.

Dr. Buffy Cramer-Hammann

To Whom It May Concern:

I have known Robin Massey and her team of Pet Pals at FYDOLAND for five years now. I am not only a client; I co-chair a non-profit committee with Robin raising money for an organization called 2 Million Dogs.

As a client, FYDOLAND provides day-care services; pet sitting and walking services, food and the occasional bone for my dog Luda. Regardless of the services rendered, the peace of mind I have when leaving Luda with them makes leaving her a lot easier. I recommend FYDOLAND, with confidence, to friends and dog owners in the area looking for trustworthy day-care options for their dogs.

As a great community partner, FYDOLAND has also extended their services, for free, to some of my foster dogs allowing them to come play and interact with the team and new dogs. The behavioral knowledge Robin instills in her team, their gentle loving nature and the fun safe environment that FYDOLAND provides for all the dogs in their care has really allowed our rescue dogs to grow and become more confident. This helps us to find them good forever homes. FYDOLAND has also supported our rescue by providing food when we've been in need and by advertising our dogs that are up for adoption.

On a personal level Robin and I co-chair a committee that raises funds for an organization called 2 Million Dogs. 2 Million Dogs raises money for comparative oncology, between companion animal and human cancers with the goal of one day finding a cure for this deadly disease. Our committee was responsible for bringing this national organization and the first Illinois PuppyUp! Against Cancer Walk into the Chicago area, raising awareness of companion animal cancer and care. Robin's professionalism and commitment to the organization has helped us to grow our vendor/sponsor base and donations making our walk the top fundraising walk in 2012. We only missed last year's top rank by pennies.

I'm confident that Robin and her team will make a great addition to the St Charles and Fox River Valley area. FYDOLAND's facilities are always clean, safe and fun. The Pet Pals are knowledgeable, professional and always have the dog's best interests at heart.

Best Regards,

Kim Ashbaugh
Km_ashbaugh@yahoo.com
10417 Dawson Street
Huntley, IL 60142
847-669-2193



VILLAGE OF HUNTLEY

VILLAGE PRESIDENT
Charles H. Sass

BOARD OF TRUSTEES
Ronda Goldman
Nick Hanson
Niko Kanakaris
Harry Leopold
John Pivko
JR Westberg

VILLAGE MANAGER
David J. Johnson

January 23, 2014

To Whom It May Concern,

I understand FYDOland is applying for a Special Use Permit with the City of St. Charles. I would like to take this opportunity to highly recommend FYDOland as an excellent business for the City. I personally utilize their service on a weekly basis for my dog and am extremely happy with their service. It is fortunate for the residents of the Village of Huntley and surrounding area to have such a friendly, customer service based business in town. Owner Robin Massey is extremely knowledgeable of the day to day operations of the business and has the best interest of the customers and especially the pets at heart at all times. The residents of the City of St. Charles would be very fortunate to gain FYDOland as an option for pet care.

If you would like to contact me to discuss my recommendation further, please feel free to contact me at 224-650-1264.

Thank you,

Nick Hanson
Village Trustee

Mike and Suzette Zell
661 Tuscany Drive
Algonquin, IL 60102

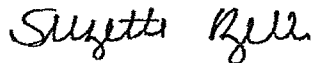
January 28, 2014

To Whom It May Concern,

My husband and I have been taking our dog to F.Y.D.O. Land in Huntley, Illinois, since F.Y.D.O. Land opened their doors in 2010. Since that time, Robin has not only renovated the facility, creating a clean and safe environment for the dogs, but also added a retail area up front, which has made it extremely convenient for us when we need to purchase any food, bones or an occasional toy!

Robin and her staff do a terrific job caring for our Boston terrier, and they are very accommodating with our schedule changes and his occasional diet requirements. We know we're leaving our little guy in excellent hands when we drop him off in the morning, and we are certain that additional communities and their families would benefit from a facility as fine as this.

Kind Regards,

A handwritten signature in cursive script that reads "Suzette Zell".

Suzette Zell

**Laurel A. Vietzen
Attorney at Law
10N560 Manchester Ln
Elgin IL 60124
847 695-6630 lvietzen@sbcglobal.net**

January 27, 2014

City of St. Charles

It is with great pleasure that I endorse the opening of a new Fydoland in St. Charles. I know that St. Charles is concerned about the quality of businesses that open under your jurisdiction and I can assure you that this is the type of business you want.

I will never forget my first meeting with Robin Massey, several years ago and right after the first Fydoland opened. I was a relatively new dog owner, having rescued a dog that was dumped beside Rt. 20 just a few months earlier. She turned me and my dog away at the door! She had and has an absolute rule that no dog could enter until she had seen its certificate of vaccination. This was quite a relief to me because my dog had contracted a very expensive case of kennel cough at another facility. Once that issue was resolved, she would not accept a reservation for my dog until he passed a personality test to ensure that he would not be aggressive with other dogs or with people. Another relief! I had been injured when I was knocked over because of a dog lunging at dog grooming facility. I later learned that Robin makes no exceptions to her policy about the number of dogs she will care for at a time. These rules are not always what the customers want, but they are what keep the quality of the facility high. I have since learned that Robin is involved in several community service efforts: a low cost vaccination clinic, helping find homes for homeless dogs, raising funds for animal health research, participating in local parades, and supporting local shelters.

Since my first meeting with Robin, I have adopted a second rescue dog, this one an adult with some health and socialization problems. Robin has been an incredible resource to me in helping get her back to health. She is now a friendly, well-behaved, healthy dog. Please feel free to contact me if you need further information.

Sincerely:

Laurel A Vietzen

Laurel A. Vietzen
Professor Emeritus, Elgin Community College

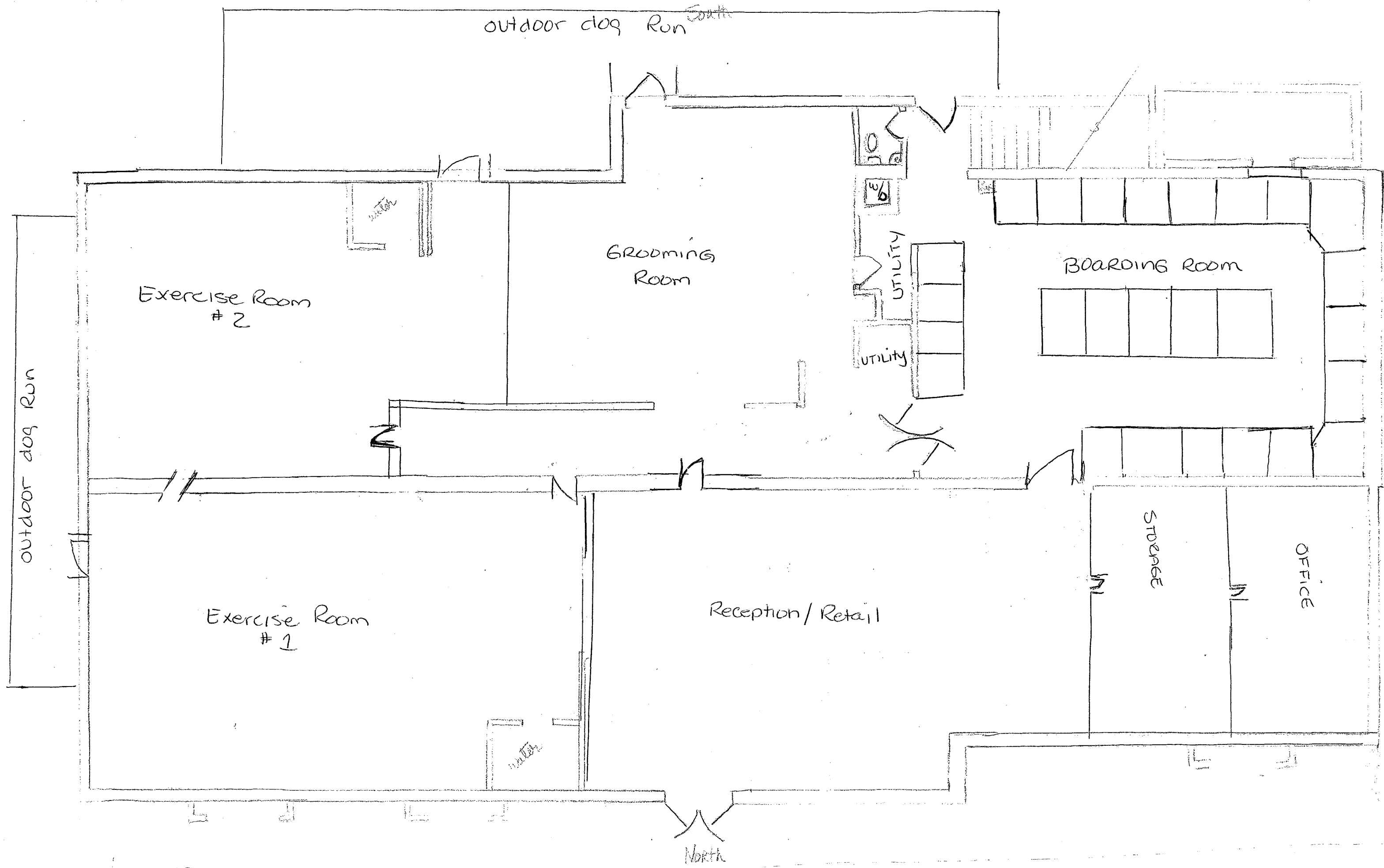
FYDOLAND Huntley Facility



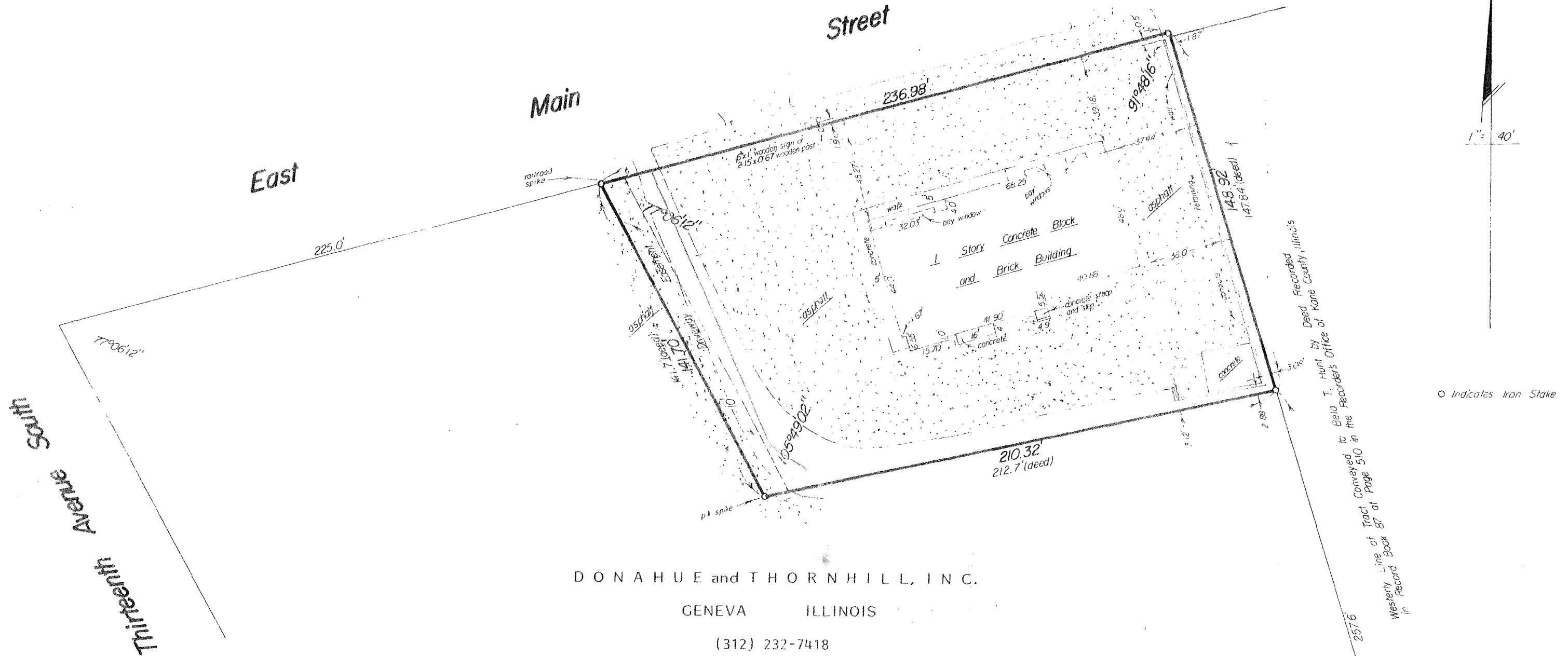


FYDOLAND Elgin Facility





Plat of Survey of
 Part of the Southwest Quarter of Section 26-40-8
 St. Charles Kane County Illinois



DONAHUE and THORNHILL, INC.

GENEVA ILLINOIS

(312) 232-7418

State of Illinois)

County of Kane)

This is to certify that I, John A. Thornhill, Jr., an Illinois Registered Land Surveyor of Donahue and Thornhill, Inc., have surveyed and located the improvements on that part of the Southwest Quarter of Section 26, Township 40 North, Range 8 East of the Third Principal Meridian described as follows: Commencing at the southeast corner of East Main Street and Thirteenth Avenue South, being at a point that is 60.0 feet northeasterly of the northeast corner of Block 12 of Sarah E. Perkins Addition to St. Charles, Illinois (measured along the southerly line of said East Main Street); thence easterly along the southerly line of said East Main Street 225.0 feet for a point of beginning; thence southeasterly parallel with the easterly line of said Thirteenth Avenue South 141.70 feet; thence north-easterly 210.32 feet to a point on the westerly line of a tract of land conveyed to Bela T. Hunt by Deed recorded November 10, 1866 in Book 87 at Page 510 that is 257.60 feet northerly of the northerly right of way line of the Chicago and Northwestern Transportation Company (measured along said westerly line); thence northwesterly along said westerly line and said westerly line extended 148.92 feet to the southerly line of said East Main Street; thence westerly along said southerly line 236.98 feet to the point of beginning, in the City of St. Charles, Kane County, Illinois as shown by the plat hereon drawn which is a correct representation of said survey and location. All distances are given in feet and decimal parts thereof.

Dated at Geneva, Illinois, August 23, 1988

Northerly Right of Way Line of Chicago and Northwestern Transportation Company

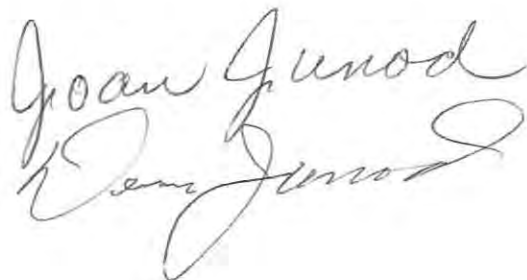
March 14, 2014

To whom it may concern;

Richard Zelek at Fydoland 1999 Larkin Ave Elgin, Il has been a good business neighbor. His property is always maintained nicely. We own the building across the street at 1990 Larkin Ave. Elgin, Il. It is always full. We have a chiropractor and a doctor with 5000 sq. ft. facing Larkin Ave. and Fydoland. The rest of the 25000 sq. ft. building is in apartments with underground parking. I think the reason our building is in demand is because the area is so nice and convenient to everything.

Sincerely

Joan and Dennis Junod

Handwritten signatures of Joan Junod and Dennis Junod. The signature of Joan Junod is written in a cursive style, and the signature of Dennis Junod is written below it, also in cursive.



January 30, 2014

To Whom It May Concern,

Mayor
David J. Kaptain

City Council
Richard Dunne
Terry L. Gavin
Anna C. Moeller
Tish S. Powell
John Prigge
Carol J. Rauschenberger
Toby Shaw
F. John Steffen

City Manager
Sean R. Stegall

We have been made aware that FYDoland is applying for a Special Use Permit with the City of St. Charles to establish its pet care operation within the municipal limits.

We would like to take this opportunity to recommend FYDoland as a good business for the City. Elgin is fortunate to have such a friendly, customer service based business in town. Ms. Robin Massey, the owner, is very knowledgeable of the day-to-day operations of the business and has the best interest of the customers and especially the pets at heart at all times. She maintains a very hygienic and comfortable facility, which, in this area of work, is very important. During the process of obtaining the necessary conditional use approvals with the city, Ms. Massey very easily complied with the requirements of the city to ensure that the new business would not have any negative impact on surrounding property. In the years since its establishment, the city has not been made aware of any complaints regarding the operation of the business at its current location.

We believe the City of St. Charles would benefit from the establishment of FYDoland as an additional option for pet care.

We would be happy to respond to any questions regarding the location, design and operation of FYDoland in Elgin. In the meantime, please do not hesitate to contact me at (847) 931-5943.

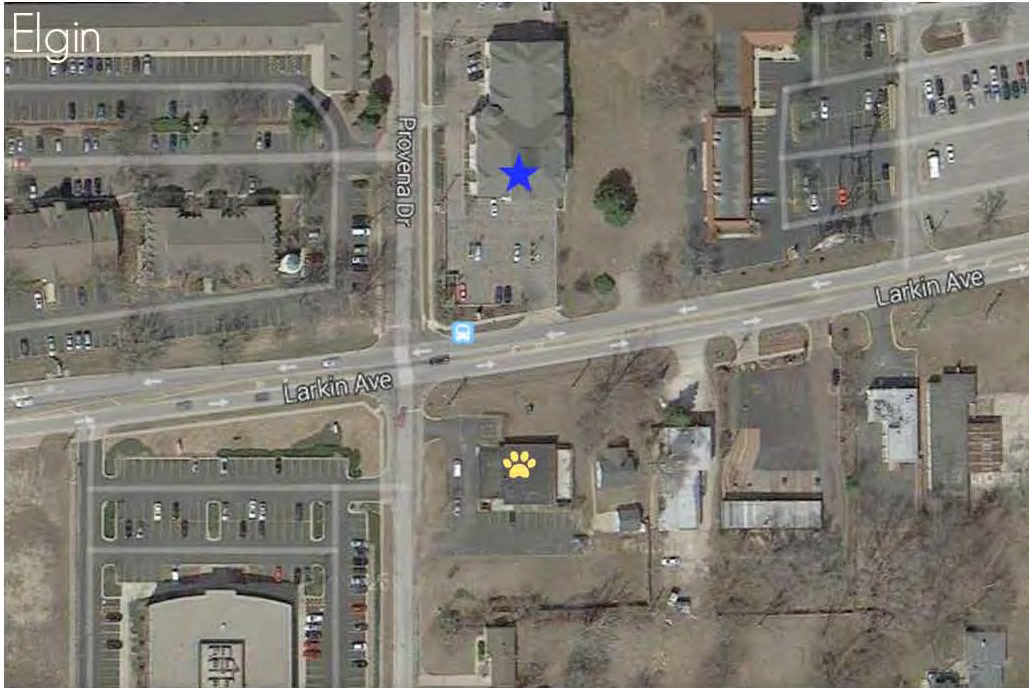
Sincerely,

Sarosh Saher, AICP
Senior Planner, City of Elgin

Comparison of Apartment Proximity - Larkin Ave, Elgin IL and E. Main Street St. Charles, IL

 FYDOLAND

 Apartments



Larkin Avenue Daily Traffic Count - 9700



North Avenue Daily Traffic Counts - 32800



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve a PUD Preliminary Site Plan, Engineering Plan and Final Plat of Subdivision for The Quad St. Charles (Charlestowne Mall PUD)
Presenter:	Russell Colby

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development – (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

Background:

In November 2013, the City Council approved an amendment to the Charlestowne Mall PUD to create new zoning and development standards for the redevelopment of the mall property, which is to be known as The Quad St. Charles. The PUD Amendment approved the following documents:

- A Concept Site Plan meant to demonstrate the design intent of the project.
- A PUD Standards exhibit listing the zoning and subdivision requirements.

Proposal:

The developer is now commencing the PUD Preliminary Plan approval stage of the project. Documents being presented for approval at this time include:

- An overall Site Plan identifying the site and parking lot layout, pedestrian pathways, the proposed mall building footprint and locations for future outlot buildings.
- Preliminary Engineering Plans for:
 - Demolition of the former Sears anchor store, an adjacent portion of the west end of the mall, and the existing foodcourt wing.
 - Site grading and parking lot reconfiguration and reconstruction.
 - Site utility work.

Additional components of the PUD Preliminary Plan will be submitted for review in the coming months. These documents are being developed based on the final site and engineering plans. Plans will include architectural building elevations, landscape plans, lighting and photometric plans, and a sign plan. Plan review for the outlots will occur as each is proposed for development.

The developer has also submitted a Final Plat of Subdivision to create a building lot for the existing theater.

Plan Commission Recommendation:

The Plan Commission recommended approval of plan documents on 3/18/2014. The vote was 5-aye to 1-nay.

Attachments: *(please list)*

Staff Report, Approval Process Summary, Engineering Review Comments, Developer response to Engineering Comments, Application Materials, PUD Ord. #2013-Z-19; Site Plan, Preliminary Engineering Plan, Final Plat

Recommendation / Suggested Action *(briefly explain):*

Recommendation to Approve a PUD Preliminary Site Plan, Engineering Plan and Final Plat of Subdivision for The Quad St. Charles (Charlestowne Mall PUD), subject to resolution of all staff comments prior to City Council action.

<i>For office use only:</i>	<i>Agenda Item Number: 5c</i>
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Community & Economic Development
 Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



ST. CHARLES
 SINCE 1834

Staff Report

TO: Chairman Dan Stellato
 And the Members of the Planning & Development Committee

FROM: Russell Colby
 Planning Division Manager

RE: The Quad St. Charles (Charlestowne Mall PUD) – Site Plan, Preliminary Engineering Plan and Final Plat of Subdivision for Theater Building

DATE: April 2, 2014

I. APPLICATION INFORMATION:

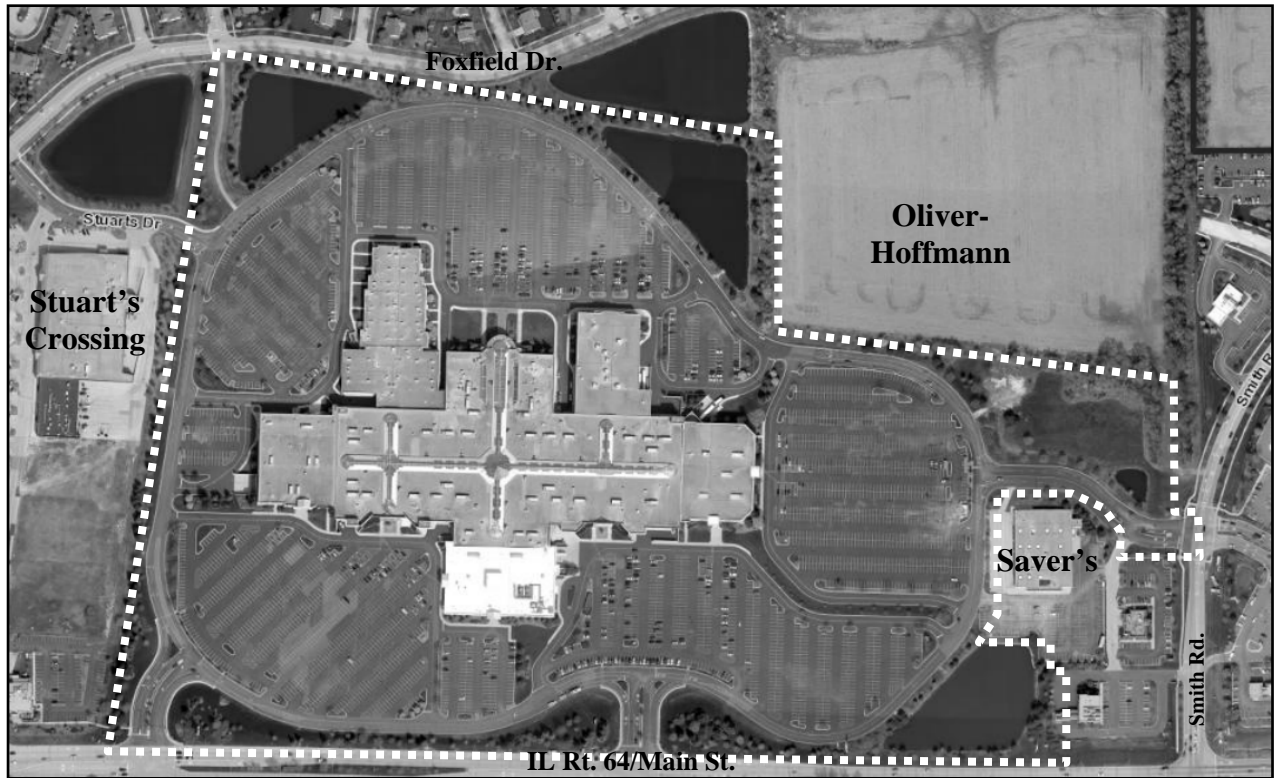
Project Name: The Quad St. Charles

Applicant: SC 3800 Main, LLC

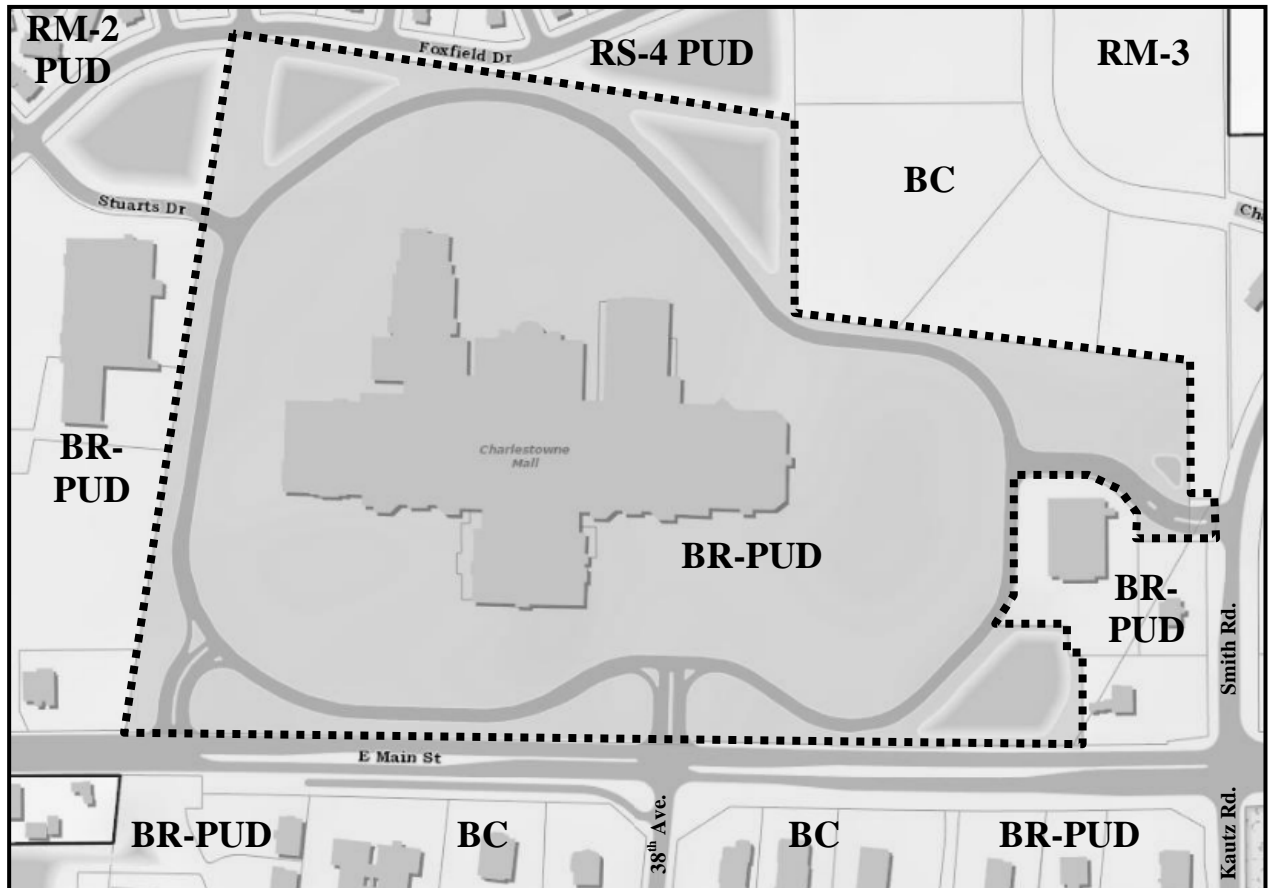
Purpose: a.) Approval of Site Plan and Preliminary Engineering Plan for the overall site (excluding the outlot building pads)
 b.) Approval of a Final Plat to subdivide a lot for the theater anchor building

General Information:		
Site Information		
Location	3700-3850 E. Main St.	
Acres	82 acres	
Applications	PUD Preliminary Plan for overall site Final Plat of Subdivision for theater anchor building	
Applicable Zoning Code Sections/ Ordinances	Table 17.14-2 Business and Mixed-Use Districts Bulk Regulations Ordinance 2013-Z-19 – The Quad/Charlestowne Mall PUD Ordinance	
Existing Conditions		
Land Use	Enclosed shopping mall	
Zoning	BR – Regional Business (PUD)	
Zoning Summary		Current Land Uses
North	BC-Community Business (Oliver Hoffmann) RS-4 Residential PUD (Charlemagne Sub.)	Vacant/farmed Single Family Residential
East	BC-Community Business & BR Regional Business	Retail/Restaurant
South	BC-Community Business & BR Regional Business	Retail/Restaurant/Office
West	BR- Regional Business PUD (Stuart’s Crossing)	Retail/Restaurant
Comprehensive Plan Designation		
Corridor/Regional Commercial		

Aerial Photograph



Location and Surrounding Zoning



II. PROJECT OVERVIEW:

BACKGROUND

In November 2013, the City Council approved an amendment to the Charlestowne Mall PUD to create new zoning and development standards for the redevelopment of the mall property, which is to be known as The Quad St. Charles. PUD Ordinance 2013-Z-19 is attached.

The PUD Amendment approved the following documents:

- A **Concept Site Plan** meant to demonstrate the design intent of the project.
- A **PUD Standards exhibit** listing the zoning and subdivision requirements that will apply to future development proposals at the site.

PLANS CURRENTLY UNDER REVIEW

The developer is now commencing the PUD Preliminary Plan approval stage of the project. Documents being presented for approval at this time include:

- An overall **Site Plan** identifying the site and parking lot layout, pedestrian pathways, the proposed mall building footprint and locations for future outlot buildings.
- **Preliminary Engineering Plans** for:
 - Demolition of the former Sears anchor store, an adjacent portion of the west end of the mall, and the existing foodcourt wing.
 - Site grading and parking lot reconfiguration and reconstruction.
 - Site utility work.

PLANS TO BE SUBMITTED

Additional components of the PUD Preliminary Plan will be submitted for review in the coming months. These documents are being developed based on the final site and engineering plans.

- **Architectural building elevations** for the mall structure, including the newly constructed and reconstructed portions of the mall building.
- **Landscape plans** for the mall property, excluding the out lots.
- **Lighting and photometric plan**
- **Sign Plan** for mall freestanding signs and building signs.

These documents are scheduled to be submitted in June and would be before the Plan Commission in late June or early July.

FUTURE APPLICATIONS

Future PUD Preliminary Plans will be required as each outlot is proposed for development, and will include:

- Site Engineering
- Landscaping
- Building Architecture
- Freestanding and building signage for the outlot

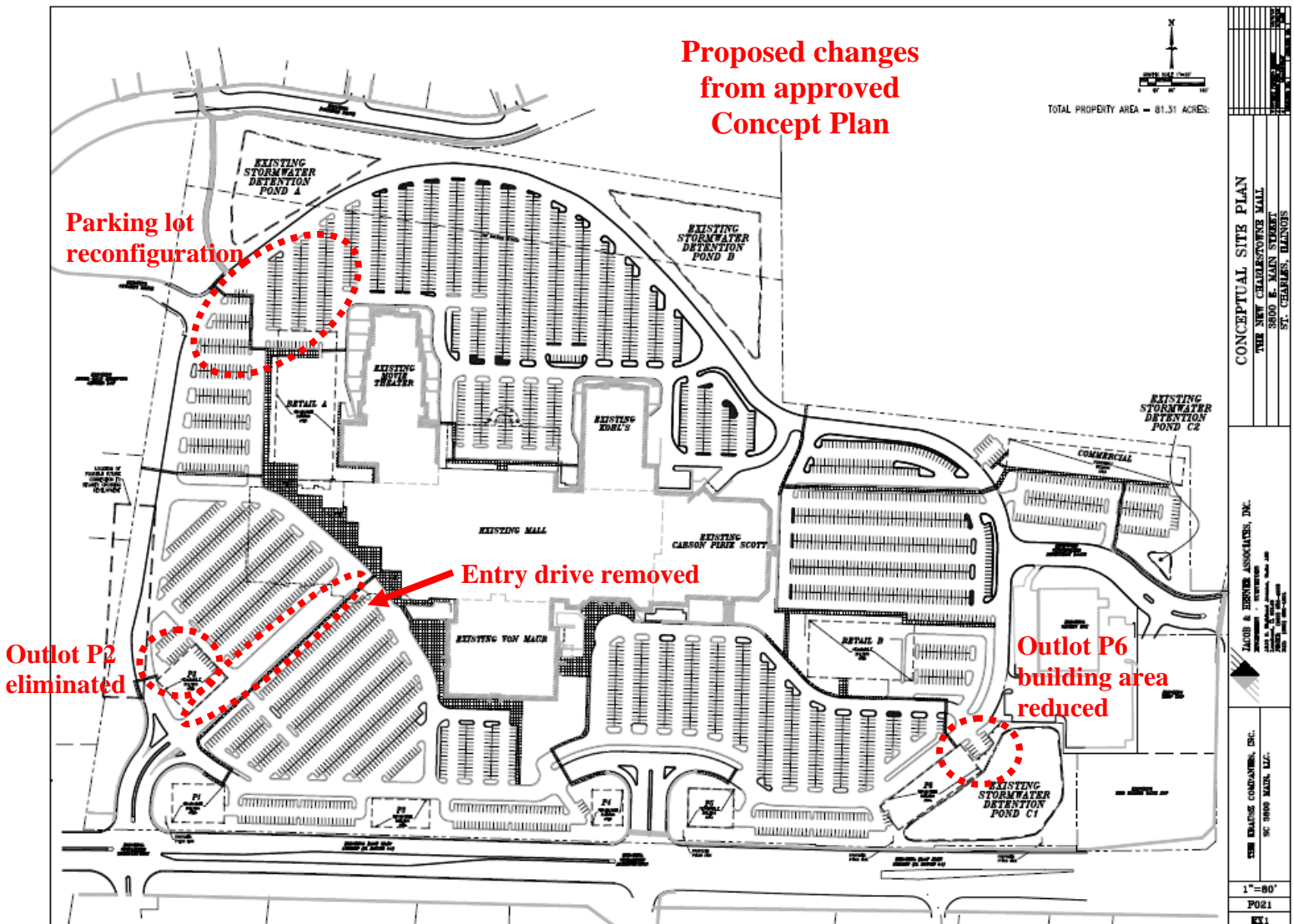
III. ANALYSIS OF PLANS

CONCEPT SITE PLAN

The overall site layout is substantially similar to the Concept Site Plan that was approved with the PUD ordinance. Changes to the site plan:

- Outlot building footprints and parking lots have been omitted from this plan, as these will be reviewed and approved later.
- Outlot building site P2, which was located inside the ring road at the southwest corner of the property, has been removed.
- The entry drive from the southwest entrance/ring road intersection to the mall building has been removed.
- Some areas of the parking lot have been slightly reconfigured.
- The permissible building area identified for outlot P6 adjacent to pond C1 has been reduced.

Approved Concept Site Plan with locations of changes:



PUD STANDARDS

The developer has provided the following preliminary data about the buildings sizes:

Building	Gross Leasable Square footage
Kohls	82,280
Classic Cinemas	77,300
Von Maur	141,808
Carson Pirie Scott	141,800
Retail A, B, C, D (estimate)	62,627
Mall & Food Court	267,850
Total	773,665

Staff reviewed the plans for compliance with the PUD Standards. The review is detailed in the table below.

PUD STANDARD PER ORD. 2013-Z-19		PROPOSED SITE PLAN
Permitted and Special Uses		
	Per Table 17.14-1 of the Zoning Ordinance (BR Regional Business District), except that 3 Drive-Through Facilities shall be Permitted Uses.	Per PUD Ordinance
Minimum Setbacks from Perimeter Property Lines		
Front/Rt.64 & Smith Rd.	Parking: 20 ft. for parking stalls; 15 ft. for circulation drives associated with drive-through uses. Buildings: 20 ft.	Per PUD Ordinance- applies to Main St. outlots
Rear/abutting Charlemagne Subdivision	Parking: Existing location per approved PUD Preliminary Plans. Buildings: 200 ft. to Charlemagne Subdivision property line	Per PUD Ordinance- No changes to existing setback
Sides/other property lines	Buildings: 15 ft. Parking: 0 ft.	Per PUD Ordinance
Maximum Building Size		
Maximum Building Height	Mall Building: Roofline maximum elevation: 829 ft. above sea level (existing mall skylight ridge) Parapets maximum elevation: 846 ft. above sea level (existing mall skylight peak) Feature elements maximum elevation: 854 ft. above sea level All other buildings: Building height shall not exceed 50 ft. from the average finished ground level measured 10 ft. out from exterior walls.	To be reviewed with Architectural Plans
Maximum Floor Area	1,200,000 square feet of Gross Floor Area (GFA) 925,000 square feet of Gross Leasable Area (GLA)	GFA: TBD GLA: 773,665 s.f. for mall, anchors, Retail A, B, C, D

PUD STANDARD PER ORD. 2013-Z-19		PROPOSED SITE PLAN
Minimum Parking Requirement		
Number of parking stalls required	<p>4 spaces per 1,000 square feet of GLA, calculated over all buildings on the site (excluding internal hallways, corridors and courts in the mall building).</p> <p>Parking located outside of the ring road for outlot buildings shall be provided at 4 spaces per 1,000 square feet of GLA. Where outlot buildings share a parking lot, a parking reduction for shared parking may be requested in accordance with the procedures in the Zoning Ordinance.</p>	<p>3,850 spaces for mall building, anchors, and retail A,B,C,D buildings.</p> <p>Parking ratio of 4.88 per 1,000 s.f.</p> <p>Outlots will provide 4 spaces per 1,000 each.</p>
Signs		
Freestanding/ Identification Signs	<p>3 Shopping Center signs: Area: 225 sf Height: 30 ft. (To display shopping center name, anchor tenants, Retail A & B)</p> <p>1 cinema readerboard sign, Area: 150 sf. Height: 15 ft.</p> <p>Outlot buildings (P1 to P6): 1 monument sign per building Area: 50 sf. Height: 8 ft.</p> <p>Existing off-site sign for 3880 E. Main St./ Lot 1 of Charwil's Second Resubdivision/ Saver's store, may remain per approved PUD Preliminary Plans.</p>	To be reviewed with Sign Plan and as outlots are proposed for development.
Wall Signs	<p>Anchor stores: 1 per side.</p> <p>Retail A & B: 1 per business per side.</p> <p>Outlots: 1 per side.</p> <p>Anchor buildings located at the rear of the mall building (Cinema and Kohl's): Wall sign permitted on south mall elevation; cinema sign may be a marquee extending above the parapet/roofline.</p> <p>For other stores/restaurants in the mall building with exterior frontage/storefronts, 1 per business.</p>	To be reviewed with Sign Plan and as outlots are proposed for development.
Directional Signs	<p>2 at each access point into the site.</p> <p>At each intersections of an entrance drive and the ring road, 1 per leg of the intersection.</p> <p>Signs may contain mall name/logo and business name/logo of Anchors, Retail A or B, or Outlots.</p>	To be reviewed with Sign Plan and as outlots are proposed for development.

PUD STANDARD PER ORD. 2013-Z-19		PROPOSED SITE PLAN
Landscaping Standards		
Overall % of landscaped area	Per Ordinance requirements: 20% landscape area over entire site.	More than 20% of site remains to be landscaped.
Bufferyards	Existing setback and landscaping along Charlemagne Subdivision to be maintained in conformance with the approved PUD Preliminary Plan.	No changes to existing landscaping on north property line.
Building foundation	Building foundation areas to be landscaped, but flexibility is granted to provide a comparable alternative design, including a “streetscape” design along walkways (trees in grates and/or planter islands etc.) or providing landscaping on the opposite side of a drive-through lane.	To be reviewed with Landscape Plan for mall building and outlots.
Public Street frontage	Per Ordinance requirements along Main St. frontage; flexibility to provide lower plantings in lieu of some trees.	To be reviewed with Landscape Plan for outlots.
Parking Lot Screening	Per Ordinance requirements: 30” screening of 50% of the parking lot frontage.	To be reviewed with Landscape Plan for outlots.
Interior Parking Lot	No percentage requirement. All rows shall end with landscape islands, except where truck circulation is impeded. All islands shall be planted with shade trees and/or low shrubs/ groundcover.	Meets standard. Plantings to be reviewed with Landscape Plan for mall building.
Building Design and Material Requirements		
Building Design & material requirements	Per Ordinance requirements contained in Section 17.06.030, and: <ul style="list-style-type: none"> • EIFS may exceed 10% per façade, but shall not be used on the lower 10 ft. of any building. EIFS will generally be used for accent features and not as a primary façade material. • Screening of existing loading docks shall be improved to the extent possible, but full screening shall not be required. • Exterior Design elements of the reconstructed and new portions of the project, though varied, shall be complementary with the existing anchor buildings. 	To be reviewed with Architectural Plans.
Access Locations		
Access Locations	Existing access points shown on the Concept Site Plan, plus future cross access to west (Stuart’s Crossing) and east (Oliver Hoffmann) shall be permitted.	Access points will be constructed when access to other sites is provided.
Subdivision Standards		
Number & Configuration of Lots	PUD shall be considered a single zoning lot, regardless of subdivision. Subdivision shall be permitted for any anchor stores, Retail A or B, and any outlot buildings, provided adequate easements are provided.	Subdivision for theater building anchor meets PUD criteria.
Min. Lot Width	None	-
Min. Lot Area	None	-

STAFF REVIEW OF PLANS

Preliminary Engineering Plan

Staff has conducted a review of the Preliminary Engineering Plans and has provided comments to the developer. The outstanding comments are minor and primarily relate to design or placement of underground utilities. Resolution of the comments will not significantly alter the site plan. The developer's engineer has provided a response letter stating that they will address the comments in the next plan submittal prior to City Council action.

Landscape and Lighting Plans

Staff provided the following comments for the developer to consider in preparation of the Landscape and Lighting Plans:

1. The Landscape Plan will need to identify what landscaping is remaining, with an assessment of the condition of the landscaping. Some plantings along the buildings are overgrown or crowded.
2. Landscaping in the islands and medians at the entry points is unattractive and can limit visibility. This landscaping should be replanted with lower perennials or groundcovers.
3. The landscape plan should provide more detail on the design of the pedestrian walkways at the mall entrances and the use of the open spaces between the sidewalks and the building.
4. Landscaping at the southwest corner of the site (west of the westerly entrance) is dense and blocks the view of the mall from traffic traveling east on Rt. 64. This landscaping should be thinned out (remove some or all evergreens). The westerly most pylon sign might have better visibility in this location.
5. The area at the southeast corner of the Von Maur building may provide an opportunity for some type of focal point feature that can take advantage of the visibility and grade change. (This could be a structure, sign, or landscape feature, with a walkway connecting the adjacent sidewalks)
6. A decorative pedestrian scale light could be used in certain locations, such as along the mall building and potentially at site entrances or along pedestrian paths.
7. The overhead lighting on the pedestrian pathway from Foxfield Rd., if replaced, should be replaced with a pedestrian scale fixture.

Final Plat of Subdivision

The developer has requested approval of a Final Plat of Subdivision to create a new lot for the existing theater anchor building. The developer intends to sell the building and lot to the operators of the theater, Classic Cinemas.

The PUD Ordinance allows a lot to be created for the anchor stores, as was done for the Kohl's and Von Maur buildings, which are under separate ownership from the rest of the mall property. The existing COREA document for the mall (Construction, Operation, and Reciprocal Easement Agreement) provides for parking, access and utilities to service the building lot.

Staff has determined that perimeter utility easements for the lot, which are typically required when a new lot is created, are not required for this type of subdivision, as appropriate utility easements already exist around the building.

IV. PLAN COMMISSION RECOMMENDATION

On 3/18/14, the Plan Commission recommended approval of the Site Plan, Preliminary Plan and the Final Plat of Subdivision subject to resolution of staff comments prior to City Council action.

The vote was 5 to 1.

V. RECOMMENDATION

Staff recommends approval of the Site Plan, Preliminary Engineering Plan and the Final Plat of Subdivision, subject to resolution of staff comments prior to City Council action.

VI. ATTACHMENTS

- The Quad St. Charles Review and Approval Process Summary
- Development Engineering Review comments dated 3/12/14
- Response letter from Developer's Engineer, Jacob & Heffner dated 3/14/14
- Application materials
- PUD Ord. 2013-Z-19

The Quad St. Charles – Plan Approval Process

3/14/14

PUD Amendment- Approved on 11/4/13 (Ordinance #2013-Z-19)

- Approved a **Concept Site Plan** to demonstrate design intent of the project
- Approved new **PUD Standards** for the site (zoning and subdivision requirements)

PUD Preliminary Plans for the Overall Site and Mall Building

Preliminary Engineering Plan – For Plan Commission Review 3/18/14

- Overall site and parking lot layout, excluding outlot properties
- Engineering design for the site improvements

Preliminary Landscape Plan – In process (to be reviewed by Plan Commission and City Council)

- Landscape Plan for all portions of mall property, excluding outlot properties

Preliminary Architectural Plans – In process (to be reviewed by Plan Commission and City Council)

- Building elevations and materials for the newly constructed and reconstructed portions of the mall building

Preliminary Signage Plan – In process (to be reviewed by Plan Commission and City Council)

- New freestanding signs for the mall

PUD Preliminary Plans for the Outlots (Retail A, B , C, D and Main St. outlots)

To be submitted and reviewed as each outlot is proposed for development, to include:

- Site Engineering
- Landscaping
- Building Architecture
- Freestanding and building signage for the outlot

Subdivisions for Anchors or Outlots

- Final Plat for Theater Anchor Building – For Plan Commission review 3/18/14
- Final Plat for other anchors/outlots – May be submitted as outlots are developed
 - (A subdivision to create new building lots for each outlot building is not required but may be requested by the property owner)


**Community & Economic Development
Development Engineering Division**

Phone: (630) 443-3677

Fax: (630) 377-4062



Memo

Date: 3/12/2014
To: Russell Colby,
From: Christopher Tiedt, P.E. 
RE: The Quad St. Charles

I have reviewed the submittal for The Quad St. Charles project located at 3800 E. Main Street. The following documents were reviewed.

- Plat of Resubdivision The Quad St. Charles- Unit 1 prepared by Jacob and Hefner dated February 25, 2014 (2-pages)
- Preliminary Site Improvement Plans for The Quad St. Charles prepared by Jacob and Hefner dated February 26, 2014 (25-pages)

I have reviewed the above documents for conformance with the City of St. Charles Ordinances, Kane County Stormwater Ordinances and general engineering and construction practices. The following comments are offered up for your consideration:

Plat of Resubdivision:

1. Title 16 requires that perimeter easements are to be granted around each created lot. Given that the proposed lot lines appear to be the edge of the existing building, it would be appropriate that a variance is granted so that these easements are not required.
2. Title 16 requires that two permanent monuments be installed per City standards and that locations of these monuments are shown on the plat. Given that the proposed lot lines appear to be the edge of the existing building, it would be appropriate that a variance is granted so that these monuments are not required.

Preliminary Engineering Plans:

3. Sheet C2.6-C3.0: Please identify how watermain abandonments will be accomplished. (ie plugged, cut and cap, etc.)
4. Sheet C2.7: There is a note that calls out for 20' of watermain to be abandoned at the north end of the existing Sears store, but that portion of watermain to be abandoned is not depicted. Please revise accordingly.

5. Sheet C3.0: A sidewalk is suggested along the NW edge of Pond C2 to connect the proposed crosswalk to the permissible building area on the west side of Pond C2.
6. Sheet C3.4: Paving of the bike path has not been included even though it is shown as be partially removed to accommodate new pavement on Sheet C2.4. Please revise accordingly.
7. Sheet C4.0-C4.4: It is understood that plans will be submitted for the construction on the proposed building pads, but temporary grading of the building pads shall be identified on these pages until that construction takes place.
8. Sheet C4.0-C4.4: Existing topography a minimum of 50', 100' preferred, on neighboring properties, particularly in the area of the Oliver-Hoffman property and along the north property line, needs to be delineated to insure overland drainage routes and surrounding properties are not adversely impacted by the proposed grading.
9. Sheet C4.0-C4.4: Please identify the emergency overland flow routes throughout the site and for the detention ponds.
10. Sheet C4.0-C4.4: Please identify proposed grading changes that will be made to the detention ponds to accommodate the additional detention volumes.
11. Sheet C4.2: Please identify how this detention pond will be modified as the permissible building area encroaches into the HWL area of the existing detention pond.
12. Sheet C4.3: Consideration needs to be given to the design of the sidewalk along the west side of the property in the area where overland flows will cross the sidewalk and along the edge of the existing drainage swale.
13. Sheet C5.0-5.4: All existing and proposed watermain and appurtenances shall have a minimum of 20' separation from all structures.
14. Sheet C5.0-5.4: All proposed buildings will require a separate domestic and fire service that is tapped off of a public watermain. Please add a note that calls this out and show these services and service sizes.
15. Sheet C5.1-C5.4: Please revise "General Utility Notes" to reflect City standards.
 - a. CA-7 (virgin crushed limestone) shall be used within 3' of all paved areas and shall be and FA-6 (clean brown sand) used in all unpaved areas for trench backfill.
 - b. All storm sewer 15" or smaller shall be PVC SDR 26.
16. Sheet C5.1: The 8" watermain extension across the east access drive needs to be terminated with a valve and fire hydrant for flushing purposes.
17. Sheet C5.2: Please remove the note calling out a proposed pressure connection at the NE corner of Savers.
18. Sheet C5.2: Please call out flared end sections with grates on the storm pipes being placed in the detention pond.
19. Sheet C5.2 and C5.3: The proposed 6" valve near fire hydrant 5A & 6A should be moved to the south side of the fire hydrants so the hydrants can remain publicly owned and maintained. In the current configuration, these hydrants would be considered private.
20. Sheet C5.3: Where will the services for Retail C come from? Please identify these services. It might be best to redirect these sanitary services to the west to

for Retail A and Retail C to remove the privately owned sanitary service located under the theater.

Stormwater Comments:

21. A stormwater permit application, application fee and a full stormwater report with calculations will need to be submitted. This report must demonstrate that post-development runoff conditions for the proposed project on the property are equal to or less than the pre-developed, existing conditions of the property.
22. An exhibit identifying the post-development drainage basin areas and the pre-development drainage basin areas will need to be included with the report.

General Comments:

23. Will the outlots and retail lots be owned by separate owners, or will they remain under one ownership? This information will be needed to determine what utilities will be publicly owned and maintained and what utilities will be privately owned and maintained. Once this is determined, we will require that all utilities be labeled accordingly during Final Engineering.
24. Anticipated sewer flows should be provided to insure that there is adequate capacity in the existing mains that proposed sanitary sewers are being connected to and to demonstrate whether or not there is an overall increase from the mall property.
25. IEPA permits will be required for the construction of the proposed water and sanitary main. No work on either of these utilities will be allowed until permits are obtained.
26. Demolition of existing utilities and the installation of proposed utilities will need to be closely coordinated to insure system reliability and minimum utility service requirements for the remaining stores located throughout the site.
27. It appears that there currently is no work being proposed in the Route 64 ROW. If this should change, an IDOT permit will be required for any/all work performed in the Route 64 ROW.
28. An Engineer's Estimate for the proposed improvements will need to be prepared and submitted to the City for review.
29. Easements will be required over all new publicly owned utilities. These easements must be in place prior to public acceptance of public utilities.

PW Comments:

Water

30. The existing 16" water main along the west side of the mall is extremely deep. Verify depths to determine if relocation of this section is even required.
31. Add note that the contractor is responsible for passing pressure tests when using existing valves.
32. Additional valves will be required to be installed along water main relocation sections to allow for pressure testing, chlorination and sampling of the newly installed pipe. This can be discussed and revised during Final Engineering.
33. Plan for hydrants to be installed within 75' of buildings which have fire department connections.
34. Valve vaults cannot be located under parking stalls.

35. Pressure connections cannot be built in-line. Pressure connections require two 90 degree bends which will affect hydraulic flow. Hydra-Stops of the existing water main may allow for inline relocation of water mains. Care must be taken to decide if this is the correct method because the section of water main will be out of service for the complete installation and testing period.
36. Pressure taps cannot be made at bends.
37. Provide numbering system for all valves and pressure taps.

Sheet C5.2:

38. FH4, specify pressure connection not 'cut-in'.

Sheet C5.3:

39. Relocating hydrant FH8 to the south side of the proposed water main will help meet the 75' fire department connection spacing requirement.

Sheet C5.4:

40. Relocated hydrant FH13 cannot have a 'cut-in' connection.
41. The existing service lines cannot be extended without taking them out of service for the construction and testing time period.

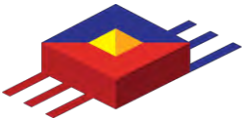
Environmental:

42. All new commercial buildings are to have inspection manholes placed within 10 to 15 feet of the foundation.

Public Works Engineering:

43. There are historical flooding issues with Pond A that should be taken into consideration during the engineering.

The applicant's design professionals are responsible for performing and checking all design computations, dimensions, details and specifications in accordance with all applicable codes and regulations, and obtaining all permits necessary to complete this work. In no way does this review relieve the applicant's design professionals of the duties to comply with the law and any applicable codes and regulations, nor does it relieve the Contractors in any way from their sole responsibility for the quality and workmanship of the work and for strict compliance with the permitted plans and specifications.



March 14, 2014
F021

Christopher Tiedt, P.E.
Development Engineering Division Manager
City of St. Charles
2 E Main Street
St. Charles, Illinois 60174

Re: **Preliminary PUD**
The Quad – St. Charles
St. Charles, Illinois

Dear Mr. Tiedt,

After reviewing the comments presented in your March 12, 2014 memorandum and discussing them with you and City staff, we do not take exception to any of the comments. All comments presented will be addressed with the submittal of the final construction documents for this phase of the project. The final construction documents will be submitted on or before April 15, 2014 for your further review.

Please call if you have any questions.

Sincerely,
JACOB & HEFNER ASSOCIATES, INC.

William L. Bohne, P.E.
President

Cc: Mr. Charles H. May II – SC 3800 Main, LLC.

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

PUD PRELIMINARY PLAN APPLICATION

Received Date
St. Charles, IL

FEB 27 2014

CDD
Planning Division

CITYVIEW
Project Name: Charlestowne Mall
Project Number: 2013 -PR- 013
Application Number: 2014 -AP- 010

Instructions:

To request approval of a PUD Preliminary Plan, complete this application and submit it with all required plans and attachments to the Planning Division. Normally this application will track with an application for Special Use for a PUD, unless a Special Use for a PUD has previously been granted and no amendment is necessary.

When the application is complete staff will distribute the plans to other City departments for review. When the staff has determined that the plans are ready for Plan Commission review, we will place the PUD Preliminary Plan on a Plan Commission meeting agenda.

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. Property Information:	Parcel Number (s): 09-25-200-032; 09-25-200-027; 09-25-200-025; 09-25-200-016; 09-25-200-017; 09-25-200-031	
	Proposed Name of PUD: 3800 E. Main Street Saint Charles, Illinois 60174	
2. Applicant:	Name: SC 3800 Main, LLC Contact: David Pyle	Phone 415-732-5600
	Address: 44 Montgomery Street, Suite 3300 San Francisco, CA 64104	Fax: 415-732-5699
		Email : david@tkcre.com
3. Record Owner:	Name: Same as Applicant	Phone
	Address	Fax
		Email
4. Billing: <i>Who is responsible for paying application fees and reimbursements?</i>	Name: Same as Applicant	Phone
	Address	Fax
		Email

Attachment Checklist

Note: The City Staff, Plan Commission, or City Council, may request other pertinent information during the review process.

- ❑ **APPLICATION:** Completed application form signed by the applicant
- ❑ **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.

- ❑ **PROOF OF OWNERSHIP and DISCLOSURE:**

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

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

- ❑ **LEGAL DESCRIPTION:** For entire subject property, on 8 ½ x 11 inch paper

- ❑ **PLAT OF SURVEY:**

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

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

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

- ❑ **ENDANGERED SPECIES REPORT:**

Copy of Endangered Species Consultation Agency Action to be filed with the Illinois Department of Natural Resources. <http://dnrecocat.state.il.us/ecopublic/>

- ❑ **PLANS:**

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

Copies of Plans:

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

- ❑ **SITE/ENGINEERING PLAN:**

A plan or plans showing the following information:

1. Accurate boundary lines with dimensions
2. Existing and proposed easements: location, width, purpose

3. Streets on and adjacent to the tract: Name and right-of-way width, center line elevation, and culverts
4. Location, size, shape, height, and use of existing and proposed structures
5. Location and description of streets, sidewalks, and fences
6. Surrounding land uses
7. Legal and common description
8. Date, north point, and scale
9. Existing and proposed topography
10. All parcels of land intended to be dedicated for public use or reserved for the use of all property owners with the proposal indicated
11. Location of utilities
12. Building/use setback lines
13. Location of any significant natural features
14. Location of any 100-year recurrence interval floodplain and floodway boundaries
15. Location and classification of wetland areas as delineated in the National Wetlands Inventory
16. Existing zoning classification of property
17. Existing and proposed land use
18. Area of property in square feet and acres
19. Proposed off-street parking and loading areas
20. Number of parking spaces provided, and number required by ordinance
21. Angle of parking spaces
22. Parking space dimensions and aisle widths
23. Driveway radii at the street curb line
24. Width of driveways at sidewalk and street curb line
25. Provision of handicapped parking spaces
26. Dimensions of handicapped parking spaces
27. Depressed ramps available to handicapped parking spaces
28. Location, dimensions and elevations of freestanding signs
29. Location and elevations of trash enclosures
30. Provision for required screening, if applicable
31. Provision for required public sidewalks
32. Certification of site plan by a registered land surveyor or professional engineer
33. Geometric plan showing all necessary geometric data required for accurate layout of the site
34. Grading plans showing paving design, all storm sewers, and detention/retention facilities including detention/retention calculations) and erosion control measures
35. Utility plans showing all storm sewers, sanitary sewers, watermains, and appropriate appurtenant structures
36. Exterior lighting plans showing:
 - Location, height, intensity and fixture type of all proposed exterior lighting

- Photometric information pertaining to locations of proposed lighting fixtures

37. Typical construction details and specifications

38. Certification of site engineering plans by a registered professional engineer

39. Proof of application for Stormwater Management Permit

□ **SKETCH PLAN FOR LATER PHASES OF PUD:**

For phased PUD's, where a sketch plan is permitted, it shall include, at minimum, the following:

- General location of arterial and collector streets
- Location of any required landscape buffers
- Location of proposed access to the site from public streets
- Maximum number of square feet of floor area for nonresidential development
- Maximum number of dwelling units for residential development
- Open space and storm water management land

□ **ARCHITECTURAL PLANS:**

Architectural plans and data for all principal buildings shall be submitted in sufficient detail to permit an understanding of the exterior appearance and architectural style of the proposed buildings, the number, size and type of dwelling units, the proposed uses of nonresidential and mixed use buildings, total floor area and total building coverage of each building.

□ **TREE PRESERVATION PLAN:**

Tree Preservation Plan when required in accordance with Chapter 8.30 of the St. Charles Municipal Code. The information required for this plan may be included as part of the Landscape Plan set.

□ **LANDSCAPE PLAN:**

Landscape Plan showing the following information:

1. Delineation of the buildings, structures, and paved surfaces situated on the site and/or contemplated to be built thereon
2. Delineation of all areas to be graded and limits of land disturbance, including proposed contours as shown on the Site/Engineering Plan.
3. Accurate property boundary lines
4. Accurate location of proposed structures and other improvements, including paved areas, berms, lights, retention and detention areas, and landscaping
5. Site area proposed to be landscaped in square feet and as a percentage of the total site area
6. Percent of landscaped area provided as per code requirement
7. Dimensions of landscape islands
8. Setbacks of proposed impervious surfaces from property lines, street rights-of-way, and private drives
9. Location and identification of all planting beds and plant materials
10. Planting list including species of all plants, installation size (caliper, height, or spread as appropriate) and quantity of plants by species
11. Landscaping of ground signs and screening of dumpsters and other equipment

❑ PUBLIC BENEFITS, DEPARTURES FROM CODE:

A description of how the PUD meets the purposes and requirements set out in Section 17.04.400 of the Zoning Ordinance. Any requests for departures from the requirements of Title 16, "Subdivisions and Land Improvement," and Title 17, "Zoning," shall be listed and reasons for requesting each departure shall be given.

❑ SCHEDULE: Construction schedule indicating:

- a. Phases in which the project will be built with emphasis on area, density, use and public facilities, such as open space, to be developed with each phase. Overall design of each phase shall be shown on the plat and through supporting material.
- b. Approximate dates for beginning and completion of each phase.
- c. If different land use types are to be included within the PUD, the schedule must include the mix of uses to be built in each phase.

❑ INCLUSIONARY HOUSING SUMMARY: For residential developments, submit information describing how the development will comply with the requirements of Chapter 17.18, Inclusionary Housing, including:

- The number and rental/for sale status of Market-Rate Units and Affordable Units to be constructed including type of dwelling, number of bedrooms per unit, proposed pricing, and construction schedule, including anticipated timing of issuance of building permits and occupancy certificates.
- Documentation and plans regarding locations of Affordable Units and Market-Rate Units, and their exterior appearance, materials, and finishes.
- A description of the marketing plan that the Applicant proposes to utilize and implement to promote the sale or rental of the Affordable Units within the development; and,
- Any proposal to pay fees in lieu of providing the required Affordable Unit, per section 17.18.050.

❑ SUBDIVISION PRELIMINARY PLAN CHECKLIST:

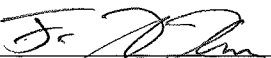
If the PUD Preliminary Plan involves the subdivision of land, a completed Subdivision Preliminary Plan Checklist must be submitted. This Subdivision Checklist may reference the same set(s) of plans as the preceding checklists for Site/Engineering, Sketch Plan, Tree Preservation, and Landscape Plans, but the additional information required by the Subdivision Preliminary Plan Checklist must be included, where applicable.

❑ APPLICATION FOR SPECIAL USE FOR A PUD:


The application for PUD Preliminary Plan must be accompanied by an application for a Special Use for a PUD, unless the Special Use was previously granted and no amendment is needed. Documentation required for both applications need not be duplicated.

❑ HISTORIC DESIGNATION: Is the property a designated Landmark or in a Historic 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.



 Record Owner Date
 F. Ron KRAUSZ, Manager of its Manager



 Applicant or Authorized Agent Date
 F. Ron Krausz, Manager of its Manager

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

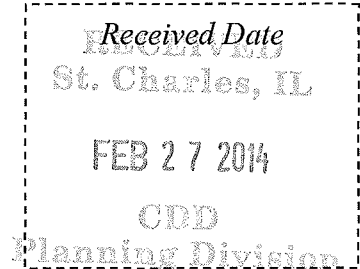


COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

FINAL PLAT APPLICATION

CITYVIEW	
Project Name:	<u>Charlestowne Mall</u>
Project Number:	<u>2013 -PR- 013</u>
Application Number:	<u>2014 -AP- 011</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.

1. Property Information:	Parcel Number (s):	
	Proposed Subdivision Name:	
2. Applicant Information:	Name: SC 3800 Main LLC (Contact: David Pyle)	Phone: 415-732-5600
	Address: 44 Montgomery Street, Suite 3300 San Francisco, CA 64104	Fax: 415-732-5699
		Email: david@tkcre.com
3. Record Owner Information:	Name: SC 3800 Main LLC	Phone: 415-732-5600
	Address: 44 Montgomery Street, Suite 3300 San Francisco, CA 64104	Fax: 415-732-5699
		Email: david@tkcre.com
4. Billing: <i>To whom should costs for this application be billed?</i>	Name: SC 3800 Main LLC	Phone: 415-732-5600
	Address: 44 Montgomery Street, Suite 3300 San Francisco, CA 64104	Fax: 415-732-5699
		Email: david@tkcre.com

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.

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 ½ x 11 inch paper
- ❑ **FINAL PLAT SUBMITTAL CHECKLIST (Completed)**
- ❑ **PLANS:**

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


Copies of Plans:

 - Initial Submittal - 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.
- ❑ **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.


ITEMS TO BE SUBMITTED PRIOR TO CITY COUNCIL APPROVAL:

- 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.



Record Owner Date
F. Ron Krausz, Manager of its Manager



Applicant or Authorized Agent Date
F. Ron Krausz Manager of its Manager

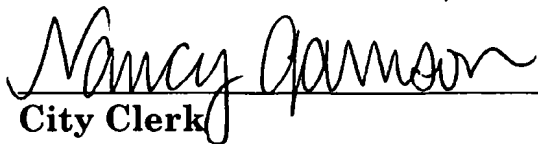
City of St. Charles, Illinois

Ordinance No. 2013-Z-19

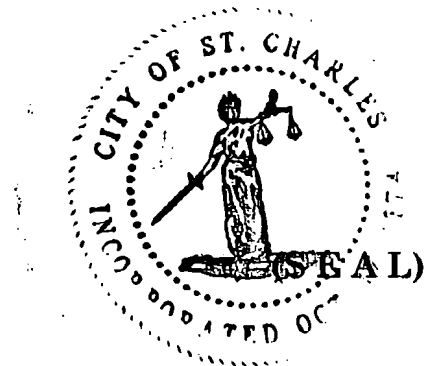
**An Ordinance Amending a Special Use for Planned Unit
Development (Charlestowne Mall PUD - 3800 E. Main
St.)**

**Adopted by the
City Council
of the
City of St. Charles
November 4, 2013**

**Published in pamphlet form by
authority of the City Council
of the City of St. Charles,
Kane and Du Page Counties,
Illinois, November 8, 2013**



City Clerk



DATE OF PRESENTATION 11/08/13
Amplitude Jam

RECEIVED 11/04/13
PAGE

**City of St. Charles, IL
Ordinance No. 2013-Z-19**

**An Ordinance Amending a Special Use for Planned Unit Development
(Charlestowne Mall PUD – 3800 E. Main St.)**

WHEREAS, on or about September 19, 2013, SC 3800 Main, LLC. (“the Applicant”), with authorizations from Charlestowne Mall Investments, LLC., Von Maur, Inc., and the City of St. Charles, filed a petition for a Special Use for Planned Unit Development for the purpose of amending an existing Special Use for Planned Unit Development to establish new Planned Unit Development standards for the real estate described in Exhibit “A”; said Exhibit being attached hereto and made a part hereof, (the “Subject Realty”); and,

WHEREAS, on or about September 19, 1988, the City passed and approved Ordinance No.1988-Z-10, being an “Ordinance Granting a Special Use as a Planned Unit Development for Charles Towne Mall” which ordinance approved a planned unit development, which was subsequently amended by Ordinance Nos. 1989-Z-8, 1991-Z-2, 1994-Z-8, and 1995-Z-16; and

WHEREAS, from and after the date of passage and approval of this Ordinance, Ordinance No.1988-Z-10 and all subsequent amendments shall be null, void and of no further force or effect with respect to the Subject Realty; and,

WHEREAS, the required Notice of Public Hearing on said petition for Special Use for Planned Unit Development was published on or about September 21, 2013, in a newspaper having general circulation within the CITY, to-wit, the Kane County Chronicle newspaper, all as required by the statutes of the State of Illinois and the ordinances of the CITY; and,

WHEREAS, pursuant to said notice, the Plan Commission conducted a public hearing on or about October 8, 2013 and October 22, 2013 on said petition in accordance with the statutes of the State of Illinois and the ordinances of the CITY; and,

WHEREAS, at said Public Hearing, the Applicant presented testimony in support of said petition and all interested parties were afforded an opportunity to be heard; and,

WHEREAS, the Plan Commission recommended approval of said petition on or about October 22, 2013; and,

WHEREAS, the Planning & Development Committee of the City Council recommended approval of said petition on or about October 28, 2013; and,

WHEREAS, the City Council of the City of St. Charles has received the recommendation of the Plan Commission and has considered the same:

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS, as follows:

1. That passage of this Ordinance shall constitute approval of a Special Use for Planned Unit Development pursuant to the provisions of Title 17 of the St. Charles Municipal Code, as amended, and based upon the Applicant's petition and the evidence presented at the Public Hearing, the City Council hereby finds that the Planned Unit Development is in the public interest and adopts the Findings of Fact for Special Use for Planned Unit Development, set forth on Exhibit "B", which is attached hereto and incorporated herein.

2. That Special Use for Planned Unit Development heretofore granted with respect to the Subject Realty by Ordinance No.1988-Z-10, being an "Ordinance Granting a Special Use as a Planned Unit Development for Charles Towne Mall" which ordinance approved a planned unit development, which was subsequently amended by Ordinance Nos. 1989-Z-8, 1991-Z-2, 1994-Z-8, and 1995-Z-16, shall be null, void and of no further force or effect with respect to the Subject Realty; except that all previously approved PUD Preliminary Plans and Final Plats of Subdivision approved pursuant to Ordinance No. 1988-Z-10 and its subsequent amendments shall remain valid under the Special Use for Planned Unit Development approved under Section 1 of this Ordinance.

3. That passage of this Ordinance shall constitute approval of the Concept Plan entitled "Conceptual Site Plan" (The New Charlestowne Mall); Jacob & Hefner Associates, Inc., dated 10/9/2013, attached hereto and incorporated herein as Exhibit "C", such that this document is hereby approved to depict the design intent for future PUD Preliminary Plan applications to be submitted for review and approval in accordance with the procedures outlined in the St. Charles Municipal Code.

4. Application and approval of new PUD Preliminary Plan(s), pursuant to the procedures in Title 17 of the St. Charles Municipal Code, Section 17.04.410(F), "PUD Preliminary Plan process for lots within an existing PUD", shall be required prior to any demolition or reconstruction of any portion of the mall building, modifications to the configuration of the parking lot, or construction of any additional buildings on the subject property. Subsequent to the approval of a new PUD Preliminary Plan(s), future changes to the PUD Preliminary Plan(s) plans may be reviewed and approved in accordance the procedures contained in Title 17 of the St. Charles Municipal Code, Section 17.04.430, "Changes in Planned Unit Developments."

5. A Construction, Operation, and Reciprocal Easement Agreement ("COREA") has been entered into by the owners of the subject property. The City shall have no responsibility with respect to the COREA and may approve PUD Preliminary Plans or issue permits without regard to the COREA. The owners shall be jointly responsible for amending the COREA in any manner necessary to modify the site, or otherwise securing the joint authorization of the owners, prior to constructing any improvements to the site. The owners shall provide to the City notice and copies of any amendments to the COREA.

6. The Subject Realty shall be developed only in accordance with all ordinances of the City as now in effect and as hereafter amended (except as specifically varied herein), and subject to the terms, conditions and restrictions set forth herein, as follows:

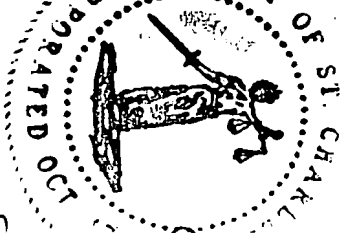
- a. Zoning: The property shall be subject to the requirements of the BR Regional Business Zoning District, as amended, and all other applicable requirements of the St. Charles Zoning Ordinance, as amended, except as specifically varied in the "PUD Standards" attached hereto and incorporated herein as Exhibit "D".
- b. Subdivision: The subject property shall be considered a single PUD zoning lot for the purpose of Zoning Ordinance compliance. The subject property may be subdivided to create separate parcels for the anchor stores or any other freestanding building constructed on the site. Such subdivision shall require the submission of a Final Plat of Subdivision application, pursuant to the procedures and requirements of Title 16 of the St. Charles Municipal Code, for review by the City. At the time of application, the applicant shall demonstrate that all necessary easements (including, but not limited to, access, parking and utilities) have been provided to adequately serve the proposed lot.

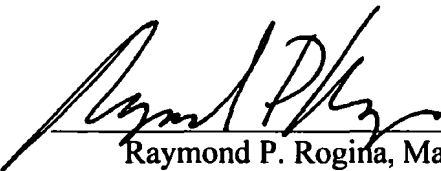
7. That after the adoption and approval hereof, the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 4th day of November 2013.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 4th day of November 2013.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois this 4th day of November 2013.




Raymond P. Rogina, Mayor

Attest:


Nancy Garrison
City Clerk

COUNCIL VOTE:

Ayes: 10
Nays: 0
Absent:
Abstain:

APPROVED AS TO FORM:

City Attorney

DATE: _____

Exhibit "A"

Legal Description (Subject Property)

The subject property is located at 3700, 3740, 3800, 3810, 3840, & 3850 E. Main Street (Illinois Route 64), St. Charles, Illinois, 60174, and is legally described as follows:

THAT PART OF LOT 1, CHARLESTOWNE CENTRE MALL ST. CHARLES, KANE COUNTY, ILLINOIS ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 2017857 AND THAT PART OF THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWESTERLY CORNER OF SAID LOT 1; THENCE EASTERLY ALONG A NORTHERLY LINE OF SAID LOT 1461.93 FEET TO A NORTHEASTERLY CORNER OF SAID LOT; THENCE SOUTHERLY ALONG AN EASTERLY LINE OF SAID LOT 505.23 FEET TO AN ANGLE IN SAID EASTERLY LINE; THENCE EASTERLY ALONG A NORTHERLY LINE OF SAID LOT 1015.80 FEET TO A NORTHEASTERLY CORNER OF SAID LOT; THENCE SOUTHERLY ALONG AN EASTERLY LINE OF SAID LOT 357.09 FEET TO A POINT THAT IS 110.0 FEET NORTHERLY OF THE NORTH LINE OF LOT 1, ILLINOIS ROUTE 64 - SMITH ROAD SUBDIVISION, ST CHARLES, KANE COUNTY, ILLINOIS (MEASURED ALONG SAID EASTERLY LINE EXTENDED); THENCE EASTERLY AT RIGHT ANGLES TO THE EAST LINE OF SAID NORTHEAST QUARTER 78.35 FEET TO THE WESTERLY LINE OF SMITH ROAD AS ESTABLISHED BY DOCUMENT 90K59922; THENCE SOUTHERLY ALONG SAID WESTERLY LINE, BEING A CURVE TO THE LEFT HAVING A RADIUS OF 995.0 FEET, 110.91 FEET TO THE NORTHEAST CORNER OF LOT 1 IN SAID ILLINOIS ROUTE 64-SMITH ROAD SUBDIVISION; THENCE WESTERLY ALONG A NORTH LINE OF SAID SUBDIVISION 197.34 FEET TO A NORTHWEST CORNER THEREOF; THENCE SOUTHERLY ALONG A WEST LINE OF SAID SUBDIVISION 293.27 FEET TO AN ANGLE IN SAID WEST LINE; THENCE WESTERLY ALONG A NORTH LINE OF SAID SUBDIVISION 148.48 FEET TO A NORTHWEST CORNER THEREOF; THENCE SOUTHERLY ALONG A WEST LINE OF SAID SUBDIVISION 242.05 FEET TO THE SOUTHWEST CORNER OF LOT 2 IN SAID SUBDIVISION; THENCE WESTERLY ALONG THE NORTH LINE OF ILLINOIS STATE ROUTE NO. 64 AND THE SOUTH LINE OF LOT 1 IN SAID CHARLESTOWNE CENTER MALL 2463.67 FEET TO THE SOUTHWEST CORNER OF LOT 1 IN SAID CHARLESTOWNE CENTRE MALL; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID CHARLESTOWNE CENTRE MALL 1816.74 FEET TO THE POINT OF BEGINNING (INCLUDING LOT 1 OF CHARWIL'S FIRST RESUBDIVISION OF PART OF LOT 1 CHARLESTOWNE CENTRE MALL, IN THE CITY OF ST. CHARLES, KANE COUNTY ILLINOIS, ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 93K15081); (ALSO INCLUDING LOT 1 CHARWIL'S THIRD RESUBDIVISION OF CHARLESTOWNE MALL, ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 2001K007611); (EXCEPT LOT 1 OF CHARWIL'S SECOND RESUBDIVISION OF CHARLESTOWNE CENTRE MALL, ST. CHARLES, KANE COUNTY, ILLINOIS ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 94K067871); AND (EXCEPT THAT PART OF LOT 1, CHARLESTOWNE CENTRE MALL, BEING PART OF THE NORTHEAST 1/4 OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 201857, BOUNDED AND DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 2 IN ILLINOIS ROUTE 64-SMITH ROAD SUBDIVISION, BEING A SUBDIVISION OF THAT PART OF THE NORTHEAST 1/4 OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 11, 1991, AS DOCUMENT 91K55800, THENCE NORTHWESTERLY 698.41 FEET ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 20162.06

FEET (CHORD BEARS NORTH 89 DEGREES 22 MINUTES 06 SECONDS WEST, 698.38 FEET), SAID CURVE BEING THE NORTH RIGHT OF WAY LINE OF ILLINOIS ROUTE 64 (NORTH AVENUE) PER DOCUMENT NO. 92K04278, THENCE NORTH 88 DEGREES 22 MINUTES 33 SECONDS WEST ALONG SAID NORTH RIGHT OF WAY LINE OF ILLINOIS ROUTE 64, FOR A DISTANCE OF 301.20 FEET; THENCE NORTH 01 DEGREES 37 MINUTES 27 SECONDS EAST, 9.00 FEET; THENCE SOUTH 88 DEGREES 22 MINUTES 33 SECONDS EAST, 301.20 FEET; THENCE SOUTHEASTERLY 49.72 FEET ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 20153.06 FT (CHORD BEARS SOUTH 88 DEGREES 26 MINUTES 48 SECONDS EAST, 49.72 FEET); THENCE SOUTH 01 DEGREES 28 MINUTES 58 SECONDS WEST, 3.00 FEET; THENCE SOUTHEASTERLY 294.32 FEET ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 20156.06 FEET, (CHORD BEARS SOUTH 88 DEGREES 56 MINUTES 08 SECONDS EAST, 294.31 FEET. THENCE NORTH 00 DEGREES 38 MINUTES 46 SECONDS EAST, 6.50 FEET; THENCE SOUTHEASTERLY 354.05 FEET ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 20149.56 FEET, (CHORD BEARS SOUTH 89 DEGREES 51 MINUTES 26 SECONDS EAST, 354.04 FEET TO THE POINT ON THE WEST LINE OF SAID LOT 2; THENCE SOUTH 00 DEGREES 06 MINUTES 12 SECONDS EAST ALONG SAID LINE, 12.50 FEET TO THE POINT OF BEGINNING, IN KANE COUNTY, ILLINOIS.

AND (EXCEPT THAT PART OF LOT 1, CHARLESTOWNE CENTRE MALL, BEING PART OF THE NORTHEAST 1/4 OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 201857, DESCRIBED AS FOLLOWS:: COMMENCING AT THE SOUTHWEST CORNER OF LOT 2 IN ILLINOIS ROUTE 64-SMITH ROAD SUBDIVISION, BEING A SUBDIVISION OF THAT PART OF THE NORTHEAST 1/4 OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 11, 1991, AS DOCUMENT 91K55800, THENCE WESTERLY ON THE SOUTH LINE OF SAID LOT 1, AND ON A 20162.06 FOOT RADIUS CURVE CONCAVE TO THE NORTH, 698.41 FEET, THE CHORD OD SAID CURVE BEARS AN ASSUMED BEARING NORTH 89 DEGREES 22 MINUTES 06 SECONDS WEST, 698.38 FEET TO A POINT OF TANGENCY OF SAID CURVE ON SAID SOUTH LINE; THENCE NORTH 88 DEGREES 22 MINUTES 33 SECONDS WEST ON SAID SOUTH LINE, 301.20 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 88 DEGREES 22 MINUTES 33 SECONDS WEST ON SAID SOUTH LINE, A DISTANCE OF 157.62 FEET; THENCE NORTH 01 DEGREES 36 MINUTES 21 SECONDS EAST, 53.15 FEET; THENCE SOUTH 88 DEGREES 23 MINUTES 39 SECONDS EAST, 169.44 FEET; THENCE SOUTH 01 DEGREES 36 MINUTES 21 SECONDS WEST, 44.21 FEET; THENCE NORTH 88 DEGREES 22 MINUTES 33 SECONDS WEST, 11. 82 FEET; THENCE SOUTH 01 DEGREES 37 MINUTES 27 SECONDS WEST, 9.00 TO THE POINT OF BEGINNING IN KANE COUNTY, ILLINOIS.

Exhibit "B"

Findings of Fact

SPECIAL USE FOR PLANNED UNIT DEVELOPMENT

From the St. Charles Zoning Ordinance, Section 17.04.410.D.3:

The Plan Commission shall not favorably recommend, and the City Council shall not approve, a Special Use for a PUD or an amendment to a Special Use for a PUD unless they each make findings of fact based on the application and the evidence presented at the public hearing that the PUD is in the public interest, based on the following criteria:

1. The proposed PUD advances one or more of the purposes of the Planned Unit Development procedure stated in Section 17.04.400.A:

1. To promote a creative approach to site improvements and building design that results in a distinctive, attractive development that has a strong sense of place, yet becomes an integral part of the community.

The mall property is obsolete in design. The property lacks character/uniqueness, has no visual presence from Main Street, and does not have clearly designated front entrances. The PUD Amendment will establish standards to enable a more modern, distinctive development to establish a new sense of place for a facility that is already integral to the community.

2. To create places oriented to the pedestrian that promote physical activity and social interaction, including but not limited to walkable neighborhoods, usable open space and recreational facilities for the enjoyment of all.

The mall property was designed primarily for customers arriving by automobile and has very limited facilities to accommodate pedestrians. The PUD amendment will provide an opportunity for the property to be redeveloped with improved building entrances and pedestrian infrastructure. A continuous pathway system will be established on the site to facilitate pedestrian movement into the site and between buildings. New landscaping and new outlot buildings around the mall will help reduce the scale of the parking lot.

3. To encourage a harmonious mix of land uses and a variety of housing types and prices.

Not applicable.

4. To preserve native vegetation, topographic and geological features, and environmentally sensitive areas.

Not applicable.

5. To promote the economical development and efficient use of land, utilities, street improvements, drainage facilities, structures and other facilities.

The PUD amendment will facilitate the redevelopment of an underutilized commercial site.

The redevelopment will utilize existing utilities and site improvements to the extent possible.

6. To encourage redevelopment of sites containing obsolete or inappropriate buildings or uses.

The PUD amendment will facilitate the redevelopment of a property that is obsolete in terms of building and site design.

7. To encourage a collaborative process among developers, neighboring property owners and residents, governmental bodies and the community.

The City engaged in a Comprehensive Plan rewriting process from June 2011 to September 2013, with a focus on both the mall property itself and the larger East Gateway commercial area that the mall anchors. The community had an opportunity to provide input and ideas for revitalizing the mall, and those ideas were incorporated into the plan document that was adopted by the City.

The developer used the Comprehensive Plan as reference for developing the concept site plan submitted in support of this application. The developer also has taken steps to engage the community, including hosting a neighborhood meeting at the mall.

2. The proposed PUD and PUD Preliminary Plans conform to the requirements of the underlying zoning district or districts in which the PUD is located and to the applicable Design Review Standards contained in Chapter 17.06, except where:

- A. Conforming to the requirements would inhibit creative design that serves community goals, or
- B. Conforming to the requirements would be impractical and the proposed PUD will provide benefits that outweigh those that would have been realized by conforming to the applicable requirements.

Factors listed in Section 17.04.400.B shall be used to justify the relief from requirements:

1. The PUD will provide community amenities beyond those required by ordinance, such as recreational facilities, public plazas, gardens, public art, pedestrian and transit facilities.
New outdoor public spaces will be created at the reconstructed entrances to the mall.
2. The PUD will preserve open space, natural beauty and critical environmental areas in excess of what is required by ordinance or other regulation.

Not applicable.

3. The PUD will provide superior landscaping, buffering or screening.

The PUD amendment will facilitate an update to the site's landscaping, which is sparse within the site but is heavy and overgrown along the site's Main St. frontage. The Comprehensive Plan has called for a reduction of landscaping along the Main St. frontage. The existing landscaping and buffering along the north property line will be maintained.

4. The buildings within the PUD offer high quality architectural design.

The PUD amendment will facilitate an improved, modernized architectural design for the building, including better screening of existing loading docks, incorporating complementary architecture in the reconstructed portions of the building, and establishing new, prominent front entrances with pedestrian-oriented streetscaping.

5. The PUD provides for energy efficient building and site design.

Not applicable.

6. The PUD provides for the use of innovative stormwater management techniques.
The proposed site improvements will include naturalizing the existing stormwater detention basins and introducing bioswales and rain gardens into some parking lot islands.
 7. The PUD provides accessible dwelling units in numbers or with features beyond what is required by the Americans with Disabilities Act (ADA) or other applicable codes.
Not applicable.
 8. The PUD provides affordable dwelling units in conformance with, or in excess of, City policies and ordinances.
Not applicable.
 9. The PUD preserves historic buildings, sites or neighborhoods.
Not applicable.
3. The proposed PUD conforms with the standards applicable to Special Uses (section 17.04.330.C.2):

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

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

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

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

The PUD will remain primarily an enclosed retail shopping mall that will continue to serve the public with a shopping location.

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

The proposed redevelopment will utilize existing infrastructure, which was installed based upon a development of similar land use and intensity. A Traffic Memorandum prepared by HLR demonstrates that the proposed redevelopment will generate a comparable volume of traffic compared to the mall as approved by the City in 1995. Additionally, much of the infrastructure around the site has been enhanced in recent years, including Route 64, which has been widened to increase capacity.

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

The proposed redevelopment of the mall site will not constitute a change in land use or an increase in intensity of land use; therefore the amended Special Use will not have a new a negative effect on nearby property. Existing buffering of the site from residential properties to the north will be maintained.

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

The mall site serves as an anchor for the East Gateway business district and the mall's existing condition has been a detriment to the viability of businesses in the area. The proposed redevelopment to modernize the mall site will encourage new investment in underutilized and undeveloped sites around the mall.

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

The proposed redevelopment of the mall site will not constitute a change in land use or an increase in intensity of land use; therefore the amended Special Use will not have a new a negative effect on the general welfare.

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

The proposed redevelopment will comply with all code requirements, except for PUD deviations identified in the PUD Development Standards document.

4. The proposed PUD will be beneficial to the physical development, diversity, tax base and economic well-being of the City.

The mall site serves as an anchor for the East Gateway business district and the mall's existing condition has been a detriment to the viability of businesses in the area. The proposed redevelopment to modernize the mall site will encourage new investment in underutilized and undeveloped sites around the mall.

Redevelopment and modernization of the mall is strategically important for the City as the East Gateway business district contributes significantly to the City's tax base and economic well-being.

The concept plan being presented in support of the PUD amendment proposes substantial changes to the mall property that will be beneficial to the physical development of the East Gateway business district.

5. The proposed PUD conforms to the purposes and intent of the Comprehensive Plan.

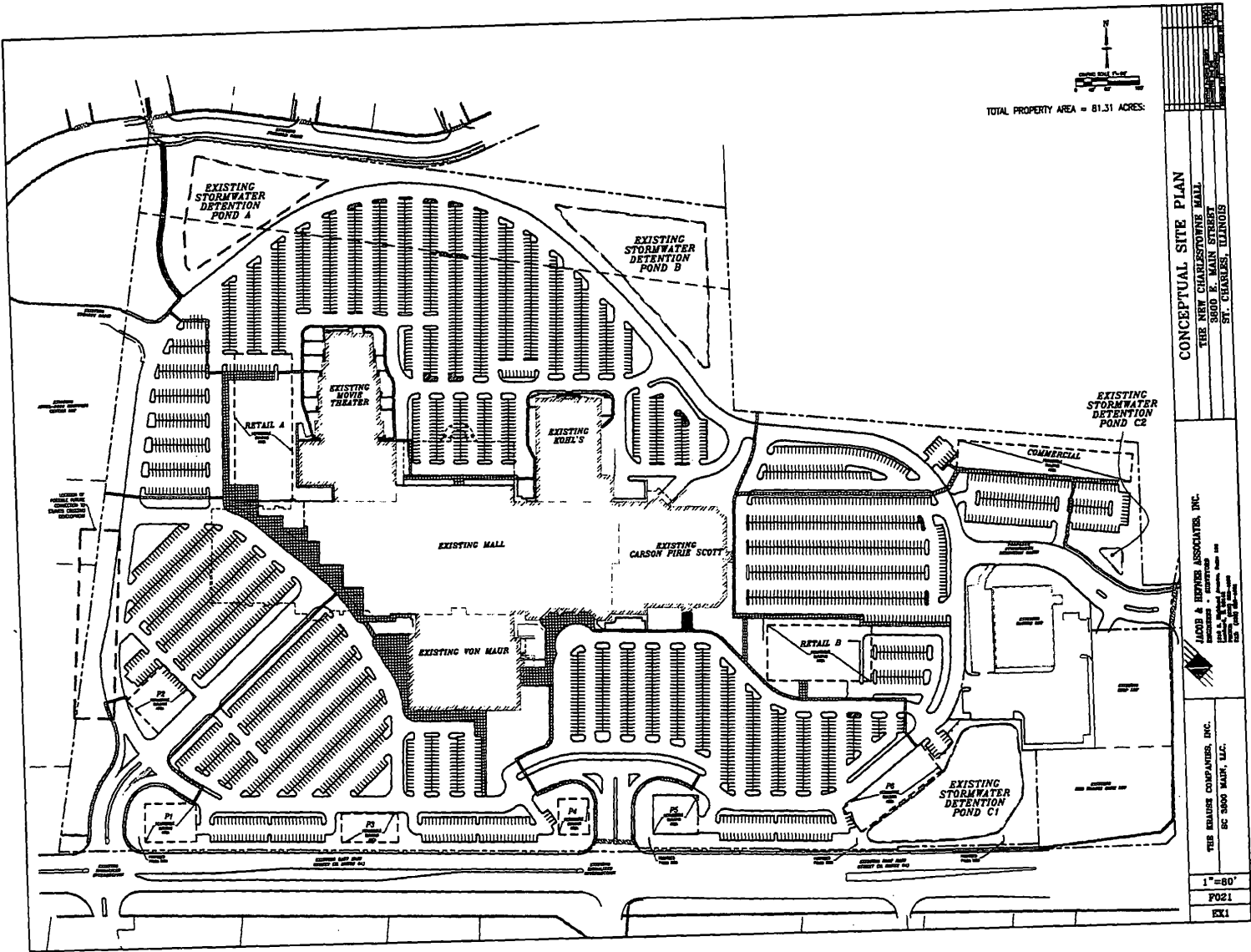
The PUD amendment will facilitate site improvements that further the goals of the Comprehensive Plan.

The City recently adopted a new Comprehensive Plan that addresses the Charlestowne Mall site in detail. The site is discussed in the East Gateway Subarea Plan located in Chapter 8 of the document. The East Gateway area was subject to considerable discussion during the comprehensive planning process, including a visioning workshop designed specifically to gather input on how the mall site could be redeveloped. Feedback from that workshop was used to draft the Charlestowne Mall Framework Plan (p. 105) and Repositioning Alternatives (p. 106). The plans presented in support of the PUD amendment request incorporate some of those recommendations including: the introduction of outlot buildings around the mall property, the demolition and reconfiguration of vacant portions of the mall building, and façade improvements to the mall building.

Additionally, the East Gateway Improvement Plan (p. 103) identifies other potential improvements that have been incorporated into the concept site plans for the mall property, including: a landscaping reduction along Main St.; better pedestrian connections to commercial sites; and cross access between commercial sites.

Exhibit "C"

Concept Site Plan



TOTAL PROPERTY AREA = 81.31 ACRES



CONCEPTUAL SITE PLAN
 THE NEW CHARLESTOWN MALL
 3000 E. MAIN STREET
 ST. CHARLES, ILLINOIS

JACOB A. REYNOLDS ASSOCIATES, INC.
 ARCHITECTS & PLANNERS
 100 N. W. 10th Street, Suite 100
 Ft. Lauderdale, FL 33304
 TEL: 305-463-1100
 FAX: 305-463-1101

THE REAUSER COMPANY, INC.
 3000 MAIN, LLC

1"=80'
 F021
 EK1

Exhibit “D”

PUD Standards

Permitted and Special Uses	
	Per Table 17.14-1 of the Zoning Ordinance (BR Regional Business District), except that 3 Drive-Through Facilities shall be Permitted Uses.
Minimum Setbacks from Perimeter Property Lines	
<ul style="list-style-type: none"> • Front/Rt.64 & Smith Rd. 	Parking: 20 ft. for parking stalls; 15 ft. for circulation drives associated with drive-through uses. Buildings: 20 ft.
<ul style="list-style-type: none"> • Rear/abutting Charlemagne Subdivision 	Parking: Existing location per approved PUD Preliminary Plans. Buildings: 200 ft. to Charlemagne Subdivision property line
<ul style="list-style-type: none"> • Sides/other property lines 	Buildings: 15 ft. Parking: 0 ft.
Maximum Building Size	
Maximum Building Height	Mall Building: Roofline max. elevation: 829 ft. above sea level (existing mall skylight ridge) Parapets max. elevation: 846 ft. above sea level (existing mall skylight peak) Feature elements max. elevation: 854 ft. above sea level All other buildings: Building height shall not exceed 50 ft. from the average finished ground level measured 10 ft. out from exterior walls.
Maximum Floor Area	1,200,000 square feet of Gross Floor Area (GFA) 925,000 square feet of Gross Leasable Area (GLA)
Minimum Parking Requirement	
Number of parking stalls required	4 spaces per 1,000 square feet of GLA, calculated over all buildings on the site (excluding internal hallways, corridors and courts in the mall building). Parking located outside of the ring road for outlot buildings shall be provided at 4 spaces per 1,000 square feet of GLA. Where outlot buildings share a parking lot, a parking reduction for shared parking may be requested in accordance with the procedures in the Zoning Ordinance.
Signs	
Freestanding/ Identification Signs	3 Shopping Center signs (To display shopping center name, anchor store business names, Retail A & B business names) Area: 225 sf Height: 30 ft. 1 cinema readerboard sign, Area: 150 sf. Height: 15 ft.

	<p>Outlot buildings (P1 to P6): 1 monument sign per building Area: 50 sf. Height: 8 ft.</p> <p>Existing off-site sign for 3880 E. Main St./ Lot 1of Charwil's Second Resubdivision/ Saver's store, may remain per approved PUD Preliminary Plans.</p>
Wall Signs	<p>Anchor stores: 1 per side.</p> <p>Retail A & B: 1 per business per side.</p> <p>Outlots: 1 per side.</p> <p>Anchor buildings located at the rear of the mall building (Cinema and Kohl's): Wall sign permitted on south mall elevation; cinema sign may be a marquee extending above the parapet/roofline.</p> <p>For other stores/restaurants in the mall building with exterior frontage/storefronts, 1 per business.</p>
Directional Signs	<p>2 at each access point into the site.</p> <p>At each intersections of an entrance drive and the ring road, 1 per leg of the intersection.</p> <p>Signs may contain mall name/logo and business name/logo of Anchors, Retail A or B, or Outlots.</p>
Landscaping Standards	
<ul style="list-style-type: none"> • Overall % of landscaped area 	Per Ordinance requirements: 20% landscape area over entire site.
<ul style="list-style-type: none"> • Bufferyards 	Existing setback and landscaping along Charlemagne Subdivision to be maintained in conformance with the approved PUD Preliminary Plan.
<ul style="list-style-type: none"> • Building foundation 	Building foundation areas to be landscaped, but flexibility is granted to provide a comparable alternative design, including a "streetscape" design along walkways (trees in grates and/or planter islands etc.) or providing landscaping on the opposite side of a drive-through lane.
<ul style="list-style-type: none"> • Public Street frontage 	Per Ordinance requirements along Main St. frontage; flexibility to provide lower plantings in lieu of some trees.
<ul style="list-style-type: none"> • Parking Lot Screening 	Per Ordinance requirements: 30" screening of 50% of the parking lot frontage.
<ul style="list-style-type: none"> • Interior Parking Lot 	<p>No percentage requirement.</p> <p>All rows shall end with landscape islands, except where truck circulation is impeded. All islands shall be planted with shade trees and/or low shrubs/ groundcover.</p>

Building Design and Material Requirements	
Building Design & material requirements	<p>Per Ordinance requirements contained in Section 17.06.030, and:</p> <ul style="list-style-type: none"> • EIFS may exceed 10% per façade, but shall not be used on the lower 10 ft. of any building. EIFS will generally be used for accent features and not as a primary façade material. • Screening of existing loading docks shall be improved to the extent possible, but full screening shall not be required. • Exterior Design elements of the reconstructed and new portions of the project, though varied, shall be complementary with the existing anchor buildings.
Access Locations	
	Existing access points shown on the Concept Site Plan, plus future cross access to west (Stuart's Crossing) and east (Oliver Hoffmann) shall be permitted.
Subdivision Standards	
Number & Configuration of Lots	PUD shall be considered a single zoning lot, regardless of subdivision. Subdivision shall be permitted for any anchor stores, Retail A or B, and any outlot buildings, provided easements as determined essential by the City are provided.
Minimum Lot Width	None
Minimum Lot Area	None

State of Illinois)
)
) ss.
Counties of Kane and DuPage)

Certificate

I, NANCY GARRISON, certify that I am the duly elected and acting Municipal City Clerk of the City of St. Charles, Kane and DuPage Counties, Illinois.

I further certify that on November 4, 2013, the Corporate Authorities of such municipality passed and approved Ordinance No. 2013-Z-19, entitled

"An Ordinance Amending a Special Use for Planned
Unit Development (Charlestowne Mall PUD – 3800 E.
Main St.),"

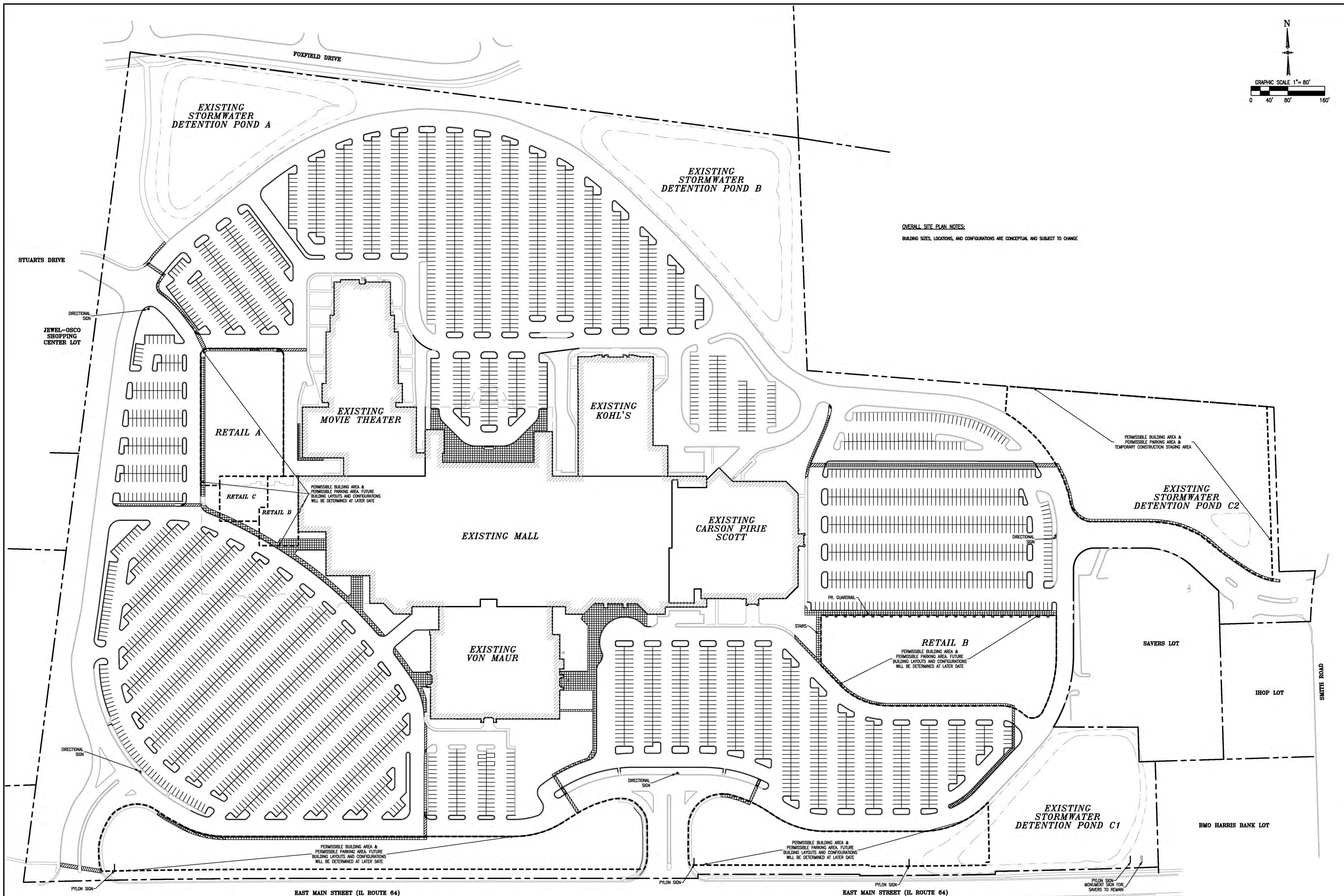
which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 2013-Z-19, including the Ordinance and a cover sheet thereof was prepared, and a copy of such Ordinance was posted in the municipal building, commencing on November 8, 2013, and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the municipal clerk.

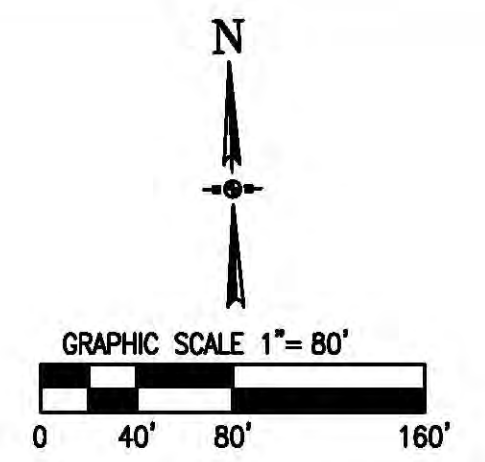
DATED at St. Charles, Illinois, this 4th day of November 2013.



Nancy Garrison
Municipal Clerk



OVERALL SITE PLAN NOTES:
 BUILDING SIZES, LOCATIONS, AND CONFIGURATIONS ARE CONCEPTUAL AND SUBJECT TO CHANGE.



DATE	9/14/14
ASSIGNED BY	UNASSIGNED
CHECKED BY	UNASSIGNED
DESIGNED BY	UNASSIGNED
DATE	9/15/14
ASSIGNED BY	UNASSIGNED
CHECKED BY	UNASSIGNED
DESIGNED BY	UNASSIGNED

PRELIMINARY SITE PLAN
 THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

JACOB & HEFNER
 ASSOCIATES
 1910 S. Highland Avenue, Suite 100, Lombard, IL 60148
 PHONE: (630) 652-4600, FAX: (630) 652-4601
 www.jacobandhefner.com

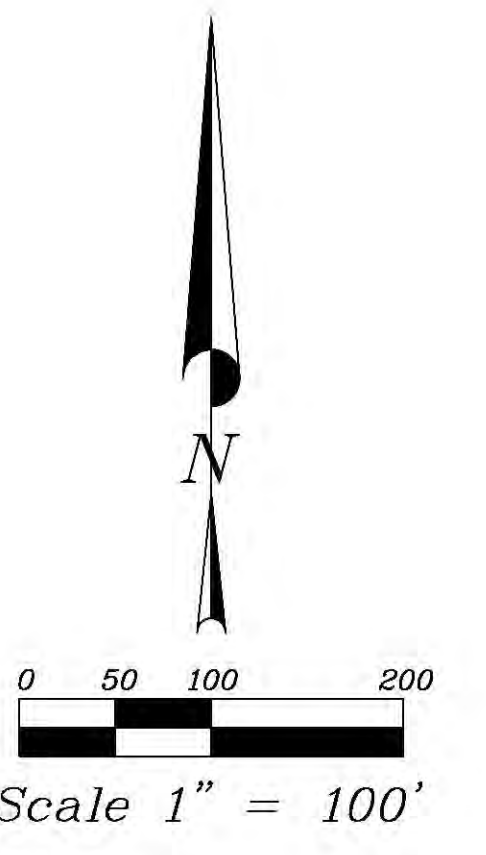


SC 3800 MAIN, LLC.

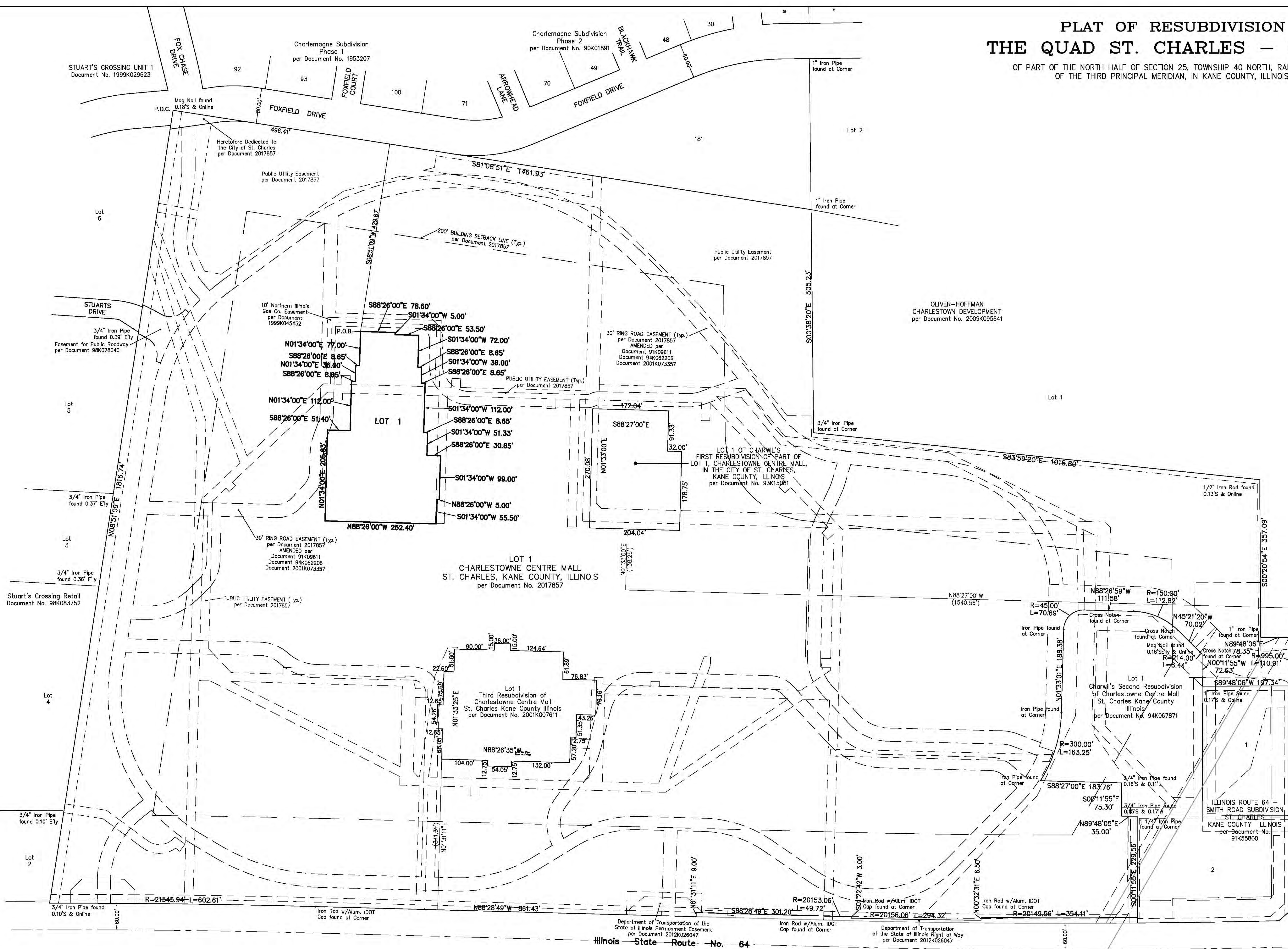
1"=80'
 F021
 EX1

PLAT OF RESUBDIVISION THE QUAD ST. CHARLES — UNIT 1

OF PART OF THE NORTH HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST
OF THE THIRD PRINCIPAL MERIDIAN, IN KANE COUNTY, ILLINOIS.



BASIS OF BEARINGS:
NAD 83, ILLINOIS STATE PLANE, EAST ZONE (1201)



Charter One Center
Unit One
per Document No.
R2003-291521

Stuart's Crossing Retail
Document No. 98K083752

3/4" Iron Pipe found
0.10'S & Online

3/4" Iron Pipe found
0.10'S & Online

3/4" Iron Pipe found
0.10'S & Online

3/4" Iron Pipe found
0.10'S & Online

3/4" Iron Pipe found
0.10'S & Online

3/4" Iron Pipe found
0.10'S & Online

JACOB & HEFNER
ASSOCIATES
1910 S. Highland Avenue, Suite 100, Lombard, IL 60148
PHONE: (630) 652-4600, FAX: (630) 652-4601
www.jacobandhefner.com
Illinois Professional Design Firm
License No. 184-003073 Exp. 4/30/15

Department of Transportation of the
State of Illinois Permanent Easement
per Document 2012K028047
Illinois State Route No. 64

SURVEY NO.:	F021
ORDERED BY:	THE KRAUSZ COMPANIES
DESCRIPTION:	PLAT OF RESUBDIVISION
DATE PREPARED:	FEBRUARY 25, 2014
SCALE	1" = 100'
DRAWN BY	CM

**PLAT OF RESUBDIVISION
THE QUAD ST. CHARLES - UNIT 1**

OF PART OF THE NORTH HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST
OF THE THIRD PRINCIPAL MERIDIAN, IN KANE COUNTY, ILLINOIS.

CERTIFICATE OF OWNER AND NOTARY

STATE OF _____)
) SS
COUNTY OF _____)

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF THE PROPERTY DESCRIBED IN THE ANNEXED PLAT, HAS CAUSED THE SAME TO BE PLATTED AS INDICATED HEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.
TO THE BEST OF THE OWNER'S KNOWLEDGE THE SCHOOL DISTRICT IN WHICH THE TRACT OF LAND LIES, IS IN THE FOLLOWING DISTRICT: ST. CHARLES COMMUNITY UNIT SCHOOL DISTRICT 303.

DATED AT _____
THIS ____ DAY OF _____, A.D., 201__

STATE OF _____)
) SS
COUNTY OF _____)

I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY KNOWN TO ME TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING OWNER'S CERTIFICATE, AS SUCH OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE OR SHE SIGNED AND DELIVERED THE SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT, FOR THE USES AND PURPOSES THEREIN SET FORTH.

DATED THIS ____ DAY OF _____, A.D., 201__

(NOTARY PUBLIC)

(PRINTED SIGNATURE)
MY COMMISSION EXPIRES: _____
MY COUNTY OF RESIDENCE: _____

PLAN COMMISSION CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

APPROVED THIS ____ DAY OF _____, 201__ A.D.
CITY OF ST. CHARLES PLAN COMMISSION

CHAIRMAN

CITY COUNCIL CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

APPROVED AND ACCEPTED THIS ____ DAY OF _____, A.D. 201__
CITY COUNCIL OF THE CITY OF ST. CHARLES, ILLINOIS,

BY _____
MAYOR

ATTEST _____
CITY CLERK

CERTIFICATE AS TO SPECIAL ASSESSMENTS

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

I DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT, OR UNPAID CURRENT OR FORFEITED SPECIAL ASSESSMENTS OR ANY DEFERRED INSTALLMENTS THEREOF THAT HAVE BEEN APPORTIONED AGAINST THE TRACT OF LAND INCLUDED IN THE PLAT.

DATED AT THE CITY OF ST. CHARLES, THIS ____ DAY OF _____, A.D. 201__

BY _____
COLLECTOR OF SPECIAL ASSESSMENTS

DIRECTOR OF COMMUNITY DEVELOPMENT

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

I, _____ DO HEREBY CLARIFY THAT THE REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED, OR THE REQUIRED GUARANTEE BOND HAS BEEN POSTED FOR THE COMPLETION OF ALL REQUIRED LAND IMPROVEMENTS.

DATED AT THE CITY OF ST. CHARLES,
THIS ____ DAY OF _____, A.D. 201__

DIRECTOR OF COMMUNITY DEVELOPMENT

CERTIFICATE OF COUNTY CLERK

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

I, _____ COUNTY CLERK OF KANE COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT TAXES, NO UNPAID FORFEITED TAXES, NO UNPAID CURRENT GENERAL 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 OF THE COUNTY CLERK AT GENEVA, ILLINOIS,

THIS ____ DAY OF _____ IN THE YEAR 201__ A.D.

BY _____
COUNTY CLERK

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

THIS IS TO CERTIFY THAT I, CARL J. COOK, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003543, HAVE SURVEYED AND RESUBDIVIDED THE FOLLOWING DESCRIBED PROPERTY:

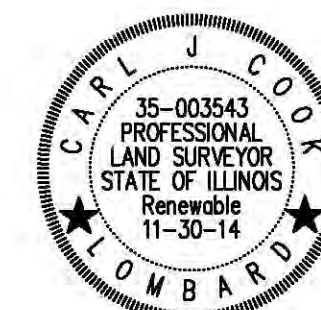
THAT PART OF LOT 1 OF CHARLESTOWNE CENTRE MALL ST. CHARLES, KANE COUNTY, ILLINOIS, BEING A SUBDIVISION OF PART OF THE NORTH HALF OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 2017857, DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWESTERLY CORNER OF SAID LOT 1: THENCE SOUTH 81 DEGREES 08 MINUTES 51 SECONDS EAST ALONG THE MOST NORTHERLY LINE OF SAID LOT 1, A DISTANCE OF 496.41 FEET; THENCE SOUTH 08 DEGREES 51 MINUTES 09 SECONDS WEST, A DISTANCE OF 429.67 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 78.60 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 00 SECONDS WEST, A DISTANCE OF 5.00 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 53.50 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 00 SECONDS WEST, A DISTANCE OF 72.00 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 8.65 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 00 SECONDS WEST, A DISTANCE OF 36.00 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 8.65 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 00 SECONDS WEST, A DISTANCE OF 112.00 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 8.65 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 00 SECONDS WEST, A DISTANCE OF 51.33 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 30.65 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 00 SECONDS WEST, A DISTANCE OF 99.00 FEET; THENCE NORTH 88 DEGREES 26 MINUTES 00 SECONDS WEST, A DISTANCE OF 5.00 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 00 SECONDS WEST, A DISTANCE OF 58.50 FEET; THENCE NORTH 88 DEGREES 26 MINUTES 00 SECONDS WEST, A DISTANCE OF 252.40 FEET; THENCE NORTH 01 DEGREES 34 MINUTES 00 SECONDS EAST, A DISTANCE OF 205.83 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 51.40 FEET; THENCE NORTH 01 DEGREES 34 MINUTES 00 SECONDS EAST, A DISTANCE OF 112.00 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 8.65 FEET; THENCE NORTH 01 DEGREES 34 MINUTES 00 SECONDS EAST, A DISTANCE OF 36.00 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 00 SECONDS EAST, A DISTANCE OF 8.65 FEET; THENCE NORTH 01 DEGREES 34 MINUTES 00 SECONDS EAST, A DISTANCE OF 77.00 FEET TO SAID POINT OF BEGINNING.

DIVIDING THE SAME INTO LOTS AS SHOWN BY THE ANNEXED PLAT WHICH IS A CORRECT REPRESENTATION OF SAID SURVEY AND RESUBDIVISION. ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

ACCORDING TO A SCALED INTERPRETATION OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP INDEX HAVING A MAP NUMBER OF 17089C0200 FOR KANE COUNTY, ILLINOIS AND INCORPORATED AREAS, THE SUBJECT TRACT FALLS WITHIN PANEL NUMBER 17089C0270H, ACCORDING TO THIS MAP INDEX SHEET WHICH HAS A MAP REVISION DATE OF AUGUST 3, 2009, PANEL NUMBER 17089C0270H WAS NOT PRINTED BECAUSE IT CONTAINS NO SPECIAL FLOOD HAZARD AREAS.

GIVEN UNDER MY HAND AND SEAL AT LOMBARD, ILLINOIS,

THIS 26th DAY OF FEBRUARY, 2014.



ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003543
JACOB & HEFNER ASSOCIATES, INC.

SURVEY NO.:	
ORDERED BY:	THE KRAUSZ COMPANIES
DESCRIPTION:	PLAT OF RESUBDIVISION
DATE PREPARED:	FEBRUARY 25, 2014
SCALE	1" = 100'
DRAWN BY	CM

JACOB & HEFNER
ASSOCIATES
1919 S. Highland Avenue, Suite 100, Lombard, IL 60148
PHONE: (630) 652-4600, FAX: (630) 652-4601
www.jacobandhefner.com
Illinois Professional Design Firm
License No. 184-063073 Exp. 4/30/15

PRELIMINARY SITE IMPROVMENT PLANS

FOR

THE QUAD ST. CHARLES

ST. CHARLES, ILLINOIS

SC 3800 MAIN, LLC

F021
THE QUAD ST. CHARLES
2/26/14

LEGEND (JACOB AND HEFNER ASSOCIATES, INC.)

PROPOSED	DESCRIPTION	EXISTING
	STORM SEWER	
	WATER MAIN WITH SIZE	
	SANITARY SEWER	
	RIGHT-OF-WAY	
	CONTOUR	
	SPOT GRADE	
	SANITARY MANHOLE	
	STORM MANHOLE	
	STORM INLET	
	STORM CATCH BASIN	
	FIRE HYDRANT	
	PRESSURE CONNECTION	
	GATE VALVE W/MAULT	
	STREET LIGHT	
	STREET LIGHT W/ARMST	
	OVERFLOW DIRECTION	
	CURB	
	SILT FENCE	
	ROAD SIGN	
	UNDERGROUND ELECTRIC	
	UNDERGROUND GAS	
	UTILITY POLE	
	DEPRESSED CURB FOR RAMP/DRIVEWAY	
	TOP OF FOUNDATION	
	GARAGE FLOOR, AT REAR OF GARAGE	
	TOP OF CURB, DEPRESSED	
	TOP OF RETAINING WALL	
	RM FOR STRUCTURES	
	RISER FOR SANITARY SERVICE	
	HIGH/NORMAL WATER LEVEL	
	TRANSFORMER	
	FENCE LINE	
	GUARD RAIL	
	FORCE MAIN	
	UNDERGROUND TELEPHONE	
	UNDERGROUND ELECTRIC	
	OVERHEAD ELECTRIC	
	GAS LINE	



LOCATION MAP
CHARLESTOWNE MALL
3800 E MAIN ST
ST CHARLES, KANE COUNTY, IL

NOTES:

- EXISTING CONDITIONS, BOUNDRIES AND CONTROL POINTS SHOWN ON THESE PLANS WERE OBTAINED FROM AN ALTA, DATED 7/23/2013, PREPARED BY JOHNSON-WESTERN SURVEYING, L.L.C.
- SOME EXISTING UTILITY AND TOPOGRAPHIC INFORMATION SHOWN ON THESE PLANS WERE OBTAINED FROM KNOWN AVAILABLE INFORMATION INCLUDING HISTORIC SITE DEVELOPMENT UTILITY, GRADING AND DRAINAGE PLANS FOR CHARLESTOWNE MALL, REVISED 8/25/1990, PREPARED BY THE SEAR-BROWN GROUP; RECORD DRAWINGS, REVISED 6/21/1990, PREPARED BY THE SEAR-BROWN GROUP; REGAL THEATER CHARLESTOWNE CENTRE MALL, REVISED 8/13/1998, PREPARED BY THE SEAR-BROWN GROUP; PRECISION GAS, PRINTED 7/24/2013, PROVIDED BY CITY OF ST. CHARLES; CLASSIC CINEMAS CHARLESTOWNE 18 PERMIT SET, REVISED 8/29/2001, PREPARED BY TK ARCHITECTS INC.; LOT 1 OF THE RESUBDIVISION OF CHARLESTOWNE MALL, REVISED 7/08/1993, PREPARED BY THE SEAR-BROWN GROUP; AND KOHL'S STORE CHARLESTOWNE CENTRE MALL, REVISED 5/14/1993, PREPARED BY RSP ARCHITECTS, LTD.

CONTACTS:

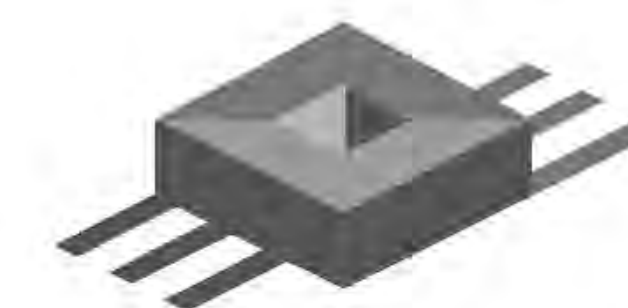
<p>APPLICANT SC 3800 MAIN, LLC CONTACT: DAVID E. PYLE 44 MONTGOMERY ST, SUITE 3300 SAN FRANCISCO, CA 94104 (P) (415) 732-5900 (F) (415) 732-5899</p>	<p>DEVELOPMENT ENGINEERING DIVISION CONTACT: CHRISTOPHER TIEDT, P.E. 2 E. MAIN ST ST. CHARLES, IL 60174 (P) (630) 443-3677 (F) (630) 377-4062</p>
<p>CIVIL ENGINEER JACOB & HEFNER ASSOCIATES, INC. CONTACT: BILL BOHNE, P.E. 1910 S. HIGHLAND AVENUE, SUITE 100 LOMBARD, IL 60148 (P) (630) 652-4600 (F) (630) 652-4601 CITY OF ST. CHARLES</p>	<p>PLANNING DIVISION CONTACT: RUSSELL COLBY 2 E. MAIN ST ST. CHARLES, IL 60174 (P) (630) 782-8925 (F) (630) 377-4062</p>

No.	Description	Date
2	REVISED PER OWNER	2/26/14
1	ISSUED FOR REVIEW	9/19/13
REVISIONS		

DRAWING INDEX

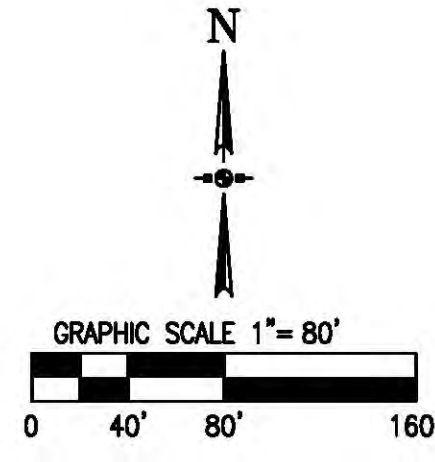
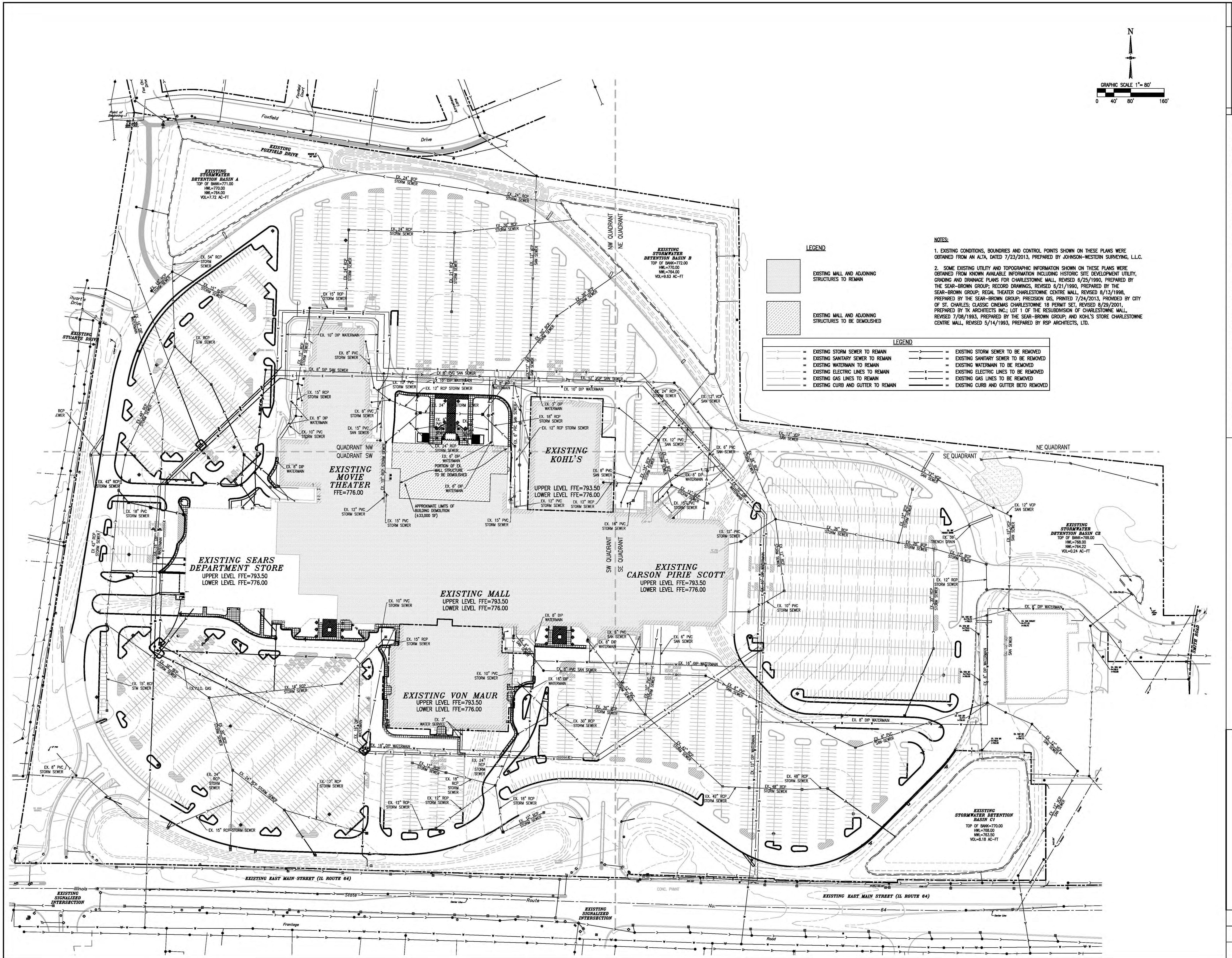
SHEET	TITLE
C1.0	COVER SHEET
C2.0	OVERALL EXISTING CONDITIONS PLAN
C2.1	PAVEMENT DEMOLITION PLAN NE QUADRANT
C2.2	PAVEMENT DEMOLITION PLAN SE QUADRANT
C2.3	PAVEMENT DEMOLITION PLAN SW QUADRANT
C2.4	PAVEMENT DEMOLITION PLAN NW QUADRANT
C2.5	UTILITY DEMOLITION PLAN NE QUADRANT
C2.6	UTILITY DEMOLITION PLAN SE QUADRANT
C2.7	UTILITY DEMOLITION PLAN SW QUADRANT
C2.8	UTILITY DEMOLITION PLAN NW QUADRANT
C3.0	OVERALL PROPOSED SITE PLAN
C3.1	PROPOSED PAVING PLAN NE QUADRANT
C3.2	PROPOSED PAVING PLAN SE QUADRANT
C3.3	PROPOSED PAVING PLAN SW QUADRANT
C3.4	PROPOSED PAVING PLAN NW QUADRANT
C4.0	OVERALL GRADING PLAN
C4.1	GRADING PLAN NE QUADRANT
C4.2	GRADING PLAN SE QUADRANT
C4.3	GRADING PLAN SW QUADRANT
C4.4	GRADING PLAN NW QUADRANT
C5.0	OVERALL UTILITY PLAN
C5.1	UTILITY PLAN NE QUADRANT
C5.2	UTILITY PLAN SE QUADRANT
C5.3	UTILITY PLAN SW QUADRANT
C5.4	UTILITY PLAN NW QUADRANT

MUNICIPALITY: ST CHARLES
COUNTY: KANE
TOWNSHIP: 40N
RANGE: 8E
SECTION: 25



JACOB & HEFNER
ASSOCIATES

1910 S. Highland Avenue, Suite 100, Lombard, IL 60148
PHONE: (630) 652-4600, FAX: (630) 652-4601
www.jacobandhefner.com



LEGEND

- EXISTING MALL AND ADJOINING STRUCTURES TO REMAIN
- EXISTING MALL AND ADJOINING STRUCTURES TO BE DEMOLISHED
- EXISTING STORM SEWER TO REMAIN
- EXISTING STORM SEWER TO BE REMOVED
- EXISTING SANITARY SEWER TO REMAIN
- EXISTING SANITARY SEWER TO BE REMOVED
- EXISTING WATERMAIN TO REMAIN
- EXISTING WATERMAIN TO BE REMOVED
- EXISTING ELECTRIC LINES TO REMAIN
- EXISTING ELECTRIC LINES TO BE REMOVED
- EXISTING GAS LINES TO REMAIN
- EXISTING GAS LINES TO BE REMOVED
- EXISTING CURB AND GUTTER TO REMAIN
- EXISTING CURB AND GUTTER BETO REMOVED

NOTES:

1. EXISTING CONDITIONS, BOUNDRIES AND CONTROL POINTS SHOWN ON THESE PLANS WERE OBTAINED FROM AN ALTA, DATED 7/23/2013, PREPARED BY JOHNSON-WESTERN SURVEYING, L.L.C.
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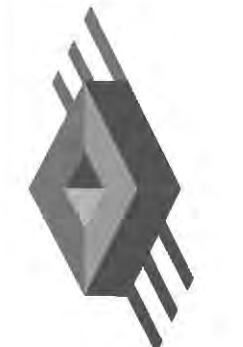
LEGEND

- EXISTING STORM SEWER TO REMAIN
- EXISTING STORM SEWER TO BE REMOVED
- EXISTING SANITARY SEWER TO REMAIN
- EXISTING SANITARY SEWER TO BE REMOVED
- EXISTING WATERMAIN TO REMAIN
- EXISTING WATERMAIN TO BE REMOVED
- EXISTING ELECTRIC LINES TO REMAIN
- EXISTING ELECTRIC LINES TO BE REMOVED
- EXISTING GAS LINES TO REMAIN
- EXISTING GAS LINES TO BE REMOVED
- EXISTING CURB AND GUTTER TO REMAIN
- EXISTING CURB AND GUTTER BETO REMOVED

OVERALL EXISTING CONDITIONS PLAN

THE QUAD ST. CHARLES
3800 E. MAIN STREET
ST. CHARLES, ILLINOIS

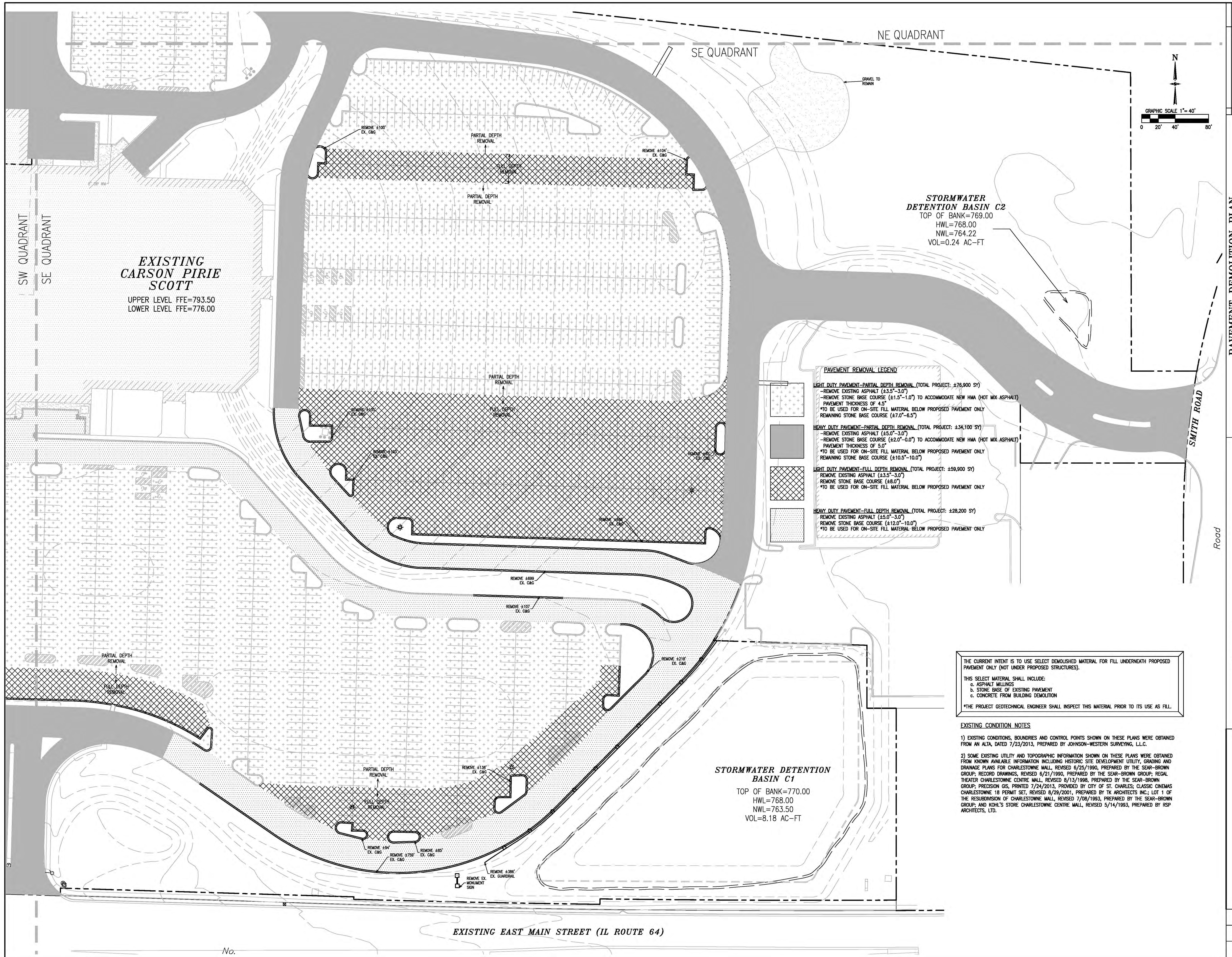
JACOB & HEFNER
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PHONE: (630) 652-4608, FAX: (630) 652-4601
www.jacobandhefner.com



SC 3800 MAIN, L.L.C.

1"=80'
F021
C2.0

NO.	REVISION	DATE
2	REVISED PER OWNER	2/26/14
1	ORIGINAL PLAN DATE	2/26/14
	DESIGNED BY	ASSIGNED BY
	CHECKED BY	



**EXISTING
CARSON PIRIE
SCOTT**
UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

**STORMWATER
DETENTION BASIN C2**
TOP OF BANK=769.00
HWL=768.00
NWL=764.22
VOL=0.24 AC-FT

**STORMWATER DETENTION
BASIN C1**
TOP OF BANK=770.00
HWL=768.00
NWL=763.50
VOL=8.18 AC-FT

PAVEMENT REMOVAL LEGEND

	LIGHT DUTY PAVEMENT-PARTIAL DEPTH REMOVAL (TOTAL PROJECT: ±76,900 SY) -REMOVE EXISTING ASPHALT (±3.5"-3.0") -REMOVE STONE BASE COURSE (±1.5"-1.0") TO ACCOMMODATE NEW HMA (HOT MIX ASPHALT) PAVEMENT THICKNESS OF 4.5" *TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY REMAINING STONE BASE COURSE (±7.0"-6.5")
	HEAVY DUTY PAVEMENT-PARTIAL DEPTH REMOVAL (TOTAL PROJECT: ±34,100 SY) -REMOVE EXISTING ASPHALT (±5.0"-3.0") -REMOVE STONE BASE COURSE (±2.0"-0.0") TO ACCOMMODATE NEW HMA (HOT MIX ASPHALT) PAVEMENT THICKNESS OF 5.0" *TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY REMAINING STONE BASE COURSE (±10.5"-10.0")
	LIGHT DUTY PAVEMENT-FULL DEPTH REMOVAL (TOTAL PROJECT: ±59,900 SY) REMOVE EXISTING ASPHALT (±3.5"-3.0") REMOVE STONE BASE COURSE (±8.0") *TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY
	HEAVY DUTY PAVEMENT-FULL DEPTH REMOVAL (TOTAL PROJECT: ±28,200 SY) REMOVE EXISTING ASPHALT (±5.0"-3.0") REMOVE STONE BASE COURSE (±12.0"-10.0") *TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY

THE CURRENT INTENT IS TO USE SELECT DEMOLISHED MATERIAL FOR FILL UNDERNEATH PROPOSED PAVEMENT ONLY (NOT UNDER PROPOSED STRUCTURES).

THIS SELECT MATERIAL SHALL INCLUDE:

- ASPHALT MILLINGS
- STONE BASE OF EXISTING PAVEMENT
- CONCRETE FROM BUILDING DEMOLITION

*THE PROJECT GEOTECHNICAL ENGINEER SHALL INSPECT THIS MATERIAL PRIOR TO ITS USE AS FILL.

EXISTING CONDITION NOTES

- EXISTING CONDITIONS, BOUNDRIES AND CONTROL POINTS SHOWN ON THESE PLANS WERE OBTAINED FROM AN ALTA, DATED 7/23/2013, PREPARED BY JOHNSON-WESTERN SURVEYING, L.L.C.
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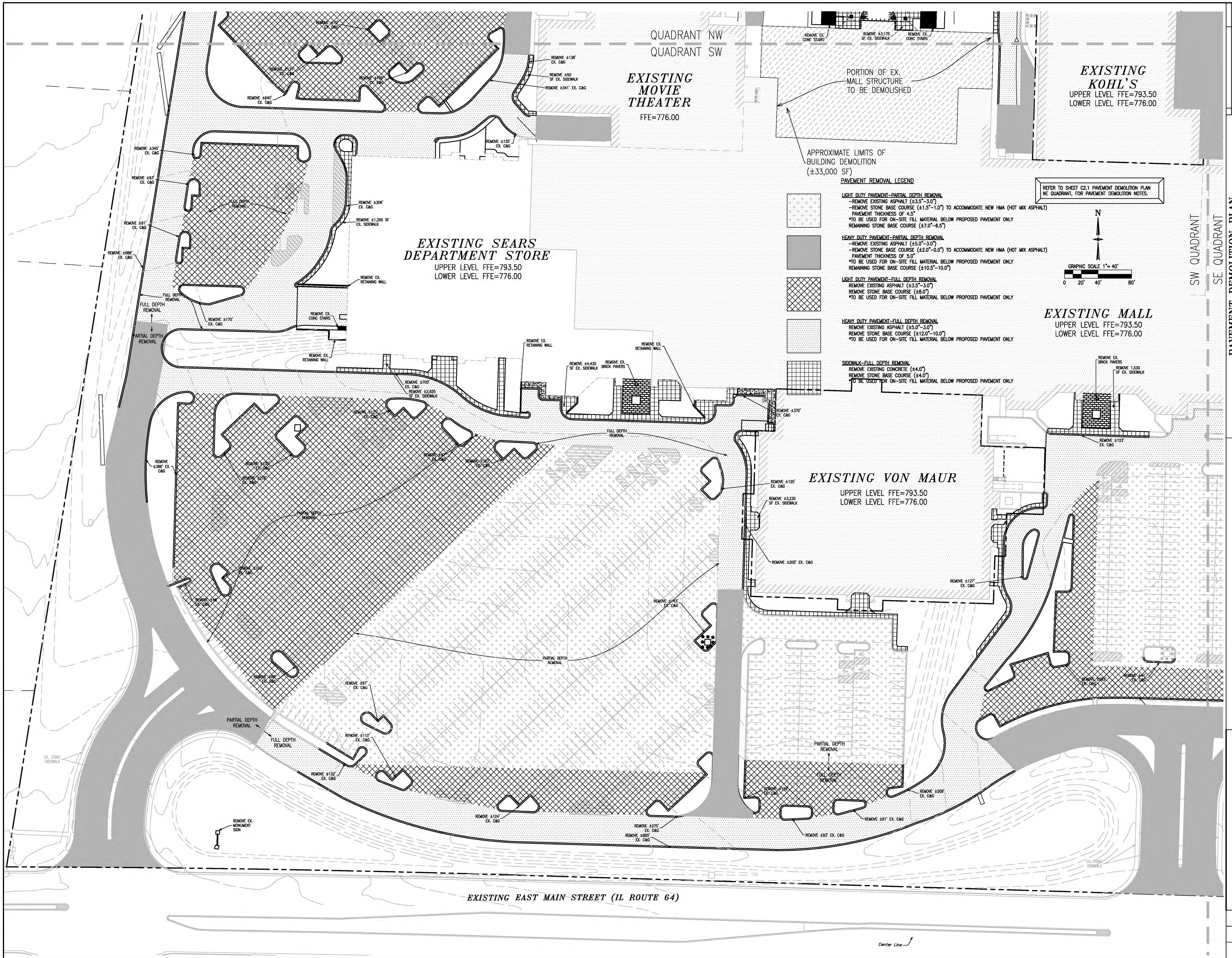
PAVEMENT DEMOLITION PLAN
SE QUADRANT
THE QUAD ST. CHARLES
3800 E. MAIN STREET
ST. CHARLES, ILLINOIS

**JACOB & HEFNER
ASSOCIATES**
1910 S. Highland Avenue, Suite 100, Lombard, IL 60148
PHONE: (630) 652-4608, FAX: (630) 652-4601
www.jacobandhefner.com

SC 3800 MAIN, LLC.

1"=40'
F021
C2.2

DATE	2/26/14
ASSIGNED BY	UNASSIGNED
CHECKED BY	UNASSIGNED
DATE	2/26/14
REVISIONS PER OTHER	0



QUADRANT NW
QUADRANT SW

EXISTING MOVIE THEATER
FFE=776.00

EXISTING KOHL'S
UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

EXISTING SEARS DEPARTMENT STORE
UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

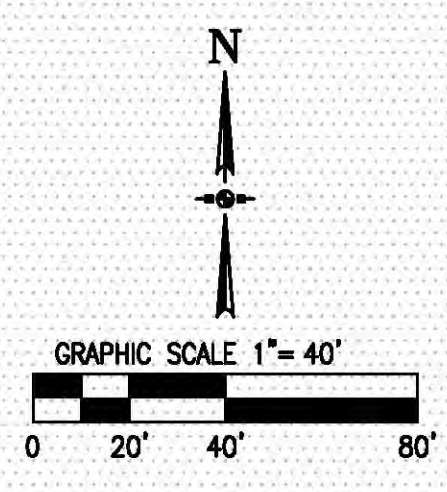
EXISTING VON MAUR
UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

EXISTING MALL
UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

PAVEMENT REMOVAL LEGEND

- LIGHT DUTY PAVEMENT-PARTIAL DEPTH REMOVAL**
-REMOVE EXISTING ASPHALT (+3.5"-3.0")
-REMOVE STONE BASE COURSE (+1.5"-1.0") TO ACCOMMODATE NEW HMA (HOT MIX ASPHALT)
PAVEMENT THICKNESS OF 4.5"
*TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY
REMAINING STONE BASE COURSE (+7.0"-6.5")
- HEAVY DUTY PAVEMENT-PARTIAL DEPTH REMOVAL**
-REMOVE EXISTING ASPHALT (+5.0"-3.0")
-REMOVE STONE BASE COURSE (+2.0"-0.0") TO ACCOMMODATE NEW HMA (HOT MIX ASPHALT)
PAVEMENT THICKNESS OF 5.0"
*TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY
REMAINING STONE BASE COURSE (+10.5"-10.0")
- LIGHT DUTY PAVEMENT-FULL DEPTH REMOVAL**
REMOVE EXISTING ASPHALT (+3.5"-3.0")
REMOVE STONE BASE COURSE (+8.0")
*TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY
- HEAVY DUTY PAVEMENT-FULL DEPTH REMOVAL**
REMOVE EXISTING ASPHALT (+5.0"-3.0")
REMOVE STONE BASE COURSE (+12.0"-10.0")
*TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY
- SIDEWALK-FULL DEPTH REMOVAL**
REMOVE EXISTING CONCRETE (+4.0")
REMOVE STONE BASE COURSE (+4.0")
*TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY

REFER TO SHEET C2.1 PAVEMENT DEMOLITION PLAN NE QUADRANT, FOR PAVEMENT DEMOLITION NOTES.



PAVEMENT DEMOLITION PLAN
SW QUADRANT
THE QUAD ST. CHARLES
3800 E. MAIN STREET
ST. CHARLES, ILLINOIS

JACOB & HEFNER ASSOCIATES
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PHONE: (630) 652-4608, FAX: (630) 652-4601
www.jacobandhefner.com

SC 3800 MAIN, LLC.
1"=40'
F021
C2.3

EXISTING EAST MAIN STREET (IL ROUTE 64)

Center Line

THE CURRENT INTENT IS TO USE SELECT DEMOLISHED MATERIAL FOR FILL UNDERNEATH PROPOSED PAVEMENT ONLY (NOT UNDER PROPOSED STRUCTURES).

THIS SELECT MATERIAL SHALL INCLUDE:

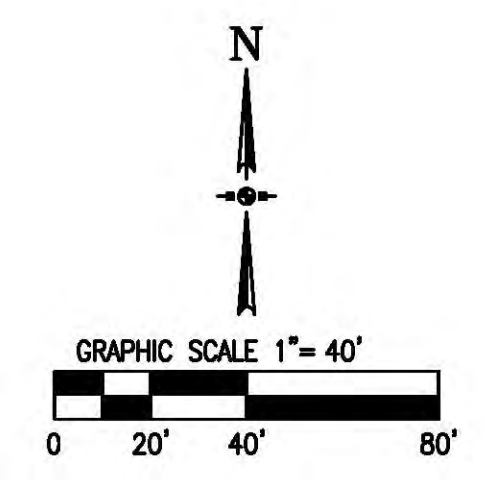
- ASPHALT MILLINGS
- STONE BASE OF EXISTING PAVEMENT
- CONCRETE FROM BUILDING DEMOLITION

*THE PROJECT GEOTECHNICAL ENGINEER SHALL INSPECT THIS MATERIAL PRIOR TO ITS USE AS FILL.

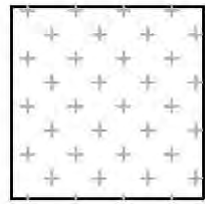

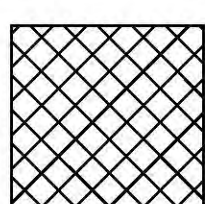
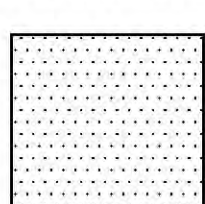
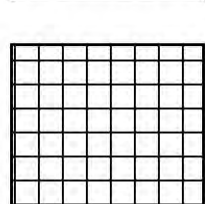
EXISTING CONDITION NOTES

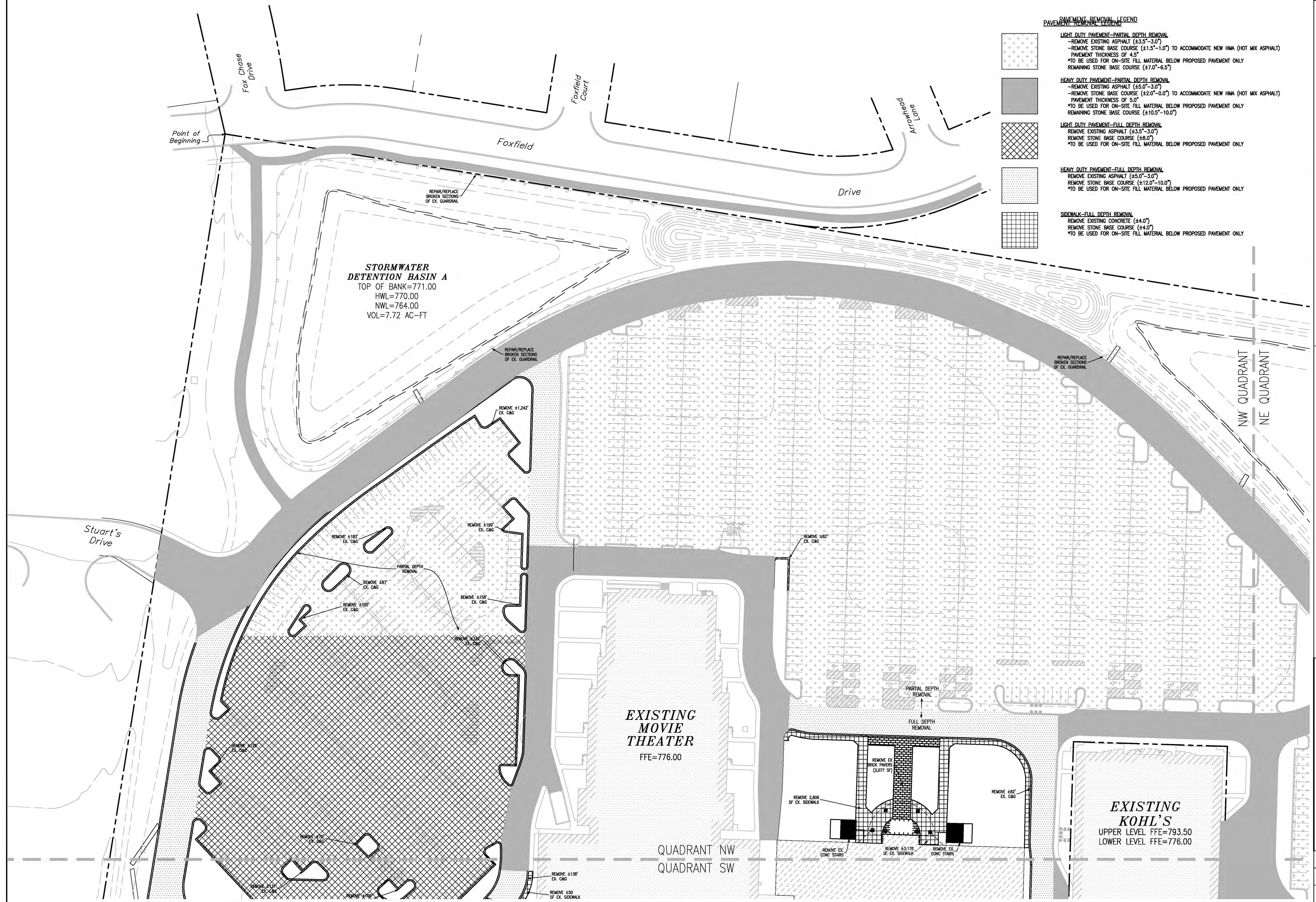
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PAVEMENT REMOVAL LEGEND

-  **LIGHT DUTY PAVEMENT-PARTIAL DEPTH REMOVAL**
 -REMOVE EXISTING ASPHALT (+3.5'-3.0')
 -REMOVE STONE BASE COURSE (+1.5'-1.0') TO ACCOMMODATE NEW HMA (HOT MIX ASPHALT)
 PAVEMENT THICKNESS OF 4.5"
 *TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY
 REMAINING STONE BASE COURSE (+7.0'-6.5')
-  **HEAVY DUTY PAVEMENT-PARTIAL DEPTH REMOVAL**
 -REMOVE EXISTING ASPHALT (+5.0'-3.0')
 -REMOVE STONE BASE COURSE (+2.0'-0.0') TO ACCOMMODATE NEW HMA (HOT MIX ASPHALT)
 PAVEMENT THICKNESS OF 5.0"
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-  **LIGHT DUTY PAVEMENT-FULL DEPTH REMOVAL**
 REMOVE EXISTING ASPHALT (+3.5'-3.0')
 REMOVE STONE BASE COURSE (+8.0')
 *TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY
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-  **SIDEWALK-FULL DEPTH REMOVAL**
 REMOVE EXISTING CONCRETE (+4.0')
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 *TO BE USED FOR ON-SITE FILL MATERIAL BELOW PROPOSED PAVEMENT ONLY



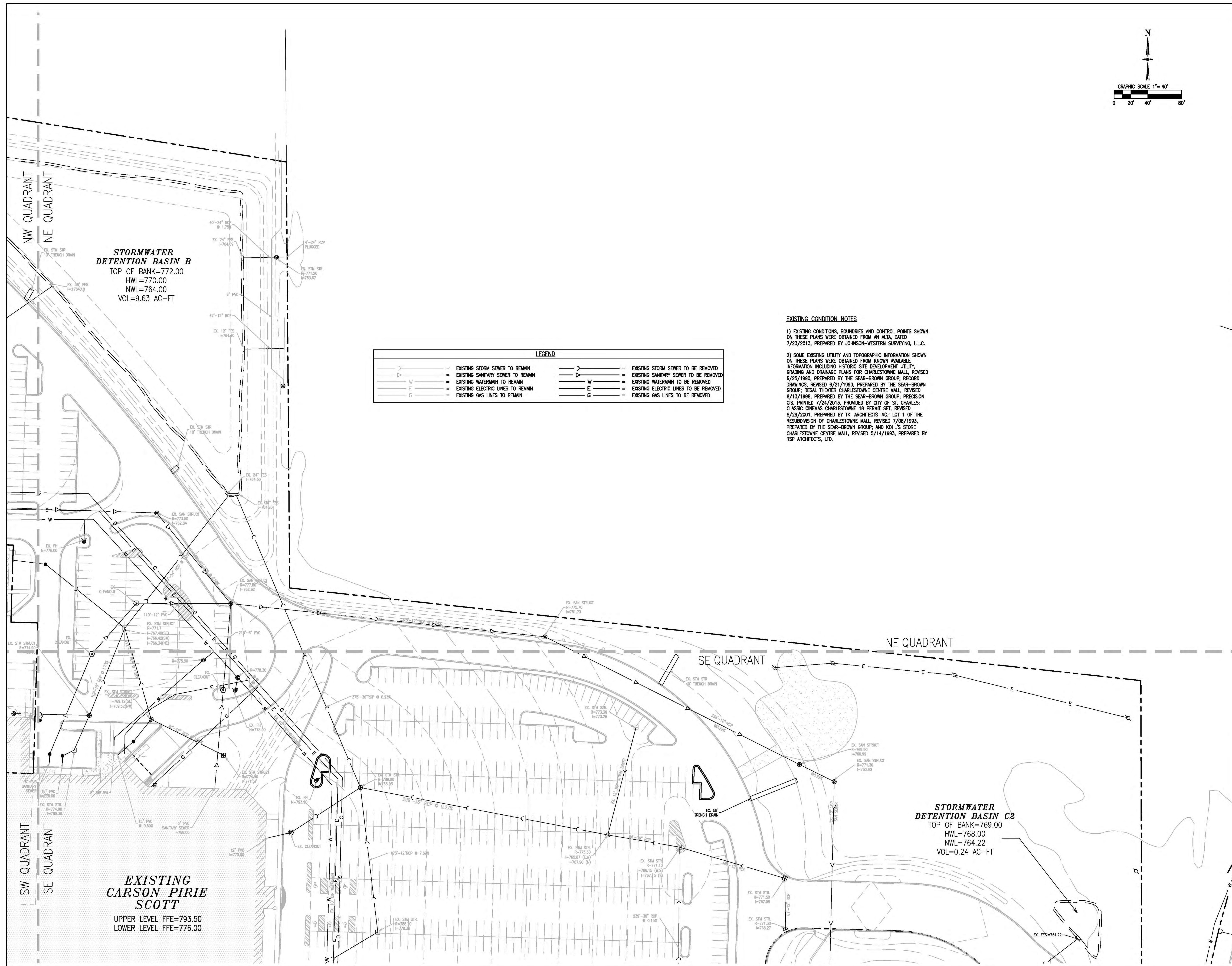
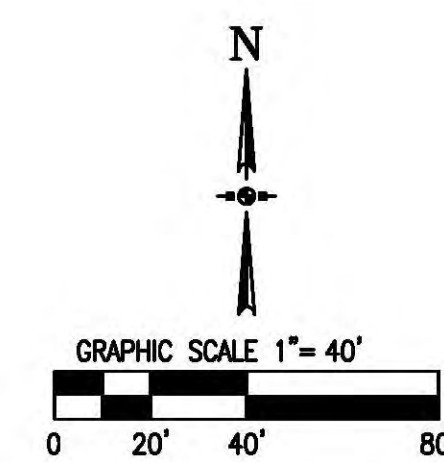
PAVEMENT DEMOLITION PLAN
 NW QUADRANT
 THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

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 ASSOCIATES
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 PHONE: (630) 652-6000, FAX: (630) 652-4001
 www.jacobandhefner.com

SC 3800 MAIN, LLC.

1" = 40'
 F021
 C2.4

DATE	2/26/14
BY	ASSIGNED BY
REVISION	DESCRIPTION
1	ORIGINAL PLAN DATE
2	REVISED PER OTHER
3	DATE
4	DATE
5	DATE
6	DATE
7	DATE
8	DATE
9	DATE
10	DATE



**STORMWATER
DETENTION BASIN B**
TOP OF BANK=772.00
HWL=770.00
NWL=764.00
VOL=9.63 AC-FT

**EXISTING
CARSON PIRIE
SCOTT**
UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

**STORMWATER
DETENTION BASIN C2**
TOP OF BANK=769.00
HWL=768.00
NWL=764.22
VOL=0.24 AC-FT

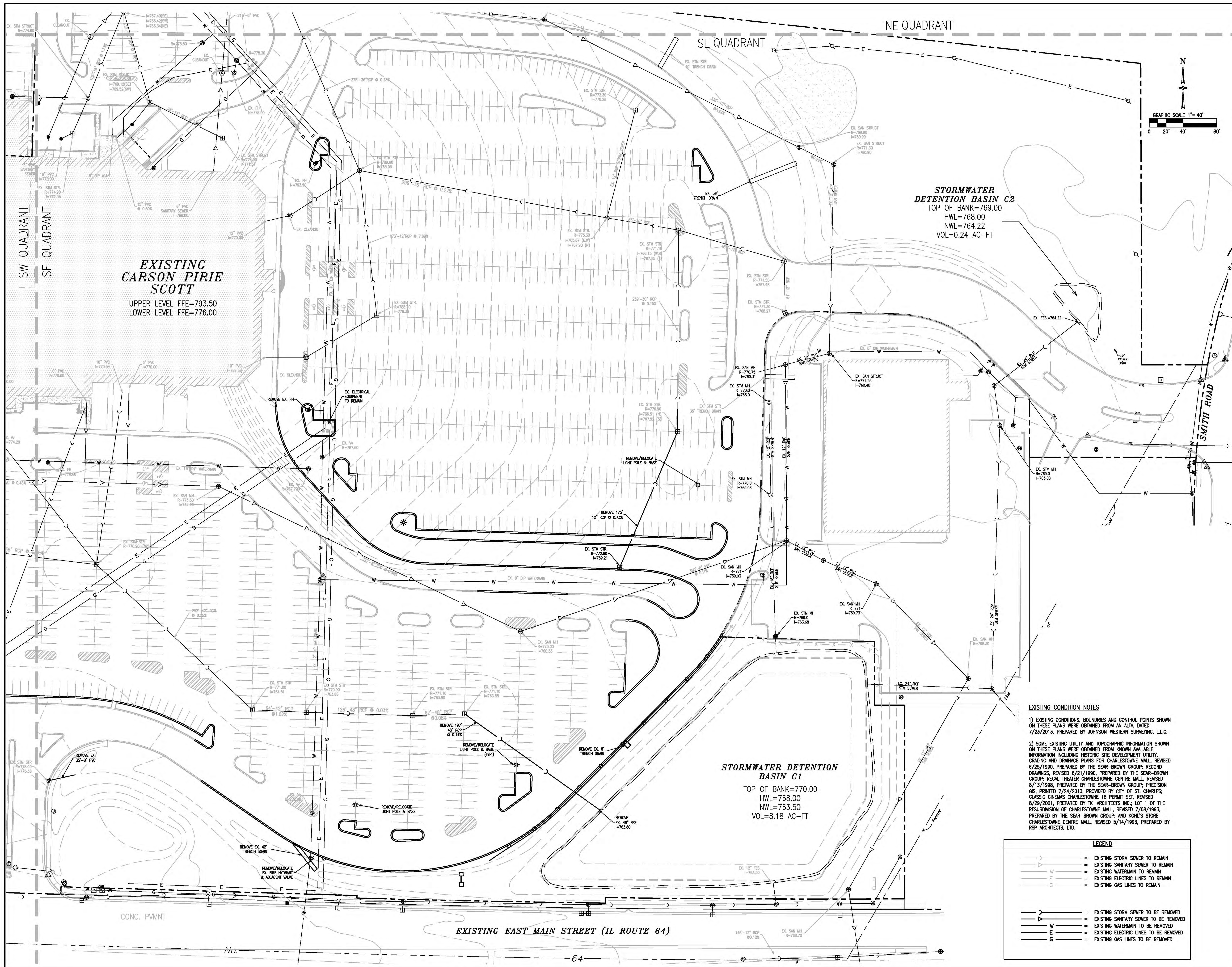
LEGEND	
	= EXISTING STORM SEWER TO REMAIN
	= EXISTING SANITARY SEWER TO REMAIN
	= EXISTING WATERMAIN TO REMAIN
	= EXISTING ELECTRIC LINES TO REMAIN
	= EXISTING GAS LINES TO REMAIN
	= EXISTING STORM SEWER TO BE REMOVED
	= EXISTING SANITARY SEWER TO BE REMOVED
	= EXISTING WATERMAIN TO BE REMOVED
	= EXISTING ELECTRIC LINES TO BE REMOVED
	= EXISTING GAS LINES TO BE REMOVED

EXISTING CONDITION NOTES

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UTILITY DEMOLITION PLAN	
NE QUADRANT	
THE QUAD ST. CHARLES	
3800 E. MAIN STREET	
ST. CHARLES, ILLINOIS	
JACOB & HEFNER ASSOCIATES 1910 S. Highland Avenue, Suite 100, Lombard, IL 60148 PHONE: (630) 652-4600, FAX: (630) 652-4601 www.jacobandhefner.com	
SC 3800 MAIN, LLC.	
1"=40'	
F021	
C2.5	
2/26/14 1 ORIGINAL PLAN DATE 1 REVISION DATE 1 ASSIGNED BY 1 CHECKED BY	



NE QUADRANT

SE QUADRANT

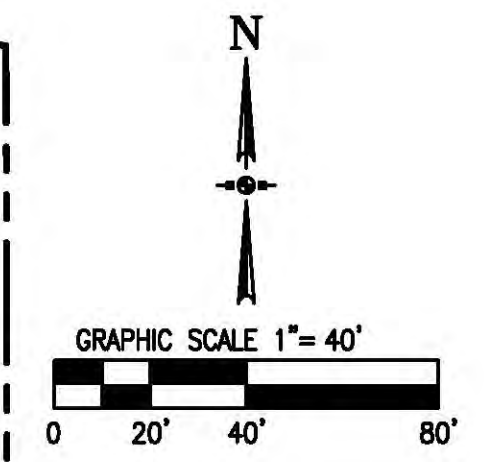
SW QUADRANT
SE QUADRANT

**EXISTING
CARSON PIRIE
SCOTT**

UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

**STORMWATER
DETENTION BASIN C2**
TOP OF BANK=769.00
HWL=768.00
NWL=764.22
VOL=0.24 AC-FT

**STORMWATER DETENTION
BASIN C1**
TOP OF BANK=770.00
HWL=768.00
NWL=763.50
VOL=8.18 AC-FT



EXISTING CONDITION NOTES

- 1) EXISTING CONDITIONS, BOUNDARIES AND CONTROL POINTS SHOWN ON THESE PLANS WERE OBTAINED FROM AN ALTA DATED 7/23/2013, PREPARED BY JOHNSON-WESTERN SURVEYING, L.L.C.
- 2) SOME EXISTING UTILITY AND TOPOGRAPHIC INFORMATION SHOWN ON THESE PLANS WERE OBTAINED FROM KNOWN AVAILABLE INFORMATION INCLUDING HISTORIC SITE DEVELOPMENT UTILITY, GRADING AND DRAINAGE PLANS FOR CHARLESTOWNE MALL, REVISED 6/25/1990, PREPARED BY THE SEAR-BROWN GROUP; RECORD DRAWINGS, REVISED 6/21/1990, PREPARED BY THE SEAR-BROWN GROUP; REGAL THEATER CHARLESTOWNE CENTRE MALL, REVISED 8/15/1998, PREPARED BY THE SEAR-BROWN GROUP; PRECISION GIS, PRINTED 7/24/2013, PROVIDED BY CITY OF ST. CHARLES; CLASSIC CINEMAS CHARLESTOWNE 18 PERMIT SET, REVISED 8/29/2001, PREPARED BY TK ARCHITECTS INC.; LOT 1 OF THE RESUBDIVISION OF CHARLESTOWNE MALL, REVISED 7/08/1995, PREPARED BY THE SEAR-BROWN GROUP; AND KOHL'S STORE CHARLESTOWNE CENTRE MALL, REVISED 5/14/1993, PREPARED BY RSP ARCHITECTS, LTD.

LEGEND

- | | |
|--|---|
| | = EXISTING STORM SEWER TO REMAIN |
| | = EXISTING SANITARY SEWER TO REMAIN |
| | = EXISTING WATERMAIN TO REMAIN |
| | = EXISTING ELECTRIC LINES TO REMAIN |
| | = EXISTING GAS LINES TO REMAIN |
| | = EXISTING STORM SEWER TO BE REMOVED |
| | = EXISTING SANITARY SEWER TO BE REMOVED |
| | = EXISTING WATERMAIN TO BE REMOVED |
| | = EXISTING ELECTRIC LINES TO BE REMOVED |
| | = EXISTING GAS LINES TO BE REMOVED |

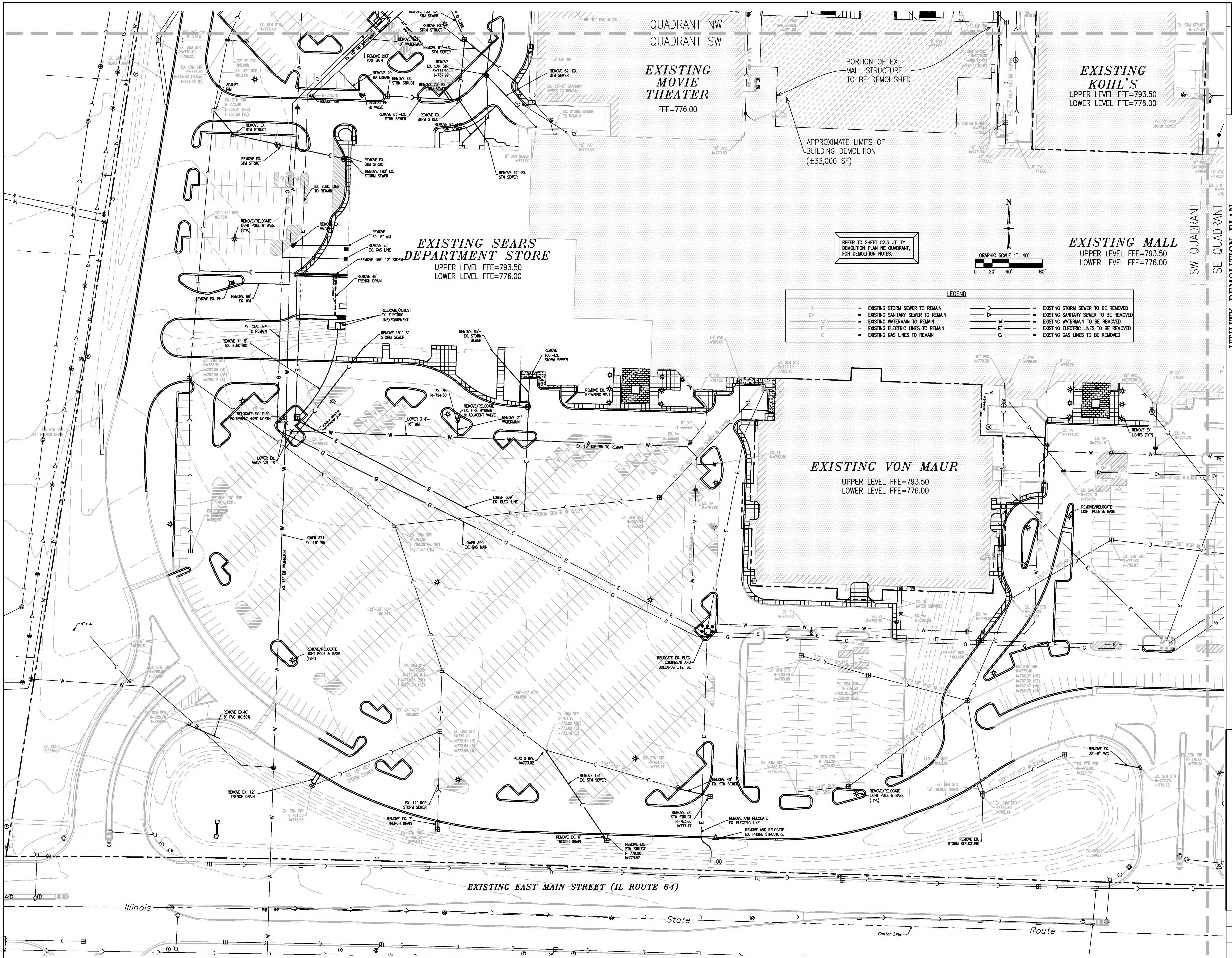
UTILITY DEMOLITION PLAN
SE QUADRANT
THE QUAD ST. CHARLES
3800 E. MAIN STREET
ST. CHARLES, ILLINOIS

**JACOB & HEFNER
ASSOCIATES**
1910 S. Highland Avenue, Suite 100, Lombard, IL 60148
PHONE: (630) 652-4608, FAX: (630) 652-4601
www.jacobandhefner.com

SC 3800 MAIN, L.L.C.

1"=40'
F021
C2.6

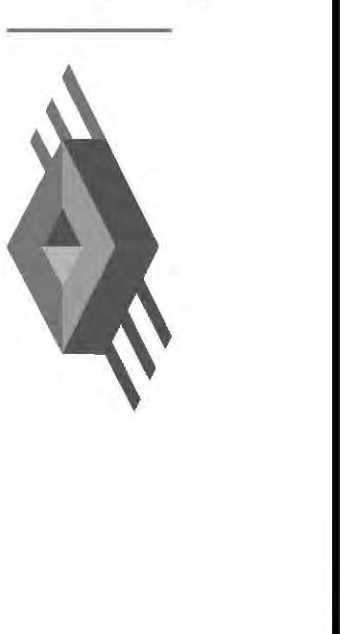
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BY	ASSIGNED BY
REVISION	DESCRIPTION
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2	REVISED PER OWNER
3	REVISION
4	REVISION
5	REVISION
6	REVISION
7	REVISION
8	REVISION
9	REVISION
10	REVISION



DATE	2/26/14
BY	ASSIGNED BY
REVISION	DESCRIPTION
1	ORIGINAL PLAN DATE
2	REVISED PER OWNER

UTILITY DEMOLITION PLAN
 SW QUADRANT
 THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

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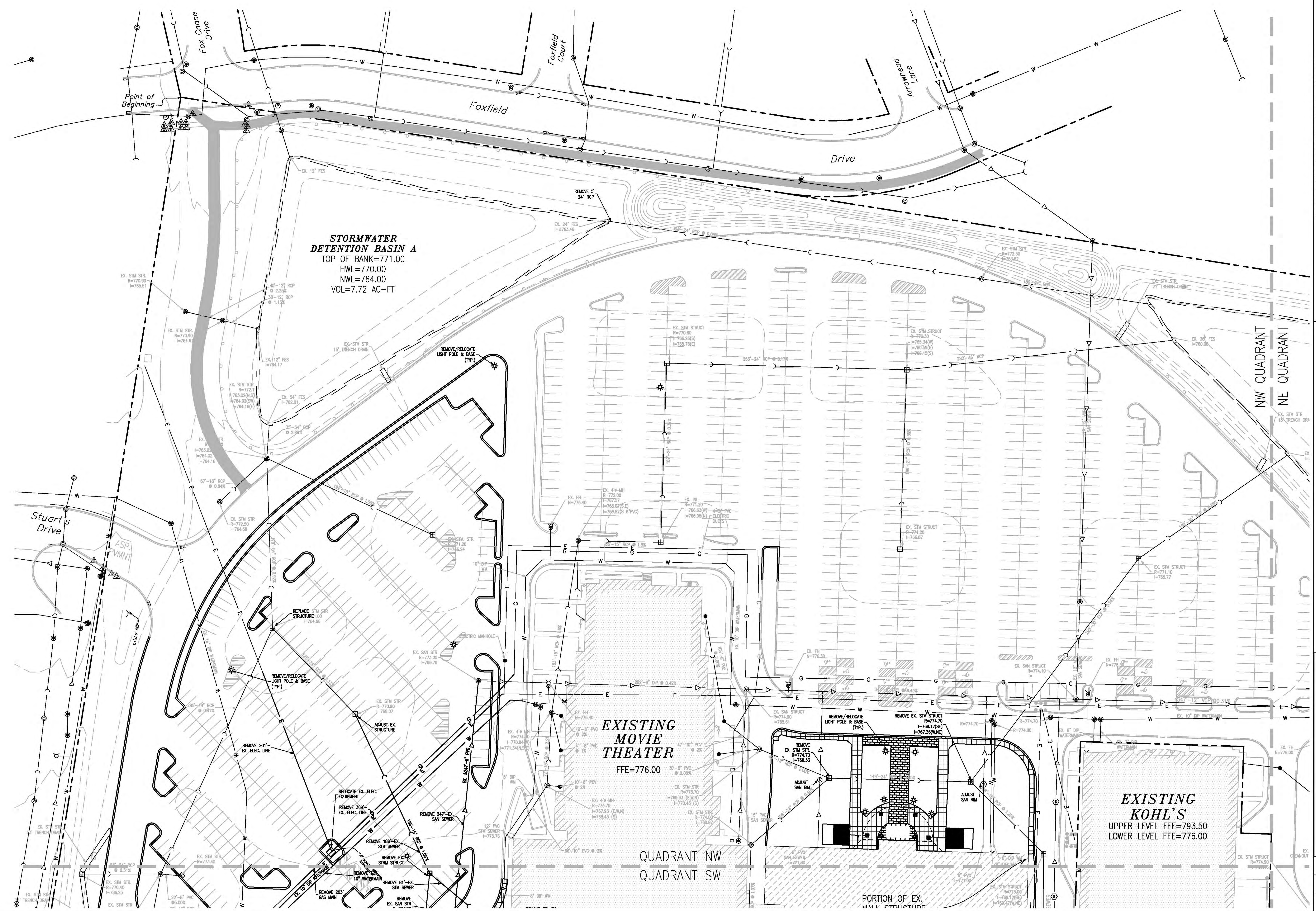
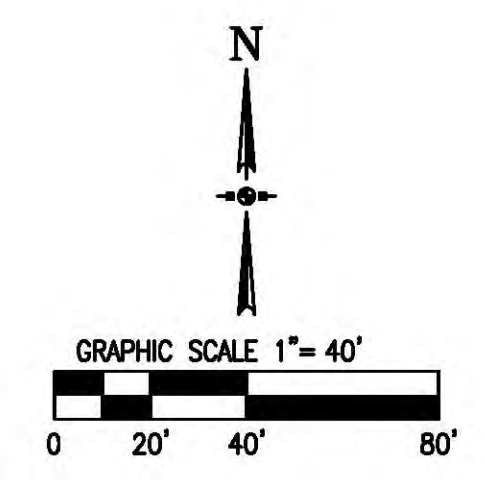
SC 3800 MAIN, LLC.
 1"=40'
 F021
 C2.7

LEGEND	
	= EXISTING STORM SEWER TO REMAIN
	= EXISTING SANITARY SEWER TO REMAIN
	= EXISTING WATERMAIN TO REMAIN
	= EXISTING ELECTRIC LINES TO REMAIN
	= EXISTING GAS LINES TO REMAIN
	= EXISTING STORM SEWER TO BE REMOVED
	= EXISTING SANITARY SEWER TO BE REMOVED
	= EXISTING WATERMAIN TO BE REMOVED
	= EXISTING ELECTRIC LINES TO BE REMOVED
	= EXISTING GAS LINES TO BE REMOVED

EXISTING CONDITION NOTES

1) EXISTING CONDITIONS, BOUNDARIES AND CONTROL POINTS SHOWN ON THESE PLANS WERE OBTAINED FROM AN ALTA, DATED 7/23/2013, PREPARED BY JOHNSON-WESTERN SURVEYING, L.L.C.

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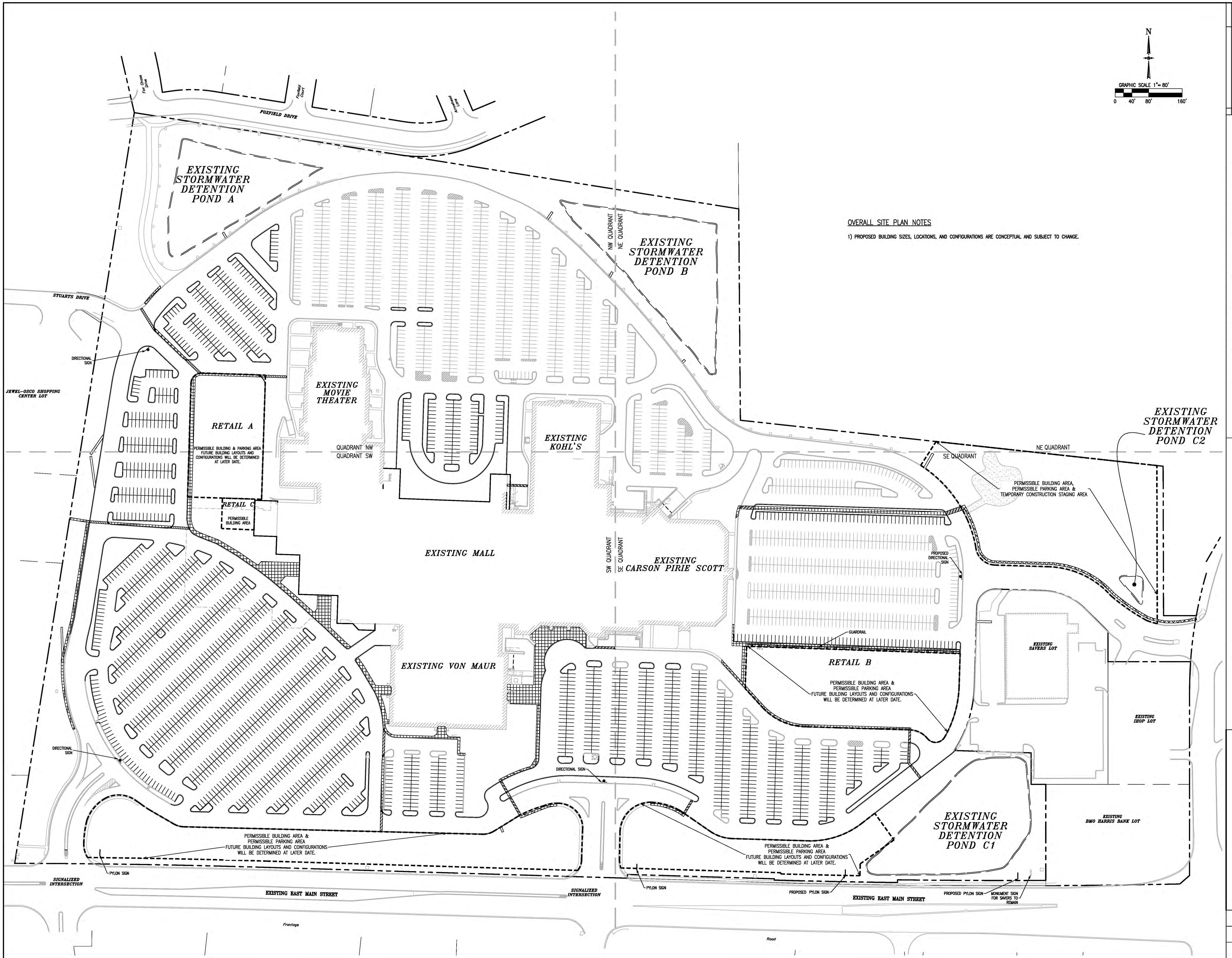


UTILITY DEMOLITION PLAN
 NW QUADRANT
 THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

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SC 3800 MAIN, LLC.

1"=40'
 F021
 C2.8



OVERALL SITE PLAN NOTES
 1) PROPOSED BUILDING SIZES, LOCATIONS, AND CONFIGURATIONS ARE CONCEPTUAL AND SUBJECT TO CHANGE.

OVERALL PROPOSED SITE PLAN

THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

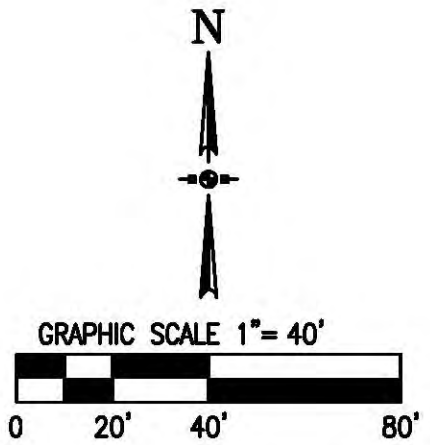
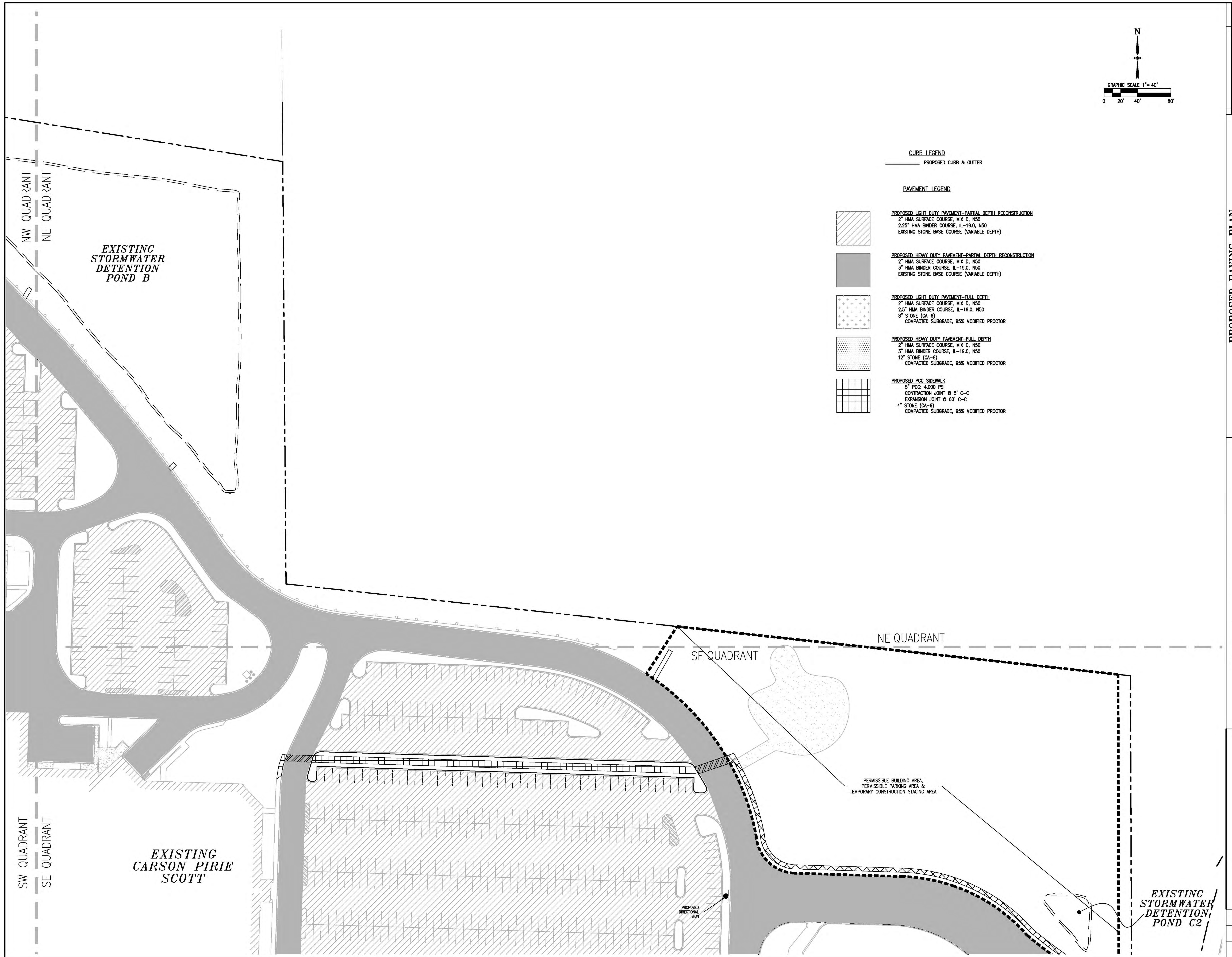
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SC 3800 MAIN, LLC.

1"=80'
 F021
 C3.0

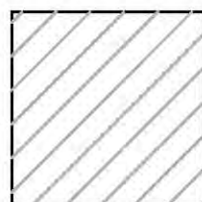
DATE	2/26/14
ASSIGNED BY	ASSIGNED BY
CHECKED BY	CHECKED BY
DESIGNED BY	DESIGNED BY
REVISION PER OTHER	REVISION PER OTHER
DATE	2/26/14



CURB LEGEND

PROPOSED CURB & GUTTER

PAVEMENT LEGEND



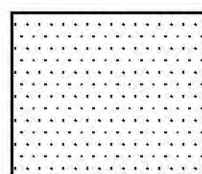
PROPOSED LIGHT DUTY PAVEMENT—PARTIAL DEPTH RECONSTRUCTION
 2" HMA SURFACE COURSE, MIX D, N50
 2.25" HMA BINDER COURSE, IL-19.0, N50
 EXISTING STONE BASE COURSE (VARIABLE DEPTH)



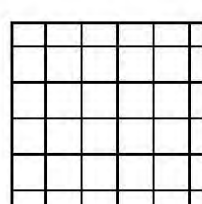
PROPOSED HEAVY DUTY PAVEMENT—PARTIAL DEPTH RECONSTRUCTION
 2" HMA SURFACE COURSE, MIX D, N50
 3" HMA BINDER COURSE, IL-19.0, N50
 EXISTING STONE BASE COURSE (VARIABLE DEPTH)



PROPOSED LIGHT DUTY PAVEMENT—FULL DEPTH
 2" HMA SURFACE COURSE, MIX D, N50
 2.5" HMA BINDER COURSE, IL-19.0, N50
 8" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR



PROPOSED HEAVY DUTY PAVEMENT—FULL DEPTH
 2" HMA SURFACE COURSE, MIX D, N50
 3" HMA BINDER COURSE, IL-19.0, N50
 12" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR



PROPOSED PCC SIDEWALK
 5" PCC: 4,000 PSI
 CONTRACTION JOINT @ 5' C-C
 EXPANSION JOINT @ 60' C-C
 4" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR

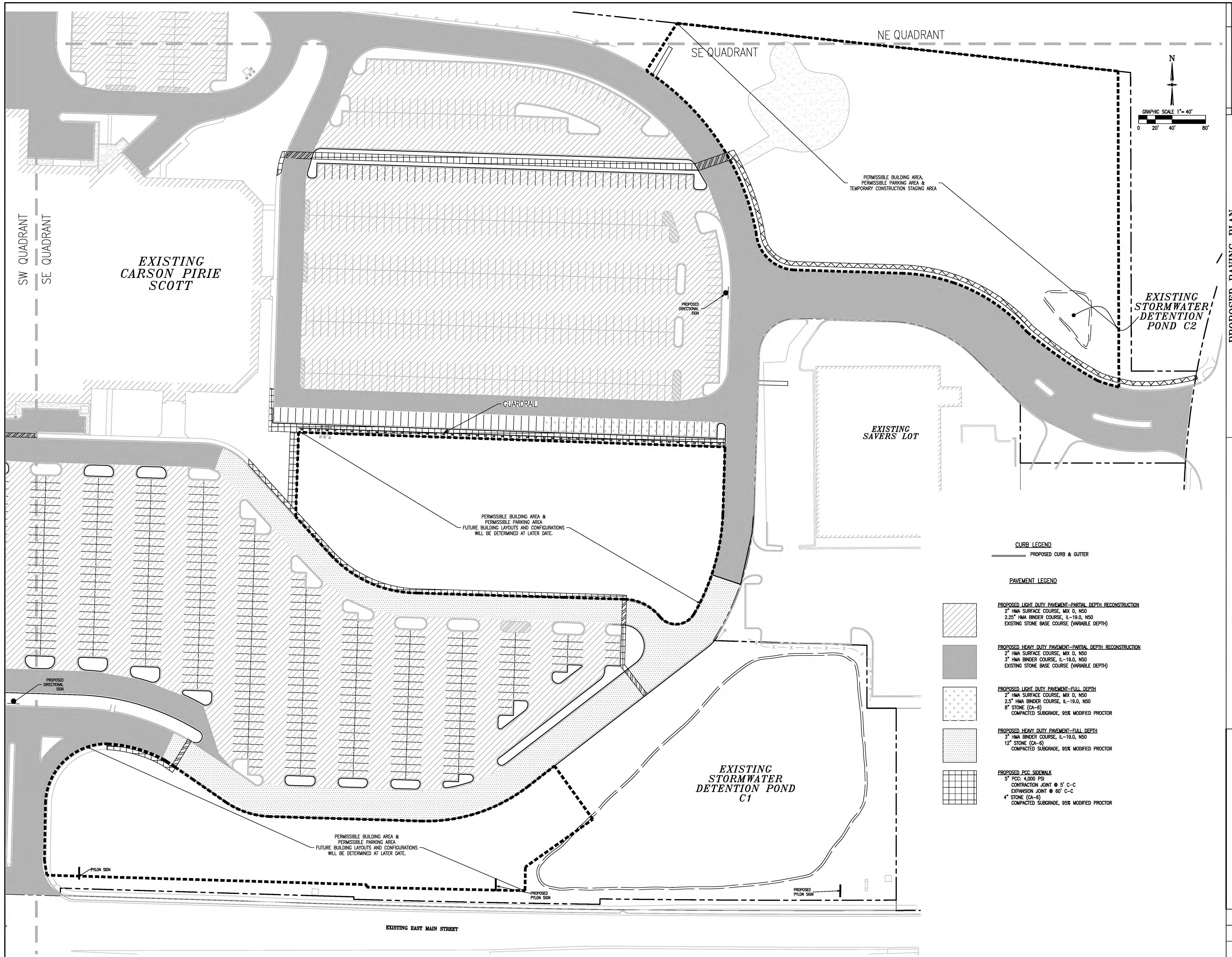
PROPOSED PAVING PLAN
NE QUADRANT
THE QUAD ST. CHARLES
3800 E. MAIN STREET
ST. CHARLES, ILLINOIS

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 www.jacobandhefner.com

SC 3800 MAIN, LLC.

1"=40'
 F021
 C3.1

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	2/6/14
2	REVISED PER OWNER	2/6/14
3	ISSUED FOR PERMIT	2/6/14
4	ISSUED FOR PERMIT	2/6/14
5	ISSUED FOR PERMIT	2/6/14
6	ISSUED FOR PERMIT	2/6/14
7	ISSUED FOR PERMIT	2/6/14
8	ISSUED FOR PERMIT	2/6/14
9	ISSUED FOR PERMIT	2/6/14
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11	ISSUED FOR PERMIT	2/6/14
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16	ISSUED FOR PERMIT	2/6/14
17	ISSUED FOR PERMIT	2/6/14
18	ISSUED FOR PERMIT	2/6/14
19	ISSUED FOR PERMIT	2/6/14
20	ISSUED FOR PERMIT	2/6/14



DATE	2/29/14
ASSIGNED BY	UNASSIGNED
DESIGNED BY	UNASSIGNED
CHECKED BY	UNASSIGNED
DATE	2/16/14
ASSIGNED BY	UNASSIGNED
DESIGNED BY	UNASSIGNED
CHECKED BY	UNASSIGNED

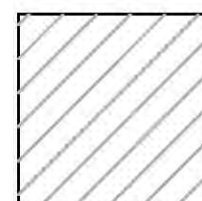
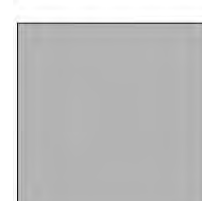
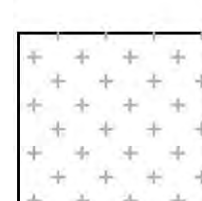
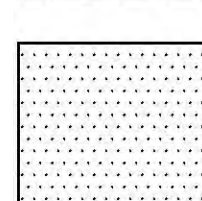
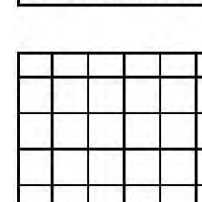
PROPOSED PAVING PLAN
 SE QUADRANT
 THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

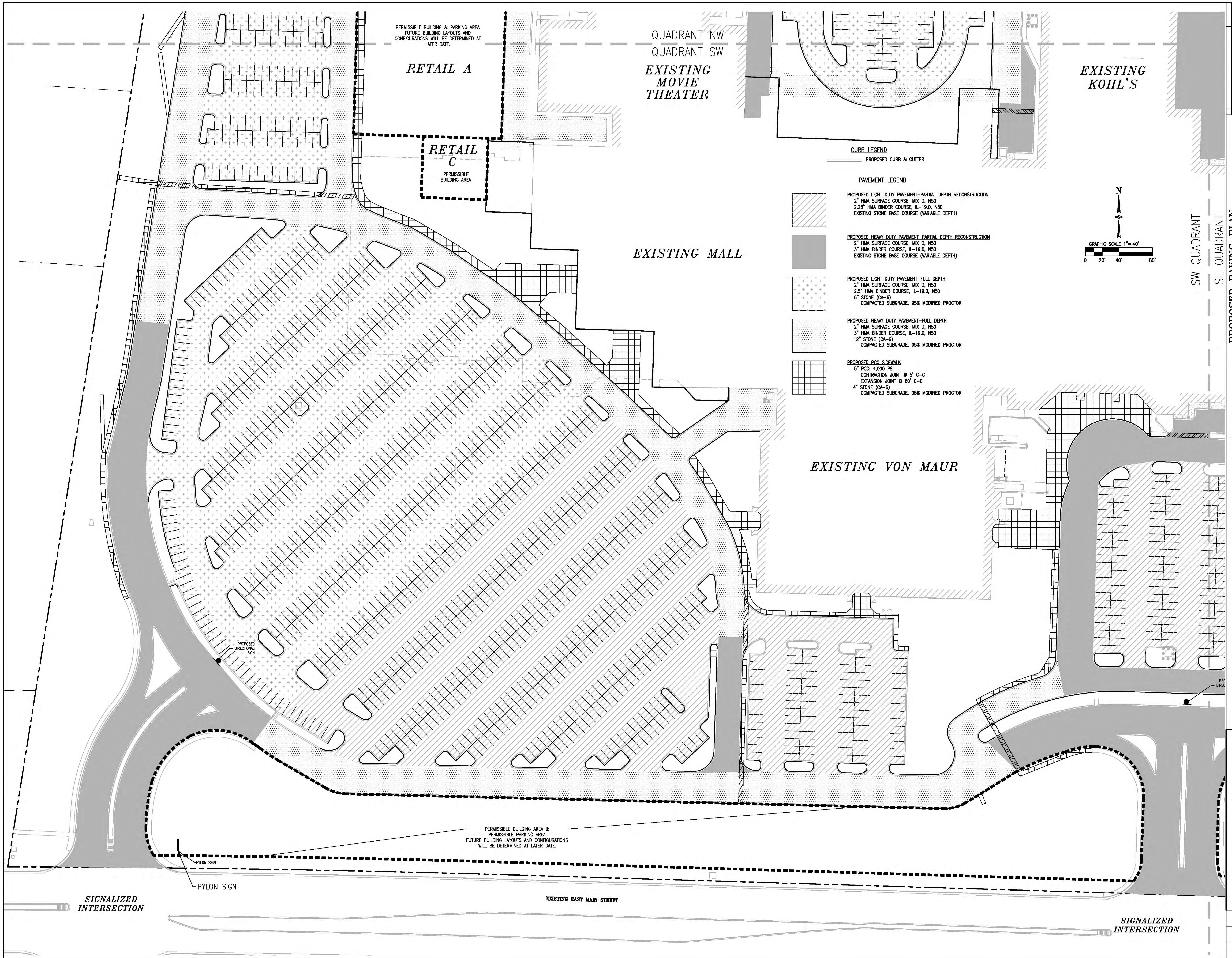
JACOB & HEFNER
 ASSOCIATES
 1910 S. Highland Avenue, Suite 100, Lombard, IL 60148
 PHONE: (630) 652-4608, FAX: (630) 652-4601
 www.jacobandhefner.com

SC 3800 MAIN, LLC.
 1"=40'
 F021
 C3.2

CURB LEGEND
 PROPOSED CURB & GUTTER

PAVEMENT LEGEND

-  PROPOSED LIGHT DUTY PAVEMENT—PARTIAL DEPTH RECONSTRUCTION
 2" HMA SURFACE COURSE, MIX D, N50
 2.25" HMA BINDER COURSE, IL-19.0, N50
 EXISTING STONE BASE COURSE (VARIABLE DEPTH)
-  PROPOSED HEAVY DUTY PAVEMENT—PARTIAL DEPTH RECONSTRUCTION
 2" HMA SURFACE COURSE, MIX D, N50
 3" HMA BINDER COURSE, IL-19.0, N50
 EXISTING STONE BASE COURSE (VARIABLE DEPTH)
-  PROPOSED LIGHT DUTY PAVEMENT—FULL DEPTH
 2" HMA SURFACE COURSE, MIX D, N50
 2.25" HMA BINDER COURSE, IL-19.0, N50
 8" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR
-  PROPOSED HEAVY DUTY PAVEMENT—FULL DEPTH
 3" HMA BINDER COURSE, IL-19.0, N50
 12" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR
-  PROPOSED PCC SIDEWALK
 5" PCC, 4,000 PSI
 CONTRACTION JOINT @ 5' C-C
 EXPANSION JOINT @ 60' C-C
 4" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR

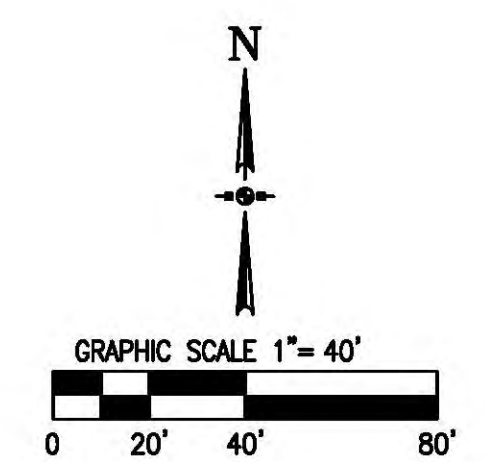


DATE	2/26/14
ASSIGNED BY	UNASSIGNED
CHECKED BY	UNASSIGNED
DESIGNED PER DATE	2/26/14
ORIGINAL PLAN DATE	2/26/14

PROPOSED PAVING PLAN
 SW QUADRANT
 THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

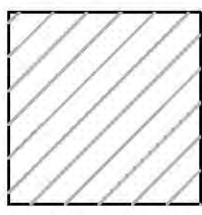
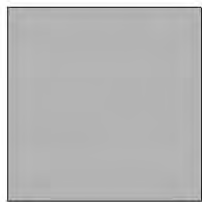
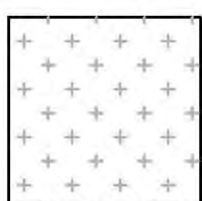
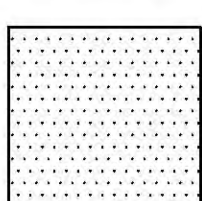
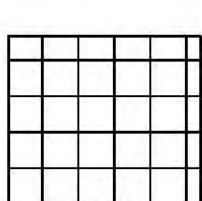
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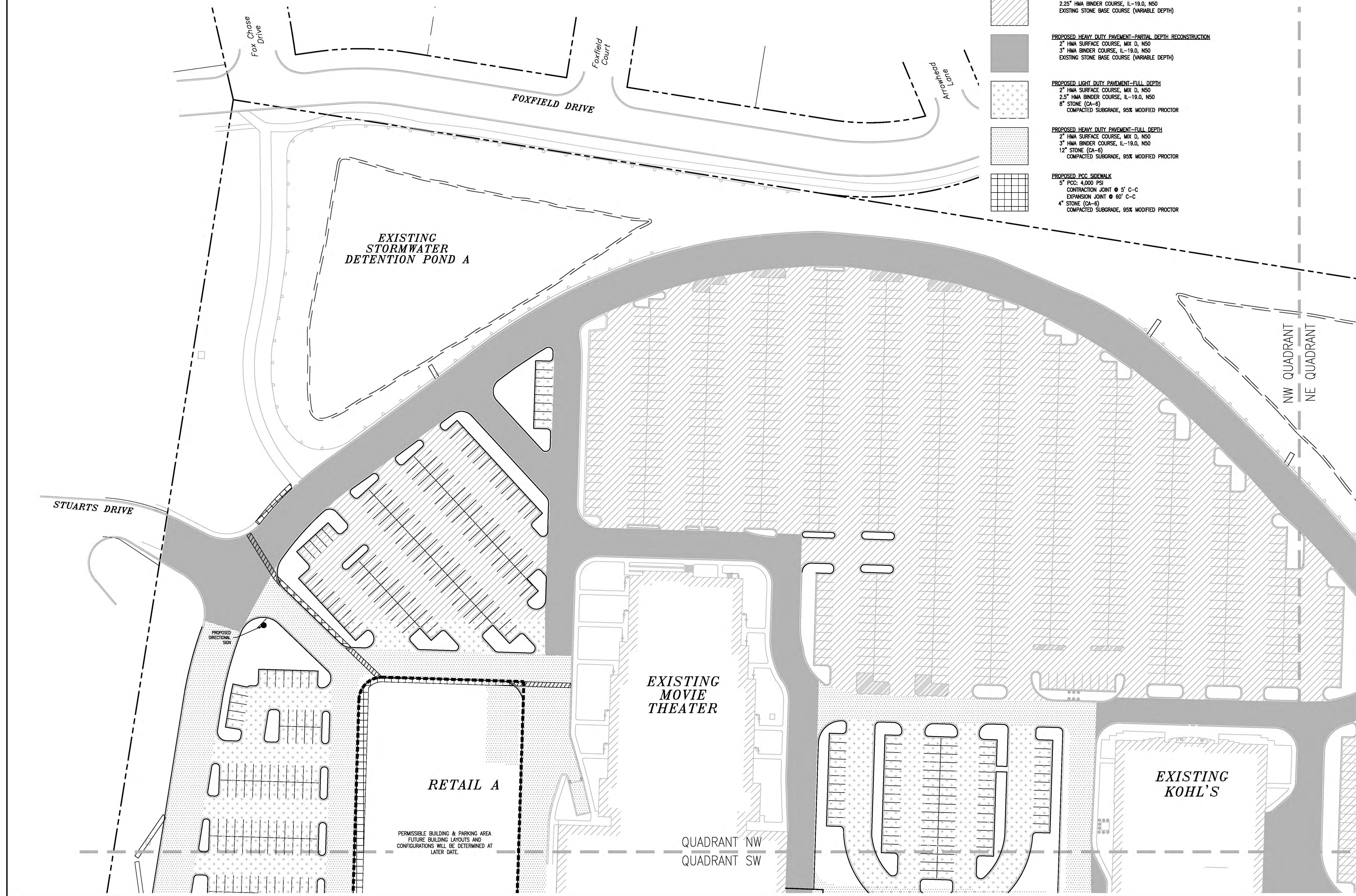
SC 3800 MAIN, LLC.
 1"=40'
 F021
 C3.3



CURB LEGEND
 ——— PROPOSED CURB & GUTTER

PAVEMENT LEGEND

-  **PROPOSED LIGHT DUTY PAVEMENT—PARTIAL DEPTH RECONSTRUCTION**
 2" HMA SURFACE COURSE, MIX D, NSO
 2.25" HMA BINDER COURSE, IL-19.0, NSO
 EXISTING STONE BASE COURSE (VARIABLE DEPTH)
-  **PROPOSED HEAVY DUTY PAVEMENT—PARTIAL DEPTH RECONSTRUCTION**
 2" HMA SURFACE COURSE, MIX D, NSO
 3" HMA BINDER COURSE, IL-19.0, NSO
 EXISTING STONE BASE COURSE (VARIABLE DEPTH)
-  **PROPOSED LIGHT DUTY PAVEMENT—FULL DEPTH**
 2" HMA SURFACE COURSE, MIX D, NSO
 2.5" HMA BINDER COURSE, IL-19.0, NSO
 8" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR
-  **PROPOSED HEAVY DUTY PAVEMENT—FULL DEPTH**
 2" HMA SURFACE COURSE, MIX D, NSO
 3" HMA BINDER COURSE, IL-19.0, NSO
 12" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR
-  **PROPOSED PCC SIDEWALK**
 5" PCC, 4,000 PSI
 CONTRACTION JOINT @ 5' C-C
 EXPANSION JOINT @ 60' C-C
 4" STONE (CA-6)
 COMPACTED SUBGRADE, 95% MODIFIED PROCTOR



PERMISSIBLE BUILDING & PARKING AREA
 FUTURE BUILDING LAYOUTS AND
 CONFIGURATIONS WILL BE DETERMINED AT
 LATER DATE.

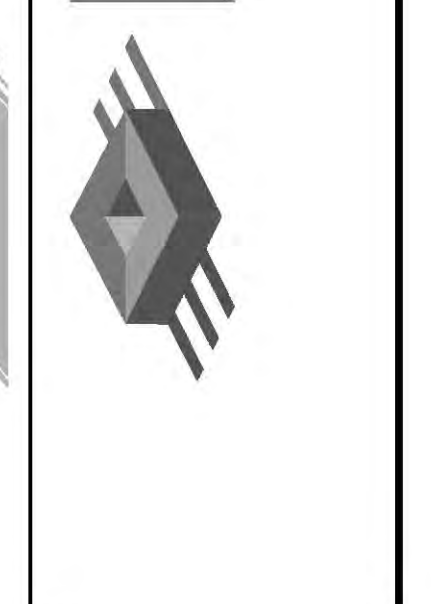
QUADRANT NW
 QUADRANT SW

NW QUADRANT
 NE QUADRANT

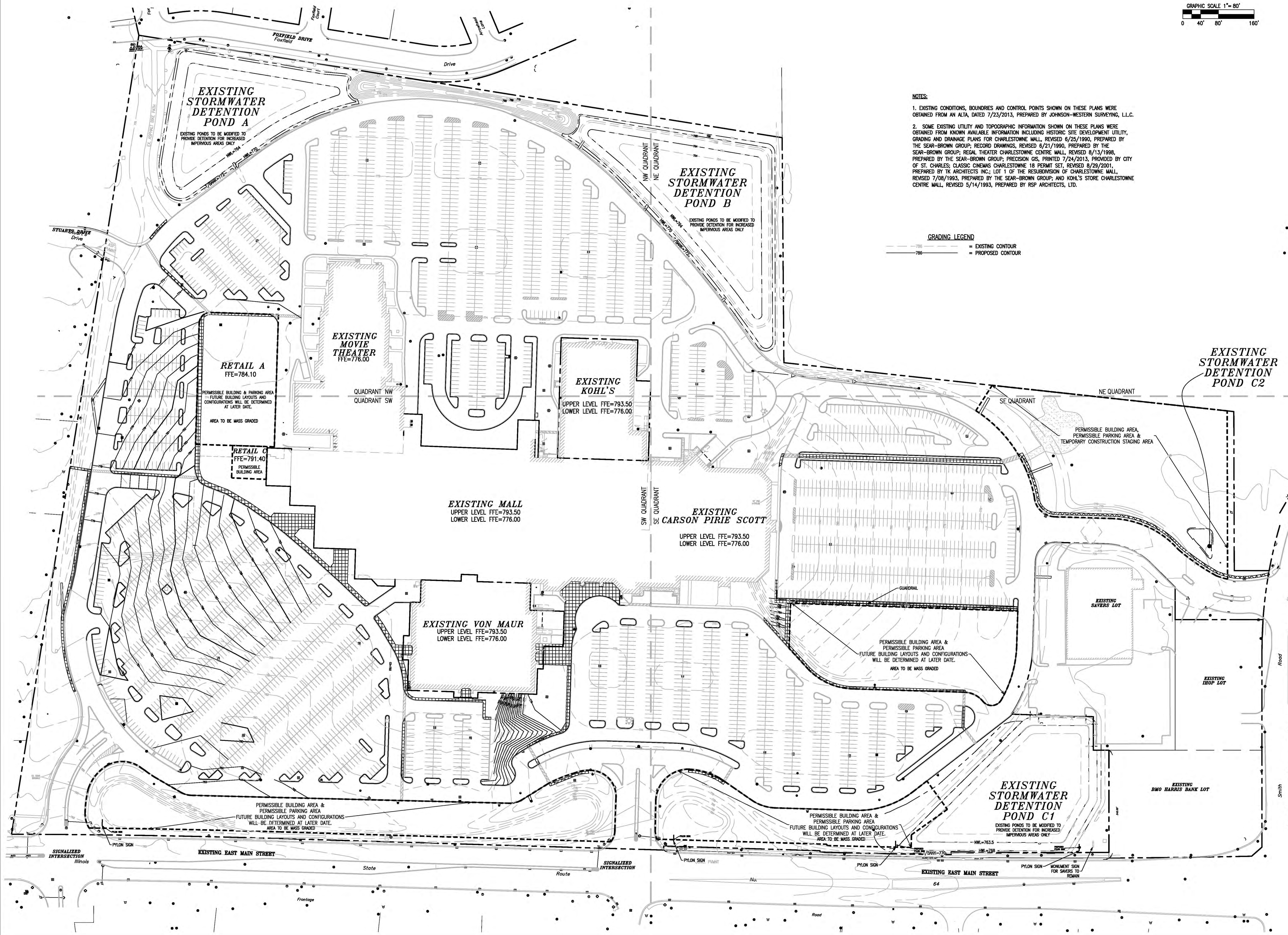
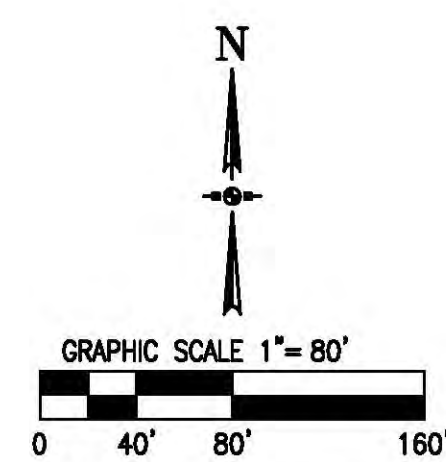
DATE	2/26/14
DESIGNED BY	OTW
CHECKED BY	OTW
DATE	2/26/14
DESIGNED BY	OTW
CHECKED BY	OTW

PROPOSED PAVING PLAN
NW QUADRANT
THE QUAD ST. CHARLES
3800 E. MAIN STREET
ST. CHARLES, ILLINOIS

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SC 3800 MAIN, LLC.
 1"=40'
 F021
 C3.4



NOTES:

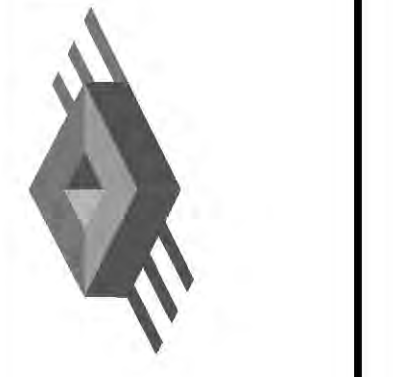
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- SOME EXISTING UTILITY AND TOPOGRAPHIC INFORMATION SHOWN ON THESE PLANS WERE OBTAINED FROM KNOWN AVAILABLE INFORMATION INCLUDING HISTORIC SITE DEVELOPMENT UTILITY, GRADING AND DRAINAGE PLANS FOR CHARLESTOWNE MALL, REVISED 6/25/1990, PREPARED BY THE SEAR-BROWN GROUP; RECORD DRAWINGS, REVISED 6/21/1990, PREPARED BY THE SEAR-BROWN GROUP; REGAL THEATER CHARLESTOWNE CENTRE MALL, REVISED 8/13/1998, PREPARED BY THE SEAR-BROWN GROUP; PRECISION GIS, PRINTED 7/24/2013, PROVIDED BY CITY OF ST. CHARLES; CLASSIC CINEMAS CHARLESTOWNE 18 PERMIT SET, REVISED 8/29/2001, PREPARED BY TK ARCHITECTS INC.; LOT 1 OF THE RESUBDIVISION OF CHARLESTOWNE MALL, REVISED 7/08/1993, PREPARED BY THE SEAR-BROWN GROUP; AND KOHL'S STORE CHARLESTOWNE CENTRE MALL, REVISED 5/14/1993, PREPARED BY RSP ARCHITECTS, LTD.

GRADING LEGEND

--- 796 --- = EXISTING CONTOUR
 --- 786 --- = PROPOSED CONTOUR

OVERALL GRADING PLAN
 THE QUAD ST. CHARLES
 3800 E. MAIN STREET
 ST. CHARLES, ILLINOIS

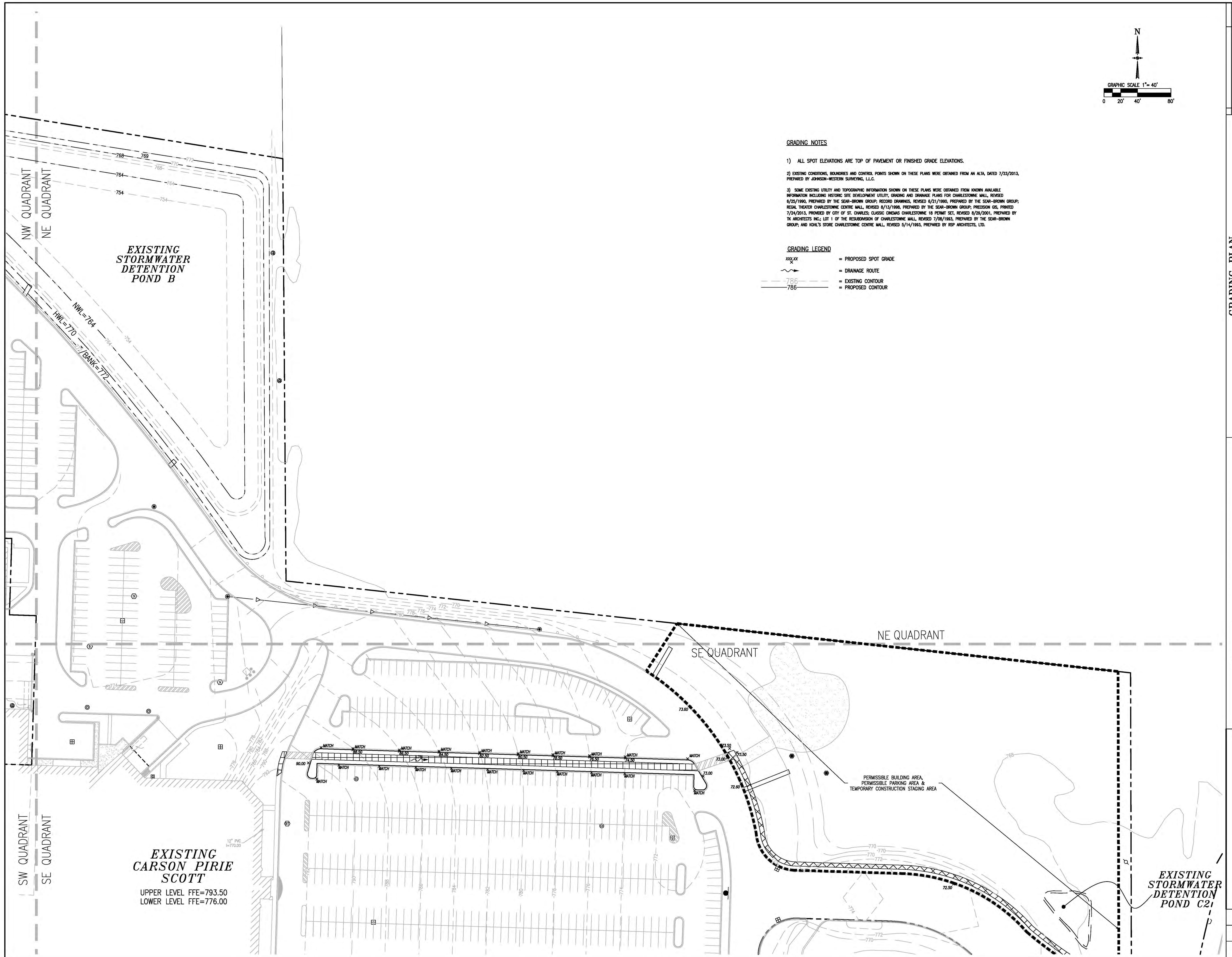
JACOB & HEFNER ASSOCIATES
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 PHONE: (630) 652-4600, FAX: (630) 652-4601
 www.jacobandhefner.com



SC 3800 MAIN, L.L.C.

1"=80'
 F021
 C4.0

2/28/15	DATE
2/28/15	ASSIGNED BY
2/28/15	CHECKED BY
2/28/15	DESIGNED BY
2/28/15	APPROVED BY



GRADING NOTES

- 1) ALL SPOT ELEVATIONS ARE TOP OF PAVEMENT OR FINISHED GRADE ELEVATIONS.
- 2) EXISTING CONDITIONS, BOUNDARIES AND CONTROL POINTS SHOWN ON THESE PLANS WERE OBTAINED FROM AN ALTA, DATED 7/23/2013, PREPARED BY JOHNSON-WESTERN SURVEYING, L.L.C.
- 3) SOME EXISTING UTILITY AND TOPOGRAPHIC INFORMATION SHOWN ON THESE PLANS WERE OBTAINED FROM KNOWN AVAILABLE INFORMATION INCLUDING HISTORIC SITE DEVELOPMENT UTILITY, GRADING AND DRAINAGE PLANS FOR CHARLESTONNE MALL, REVISED 6/28/1990, PREPARED BY THE SEAR-BROWN GROUP; RECORD DRAWINGS, REVISED 6/21/1990, PREPARED BY THE SEAR-BROWN GROUP; RECAL THEATER CHARLESTONNE CENTRE MALL, REVISED 8/13/1998, PREPARED BY THE SEAR-BROWN GROUP; PRECISION GIS, PRINTED 7/24/2013, PROVIDED BY CITY OF ST. CHARLES, CLASSIC CINEMAS CHARLESTONNE 18 PERMIT SET, REVISED 8/28/2001, PREPARED BY TK ARCHITECTS INC.; LOT 1 OF THE RESUBDIVISION OF CHARLESTONNE MALL, REVISED 7/08/1993, PREPARED BY THE SEAR-BROWN GROUP; AND KOHL'S STORE CHARLESTONNE CENTRE MALL, REVISED 5/14/1993, PREPARED BY RSP ARCHITECTS, LTD.

GRADING LEGEND

- xxx.xx = PROPOSED SPOT GRADE
- = DRAINAGE ROUTE
- 786- = EXISTING CONTOUR
- 786 = PROPOSED CONTOUR

DATE	2/26/14
DESIGNED BY	ASSIGNED BY
CHECKED BY	

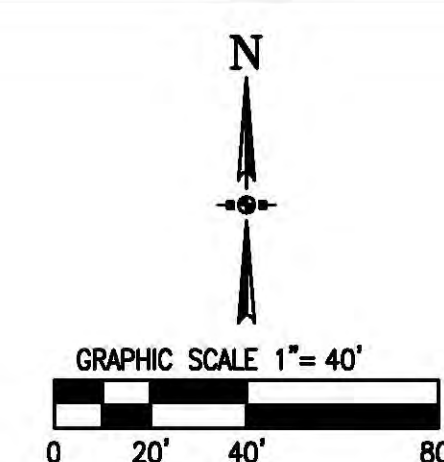
GRADING PLAN
NE QUADRANT
THE QUAD ST. CHARLES
3800 E. MAIN STREET
ST. CHARLES, ILLINOIS

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 1910 S. Highland Avenue, Suite 100, Lombard, IL 60148
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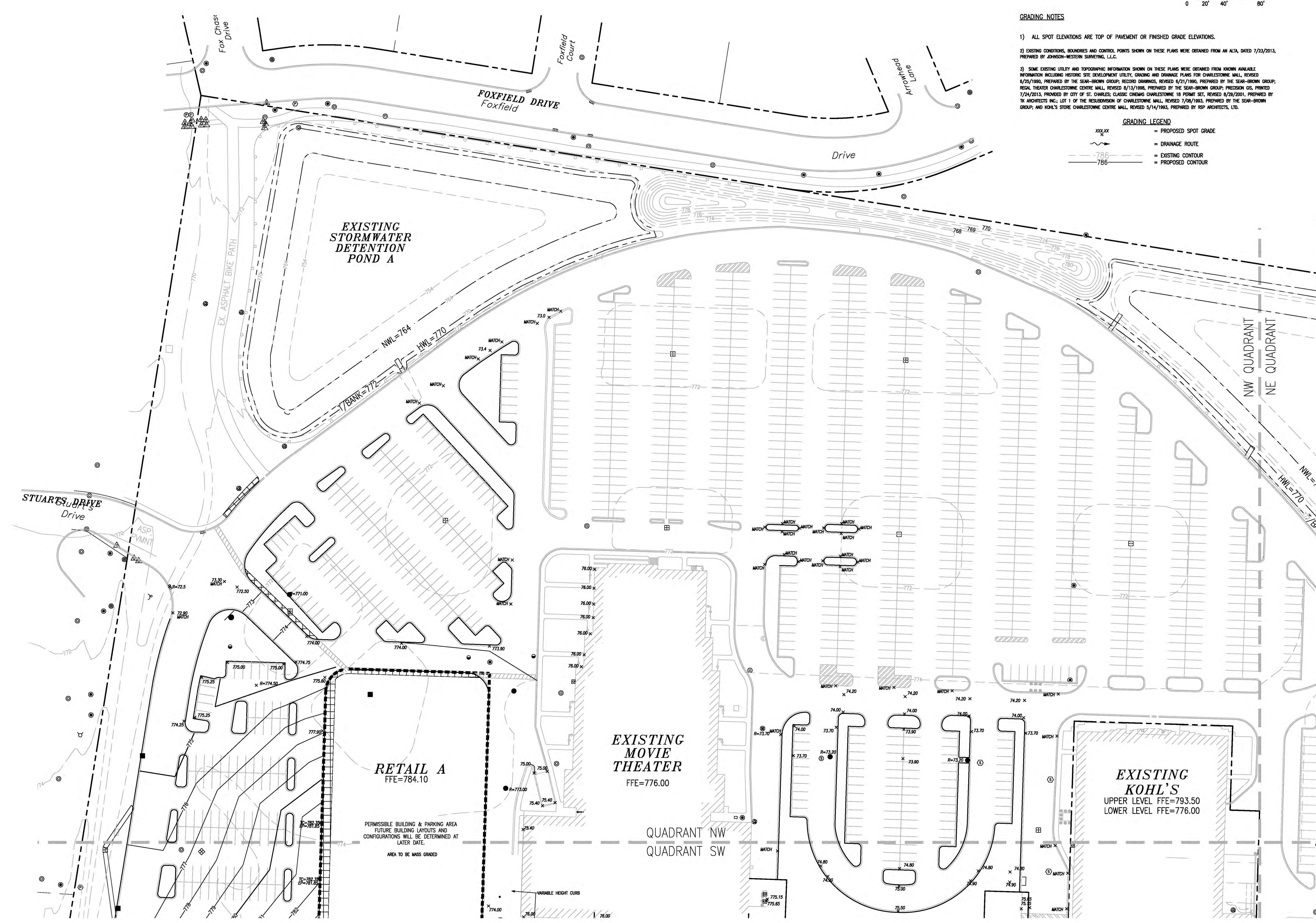


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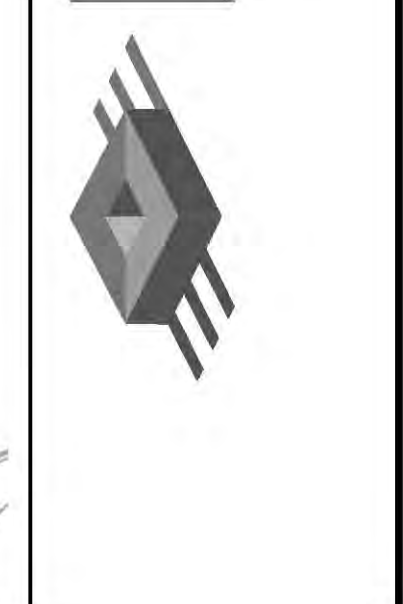
xxx.xx	= PROPOSED SPOT GRADE
---	= DRAINAGE ROUTE
-786	= EXISTING CONTOUR
786	= PROPOSED CONTOUR



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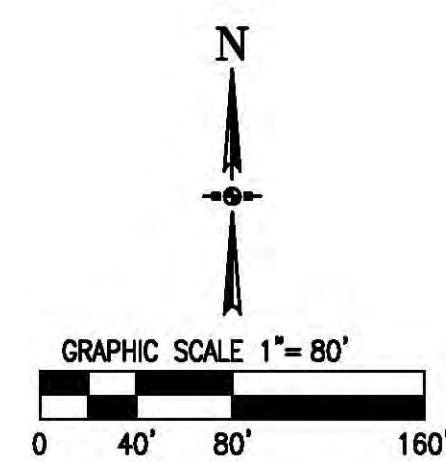
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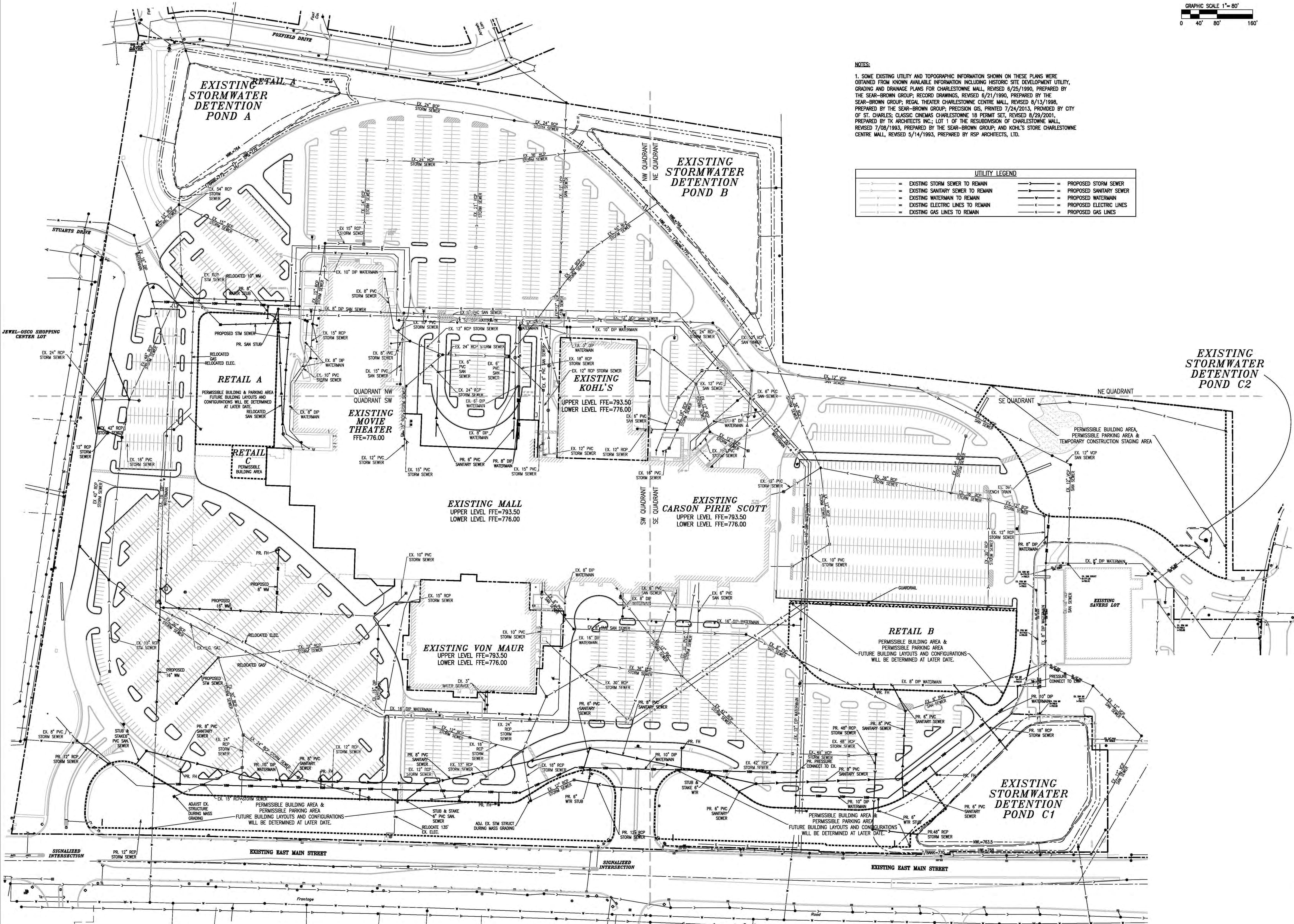
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NOTES:

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UTILITY LEGEND			
	EXISTING STORM SEWER TO REMAIN		PROPOSED STORM SEWER
	EXISTING SANITARY SEWER TO REMAIN		PROPOSED SANITARY SEWER
	EXISTING WATERMAIN TO REMAIN		PROPOSED WATERMAIN
	EXISTING ELECTRIC LINES TO REMAIN		PROPOSED ELECTRIC LINES
	EXISTING GAS LINES TO REMAIN		PROPOSED GAS LINES



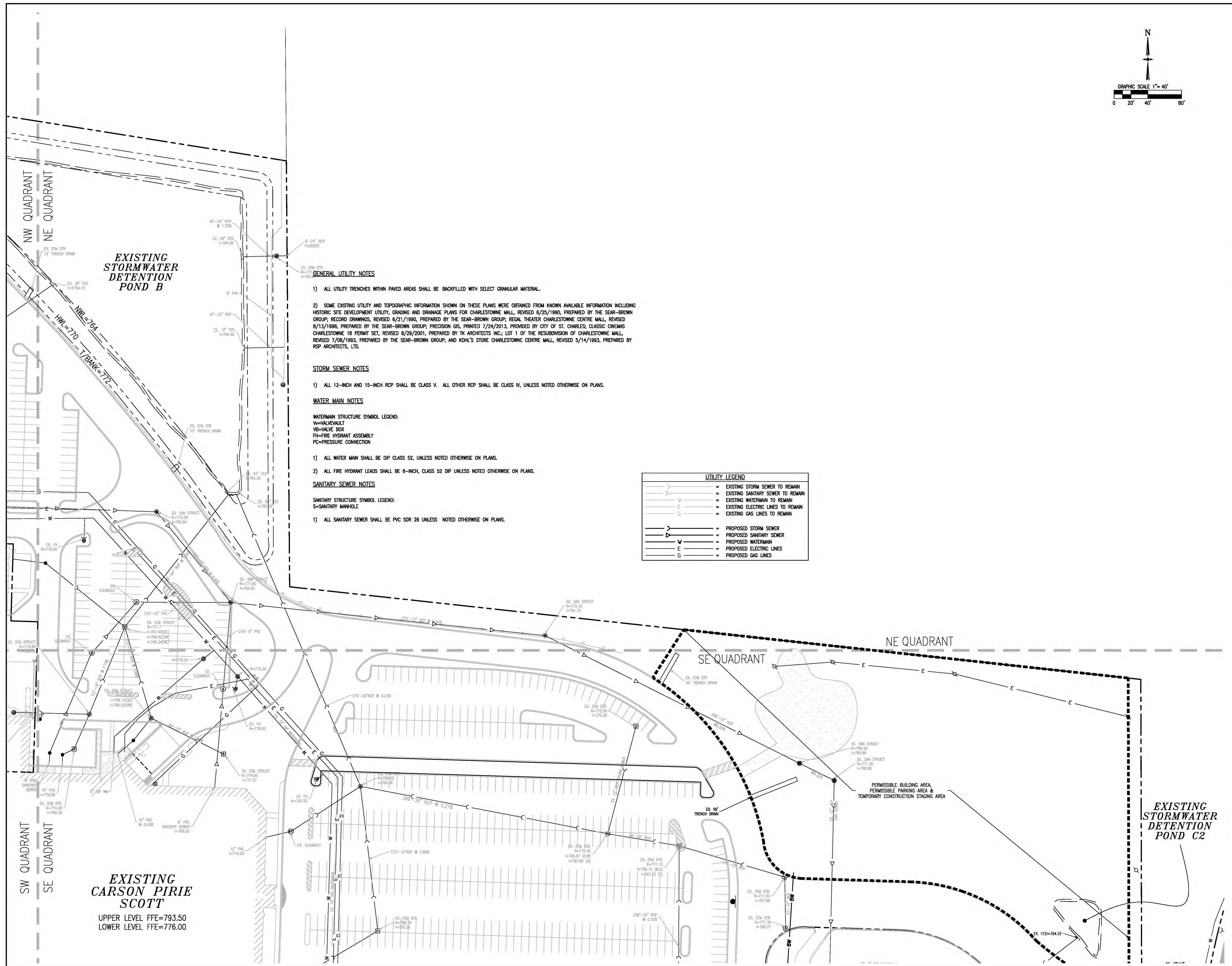
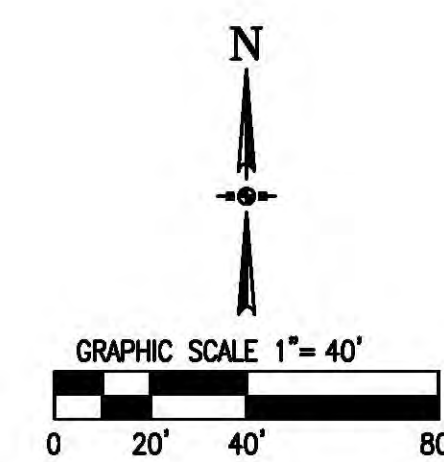
OVERALL UTILITY PLAN
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GENERAL UTILITY NOTES

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WATER MAIN NOTES

WATERMAIN STRUCTURE SYMBOL LEGEND:
 W=VALVE VAULT
 VB=VALVE BOX
 FH=HYDRANT ASSEMBLY
 PC=PRESSURE CONNECTION

- 1) ALL WATER MAIN SHALL BE DIP CLASS 52, UNLESS NOTED OTHERWISE ON PLANS.
- 2) ALL FIRE HYDRANT LEADS SHALL BE 6-INCH, CLASS 52 DIP UNLESS NOTED OTHERWISE ON PLANS.

SANITARY SEWER NOTES

SANITARY STRUCTURE SYMBOL LEGEND:
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UTILITY LEGEND	
	= EXISTING STORM SEWER TO REMAIN
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	= EXISTING WATERMAIN TO REMAIN
	= EXISTING ELECTRIC LINES TO REMAIN
	= EXISTING GAS LINES TO REMAIN
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	= PROPOSED SANITARY SEWER
	= PROPOSED WATERMAIN
	= PROPOSED ELECTRIC LINES
	= PROPOSED GAS LINES

EXISTING STORMWATER DETENTION POND B

EXISTING CARSON PIRIE SCOTT
 UPPER LEVEL FFE=793.50
 LOWER LEVEL FFE=776.00

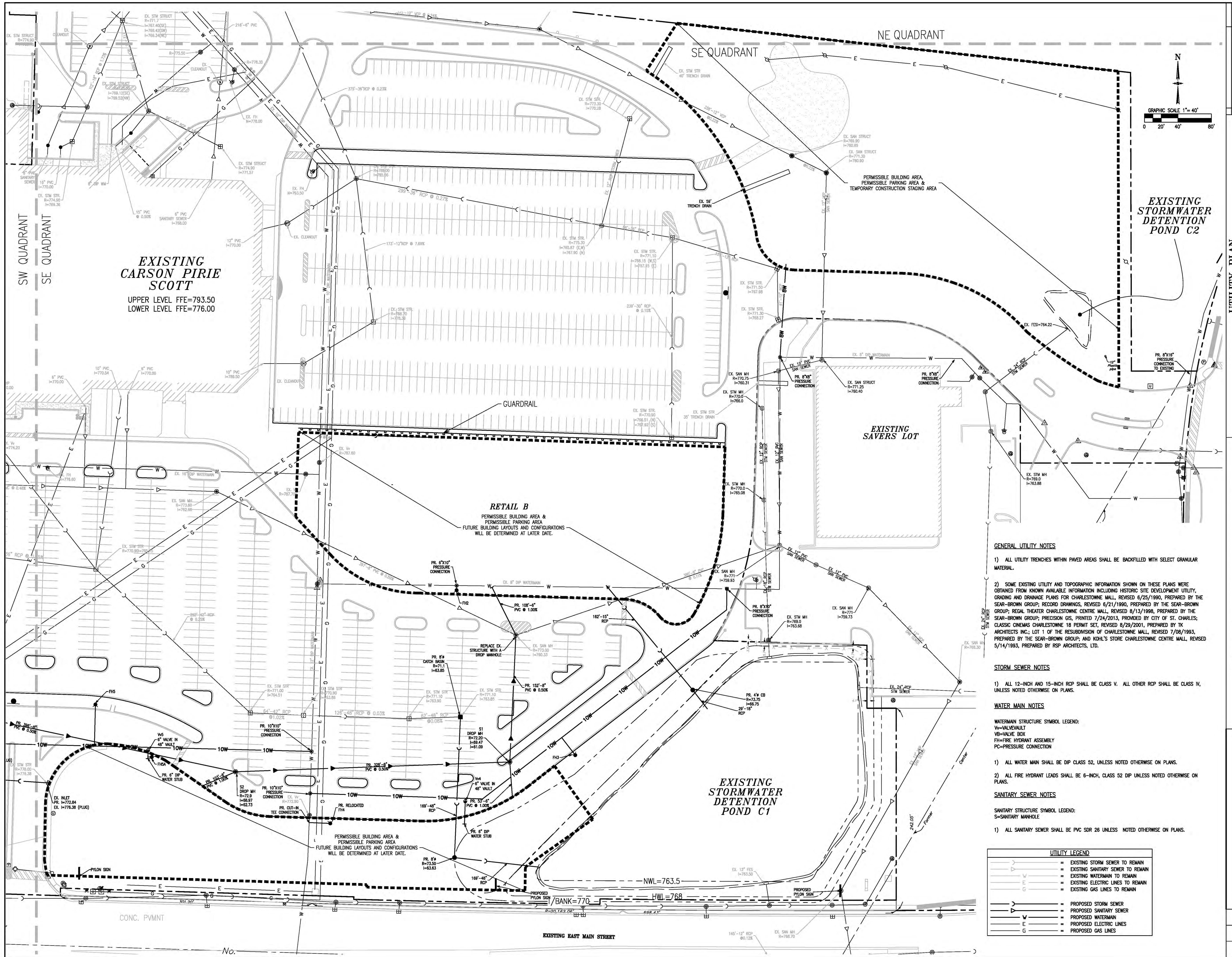
EXISTING STORMWATER DETENTION POND C2

DATE	2/26/14
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UTILITY PLAN
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**EXISTING
CARSON PIRIE
SCOTT**
UPPER LEVEL FFE=793.50
LOWER LEVEL FFE=776.00

RETAIL B
PERMISSIBLE BUILDING AREA &
PERMISSIBLE PARKING AREA
FUTURE BUILDING LAYOUTS AND CONFIGURATIONS
WILL BE DETERMINED AT LATER DATE.

**EXISTING
STORMWATER
DETENTION
POND C1**

**EXISTING
STORMWATER
DETENTION
POND C2**

**EXISTING
SAVERS LOT**

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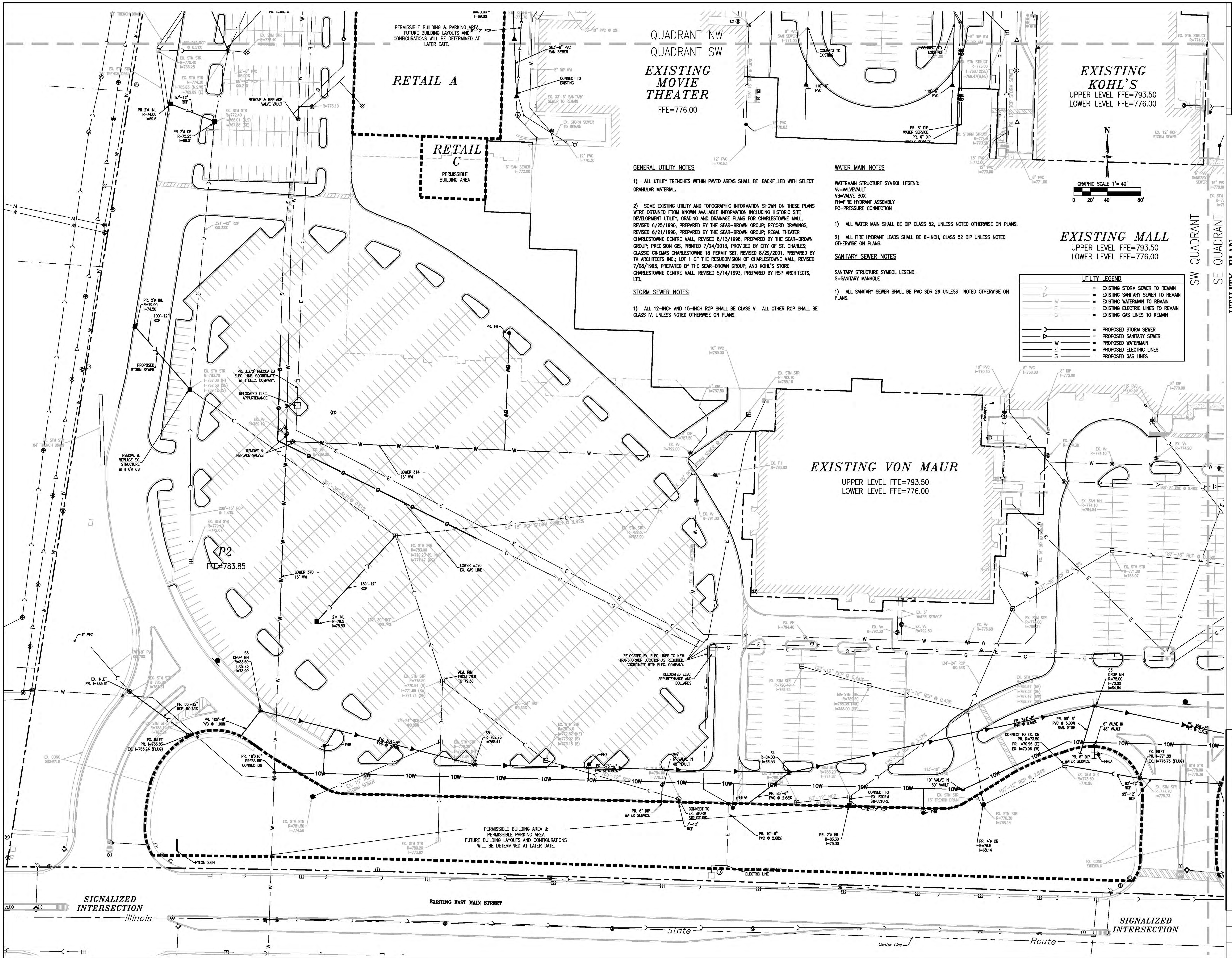
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	PROPOSED STORM SEWER
	PROPOSED SANITARY SEWER
	PROPOSED WATERMAIN
	PROPOSED ELECTRIC LINES
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ORIGINAL PLAN DATE	2/6/14
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UTILITY PLAN	
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THE QUAD ST. CHARLES	
3800 E. MAIN STREET	
ST. CHARLES, ILLINOIS	
JACOB & HEFNER ASSOCIATES	
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DATE	2/26/15
BY	ASSIGNED BY
REVISION	1 ORIGINAL PLAN DATE
DATE	2/26/15
BY	ASSIGNED BY
REVISION	1 ORIGINAL PLAN DATE

UTILITY PLAN

SW QUADRANT

SE QUADRANT

SW QUADRANT

SE QUADRANT

THE QUAD ST. CHARLES

3800 E. MAIN STREET

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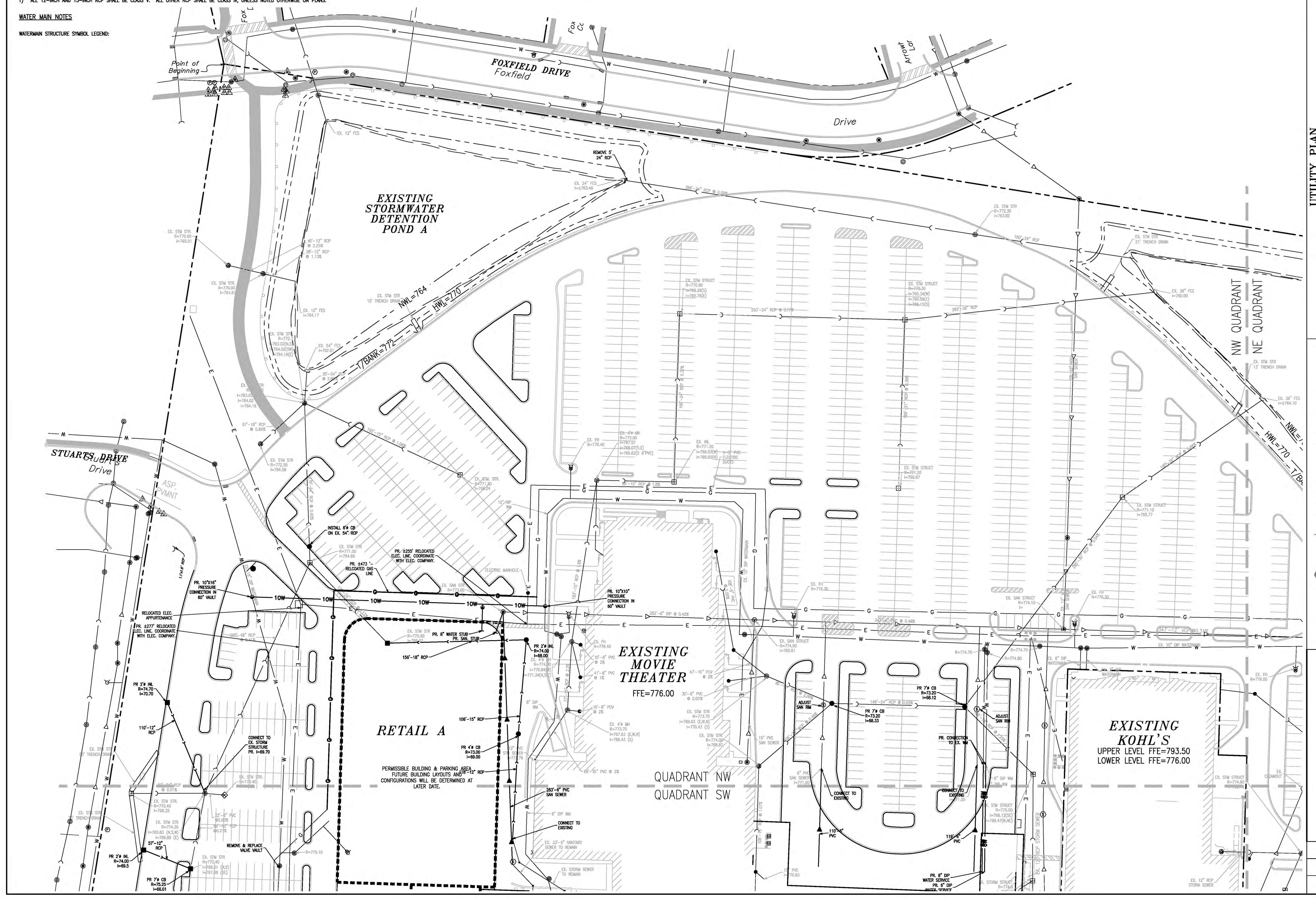
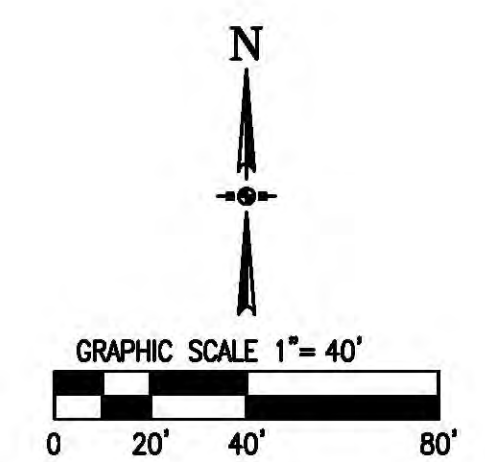
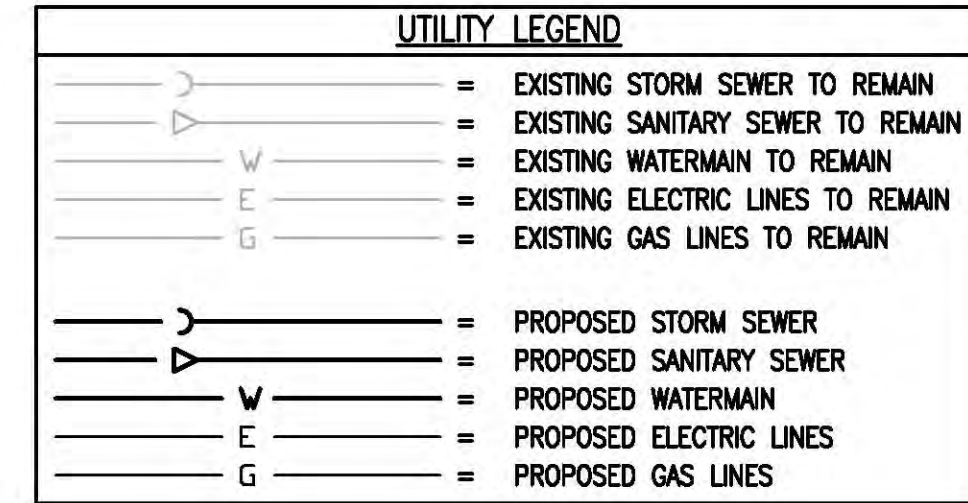
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CHECKED BY	JK
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BY	JK
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AGENDA ITEM EXECUTIVE SUMMARY

Title:	Consideration of a Downtown Overlay Office Certification Appeal for ALE Solutions- 1 Illinois St.
Presenter:	Russell Colby

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development – (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

Background:

In November 2013, the City Council approved an amendment to the Zoning Ordinance to modify the Downtown Overlay District requirements to allow for certain types of office uses to occupy the ground floor of buildings, subject to receiving an Office Certification for each specific business. The certification process requires the business to provide information to demonstrate it will meet certain criteria and therefore meet the purpose of the Downtown Overlay District, which is to allow for businesses that generate pedestrian activity and businesses that are compatible with a pedestrian oriented shopping area.

ALE Solutions is located in the Fox Island Square Building, 1 Illinois St., and their offices occupy the entire second and third floors of the building. ALE began occupying Unit #120 on the ground floor of the building earlier this year. Staff became aware of the business occupying the ground floor space in early February and sent a letter to the property owner, Shodeen, and ALE Solutions CEO Robert Zimmers informing them that an Office Certification was required for the business to occupy the ground floor unit.

Office Certification:

ALE Solutions submitted a request for Office Certification on Feb. 28, 2014. Correspondence between ALE Solutions and City Staff is attached. Staff concluded on March 21, 2014 that the information submitted was not sufficient to demonstrate that the business would meet criteria “b”, that the function of the business conducted in Unit #120 is to primarily provide services to customers that are physically present.

Appeal:

The Zoning Ordinance provides for an appeal process for an Office Certification request that has been denied by staff. ALE Solutions has requested an appeal of the staff decision.

The ordinance states that the City Council shall only consider the criteria listed in the ordinance and may uphold or reverse the decision of the Director of Community & Economic Development. The criteria is attached.

Attachments: *(please list)*

Office Certification Ordinance text, Correspondence between the City and ALE Solutions.

Recommendation / Suggested Action *(briefly explain):*

Consider the Downtown Overlay Office Certification Appeal for ALE Solutions- 1 Illinois St.

<i>For office use only:</i>	<i>Agenda Item Number: 5d</i>
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CBD-1 District. However, development in this district is also intended to retain a pedestrian-oriented character, similar to that of the CBD-1 District.

F. **Downtown Overlay District**

The purpose of the Downtown Overlay District is to preserve the economic vitality and pedestrian character of downtown's shopping core within the CBD-1 and CBD-2 Districts by encouraging the continuous flow of pedestrian movement. This is accomplished by limiting uses on the first floor that typically generate relatively little pedestrian activity or are otherwise incompatible with a pedestrian oriented shopping area. Only those uses listed in Table 17.14-1 shall be permitted on the street level or first floors of buildings/structures within the Downtown Overlay District.

17.14.020 Permitted and Special Uses; Downtown Overlay Exemptions

- A. Table 17.14-1 lists permitted and special uses for the business districts, and for the first floor level of the Downtown Overlay District.
- B. Buildings within the Downtown Overlay District are restricted with respect to the uses permitted on the first floor level, as provided in Table 17.14-1.

- 1. Exemptions. Notwithstanding these restrictions, the first floor level of a building within the Downtown Overlay District may be occupied for any use permitted within the underlying zoning district (i.e., CBD-1 or CBD-2), upon certification by the Director of Community Development that its physical characteristics make it unsuitable for occupancy for any of the first floor uses permitted within the Downtown Overlay District, and that altering such physical characteristics would either 1) be incompatible with the purpose of Chapter 17.32 (Historic Preservation) of this Title or 2) impose an undue financial burden on the property owner. Such physical characteristics may include but shall not be limited to: inappropriate placement, size or orientation of doors or windows, a floor level which is not of a similar elevation to the adjoining sidewalk, lack of window area for display of goods, lack of street frontage, and interior space which is not adaptable to the permitted uses because of structural components or limitations on accessibility. For purposes of this section, an undue financial burden shall mean where the estimated cost of altering the building exceeds 25% of the current appraised value of the property.

- 2. Certification for Office Use. The first floor level of a building within the Downtown Overlay District may be occupied by certain office uses (Bank, Financial Institution, Office-Business and Professional, and Medical/Dental Clinic) upon certification by the Director of Community Development that the proposed office use will meet the purpose of the Downtown Overlay District, as identified in Section 17.14.010.F, to generate pedestrian activity and be compatible with a pedestrian oriented shopping area. To be eligible for the certification, a property owner must demonstrate that the property has been vacant, not under lease, and publicly listed for lease for a minimum of 180 days by providing documentation demonstrating the space was listed on a public listing service.

The proposed office user shall demonstrate that the following criteria will be met:

- a. The business will be open to the general public during normal business hours and may require that customers make an appointment for service.
- b. The primary function of the business establishment will be to provide direct services to customers that are physically present.
- c. The interior space of the business will be configured such that a) the street-level storefront entrance will serve as the public entrance and b) a reception area or waiting area for visitors will be provided directly accessible from the public entrance.
- d. Street-facing storefront windows and doors will not be obstructed at any time and shall be utilized to provide a view of the interior office visible to pedestrians on the street. Illuminated exterior signs and the interior of the storefront shall be illuminated during evening hours.

A Certification for Office Use shall apply to the specific business only. A new Certification for Office Use shall be required for any new business to occupy a space. The Certification



BUSINESS AND MIXED USE DISTRICTS

for Office Use may be revoked if the Director of Community Development finds the business is not operating in accordance with the certification.

3. Appeal. If a property owner or business tenant has formally requested an Exemption or a Certification for an Office Use pursuant to subsections “a” or “b” above, and if the request has been formally denied by the Director of Community Development, the property owner or business tenant may request an appeal of the decision before the City Council. The City Council shall consider only the criteria listed above and may uphold or reverse the decision of the Director of Community Development.

(Ord. 2013-Z-20 § 2.)

17.14.030 Bulk Regulations

Table 17.14-2 establishes the Bulk regulations for the business districts.



#1 City for Families
by FamilyCircle® 2011

March 21, 2014

Robert Zimmers
CEO, ALE Solutions
1 W. Illinois St.
St. Charles, IL 60174
Sent via email to robert.zimmers@alesolutions.com

Re: Request for Office Certification for ALE Solutions, for 1 W. Illinois St., Unit #120

Mr. Zimmers:

City staff has completed a review of your request for Office Certification submitted on Feb. 27, 2014, and with additional information submitted on Mar. 13, 2014. The information provided is not sufficient to demonstrate that the business will meet the criteria for Office Certification listed in Section 17.14.020(B)(2) of the Zoning Ordinance. Therefore, the Office Certification request has been denied.

Specifically, the information submitted to address Criteria "b" does not provide sufficient documentary evidence to demonstrate that the function of the business in Unit #120 is to primarily provide services to customers that are physically present, either as regular walk-ins or by appointment. Additionally, City staff has observed the property at various times during the business day and has not observed customers entering or exiting the north entrance door to Unit #120.

The Zoning Ordinance allows an option to appeal this decision before the City Council. The City Council may only consider the criteria in the ordinance and may uphold or reverse staff's decision. To request an appeal, please submit a written request to the Community & Economic Development Department by April 3, 2014. The request will then be scheduled for review by the Planning & Development Committee of the City Council at their meeting on April 14, 2014 at 7:00pm. At the meeting, you will have an opportunity to directly address the Committee.

If you choose not to file a request for appeal, a Notice of Zoning Violation will be issued on April 4, 2014, requiring the business to vacate the space in 30 days.

The City appreciates your business being located in the community, but must enforce the regulations of the Zoning Ordinance. If you have questions, please contact either Russell Colby or myself at (630) 377-4443.

Sincerely,

Rita Tungare, AICP
Director of Community & Economic Development

Cc: Bob Vann, Building & Code Enforcement Division Manager
Russell Colby, Planning Division Manager

RAYMOND P. ROGINA *Mayor*
MARK KOENEN, P.E. *City Administrator*



March 13, 2014

Rita Tungare
Director Community Development
Saint Charles Municipal Government
2 East Main Street
Saint Charles, IL 60174

Re: Application for Certification of Office Use - Supplemental Information From ALE

Dear Mrs. Tungare,

Thank you for the opportunity to provide the additional information you need to evaluate our Office Use Application.

a. Please provide detail on typical business hours and what types of customers are coming to the business, for what purpose, and for what duration of time.

The business hours for Unit 120 will be from 8:00a to 5:00p Monday through Friday. Suite 120 will function as ALE's general reception area for all guests and for serving the portion of our business where our housing specialists meet directly with customers. ALE provides temporary housing services to the general public. The time customers and other visitors spend with us vary from minutes to hours depending on their particular needs.

b. Please provide documentation to demonstrate that the primary function of the entire unit is to serve customers that are physically present. Provide information on how each area of the unit is being utilized.

The floor plan shows the location of (14) ALE housing service specialists and a customer reception area. Not unlike a real-estate or a travel agency office, our agents will directly serve clients both by phone and in person by appointment or as a walk-in. The primary function of this unit will be to serve ALE customers in person but I cannot attest that it will be the exclusive function of the "entire unit" at all times.

c. Please provide information on the layout of the space.

Please see attached an existing floor layout. Not shown are the existing bathroom, break area and closet.

d. What door is functioning as the storefront business door? How are customers directed to access the business?

CORPORATE HEADQUARTERS
One West Illinois Street
Suite 300
Saint Charles, Illinois 60174

www.alesolutions.com

LOCAL PHONE
(630) 513-6434
TOLL-FREE PHONE
(866) 885-9785
FACSIMILE
(866) 814-6832

The functioning main entrance remains unchanged and provides direct access from the sidewalk (please reference attached layout). Customers will be directed to the entrance by illuminated signage over the storefront windows that conform to the specifications set forth by the landlord and similar in size and style to the other first floor building tenants. The signage has not yet been installed pending the outcome of this application.

I hope you find the additional information I provided in this letter to be sufficient for you to make a determination on my application. If I have left anything out, please do not hesitate to contact me again.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert Zimmers', with a long horizontal flourish extending to the right.

Robert Zimmers
CEO, ALE Solutions, Inc.



#1 City for Families
by FamilyCircle® 2011

March 7, 2014

Robert Zimmers
CEO, ALE Solutions
1 W. Illinois St.
St. Charles, IL 60174
Sent via email to robert.zimmers@alesolutions.com

Re: Request for Office Certification for ALE Solutions, for 1 W. Illinois St., Unit #120

Mr. Zimmers:

We have reviewed your request for Office Certification submitted on Feb. 27.

Based on the letter, you have not submitted adequate information to demonstrate that your business will meet the required criteria, and without further substantiation, the request will be denied.

Regarding the criteria, please provide the following additional information:

a. The business will be open to the general public during normal business hours and may require that customers make an appointment for service.

Please provide detail on typical business hours and what types of customers are coming to the business, for what purpose, and for what duration of time.

b. The primary function of the business establishment will be to provide direct services to customers that are physically present.

Please provide documentation to demonstrate that the primary function of the entire unit is to serve customers that are physically present. Provide information on how each area of the unit is being utilized. A floor plan could be beneficial to document this information.

c. The interior space of the business will be configured such that a) the street-level storefront entrance will serve as the public entrance and b) a reception area or waiting area for visitors will be provided directly accessible from the public entrance.

Please provide information on the layout of the space.

d. Street-facing storefront windows and doors will not be obstructed at any time and shall be utilized to provide a view of the interior office visible to pedestrians on the street. Illuminated exterior signs and the interior of the storefront shall be illuminated during evening hours.

RAYMOND P. ROCINA *Mayor*

MARK KOENEN, P.E. *City Administrator*

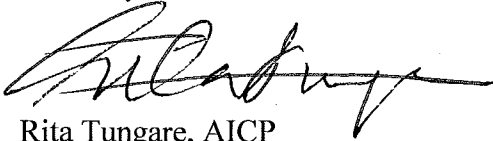
What door is functioning as the storefront entrance door? How are customers directed to access the business?

Please provide further information for review by March 14, 2014. If additional information is not provided by this date, the Office Certification will be denied and the City will need to issue a Notice of Zoning Violation for unlawfully occupying the ground floor space.

Additionally, if you believe a physical assessment of the space by City staff might supplement the requested information, please let us know.

If you have questions, please contact either Russell Colby or myself at (630) 377-4443.

Sincerely,

A handwritten signature in black ink, appearing to read "Rita Tungare", written over a horizontal line.

Rita Tungare, AICP
Director of Community & Economic Development

Cc: Bob Vann, Bldg & Code Enforcement



RECEIVED
St. Charles, IL

FEB 27 2014

CDD
Planning Division

August 24, 2011

Rita Tungare
Director Community Development
Saint Charles Municipal Government
2 East Main Street
Saint Charles, IL 60174

Re: Application for Certification of Office Use

Dear Mrs. Tungare,

ALE Solutions, Inc., is applying for a "Certification for Office Use" within the St Charles, IL Downtown Overlay District in accordance with Section 17.14.020(B)(2) of the zoning ordinance. The space we wish to occupy is suite 120 in the Fox Island Square (FIS) building located at 1 west Illinois Street.

ALE Solutions, Inc. was founded in St. Charles 13 years ago by Rowena Zimmers with the first office located in Suite 300 of the Fox Island Square (FIS) building. Rowena's company provides all manner of temporary housing for families that have lost use of their home due to a peril covered by their property insurance carrier. ALE has steadily grown where today it occupies all of the second and third floors of the FIS building. Drawing mostly from the St Charles area workforce, ALE has increased employment working from the FIS building to approximately (150).

ALE directly serves the housing needs of over 5,000 new families nationwide each month of which over 300 are local Northern Illinois residents. As ALE has grown, the daily foot traffic of customers, vendors and service providers has increased to the point (30+/day) where a first floor reception and customer service area is necessary. Suite 120 at 2,015 square feet is an optimal space for this purpose and in keeping with the spirit of generating additional pedestrian traffic to the benefit of all adjacent businesses.

Suite 120 meets the stipulation of a space that has been vacant for over 3 years despite continuous marketing efforts. The Fox Island Square retail spaces are somewhat unique among the other spaces in the Downtown Overlay District in that most of the spaces are set back from First Street or other retail thoroughfare. The two spaces that front First Street have a long occupancy history. In contrast, the remaining spaces in the building have a long history of vacancy. Currently only (3) units comprising 4,166 square feet are occupied of the 14,626 square feet available. ALE's modest presence on the first floor would arguably bring needed foot traffic and exposure to other nearby businesses.

Use and configuration of the space would be in full compliance with the criteria as follows:

- 1) The business would be open to serve the general public during normal business hours.
- 2) The public entrance will be unchanged from its existing configuration.
- 3) A reception area with seating will be provided for customers.
- 4) The Street-facing store front will remain unchanged and provide a view to the interior office and remain illuminated during evening hours.

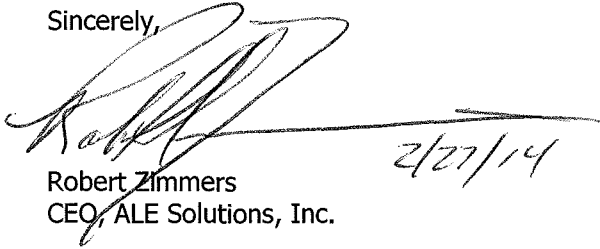
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FACSIMILE
(866) 814-6832

www.alesolutions.com

Thank you for considering ALE's application for Certification of Office Use. I believe that our intended use of Suite 120 meets both the expressed criteria of the zoning ordinance as well as the spirit of the ordinance. Employees and customers of ALE Solutions have a long history of patronizing downtown businesses and see our occupancy of Suite 120 as a furtherance of our contribution to the success of a thriving Downtown Overlay District.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Zimmers", is written over a horizontal line. To the right of the signature, the date "2/27/14" is handwritten in the same ink.

Robert Zimmers
CEO, ALE Solutions, Inc.



#1 City for Families
by FamilyCircle® 2011

February 12, 2014

Shodeen Management
77 N. First St.
Geneva, IL 60134

Re: ALE Solutions occupying ground-floor space in the Fox Island Square building, 1 Illinois St.

It has come to our attention that ALE Solutions is in the process of occupying Units 110 and 120 on the first floor of the Fox Island Square building located at 1 Illinois St.

Per the St. Charles Zoning Ordinance, this property is located in the Downtown Overlay District. Business and Professional Office uses are not permitted to occupy the first floor of any building in the Downtown Overlay District without an Office Certification for the specific business and tenant space. To request an Office Certification, you must submit a request to the Community Development Department and provide documentation demonstrating that the proposed business will comply with the Office Certification criteria listed in Section 17.14.020(B)(2) of the Zoning Ordinance.

If you have questions, please contact the Community Development Department at (630) 377-4443.


Sincerely,

Rita Tungare, AICP
Director of Community & Economic Development

c: Robert Zimmers, ALE Solutions

RAYMOND P. ROGINA *Mayor*

MARK KOENEN, P.E. *City Administrator*

 ST. CHARLES <small>SINCE 1834</small>		AGENDA ITEM EXECUTIVE SUMMARY					
		Title:	Presentation of a Concept Plan for 600-660 S. Randall Rd.				
		Presenter:	Russell Colby				
<i>Please check appropriate box:</i>							
	Government Operations				Government Services		
X	Planning & Development (4/14/14)				City Council		
Estimated Cost:				Budgeted:	YES		NO
If NO, please explain how item will be funded:							
Executive Summary:							
<p>The subject property, 600-660 S. Randall Rd., is a multi-tenant commercial building located at the southeast corner of Randall Rd. and Prairie St. New owners/developers, First Rockford Group, are proposing to improve the property. Details of the proposal:</p> <ul style="list-style-type: none"> • A small building addition to square off an angled recess at the interior corner of the building. • Potential for a building addition on the north side of the building. • Complete renovation of the exterior of the building. • Complete reconstruction and expansion of the parking lot. • Enhanced freestanding sign. • New landscaping. <p>The property as it exists today has a number of zoning non-conformities that make redeveloping the site difficult. The non-conformities are detailed in the Staff Memo.</p> <p>The applicant intends request a Planned Unit Development (PUD) for the project. Per Section 17.04.410.C of the Zoning Ordinance, a Concept Plan review is required prior to the applicant submitting the application for the PUD. Therefore, the applicant has submitted this Concept Plan application to seek feedback regarding the proposal improvements and the proposed Special Use for a Planned Unit Development.</p>							
Plan Commission Review:							
The Plan Commission reviewed the Concept Plan on 4/8/14. The Commission is supportive of the proposal as a PUD. The Commission's comments are attached in a separate memo.							
Attachments: <i>(please list)</i>							
Staff Memo, Application, Concept Plans							
Recommendation / Suggested Action <i>(briefly explain):</i>							
Provide feedback on the Concept Plan.							
<i>For office use only:</i>		<i>Agenda Item Number: 5e</i>					

Community & Economic Development
Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



ST. CHARLES
SINCE 1834

Staff Memo

TO: Chairman Dan Stellato
And the Members of the Planning & Development Committee

FROM: Russell Colby
Planning Division Manager

RE: **Plan Commission Comments** - Concept Plan for 600-660 S. Randall Rd.
(Randall Shoppes)

DATE: April 10, 2014

The Plan Commission reviewed the Concept Plan at their meeting on April 8, 2014 and offered the following comments:

- The proposal meets the purposes of the Planned Unit Development (PUD) process in the Zoning Ordinance.
 - The Commission is supportive of the setback and landscape deviations necessary to accommodate the project.
- The proposed building architecture is attractive.
 - The rear elevation should be cohesive with the front and side elevations.
 - Additional columns or articulation can be used on the Randall Rd. elevation to break up the long expanse of wall.
- Cross access to either the Jewel or Fifth Third Bank properties is desirable.
 - The applicant responded that they would like to pursue cross access in the future.
 - The Jewel and Fifth Third Bank sites are part of an easement and covenant agreement that restricts the type of businesses that can be located on the property. The applicant does not want to enter a cross access agreement that will limit the type of businesses that could locate in the building.
- Sidewalk or pedestrian connectivity to adjoining sites is desirable.
 - There was a discussion about the potential for rear access to the building from the Jewel site. The applicant responded that tenants generally do not like a configuration with two entry doors on the front and rear of the tenant space.
- Improved signage is desirable.
 - The applicant intends to enhance the existing freestanding sign with materials that match the building.

Community & Economic Development
 Planning Division

Phone: (630) 377-4443
 Fax: (630) 377-4062



ST. CHARLES
 SINCE 1834

Staff Memo

TO: Chairman Todd Wallace
 And the Members of the Plan Commission

Chairman Dan Stellato
 And the Members of the Planning & Development Committee

FROM: Russell Colby
 Planning Division Manager

RE: Concept Plan for 600-660 S. Randall Rd. (Randall Shoppes)

DATE: April 4, 2014

I. APPLICATION INFORMATION:

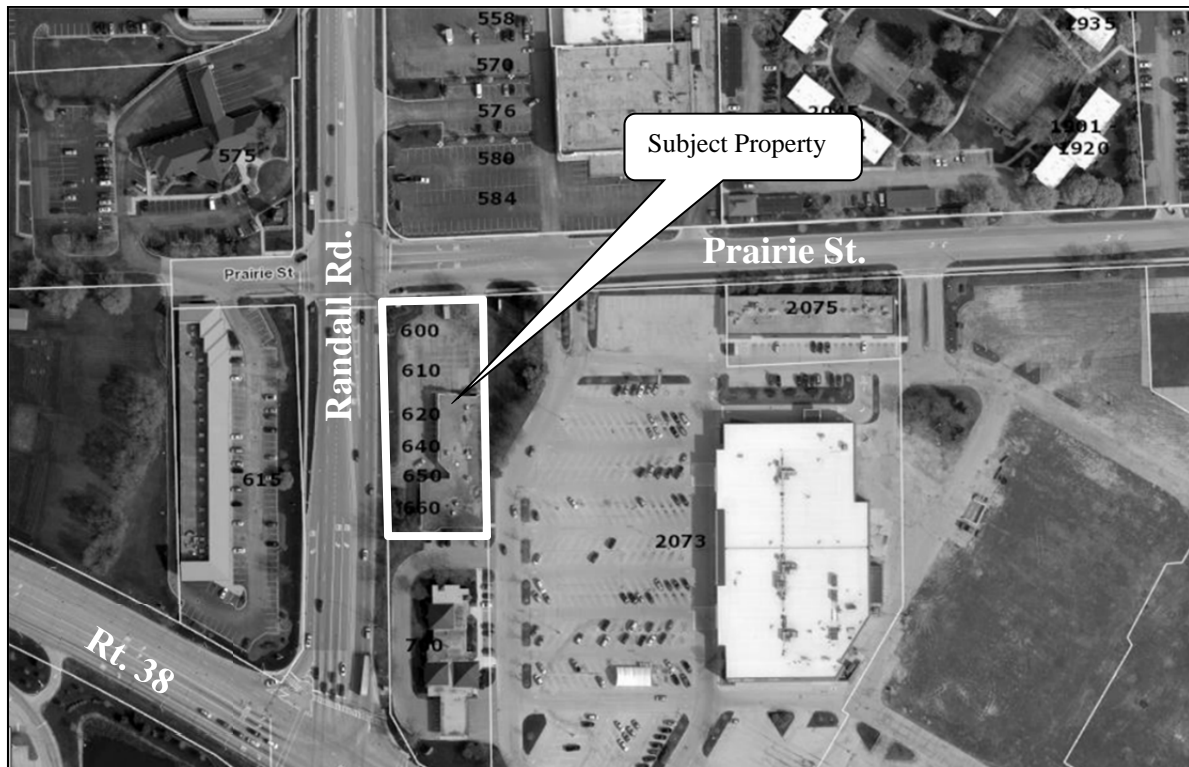
Project Name: 600-660 S. Randall Rd. (Randall Shoppes)

Applicant: Dyn Rote, LLC

Purpose: Concept Plan review of potential PUD to renovate and enlarge building and parking lot

General Information:		
Site Information		
Location	600-660 S. Randall Rd.	
Acres	0.991 acres	
Applications	1) Concept Plan	
Applicable Zoning Code Sections	17.04 Administration 17.14 Business and Mixed Use Districts Table 17.14-2 Business and Mixed Use Districts Bulk Requirements 17.24.100 Drive-Through Facilities 17.28 Landscaping and Screening 17.06.030 Standards and Guidelines – BL, BC, BR, & O/R Districts	
Existing Conditions		
Land Use	Existing Multi-tenant commercial/retail building	
Zoning	BC – Community Business District	
Zoning Summary		
North	BC-Community Business District	Multi-tenant commercial/retail building
East	BC-Community Bus./Special Use	Jewel Osco store with Drive- Through
South	BC-Community Business District	Fifth Third Bank with Drive-Through
West	BC-Community Business District	Multi-tenant commercial/retail building
Comprehensive Plan Designation		
Corridor/Regional Commercial		

Aerial Photograph



II. BACKGROUND:

Property History

The subject property, 600-660 S. Randall Rd., is a multi-tenant commercial building located at the southeast corner of Randall Rd. and Prairie St.

In 1968, the subject lot was created by subdivision, along with the Fifth Third Bank lot to the south. Although Randall Rd. has been widened over the years, no portion of the original lot was ever removed for road widening.

The adjacent Jewel and Fifth Third Bank sites were developed in 1979. The Subject Property was developed in 1987.

Proposal

New owners/developers, First Rockford Group, are proposing to improve the property. Details of the proposal:

- A small building addition to square off an angled recess at the interior corner of the building.
- Potential for a building addition on the north side of the building.
- Complete renovation of the exterior of the building.
- Complete reconstruction and expansion of the parking lot.
- Enhanced freestanding sign.
- New landscaping.

PUD vs. Variance

The property as it exists today has a number of zoning non-conformities that make redeveloping the site difficult. The non-conformities are detailed in a table in the next section of the memo.

Staff and the applicant initially discussed the potential for one or more zoning variations to accommodate the project instead of a Planned Unit Development (PUD). However, because the applicant is requesting to intensify the use of the site and is choosing to add additional parking above what the Zoning Ordinance would require for retail uses, staff felt the proposal would not meet the standards required for a setback variance. The only other option available to accommodate the project is a PUD approval.

As a practice, the City has discouraged single-lot PUDs where possible. However, the City did approve a single-lot PUD for the McDonald's project on W. Main St., which is a complete site redevelopment and not a retrofit of an existing building.

Per Section 17.04.410.C of the Zoning Ordinance, a Concept Plan review is required prior to the applicant submitting the application for the PUD. Therefore, the applicant has submitted this Concept Plan application to seek feedback regarding the proposal site improvements and the proposed Special Use for a Planned Unit Development to accommodate the identified deviations.

III. ANALYSIS OF CONCEPT PLAN

A. COMPREHENSIVE PLAN

Land Use Designation

The Comprehensive Plan Land Use designation for this property is *Corridor/Regional Commercial*.

West Gateway Sub Area Plan

The West Gateway Sub Area Plan on p. 94 identifies an objective that could be advanced by the proposal:

- *Enhancement of the character of both existing and new development through onsite landscaping, attractive building design and materials, and more consistent sign regulation.*

The West Gateway Improvement Plan on p. 96 identifies a number of site design issues with properties in the vicinity of the site, including:

- The need for parking lot improvements (landscaping and screening).
- Lack of cross access between sites.
- Lack of sidewalk connections.

Design Guidelines

The Gateway and Corridor Design Guidelines starting on p. 132 identify a number of items that could be improved through the proposed project, such as:

- Creating a better visual presence and identifiable front entrance for the building.
- More architectural prominence for a highly visible corner site.
- Higher quality building materials.
- Improved parking lot lighting (replacement of flood lighting).
- Parking lot improvements, including curbing and landscape screening.
- Potential for cross access to adjacent sites.
- Improved signage.

B. ZONING STANDARDS

This property is zoned BC Community Business. Staff reviewed the submitted plans vs. the requirements of the Zoning Ordinance:

Category	Zoning Ordinance Standard	Existing Site	Proposed Changes
Lot Area	1 acre	0.991 acre	
Lot Width	N/A	135.48 ft	
Building Setbacks:			
<i>Front (Prairie St)</i>	20 ft.	140 ft.	80 ft.
<i>Exterior Side (Randall Rd)</i>	20 ft.	49.9 ft.	
<i>Interior Side (east)</i>	10 ft.	5.4 ft.	
<i>Rear (south)</i>	30 ft.	2.6 ft.	
Parking/Paving Setbacks:			
<i>Front (Prairie St)</i>	20 ft.	10 ft.	
<i>Exterior Side (Randall Rd)</i>	20 ft.	17 ft & 0 ft.	6 ft. & 0 ft.
<i>Interior Side (east)</i>	0 ft.	0 ft.	
<i>Rear (south)</i>	0 ft.	20 ft.	0 ft.
Maximum Building Gross Floor Area	75,000 sf	10,092 sf	11,256 to 13,667 sf
Maximum Building Coverage	40%	23.4%	26 to 31.6%
Parking Stall Size	9 x 18 ft (2 ft overhang allowed where parking stalls abut green space)	9 x 18 ft	
Drive-Aisle Width	24 ft	24 ft	
Parking Requirement	Stalls per 1,000 sf. GFA: Retail: 4 Office: 3 Restaurant: 10	44	58 to 69
Minimum Percentage of Landscape Area	15%		11% (approx.)
Perimeter Parking Lot Landscaping	50% screening of parking stalls	None	To meet ordinance
Internal Parking Lot Landscaping	10% of the parking lot area (for new parking lots only)	None	TBD
Building Foundation Landscaping	8 ft. (for new areas of the building)		None for Addition

Non-Conformities/Proposed Deviations

Existing

The most significant existing zoning non-conformities are the building location on the lot (rear and interior side yard setbacks) and the parking lot setback along Randall Rd.

The Zoning Ordinance requires 15% of the lot area to be landscaped. The existing site may be conforming in terms of the percentage of greenspace; however most of this greenspace is not actually landscaped.

Parking Lot

The proposed deviations would decrease the parking lot setback along Randall Rd. in order to accommodate an additional row of parking. The reconstructed parking lot would be brought into conformance with the design and landscape screening requirements.

Nearby parking lots to the south (Fifth Third) and to the north of Prairie Street also have non-conforming parking lot setbacks along Randall Rd. in the range of 0 to 5 ft.

The proposed improvements to the site would reduce the percentage of greenspace; however it is anticipated that the percentage of landscaped area would increase vs. what exists today.

Building Addition

The optional building addition to the north would meet all zoning requirements, with the exception of Building Foundation Landscaping, which per ordinance would be required along the newly constructed portions of the building.

C. BUILDING ARCHITECTURE

Staff has reviewed the submitted building elevations for conformance with the standards established in Zoning Ordinance Section 17.06.030 Standards and Guidelines – BL, BC, BR, & O/R Districts. The elevations generally conform to those standards.

The existing building is outdated in design and lacks a visual presence on the corner. The proposed enhancements will give the building a more modern appearance and taller design elements will give the building more prominence.

D. SIGNAGE

The existing monument sign at the site complies with the current standards for freestanding signs. The developer plans to enhance the existing sign with masonry materials that match the improvements to the building.

E. SITE ENGINEERING AND UTILITY CONSIDERATIONS

- The site is below one acre; therefore stormwater detention is not required. However, because disturbance of the site will exceed 5,000 sf, a stormwater permit will be required. Drainage of the site will be reviewed to ensure that post-development stormwater run-off does not exceed the pre-development runoff.
- Utilities serving the building may need to be relocated for the building addition.
- An additional fire hydrant may be required as there does not appear to be a fire hydrant located within 75 ft. of the Fire Dept. connection to the building.
- Upgraded electric service may be needed depending on the tenants, and this may require the installation of an additional transformer on the site.

Cross Access

Staff has recommended to the applicant that cross-access to adjacent sites would be desirable; however allowing for access to either the Jewel or Fifth Third site would require amending a larger access and easement agreement affecting these properties and the former St. Charles Mall property. Staff requests that the developer plan for and agree to cross access, should it become available at a future date.

F. PLANNED UNIT DEVELOPMENT PROPOSAL

Part of this Concept Plan review is to determine if the applicant should proceed with filing an application for a Special Use for a Planned Unit Development. This future application will need to advance one or more of the purposes of the PUD as stated in Section 17.04.400.A. Purpose of the Zoning Ordinance. These purpose statements are as follows:

1. To promote a creative approach to site improvements and building design that results in a distinctive, attractive development that has a strong sense of place, yet becomes an integral part of the community.
2. To create places oriented to the pedestrian that promote physical activity and social interaction, including but not limited to walkable neighborhoods, usable open space and recreational facilities for the enjoyment of all.
3. To encourage a harmonious mix of land uses and a variety of housing types and prices.
4. To preserve native vegetation, topographic and geological features, and environmentally sensitive areas.
5. To promote the economical development and efficient use of land, utilities, street improvements, drainage facilities, structures and other facilities.
6. To encourage redevelopment of sites containing obsolete or inappropriate buildings or uses.
7. To encourage a collaborative process among developers, neighboring property owners and residents, governmental bodies, and the community.

IV. **RECOMMENDATION AND ITEMS TO CONSIDER**

Review the Concept Plans and request to submit an Application for a Special Use for a Planned Unit Development. The following items should be considered as part of this review:

- ✓ Does the proposal advance one or more of the purposes established in Section 17.04.400.A Purpose? (Is this an appropriate project for the use of a PUD?)
- ✓ Is the proposed deviation for the parking lot appropriate?
- ✓ Is the architecture of the buildings appropriate?
- ✓ Are there other design improvements or amenities to further enhance the site to justify the PUD request?

CITY OF ST. CHARLES

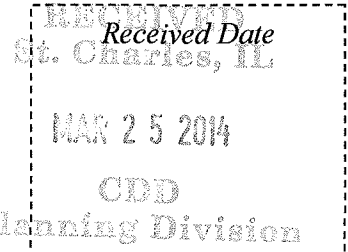
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

CONCEPT PLAN APPLICATION



CITYVIEW	
Project Name:	<i>600-660 S. Randall Rd.</i>
Project Number:	<i>2014 -PR- 008</i>
Application Number:	<i>2014 -AP- 013</i>

To request review of a Concept Plan for a property, complete this application and submit it with all required attachments to the Planning Division.

When the application is complete and has been reviewed by City staff, we will schedule a Plan Commission review, as well as a review by the Planning and Development Committee of the City Council. While these are not formal public hearings, property owners within 250 ft. of the property are invited to attend and offer comments.

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. Property Information:	Parcel Number (s): 09-33-302-001-0000	
	Street Address (or common location if no address is assigned): 600-660 S. Randall Rd.	
2. Applicant Information:	Name Dyn Rote, L.L.C.	Phone 815-229-3000
	Address 6801 Spring Creek Rd. Rockford, IL 61114	Fax 815-229-3001
		Email marvin@firstrockford.com
3. Record Owner Information:	Name Same as Applicant	Phone
	Address	Fax
		Email
4. Billing: <i>To whom should costs for this application be billed?</i>	Name Same as Applicant	Phone
	Address	Fax
		Email

Zoning and Use Information:

Current zoning of the property: BC Community Business

Is the property a designated Landmark or in a Historic District? No

Current use of the property: Commercial Strip Center

Proposed zoning of the property: BC Community Business PUD? Yes

Proposed use of the property: Commercial Strip Center

Comprehensive Plan Designation: Corridor/Regional Commercial

Attachment Checklist

- APPLICATION:** Completed application form signed by the applicant
- PROOF OF OWNERSHIP and DISCLOSURE:**
 - a) a current title policy report; or
 - b) a deed and a current title search.

If the owner is not the applicant, an original letter of authorization from the owner permitting the applicant to act on his/her behalf is required. If the owner or applicant is a Trust, a disclosure of all beneficiaries; if the owner or applicant is a Partnership, a disclosure of all partners; if the owner or applicant is a Corporation, a disclosure of all owners with an interest of at least ten percent (10%).
- LEGAL DESCRIPTION:** For entire subject property, on 8 ½ x 11 inch paper
- PLAT OF SURVEY:**

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

Aerial photograph of the site and surrounding property at a scale of not less than 1"=400', preferably at the same scale as the concept plan.
- PLANS:**

All required plans shall be drawn on sheets no larger than 24" x 36", unless the Director of Community Development permits a larger size when necessary to show a more comprehensive view of the project. All required plans shall show north arrow and scale, and shall be drawn at the same scale (except that a different scale may be used to show details or specific features). All plans shall include the name of the project, developer or owner of site, person or firm preparing the plan, and the date of plan preparation and all revisions. A pdf document file or files of all plans shall be required with each submittal. The number of paper plans required shall be as determined by the Director of Community Development, based upon the number of copies needed for review.

Copies of Plans:

- Ten (10) Initial Submittal - ~~Fifteen (15)~~ full size copies, Three (3) 11" by 17", and a PDF electronic file on a CD-ROM.
- Revision Submittal for Plan Commission - Twenty-Two (22) full size copies, Three (3) 11" by 17" and a PDF electronic file on a CD-ROM.

Concept Plans shall show:

1. Existing Features:
 - Name of project, north arrow, scale, date
 - Boundaries of property with approximate dimensions and acreage
 - Existing streets on and adjacent to the tract
 - Natural features including topography, high and low points, wooded areas, wetlands, other vegetative cover, streams, and drainage ways.
 - General utility locations or brief explanation providing information on existing sanitary sewer, storm sewer, water, and other utilities necessary to service the development.
2. Proposed Features:
 - Name of project, north arrow, scale, date
 - Boundaries of property with approximate dimensions and acreage
 - Site plan showing proposed buildings, pedestrian and vehicular circulation, proposed overall land use pattern, open space, parking, and other major features.
 - Architectural elevations showing building design, color and materials (if available)
 - General utility locations or brief explanation providing information on existing sanitary sewer, storm sewer, water, and other utilities necessary to service the development

□ SUMMARY OF DEVELOPMENT:

Written information including:

- List of the proposed types and quantities of land use, number and types of residential units, building coverage, floor area for nonresidential uses and height of proposed buildings, in feet and number of stories.
- Statement of the planning objectives to be achieved and public purposes to be served by the development, including the rationale behind the assumptions and choices of the applicant
- List of anticipated exceptions or departures from zoning and subdivision requirements, if any

- INCLUSIONARY HOUSING SUMMARY:** For residential developments, submit information describing how the development will comply with the requirements of Chapter 17.18, Inclusionary Housing.

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.

Dj n Rote, L.L.C.

Samuel Puri

Record Owner

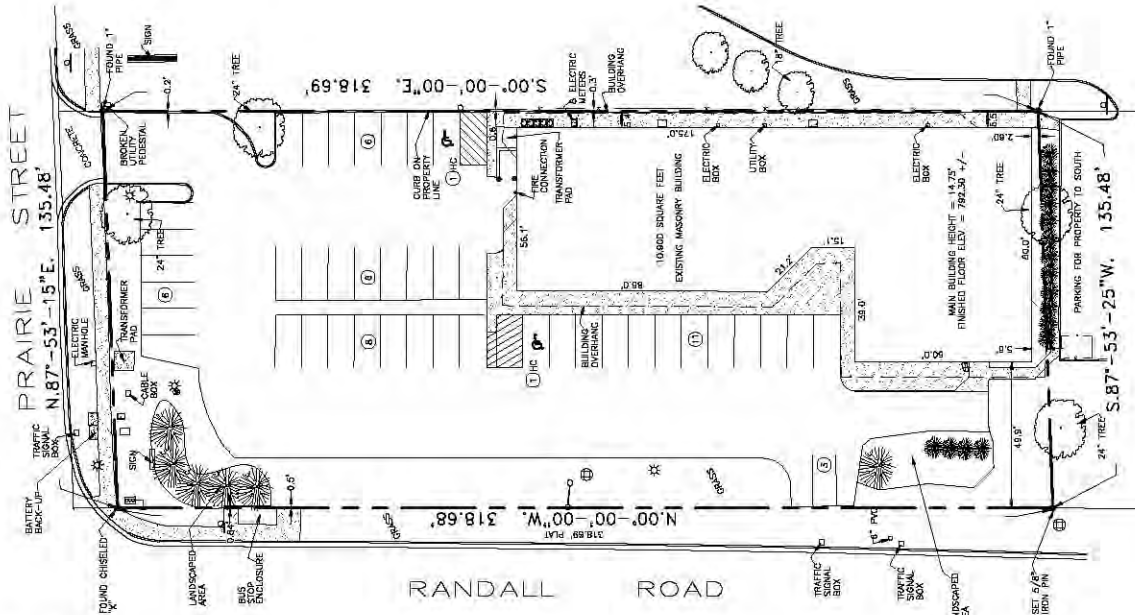
Samuel Puri, Manager

3/21/14

Date

Applicant or Authorized Agent

Date



Site Plan-Existing

1 of 24

Existing
 Retail Building
 Remodeling
 to
 Randall Shoppes

600-660 Randall Road
 St. Charles, Illinois

THE CONTRACTOR SHALL DETERMINE EXACT DIMENSIONS AND CONDITIONS AT THE SITE PRIOR TO SUBMITTING A BID. THE CONTRACTOR SHALL COORDINATE ALL DRAWINGS WITH ACTUAL FIELD CONDITIONS PRIOR TO PROCEEDING WITH THE WORK AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES. THE DRAWING IS THE PROPERTY OF MCCLELLAN BLAKEMORE ARCHITECTS AND MAY NOT BE REPRODUCED WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT.

NO.	DATE	DESCRIPTION
1)	1-10-14	Building Survey
2)	1-14-14	Draft Survey
3)	1-21-14	Owner Review
4)	2-10-14	City of St. Charles Permit Review

© COPYRIGHT McClellan Blakemore Architects 2014

Project No. _____

Scale _____

1" = 20'-0"

Sheet Title _____

SITE PLAN-EXISTING

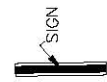
Ref. North _____ Sheet No. _____

C100

PRELIMINARY

PRAIRIE STREET
N.87°-53'-15"E. 135.48'

GRASS

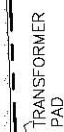
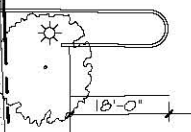
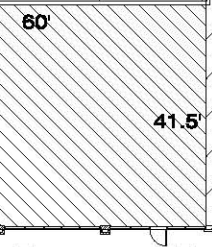


S.00°-00'-00"E. 318.69'

13,667 S.F.
TOTAL BUILDING
PARKING REQUIREMENTS AT 4 PER
1000 = 55 STALLS (58 SHOWN)

GRASS

DUMPSTER AREA



LANDSCAPING AREA

LINE OF EXISTING PARKING EDGE

EXISTING LIGHT POLE

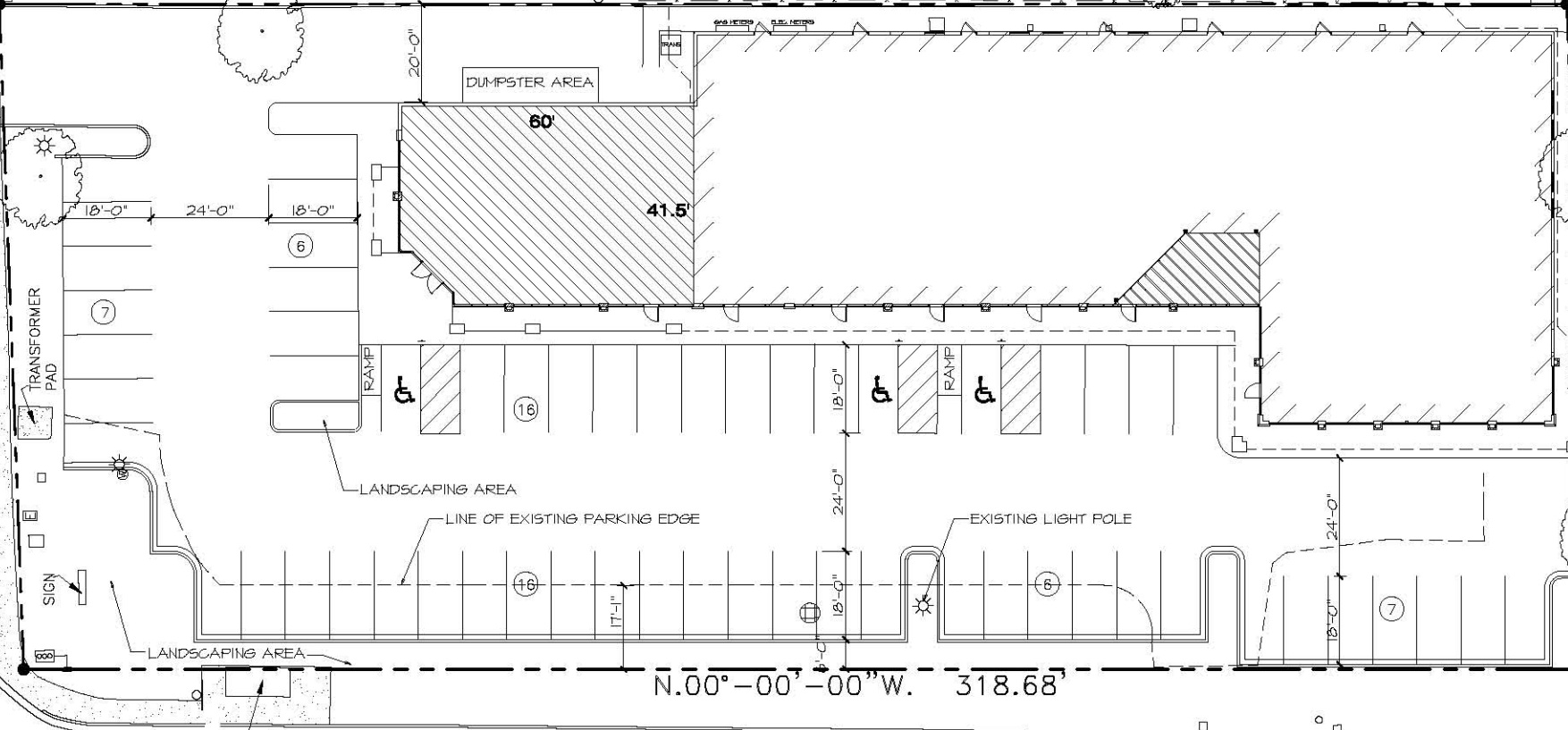
LANDSCAPING AREA

N.00°-00'-00"W. 318.68'

BUS STOP ENCLOSURE

RANDALL ROAD

PARKING FOR DEPOSIT TO SOUTH



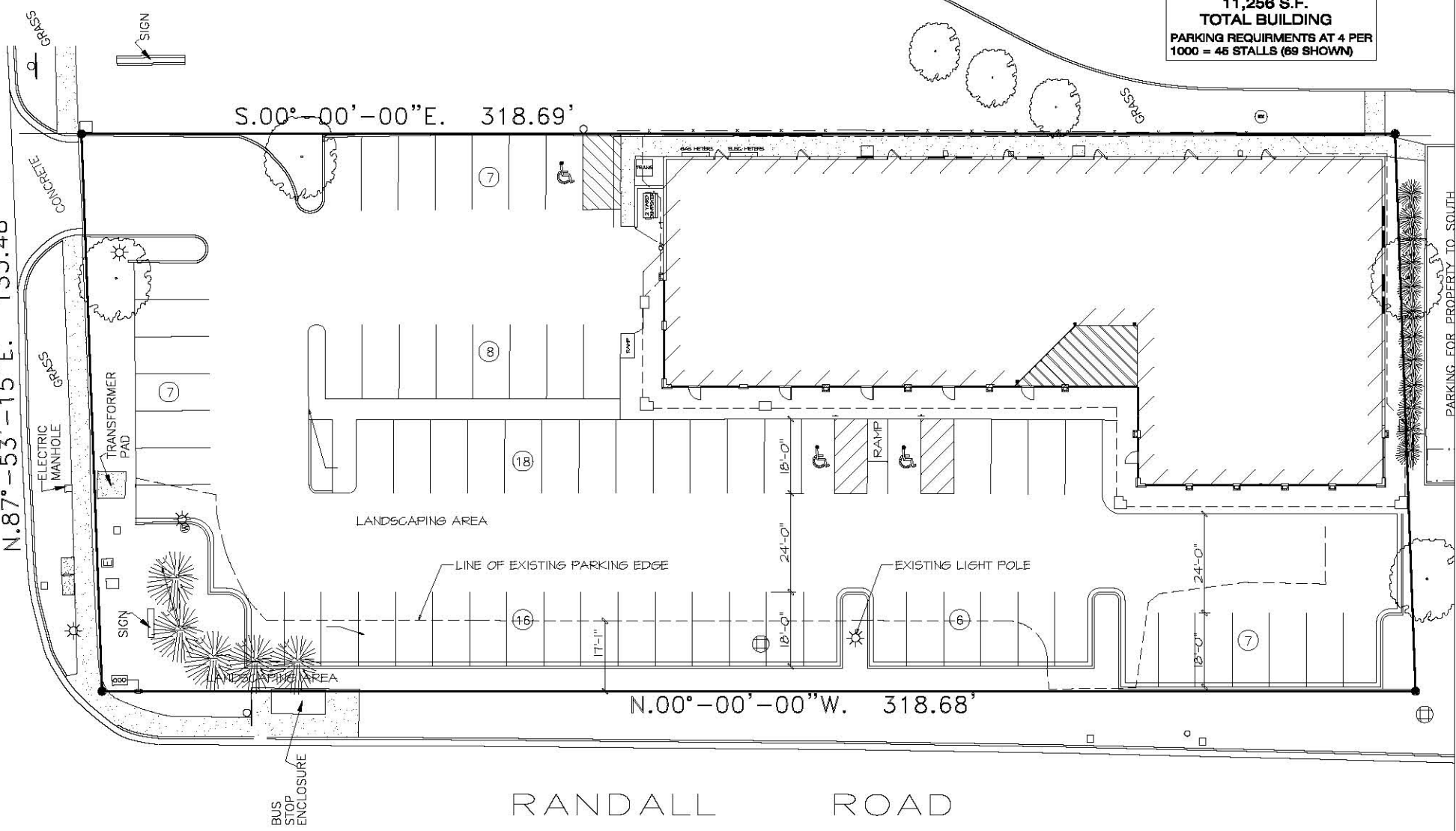
PRAIRIE STREET
N.87°-53'-15"E. 135.48'

S.00°-00'-00"E. 318.69'

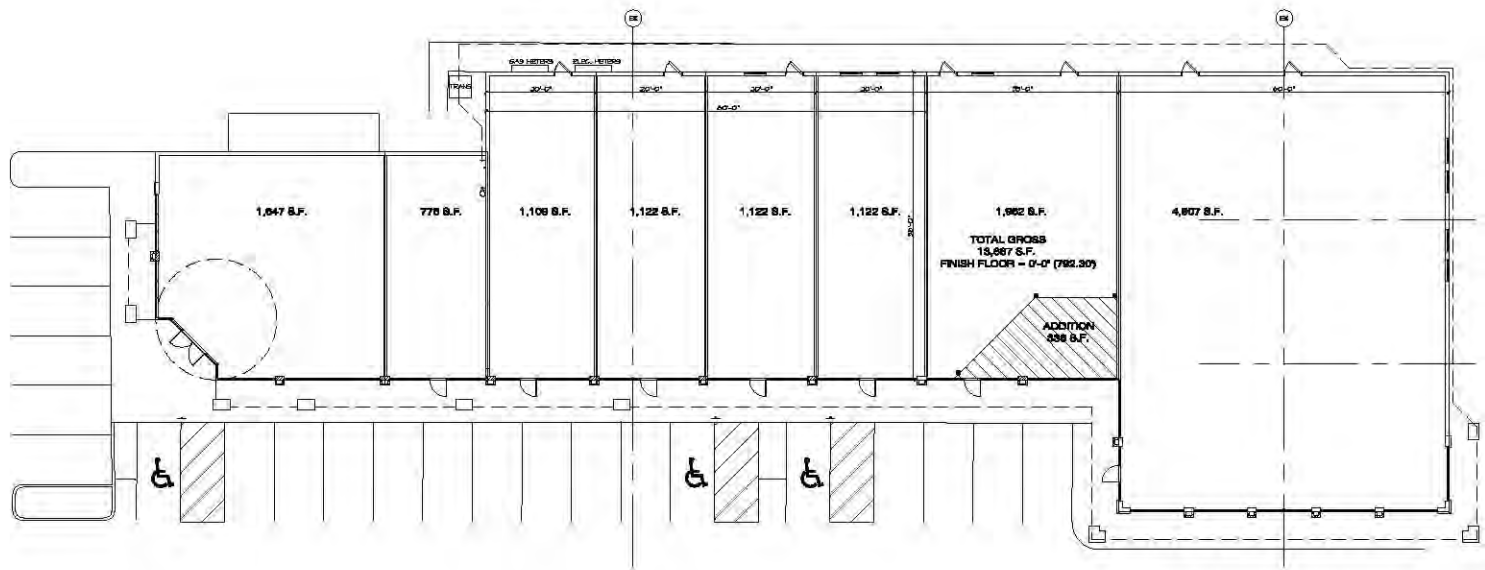
N.00°-00'-00"W. 318.68'

RANDALL ROAD

11,256 S.F.
TOTAL BUILDING
PARKING REQUIREMENTS AT 4 PER
1000 = 45 STALLS (69 SHOWN)



Existing
 Retail Building
 Remodeling
 to
Randall Shoppes
 600-660 Randall Road
 St. Charles, Illinois



Floor Plan-Option One
 952 - 11-0

THE CONTRACTOR SHALL DETERMINE EXACT DIMENSIONS AND CONDITIONS AT THE SITE PRIOR TO SUBMITTING A BID. THE CONTRACTOR SHALL COORDINATE ALL DRAWINGS WITH ACTUAL FIELD CONDITIONS PRIOR TO PROCEEDING WITH THE WORK AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES. THE DRAWING IS THE PROPERTY OF McCLELLAN BLAKEMORE ARCHITECTS AND MAY NOT BE REPRODUCED WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT.

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Project No.

1408

Scale

3/32" = 1'-0"

Sheet Title

FLOOR PLAN OPTION ONE

Ref., North Sheet No.

 A101

PRELIMINARY

Existing
 Retail Building
 Remodeling
 to
Randall Shoppes
 600-860 Randall Road
 St. Charles, Illinois

THE CONTRACTOR SHALL DETERMINE EXACT DIMENSIONS AND CONDITIONS AT THE SITE PRIOR TO SUBMITTING A BID. THE CONTRACTOR SHALL CORRECT ALL DRAWINGS WITH ACTUAL FIELD CONDITIONS PRIOR TO PROCEEDING WITH THE WORK AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES. THE DRAWING IS THE PROPERTY OF McCLELLAN BLAKEMORE ARCHITECTS AND MAY NOT BE REPRODUCED WITHOUT THE PRIOR WRITTEN PERMISSION OF THE ARCHITECT.

NO.	DATE	DESCRIPTION
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Project No. _____

1405

Scale _____

3/32" = 1'-0"

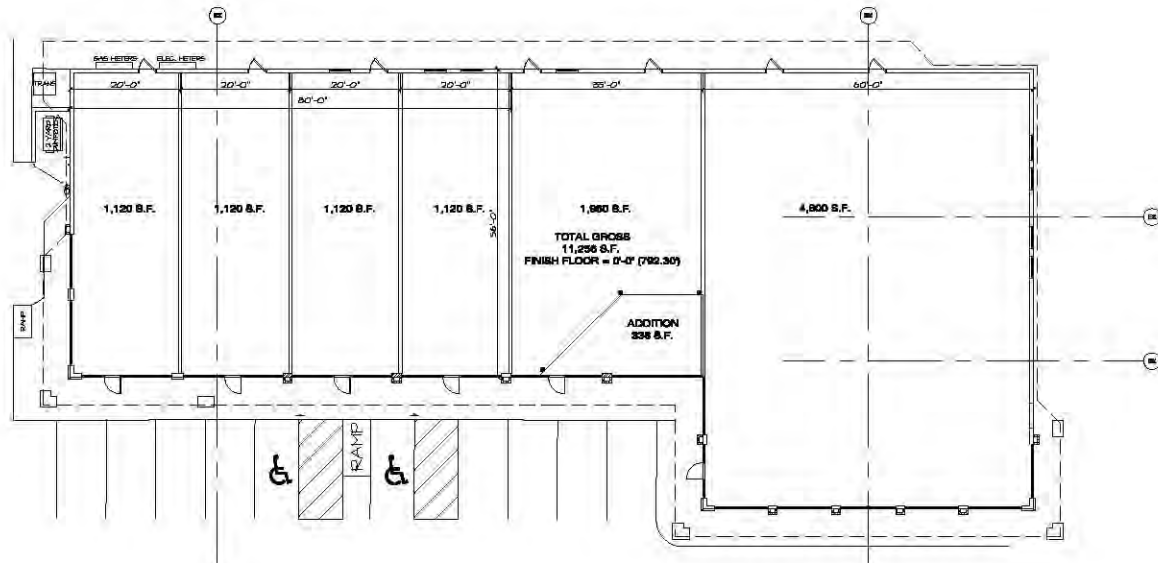
Sheet Title _____

FLOOR PLAN OPTION TWO

Ref. North _____ Sheet No. _____

A101

PRELIMINARY



Floor Plan-Option 2
 3/32" = 1'-0"



First Group
 6801 Spring Creek Road
 Rockford, Illinois 61114

Existing
 Retail Building
 Remodeling
 to
 Randall Shoppes

600-860 Randall Road
 St. Charles, Illinois

THE CONTRACTOR SHALL DETERMINE EXACT DIMENSIONS AND CONDITIONS AT THE SITE PRIOR TO SUBMITTING A BID. THE CONTRACTOR SHALL CORRECT ALL DIMENSIONS WITH ACTUAL FIELD CONDITIONS PRIOR TO PROCEEDING WITH THE WORK AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES. THE DRAWING IS THE PROPERTY OF McCLELLAN BLAKEMORE ARCHITECTS AND MAY NOT BE REPRODUCED WITHOUT THE PRIOR WRITTEN PERMISSION OF THE ARCHITECT.

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4)	2-10-14	City of St. Charles Perm. Review

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Project No. _____

1405

Scale _____

1/8" = 1'-0"

Sheet Title _____

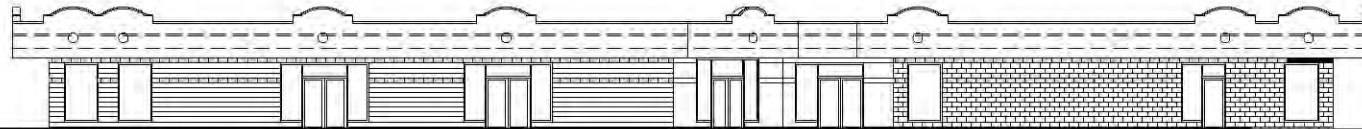
CONCEPTUAL ELEVATIONS

Ref. North _____ Sheet No. _____

A201

PRELIMINARY

T.O. EXISTING CORNER
 ELEV. 14'-5"
 T.O. EXISTING CANOPY
 ELEV. 4'-0"
 FINISH FLOOR
 ELEV. 4'-0"



Conceptual West Elevation #1
 1/8" = 1'-0"

T.O. CORNER
 ELEV. 11'-0"
 T.O. EXISTING CORNER
 ELEV. 7'-10-1/2"
 T.O. EXISTING CANOPY
 ELEV. 4'-0"
 FINISH FLOOR
 ELEV. 4'-0"



Conceptual West Elevation
 1/8" = 1'-0"



Building Option One



Conceptual Rendering
New Office/Retail Building

Randall Shoppes - St. Charles, Illinois

date: 2/10/14



Conceptual Rendering
New Office/Retail Building
Randall Shoppes - St. Charles, Illinois

date: 2/10/14



New Office/Retail Building

Randall Shoppes - St. Charles, Illinois

date: 2/10/14




Building Option Two



Conceptual Rendering
New Office/Retail Building

Randall Shoppes - St. Charles, Illinois

date: 2/10/14

		AGENDA ITEM EXECUTIVE SUMMARY					
		Title:	Recommendation to approve a Façade Improvement Grant Agreement for 102 E. Main St. (Riverside Pizza)				
		Presenter:	Russell Colby				
<i>Please check appropriate box:</i>							
	Government Operations		Government Services				
X	Planning & Development (4/14/14)		City Council				
Estimated Cost:	\$10,000	Budgeted:	YES	X	NO		
If NO, please explain how item will be funded:							
Executive Summary:							
<p>Steve Nilles is opening a restaurant called Riverside Pizza in the former Pi Pizza location at 102 E. Main St. A Façade Improvement Grant has been requested for exterior improvements to the storefront and signage.</p> <p>The Façade Improvement Grant program provides assistance to property owners and commercial tenants to rehabilitate and restore the exterior of buildings in the downtown. Grant funding is available first for buildings located in Special Service Area 1B (Downtown Revitalization) and secondarily for other properties located outside SSA 1B but within the Central Historic District. Applications are first reviewed by the Historic Preservation Commission for appropriateness of design. The grants are provided as a reimbursement for up to 50% of the funds invested into an exterior rehabilitation project, up to \$10,000 for a 30 ft. length of building façade. There is a limit of \$20,000 of grant funds per property in any 5 year period. The program budget for FY 13-14 is \$40,000.</p> <p>The project scope includes repair of deteriorated EIFS material on the storefront, installation of a new sign on the Main St. elevation, recovering of all awnings on the building, and replacing the sign face on the existing wall sign box on the Riverside Ave. elevation. The Historic Preservation Commission recommended approval of the grant on 3/18/14 with minor revisions to the scope of work.</p> <p>The proposed cost of work is estimated at \$20,000. The Façade Grant would fund a maximum of \$10,000.</p>							
Attachments: <i>(please list)</i>							
Façade Improvement Grant Application, Grant Agreement							
Recommendation / Suggested Action <i>(briefly explain):</i>							
Recommendation to approve a Façade Improvement Grant Agreement for 102 E. Main St. (Riverside Pizza).							
<i>For office use only:</i>		<i>Agenda Item Number: 5f</i>					

Received 3/17/14

**CITY OF ST. CHARLES
FACADE IMPROVEMENT PROGRAM
APPLICATION FORM**

A non-refundable fee of \$50.00 must accompany this application. Checks should be made payable to the City of St. Charles.

1) Applicant: Steve Nilles (MJS Holdings LLC)
(Name)

Home Address: _____

Business Address: 102 E. Main St. St. Charles, IL 60174
(Street) (City/State/Zip) (Phone)

Federal Tax ID Number: 46-4368499

2) Building or establishment for which the reimbursement grant is sought
102 E. Main St. St. Charles IL 60174
(Street Address)

09-27-386-003

(Property Identification Number)

4) Is this property listed on the National Registry or designated as a Local Landmark: Yes No

3) Proposed Improvements(Check all that apply):

- Canopy/Awning
- Windows/Doors
- Tuck pointing/Masonry Repair
- Masonry Cleaning
- Painting
- Other(Please Specify) _____
- Signage
- Exterior Lighting
- Restoration of Architectural Features
- Rear Entrance Improvements(Please specify below)

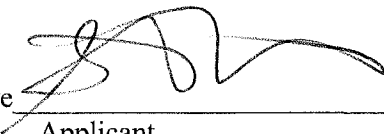
Describe the scope and purpose of the work to be done:

Riverside facade - replace 2 awnings & exterior sign
Main St. facade - replace awning & lights on awning frame. Repair buckled & cracked
concrete board above door. Paint exterior. Install block letter sign.

Preliminary Cost Estimate: \$ 19,000 City's Grant Amount: \$ _____

4) Statement of Understanding:

- A. I agree to comply with the guidelines and procedures of the St. Charles Façade Improvement Program.
- B. I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, receipts, and contractor's final waivers of lien upon completion of the approved improvements.
- C. I understand that work done before a Façade Improvement Agreement is approved by the City Council is not eligible for a grant.
- D. I understand the Façade Improvement reimbursement grants are subject to taxation and that the City is required to report the amount and recipient of said grants to the IRS

Signature  _____
Applicant

If the applicant is other than the owner, you must have the owner complete the following certificate:

I certify that I am the owner of the property at N/A , and that I authorize the applicant to apply for a reimbursement grant under the St. Charles Facade Improvement Program and undertake the approved improvements.

Signature N/A Date N/A
Owner

Please sign and fax back or email changes or approval to aurora.design@signsaurora.com

Review proof carefully, spelling is your responsibility. Drawing is not to scale.

Colors will vary from electronic proof. If color is critical, printed samples can be provided at our location before your job is put into production.

All designs and information contained within are the property of Sign-A-Rama Aurora. Any unauthorized use is expressly forbidden. Designs may be purchased at an additional cost upon completion of your job.

PLEASE MARK ONE

Approved as is

Changes needed, please send new proof (one additional proof provided at no charge, a \$45 charge will be added to your bill for each additional proof)

Color is critical. Please print color sample for approval



197 Poplar Place #3
North Aurora, IL 60542
Phone:630.897.6850 Fax:630.897.4990
www.signsaurora.com
aurora@signsaurora.com

36 in



*Awning re-wrap
36" height
32" deep
64" wide*

Please sign and fax back or email changes or approval to aurora.design@signsaurora.com

Review proof carefully, spelling is your responsibility. Drawing is not to scale.

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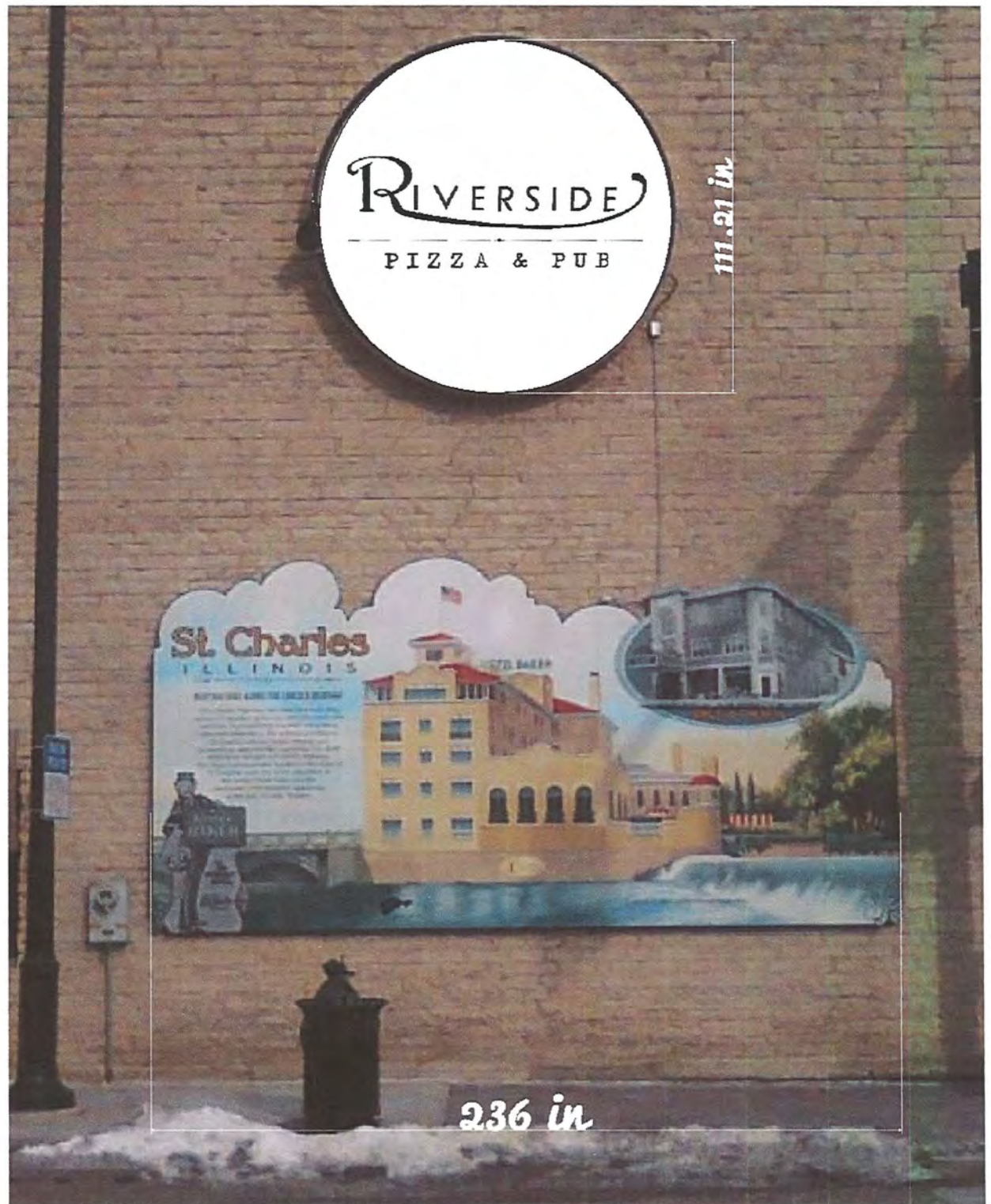
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*Awning re-wrap
30" Deep*

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PLEASE MARK ONE:

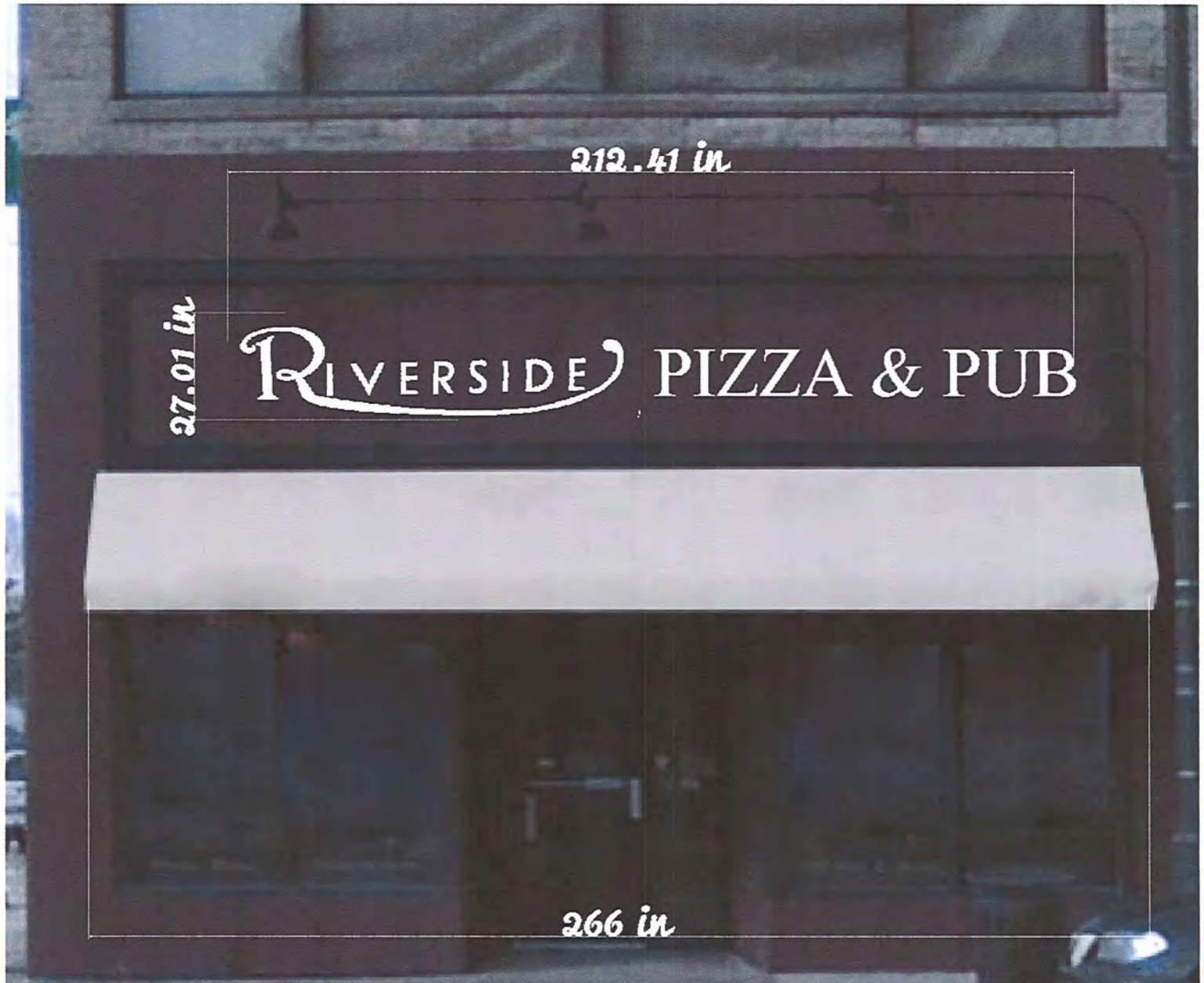
Approved as is

Changes needed, please send new proof (one additional proof provided at no charge, a \$45 charge will be added to your bill for each additional proof)

Color is critical. Please print color sample for approval



197 Poplar Place #3
North Aurora, IL 60542
Phone: 630.897.6850 Fax: 630.897.4990
www.signsaurora.com
aurora@signsaurora.com



Dimensional letters installed to fascia of building

Color to be determined

Please note: Customer supplied vector art needed before final production

Option 2

20-5799350

Sign A Rama Aurora IL
BAMM Signs, Inc.
197 Poplar Place, Unit 3
North Aurora, IL, 60542- USA
Phone: (630)-897-6850 Fax: (630)-897-4990
www.saraurora.com
aurora@signarama.com



Quote Submitted To:

RIVERSI001
Steve Nilles
Riverside Pizza & Pub
102 East Main Street
Saint Charles, IL 60174- USA

Phone: (630) 673-6805 Ext.
Fax:
Email lawnmowerman224@comcast.net

Job Name and Location

Riverside Pizza & Pub
102 East Main Street
Saint Charles, IL 60174- USA

Quotation Number: 010722 Quote Date: 3/13/2014 Payment Terms: DUE IMMEDIATELY Contact: DP1 Page: Page 1 of 1

Quantity	Description	Unit Price	Extended Price
----------	-------------	------------	----------------

1	Awnings, RECOVER THREE AWNINGS USING EXISTING FRAMES, 36 X 266 X 24, 28 X 36 X 24, 36 X 61 X 32.	\$3,234.63	\$3,234.63
* 15% discount off the list price \$3,805.45.			

1	Polycarbonate standard vinyl graphics. REPLACE FACE IN WALL SIGN. Height: 0 Ft 112 In Length: 0 Ft 112 In; SIDES: 1 Eco Solvent on Calendared Vinyl Digital Process(preprinted)	\$2,400.00	\$2,400.00
---	---	------------	------------

17	Specialty Laser Cut Acrylic Lettering, 3/8" thick, approx 24" high. OPTION 2 "IVERSIDE PUB & GRILL"	\$124.42	\$2,115.07
* 10% discount off the list price \$138.24.			

1	Specialty Laser Cut Acrylic Letter "R", 3/8" thick, approx 30" X 48". OPTION 2	\$482.85	\$482.85
* 10% discount off the list price \$536.50.			

Sign-A-Rama (Vendor) prepares your order according to your specifications. Your order is only cancelable with the Vendor's prior written consent. ANY DEPOSIT IS FORFEITED. After commencement of your order (the point at which ANY work has begun), your order is non-cancelable. CUSTOMER IS SOLELY RESPONSIBLE FOR PROOFREADING. By signing your proof, you approve of its content and release the Vendor to commence our work. Vendor's total liability is hereby expressly limited to the services indicated and Vendor will not be liable for any subsequent or consequential damages, or otherwise. All dates indicated are approximations unless the word "firm" is written and acknowledged by the Vendor.

Upon ordering a 50% deposit is required. Balance is due upon delivery or installation. THERE IS A \$50 PER HOUR CHARGE FOR DESIGN TIME AFTER FIRST PROOF. Invoices are considered delinquent thirty (30) days from the date that your order is completed. Thereafter a late charge of \$25.00, together with interest accruing at the rate of 1.5% per annum, or the maximum rate allowable by law is assessed. You shall be liable for all costs related to collection of delinquent invoices, including court costs and attorney's fees. Customer's acceptance, either personal or through an agent or employee of the work ordered shall be deemed as full acceptance. By accepting delivery, customer affirms that the work conforms to all expectations. Customer will be responsible for payment for work that has been completed.

Taxable:	\$8,232.55
NonTaxable:	\$0.00
SalesTax:	\$679.19
Freight:	\$0.00
Misc:	\$0.00
Total:	\$8,911.74

Thank You

For: Riverside Pizza & Pub

ADDITIONAL 3% CHARGE FOR CREDIT CARD PAYMENTS.

Signature _____ Date: _____

Proposal

Page 1 of 2

J. Olivo Construction
 P.O. Box 96
 Lombard IL. 60148
 Steve Mills - la

EIFS Facade # 036
 102 E Main St - St Charles, IL
 3/2/14
 630-682-1481

Work to be performed and address for EIFS Stucco Repairs on South Facade
 (Entire Awning to be wrapped in Plastic)

Bottom Section of Scaffolding will be walk through
 with protective cover and lights

All Damaged Areas of Facade will be Mechanically
 Cut out and Backing board will be replaced.

Cracked Areas will be repaired and covered with Mesh

EIFS Cement Base Coat Over all Repaired Areas
 EIFS Finish Coat (texture to Match Existing)

Entire Facade will be Primed and Painted with
 Benjamin Moore Industrial Exterior Coating

I, the undersigned, hereby certify that the above information is true and correct to the best of my knowledge and belief, and I am authorized to execute this proposal on behalf of the contractor named herein.

Signature: _____ Date: _____

Accepted by: _____

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are
 hereby accepted. We are authorized to do the work as specified.
 Payments will be made as outlined above.

Date of Acceptance: _____ Signature: _____

Proposal

Page 2 of 2

J. Olivo Construction
P.O. Box 96
Lombard IL 60148

Steve Mills

PROJECT NO.	036
PROJECT NAME	EIFS Facade
PROJECT ADDRESS	102 E. Main St - St Charles IL
PROJECT DATE	3 / 2 / 14
PROJECT PHONE	630 673 6805
PROJECT FAX	630 682 1481

102 E Main st
St Charles IL 60174
630 673 6805

1. I hereby submit specifications and estimates for:
- Top Panel Above Light Fixtures
Remove and Replace Damaged Cement Board Sections and Anchor into Masonry
 - Top Panel in Wood Frame
Repair all Damaged areas from light fixtures
Replace EPS Foam Board and Fiber mesh
 - Lower Panels and Front Entrance
Replace and Repair Damaged areas and Cover with Fiber Mesh

Repair All Equipment, Debris and Clean up

I propose hereby to furnish materials and labor - complete in accordance with the above specifications for the sum of:

\$7600⁰⁰ Seven Thousand Six Hundred

with payments to be made as follows: ONE Third Down - Balance upon Completion

For attention to specifications and conditions contained herein and all conditions and specifications shall be subject to the terms and conditions of the contract and not those of the estimate. All payments to be made upon completion.

Proprietor: Jos Olivo

Date: _____

Acceptance of Proposal

The above price, conditions and conditions are satisfactory and are hereby accepted. We are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____



**City of St. Charles
Facade Improvement Agreement**

THIS AGREEMENT, entered into this 21st day of April, 2014, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated OWNER/LESSEE, to wit:

Owner/Lessee's Name: Steve Nilles/MJS Holdings LLC
Name of Business: Riverside Pizza
Tax ID#/Social Security #
Address of Property to be Improved: 102 E. Main St., St. Charles, IL 60174
PIN Number: 09-27-386-003

WITNESSETH:

WHEREAS, the CITY has established a Facade Improvement Program for application within the St. Charles Facade Improvement Business District ("District"); and

WHEREAS, said Facade Improvement Program is administered by the CITY with the advice of the Historic Preservation Commission and is funded from the general fund for the purposes of controlling and preventing blight and deterioration within the District; and

WHEREAS, pursuant to the Facade Improvement Program CITY has agreed to participate, subject to its sole discretion, 1) in reimbursing Owners/Lessees for the cost of eligible exterior improvements to commercial establishments within the District up to a maximum of one-half(1/2) of the approved contract cost of such improvements and 2) in reimbursing Owners/Lessees for 100% of the cost of the services of an architect for such facade improvements up to a maximum of \$4,000 per building, as

set forth herein, but in no event shall the total CITY participation exceed ten thousand dollars (\$10,000) per facade, as defined herein, for eligible improvements to the front and/or side of a building, and ten thousand dollars (\$10,000) per building for eligible rear entrance improvements, with a maximum reimbursement amount of twenty thousand dollars(\$20,000) per building; and

WHEREAS, the OWNER/LESSEE's property is located within the Facade Improvement Business District, and the OWNER/LESSEE desires to participate in the Facade Improvement Program pursuant to the terms and provisions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the OWNER/LESSEE do hereby agree as follows:

SECTION 1:

A. With respect to facade improvements to the front and side of a building and related eligible improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of fifty percent (50%) of such cost, and shall reimburse OWNER/LESSEE for 100% of the cost of fees for architectural services pertaining to such improvements, up to a maximum amount of \$4,000 per building as defined herein, provided that the total reimbursement for improvements to the front and side of a building and related eligible improvements and architectural services shall not exceed ten thousand dollars (\$10,000) per facade as defined herein.

B. With respect to improvements to rear entrance(s) of a building and related eligible improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of fifty percent(50%) of such cost, and shall reimburse OWNER/LESSEE for 100 % of the cost of fees for architectural services pertaining to such improvements, up to a maximum amount of \$4,000 per building, provided that reimbursement for landscaping materials and installation shall not exceed \$1,000 per building, and provided that the total

reimbursement for rear entrance and related eligible improvements and architectural services shall not exceed ten thousand dollars(\$10,000) per building.

The actual total reimbursement amounts per this Agreement shall not exceed **\$10,000** for facade improvements to the front and side of a building and related eligible improvements and \$0 for improvements to rear entrance(s) of a building and related eligible improvements. The improvement costs which are eligible for City reimbursement include all labor, materials, equipment and other contract items necessary for the proper execution and completion of the work as shown on the plans, design drawings, specifications and estimates approved by the City. Such plans, design drawings, specifications and estimates are attached hereto as Exhibit I.

SECTION 2: No improvement work shall be undertaken until its design has been submitted to and approved by the City Council. Following approval, the OWNER/LESSEE shall contract for the work and shall commence and complete all such work within six months from the date of such approval.

SECTION 3: The Director of Community Development shall periodically review the progress of the contractor's work on the facade improvement pursuant to this Agreement. Such inspections shall not replace any required permit inspection by the Building Commissioner and Building Inspectors. All work which is not in conformance with the approved plans, design drawings and specifications shall be immediately remedied by the OWNER/LESSEE and deficient or improper work shall be replaced and made to comply with the approved plans, design drawings and specifications and the terms of this Agreement.

SECTION 4: Upon completion of the improvements and upon their final inspection and approval by the Director of Community Development, the OWNER/LESSEE shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the work as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor,

materials or equipment in the work. In addition, the OWNER/LESSEE shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The OWNER/LESSEE shall also submit to the CITY a copy of the architect's statement of fees for professional services for preparation of plans and specifications. The CITY shall, within fifteen (15) days of receipt of the contractor's statement, proof of payment and lien waivers, and the architect's statement, issue a check to the OWNER/LESSEE as reimbursement for one-half of the approved construction cost estimate or one-half of the actual construction cost, whichever is less, and for 100% of architectural services fee, subject to the limitations set forth in Section 1 hereof.

In the alternative, at its sole discretion, CITY may reimburse OWNER/LESSEE in two payments. The first reimbursement may be made only 1) upon completion of work representing 50% or more of the maximum reimbursement specified in Section 1 hereof and 2) upon receipt by CITY of the architect's invoices, contractor's statements, invoices, proof of payment and notarized final lien waivers for the completed work and 3) upon a determination by the Director of Community Development that the remainder of the work is expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the OWNER/LESSEE. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 5: If the OWNER/LESSEE or his contractor fails to complete the improvement work provided for herein in conformity with the approved plans, design drawings and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community Development to the OWNER/LESSEE, by certified mail to the address listed above, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

SECTION 6: Upon completion of the improvement work pursuant to this Agreement and for a period of five (5) years thereafter, the OWNER/LESSEE shall be responsible for properly maintaining such improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the OWNER/LESSEE shall not enter into any Agreement or contract or take any other steps to alter, change or remove such improvements, or the approved design thereof, nor shall OWNER/LESSEE undertake any other changes, by contract or otherwise, to the improvements provided for in this Agreement unless such changes are first submitted to the Director of Community Development, and any additional review body designated by the Director, for approval. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement. OWNER/LESSEE shall execute and record a restrictive covenant, in a form substantially the same as Exhibit "II" hereto, at City's request.

SECTION 7: The OWNER/LESSEE releases the CITY from, and covenants and agrees that the CITY shall not be liable for, and covenants and agrees to indemnify and hold harmless the CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the facade improvement(s), including but not limited to actions arising from the Prevailing Wage Act (820 ILCS 30/0.01 et seq.) The OWNER/LESSEE further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any

settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said facade improvement(s).

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

SECTION 9: This Agreement shall be binding upon the CITY and upon the OWNER/LESSEE and its successors, to said property for a period of five (5) years from and after the date of completion and approval of the facade improvement provided for herein. It shall be the responsibility of the OWNER/LESSEE to inform subsequent OWNER(s)/LESSEE(s) of the provisions of this Agreement.

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

OWNER/LESSEE

CITY OF ST. CHARLES

Mayor

ATTEST: _____
City Clerk

EXHIBIT “I”

Proposal from Signarama: \$11,000 (estimate)

Proposal from J. Olivo Construction: \$9,000 (estimate)

Total Estimated Cost:	\$20,000
Maximum Grant:	\$10,000



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve a Corridor Improvement Grant for 2536 and 2540 E. Main Street (Melia Linardos)

Presenter: Matthew O'Rourke

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	\$	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Melia Linardos, applicant and owner of the properties at 2536 (Bosa Donuts) and 2540 (Jersey Mike's) E. Main Street, has requested a Corridor Improvement Grant for landscape improvements. Ms. Linardos filed a permit last fall to repave the entire parking lot areas for both properties. At that time, she was informed that there are certain landscape requirements along E. Main Street must be met when a parking lot is reconstructed. Staff also informed Linardos that there is a Corridor Improvement Grant program to assist with the cost of the landscape materials, removal of the asphalt, and site preparation.

To meet the requirements, 10 feet of asphalt north of the property line along Main Street will be removed to create landscaping beds. New soil and landscape materials will be installed in the 10 foot wide landscape areas.

The Corridor Improvement Commission reviewed the design and recommended approval of the grant on April 2, 2014. The City's share of the total project cost will be a maximum of \$4,800 for landscape materials. The total grant amount will be \$9,600.

Attachments: *(please list)*

Draft Corridor Improvement Agreement.
CIC Resolution 2-2014

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a Corridor Improvement Grant for 2536 and 2540 E. Main Street (Melia Linardos).

For office use only:

Agenda Item Number: 5g

City of St. Charles, Illinois

Corridor Improvement Commission Resolution No. 2-2014

**A Resolution Recommending Approval of
A Corridor Improvement Grant Application**

(2536 and 2540 E. Main Street – Melia Linardos)

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

WHEREAS, the Corridor Improvement Commission has reviewed the following Corridor Improvement proposal for: 2536 and 2540 E. Main Street; and

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

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

Roll Call Vote:

Ayes: English, Schuetz, Dechene, and Potts

Nays: None

Abstain: None

Absent: Kane

Motion Carried.

PASSED, this 2nd day of April, 2014.

Chairman

City of St. Charles
CORRIDOR IMPROVEMENT AGREEMENT

2536 and 2540 E. Main Street
Melia Linardos

THIS AGREEMENT, entered into this 21st day of April, 2014, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Melia Linardos**

Address of Property to be Improved: **2536 and 2540 E. Main Street**

PIN Number(s): **09-26-276-026 and 09-26-276-027**

Property Owner's Name: **Melia Linardos**

WITNESSETH:

WHEREAS, the CITY has established a **Corridor Improvement Program** to provide matching grants for landscaping and related improvements within the Randall Road, Main Street, Kirk Road, and Lincoln Hwy. corridors of the CITY; and

WHEREAS, Melia Linardos, APPLICANT, desires to install landscaping and related improvements to the above-described property that are eligible for reimbursement under the Corridor Improvement Program; and

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

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

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the APPLICANT do hereby agree as follows:

SECTION 1: The APPLICANT understands and agrees that only the cost of eligible improvements located on parcels with the following PIN(s) **09-26-276-026 and 09-26-276-027**, and landscape design fees associated with those improvements, shall be considered reimbursable as shown in Exhibits II and III. The CITY will reimburse the APPLICANT up to 75% of the cost for landscape design services and up to 50% of the cost of labor, materials and equipment necessary to install landscaping and related improvements in accordance with the approved plans, specifications and cost estimates attached hereto as Exhibit “I” (the “Improvements”), but in no event more than the maximum amounts as defined below:

Landscape designer’s fee:	\$0.00	City’s Share @75%	\$0.00
Landscape improvements cost:	\$9,600.00	City’s Share @50%	\$4,800.0

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

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

SECTION 3: Upon completion of the Improvements and upon their final inspection and approval by the Director of Community Development, or designee, the APPLICANT shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the Improvements as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the

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

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

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

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

SECTION 5: If the APPLICANT or his contractor fails to complete the Improvements provided for herein in conformity with the approved plans and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community Development to the APPLICANT, by certified mail to the address listed above, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

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

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

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

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

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

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

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

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

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

APPLICANT

PROPERTY OWNER
(if different from APPLICANT)

CITY OF ST. CHARLES: _____

Mayor

ATTEST: _____

City Clerk

Applicant contact information:

Phone: _____

Fax: _____

Email: _____

Property Owner's information, if different than applicant:

Phone: _____

Fax: _____

Email: _____

Exhibit I

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

Corridor & Downtown Grants

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

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

Four Season Grants

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

Estimate



County Wide Landscaping, Inc
42W891 Beith Rd
Elburn, IL 60119

DATE	ESTIMATE #
3/24/2014	24604

Phone: 1-630-365-3412 info@countywidelandscaping.com
 Fax: 1-630-365-0522 www.countywidelandscaping.com

Exhibit II

NAME	ADDRESS
MENEMANDOS	
Bill Daniels @ Jersey Mike's	

ITEM	DESCRIPTION	QTY	COST	TOTAL
Landscaping	Plants for West section Install a tree & plantings that are salt tolerant for the renovated west grassed section of the entrance off Route 64. (1) 2 1/2 in. BB Skyline Thornless Honeylocust (11) 24 in. BB CT Dwarf Korean Lilac (8) 24 in. Container Gro-Low Fragrant Sumac (15) 1 Gal. Cut Prairie Dropseed (14) 1 Gal. Cut Summer Beauty Lavender Globe Lily (3) 3" - 24" Kamschatka Stonecrop		1,850.00	1,850.00
Outcropping	Outcropping stones - West Section Random outcropping stones will be installed throughout the west section planting area 3 Tons Eden Outcropping installed	3	320.00	960.00
Landscaping	Soil Prep & Mulch for West Section Spray the grassed area with roundup to kill existing grass, rake and remove the dead grass, prep the soil with addition soil mix and mulch the bed for protection from weeds and a nice finished look 2.00 cu yd Garden Mix (1/3 Mushroom Compost; 1/3 Sand; 1/3 Topsoil) 3.00 cu yd Blended Mulch 1.00 Spray the west side grass area with roundup 3.00 Rake & Removal of Dead grass		550.00	550.00

SIGNATURE	_____	TOTAL
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Professional work at a competitive price lingers on for a lifetime over poor work at a cheaper rate!

www.CountyWideLandscaping.com	42W891 Beith Rd Elburn IL, 60119
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Estimate



County Wide Landscaping, Inc.
 42W891 Belth Rd
 Elburn, IL 60119

DATE	ESTIMATE #
3/24/2014	24604

Phone: 1-630-365-3412 office@countywidelandscaping.com
 Fax: 630-365-0522 www.countywidelandscaping.com

ADDRESS

Mr. & Mrs. Marcos
 Boca Donut & Jersey Mike's

ITEM	DESCRIPTION	QTY	COST	TOTAL
Landscaping	East Section of Entrance Prep and installation of the grassed section located on the East Section of the Entrance of Boca Donut & Jersey Mike's business. Plants for East Section Install a tree and plants that are salt tolerant due to location and exposure of the area. (1) 2 1/2 in. BB Skyline Thornless Honeylocust (7) 24 in. BB ST Dwarf Korean Lilac (6) 24 in. Container Gro-Low Fragrant Sumac (14) 1 Gal. Ent Prairie Dropseed (13) 1 Gal. Ent Summer Beauty Lavender Globe Lily (2) 3" - 24/FI Kamschatka Stonecrop		1,450.00	1,450.00
Outcropping	Outcropping stones - East Section Install random pieces of outcropping within the planting area similar to the west section 2 Tons Eden Outcropping	2	320.00	640.00
Landscaping	Soil Prep & Mulch for East Section Bed Preparation - spray and remove the existing grass, prep the soil and finish with mulch for a nice look. 2.00 cu yd Garden Mix (1/3 Mushroom Compost; 1/3 Sand; 1/3 Topsoil) 2.00 cu yd Blended Mulch 1.00 Spray east side grass section with roundup 3.00 Rake and Removal of dead grass to prep for plantings		550.00	550.00
	Sales Tax		7.00%	0.00

SIGNATURE _____	TOTAL \$6,000.00
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Professional work at a competitive price lingers on for a lifetime over poor work at a cheaper rate!

www.CountyWideLandscaping.com 42W891 Belth Rd
 Elburn IL, 60119



Sealcoat SOLUTIONS

550 S. River Street
Batavia, Illinois 60510

Main: 630-879-5673
Fax: 630-761-9673

www.sealcoatsolution.com

Proposal

Date	Proposal No.
03/24/2014	3342

Address
KFP Family Assoc. 550 Renee Ct. Geneva, IL 60134

Ship To
2540 & 2536 E. Main Street St. Charles, IL

Date	Activity	Quantity	Rate	Amount
03/24/2014	ASPHALT REMOVAL: -Remove And dispose of old asphalt driveway. -Remove gravel base and dispose. -Install topsoil level with concrete & asphalt surfaces.	960	3.75	3,600.00
			Total	\$3,600.00

Accepted By

Accepted Date

Exhibit III

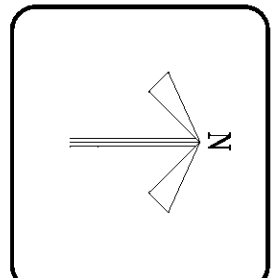
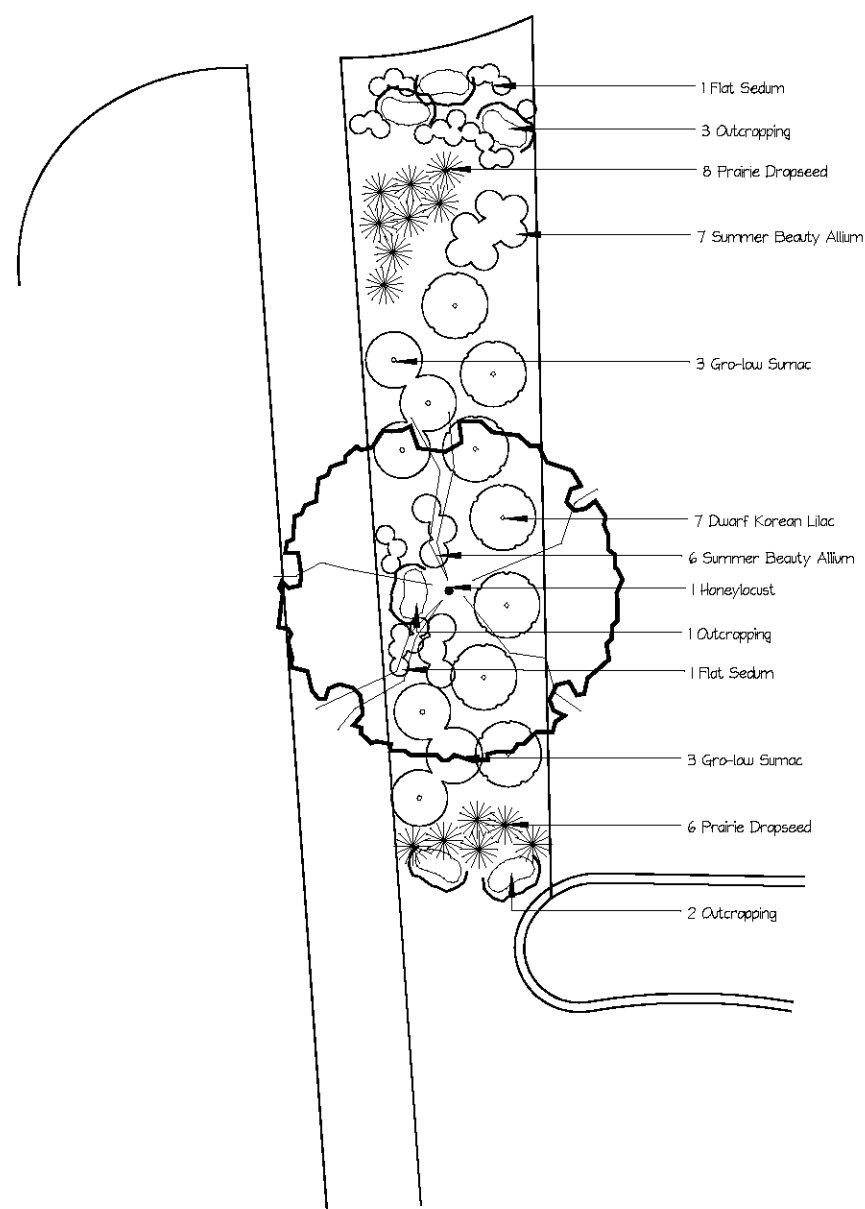
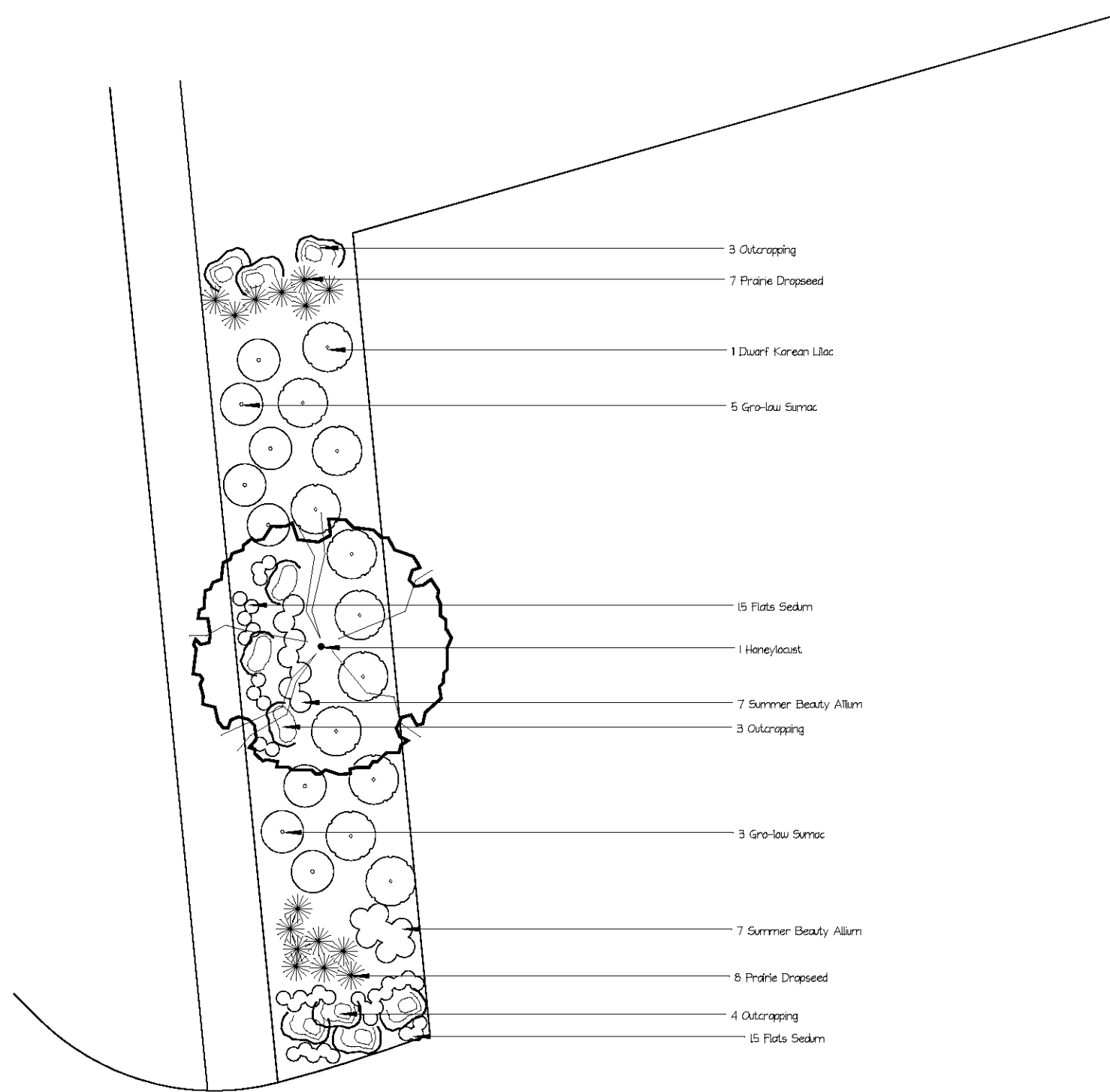


Exhibit IV
Agreement to Engage in Maintenance for Five Years

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

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

EXHIBIT A

REVIEW COMMENTS

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



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) Regarding Regulations for Medical Cannabis Uses
Presenter:	Matthew O'Rourke

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development – (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

Background

In August of 2013, Governor Quinn signed into law the “Compassionate Use of Medical Cannabis Pilot Program Act” hereafter referred to as the “State Act”. The majority of the law pertains to the sales, distribution, and eligible users of medical cannabis. However there are specific provisions that relate to the location of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations.

Proposal

Staff is proposing to establish the following regulations and criteria for the location of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations:

- Establish these facilities as permitted uses in the M-2 Limited Manufacturing District.
- Create location standards that replicate those established in the State Act.
- Create parking standards for these uses.
- Establish use definitions for these facilities that replicate those established in the State Act.

Plan Commission Comments and Recommendation

The Plan Commission opened a public hearing on the proposed amendments on 2/4/2014. During that hearing, the Commission commented that Dispensing Organizations should be considered in the retail or office Zoning Districts as these facilities are similar to retail/office uses. The Plan Commission asked staff and legal counsel to examine the business and office Zoning Districts in town and determine if a Dispensing Organization could be located in these districts. Staff presented the revised information to the Plan Commission on 3/18/2014.

Based on the revised information, the Plan Commission recommended approval of the General Amendment with the condition that Medical Cannabis Dispensing Organizations are listed as a permitted use in the BR-Regional Business Zoning District in addition to the M-2 District. The vote was 7-aye to 1-nay.

Staff Recommendation

Staff recommends approval of the General Amendment Application as originally proposed during the 2/4/2014 public hearing. (Dispensing Organizations only permitted in the M-2 District)

Attachments: *(please list)*

Map of State of Illinois Police Districts; Map 1: Properties Within 2,500 Feet Buffer Map; Map 2: Properties Within 1,000 Feet Buffer Map; Legal Opinion for John McGuirk; dated 1/2/2014; Legal Opinion for John McGuirk; dated 2/11/2014

Recommendation / Suggested Action *(briefly explain):*

Recommend approval of the proposed application for a General Amendment to Title 17.

<i>For office use only:</i>	<i>Agenda Item Number:</i> 5h
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Community & Economic Development

Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



ST. CHARLES
SINCE 1834

STAFF REPORT

TO: Chairman Daniel P. Stellato
And Members of the Planning and Development Committee

FROM: Matthew O'Rourke, AICP, Planner

RE: General Amendments to Title 17 (Zoning Ordinance) Requirements for Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations.

DATE: April 4, 2014

I. GENERAL INFORMATION

Project Name: General Amendments to Title 17 (Zoning Ordinance) - Requirements for Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations

Applicant: City of St. Charles, Planning Division

Purpose: Create regulations for Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations in accordance with State Law "Compassionate Use of Medical Cannabis Pilot Program Act"

II. BACKGROUND

In August of 2013, Governor Quinn signed into law the "**Compassionate Use of Medical Cannabis Pilot Program Act**" hereafter referred to as the "State Act". The majority of the law pertains to the sales, distribution, and eligible users of medical cannabis. However there are specific provisions that relate to the location of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations.

A. RELEVANT PROVISIONS OF THE "COMPASSIONATE USE OF MEDICAL CANNABIS PILOT PROGRAM ACT"

The Act contains certain provisions related to the number of medical cannabis facilities in the State and location criteria regarding these facilities. The following is a list of all pertinent requirements that are related to zoning regulations:

- "A unit of local government may enact reasonable zoning ordinances or resolutions, not in conflict with this Act or with Department of Agriculture or Department of Public Health rules, regulating registered medical cannabis cultivation centers or medical cannabis dispensing organizations. No unit of local government, including a home rule unit, or school district may regulate registered medical cannabis organizations other than

as provided in this Act and may not unreasonably prohibit the cultivation, dispensing, and use of medical cannabis authorized by this Act. This Section is a denial and limitation under subsection (i) of Section 6 of Article VII of the Illinois Constitution on the concurrent exercise by home rule units of powers and functions exercised by the State.”

- The State of Illinois Department of Agriculture may not issue more than 22 cultivation center licenses. Only 1 Medical Cannabis Cultivation Center will be permitted in each State of Illinois Police District. There are 22 State Police Districts. The following location standards are established in the State Act:
 - “A registered cultivation center may not be located within 2,500 feet of the property line of a pre-existing public or private preschool or elementary or secondary school or day care center, day care home, group day care home, part day child care facility, or an area zoned for residential use.”
- The State of Illinois Department of Agriculture may not issue more than 60 Dispensing Organization Licenses. The following location standards are established in the State Act:
 - “A dispensing organization may not be located within 1,000 feet of the property line of a pre-existing public or private preschool or elementary or secondary school or day care center, day care home, group day care home, or part day child care facility. A registered dispensing organization may not be located in a house, apartment, condominium, or an area zoned for residential use.”

B. PROPOSAL

Staff is proposing to establish the following regulations and criteria for the location of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations:

- Establish these facilities as permitted uses in the M-2 Limited Manufacturing District.
- Create location standards that replicate those established in the State Act.
- Create parking standards for these uses.
- Establish use definitions for these facilities that replicate those established in the State Act.

III. **PROPOSED AMENDMENTS**

A. STAFF ANALYSIS

1. **Use Standards and Location Criteria**

Staff used the distance criteria established in the State Act for cultivation centers and dispensing organizations to generate maps illustrating which properties these uses could not be located on based on their proximity to residential zoning, daycares, schools, etc. These maps are attached to this memo as Attachments 1 and 2. There are residential areas outside of the City’s limits that are not shown on these maps. However, these properties will impact the location of any cannabis related uses.

Based on this analysis there is limited number of properties that are outside the distance requirements stated in the State Act.

- Cultivations Centers – These facilities could only be located on a small number of properties in the industrial area on the east side of town. All of these properties are zoned M-2 Limited Manufacturing.
- Dispensing Facilities – There are an increased number of eligible properties for dispensing facilities per the standards of the State Act. These properties are typically

in the commercial and manufacturing areas. However, a number of these commercial properties are located within close proximity to residentially zoned parcels. The downtown CBD-1 and CBD-2 Zoning Districts are considered residential for purposes of this amendment.

B. AMENDMENTS TO TABLE 17.16-1 OFFICE/RESEARCH, MANUFACTURING AND PUBLIC LANDS PERMITTED AND SPECIAL USES

Based on the eligible location analysis, Staff is proposing that **Table 17.16-1 Office/Research, Manufacturing and Public Lands Permitted and Special Uses** of the Zoning Ordinance be amended to permit Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organization in the M-2 Limited Manufacturing District.

Cultivation Centers- Based on the 2,500 foot buffer map these uses can only be permitted in a small section of the M-2 Zoning District.

Dispensing Organizations- Staff is proposing that Dispensing Organizations be permitted uses only in the M-2 Zoning District. Staff is proposing that all medical cannabis related activities be situated in one district. Staff wants to ensure that these uses are located in a specific area. This will aid City staff in terms of reviewing the location of these uses, should a license be issued by the State.

C. AMENDMENTS TO CHAPTER 17.20 USE STANDARDS

Staff is proposing to amend section **17.20.030 Standards for Specific Uses** of the Zoning Ordinance. The use standards established will replicate those established in the State Act. This amendment will create the following use standard categories:

1. Medical Cannabis Cultivation Center

*Medical Cannabis Cultivation Centers are subject to the following standards:
A registered cultivation center may not be located within 2,500 feet of the property line of a pre-existing public or private preschool or elementary or secondary school or day care center, day care home, group day care home, part day child care facility, or an area zoned for residential use.*

2. Medical Cannabis Dispensing Organization

*Medical Cannabis Dispensing Organizations are subject to the following standards:
A dispensing organization may not be located within 1,000 feet of the property line of a pre-existing public or private preschool or elementary or secondary school or day care center, day care home, group day care home, or part day child care facility. A registered dispensing organization may not be located in a house, apartment, condominium, or an area zoned for residential use.*

D. AMENDMENTS TO CHAPTER 17.24 OFF-STREET PARKING, LOADING & ACCESS

Staff is proposing to amend **Table 17.24-3 Required Off-Street Parking** to create new parking categories for Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations.

A. Medical Cannabis Cultivation Centers

Staff is proposing that Medical Cannabis Cultivation Center be added to the Industrial and Office Uses listed in Table 17.24-3. The proposed parking requirement is 1 space per every 1,000 Square Feet of gross floor area. This is the same parking requirement for manufacturing and warehouse uses.

TABLE 17.24-3 REQUIRED OFF-STREET PARKING	
USE	PARKING REQUIREMENT
INDUSTRIAL AND OFFICE USES	
Medical Cannabis Cultivation Centers	1 per 1,000 of GFA

B. Medical Cannabis Dispensing Organizations

Staff is proposing that Medical Cannabis Dispensing Organization be added to the Retail and Service Uses section of Table 17.24-3. The proposed parking requirement is 4 spaces per every 1,000 square feet of gross floor area. This requirement is the same for all uses classified as Retail Sales establishments.

TABLE 17.24-3 REQUIRED OFF-STREET PARKING	
USE	PARKING REQUIREMENT
RETAIL AND SERVICE USES	
Medical Cannabis Dispensing Organizations	4 per 1,000 of GFA

E. AMENDMENTS TO CHAPTER 17.30 “DEFINITIONS”

Staff is proposing to amend Section 17.30.020 “Use Definitions” to create the following new use definitions for Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations:

- 1. Medical Cannabis Cultivation Center** - A facility operated by an organization or business that is registered by the State of Illinois Department of Agriculture to perform necessary activities to provide only registered medical cannabis dispensing organizations with usable medical cannabis.
- 2. Medical Cannabis Dispensing Organization** - A facility operated by an organization or business that is registered by the State of Illinois Department of Financial and Professional Regulation to acquire medical cannabis from a registered cultivation center for the purpose of dispensing cannabis, paraphernalia, or related supplies and educational materials to registered qualifying patients.

The proposed definitions are the same as listed in the State Act.

F. LEGAL OPINION

Staff has asked the City’s Legal Counsel John McGuirk, of the Law Firm of Hoscheit, McGuirk, McCracken & Cuscaden, P.C., to review these proposed amendments in conjunction with the State Act. Based on his review of the State Act, McGuirk has

determined that the proposed amendments are appropriate. A copy of McGuirk’s legal opinion is attached to this memo as Attachment 3.

VIII. PLAN COMMISSION COMMENTS

A. 2/4/2014 PUBLIC HEARING

The Plan Commission held a public hearing on the proposed amendments on 2/4/2014. During that hearing, the Commission commented that Dispensing Organizations should be considered in retail or office Zoning Districts since these facilities are similar to retail/office uses. The Plan Commission asked staff and legal counsel to examine the business and office Zoning Districts in town and determine if a Dispensing Organization could be located in these districts. In particular, the Commission asked staff and counsel to determine if any residential use is permitted in a Zoning District by right, would that mean a Dispensing Organization could not be located in that District.

The City’s legal counsel John McGuirk has provided a follow-up opinion (Attachment 5). McGuirk’s opinion states “the statute provides that a dispensing organization may not be located in ‘an area zoned for residential use’ (410 ILCS 130/130(d)). My interpretation of that language is that it prohibits a dispensing organization from being located in any zoning district that allows for residential use.”

The following table illustrates what potential residential uses are permitted in a designated Zoning District.

Zoning District	Residential Uses Permitted
BL- Local Business	<ul style="list-style-type: none"> • Dwelling, Upper Level • Dwelling, Single-Family
BC-Community Business	<ul style="list-style-type: none"> • Assisted Living Facility (Special Use)
BR-Regional Business	<ul style="list-style-type: none"> • No Residential Uses Permitted
CBD-1 Central Business	<ul style="list-style-type: none"> • Artist Live/Work Space • Assisted Living Facility (Special Use) • Dwelling, Upper Level • Dwelling, Multi-Family
CBD-2 Central Business	<ul style="list-style-type: none"> • Artist Live/Work Space • Assisted Living Facility • Dwelling, Upper Level • Dwelling, Auxiliary • Dwelling, Multi-Family • Dwelling, Townhouse • Dwelling, Two-Family • Dwelling, Single-Family • Group Home, Large • Group Home, Small • Independent Living Facility
OR- Office/Research	<ul style="list-style-type: none"> • Assisted Living
M-1 Special Manufacturing	<ul style="list-style-type: none"> • Artist Live/Work Space
M-2 Limited Manufacturing	<ul style="list-style-type: none"> • No Residential Uses Permitted

The two Zoning Districts that do not permit any residential uses are the BR-Regional Business District and the M-2 Limited Manufacturing District. It should also be noted that many of the properties in the BR District are also in Planned Unit Developments. In many instances these PUDs have specific use lists approved as part of the PUD. Therefore, a Dispensing Organization would have to propose to amend the PUD to permit the use in that PUD.

B. 3/18/2013 PUBLIC HEARING

The Plan Commission considered the amendment at the continued public hearing on 3/18/2014. Staff presented the revised information as stated in the previous section.

IX. PLAN COMMISSION RECOMMENDATION

Based on the revised information, the Plan Commission recommended approval of the General Amendment with the condition that Medical Cannabis Dispensing Organizations are listed as a permitted use in the BR-Regional Business Zoning District. The vote was 7-aye to 1-nay. The vote was 7-aye and 1-nay.

X. RECOMMENDATION

Staff recommends approval of the General Amendment Application as originally proposed during the 2/4/2014 public hearing and has provided the attached draft Findings of Fact to support that recommendation.

XI. ATTACHMENTS

1. Map of State of Illinois Police Districts
2. Map 1: Properties Within 2,500 Feet Buffer Map
3. Map 2: Properties Within 1,000 Feet Buffer Map
4. Legal Opinion for John McGuirk; dated 1/2/2014
5. Legal Opinion for John McGuirk; dated 2/11/2014

FINDINGS OF FACT
GENERAL AMENDMENT

**(Amendments to the Requirements for Medical Cannabis Cultivation Centers and Medical Cannabis
Dispensing Organizations)**

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

Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations are not directly addressed in the Comprehensive Plan. These uses are proposed in the M-2 Limited Manufacturing Zoning District, which is designated as “Industrial/Business Park” on the Future Land Use Map.

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

The proposed amendments fit within the structure of the Zoning Ordinance and do not change the intent of the existing ordinance requirements. The changes to **Table 17.16-1 Office/Research, Manufacturing and Public Lands Permitted and Special Uses, Section 17.20.030 Specific Use Standards, Table 17.24-3 Required Off-Street Parking, and 17.30.020 “Use Definitions”** create regulations for the new uses of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations. These amendments are consistent with the framework created in Title 17 the Zoning Ordinance for all permitted uses.

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 amendments will establish new permitted uses in relation to a change in State of Illinois policy. The proposed amendments create new permitted uses and standards for use categories that were recently created by the **Compassionate Use of Medical Cannabis Pilot Program Act**.

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 has been proposed by the City of St. Charles in response to a State law. Providing reasonable zoning regulation consistent with the law is in the public interest.

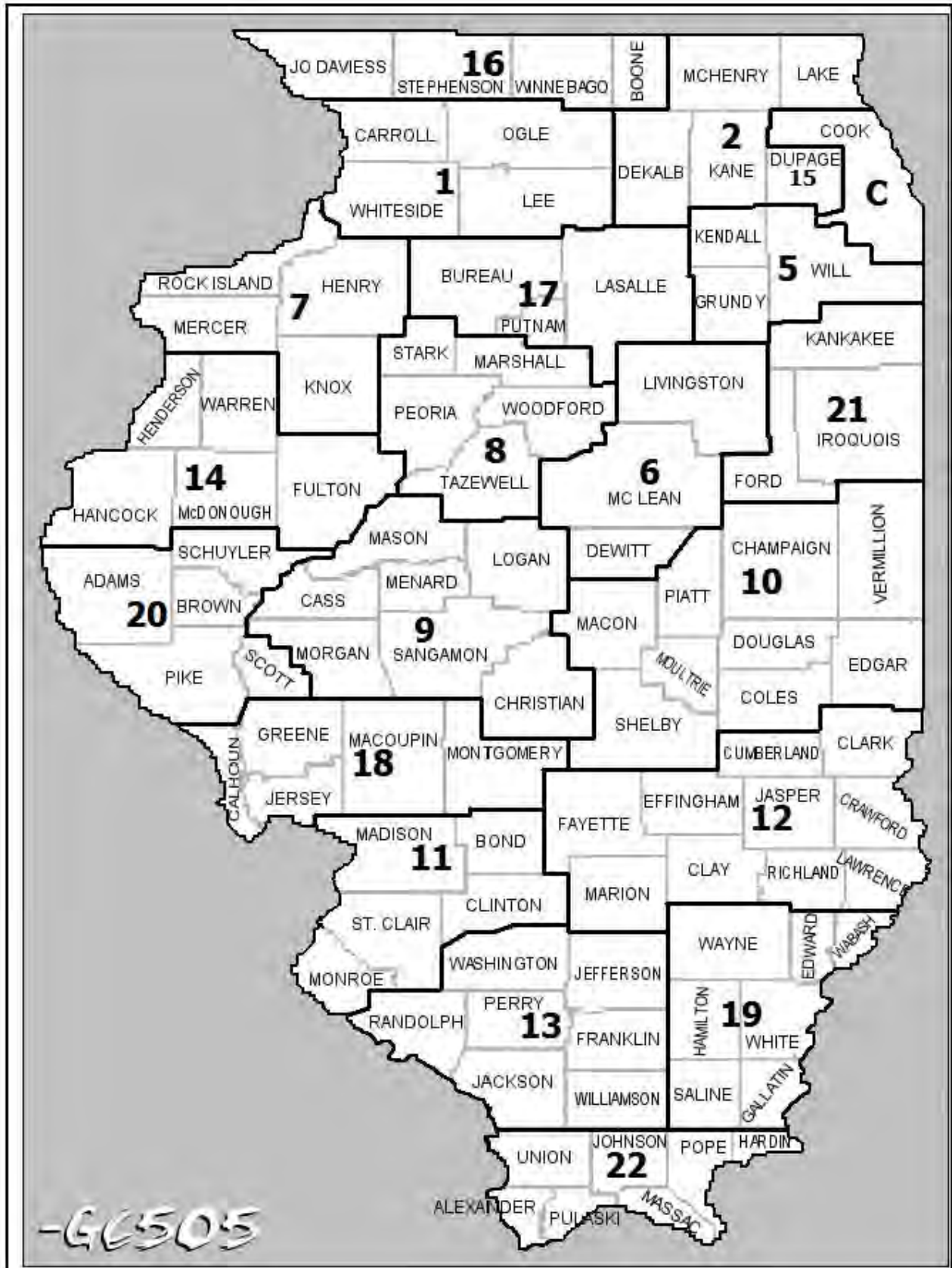
5. The extent to which the proposed amendment creates nonconformities.

The proposed amendments will not create any new nonconformities. The proposed amendments are for two new use categories that did not previously exist in the Zoning Ordinance and were only recently permitted in the State of Illinois. There are no existing Medical Cannabis Cultivation Centers or Medical Cannabis Dispensing Organizations in the City; therefore, no nonconformities can be created.

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

These amendments will apply to all properties in the M-2 Limited Manufacturing Zoning District, subject to the proposed use standards.

Map of Police Districts – State of Illinois



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 (ZONING ORDINANCE)

CITYVIEW PROJECT No: 2014 PR002
CITYVIEW APPLICATION No: 2014 AP002
PROJECT NAME: G.A. Medical Cannabis

RECEIVED
Received Date
St. Charles, IL

JAN 16 2014

CDD
Planning Division

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 Office.

We 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 Office and we will be happy to assist you.

1. Applicant Information:	Name City of St. Charles	Phone 630-377-4443
	Address 2 E. Main Street St. Charles IL, 60174	Fax 630-377-4062
		Email morourke@stcharlesil.gov

2. Billing: <i>To whom should costs for this application be billed?</i>	Name City of St. Charles	Phone 630-377-4443
	Address 2 E. Main Street St. Charles IL, 60174	Fax 630-377-4062
		Email morourke@stcharlesil.gov

Attachment Checklist

Application Fee (make checks payable to the City of St. Charles)

Chapter 17.16 “Office/Research, Manufacturing, and Public Land Districts”

Chapter 17.20 “Use Standards”

Chapter 17.24 “Off-Street Parking, Loading & Access”

Chapter 17.30 “Definitions”

Pertaining to requirements for Medical Cannabis Cultivation Centers and Medical Cannabis Dispensing Organizations.

MEMORANDUM

To: *Rita Tungare / Matthew O'Rourke*

From: *John M. McGuirk*

Date: *January 2, 2014*

RE: *Compassionate Use of Medical Cannabis Pilot Program Act*

(410 ILCS 130/1 et seq.)

As you know, the Compassionate Use of Medical Cannabis Pilot Program Act goes into effect on January 1, 2014. Your staff has done a great deal of research regarding the impact of the new Act upon municipalities. You have asked that I review the Act and provide you with some feedback with respect to some of the important provisions of the Act. To that end, I have reviewed the Act in detail and have also reviewed the proposed amendments to the zoning code proposed by your staff as well as the various maps and other documents prepared to demonstrate the areas in which cultivation centers and dispensaries could do business in the City of St. Charles.

It is important to note that the Medical Use of Marijuana is regulated pursuant to a pilot program. The law was created with a “sunset” provision which provides that if the legislature does not renew the program, it will cease to operate four (4) years from the effective date. The Act allows physicians to recommend the therapeutic use of marijuana to treat certain medical conditions that are set forth in the Act. The Act details thirty-three (33) medical conditions. Qualified patients can receive written certification to use medical marijuana if they register and are approved by the Department of Public Health. Each patient is prescribed no more than 2.5 ounces of usable cannabis during a fourteen (14) day period. The Department of Public Health, the Department of Financial and Professional Regulation and the Department of Agriculture play important roles in the implementation of the Act. Qualifying patients are known as “card holders” in the Act and are given cards designating their right to possess medical marijuana.

There are two facilities that are provided for by and regulated under the Act – cultivation centers and dispensaries. A cultivation center is defined as a facility operated by an organization or business that is registered with the Department of Agriculture to perform necessary activities to provide registered marijuana cannabis to dispensing organizations or “dispensaries.” A registration for a cultivation center is issued by the Department of Agriculture. A dispensary which dispenses cannabis is operated by a dispensing agent who has been issued a document issued by the Department of Financial and Professional Regulation. There are background checks run on the individuals who run the cultivation centers as well as the dispensaries and various other safeguards with respect to inspection, maintenance of maintenance of databases by the various state agencies.

The most significant feature of the act is its limitation on the location of cultivation centers as well as dispensaries. A registered cultivation center may not be located within 2,500 feet of a property line of a pre-existing public or private preschool or elementary or secondary school or daycare center, daycare home, group daycare home, part daycare facility or in areas zoned for residential use. This requirement takes in a large area within the city as the staff has recognized in preparing various maps. One of the things that we discussed at our meeting was the definition of residential use in the Act. My interpretation is that any zoning district that provides for residential use including mixed use districts would fall within that classification and thus the 2,500 feet of the property line of those areas would also be areas in which cultivation centers could not be located. Additionally, it should be noted that a cultivation center may not sell or distribute any cannabis to any individual or entity other than a dispensary organization registered under the Act. There should be no individual purchases or other activity at a cultivation center itself. The Act also requires that a cultivation center must maintain a 24-hour surveillance system to monitor the interior and exterior of the registered cultivation center facility and must be accessible to authorized law enforcement.

The limitation on dispensaries location is defined in a similar fashion as that of cultivation centers except that a dispensing organization may not be located within 1,000 feet of the property limits of a pre-existing public or private preschool or elementary or secondary school or daycare center, daycare home, group daycare home, or part day childcare facility. A registered dispensing organization may not be located in a house, apartment, condominium or in areas zoned for residential use. Again, that definition eliminates a broad scope of geographical area of the city and that has been laid out in detail by the staff in the various maps.

The Department of Agriculture, the Department of Public Health and the Department of Financial and Professional Regulation are charged with establishing certain rules and regulations within 120 days from the effective date of the Act. Some of the information that I have seen from the Illinois Municipal League Attorneys Forum indicates that many other municipalities have taken the position that they would not be addressing any issue relating to the Act until those rules are adopted by those state agencies. Most likely the final rules and regulations will not be completed until April 2014.

The Act does provide that municipalities may enact reasonable zoning ordinances or resolutions not in conflict with the Act. It specifically states that local governments, including home rule units, may not regulate the medical cannabis organizations other than as provided in the Act and may not unreasonably prohibit the cultivation, dispensing and use of medical cannabis authorized by the Act. It is specifically noted in the Act that it is a denial and limitation on concurrent exercise of home rule units of power and functions exercised by the state.

Based on my review of the recommendation of the staff that certain amendments be made to the zoning code specifically allowing for cultivation centers as permitted uses in the M-2 district, I would agree that that type of amendment makes sense given that it seems to be the only area that falls outside the 1,000 and 2,500 foot limitations for dispensaries and cultivation centers. A question was also raised about requiring the use of specific types of security systems and I assume that that question is addressed primarily to dispensaries. Since such security systems

would not be unreasonable or at least do not appear to be unreasonable, in my view such a requirement is permitted. Also, there was a question as to whether or not we could impose a home rule sales tax on medical cannabis. That is less clear. There is a provision in the Act that requires cultivation centers to pay a 7% sales tax. That provision specifically provides that the tax is not the responsibility of the dispensing organization or a qualifying patient. The Act further states that the sales tax shall be in addition to other taxes imposed by the state or any municipal corporation. Therefore, it seems clear that a cultivation center could be taxed but less clear as to whether a dispensary could be subject to a home rule sales tax. That issue requires more in depth research.

In conclusion, making various changes in the zoning ordinance to permit cultivation centers and dispensaries in certain areas is prudent. I have read news excerpts for other municipalities who have dealt with this issue including Naperville. In one of the summaries that I read, it indicated that Naperville adopted an ordinance allowing for drive-thru pick up of medical marijuana at dispensaries. It also further limited the location of dispensing facilities by providing that they can open in industrial areas without a hearing (which I assume means they have defined dispensaries as a permitted use within industrial areas) but would require a hearing in other retail areas outside the downtown. I think the point of what I was reading was that they were trying to make the opening of the dispensary outside of the industrial areas more difficult which can be done in a number of ways including increasing the area of restriction around schools or residential areas. However, it appears from my review our staff's research that the limitations that are provided by the Act are sufficient given the location of our schools and residential areas and that there is no need to provide anything more stringent than what the state statute provides.

I would be happy to discuss any question or concerns that you may have with respect to the Act. A detailed Reference Sheet prepared by the Marijuana Policy Project setting out all the provisions of the Act is attached for your reference.

LAW OFFICES

HOSCHEIT, MCGUIRK, MCCRACKEN & CUSCADEN, P.C.

1001 EAST MAIN STREET, SUITE G
SAINT CHARLES, ILLINOIS 60174-2203

JOHN J. HOSCHEIT
JOHN M. MCGUIRK
KATE L. MCCRACKEN
DOUGLAS R. CUSCADEN

TELEPHONE: 630.513.8700
FACSIMILE: 630.513.8799

February 11, 2014

Via Email Only
morourke@stcharlesil.gov

EMAILED

2/11/14

Mr. Matthew O'Rourke
City of St. Charles
Community and Economic Development

RE: Dispensing Organizations

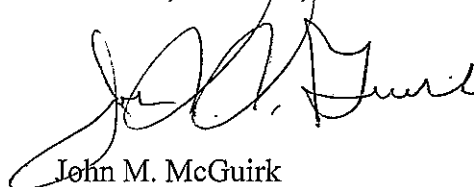
Dear Matt:

This is a follow up to our recent conversation regarding the public hearing before the Planning Commission on February 4, 2014. It appears that the Planning Commission is seeking more information with respect to areas within the City that could accommodate dispensing organizations under the Medical Cannabis Pilot Program Act. As we discussed and as you are well aware, the statute provides that a dispensing organization may not be located in "an area zoned for residential use" (410 ILCS 130/130(d)). My interpretation of that language is that it prohibits a dispensing organization from being located in any zoning district that allows for residential use. Had the legislature meant for dispensing organizations to be prohibited only in zoning districts zoned exclusively for residential use, it is my opinion that it would have stated that specifically.

You indicated that the staff will develop maps to demonstrate to the Planning Commission where dispensing organizations can be located given our interpretation of the restrictions set forth in the statute.

If you need any further information or interpretations with respect to the statute, please contact me. Also, please let me know if you require my attendance at any future Planning Commission meetings relating to this issue.

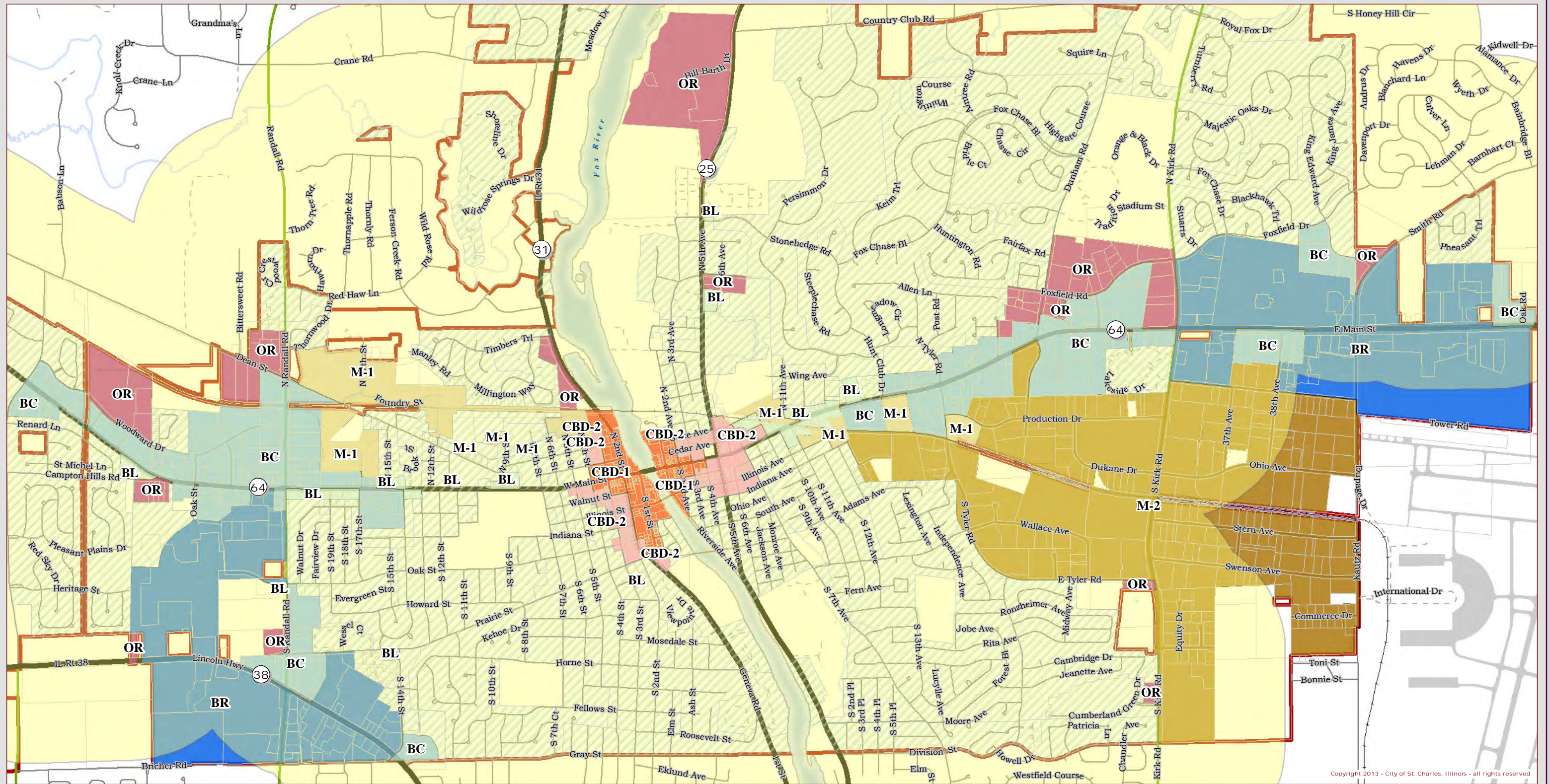
Very truly yours,
Hoscheit, McGuirk, McCracken & Cuscaden, P.C.



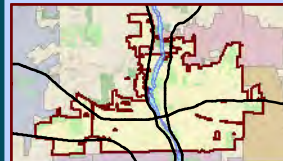
John M. McGuirk

JMM/lmk

HMM&C



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Publication Date:
June 21, 2013

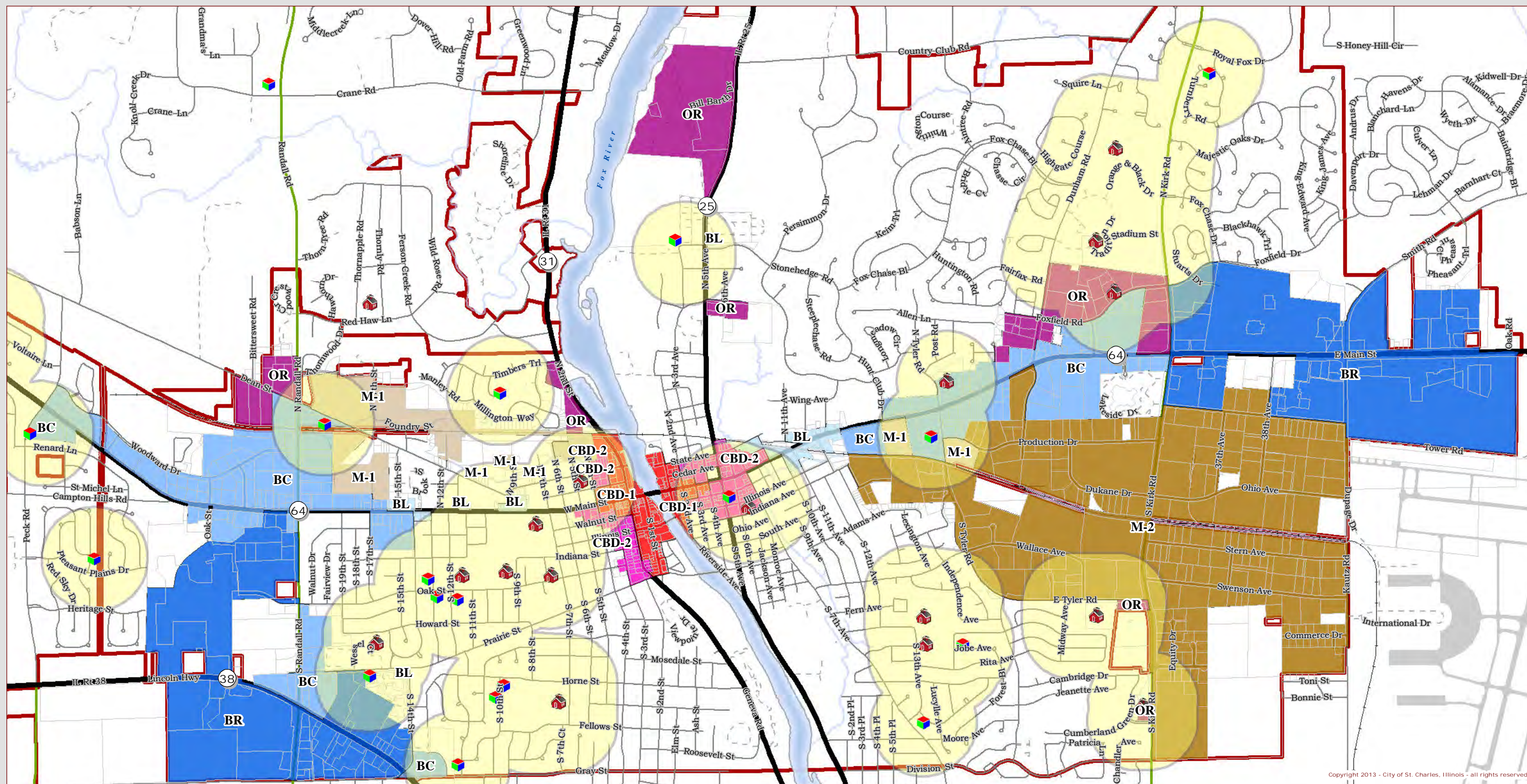
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City of St. Charles, Illinois
Kane County, Illinois
DuPage County, Illinois

Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
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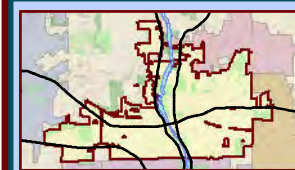


- 2500 Ft Buffer
- BC
- BL
- BR
- CBD-1
- CBD-2
- M-1
- M-2
- OR
- Residential

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Publication Date:
June 21, 2013

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
TH #: 130606143201070



- Day Care Facility
- School Facility
- 1,000 Ft Buffer
- BC
- BL
- BR
- CBD-1
- CBD-2
- M-1
- M-2
- OR

This work was created for planning purposes only and is provided as is, without warranty of any kind, either expressed or implied. The information represented may contain proprietary and confidential property of the City of St. Charles, Illinois. Under United States Copyright protection laws you may not use, reproduce, or distribute any part of this document without prior written permission. To obtain written permission please contact the City of St. Charles at Two East Main Street, St. Charles, IL 60174.



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve a Minor Change to PUD for St. Charles Commercial Center PUD – Ashford St. Charles Monument Entry Signs (former Covington Court Apartments)
Presenter:	Russell Colby

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development – (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
-----------------	-----	-----------	-----	--	----	--

If NO, please explain how item will be funded:

Executive Summary:

The multi-family residential development located at the southwest corner of 14th and Prairie Streets, previously known as Covington Court, was acquired by the Radco Companies in 2013. The development was renamed “Ashford St. Charles”.

As a part of the renaming, the owners are proposing to install new monument entry sign features at the two entrances to the development on Prairie St. and 14th St. The entry features will be masonry (to be faced with ashlar stone) and a sign panel will be framed on both semicircular signs.

The property is located in the St. Charles Commercial Center PUD. Preliminary Plans for Covington Court were approved by City Council Resolutions in 1986 (#1986-3 and #1986-30). A Minor Change to PUD Preliminary Plan is required for the signs to be installed.

Staff has reviewed the sign plan and determined it complies with the Zoning Ordinance requirements for Development Identifications Signs for residential uses in the RM-3 General Residential District.

Landscaping as required by the Zoning Ordinance will be installed around the sign.

Attachments: *(please list)*

Application for Minor Change to PUD; Aerial Photo, Plan documents

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a Minor Change to PUD for St. Charles Commercial Center PUD – Ashford St. Charles Monument Entry Signs (former Covington Court Apartments).

For office use only:

Agenda Item Number: 5i

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

MINOR CHANGE TO PUD APPLICATION

Received Date
RECEIVED
St. Charles, IL

CITYVIEW

Project Name:

Minor Change - St. Charles Commercial
Center PUD-Sign

Project Number:

2014 -PR- 010

Application No.

2014 -AP- 017

APR 09 2014

CDD
Planning Division

Instructions:

A Minor Change to PUD is one that modifies an approved PUD Preliminary Plan in a manner that complies with all standards of the Special Use for PUD Ordinance applicable to the property and meets the definition of a Minor Change as contained either in Section 17.04.430 of the Zoning Ordinance or the Special Use for PUD Ordinance.

To request approval of a Minor Change, complete this application and submit it with all required attachments to the Planning Division. When the application is complete, City staff will schedule a review by the Planning and Development Committee of the City Council. The Committee's recommendation will be forwarded to the City Council for final action.

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. Property Information:

Parcel Number (s):

1690 Covington Ct, ST CHARLES IL 60174

Street Address (or common location if no address is assigned):

2. Applicant Information:

Name

Dan Damery

Address

1690 Covington Ct
ST CHARLES IL 60174

Phone

630-923-0035

Fax

Email

ddamery@radco.us

3. Record Owner Information:

Name

THE RADCO COMPANIES

Address

400 Galleria Parkway, SE
Suite 400
ATLANTA GA 30339

Phone

770-272-9330

Fax

770-272-9373

Email

4. Billing:

To whom should costs for this application be billed?

Name

THE RADCO COMPANIES

Address

400 Galleria Parkway, SE
Suite 400
Atlanta, GA 30339

Phone

770-272-9330

Fax

770-272-9373

Email

INFORMATION FOR PROPOSED MINOR CHANGE:

NAME OF PUD: ST CHARLES COMMERCIAL CENTER

PUD ORDINANCE #: 1982-2-6 and amendments

Identify Specific PUD Plans to be changed:

1. Preliminary Plan for Covington Ct approved by Resolution 1986-3
2. Landscape Plan for Covington Ct approved by Resolution 1986-30
3. _____

Description of Proposed Changes:

Removal and replacement of Property signage at both entrances
added landscaping at each of the new signs.

Attachment Checklist

- APPLICATION:** Completed application form signed by the applicant
- 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.
- PROOF OF OWNERSHIP and DISCLOSURE:**
 - a) a current title policy report; or
 - b) a deed and a current title search.

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

- LEGAL DESCRIPTION:** For entire subject property, on 8 ½ x 11 inch paper
- PLAT OF SURVEY:**

A current plat of survey for the Subject Realty showing all existing improvements on the property, prepared by a registered Illinois Professional Land Surveyor.
- COVER LETTER:** describing the proposed minor change requested, why it is necessary, and how it is different from the currently approved plan.

□ **PLANS:**

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

Copies of Plans:


- Initial Submittal - Fifteen (15) full size copies, Three (3) 11" by 17", and a PDF electronic file on a CD-ROM.

Plans Shall include the following:

- Site Plan indicating location of proposed change.
- Existing streets on and adjacent to the tract.
- Architectural elevations showing existing/approved and proposed building design, color and materials (if applicable)
- If change is proposed to landscaping, show approved and proposed drawings, indicate species and quantities of plant material to replace existing/approved materials.

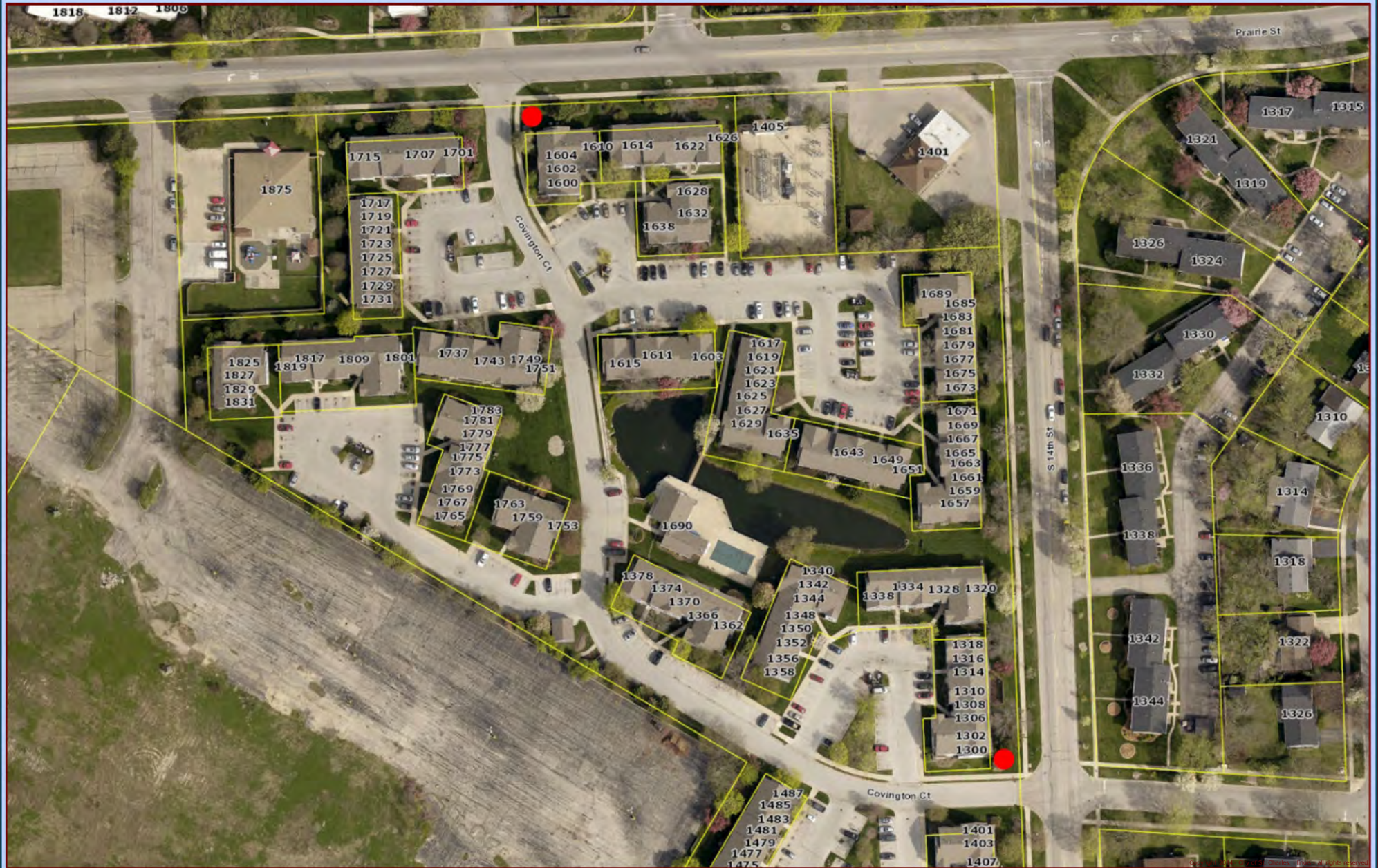
Additional information may be necessary depending on the specific change proposed.

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.

Record Owner	Date
	4/9/14
Applicant or Authorized Agent	Date



Ashford St. Charles sign locations

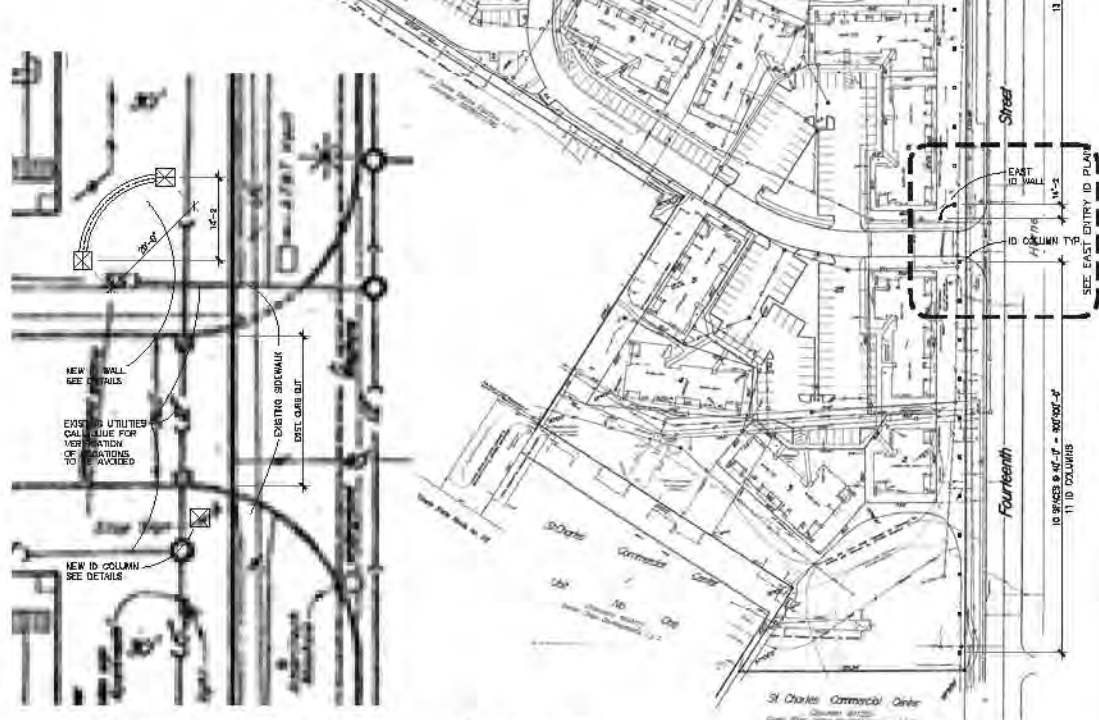
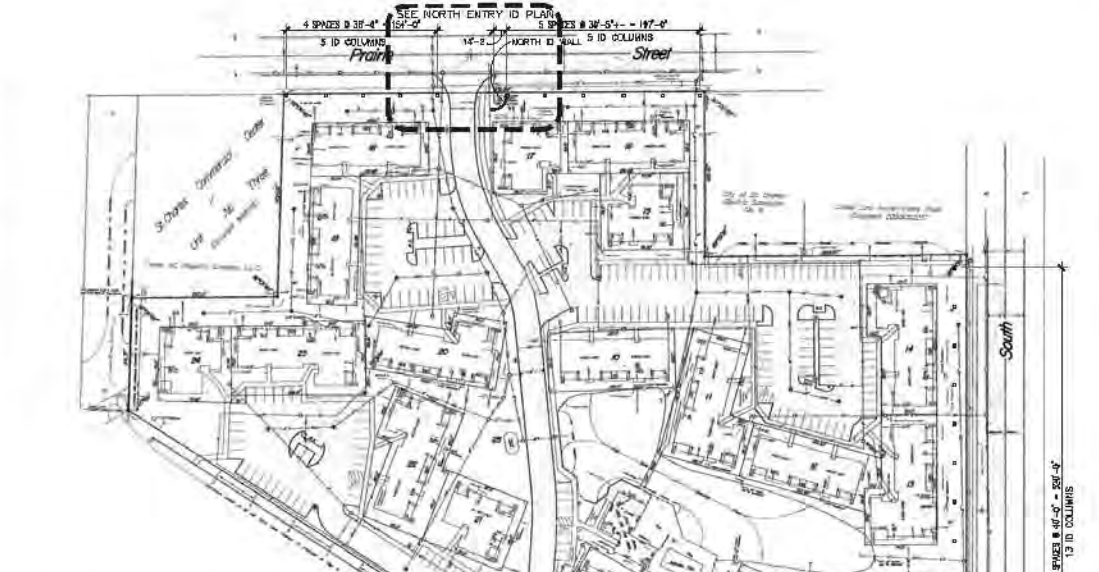
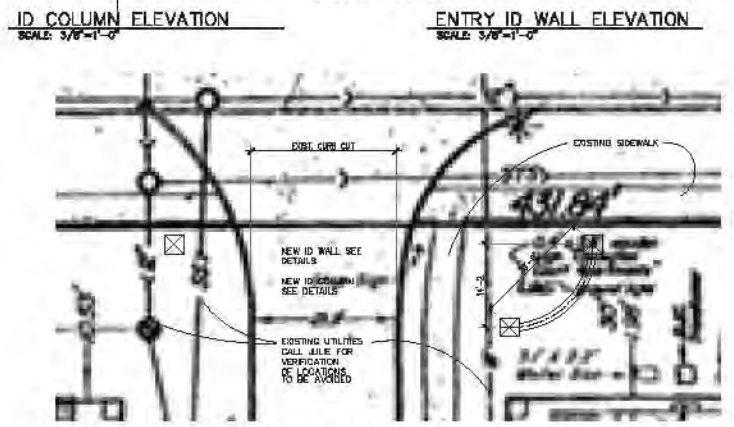
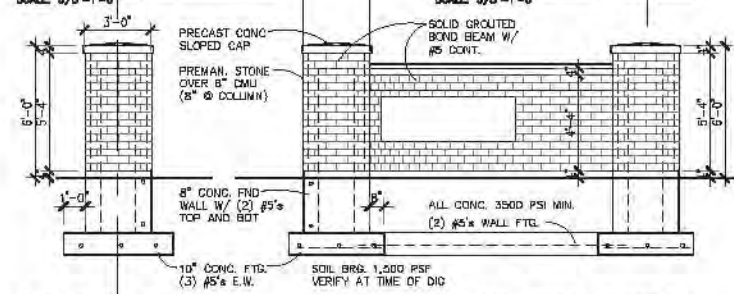
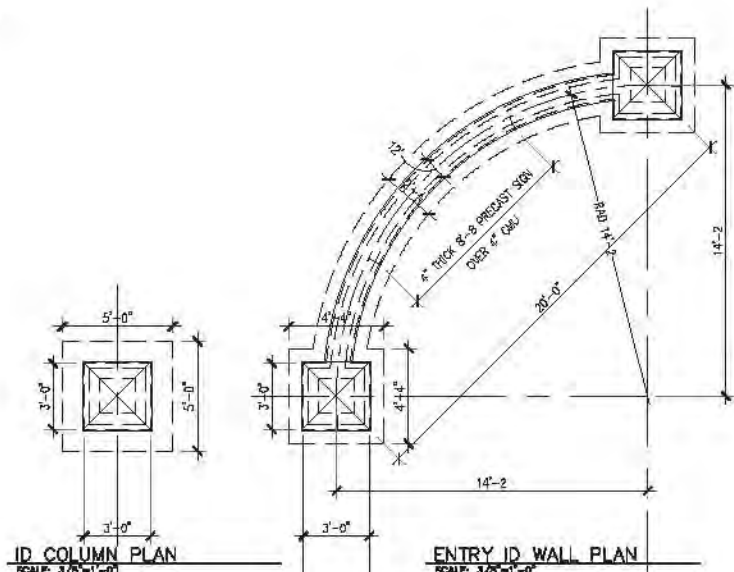


Data Source:
 City of St. Charles, Illinois
 Kane County, Illinois
 DuPage County, Illinois
 Projection: Transverse Mercator
 Coordinate System: Illinois State Plane East
 North American Datum 1983
 Printed on: April 10, 2014 01:10 PM



0 69 137 Feet

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D. L. Rawlings, Inc.
Architecture + Planning
30 West 57th Street, New York, NY 10019
Tel: 212 262 2873
Fax: 212 262 2874

Project:
Covington Courts Apartments
Entry ID and Perimeter Columns
1690 Covington Court Saint Charles, IL.

Sheet:
Plans and Details

JOB NUMBER:
13111

DATE:
07.17.13

REVISIONS:

SHEET
A1



SEASONAL SOLUTION LANDSCAPING

Seasonal Solution, Inc.
PO Box 501105
Atlanta, GA 31150

(678)822-1804
http://www.seasonalsolution.com

ADDRESS
Ashford Saint Charles
Mr. Dan Damery
The Radco Companies
400 Galleria Parkway, SE Suite
Atlanta, GA 30339

PROJECT MEMO: ASC - Install ESTIMATE #: 1537
SALES REP: WF DATE: 03/17/2014
CLIENT P.O.#: Hardscapes - Entr: EXP. DATE: 04/17/2014

DATE	ACTIVITY	QUANTITY	RATE	AMOUNT
03/17/2014	Site Preparation M.Hrs. - Foundation Bed Prep Specific <i>Site Preparation - Main hours</i>	39		
03/17/2014	Tree removal <i>Tree Removal - Right-of-way trees affected by construction only</i>	1		
03/17/2014	Signage monuments <i>Signage Monuments - Labor, equipment, and materials necessary for the construction of monument signage per plan specifications. Monument walls to be veneered with tan or gray, crab orchard stone in a random ashlar pattern (as pictured). Monument to be constructed upon a 12" concrete footer. Structural core to consist of CML. Capstone to be of solid sections of the same type of stone. The monument walls will have a recessed area conditioned with a stucco background to allow for proper ID. Price includes South 14th St. and Prairie Street monuments</i>	2		
03/17/2014	Hardscape:Brick Columns <i>Labor, equipment, and materials necessary for the construction of tan or gray, crab orchard stone columns (1 W X 6 H) capped with same type of stone. The columns will have a recessed area conditioned with a stucco background, to allow for ID. Price includes South 14th St. and Prairie Street columns</i>	2		
03/17/2014	Cephalotaxus - #3 <i>Monument Sign Plantings - Both signs Cephalotaxus - #3</i>	45		
03/17/2014	CHICAGO -Spirea / 'Anthony Waterer' - #3 <i>Spirea / 'Anthony Waterer' - #3</i>	30		

Handwritten note: Description of sign / entry features

Continue to the next page

DATE	ACTIVITY	
03/17/2014	Arborvitae - 8' (1)	4
03/17/2014	Fescue / Price per square foot > 1000 sq. ft.	4500
03/17/2014	Hardwood Mulch (Chicago-Bulk)	45
03/17/2014	Soil Amendments (FLEK) - Fifteen	4
03/17/2014	Annuals (Common) - Spring	18
03/17/2014	Liriope / Big Blom + roots	480

All work to be performed to industry standards. Pricing to serve for budgetary purposes only. Final Invoice will be based upon actual quantities used to perform the job. Any variances from the quantities listed above will be brought to your attention through written / verbal change orders, depending upon scale. Estimate values are good for a period of thirty (30) days from the date of the estimate.


ACCEPTED BY

ACCEPTED DATE

Seasonal Solution, Inc.

Estimate 1537

03/17/2014

	AGENDA ITEM EXECUTIVE SUMMARY					
	Title:	Recommendation to approve a Façade Improvement Grant Agreement for 111 W. Main St. (Steel Beam Theater)				
	Presenter:	Russell Colby				
<i>Please check appropriate box:</i>						
	Government Operations		Government Services			
X	Planning & Development (4/14/14)		City Council			
Estimated Cost:	\$1,800	Budgeted:	YES	X	NO	
If NO, please explain how item will be funded:						
Executive Summary:						
<p>Donna Steele of Steel Beam Theater has applied for Façade Improvement Grant funding.</p> <p>The Façade Improvement Grant program provides assistance to property owners and commercial tenants to rehabilitate and restore the exterior of buildings in the downtown. Grant funding is available first for buildings located in Special Service Area 1B (Downtown Revitalization) and secondarily for other properties located outside SSA 1B but within the Central Historic District. Applications are first reviewed by the Historic Preservation Commission for appropriateness of design. The grants are provided as a reimbursement for up to 50% of the funds invested into an exterior rehabilitation project, up to \$10,000 for a 30 ft. length of building façade. There is a limit of \$20,000 of grant funds per property in any 5 year period. The program budget for FY 13-14 is \$40,000.</p> <p>The project scope includes replacing an existing projecting banner sign on Main Street with a new internally lit projecting sign. The sign is intended to increase the visibility of the theater along Main Street. The Historic Preservation Commission recommended approval of the grant on 4/2/14.</p> <p>The proposed cost of work is approximately \$3,600. The Façade Grant would fund a maximum of \$1,800.</p>						
Attachments: <i>(please list)</i>						
Façade Improvement Grant Application, Grant Agreement						
Recommendation / Suggested Action <i>(briefly explain):</i>						
Recommendation to approve a Façade Improvement Grant Agreement for 111 W Main St. (Steel Beam Theater).						
<i>For office use only:</i>		<i>Agenda Item Number: 5j</i>				

Received 4/2/14

**CITY OF ST. CHARLES
FACADE IMPROVEMENT PROGRAM
APPLICATION FORM**

A non-refundable fee of \$50.00 must accompany this application. Checks should be made payable to the City of St. Charles.

1) Applicant: Steel Beam Theatre
(Name)

Home Address: _____
(Street) (City/State/Zip) (Phone)

Business Address: 711 W. MAIN ST. ST. CHARLES IL 60174
(Street) (City/State/Zip) (Phone)
630 587 8521

Federal Tax ID Number: 36 4422028

2) Building or establishment for which the reimbursement grant is sought
SAME
(Street Address)

(Property Identification Number)

4) Is this property listed on the National Registry or designated as a Local Landmark: Yes No

3) Proposed Improvements(Check all that apply):


- Canopy/Awning
- Windows/Doors
- Tuck pointing/Masonry Repair
- Masonry Cleaning
- Painting
- Other(Please Specify) _____
- Signage
- Exterior Lighting
- Restoration of Architectural Features
- Rear Entrance Improvements(Please specify below)

Describe the scope and purpose of the work to be done:
New electric Blade Sign on MAIN ST.

Preliminary Cost Estimate: \$ 3600- City's Grant Amount: \$ 1800

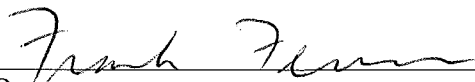
4) Statement of Understanding:

- A. I agree to comply with the guidelines and procedures of the St. Charles Façade Improvement Program.
- B. I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, receipts, and contractor's final waivers of lien upon completion of the approved improvements.
- C. I understand that work done before a Façade Improvement Agreement is approved by the City Council is not eligible for a grant.
- D. I understand the Façade Improvement reimbursement grants are subject to taxation and that the City is required to report the amount and recipient of said grants to the IRS

Signature 
Applicant

If the applicant is other than the owner, you must have the owner complete the following certificate:

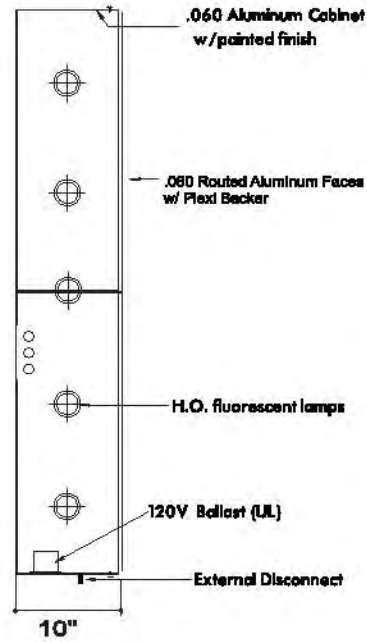
I certify that I am the owner of the property at 111 W. Main St., and that I authorize the applicant to apply for a reimbursement grant under the St. Charles Facade Improvement Program and undertake the approved improvements.

Signature  Date 4.2.14
Owner

Double Faced Illuminated Blade Box Sign

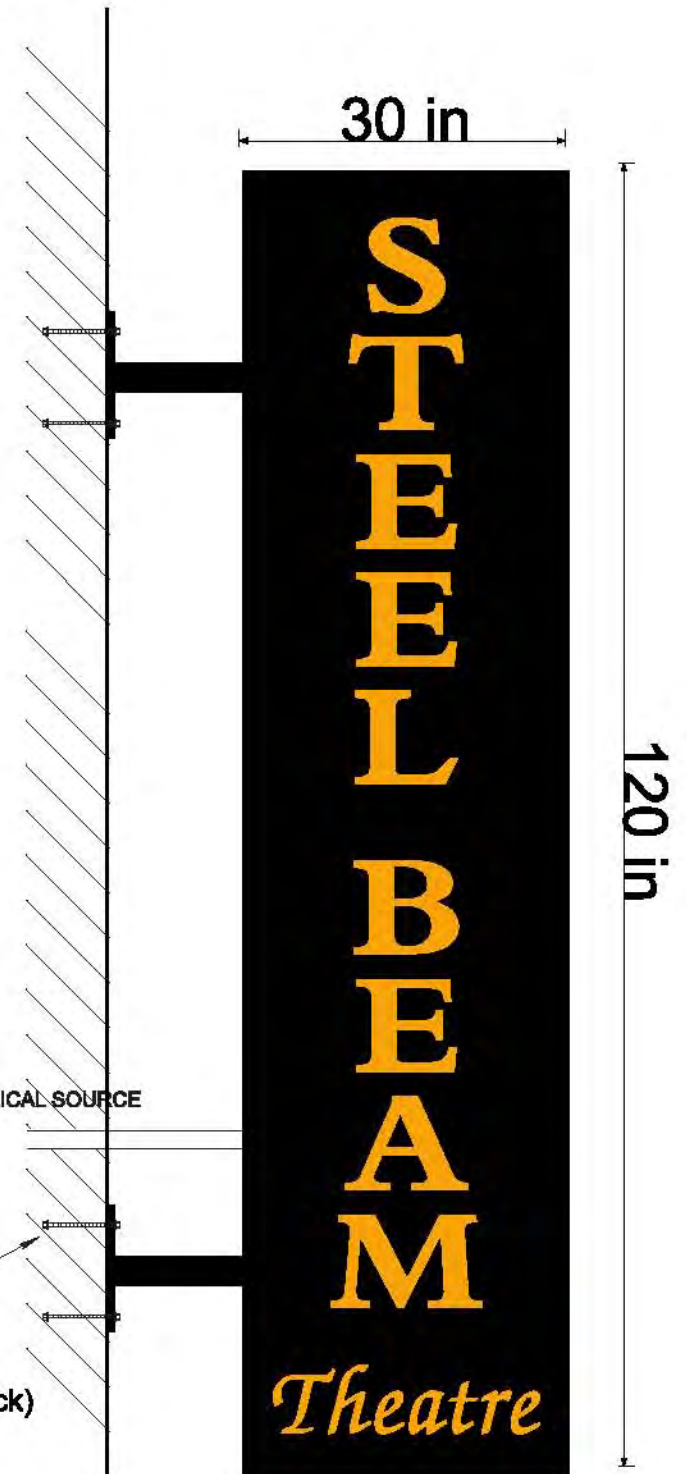


Custom Lightbox
Typical Cross Section



CONDUIT THRU TO ELECTRICAL SOURCE
W/ 120V ELEC. LEAD

Installed with threaded rod
and backer plates (through brick)





**City of St. Charles
Facade Improvement Agreement**

THIS AGREEMENT, entered into this 21st day of April, 2014, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated OWNER/LESSEE, to wit:

Owner/Lessee's Name: Donna Steele
Name of Business: Steel Beam Theater
Tax ID#/Social Security #
Address of Property to be Improved: 111 W. Main St., St. Charles, IL 60174
PIN Number: 09-27-377-044 & 09-27-377-023

WITNESSETH:

WHEREAS, the CITY has established a Facade Improvement Program for application within the St. Charles Facade Improvement Business District ("District"); and

WHEREAS, said Facade Improvement Program is administered by the CITY with the advice of the Historic Preservation Commission and is funded from the general fund for the purposes of controlling and preventing blight and deterioration within the District; and

WHEREAS, pursuant to the Facade Improvement Program CITY has agreed to participate, subject to its sole discretion, 1) in reimbursing Owners/Lessees for the cost of eligible exterior improvements to commercial establishments within the District up to a maximum of one-half(1/2) of the approved contract cost of such improvements and 2) in reimbursing Owners/Lessees for 100% of the cost of the services of an architect for such facade improvements up to a maximum of \$4,000 per building, as

set forth herein, but in no event shall the total CITY participation exceed ten thousand dollars (\$10,000) per facade, as defined herein, for eligible improvements to the front and/or side of a building, and ten thousand dollars (\$10,000) per building for eligible rear entrance improvements, with a maximum reimbursement amount of twenty thousand dollars(\$20,000) per building; and

WHEREAS, the OWNER/LESSEE's property is located within the Facade Improvement Business District, and the OWNER/LESSEE desires to participate in the Facade Improvement Program pursuant to the terms and provisions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the OWNER/LESSEE do hereby agree as follows:

SECTION 1:

A. With respect to facade improvements to the front and side of a building and related eligible improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of fifty percent (50%) of such cost, and shall reimburse OWNER/LESSEE for 100% of the cost of fees for architectural services pertaining to such improvements, up to a maximum amount of \$4,000 per building as defined herein, provided that the total reimbursement for improvements to the front and side of a building and related eligible improvements and architectural services shall not exceed ten thousand dollars (\$10,000) per facade as defined herein.

B. With respect to improvements to rear entrance(s) of a building and related eligible improvements, the CITY shall reimburse OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE's property at the rate of fifty percent(50%) of such cost, and shall reimburse OWNER/LESSEE for 100 % of the cost of fees for architectural services pertaining to such improvements, up to a maximum amount of \$4,000 per building, provided that reimbursement for landscaping materials and installation shall not exceed \$1,000 per building, and provided that the total

reimbursement for rear entrance and related eligible improvements and architectural services shall not exceed ten thousand dollars(\$10,000) per building.

The actual total reimbursement amounts per this Agreement shall not exceed **\$1,800** for facade improvements to the front and side of a building and related eligible improvements and \$0 for improvements to rear entrance(s) of a building and related eligible improvements. The improvement costs which are eligible for City reimbursement include all labor, materials, equipment and other contract items necessary for the proper execution and completion of the work as shown on the plans, design drawings, specifications and estimates approved by the City. Such plans, design drawings, specifications and estimates are attached hereto as Exhibit I.

SECTION 2: No improvement work shall be undertaken until its design has been submitted to and approved by the City Council. Following approval, the OWNER/LESSEE shall contract for the work and shall commence and complete all such work within six months from the date of such approval.

SECTION 3: The Director of Community Development shall periodically review the progress of the contractor's work on the facade improvement pursuant to this Agreement. Such inspections shall not replace any required permit inspection by the Building Commissioner and Building Inspectors. All work which is not in conformance with the approved plans, design drawings and specifications shall be immediately remedied by the OWNER/LESSEE and deficient or improper work shall be replaced and made to comply with the approved plans, design drawings and specifications and the terms of this Agreement.

SECTION 4: Upon completion of the improvements and upon their final inspection and approval by the Director of Community Development, the OWNER/LESSEE shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the work as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor,

materials or equipment in the work. In addition, the OWNER/LESSEE shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The OWNER/LESSEE shall also submit to the CITY a copy of the architect's statement of fees for professional services for preparation of plans and specifications. The CITY shall, within fifteen (15) days of receipt of the contractor's statement, proof of payment and lien waivers, and the architect's statement, issue a check to the OWNER/LESSEE as reimbursement for one-half of the approved construction cost estimate or one-half of the actual construction cost, whichever is less, and for 100% of architectural services fee, subject to the limitations set forth in Section 1 hereof.

In the alternative, at its sole discretion, CITY may reimburse OWNER/LESSEE in two payments. The first reimbursement may be made only 1) upon completion of work representing 50% or more of the maximum reimbursement specified in Section 1 hereof and 2) upon receipt by CITY of the architect's invoices, contractor's statements, invoices, proof of payment and notarized final lien waivers for the completed work and 3) upon a determination by the Director of Community Development that the remainder of the work is expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the OWNER/LESSEE. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 5: If the OWNER/LESSEE or his contractor fails to complete the improvement work provided for herein in conformity with the approved plans, design drawings and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community Development to the OWNER/LESSEE, by certified mail to the address listed above, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

SECTION 6: Upon completion of the improvement work pursuant to this Agreement and for a period of five (5) years thereafter, the OWNER/LESSEE shall be responsible for properly maintaining such improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the OWNER/LESSEE shall not enter into any Agreement or contract or take any other steps to alter, change or remove such improvements, or the approved design thereof, nor shall OWNER/LESSEE undertake any other changes, by contract or otherwise, to the improvements provided for in this Agreement unless such changes are first submitted to the Director of Community Development, and any additional review body designated by the Director, for approval. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement. OWNER/LESSEE shall execute and record a restrictive covenant, in a form substantially the same as Exhibit "II" hereto, at City's request.

SECTION 7: The OWNER/LESSEE releases the CITY from, and covenants and agrees that the CITY shall not be liable for, and covenants and agrees to indemnify and hold harmless the CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the facade improvement(s), including but not limited to actions arising from the Prevailing Wage Act (820 ILCS 30/0.01 et seq.) The OWNER/LESSEE further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any

settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said facade improvement(s).

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

SECTION 9: This Agreement shall be binding upon the CITY and upon the OWNER/LESSEE and its successors, to said property for a period of five (5) years from and after the date of completion and approval of the facade improvement provided for herein. It shall be the responsibility of the OWNER/LESSEE to inform subsequent OWNER(s)/LESSEE(s) of the provisions of this Agreement.

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

OWNER/LESSEE

CITY OF ST. CHARLES

Mayor

ATTEST: _____
City Clerk

EXHIBIT "I"

Proposal from Aubrey Sign Co:
Total Estimated Cost: \$3,600
Maximum Grant: \$1,800



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve a Corridor Improvement Grant for 1020 Cedar Avenue (Batavia Enterprises)

Presenter: Matthew O'Rourke

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (4/14/14)		City Council
	Public Hearing		

Estimated Cost:	\$4,568.14	Budgeted:	YES	X	NO	
-----------------	------------	-----------	-----	---	----	--

If NO, please explain how item will be funded:

Executive Summary:

Zack Tentinger of Tentinger Landscapes, applicant, has requested a Corridor Improvement Grant for landscape improvements 1020 Cedar Avenue on behalf of the property owner Batavia Enterprises. This property has frontage on Rt. 64 just to the east of the former rail road crossing and right-of-way at the intersection of Rt. 64 and Cedar Ave. The applicant is proposing to install new landscape features and rock outcroppings. These features will enhance the look of this area and create year-round visual interest.

The Corridor Improvement Commission reviewed the design and recommended approval of the grant on March 5, 2014. The City's share of the total project cost will be a maximum of \$3,443.14 for landscape materials and \$1,125.00 for design fees. The total grant amount will be \$4,568.14.

Attachments: *(please list)*

Draft Corridor Improvement Agreement.
CIC Resolution 1-2014

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a Corridor Improvement Grant for 1020 Cedar Avenue (Batavia Enterprises).

For office use only:

Agenda Item Number: 5k

City of St. Charles, Illinois

Corridor Improvement Commission Resolution No. 1-2014

**A Resolution Recommending Approval of
A Corridor Improvement Grant Application**

(1020 Cedar Avenue – Zack Tentinger)

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

WHEREAS, the Corridor Improvement Commission has reviewed the following Corridor Improvement proposal for: 1020 Cedar Avenue; and

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

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

Roll Call Vote:

Ayes: English, Schuetz, Kane, Dechene, and Potts

Nays: None

Abstain: None

Absent: None

Motion Carried.

PASSED, this 5th day of March, 2014.

Chairman

EXHIBIT A

REVIEW COMMENTS

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

City of St. Charles
CORRIDOR IMPROVEMENT AGREEMENT

1020 Cedar Avenue
Batavia Enterprises

THIS AGREEMENT, entered into this 21st day of March, 2011, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Zack Tentinger**

Address of Property to be Improved: **1020 Cedar Avenue**

PIN Number(s): **09-27-477-007**

Property Owner's Name: **Batavia Enterprises**

WITNESSETH:

WHEREAS, the CITY has established a **Corridor Improvement Program** to provide matching grants for landscaping and related improvements within the Randall Road, Main Street, and Kirk Road corridors of the CITY; and

WHEREAS, Zack Tentinger, APPLICANT, desires to install landscaping and related improvements to the above-described property that are eligible for reimbursement under the Corridor Improvement Program; and

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

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

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the APPLICANT do hereby agree as follows:

SECTION 1: The APPLICANT understands and agrees that only the cost of eligible improvements located east of the Kirk Road right-of-way on parcels with the following PIN(s) **09-27-477-007**, and landscape design fees associated with those improvements, shall be considered reimbursable as shown in Exhibits II and III. The CITY will reimburse the APPLICANT up to 75% of the cost for landscape design services and up to 50% of the cost of labor, materials and equipment necessary to install landscaping and related improvements in accordance with the approved plans, specifications and cost estimates attached hereto as Exhibit “I” (the “Improvements”), but in no event more than the maximum amounts as defined below:

Landscape designer’s fee:	\$1,500.00	City’s Share @75%	\$1,125.00
Landscape improvements cost:	\$6,886.28	City’s Share @50%	\$3,443.14

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

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

SECTION 3: Upon completion of the Improvements and upon their final inspection and approval by the Director of Community Development, or designee, the APPLICANT shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the Improvements as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the

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

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

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

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

SECTION 5: If the APPLICANT or his contractor fails to complete the Improvements provided for herein in conformity with the approved plans and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community Development to the APPLICANT, by certified mail to the address listed above, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

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

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

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

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

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

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

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

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

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

APPLICANT

PROPERTY OWNER
(if different from APPLICANT)

CITY OF ST. CHARLES: _____

Mayor

ATTEST: _____

City Clerk

Applicant contact information:

Phone: _____

Fax: _____

Email: _____

Property Owner's information, if different than applicant:

Phone: _____

Fax: _____

Email: _____

Exhibit I

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

Corridor & Downtown Grants

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

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

Four Season Grants

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

Exhibit II

Estimate

Tentinger Landscapes, Inc.
630.913.5100

Date: 3.4.14
Estimate #: 14-001
Customer ID: B. Enterprises

To: Batavia Enterprises, LLC
140 1st St.
Batavia, IL 60510

Cedar Avenue Business Center, St. Charles, IL
Signage Bed Outcropping and Planting

Estimate no.	Job	Payment Terms	Due Date
14-001			

Qty	Description	Units		
Site Design and Administration				
20.00	Design and Administration	hr		
	Total			\$ 1,500.00
Outcropping and Placement				
2.00	Base Gravel	ton		
2.00	Topsoil	cyd		
5.00	Outcropping	ton		
23.50	Installation Labor	hr		
1.00	Handling Fee	al		
	Total			\$ 3,234.40
Plant Material				
7.00	Panicum virgatum 'Northwind'	#3		
36.00	Rudbeckia speciosa var. sullivantii	#1		
46.00	Salvia 'Blue Hill'	#1		
70.00	Salvia 'Wesuwe'	#1		
4.00	Sedum kamtchaticum	24FL		
4.00	Sporobolus heterolepis	10FL		
1.00	Handling Fee	al		
20.00	Installation Labor	hr		
	Total			\$ 3,441.88
Mulch and Edging				
3.00	Mulch and Installation	cyd		
	Total			\$ 210.00

Subtotal	\$ 8,386.28
Deposit*	
Total	\$ 8,386.28

Make all checks payable to Tentinger Landscapes, Inc.
Thank you for your business!

630.913.5100 info@tentinger.co

CEDAR AVENUE

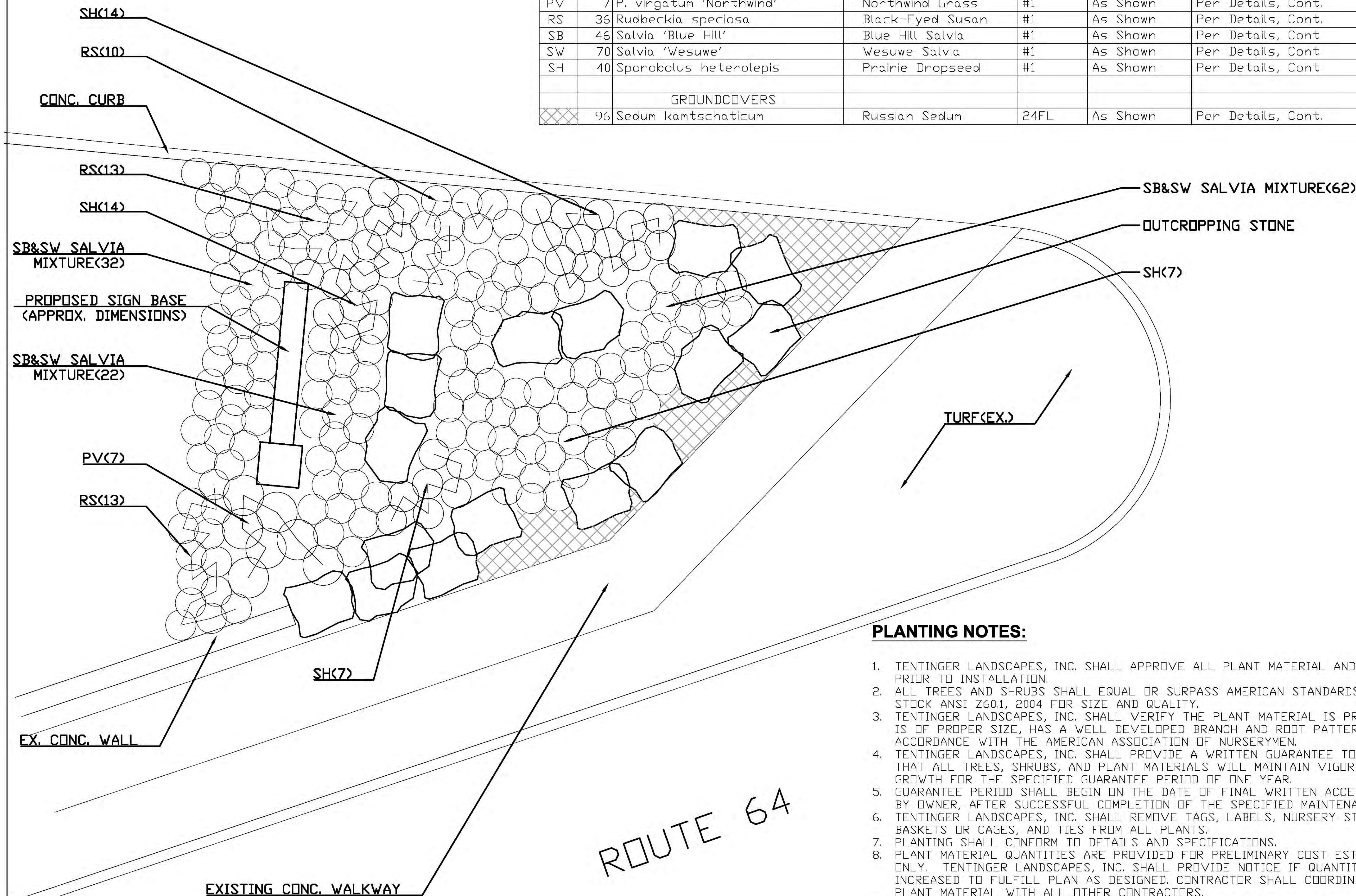
CEDAR AVENUE BUSINESS CENTER

1020 CEDAR AVE.
ST. CHARLES, IL

LANDSCAPE DESIGN FOR:
BATAVIA ENTERPRISES, LLC.
140 FIRST STREET
BATAVIA, IL 60510

LANDSCAPE DESIGNER:
TENTINGER LANDSCAPES, INC.
1290 MOLITOR ROAD
AURORA, IL 60505
630.913.5100

PLANTING SCHEDULE						
KEY	QTY.	SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING	COMMENTS
PERENNIALS & GRASSES						
PV	7	<i>P. virgatum 'Northwind'</i>	Northwind Grass	#1	As Shown	Per Details, Cont.
RS	36	<i>Rudbeckia speciosa</i>	Black-Eyed Susan	#1	As Shown	Per Details, Cont.
SB	46	<i>Salvia 'Blue Hill'</i>	Blue Hill Salvia	#1	As Shown	Per Details, Cont.
SW	70	<i>Salvia 'Wesuwe'</i>	Wesuwe Salvia	#1	As Shown	Per Details, Cont.
SH	40	<i>Sporobolus heterolepis</i>	Prairie Dropseed	#1	As Shown	Per Details, Cont.
GROUNDCOVERS						
96		<i>Sedum kamtschaticum</i>	Russian Sedum	24FL	As Shown	Per Details, Cont.



PLANTING NOTES:

1. TENTINGER LANDSCAPES, INC. SHALL APPROVE ALL PLANT MATERIAL AND PLACEMENT PRIOR TO INSTALLATION.
2. ALL TREES AND SHRUBS SHALL EQUAL OR SURPASS AMERICAN STANDARDS FOR NURSERY STOCK ANSI Z60.1, 2004 FOR SIZE AND QUALITY.
3. TENTINGER LANDSCAPES, INC. SHALL VERIFY THE PLANT MATERIAL IS PROPERLY LABELED, IS OF PROPER SIZE, HAS A WELL DEVELOPED BRANCH AND ROOT PATTERN, AND IS IN ACCORDANCE WITH THE AMERICAN ASSOCIATION OF NURSERYMEN.
4. TENTINGER LANDSCAPES, INC. SHALL PROVIDE A WRITTEN GUARANTEE TO THE OWNER THAT ALL TREES, SHRUBS, AND PLANT MATERIALS WILL MAINTAIN VIGOROUS AND HEALTHY GROWTH FOR THE SPECIFIED GUARANTEE PERIOD OF ONE YEAR.
5. GUARANTEE PERIOD SHALL BEGIN ON THE DATE OF FINAL WRITTEN ACCEPTANCE OF WORK BY OWNER, AFTER SUCCESSFUL COMPLETION OF THE SPECIFIED MAINTENANCE PERIOD.
6. TENTINGER LANDSCAPES, INC. SHALL REMOVE TAGS, LABELS, NURSERY STAKES, WIRE BASKETS OR CAGES, AND TIES FROM ALL PLANTS.
7. PLANTING SHALL CONFORM TO DETAILS AND SPECIFICATIONS.
8. PLANT MATERIAL QUANTITIES ARE PROVIDED FOR PRELIMINARY COST ESTIMATE PURPOSES ONLY. TENTINGER LANDSCAPES, INC. SHALL PROVIDE NOTICE IF QUANTITIES MUST BE INCREASED TO FULFILL PLAN AS DESIGNED. CONTRACTOR SHALL COORDINATE LOCATION OF PLANT MATERIAL WITH ALL OTHER CONTRACTORS.
9. SOIL PREPARATION AND BACKFILL RECOMMENDATIONS CONTAINED WITHIN THESE PLANS AND/OR SPECIFICATIONS ARE FOR BID PURPOSES ONLY. FINAL SOIL ANALYSIS RECOMMENDATIONS SHALL SUPERSEDE. SEE SPECIFICATIONS.
10. TENTINGER LANDSCAPES, INC. SHALL GRADE AROUND ALL PLANTS TO FINISH GRADE UNLESS OTHERWISE NOTED.
11. ALL LANDSCAPE AREAS (EXCLUDING TURF) ARE TO BE MULCHED WITH A 2" DEEP LAYER OF GROUND BARK MULCH AT THE CONCLUSION OF PLANTING OPERATIONS. ALL MULCH SHALL CONFORM TO INDUSTRY STANDARDS.
12. ALL TRANSITIONS BETWEEN PLANTING BEDS AND LAWNS ARE TO BE SPADE CUT EDGE, UNLESS OTHERWISE NOTED.

DRAWN BY: ZACK TENTINGER

REVISIONS:

PROJECT:
CEDAR AVENUE SIGNAGE ENHANCEMENTS

SHEET TITLE:
PLANTING & HARDSCAPE PLAN

DATE: 4 MAR. 2014
JOB NUMBER: 14-001

SHEET NUMBER:

L1.0



Exhibit IV
Agreement to Engage in Maintenance for Five Years

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

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